AACC IS ENTIRELY ONLINE.

We know online classes are different from being in the classroom, but this is a great time to join the thousands of online students already enrolled in our distance learning program. AACC has offered distance learning for decades—we’re great at it! Whether you’re a first-time student or returning to college after a long break, why not check out our programs? We’re committed to providing you with the same high quality, affordable education right from your own home.

SESSIONS START AUG. 31, SEPT. 14 AND OCT. 26
Registration underway June 1
Each spring and fall, 10,000 students enroll in distance learning.

- Many degrees and certificates can be completed entirely online with hundreds of courses that transfer or benefit you on the job.
- Online student support services help you throughout your educational experience.

**Flexible Online Courses are Accessible to You.**

Discover a range of courses to help you complete a degree, workforce certificate or additional career training. A computer and internet connection are all you need to take college classes, anywhere.

**Two ways to take online classes — Online and Online Sync**

Whatever way you choose, you’ll have access to your professor through virtual office hours.

### Online Sync courses list date ranges, day(s) of the week and meeting times

These courses meet regularly online and include a section note with further instructions regarding required attendance at the dates and times listed. Learning activities are to be completed throughout the remainder of the week. This format is particularly good for students who benefit from consistent interaction with instructors and classmates.

**ACH 100**

**INTRODUCTION TO INTERIOR DESIGN – 1 CR HR**

Gain an overview of the interior design profession. Learn the principles and elements of interior design through critiques, simple in-class exercises, projects and lectures. Explore the various academic pathways in both residential and commercial design. Preparatory course for students exploring the field of interior design and seeking a certificate or degree. Lab fee $20.

Oct. 26-Dec. 19

002  Tu  10-11:40 am  Online

*Note: Attendance in online sessions Tuesdays from 10-11:40 a.m. is mandatory for this section.*

### Online courses only list date ranges

This format is good for students who want more flexibility in their schedule. For these courses, you are not required to log in or meet at scheduled times. All essential instruction will be provided through the Canvas platform and may use other online tools, resources and activities. You must meet assignment deadlines set by your instructor.

**ACA 100**

**STUDENT SUCCESS SEMINAR – 1 CR HR**

Identify and examine college support services, faculty expectations and academic planning. Investigate and practice the habits of successful students such as study skills, note taking and time management. Assess learning styles and career pathways, and set goals. Develop an academic plan and tools to facilitate academic success in a diverse learning environment.

Aug. 31-Oct. 23

003  Online

Aug. 31-Oct. 23

200  Online

---

**Digital Tools and Online Support to Help You**

Despite the impact of COVID-19, we continue to offer services remotely for our students, faculty and staff.

Throughout the college our support services will help you tackle distance education with confidence. We’re here to help with admissions, financial aid, library and other student services with the support of a top-notch technical team and highly credentialed faculty.

Visit our COVID-19 page at [www.aacc.edu/virusinfo](http://www.aacc.edu/virusinfo) for details, or review the student FAQ for a list of remote contacts.

---

**Online Course Search**

Check out AACC’s fall credit offerings using our online course search, which is updated each day. Visit [www.aacc.edu/course-search](http://www.aacc.edu/course-search) to sort, use the selections on the right to choose credit or noncredit, the term, subject area, length of course, and more.
ONLINE COURSE SEARCH

Check out AACC’s fall credit offerings using our online course search, which is updated each day. Visit www.aacc.edu/course-search to sort, use the selections on the right to choose credit or noncredit, the term, subject area, length of course, and more.

FALL 2020 SCHEDULE CONTENTS

Tuition, Fees and Payment Options ............................................................................................................................................. 2
Connect With Us – New and Returning Student Information ........................................................................................................... 3
Registration Dates and Deadline .......................................................................................................................................... 4-5
Navigating a Course and Course Icons .................................................................................................................................... 6
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Instructional Lab and Studio Social Distancing Protocols for Students .............................................................................. 72-73
TUITION, FEES AND PAYMENT OPTIONS

TUITION AND FEES*
Tuition per credit hour
Residents of Anne Arundel County † ................................................................. $120
Residents of other Maryland counties † ............................................................ $241
Residents of other Maryland counties in courses for a designed statewide program or Health Manpower Shortage tuition reduction program † ‡ ................................................................................... $120
Residents for other states and foreign students .......................................... $408
Registration fee per term .......................................................................................... $25

General student fees
Athletic .................................................................................................. $1 per credit hour
Educational services .................................................................... $22 per credit hour
Student activity ................................................................................. $2 per credit hour

Individual course fees
Lab/clinical fees (vary per course) ..................................................... vary per course
Physical Education fee (per term if enrolled in a PHE course) ............. $6

Penalty fees
Late payment ................................................................................................................. $10
Late registration ........................................................................................................... $10
Returned check ........................................................................................................ $25

* Residency for tuition purposes is based on local, state and federal regulations. See the college catalog for details, catalog.aacc.edu.
† Tuition and fees are subject to change. Visit www.aacc.edu for current rates.
‡ See Tuition Waivers and Reductions at www.aacc.edu.

SAMPLE AACC TUITION RATES

<table>
<thead>
<tr>
<th>NUMBER OF CREDITS TAKEN</th>
<th>TOTAL TUITION AND FEES*</th>
<th>25% INITIAL PAYMENT</th>
<th>50% INITIAL PAYMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$170</td>
<td>$43</td>
<td>$85</td>
</tr>
<tr>
<td>3</td>
<td>$460</td>
<td>$115</td>
<td>$230</td>
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<tr>
<td>6</td>
<td>$895</td>
<td>$224</td>
<td>$448</td>
</tr>
<tr>
<td>9</td>
<td>$1,330</td>
<td>$333</td>
<td>$665</td>
</tr>
<tr>
<td>12</td>
<td>$1,765</td>
<td>$442</td>
<td>$883</td>
</tr>
</tbody>
</table>

*Tuition and fees are based on the in-county tuition rate of $120 per credit and standard fees of $25 per credit and a $25 registration fee. Lab fees and other special course costs are extra. The out-of-county tuition rate is $241 per credit. The out-of-state or international tuition rate is $408 per credit. Tuition and fees are subject to change.

PAYMENT – FALL 2020
Payment is required to secure your classes. Students who do not make the required payment by the due dates below or do not have approved financial aid or tuition assistance when they register may lose their classes. Your payment options are:

- **PAYMENT IN FULL:** Payment by credit card or electronic check is encouraged on the web at https://portal.aacc.edu. We accept American Express, Discover, MasterCard and Visa. Checks, made payable to AACC, are accepted by mail. Write the student ID found on your student bill on the check and send to Cashier’s office, AACC, 101 College Parkway, Online, MD 21012. Returned check fee: $25.
- **PAYMENT PLAN:** To enroll in the payment plan, go to MyAACC › Menu › Self Services › Credit Student › Financial Information › Pay My Bill.
- **BILLING INFORMATION AND CASHIER’S OFFICE:** Visit us on the web under Costs & Paying for College or email us at cashiersoffice@aacc.edu.
- **FINANCIAL AID INFORMATION:** Visit us on the web under Costs & Paying for College or email us at finaid@aacc.edu.

<table>
<thead>
<tr>
<th>REGISTRATION DATES</th>
<th>DUE AT REGISTRATION</th>
<th>JULY 10</th>
<th>SEPT. 1</th>
<th>OCT. 1</th>
<th>NOV. 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 1-July 9</td>
<td>0%</td>
<td>25%</td>
<td>25%</td>
<td>25%</td>
<td>25%</td>
</tr>
<tr>
<td>July 10-Aug. 27</td>
<td>25%</td>
<td>N/A</td>
<td>25%</td>
<td>25%</td>
<td>25%</td>
</tr>
<tr>
<td>Aug. 28-Sept. 27</td>
<td>50%</td>
<td>N/A</td>
<td>N/A</td>
<td>25%</td>
<td>25%</td>
</tr>
<tr>
<td>Sept. 28-Oct. 27</td>
<td>75%</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>25%</td>
</tr>
<tr>
<td>After Oct. 27</td>
<td>100%</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

PENALTY FEES – There is a $10 late payment fine for payments not received on or before each due date.
NEW STUDENTS

Welcome!
During one of the most challenging, yet redefining moments of your life, we are here for you.
Whatever your academic goal – a two-year degree, a credit certificate or transfer to a four-year school – you’ll find more than just a convenient, affordable education waiting at AACC.

APPLY FOR ADMISSION
www.aacc.edu/apply-and-register/credit-application
New to credit courses at AACC? Apply online.
No application fee is required!
You only need to apply to the college once in a lifetime.
Already submitted an application and need to update information like your address or major?
Do not submit another admission application.
Instead, send an email using your secure MyAACC email account to records@aacc.edu.
If you require services or academic support due to a learning disability, hearing impairment, physical limitation, visual impairment or other condition, call Disability Support Services at 410-777-1411 or Maryland Relay at 711, or email dss@aacc.edu.

DETERMINE PLACEMENT
www.aacc.edu/apply-and-register/credit-application/determine-placement
If you are a new student and are not seeking a degree, visit the Determine Placement webpage to make sure you have everything you need for eligibility of the courses you wish to take.
If you are a new degree- or certificate-seeking student, visit the Determine Placement webpage regarding assessment of reading proficiency and math skills.

ATTEND MANDATORY ORIENTATION
All new degree- and certificate-seeking students are required to attend orientation. You will be introduced to the various aspects of academic and campus life, prepare for your first class and get your AACC experience off to a great start. Visit www.aacc.edu/orientation for dates and times to sign up for an online orientation session.

NEW AND RETURNING STUDENTS

Welcome!
Thank you for your perseverance as we work together through these unprecedented times!

APPLY FOR FINANCIAL AID
Be sure you have contacted AACC’s Financial Aid office at finaid@aacc.edu as many students do not take advantage of their full aid eligibility.

CONNECT WITH AN ACADEMIC ADVISOR
www.aacc.edu/resources/academic-services/academic-advising
We want each credit you take to count toward your goal! Advisors are available to connect remotely with students through MyAACC email and Virtual Advising. No appointment is needed!

REGISTER FOR CLASSES
www.aacc.edu/apply-and-register/credit-application/register-for-credit-classes or https://portal.aacc.edu
For best availability, register well in advance.

PAY YOUR BILL
See page 2 for payment information.

BUY BOOKS
aaccbooks.com
Modified services for the AACC Bookstore are available online and orders ship for free.

REVIEW THE STUDENT FAQ
www.aacc.edu/newsroom/stay-healthy/student-faq
Need a list of remote contacts or information on Disability Support Services, personal counseling, student emergency support services, technology/access, remote/online resources available to students in recovery, student services and academic support? Check out the Student FAQ page which is updated and expanded as needed.

www.aacc.edu
# REGISTRATION DATES AND DEADLINES

<table>
<thead>
<tr>
<th>SECTIONS</th>
<th>15-WEEK</th>
<th>FIRST EIGHT-WEEK</th>
<th>13-WEEK</th>
<th>SECOND EIGHT-WEEK</th>
</tr>
</thead>
</table>

**ON-TIME REGISTRATION BEGINS JUNE 1**

| LAST DAY TO ADD YOUR NAME TO THE WAITING LIST | Aug. 20 | Aug. 20 | Sept. 3 | Oct. 15 |

**TO DISCOURAGE REGISTRATION AFTER THE TERM BEGINS, THE COLLEGE CHARGES A $10 LATE FEE.**

| LAST DAY TO ADD A CLASS | See on-time registration deadlines (page 5) or go to MyAACC ➤ My Class Schedule. |
| LAST DAY TO DROP WITH A FULL REFUND | See drop/withdraw/refund deadlines (page 5) or go to MyAACC ➤ My Class Schedule. |
| LAST DAY TO CHANGE TO AUDIT | Go to MyAACC ➤ My Class Schedule to confirm your deadlines. |
| LAST DAY TO WITHDRAW | Nov. 25 | Oct. 16 | Nov. 30 | Dec. 11 |
| FINALS | Dec. 14-19 | Last class | Dec. 14-19 | Last class |

Some courses have alternate dates and deadlines. Go to MyAACC ➤ My Class Schedule to confirm your deadlines.

---

**AACC BOARD OF TRUSTEES 2019-2020**

- Lawrence W. Ulvila Jr., chair
- Sandra E. Moore, vice chair
- Paula J. Darrah, J.D.
- Rev. Dr. Diane R. Dixon-Proctor
- Walter J. Hall
- James H. Johnson Jr., Ph.D.
- Jerome W. Klasmeier
- Tamela ‘Van’ Mason, student member

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- Frank R. Campbell, Esq, vice president
- J. Mitchell Krebs, treasurer
- Cindy O’Neill, secretary
- Henry N. Libby, Esq., immediate past president
- Vollie Melson, executive director
- AACC president
- Dr. Dawn Lindsay

For section and instructor information, visit [www.aacc.edu/course-search](http://www.aacc.edu/course-search).
ON-TIME REGISTRATION DEADLINES

<table>
<thead>
<tr>
<th>CLASS TYPE</th>
<th>ON-TIME REGISTRATION DEADLINE</th>
<th>ADD DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face-to-face class scheduled to meet</td>
<td>Before the first</td>
<td>Before the second scheduled class meeting</td>
</tr>
<tr>
<td>two or more days per week</td>
<td>scheduled class meeting</td>
<td></td>
</tr>
<tr>
<td>Face-to-face class scheduled to meet one day</td>
<td>Before the first</td>
<td>Adding is prohibited</td>
</tr>
<tr>
<td>per week</td>
<td>scheduled class meeting</td>
<td></td>
</tr>
<tr>
<td>Hybrid or online class</td>
<td>Before the first day of the session in</td>
<td>By the end of the first day of the session in</td>
</tr>
<tr>
<td></td>
<td>which the class is offered</td>
<td>which the class is offered</td>
</tr>
</tbody>
</table>

DROP/WITHDRAW/REFUND DEADLINES

Note: The last day courses may be dropped is also listed on the students’ MyAACC page under My Classes.

For classes scheduled to meet **EIGHT WEEKS OR MORE**.

- Students may drop the class for five calendar days after the date of the first scheduled class meeting and receive a full refund.
- Students have five calendar days after the last day to drop with a full refund to withdraw from a class and receive a 60 percent reduction of tuition, general student fees and lab fees charged for the class.
- If a student withdraws more than 10 calendar days after the date of the first scheduled class meeting, no refunds will be issued.
- For hybrid and online classes, the first day of the session is considered the first scheduled class meeting.

For classes scheduled to meet **SEVEN WEEKS OR FEWER**.

- Students may drop the class for two calendar days after the date of the first scheduled class meeting and receive a full refund. No refunds will be given after that date.
- For hybrid and online classes, the first day of the session is considered the first scheduled class meeting.

AFTER THE WITHDRAW DATE and through the last day of class, you must meet with an academic advisor to initiate a request for a late withdraw.

Note: All classes in which a student is enrolled after the drop date will be entered permanently into their academic record.

COLLEGE CLOSINGS

<table>
<thead>
<tr>
<th>LABOR DAY BREAK</th>
<th>THANKSGIVING BREAK</th>
<th>WINTER BREAK</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEPT. 5-7</td>
<td>NOV. 26-29</td>
<td>DEC. 23-JAN. 3</td>
</tr>
<tr>
<td>No classes start after 4:30 p.m.</td>
<td>No classes start after 4:30 p.m.</td>
<td>College closes 4:30 p.m. Dec. 22</td>
</tr>
</tbody>
</table>
Public Relations and Marketing – 3 cr hrs

Prerequisite: COM 100.

Some sections also offered for noncredit, WOM 340, see page 8.

<table>
<thead>
<tr>
<th>WEEKS</th>
<th>DATAS</th>
<th>TIMES</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>15 weeks – Aug. 31-Dec. 19</td>
<td>875</td>
<td>ONLINE</td>
<td></td>
</tr>
</tbody>
</table>

For section and instructor information, visit www.aacc.edu/course-search.
Service-learning combines academic studies with short-term community volunteer service, enhancing student learning through a hands-on experience that meets a community need. For information visit www.aacc.edu/servicelearning.
WHERE’S MY COURSE? LOOK HERE!

Can’t find the course you are looking for? The subject code may have changed. Consult the chart below to see if the class you are looking for is listed below:

<table>
<thead>
<tr>
<th>OLD NUMBER</th>
<th>COURSE TITLE</th>
<th>NEW NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>BPA 103</td>
<td>Introduction to Entrepreneurship</td>
<td>ESI 103</td>
</tr>
<tr>
<td>BPA 104</td>
<td>Entrepreneurship: Sales and Marketing for Small Business</td>
<td>ESI 104</td>
</tr>
<tr>
<td>BPA 231</td>
<td>Introduction to Social Entrepreneurship and Nonprofit Management</td>
<td>ESI 231</td>
</tr>
<tr>
<td>BPA 232</td>
<td>Business Statistics</td>
<td>ECO 232</td>
</tr>
<tr>
<td>BPA 250 or ESI 250</td>
<td>Legal Issues for Business</td>
<td>LGS 250</td>
</tr>
<tr>
<td>BPA 253</td>
<td>Business Law 1</td>
<td>LGS 253</td>
</tr>
<tr>
<td>BPA 254</td>
<td>Business Law 2</td>
<td>LGS 254</td>
</tr>
<tr>
<td>BPA 205 or CJS 205 or CTS 205</td>
<td>Cyberlaw</td>
<td>LGS 205</td>
</tr>
<tr>
<td>BPA 270</td>
<td>Entrepreneurship: New Venture Planning</td>
<td>ESI 270</td>
</tr>
<tr>
<td>CJS 215</td>
<td>Criminal Law</td>
<td>LGS 215</td>
</tr>
<tr>
<td>CJS 216</td>
<td>Criminal Evidence and Procedure</td>
<td>LGS 216</td>
</tr>
<tr>
<td>CJS 217</td>
<td>Constitutional Law</td>
<td>LGS 217</td>
</tr>
<tr>
<td>ESI 111</td>
<td>Business and Its Environment</td>
<td>BPA 111</td>
</tr>
<tr>
<td>ESI 120</td>
<td>Small Business Management</td>
<td>BPA 120</td>
</tr>
<tr>
<td>ESI 127</td>
<td>eMarketing</td>
<td>BPA 127</td>
</tr>
<tr>
<td>ESI 162</td>
<td>Business Communications</td>
<td>BPA 162</td>
</tr>
<tr>
<td>ESI 217</td>
<td>Small Business Accounting</td>
<td>BPA 217</td>
</tr>
<tr>
<td>ESI 275</td>
<td>Internship in Business 1</td>
<td>BPA 275</td>
</tr>
<tr>
<td>ECO 113</td>
<td>Consumer and Personal Finance</td>
<td>BPA 113</td>
</tr>
<tr>
<td>GSS 174</td>
<td>Women and Business</td>
<td>BPA 174</td>
</tr>
<tr>
<td>HIS 261</td>
<td>History of the Middle East</td>
<td>HLS 261</td>
</tr>
<tr>
<td>HLS 260 or PSY 260 or SOC 260</td>
<td>Terrorism/Counterterrorism</td>
<td>CJS 260</td>
</tr>
<tr>
<td>HUS 228</td>
<td>Practices in Social Work and Counseling with Inmate Populations</td>
<td>CJS 228</td>
</tr>
<tr>
<td>LGS 135</td>
<td>Organized Crime</td>
<td>CJS 135</td>
</tr>
<tr>
<td>LGS 136</td>
<td>History of Homicide</td>
<td>CJS 136</td>
</tr>
</tbody>
</table>
ATTENTION GRADUATING STUDENTS!

FALL GRADUATION APPLICATION DEADLINE: APPLY BY NOV. 1
Students eligible for degrees and certificates by the end of the fall term must complete and file a graduation application with the Records and Registration office.

To apply, go to MyAACC > Menu > Self Services > Credit Students > Academic Profile > Graduation Application.

Find out if you have enough credits to graduate with a certificate while continuing to work toward your associate degree. Graduate with two credentials! Review your credits with an academic advisor. If a class you need for graduation is canceled, consult an academic advisor immediately at advising@aacc.edu.
Earn your bachelor’s or master’s degree without leaving the county.

Arundel Mills Regional Higher Education Center (AMIL) offers 12 undergraduate and graduate degree programs from five institutions at one convenient location in Anne Arundel county. Students who successfully complete their coursework at AMIL can graduate with a degree from one of these partner universities.

12 DEGREE PROGRAMS | 5 INSTITUTIONS | 1 CONVENIENT LOCATION

Degrees offered by four-year partners link with AACC’s associate degree programs, offering a seamless transfer, convenience and efficiency.

For information call 410-777-2472 or visit www.aacc.edu and search “University Consortium.”
### ACADEMIC LITERACIES

**ACL 040***
**Academic Literacies – 5 equivalent hrs**
Explore and critically evaluate a variety of academic texts. Identify, discuss, and write about abstract ideas from a variety of complex academic texts. Expand and connect readings to other meaningful texts, to the world, and to lived experiences. Develop an understanding of the writing process in order to produce authentic academic writing, thus preparing students for success in college level reading and writing.  
Prerequisite: Appropriate placement into ACL 040.  
Note: ACL 040 is offered in an accelerated format, allowing students to complete their developmental reading and English requirements in one semester. A grade of at least C is required to enroll in ENG 101A.

### ACHIEVING COLLEGE/ CAREER ADVANCEMENT

**ACA 100**
**Student Success Seminar – 1 cr hr**
Identify and examine college support services, faculty expectations, and academic planning. Investigate and practice the habits of successful students such as study skills, note taking and time management. Assess learning styles, career pathways, and set goals. Develop an academic plan and tools to facilitate academic success in a diverse learning environment.

**ACA 110**
**Achieving Success in the Online Classroom – 1 cr hr**
Distinguish the differences between learning in a physical classroom and a virtual one. Discover the learning management system and available online resources. Identify the strategies that make a learner successful in the online environment.

**ACA 120**
**Achieving Career Readiness – 1 cr hr**
Develop a cadre of skills that facilitate career readiness in diverse working environments. Identify, explain, and demonstrate professional expectations in a chosen career field. Plan and organize a job search strategy consistent with goals and professional credentials. Communicate effectively verbally, nonverbally, and in writing for a simulated job interview.

### AFRICAN AMERICAN STUDIES

**AMS 101***
**Introduction to African American Studies – 3 cr hrs**
Learn history, culture, religion, institutions, politics, economics, arts and psychology of peoples of African descent as developed from experiences from both the Old and New Worlds. Analyze social life from an African American perspective as illustrated in selected historical and contemporary writings.  
Prerequisite: Eligibility for ENG 101/ENG 101A.  
Note: Also offered as AMS 101; credit is not given for both AMS 101 and AMS 101.

**AMS 102***
**Introduction to Masculinity Studies – 3 cr hrs**
Explore issues in the lives of American men. Investigates the interdisciplinary field of masculinity studies by examining contemporary theories of masculinity, changes in the definitions of masculinity in different periods of American history, the sociology and psychology of men's experiences, and gender and sexuality as organizing features of men's lives.  
Prerequisite: Eligibility for ENG 101/ENG 101A.  
Note: Also offered as GSS 102 and SOC 102; credit is given for only one of the following: AMS 102, GSS 102 or SOC 102.

**AMS 121**
**Popular Culture in America – 3 cr hrs**
Examine American beliefs, values and attitudes as they are reflected in such institutions and leisure pursuits as motion pictures, television, radio, music, sports, politics and lifestyles.

**AMS 181**
**Introduction to American Film – 3 cr hrs**
Study the complex relationship between American film and culture. Review and discuss the aesthetics and manifestation of film in American society.  
Prerequisite: Eligibility for ENG 101/ENG 101A.  
Note: Also offered as ART 181; credit is not given for both AMS 181 and ART 181.

**AMS 211**
**Gender and Mass Media in the United States – 3 cr hrs**
Learn principles of contemporary mass media scholarship. Examine how media creates and perpetuates constructions of masculinity and femininity and how these constructions relate to race, ethnicity, class, sexuality and other variables of difference. Explore the political economy of media production, the relationship between media and ideology, and audience reception.  
Note: Also offered as GSS 211; credit is not given for both AMS 211 and GSS 211.

**AMS 212***
**Introduction to Lesbian, Gay, Bisexual and Transgender Studies – 3 cr hrs**
Examine the diversity of lesbian, gay, bisexual and transgender (LGBT) behaviors, orientations, identities, communities, and issues from a transhistorical, cross-cultural and interdisciplinary perspective with special emphasis on LGBT culture in the United States. Study the history of human sexuality and gender identity/expression; cultural and social constructions of sexuality and gender; representations of LGBT experience in textual and visual media; legal rights and restrictions; current events and socio-political issues of current interest; methods of queer theory/queer studies; and advocacy, activism and change.  
Prerequisite: Eligibility for ENG 101/ENG 101A.  
Note: Also offered as GSS 212 and SOC 212; credit is given for only one of the following: AMS 212, GSS 212 or SOC 212.

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*Course with prerequisite
ANTHROPOLOGY

ANT 120*
Introduction to Physical Anthropology – 3 cr hrs
Survey anthropology with emphasis on human physical development. Consideration given to humans as evolving biological and cultural creatures and historical theories of evolution and transmission of inheritance.
Prerequisite: Eligibility for ENG 101/ENG 101A.

ANT 121*
Introduction to Cultural Anthropology – 3 cr hrs
Evaluate human behavior and social organization from a comparative cross-cultural perspective. Using an ethnographic approach, examine topics such as culture, religion, family and kinship, and economic, social, and political organization.
Prerequisite: Eligibility for ENG 101/ENG 101A.

ANT 123*
Introduction to Archaeology – 3 cr hrs
Research the archaeology of both Old and New Worlds emphasizing North America and Europe. Analyze the spatial distribution, over time, of the genus Homo. Investigate material cultural and environmental evidence in order to understand regional differences in social institutions, especially economics.
Prerequisite: Eligibility for ENG 101/ENG 101A.

ARCHITECTURE AND INTERIOR DESIGN

ACH 100
Introduction to Interior Design – 1 cr hr
Gain an overview of the interior design profession. Learn the principles and elements of interior design through critiques, simple in-class exercises, projects, and lectures. Explore the various academic pathways in both residential and commercial design. Preparatory course for students exploring the field of interior design and seeking a certificate or degree. Lab fee: $20.

ACH 101
Kitchen and Bath Fundamentals – 1 cr hr

ACH 104
Interior Finishes and Applications – 3 cr hrs
Prerequisite or Corequisite: ACH 100 or permission of department chair.
Note: Also offered as ACH 104H; credit is not given for both ACH 104 and ACH 104H.

ACH 105
Textiles and Textile Applications – 3 cr hrs
Explore textiles and the different types of natural and synthetic fibers. Discuss textile history, manufacturing and applications. Examine textile production processes, pattern design and industry icons. Apply appropriate textiles to window treatments, wallcoverings and furniture applications. Estimate carpet and textile quantities. Lab fee: $40.
Prerequisite or Corequisite: ACH 100 or permission of department chair.
Note: Also offered as ACH 105H; credit is not given for both ACH 105 and ACH 105H.

ACH 106*
Interior Design Studio – 3 cr hrs
Apply the interior design process from initial client interview, through schematic design, development, and final presentations. Examine and apply the principles and elements of design in residential and commercial settings. Develop different forms of communicating design through verbal, written, and technology based methods. Determine furnishing layouts, textiles, interior finishes, lighting, and color solutions for residential interior applications. Projects range from basic to more complex interior design solutions. Lab fee: $40.
Prerequisite: ACH 100 and ACH 111 or permission of department chair.
Note: Also offered as ACH 106H; credit is not given for both ACH 106 and ACH 106H.

ACH 111*
Graphic Communication 1: Composition and Delineation – 3 cr hrs
Examine the built environment through exploration of basic design concepts and learning design vocabulary. Explore various drawing types and production methods representative of the design and construction industries. Develop designs using composition and presentation techniques utilized in the architecture, interior, landscape and construction professions. Lab fee: $40.
Corequisite: ACH 121 or permission of department chair.

ACH 112*
Graphic Communication 2: Design and Representation – 3 cr hrs
Expand on basic drawing and design concepts from ACH 111. Study advanced communication skills used in the design professions. Develop various rendering techniques and apply them during schematic design, design development, and final documentation of a design project. Visualize designs through various scales of digital and physical models. Lab fee: $40.
Prerequisite: ACH 111 and ACH 121.

ACH 115
Introduction to Landscape Architecture – 4 cr hrs
Examine the principles and elements of landscape architecture and their function in the design of the built environment. Focus on site evaluation, design methodology, and the graphic presentation of design solutions and their implementation. Lab fee: $40.

ACH 121*
Construction Technology 1 – 3 cr hrs
Examine the built environment through exploration of basic materials and methods used in construction. Apply environmental factors from site analysis to general design principles. Evaluate structural theory, wood frame construction methods, thermal and moisture protection, fenestration and interior finishes commonly used in building design. Create construction details of connections commonly used to join materials in residential construction. Lab fee: $40.
Corequisite: ACH 111 or permission of the department chair.

ACH 122*
Construction Technology 2 – 3 cr hrs
Continue to examine the built environment through exploration of materials and methods used in construction. Apply sustainable design practices commonly found in commercial construction systems, such as masonry, steel, and concrete. Emphasize construction methods used in structural systems, use of building systems and detailing of commercial construction. Lab fee: $40.
Prerequisite: ACH 111 and ACH 121, or permission of department chair.

ACH 201
History of Interior Design – 3 cr hrs
Examine the evolution of interior design through the lifestyles of the ancient civilizations of the Egyptians, Greeks, and Romans. Explore the architecture of the past through present day, the role it plays in interior design, and how it applies to furniture design and the decorative arts. Examine French, Italian, English, and American styles and design development. Lab fee: $40.
Note: Completion of ACH 245 is highly recommended prior to taking this course.
ARCHITECTURE AND INTERIOR DESIGN

ACH 202*  
Space Planning – 3 cr hrs  
Examine space planning solutions which include wall assemblies, panel systems, and furnishings. Implement building codes such as IBC (International Building Code), ADA (Americans with Disabilities Act), IRC (International Residential Code), and NFPA (National Fire Protection Agency). Determine plumbing layouts and HVAC for commercial structures and residential kitchen and bath designs following NKBA (National Kitchen and Bath Association) guidelines. Explore the role of reflected ceiling plans. Review the critical body of knowledge for individuals seeking NCIDQ (National Council for Interior Design Qualification) certification. Lab fee: $40. 
Prerequisite: ACH 106 or ACH 211, ACH 245 or permission of department chair.

ACH 206*  
Kitchen and Bath Design – 4 cr hrs  
Gain an overview of Kitchen and Bath Design. Interpret program and code requirements for basic kitchen and bath facilities in residential settings. Address finishes, appliance options, various building shells and budget constraints. Design kitchens and baths following the guidelines of NKBA (National Kitchen and Bath Association) with additional consideration for ADA (The Americans with Disability Act) and LEED (Leadership in Energy and Environmental Design). Lab fee: $40. 
Prerequisite: ACH 202 or ACH 204 or ACH 211 or permission of department chair.

ACH 209*  
Lighting for Interior Design – 3 cr hrs  
Reviews the difference between natural and artificial light. Covers lighting effects with respect to texture and color, the psychology of light, and the relationship of light and sustainable design in today’s environment. Fixture schedules, switching patterns, and reflected ceiling plans for a multitude of residential and commercial situations are covered. Includes lectures, research, and student projects. Lab fee: $40. 
Prerequisite: ACH 203, ACH 242 and PHY 120.

ACH 211*  
Architectural Studio: Form, Space and Order – 4 cr hrs  
Explore the design process as a method for developing architectural design solutions. Analyze design precedents and apply them to studio projects. Review formal ordering systems that inform two and three dimensional design, architectural composition and urban design. Examine site influences on development of design strategies. Document concept development from abstract two-dimensional and three-dimensional compositions to designs that address specific programmatic and symbolic goals. Lab fee: $40. 
Prerequisite: ACH 112 and ACH 245. Note: Concurrent enrollment recommended in ACH 240 and ACH 242. Also offered as ACH 211H; credit is not given for both ACH 211 and ACH 211H.

ACH 216  
Construction Management – 4 cr hrs  
Explore basic principles and skills required to organize and manage large construction projects. Examine the professional role and liability during the design and construction process. Focus on the construction project from the organizational management perspective. Lab fee: $40. Prerequisite: Corequisite: ACH 122 or permission of department chair.

ACH 219*  
Construction Contract Administration – 3 cr hrs  
Examine the construction contract document set from a contractor’s point of view. Review and interpret construction contracts and conditions, specifications and drawings. Explore the legality of the construction document set from bidding requirements through contract changes. Examine the relationship between the project manual and construction drawings. Lab fee: $40. 
Prerequisite: ACH 122 or permission of the department chair.

ACH 210  
History of World Architecture 2 – 3 cr hrs  
Examine world architectural styles from the Renaissance through the present, including indigenous architecture in Africa and the Americas, and consider contemporary problems in architecture and urbanism. Learn architectural design, landscape architecture and city planning as responses to religious, political, economic and cultural needs, as well as for an understanding of their structural principles. No previous art courses are necessary. Note: Also offered as ART 222; credit is not given for both ACH 222 and ART 222.

ACH 240*  
Construction Documentation – 4 cr hrs  
Explore the basic components and terminology used in construction documentation. Examine the process and organization of construction documents and their application used in the industry. Review and apply standards of practice to develop a set of construction documents. Lab fee: $40. 
Prerequisite: ACH 111, ACH 122 and ACH 245 or ENT 241 or permission of department chair.

ACH 242  
Environmental Systems for Design – 3 cr hrs  
Explore the impacts buildings have on individuals and the environment. Assess the effects of healthy interior and exterior environments on society. Examine sustainable design principles and the LEED (Leadership in Energy and Environmental Design) green building rating system. Evaluate the various systems commonly used in building construction and the impact of sustainable and high performance design. Lab fee: $40. 
Note: Also offered as ACH 242H; credit is not given for both ACH 242 and ACH 242H.

ACH 245*  
Digital Technologies 1 – 3 cr hrs  
Review computer applications used by architects, interior designers, and others involved in design and construction. Discuss how common and specialized CAD software applied to the design and construction industry along with the specialized hardware associated with these fields. Explore the use and application of peripherals such as plotters and scanners. Practice how basic computer functions, file management, graphic presentation, and CAD are applied to design and construction. Lab fee: $40. Prerequisites: ACH 111, CTA 100 or CTP 103, or permission of department chair. 
Note: Credit is not given for both ACH 245 and ENT 241.

ACH 255*  
Digital Technologies 2 – 3 cr hrs  
Apply advanced digital drawing skills used in the architectural design professions. Construct and organize CAD drawings with techniques necessary for digital design presentations and construction documents. Explore in-depth commands and features to generate multiple printing and model formats including laser cutting. Lab fee: $40. 
Prerequisite: ACH 245 or permission of department chair. 
Note: This course counts as one of the required CAD electives.

ACH 270*  
Building Information Modeling – 3 cr hrs  
Introduces the relationship between design and building information modeling. Explores the use of the latest building information modeling technology as it applies to the sequence of the design and construction documentation process. Focuses on the appropriate application of technology through the use of parametric building objects. Discusses the basic concepts of building information modeling and how it applies to the design work environment. Course uses Revit software by Autodesk. Lab fee: $40. 
Prerequisites: ACH 111, ACH 122, and either ACH 245 or ENT 241 or permission of department chair. 
Note: This course counts as one of the required CAD electives.

ACH 275*  
Internship in Architecture and Interior Design 1 – 3 cr hrs  
Students participate in work related to their program. The work must be certified by the department chair. 
Prerequisite: Permission of department chair. 
Note: Students are strongly encouraged to contact the Coordinator for Internships prior to registration.

ACH 276*  
Internship in Architecture and Interior Design 2 – 3 cr hrs  
Continuation of ACH 275. The work must be certified by the department chair. 
Prerequisite: ACH 275 and permission of department chair. 
Note: Students are strongly encouraged to contact the Coordinator for Internships prior to registration.
<table>
<thead>
<tr>
<th>Course Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>ART 100</td>
<td>Two-Dimensional Design – 3 cr hrs</td>
<td>3</td>
<td>Introduces the theories and the concepts of basic visual design. Through a variety of studio problems, explore composition and color theory as it relates to two-dimensional art forms. Introduces the computer as a design tool. No previous art instruction is necessary. Lab fee: $30.</td>
</tr>
<tr>
<td>ART 102</td>
<td>Three-Dimensional Design – 3 cr hrs</td>
<td>3</td>
<td>Learn the application of elements, principles and processes of making three-dimensional art forms. Apply in functional and nonfunctional designs using traditional and contemporary techniques related to clay, wood, metal and mixed medium. Explores the integration of visual elements and design concepts through developing studio projects. No previous art instruction is necessary. Lab fee: $50.</td>
</tr>
<tr>
<td>ART 103</td>
<td>Color – 3 cr hrs</td>
<td>3</td>
<td>Learn to work with color by studying color mixing, color relationships and harmonies, color systems, and the psychological and expressive aspects of color. Develop hand skills and digital skills in projects designed for studio artists and commercial designers. No previous art courses are necessary. Lab fee: $30.</td>
</tr>
<tr>
<td>ART 106</td>
<td>Introduction to Digital Design – 3 cr hrs</td>
<td>3</td>
<td>Learn basic design principles, concepts, and tools used by artists and designers working with digital media. Develop the skills to create, control, and manipulate digital artwork. Explore contemporary digital culture and history while producing original design projects. Lab fee: $40.</td>
</tr>
<tr>
<td>ART 112</td>
<td>Introduction to Sound Design – 3 cr hrs</td>
<td>3</td>
<td>Learn the basics of recording, mixing, and post-processing, as well as the creative possibilities and applications of sound. Gain an understanding of the practical and theoretical skills central to using sound as an artistic medium. Lab fee: $40.</td>
</tr>
</tbody>
</table>
| ART 120     | Digital Photography – 1 – 3 cr hrs                         | 1–3     | Learn the technical and aesthetic properties of digital photography including camera operation, composition and lighting. Gain hands-on experience in photo editing software such as Photoshop and Lightroom. Explore the creative aspects of digital photography through assignments, lectures and demonstrations. Lab fee: $80.  
  Note: Students are required to provide a manual operation DSLR camera and an external storage device. |
| ART 121     | Black and White Photography – 3 cr hrs                    | 3       | Create black and white photographs. Explore fundamentals of the camera, film and darkroom processes. Produce high-quality black and white prints. Lab fee: $50.  
  Note: Students are required to provide photographic printing paper and film. Having a film SLR camera is helpful but not required. |
| ART 125     | Drawing 1 – 3 cr hrs                                       | 3       | Learn the essential principles, tools, terminologies, and media used in drawing, as well as the critical thinking skills essential to understanding art. Study contour, gesture, modeling, value and perspective with emphasis on drawing from observation. Draw from the model and still life, and explore architecture through the study of perspective. No previous art instruction is necessary. Lab fee: $20.  
  Note: Also offered as ART 125H; credit is not given for both ART 125 and ART 125H |
| ART 131*    | Painting 1 – 3 cr hrs                                      | 3       | Study the current context, history, materials and techniques of oil painting. Learn about light and shadow while using a limited palette to paint simple still lifes. Develop an understanding of color harmony while creating complex paintings with a full palette. Lab fee: $40.  
  Prerequisite: ART 125 or permission of department chair. |
| ART 133*    | Illustration – 3 cr hrs                                   | 3       | An introduction to the rendering of visual images to accompany words and ideas effectively. Develops skills for visually conveying information in books, advertising, posters, etc. Both traditional and the computer are used. Lab fee: $15.  
  Prerequisite: ART 100 and ART 125 or permission of department chair. |
| ART 135*    | Sculpture 1: Clay Modeling and Mixed Media – 3 cr hrs      | 3       | Learn fundamental sculptural processes including modeling forms in clay, stone carving, mold-making, casting, wood carving and mixed media fabrication techniques. Study the history, design concepts, material/tools, terminology and aesthetics, of sculpture and space. Develop comprehensive sculptural compositions applied in functional/nonfunctional settings and site-specific installations. Lab fee: $60.  
  Note: No previous art instruction is necessary. |
| ART 137*    | Intaglio Printmaking – 3 cr hrs                            | 3       | Study the intaglio processes of etching, drypoint and aquatint. Learn the mechanics of printmaking (working of the press, production and biting of the plate, etc.) while exploring the creative possibilities of the medium. Lab fee: $50.  
  Prerequisite: ART 125 or permission of department chair. |
| ART 138     | Metal Art Fabrication – 3 cr hrs                           | 3       | Explore basic and advanced techniques and processes related to metal fabrication and sculptural forms. Learn welding techniques, metal forming, and a variety of metal surface applications. Create conceptual artworks with metal art techniques, and practice processes including metal casting. Lab fee: $75. |
| ART 142*    | Portraiture 1 – 3 cr hrs                                   | 3       | Learn, through slide lectures and studio demonstrations, the basic concepts and techniques associated with drawing and painting portraits. Work from a model to develop and refine skills. Study anatomical structure of the head and upper torso, facial features, capturing a likeness and composition. Lab fee: $60.  
  Prerequisite: ART 125 or permission of department chair. |
| ART 145     | Ceramics 1 – 3 cr hrs                                      | 3       | Learn a variety of approaches to making art using clay as the medium. Explore the history, design concepts and studio methods used to make sculptural and functional ceramic forms. Develop skills in hand-building, the potter’s wheel, simple molds and glaze application. Explore ways of evaluating the aesthetic value of work. No previous art instruction is necessary. Lab fee: $50.  
  Note: Also offered as ART 145H; credit is not given for both ART 145 and ART 145H. |
| ART 146     | Ceramics 2 – 3 cr hrs                                      | 3       | Build upon knowledge acquired in ART 145 or ART 145H. Develop a personal artistic direction through interpretation of assigned projects. Study glaze mixing, formulation, kiln-loading and firing. Learn through individual studio work, slide lectures, field trips and critiques. Lab fee: $60.  
  Prerequisite: ART 145 or ART 145H or permission of department chair.  
  Note: Also offered as ART 146H; credit is not given for both ART 146 and ART 146H. |
| ART 148     | Intaglio Printmaking – 3 cr hrs                            | 3       | Study the intaglio processes of etching, drypoint and aquatint. Learn the mechanics of printmaking (working of the press, production and biting of the plate, etc.) while exploring the creative possibilities of the medium. Lab fee: $50.  
  Prerequisite: ART 125 or permission of department chair. |
| ART 149     | Relief Printmaking – 3 cr hrs                              | 3       | Study the basics of relief printmaking, including woodcut and linocut. Explore these media as a means of personal expression. Lab fee: $50.  
  Prerequisite: ART 145 or permission of department chair. |
ART 154
3D Computer Graphics – 3 cr hrs
Study the concepts, techniques, and technology commonly used in gaming, entertainment, architecture, and engineering. Learn about modeling, texturing, lighting, rendering, animation, rigging, and dynamics through the creation of virtual 3D objects and images. Lab fee: $30.

ART 155
2D Game Prototyping – 3 cr hrs
Learn how to create original 2D games. Design original sprites, graphics, and animations. Produce interactive games using a 2D game engine. Lab fee: $30.

ART 157
3D Game Prototyping – 3 cr hrs
Learn how to make video games using a 3D game engine and premade assets. Develop skills in level design, scripting, dynamics, rendering, and user interface design. Lab fee: $30.

ART 158
Game History – 3 cr hrs
Develop an understanding of the technological, artistic, and cultural evolution of video games. Learn about games through readings, lectures, and videos. Play games covered in class to gain a firsthand understanding of game design and mechanics. Lab fee: $30.

ART 160
Video 1 – 3 cr hrs
Study film and video production theory and techniques. Learn to create storyboards, to use video equipment, to organize shoots, and to put together a video crew. Create, mix and edit images, sounds and video into presentations for various genres. Lab fee: $50.

ART 161
Video Editing – 3 cr hrs
Study the art of storytelling through digital video editing. Learn the history, theory, practices and aesthetic qualities of post-production through screenings, discussions, readings and editing lab problems. Lab fee: $50.
  Note: It is recommended to take ART 160 before taking ART 161.

ART 166
Graphic Design 1 – 3 cr hrs
Use creative and critical thinking skills to research, generate concepts, and create solutions to a broad range of design problems. Learn fundamentals of conceptualization, type and image integration, design-thinking practices, and design terminology. Explore design history and contemporary examples in the field. Develop production techniques using industry software, presentation methods, reflection, and critique. Lab fee: $40.
  Note: Students are recommended to take ART 106 prior to taking this course.

ART 170
Web Design 1 – 3 cr hrs
Study concepts integral to designing for the Web, including Web design history, XHTML, CSS, image preparation/optimization, site planning, FTP and design using industry standard applications. Explore the designer's role within professional, cultural and historical contexts. Lab fee: $40.

ART 180
Introduction to Film – 3 cr hrs
Study the vocabulary, methods of analysis and standards for criticism of various types of film. Participate in class discussions based on assigned films.

ART 181
Introduction to American Film – 3 cr hrs
Study the complex relationship between American film and culture. Review and discuss the aesthetics and manifestation of film in American society.
  Note: Also offered as AMS 181; credit is not given for both ART 181 and AMS 181.

ART 200*
Drawing 2 – 3 cr hrs
Examine the theories, techniques, terminologies, and media used in drawing from observation and imagination. Explore a variety of approaches using wet and dry media. Emphasis is on composition utilizing still life, landscape, and figure drawing. Lab fee: $30.
  Prerequisite: ART 125 or permission of department chair.

ART 201*
Drawing 3 – 3 cr hrs
Experience an enhanced studio atmosphere that encourages personal investigation through the use of conventional and unconventional drawing media. Discover theories and practices with emphasis on individual expression. Explore portraiture, figure drawing and landscape. Lab fee: $30.
  Prerequisite: ART 200 or permission of department chair.

ART 209
History of Western Art 1 – 3 cr hrs
An introduction to the development of architecture, painting and sculpture in the Western world from prehistoric times through the Middle Ages. Class discussions are supplemented by trips to museums in the Baltimore-Washington area. No previous art courses are necessary.

ART 210
History of Western Art 2 – 3 cr hrs
An introduction to the development of architecture, painting, sculpture and secondarily, landscape architecture in the Western World from the Renaissance to the present. Class discussions are supplemented by trips to museums in the Baltimore/Washington area. No previous art courses are necessary.

ART 222
History of World Architecture 2 – 3 cr hrs
Examine world architectural styles from the Renaissance through the present, including indigenous architecture in Africa and the Americas, and consider contemporary problems in architecture and urbanism. Learn architectural design, landscape architecture and city planning as responses to religious, political, economic and cultural needs, as well as for an understanding of their structural principles. No previous art courses are necessary.
  Note: Also offered as ACH 222; credit is not given for both ART 222 and ACH 222.
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<tr>
<td>ART 230*</td>
<td>Art Portfolio Development – 1 cr hr</td>
<td>Introduces the process of assessing, documenting and presenting artwork. Focuses on how artwork is evaluated by transfer schools and galleries. Prepares students for the next step in their academic or professional careers. Lab fee: $50. Prerequisite: Nine credits of ART courses preferably studio art courses or permission of department chair.</td>
</tr>
<tr>
<td>ART 231</td>
<td>Photography Portfolio Development – 1 cr hr</td>
<td>Learn the skills of selecting, editing and presenting a personal photographic portfolio. Focus on how work is evaluated by transfer schools, potential employers and galleries. Produce both traditional photographic print and digital photography portfolios. Lab fee: $30. Note: Students must have completed nine credits of photography courses prior to enrolling in this course.</td>
</tr>
<tr>
<td>ART 234*</td>
<td>Painting and Abstraction – 3 cr hrs</td>
<td>Discover the history of abstraction with a focus on painting. Learn abstraction as an artistic concept and as a technique for creating artwork. Create abstract paintings using a variety of materials and methodologies. Develop a personal creative vision when making an abstract painting through independent projects, demonstrations, and critiques. Lab fee: $40. Prerequisite: ART 125 or permission of department chair.</td>
</tr>
<tr>
<td>ART 245*</td>
<td>Ceramics 3 – 3 cr hrs</td>
<td>Build on the knowledge acquired in ART 146 or ART 146H. Specialize in an area of personal interest, such as wheel-thrown wares, hand-built pieces or sculpture. Explore, experiment with, and participate in the functioning of the ceramics studio to develop personal forms of expression. Lab fee: $70. Prerequisite: ART 146 or ART 146H or permission of department chair. Note: Also offered as ART 245H; credit is not given for both ART 245 and ART 245H.</td>
</tr>
<tr>
<td>ART 248*</td>
<td>Intaglio Printmaking 2 – 3 cr hrs</td>
<td>Learn how to create different etchings including color, deep, lift ground and soft ground techniques. Develop personal forms of expression while exploring new printing methods. Lab fee: $50. Prerequisite: ART 148.</td>
</tr>
<tr>
<td>ART 249*</td>
<td>Metal Casting – 3 cr hrs</td>
<td>Learn the technical, historic, and aesthetic aspects of metal casting processes related to sculpture. Develop skills in wax working, mold making, metal casting, metal finishing/chasing, and patina applications, with an emphasis on foundry safety. Lab fee: $95. Prerequisite: ART 135 or ART 138, or permission of department chair.</td>
</tr>
<tr>
<td>ART 250*</td>
<td>Digital Portfolio Development – 1 cr hr</td>
<td>Learn the process of selecting, editing, documenting and presenting personal work for a digital portfolio. Focus on how graphic design, animation, photography, and video are evaluated by transfer schools and employers. Prerequisite: Nine credits of ART courses, or permission of department chair. Note: This course is intended for Digital Arts and Film Studies students who are near to completing their degrees or certificates.</td>
</tr>
<tr>
<td>ART 258</td>
<td>Game Character Design – 3 cr hrs</td>
<td>Learn through hands on experience the process of creating 3D video game characters. Create polygonal models, generate textures and normal maps, rig, animate, and export assets into a game engine to produce a fully playable game character. Lab fee: $50.</td>
</tr>
<tr>
<td>ART 264</td>
<td>Fundamentals of Typography – 3 cr hrs</td>
<td>Learn the process of selecting, editing, documenting and presenting personal work for a digital portfolio. Focus on how graphic design, animation, photography, and video are evaluated by transfer schools and employers. Prerequisite: 15 credit hours of Digital Arts courses with a grade of “C” or better, or permission of department chair.</td>
</tr>
<tr>
<td>ART 275*</td>
<td>Digital Arts Internship – 3 cr hrs</td>
<td>Acquire practical experience in a work environment related to the fields of graphic design, web design, game development, or media productions. Set internship objectives jointly with instructor and supervising employer. Prerequisite: 15 credit hours of Digital Arts courses with a grade of “C” or better, or permission of department chair.</td>
</tr>
<tr>
<td>ART 278*</td>
<td>Color Darkroom Practicum – 3 cr hrs</td>
<td>Learn to master the color printing process in a traditional darkroom setting. Gain experience shooting, printing and analyzing chromogenic prints. Explore the science and aesthetics of visible light and experiment with alternative color photographic processes. Lab fee: $50. Prerequisite: ART 142 or permission of department chair.</td>
</tr>
<tr>
<td>ART 281*</td>
<td>Special Topics in Art: Landscape Painting – 3 cr hrs</td>
<td>Teaches fundamentals of landscape painting in either oils or acrylics while painting on location. Lab fee: $10. Prerequisite: ART 125 or permission of department chair.</td>
</tr>
</tbody>
</table>
Astronomy

AST 112* Fundamentals of Biology – 4 cr hrs

Learn about the universe beyond our solar system. Explore topics including the nature of stars and their evolution, galaxies and quasars, the universe as a whole and the possibility of life elsewhere in the Universe. Lab fee: $40.

Prerequisite: Eligibility for ENG 101/ENG 101A and eligibility for any general education math.

AST 112LB Stars and Stellar Systems Lab – 0 cr hr

Lab for AST 112. You must register for both AST 112 and AST 112LB.

AST 120* Life in the Universe – 3 cr hrs

Explore the possibility that life exists elsewhere in the Universe. Study what astrobiologists mean by “life” and the nature and origin of life on Earth. Investigate the properties of worlds where life could thrive, how the properties of stars affect the habitability of planets, and the challenges associated with interstellar travel. Discuss the probability of communication with extraterrestrial intelligent life forms, and discuss the social and philosophical consequences of finding life, intelligent or simple, elsewhere in the Universe.

Prerequisite: Eligibility for ENG 101/ENG 101A and eligibility for any general education math.

Biology

BIO 101* Fundamentals of Biology – 4 cr hrs

Learn the basic principles common to living organisms and insights into the scientific methods used to determine those principles. Topics include biological molecules, cell structure and metabolism, biological organization, homeostasis, reproduction and development, and heredity and evolution. Lab fee: $30.

Prerequisite: Eligibility for ENG 101/ENG 101A and either eligibility for any general education math or a score of 27 or better on the Arithmetic Placement Test, or a “B” or better in MAT 005.

Note: Credit is not given for both BIO 101 and BIO 102 or BIO 101 and BIO 231. You must register for both BIO 101 and BIO 101LB.

BIO 101LB Fundamentals of Biology Lab – 0 cr hr

Lab for BIO 101. You must register for both BIO 101 and BIO 101LB.

BIO 102* Biology for the 21st Century – 3 cr hrs

Learn the basic concepts of biology, their impact on society and their role in developing a personal worldview. Learn how genetics and evolution define life, determine gender, govern inheritance, create diversity and foster new species. Understand the processes used for in vitro fertilization, sex selection, and cloning. Study the applications of molecular biology for genome mapping, forensic science, and production of new domesticated organisms, genetic screening and development of new gene therapies. Recognize how scientific knowledge can be misused to support conflicting views and attitudes. This course does not satisfy a lab science requirement.

Prerequisite: Eligibility for ENG 101/ENG 101A and either eligibility for any general education math or a score of 27 or better on the Arithmetic Placement Test, or a “B” or better in MAT 005.

Note: Credit is not given for both BIO 101 and BIO 102.

BIO 103* General Botany – 4 cr hrs

Gain an introduction to members of the plant kingdom and their closest relatives. Learn the unique life strategies of plants that are the basis for their importance to humans and their role in shaping global ecology. Through an examination of plant form and function, students will learn how and why plant life defines the biological potential of both terrestrial and aquatic ecosystems. Lab fee: $40.

Prerequisites: Eligibility for ENG 101/ENG 101A and either eligibility for any general education math or a score of 27 or better on the Arithmetic Placement Test or a B or better in MAT 005.

Note: Credit is not given for both BIO 135 and BIO 136.

BIO 105* General Zoology – 4 cr hrs

An introduction to members of the animal kingdom and their closest relatives. Study how animals have evolved adaptations that allow representatives to occupy all terrestrial and aquatic ecosystems. Students will learn how vertebrate and invertebrate animals are classified and how particular adaptive strategies are important for their survival though an examination of animal form and physiology. Lab fee: $45.

Prerequisite: Eligibility for ENG 101/ENG 101A and eligibility for any general education math.

BIO 107* Environmental Science – 4 cr hrs

Investigate major issues in contemporary environmental science with special emphasis on scientific reasoning and the skills needed to resolve contemporary problems. Perform field and laboratory exercises focused on ecosystem dynamics, habitat assessment, pollution, resource management and environmental restoration. Students must attend occasional scheduled field trips. Lab fee: $40.

Prerequisites: Eligibility for ENG 101/ENG 101A and eligibility for any general education math.

BIO 130* Drones Sensing the World Around Us – Designs by Nature and Technology – 3 cr hrs

Learn the techniques used to explore and study the world around us. Emphasis is placed on the how biological systems sense the environment and how drones and other autonomous systems mimic these systems to gain situational awareness. Learn the practical, technical and legal uses of drone technology and how remote sensing improves our understanding of the environment. Study the data collected by remote surveillance technologies, for habitat assessment, ecosystem inventories, the impacts of weather and evaluation of weather phenomena.

Prerequisites: Eligibility for ENG 101/ENG 101A and eligibility for any general education math.

BIO 135 Principles of Nutrition – 3 cr hrs

Learn the digestion, absorption and physiological function of nutrients in the body. Emphasis is placed on normal nutrition and the relationship between nutrients and chronic disease. Nutrition needs of the healthy person through stages of the life span are included. This course does not satisfy a lab science requirement.

Prerequisite: Eligibility for ENG 101/ENG 101A and either eligibility for any general education math or a score of 27 or better on the Arithmetic Placement Test, or a “B” or better in MAT 005.

Note: Credit is not given for both BIO 135 and BIO 136.
BIO 138 Nutrition for Fitness and Sport – 1 cr hr
Introduces the student to current dietary guidelines appropriate for a healthy and physically active lifestyle. Explores the nutritional needs of physically active individuals, including recreational as well as competitive athletes. The role of each nutrient is reviewed, with emphasis on their utilization during exercise and recovery. Dietary modifications to optimize performance during different types of physical activity also will be discussed. A brief review of scientific data regarding ergogenic aids also will be presented.
Note: Also offered as HEA 138; credit is not given for both BIO 138 and HEA 138.

BIO 152 Science
Biology of Aging – 3 cr hrs
Examine the study of normal aging, the theories that exist to explain aging and the changes that occur in the anatomy and physiology of the human body as it ages. Discuss normal aging processes and disease states.

BIO 223* Science
General Microbiology – 4 cr hrs
Study the fundamental principles of microbiology, the diversity of microorganisms and the relation of microorganisms to disease and industry. Laboratory work includes the examination of media, culture methods, microscope examinations and identifications, the control of microorganisms by physical and chemical means and some quantitative techniques. Lab fee: $50.
Prerequisite: BIO 101 or BIO 103 or BIO 231 or BIO 233; eligibility for ENG 101/ENG 101A and any general education math. Note: Credit is not given for (1) both BIO 101 and BIO 231 or (2) both BIO 220 and BIO 231 or (3) both sequences BIO 231 - BIO 232 and BIO 233 - BIO 234. Students enrolled in the Pharmacy Technician and Massage Therapy certificate programs should consult their program advisor for math eligibility.

BIO 231* Science Lab
Human Biology 1 – 4 cr hrs
Learn the biologically significant inorganic and organic molecules and their relationship to human anatomy and physiology, the structure of cells and tissues, cellular physiology, the fundamentals of inheritance and the anatomy and physiology of the integumentary, skeletal, and nervous systems. A course primarily for the two-year nursing program; sometimes accepted as transfer credit. Students are advised to check with the four-year transfer institution. Four-year nursing students usually take BIO 233 and BIO 234. Lab fee: $30.
Prerequisite: Eligibility for ENG 101/ENG 101A and either eligibility for any general education math or a score of 27 or better on the Arithmetic Placement Test or a B or better in MAT 005.
Note: Credit is not given for (1) both BIO 101 and BIO 231 or (2) both BIO 220 and BIO 231 or (3) both sequences BIO 231 - BIO 232 and BIO 233 - BIO 234. Students enrolled in the Pharmacy Technician and Massage Therapy certificate programs should consult their program advisor for math eligibility.

BIO 231LB Human Biology 1 Lab – 0 cr hr
Note: Lab for BIO 231. You must register for both BIO 231 and BIO 231LB. See the specific start date for each lab section.

BIO 232* Science Lab
Human Biology 2 – 4 cr hrs
Study the anatomy and physiology of the circulatory, lymphatic, respiratory, urinary, muscular, digestive, endocrine and reproductive systems. Additional topics include body fluid composition, acid-base balance, electrolytes and early human development. Lab fee: $30.
Prerequisite: BIO 231 and eligibility for ENG 101/ENG 101A.

BIO 233* Science Lab
Anatomy and Physiology 1 – 4 cr hrs
Study biological chemistry, cell structure and function, tissues and the histology, gross anatomy and physiology of integumentary, skeletal, muscle and nervous systems. Each section includes both lecture and lab. Lab fee: $30.
Prerequisite: BIO 101. Eligibility for ENG 101/ENG 101A and either eligibility for any general education math.
Note: Credit is not given for (1) both BIO 230 and BIO 233 or (2) both sequences BIO 231-232 and BIO 233-234.

BIO 234* Science Lab
Anatomy and Physiology 2 – 4 cr hrs
Study the histology, gross anatomy and physiology of the circulatory, lymphatic, respiratory, digestive, endocrine, urinary and reproductive systems and early human development. Each section includes both lecture and lab. Lab fee: $30.
Prerequisite: BIO 233 and eligibility for ENG 101/ENG 101A.

BUSINESS ADMINISTRATION

BPA 105 Business Administration
Exploring the Future – 3 cr hrs
Investigate the future in a changing world. Using tools and perspectives across fields of study and cultures, students expand foresight and build the future. Acquire an appreciation for the complexity of our global society and its diversity.
Note: Also offered as SOC 105; credit is not given for BPA 105 and also SOC 105.

BPA 111 Introduction to Business – 3 cr hrs
Explore the way that business is related to, and interacts with, individuals, groups, and institutions in the 21st century. Learn the terminology and concepts of the functional areas of business, setting the foundation for interpreting and analyzing the legal, social, and ethical issues facing business (both the institution and its members) today. Examine global awareness and cultural diversity throughout the course. Prepare for a career in business and/or a business career in the arts, sciences, and technologies. Lab fee: $5.
Note: Eligibility for ENG 101/ENG 101A recommended.

BPA 113 Business Administration
Consumer and Personal Finance – 3 cr hrs
Compare theories as they apply to consumer decision making. Apply theories to make practical choices regarding consumer saving, investing and budgeting. Discuss the use of credit, insurance, housing, career choice, retirement and estate planning.

BPA 119 Global Business – 3 cr hrs
Explore the factors affecting the success or failure of businesses operating abroad. Analyze general theories of trade and economic development, specific organizations and monetary systems, and the foreign forces impacting business and management applications.

BPA 120 Small Business Management – 3 cr hrs
Principles and practices involved in owning and operating a small business. Examine assessment of qualification for business ownership, market determination, site locations, capital and credit requirements, risk management and insurance, record-keeping and personnel management. Provides information to prospective and new small business operators.

BPA 125 Marketing Principles – 3 cr hrs
Introduces principles governing the distribution of goods and services at various levels. Stresses the management viewpoint and emphasizes decision making regarding product, price, promotion and place.
### BUSINESS ADMINISTRATION

**BPA 126**
**Advertising and Sales Promotion – 3 cr hrs**
Study promotional activities relating to industry, including the writing of advertising copy, layout and design of newspaper and print advertising, the production of radio and television commercials, media selection and the measurement of advertising effectiveness. Lab fee: $10.

**BPA 127**
**eMarketing – 3 cr hrs**
Learn the core concepts of an eMarketing campaign. Explore email marketing, online advertising, social media, viral marketing, website copywriting and design, and other electronic tools used in supporting a traditional marketing campaign.

**BPA 138**
**Business and Professional Ethics – 3 cr hrs**
Explores the moral landscape of today's business environment. Discusses ethical issues and dilemmas of professionals in business, public administration, accounting and other professions.  
Prerequisite: Eligibility for ENG 101/ENG 101A.

**BPA 140**
**Introduction to Health Care Administration – 3 cr hrs**
Explore primary elements relating to the administration of health care in hospitals, clinics, nursing homes and other health-related institutions. While the focus of the course is essentially on the hospital environment, examine implications of federal and state legislation for the operations of health delivery.

**BPA 142**
**Principles of Management – 3 cr hrs**
Survey basic managerial functions with emphasis on planning, organizing, controlling and staffing activities as applied to general management.

**BPA 145**
**Leadership – 3 cr hrs**
Study leadership as a management style for effectively managing change. Includes an overview of supervision styles, creating a vision for leadership, developing effective leadership structures, analyzing factors influencing leadership and developing the manager’s leadership goals.

**BPA 161**
**Office Manager – 3 cr hrs**
Cover strategies and issues related to effective supervision of employees by an office manager or administrative assistant. Emphasizes the development of administrative decision-making skills. Topics include conflict resolution, managing diversity, stress management, ethics, team building/motivation, office security, managing office productivity and career development.

**BPA 162**
**Business Communications – 3 cr hrs**
Learn written and oral communication skills needed in a professional environment. Focus on written reports and proposals, workplace communication, the job search, and oral presentations designed to inform or persuade.  
Prerequisite: Eligibility for ENG 101/ENG 101A.

**BPA 171**
**Principles of Supervision – 3 cr hrs**
Introduces the first level of management. Topics include short-range planning, training, motivation, evaluating workers, decision making, discipline, counseling problem employees and dealing with organized labor.

**BPA 172**
**Human Resource Management – 3 cr hrs**
Practical and theoretical considerations concerning the management of personnel. Covers all aspects of staffing including recruiting and interviewing, selection and placement. A human resource manager’s role regarding training and development, performance appraisal, labor relations and compensation are among the areas studied. Also includes laws affecting employee rights and management responsibility (Americans with Disabilities Act, Civil Rights Act, Equal Pay Act, Sexual Harassment).

**BPA 173**
**Managing and Valuing Workforce Diversity – 3 cr hrs**
Focuses on how to change corporate culture and develop an understanding of diversity. Review and develop action plans for valuing diversity, examine case studies and review recent literature from periodicals.

**BPA 174**
**Women and Business – 3 cr hrs**
Emphasizes critical issues, attitudes and practices which influence the successful integration of women into mid- and senior-level management. Through readings, case studies and special projects, explores the nature of gender related topics and their impact on management and business. Relevant topics include power and authority, legal issues, communication, sexual harassment, and time and stress management.

**BPA 190**
**Organizational Behavior – 3 cr hrs**
Examine the impact of different management practices and leadership styles on worker satisfaction and morale, organizational effectiveness, productivity, and profitability. Study topics to include formal and informal organizations, group dynamics, teamwork, motivation, conflict management and change, and diversity issues in the workplace. Analyze different types of interpersonal situations and determine appropriate courses of action.

**BPA 200**
**Foundations of Accounting – 3 cr hrs**
Learn principles of financial and managerial accounting from a user approach. Develop basic skills in understanding and interpreting financial statements. Apply financial and managerial accounting concepts to managing businesses.  
Note: This course is for non-business majors and will not substitute for BPA 201 or BPA 202. Credit will not be given for BPA 200 and also BPA 201 or BPA 202.

**BPA 201**
**Financial Accounting – 3 cr hrs**
Learn principles of financial accounting for the corporate entity. Study accrual-based accounting and the accounting cycle. Analyze and record financial transactions, prepare financial statements, and learn to account for receivables, inventories, fixed assets, liabilities and shareholders' equity. Prerequisite: Eligibility for ENG 101/ENG 101A and eligibility for any general education math course or permission of department chair.  
Note: Credit is not given for BPA 201 and also BPA 200, BPA 201H, or BPA 211.

**BPA 201H**
**Financial Accounting - Honors – 3 cr hrs**
Prerequisite: Eligibility for Honors courses. Eligibility for ENG 101/ENG 101A and eligibility for any general education math course or permission of department chair.  
Note: Credit is not given for BPA 201H and also BPA 201 or BPA 200 or BPA 211.

**BPA 202**
**Managerial Accounting – 3 cr hrs**
Explore principles of managerial accounting. Study methods of cost accounting, cost volume profit analysis, capital budgeting, decision-making analysis and budgeting methods. Prepare cash flow statements and perform financial statement analysis. Prerequisite: BPA 201 or permission of department chair.  
Note: Credit will not be given for both BPA 202 and BPA BPA 202H or BPA 202 or BPA 212.

**BPA 217**
**Small Business Accounting – 3 cr hrs**
Use QuickbooksÆ software (included with text, WindowsÆ-based) for the study of computerized accounting systems with emphasis on the application of accounting theory and practice. Complete projects for both a service and merchandising company, including creating a company, recording transactions for revenue and expenses, completing payroll, adjusting accounts, reconciling bank accounts and closing the accounting cycle. Use a personal computer for downloading, copying, opening, naming, saving, compressing and uploading data files. Lab fee: $10. Prerequisite: Eligibility for ENG 101/ENG 101A or permission of department chair.  
Note: Students with Apple computers will need to also purchase Quickbooks for Mac or software that allows Windows-based software to run on Apple computers.
BPA 227*
Entrepreneurial Opportunities in Expanding Markets: Cannabis Legalization – 3 cr hrs
The state of Maryland has approved the use of cannabis for medical purposes. The regulations are currently being finalized and once they are in place, the course will provide students with an overview of the legal and regulatory environment, and the opportunities and challenges facing marijuana businesses. The course will also discuss the economic and social implications of cannabis legalization.
Prerequisite: BPA 111.

BPA 235
Introduction to Transportation and Logistics – 3 cr hrs
Surveys the organization and operations of the transportation industry, including modes of transportation, planning, and cost-effectiveness. The course emphasizes the role of logistics in supply chain management and the importance of effective communication and collaboration in the transportation industry.

BPA 237*
Supply Chain Management – 3 cr hrs
Introduces students to the global supply chain with an emphasis on supply chains, distribution, production planning, information systems, customer service, inventory management, and supply chain relationships. The course emphasizes the role of logistics in supply chain management and the importance of effective communication and collaboration in the supply chain.
Prerequisite: BPA 235 or permission of department chair.

BPA 241*
Intermediate Accounting 1 – 3 cr hrs
Focus on the comprehensive study of accounting principles, theory and practice as they relate to financial statements. Examine income measurement and the effect on the valuation of assets and equity, accounting for current assets, long-term assets, current liabilities and long-term liabilities, and analysis and interpretation of financial statements.
Prerequisite: BPA 202.

BPA 242*
Intermediate Accounting 2 – 3 cr hrs
Focus on the comprehensive study of accounting principles, theory and practice as they relate to financial statements. Analyze the accounting for stockholders’ equity, revenue recognition and accounting changes, accounting for taxes, pensions and leases, preparation of cash flow statements, and analysis and interpretation of financial statements.
Prerequisite: BPA 202.
Note: Students are encouraged to take BPA 241 prior to registering for this course.

BPA 245*
Advanced Accounting – 3 cr hrs
Study the theory and application of the equity method of accounting for investments, business combinations, variable interest entities, foreign currency transactions, advanced partnership accounting and basic governmental accounting.
Prerequisite: BPA 241 or BPA 242.

BPA 261*
Cost Accounting – 3 cr hrs
Examine basic principles of cost accounting, including accounting for manufacturing expenses, application of costs to operations and products, preparation of statements, analysis of cost information for administrative and control purposes, and specific order and process cost systems.
Prerequisite: BPA 202.

BPA 262*
Tax Accounting – 3 cr hrs
Study federal income tax law as it applies to individuals and to many aspects of business. Research and apply the law; not primarily by preparing income tax forms, but by analyzing situations and solving problems.
Prerequisite: BPA 202 or permission of department chair.

BPA 263*
Auditing – 3 cr hrs
Study the principles and practice of auditing, focusing on the duties and responsibilities of auditors in establishing procedures for conducting audits and verification of financial statements. Prepare audit working papers and reports and examine problems associated with auditing computerized accounting systems.
Prerequisite: BPA 241 and BPA 242.

BPA 275*
Internship in Business 1 – 3 cr hrs
A course designed to give students in business technology areas an opportunity to acquire practical experience with classroom learning. Objectives are set by the supervising employer, the student and the faculty member.
Prerequisite: Permission of instructor or department chair.
Note: Enrollment in Internship courses requires that students hold an appropriate internship placement to receive course credit. Consult with the coordinator for internships prior to registering unless otherwise specified by the department chair or director.

CHE 011*
Introduction to Chemistry – 2 equivalent hrs
Study the fundamentals of chemistry including atomic theory, chemical bonding, naming compounds, stoichiometry. Use basic chemical terminology and principles appropriately to solve chemistry problems quantitatively and explain chemical phenomenon qualitatively.
Prerequisite: Completion of MAT 034, MAT 036, or MAT 044 with a grade of C or higher, or eligibility for MAT 037, MAT 045, or MAT 135.

CHE 103*
World of Chemistry – 3 cr hrs
Learn about fundamental concepts of chemistry. Develop an awareness of the interrelation of chemistry and society. Discuss how scientific knowledge is determined, validated, and applied. Use conceptual approach to study topics including atomic structure, chemical reactions, and applications such as nuclear, biological, and environmental chemistry.
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: This course does not satisfy curricular requirements for a laboratory science course.

CHE 111* SCIENCE LAB
General Chemistry 1 – 4 cr hrs
Study atomic theory and periodic relationships, chemical bonding, gases, liquids and solids, stoichiometry, kinetic-molecular theory, solutions, oxidation-reduction, reactions of molecules and ions and nuclear chemistry. Laboratory work includes basic techniques and principles as well as quantitative measurements by titration, calorimetry and stoichiometry. Lab fee: $40.
Prerequisite: MAT 137 or MAT 145 (formerly MAT 141) with a grade of C or better or eligibility for MAT 146 or higher and eligibility for ENG 101/ENG 101A.
Note: Also offered as CHE 111H. Credit is not given for both CHE 111 and CHE 111H, or for both CHE 111 and CHE 115.

CHE 111LB
General Chemistry 1 – 0 cr hr
Note: Lab for CHE 111 and CHE 111H. You must register for both CHE 111 and CHE 111LB in the same term. Be aware of lab start dates.

CHEMISTRY

CHE 113*
Introduction to Chemistry – 2 equivalent hrs
Study the fundamentals of chemistry including atomic theory, chemical bonding, naming compounds, stoichiometry. Use basic chemical terminology and principles appropriately to solve chemistry problems quantitatively and explain chemical phenomenon qualitatively.
Prerequisite: Completion of MAT 034, MAT 036, or MAT 044 with a grade of C or higher, or eligibility for MAT 037, MAT 045, or MAT 135.

CHE 103*
World of Chemistry – 3 cr hrs
Learn about fundamental concepts of chemistry. Develop an awareness of the interrelation of chemistry and society. Discuss how scientific knowledge is determined, validated, and applied. Use conceptual approach to study topics including atomic structure, chemical reactions, and applications such as nuclear, biological, and environmental chemistry.
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: This course does not satisfy curricular requirements for a laboratory science course.

CHE 111* SCIENCE LAB
General Chemistry 1 – 4 cr hrs
Study atomic theory and periodic relationships, chemical bonding, gases, liquids and solids, stoichiometry, kinetic-molecular theory, solutions, oxidation-reduction, reactions of molecules and ions and nuclear chemistry. Laboratory work includes basic techniques and principles as well as quantitative measurements by titration, calorimetry and stoichiometry. Lab fee: $40.
Prerequisite: MAT 137 or MAT 145 (formerly MAT 141) with a grade of C or better or eligibility for MAT 146 or higher and eligibility for ENG 101/ENG 101A.
Note: Also offered as CHE 111H. Credit is not given for both CHE 111 and CHE 111H, or for both CHE 111 and CHE 115.

CHE 111LB
General Chemistry 1 – 0 cr hr
Note: Lab for CHE 111 and CHE 111H. You must register for both CHE 111 and CHE 111LB in the same term. Be aware of lab start dates.

For section and instructor information, visit www.aacc.edu/course-search.
CHE 112* (SCIENCE LAB)  
**General Chemistry 2 – 4 cr hrs**  
Study the fundamental principles and quantitative aspects of chemical equilibrium, acid-base chemistry and acid-base equilibria, solubility equilibria, thermodynamics, electrochemistry, kinetics, basic concepts in nuclear chemistry and an introduction to organic chemistry nomenclature and structure. Laboratory work applies theoretical principles presented in the lecture and includes: data collection and analysis, basic laboratory techniques and use of chemical instrumentation; use of chemical literature and databases, use of a laboratory notebook to record data and results, methods of qualitative analysis, and written communication of results and conclusions in the form of lab reports. Lab fee: $40.  
Prerequisites: CHE 111 with a grade of C or better, either MAT 137 or MAT 145 (formerly MAT 141) with a grade of C or better or eligibility for MAT 146 or higher and eligibility for ENG 101/ENG 101A.  
Note: Also offered as CHE 112H; credit is not given for both CHE 112 and CHE 112H. It is recommended that students have completed General Chemistry 1 within 4 years prior to taking General Chemistry 2.

CHE 112LB  
**General Chemistry 2 – 0 cr hr**  
Note: Lab for CHE 112. You must register for both CHE 112 and CHE 112LB. Be aware of lab start dates.

CHE 113* (SCIENCE LAB)  
**Fundamentals of Organic and Biochemistry – 4 cr hrs**  
Study an introduction to the chemistry of carbon compounds and of living systems. Nomenclature, structure, properties, and reactions of the principal organic families are studied, and anthropogenic carbon compounds are discussed in relation to health and the environment. The biochemistry studies the structure, properties, and functions of carbohydrates, proteins, lipids, and nucleic acids. Protein synthesis, enzyme regulation, and metabolism are included. Intended for students in health-related professions and students interested in applying chemistry to the environment and living systems. Science and engineering students should take CHE 112. Lab fee: $50.  
Prerequisite: CHE 111.  
Note: Credit is not given for both CHE 113 and CHE 213. CHE 113 is not to be used as a prerequisite for CHE 213 or CHE 214.

CHE 113LB  
**Fundamentals of Organic and Biochemistry Lab – 0 cr hr**  
Note: Lab for CHE 113. You must register for both CHE 113 and CHE 113LB. Lab will meet the first week of classes.

CHE 134*  
**Chemistry Topics for Engineering – 1 cr hr**  
Study general chemistry topics relating to phase transitions, crystalline solids and semiconductors, chemical equilibrium including weak electrolytes, electrochemistry, kinetics and introductory organic chemistry. This course is intended for students transferring in certain engineering programs to the University of Maryland College Park. Consult with the engineering department chair before registering.  
Prerequisite: CHE 111 with a grade of C or better and either MAT 137 or MAT 145 with a grade of C or better, or eligibility for MAT 151.

CHE 213*  
**Organic Chemistry 1 – 4 cr hrs**  
Study the chemistry of hydrocarbons and their simple derivatives, emphasizing their structures, properties and mechanisms of reactions. Use general laboratory techniques and procedures in organic chemistry and learn modern methods of analysis, including gas chromatography. Lab fee: $50.  
Prerequisite: CHE 112 or CHE 112H.  
Note: Also offered as CHE 213H; credit is not given for both CHE 213 and CHE 213H.

CHE 213LB  
**Organic Chemistry 1 Lab – 0 cr hr**  
Note: Lab for CHE 213. You must register for both CHE 213 and CHE 213LB in the same term. Be aware of lab start dates.

COMMUNICATIONS

COM 101* (ARTS & HUM)  
**Introduction to Mass Media – 3 cr hrs**  
Learn about the history and theory of mass media in America. Discuss the development, practices and problems of mass media. Learn to understand and critically evaluate media messages.  
Prerequisite: Eligibility for ENG 101/ENG 101A or permission of department.

COM 102*  
**Writing for News Media 1 – 3 cr hrs**  
Learn about and practice news writing for print and electronic media.  
Prerequisite: Eligibility for ENG 101/ENG 101A or permission of department.

COM 110  
**Introduction to Interpersonal Communication – 3 cr hrs**  
Explore the function of verbal and nonverbal communication in the development of interpersonal relationships. Study perception, self-concept, listening, intercultural and intergender communication and conflict management.  
Note: Also offered as COM 110H; credit not given for both COM 110 and COM 110H.

COM 111 (ARTS & HUM)  
**Fundamentals of Oral Communication – 3 cr hrs**  
Learn about public speaking theory, and develop the skills needed to speak effectively in various situations. Learn about clear oral expression, informed critical thinking, research techniques, rhetorical modes, and group communication. Write and deliver several speeches.  
Note: Eligibility for ENG 101/ENG 101A is strongly recommended.

COM 112*  
**Newspaper Editing and Production – 3 cr hrs**  
Learn the basic techniques of copy editing and headline writing.  
Prerequisite: COM 102.

COM 116* (ARTS & HUM)  
**Fundamentals of Oral Communication for Non-native Speakers – 3 cr hrs**  
Cover essentially the same material as COM 111 with special emphasis on the oral communication challenges faced by non-native speakers of English. Learn about public speaking theory and develop the skills needed to speak effectively in various situations. Learn about clear oral expression, informed critical thinking, research techniques, rhetorical modes, and group communication. Write and deliver several speeches.  
Prerequisite: Eligibility for ENG 101/ENG 101A.  
Note: Students may not receive credit for both COM 111 and COM 116.

COM 141* (ARTS & HUM)  
**Group Communication and Leadership – 3 cr hrs**  
Learn principles and procedures for effective communication in small groups. Develop leadership skills for use in business, community, and other task-oriented work teams. Gain experience with various types of formal and informal group organization methods, member roles, and communication formats. Evaluate group processes and outcomes in interpersonal, peer and virtual groups and teams.  
Prerequisite: Eligibility for ENG 101/ENG 101A.

COM 200 (ARTS & HUM / SOC SCI)  
**Intercultural Communication – 3 cr hrs**  
Investigate the challenges of communication with individuals from different cultures. Learn to describe and analyze cultural patterns. Study strategies for increasing intercultural communication competency.  
Note: Also offered as COM 200H; credit is not given for both COM 200 and COM 200H.
COM 20H* (ARTS & HUM / SOC SCI)

Intercultural Communication – Honors – 3 cr hrs
Prerequisite: Eligibility for Honors courses.
Note: Complete and present an honors research project. Also offered as COM 200; credit is not given for both COM 20H and COM 200.

COM 240* Introduction to Communication Theory – 3 cr hrs
Examine and analyze basic communication theories in interpersonal, intergroup, organizational, cultural, gender, and mass communication contexts. Apply theories to professional communication situations in social sciences, government, politics, journalism, entertainment, education, marketing, and health care.
Prerequisite: COM 101, COM 110, COM 141, COM 200, or COM 230.

COM 275* Journalism Practicum – 1 cr hr
Work on the student newspaper under supervision of the student editor and faculty adviser. One credit is given for two and a half hours per week up to a maximum of three credits per term. Students write and edit for publication and may work on any phase of newspaper production, including writing stories, copy editing, headline writing and layout production. Practicum courses may be combined for a total of six credit hours.
Prerequisite: Successful completion of COM 102 or permission of department chair.

COM 276* Journalism Practicum – 2 cr hrs
Work on the student newspaper under supervision of the student editor and faculty adviser. One credit is given for two and a half hours per week up to a maximum of three credits per term. Students write and edit for publication and may work on any phase of newspaper production, including writing stories, copy editing, headline writing and layout production. Practicum courses may be combined for a total of six credit hours.
Prerequisite: Successful completion of COM 102 or permission of department chair.

COM 277* Journalism Practicum – 3 cr hrs
Work on the student newspaper under supervision of the student editor and faculty adviser. One credit is given for two and a half hours per week up to a maximum of three credits per term. Students write and edit for publication and may work on any phase of newspaper production, including writing stories, copy editing, headline writing and layout production. Practicum courses may be combined for a total of six credit hours.
Prerequisite: Successful completion of COM 102 or permission of department chair.

CTA 100* Computing and Information Technology – 3 cr hrs
Learn computing and information technology concepts and skills that are fundamental to social, personal, business, and academic environments. Learn about the Internet, networking, hardware, software, security, privacy, ethics, and emerging technologies. Participate in hands-on labs using Microsoft Office applications, including word processing, spreadsheets, databases, and presentations, and the Windows operating system. Designed for the nonmajor. Lab fee: $25.
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: Also offered as CTA 100H; credit is not given for both CTA 100 and CTA 100H or CTA 100 and CTP 103 or CTA 100 and CTP 103H.

CTA 105 Theory and Troubleshooting Microcomputers 1 – 3 cr hrs
Examine the function and operation of computer systems and mobile devices. Assemble, maintain, and repair computer systems. Learn how systems are configured, modified, and expanded. Investigate, analyze, and correct common hardware problems.
Lab fee: $50.
Note: This course addresses the material of the CompTIA A+ exam objectives. It is highly recommended that students who do not have a working knowledge of computers complete CTA 100 before enrolling in CTA 105.

CTA 106 Personal Computer Spreadsheet Applications – 4 cr hrs
Use Microsoft Excel to study the basics of spreadsheet setup, data manipulation and program functions. Learn more advanced features including functions, charts, lists (databases), macros, World Wide Web functions, integration with other applications, validation, no references, data tables, scenario manager, solver, importing external data and auditing features. Use a variety of practical examples to foster an understanding of different ways Excel can be applied to personal and business needs. This course prepares students to take the Microsoft Office Specialist (MOS) Excel 2016 industry certification exam (extra fee). Lab fee: $25.
Note: Users with no prior software applications experience are encouraged to take one of the following before taking this course: CTA 100 or CTP 103.

CTA 107 Personal Computer Presentation Graphics Applications – 4 cr hrs
Use Microsoft PowerPoint to learn the basic skills needed to create, edit, format, save and print professional-looking electronic slide presentations. Learn intermediate and advanced features including outline view, inserting clip art, creating a presentation as a Web page, using embedded visuals, creating slide transitions, animation effects, interactive documents, charts and tables, importing sound clips, creating self-running presentations, distributing presentations to remote audiences and using Visual Basic for Applications to customize a presentation. Use a wide variety of projects to provide an understanding of different ways PowerPoint can be utilized. This course will prepare students to take the Microsoft Office Specialist (MOS) PowerPoint 2016 industry certification exam (extra fee). Lab fee: $25.
Note: Users with no prior software applications experience are encouraged to take one of the following before taking this course: CTA 100 or CTP 103.

CTA 109 Personal Computer Word Processing Applications – 4 cr hrs
Use Microsoft Word to create, edit, format, save and print a document. Learn intermediate and advanced features including mail merge, envelopes and labels, sorting, styles, columns, footnotes, outlines, table of contents, indexes, master documents, templates, Web pages, graphics, charts and macros. Use a variety of document types and practical examples to provide an understanding of different ways Word can be applied to personal and business needs. This course prepares students to take the Microsoft Office Specialist (MOS) Word 2016 industry certification exam (extra fee). Lab fee: $25.
Note: Users with no prior software applications experience are encouraged to take one of the following before taking this course: CTA 100 or CTP 103.

CTA 111 Personal Computer Word Processing Applications – 4 cr hrs
Use Microsoft Word to create, edit, format, save and print a document. Learn intermediate and advanced features including mail merge, envelopes and labels, sorting, styles, columns, footnotes, outlines, table of contents, indexes, master documents, templates, Web pages, graphics, charts and macros. Use a variety of document types and practical examples to provide an understanding of different ways Word can be applied to personal and business needs. This course prepares students to take the Microsoft Office Specialist (MOS) Word 2016 industry certification exam (extra fee). Lab fee: $25.
Note: Users with no prior software applications experience are encouraged to take one of the following before taking this course: CTA 100 or CTP 103.

CTA 112 Personal Computer Presentation Graphics Applications – 4 cr hrs
Use Microsoft PowerPoint to learn the basic skills needed to create, edit, format, save and print professional-looking electronic slide presentations. Learn intermediate and advanced features including outline view, inserting clip art, creating a presentation as a Web page, using embedded visuals, creating slide transitions, animation effects, interactive documents, charts and tables, importing sound clips, creating self-running presentations, distributing presentations to remote audiences and using Visual Basic for Applications to customize a presentation. Use a wide variety of projects to provide an understanding of different ways PowerPoint can be utilized. This course will prepare students to take the Microsoft Office Specialist (MOS) PowerPoint 2016 industry certification exam (extra fee). Lab fee: $25.
Note: Users with no prior software applications experience are encouraged to take one of the following before taking this course: CTA 100 or CTP 103.

CTA 115 Personal Computer Database Management Systems – 4 cr hrs
Use Microsoft Access database management application software used on personal computers to study and manipulate data. Learn database design and implementation of object files such as file creation and setup, query processing, report generation and program creation. Use multiple files, indexing and database search, and record retrieval to solve practical problems through hands-on lab. This course prepares students to take the Microsoft Office Specialist (MOS) Access 2016 industry certification exam (extra fee). Lab fee: $25.
Note: Users with no prior software applications experience are encouraged to take one of the following before taking this course: CTA 100 or CTP 103.

CTA 116 Personal Computer Spreadsheet Applications – 4 cr hrs
Use Microsoft Excel to study the basics of spreadsheet setup, data manipulation and program functions. Learn more advanced features including functions, charts, lists (databases), macros, World Wide Web functions, integration with other applications, validation, no references, data tables, scenario manager, solver, importing external data and auditing features. Use a variety of practical examples to foster an understanding of different ways Excel can be applied to personal and business needs. This course prepares students to take the Microsoft Office Specialist (MOS) Excel 2016 industry certification exam (extra fee). Lab fee: $25.
Note: Users with no prior software applications experience are encouraged to take one of the following before taking this course: CTA 100 or CTP 103.

For section and instructor information, visit www.aacc.edu/course-search.
CTA 120*
Help Desk Concepts – 3 cr hrs
Examine general help desk concepts, types, job categories, and responsibilities. Discuss processes, tools, technologies to develop skills in systems management and customer service. Prepare for training and certification in Help Desk profession essentials.  
Prerequisite: Eligibility for ENG 101/ENG 101A.

COMPUTER TECHNOLOGY PROGRAMMING

CTP 103* ( formerly CTA 103) – 3 cr hrs
Theories and Applications of Digital Technology Demonstrate knowledge of a wide variety of computer technologies including data communications, computer networks, database systems, computer hardware and software, the Internet and Web technologies, operating systems, software development, and information systems. Discuss security, ethics, environmental, and social issues related to digital and emerging technologies. Use hands-on lab experiences to validate knowledge of hardware and software systems. Lab fee: $25.  
Prerequisite: Eligibility for ENG 101/ENG 101A. Note: Also offered as CTP 103H; credit is not given for both CTP 103 and any of the following courses: CTP 103H, CTA 100, or CTA 100H. This is the first course in computing for students planning to major in a technology field and an excellent choice for students interested in science, engineering and mathematics.

CTP 115* ( formerly CTP 115) – 4 cr hrs
Introductory Object-Oriented Program Analysis and Design Learn analysis and design problem-solving techniques to prepare for programming in any language. Learn about object-oriented design, development and related security techniques. Analyze specifications, use design tools such as pseudocode and Unified Modeling language (UML) diagrams to develop classes and objects, consider examples of common program designs, and implement object-oriented designs in a high-level language. Lab fee: $25.  
Note: Also offered as CTP 115H. Credit is not given for both CTP 115 and CTP 115H. It is highly recommended that students who do not have a working knowledge of computers complete CTP 103 before enrolling in CTP 115. Students with UML and Object Oriented Programming experience should contact the computer science department chair before selecting this course.

CTP 118
Web Development using HTML/CSS – 4 cr hrs
Learn how to develop Web content for a variety of environments using Hypertext Markup Language (HTML) and Cascading Style Sheets (CSS). Learn to format text, develop lists, create hyperlinks, construct tables, and forms on a Web document. Describe styling for the mobile Web, use of multimedia, and interactivity. Lab fee: $25.  
Note: The student must be familiar with personal computers before beginning the class; no lecture time is spent introducing personal computer terminology and use. Credit is not given for both CTP 118 and CTP 111 or CTP 118 and CTP 112.

CTP 130*
Programming in PHP/MySQL – 3 cr hrs
Use fundamental design principles and problem-solving techniques introduced in CTP 115 to develop Web applications using PHP server-side scripting language and the MySQL relational database management system. Participate in hands-on activities to learn topics that include Web application concepts and environments, PHP language structure, relational database concepts, and techniques to develop Web applications that include database management systems and user interaction.  
Prerequisite: CTP 115 and CTP 118 or permission of CTP department chair.

CTP 135*
Programming in JavaScript – 4 cr hrs
Learn JavaScript language through lecture and hands-on directed lab activities. Develop programming skills to create interactive Web pages. Learn to manipulate the browser environment, add special effects, validate form data, and manage state information.  
Prerequisite: CTP 115 and CTP 118 or permission of CTP department chair.

CTP 136*
jQuery – 4 cr hrs
Develop interactive Web pages using jQuery. Use the core jQuery library and jQuery User Interface (UI) library to improve usability and presentation. Add interactivity to websites without complex JavaScript coding. Explore other JavaScript libraries, frameworks, and plugins. Lab fee: $25.  
Prerequisite: CTP 135 or permission of CTP department chair.

CTP 137*
Python – 3 cr hrs
Develop computer programs in the Python programming language using fundamental design principles and problem-solving techniques. Learn data types, control structures, classes, multithreading, client/server programming, data structures to organize and manipulate data, and I/O in the Python programming language. Learn to apply Python to computer security topics. Emphasize style, documentation, solution robustness, and conformance with specifications throughout course work. Lab fee: $25.  
Prerequisite: CTP 115 or CTP 115H or permission of computer science department chair.

CTP 140*
Computer Science 1 – 4 cr hrs
Use fundamental design principles and problem-solving techniques introduced in CTP 115 to develop computer algorithms. Implement algorithms as programs coded in Java, an object-oriented programming language. Learn the data types, control structures, classes, arrays, and I/O in the Java programming language. Learn graphical user interfaces, inheritance, polymorphism, recursion, and exceptions. Emphasize style, documentation, solution robustness, and conformance with specifications throughout course work. Lab fee: $25.  
Prerequisite: CTP 115 or CTP 115H or permission of computer science department chair.  
Note: Also offered as CTP 150H. Credit is not given for both CTP 150 and CTP 150H. CTP 115 prerequisite is waived for students that complete AP Computer Science. Credit is not given for both CTP 150 and CSI 161 or CSI 162.

CTP 141*
Database Programming – 3 cr hrs
Learn SQL and PL/SQL, an Oracle programming language to write simple and complex queries to retrieve, insert, update, delete, and filter information in the database. This course is the first in the series of Oracle database administration courses and addresses the core material of both the SQL Fundamentals and the SQL Expert certification exams needed to become an Oracle Certified Associate. Lab fee: $35.  
Prerequisite: CTP 103 or permission of the Computer Technologies Director or Database Administration Coordinator.

CTP 145*
Relational Databases and SQL – 4 cr hrs
Learn the fundamental concepts of database systems including design, implementation, and security using Oracle. Learn to create a database, build various database objects, and manipulate data using the structured query language (SQL). Use this universal database programming language to write simple and complex queries to retrieve, insert, update, delete, and filter information in the database. This course is the first in the series of Oracle database administration courses and addresses the core material of both the SQL Fundamentals and the SQL Expert certification exams needed to become an Oracle Certified Associate. Lab fee: $35.  
Prerequisite: CTP 103 or permission of the Computer Technologies Director or Database Administration Coordinator.

CTP 150*
Computer Science 1 – 4 cr hrs
Use fundamental design principles and problemsolving techniques introduced in CTP 115 to develop computer algorithms. Implement algorithms as programs coded in Java, an object-oriented programming language. Learn the data types, control structures, classes, arrays, and I/O in the Java programming language. Learn graphical user interfaces, inheritance, polymorphism, recursion, and exceptions. Emphasize style, documentation, solution robustness, and conformance with specifications throughout course work. Lab fee: $25.  
Prerequisite: CTP 115 or CTP 115H or permission of computer science department chair.  
Note: Also offered as CTP 150H. Credit is not given for both CTP 150 and CTP 150H. CTP 115 prerequisite is waived for students that complete AP Computer Science. Credit is not given for both CTP 150 and CSI 161 or CSI 162.

CTP 150*
Computer Science 1 – 4 cr hrs
Use fundamental design principles and problem-solving techniques introduced in CTP 115 to develop computer algorithms. Implement algorithms as programs coded in Java, an object-oriented programming language. Learn the data types, control structures, classes, arrays, and I/O in the Java programming language. Learn graphical user interfaces, inheritance, polymorphism, recursion, and exceptions. Emphasize style, documentation, solution robustness, and conformance with specifications throughout course work. Lab fee: $25.  
Prerequisite: CTP 115 or CTP 115H or permission of computer science department chair.  
Note: Also offered as CTP 150H. Credit is not given for both CTP 150 and CTP 150H. CTP 115 prerequisite is waived for students that complete AP Computer Science. Credit is not given for both CTP 150 and CSI 161 or CSI 162.
For section and instructor information, visit www.aacc.edu/course-search.

**Computer Technology Programming, Systems**

**CTP 194* (Arts & Hum)**

**Ethics and the Information Age – 3 cr hrs**
Analyze ethics and moral philosophy as a means for providing a framework for ethically grounded decision making in the information age. Lab fee: $25.

Prerequisite: Eligibility for ENG 101/ENG 101A. Credit is not given for both CTP 194 and any of the following courses: CTP 194H, PHL 194, PHL 194H.

**CTP 200**

**Systems Analysis and Design – 4 cr hrs**
Learn systems development life cycle (SDLC) presented from a business process view. Analyze and design basic database systems by incorporating problem-solving techniques used in developing business computer information systems. Learn Enterprise Systems (ES), integrated business application packages used for controlling and tracking business operations with one centralized Relational Database Management System (RDMS). Use handson lab experience to incorporate knowledge of the project management software package. Lab fee: $25.

Prerequisite: CTA 100, CTP 103 or CTP 115.

**CTP 220**

**Content Management Systems – 3 cr hrs**
Learn to plan and design websites using popular content management systems (CMS) such as WordPress, Drupal, or Joomla. Use development skills in PHP to add functionality to web sites. Lab fee: $25.

Prerequisite: CTP 136 and CTP 130, or permission of Computer Science department chair.

**CTP 236**

**Advanced JavaScript – 3 cr hrs**
Learn advanced JavaScript skills through lecture and hands-on lab activities. Use a JavaScript framework such as AngularJS to create dynamic web pages that interact with a web server. Learn to set up a local http server.

Prerequisite: CTP 136 or permission of CTP department chair.

**CTP 250**

**Computer Science 2 – 4 cr hrs**
Learn advanced algorithms and programming concepts, and the role of abstract data types in software development, including stacks, queues, linked lists, recursion, trees and file manipulation. Transition from Java to C++. Discuss and implement secure programming concepts and skills throughout the course. Lab fee: $25.

Prerequisite: A grade of C or better is required in CTP 150 or CTS 162.

Note: Students are expected to know object-oriented programming concepts before taking this course.

**Computer Technology Systems**

**CTP 105**

**Microcomputer Operating Systems – 3 cr hrs**
Investigate the purposes, features and characteristics of microcomputer operating systems. Utilize current microcomputer operating systems to manage computer resources, performance, and security. Apply virtualization tools to run multiple operating systems on a single computer. Lab fee: $35.

Note: It is highly recommended that students who do not have a working knowledge of computers complete CTP 103 before enrolling in CTP 105.

**CTP 107* (Tech)**

**Cyber Essentials – 3 cr hrs**
Develop an understanding of computer technology within the context of the cyber domain in our connected world. Learn about the basic structure of hardware, software, and network systems, the threats these systems face, and how to defend them. Use hands-on lab experiences to develop the foundational skills needed to maintain and protect computer systems. Lab fee: $25.

Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: This is the first course in computing for students majoring in cybersecurity, networking, and digital forensics or who would like to expand their knowledge of information assurance and cybersecurity.

**CTP 110**

**Network Essentials – 4 cr hrs**
Learn the fundamental building blocks that form a modern network including protocols, topologies, hardware and network operating systems. Develop the networking knowledge and skills related to TCP/IP, Ethernet, and wireless transmission and security. Learn to maintain and troubleshoot existing local area networks.

Lab fee: $40.

Prerequisite: CTP 107 or CTP 103.
Note: This course addresses the core material of the CompTIA Security+ exam objectives. Students who completed both CTP 103 and CTP 105 prior to Fall 2019 already meet the prerequisite to register for CTS 110 and thus not required to complete CTP 103 or CTP 107.

**CTP 120**

**Introduction to UNIX/Linux – 4 cr hrs**
Learn the basic elements of the UNIX/Linux operating system including the hierarchical file structure. Send and receive electronic mail, create and edit documents, write shell programs and provide system security. Hands-on experience with a multi-user UNIX/Linux system is provided and emphasized.

Lab fee: $25.

Note: It is highly recommended that students who do not have a working knowledge of computers complete CTP 103 or CTP 105 before enrolling in CTP 120.

**CTP 130**

**Networking 1 – 4 cr hrs**
Describe the devices and services used to support communications in data networks and the Internet. Describe the role of protocol layers in data networks. Design, calculate, and apply subnet masks and addresses in IPv4 and IPv6 networks. Explain Ethernet concepts such as media, services, and operations. Build simple Ethernet networks using routers and switches. Use Cisco commandline (CLI) commands to perform basic router and switch configurations. Utilize network utilities to verify small networks and analyze data traffic. Lab fee: $100.

Prerequisite: CTP 110.

**CTP 131**

**Networking 2 – 4 cr hrs**
Explore switching concepts such as VLAN and trunking technologies. Configure and troubleshoot a small switched network. Explain how vulnerabilities can be mitigated to enhance network security. Learn the purpose and operation of routing concepts. Explain the benefits and operations of DHCP. Discuss network concepts such as VLANs, LAN, WAN, redundancy and link aggregation. Lab fee: $100.

Prerequisite: CTP 130 with a grade of “C” or better or permission of department chair.

**CTP 140**

**Network Security Fundamentals – 4 cr hrs**
Learn the current risks and threats to an organization’s data together with ways to safeguard critical electronic assets, including network services, devices, traffic and data. Develop a foundation to prepare for further study in other specialized security fields. This course addresses the core material of the CompTIA Security+ exam objectives.

Lab fee: $40.

Prerequisites: CTP 110.

**CTP 170**

**Digital Forensics 1 – 3 cr hrs**
Explore a professional approach to computer and cybercrime investigations. Learn to identify potential electronic evidence, create strategies to locate and recover evidence, and perform forensic analysis. Discuss legal and ethical considerations of computer crime investigations. Lab fee: $60.

Prerequisite or corequisite: CTP 107 or CTP 105.
Note: Also offered as CJS 170; credit is not given for both CTS 170 and CJS 170.

**CTP 207**

**Digital Forensics 2 – 4 cr hrs**
Practice digital forensics response and examination techniques. Recover and analyze digital evidence using industry standard commercial and open source tools. Evaluate operating systems and file systems to locate and analyze evidence using various Windows, Linux and Mac command line and GUI tools. Use investigation results to develop comprehensive forensic reports. Lab fee: $100.

Prerequisite: CJS 170 or CJS 170.
Note: Also offered as CJS 207; credit is not given for both CTS 207 and CJS 207.
CTS 209*  
**Digital Forensics 3 – 4 cr hrs**  
Explore advanced analysis concepts in digital forensics investigations. Perform forensic analysis of digital evidence retrieved from both current and legacy systems using industry standard commercial and open source tools. Learn how computer forensics analysts focus on collecting and analyzing data from computer systems to track user-based activity that can be internal investigations or civil/criminal litigation. Focus on an in-depth understanding of Windows operating system artifacts. Lab fee: $100.  
**Prerequisite:** CTS 207 or CJS 207.

CTS 216*  
**Network Forensics – 4 cr hrs**  
**Prerequisite or Corequisite:** CTS 140.

**CTS 222*  
UNIX/LINUX System Administration – 4 cr hrs**  
Learn loading, configuring, and maintaining UNIX operating systems. Focus on popular UNIX operating systems such as Redhat LINUX and SUN’s SOLARIS UNIX. Learn theory and hands-on implementation of the boot-up and shutdown process, file system creation and structure, system maintenance and security, network file system (NFS), network information system (NIS), and UNIX IP network configuration and maintenance. Presents tools and concepts required to become a junior-level UNIX system administrator. Lab fee: $35.  
**Prerequisite:** CTS 120.

CTS 230*  
**Networking 3 – 4 cr hrs**  
Explore WAN access technologies that can be used to satisfy business requirements. Learn how to monitor network traffic and mitigate network security threats. Perform implementation of technologies to control network traffic and secure administrative access. Identify technology trends such as virtualization, SDN and automation. Lab fee: $100.  
**Prerequisite:** CTS 131 with a grade of “C” or better or permission of the CTS department chair.

**CTS 234*  
Windows Server – 4 cr hrs**  
Learn the skills needed to install and configure Windows Server. Develop an in-depth knowledge of Windows Server features and services, including Active Directory, Identity Services, User and Computer accounts, Group Policy, and Certificate Services. Manage security, system backup, and network services such as DNS and DHCP. Lab fee: $40.  
**Prerequisite or Corequisite:** CTS 234.

**CTS 236*  
Virtualization and Cloud – 4 cr hrs**  
Learn the fundamental principles of virtualization technologies and cloud computing. Build, configure, and implement virtual desktop infrastructures and virtual networks. Identify the technology, architecture, and uses of cloud computing platforms including the application of virtualization in cloud environments. Lab fee $40.  
**Prerequisite or Corequisite:** CTS 234.

**CTS 240*  
Advanced Network Defense – 4 cr hrs**  
Learn advanced security technologies and practices to defend network systems. Explore topics such as the essential security practices of hardening Windows and Unix/Linux servers, Internet applications and wireless systems, and defending network systems through the use of firewalls and Intrusion Detection Systems. Lab fee: $50.  
**Prerequisite:** CTS 234.  
**Note:** Basic knowledge of Unix/Linux, Windows and virtual machines is recommended.

**CTS 242*  
Network Intrusion Detection and Penetration Testing – 4 cr hrs**  
Learn the threats that are challenging the priorities and processes used to protect our computer and network systems. Examine the tools and techniques used for traffic and intrusion analysis including hacker tools, methods, scripts and automated hacking malware employed in today’s cyber environment. Investigate the processes and procedures used by hackers, along with corresponding countermeasures that can be employed to protect against such attacks. Lab fee: $50.  
**Prerequisite:** CTS 140.  
**Note:** A working knowledge of Linux is highly recommended prior to taking this course.

**CRIMINAL JUSTICE AND LAW ENFORCEMENT**

**CJS 111**  
**Introduction to Criminal Justice – 3 cr hrs**  
Identify and analyze the interconnectedness between the components of the criminal justice system in the U.S. – to include law enforcement, the courts and correctional operations. Outline the process of justice in the American criminal justice system and how it interfaces with and impacts various populations of people, including people of different socio-economic classes, cultures, genders, and races. Survey and complete a comparative study on the history, development, and philosophy of the criminal justice system. Identify and explain the functions of various local, state, and federal agencies involved in the administration of criminal justice, including the court and trial process.

**CJS 112**  
**Police Operations – 3 cr hrs**  
Study line activities of uniformed police with emphasis on patrol. Includes traffic enforcement, investigation, juvenile crime, vice prevention and other operations.  
**Prerequisite:** CJS 111 or permission of instructor.

**CJS 113**  
**Penology – 3 cr hrs**  
Study the history and philosophy of corrections in federal, state and community systems along with probation, parole and other methods of rehabilitating offenders.

**CJS 121**  
**Police Administration – 3 cr hrs**  
Focus on the principles of management and organization applied to law enforcement agencies. Relate concepts of personnel problems and implications of new technology to administration and supervision of police departments.  
**Prerequisite:** CJS 112 or permission of instructor.

**CJS 135**  
**Organized Crime – 3 cr hrs**  
Provides a historical examination and analysis of organized crime worldwide. Explores the history of organized crime in the United States, the socioeconomic and political aspects of organized crime, and organized crime as a social subculture. Examines the legislative, judicial and law enforcement response to organized crime. Examines organized crime’s role in unions and labor movements, organized crime and the media, organized crime commissions and organized crime internal and external policies.
CJS 136
History of Homicide – 3 cr hrs
Provides a historical examination and analysis of homicide. Explores the differences between homicide and murder and analyzes the different degrees of murder. Examines theories on the motives for homicide, murder, mass murder and serial murders. Studies the historical application of the law to homicide and murder cases. Explores how well the criminal justice system works with homicide and other capital crimes. Examines the detection, investigation and prosecution of murder cases including the analysis of forensic evidence in homicide cases to determine cause of death.

CJS 137
Clinical Forensics – 3 cr hrs
Introduces students and professionals to the principles and practices of clinical forensics. Examines the history of violence, the causes and consequences of violence. Discusses methods utilized to identify victims of violent behavior and patterns of injuries consistent with intentional injurious acts. Provides a multidisciplinary approach to the management of those persons that have experienced injuries due to violence. Examines forensic science techniques associated with child abuse, partner abuse, elder abuse and sexual violence. Explores clinical forensic concerns and methods utilized during crime scene investigations. Includes violence prevention techniques.

CJS 170
Digital Forensics 1 – 3 cr hrs
Explore a professional approach to computer and cybercrime investigations. Learn to identify potential electronic evidence, create strategies to locate and recover evidence, and perform forensic analysis. Discuss legal and ethical considerations of computer crime investigations. Lab fee $50.
Prerequisite or corequisite: CTS 107 or CTS 105.
Note: Also offered as CTS 207; credit is not given for both CJS 170 and CJS 207.

CJS 206
Cybercrime – 3 cr hrs
Focus on technology-based crimes. Explore cyber offenses including information warfare, cyber terrorism, information theft, data corruption and disruption of service. Discuss computing devices as instruments furthering exploitation of children, organized crime and other criminal acts. Identify vulnerabilities within national and private infrastructures, assess risks and structure security measures.

CJS 207*
Digital Forensics 2 – 4 cr hrs
Practice digital forensics response and examination techniques. Recover and analyze digital evidence using industry standard commercial and open source tools. Evaluate operating systems and file systems to locate and analyze evidence using various Windows, Linux and Mac command line and GUI tools. Use investigation results to develop comprehensive forensic reports. Lab fee $100.
Prerequisite: CJS 170 or CTS 170.
Note: Also offered as CTS 207; credit is not given for both CJS 207 and CTS 207.

CJS 222*
Investigation and Criminalistics – 4 cr hrs
Study the fundamentals of criminal investigation, including collection of evidence, interrogation, basic investigative techniques and processing of physical evidence. Laboratory consists of practical work with criminalistics materials. You must register for both CJS 222 and CJS 222LB. Lab fee: $20.
Prerequisite: CJS 111 or permission of instructor director.
Note: Students must also register for CJS 222LB section.

CJS 222LB
Investigation and Criminalistics Lab – 0 cr hr
Lab for CJS 222. You must register for both CJS 222 and CJS 222LB.

CJS 224*
Criminology – 3 cr hrs
Study the cultural and historical influence of crime. Explore topics relating to the definition and meaning of crime and criminality; problems of official data; theoretical approach to causes of crime; and social and legal aspects of the criminal justice system with emphasis on roles of police, lawyers, judges, public and victims. Examine evolving theories and approaches to punishment, ranging from probation to capital punishment. Lab fee: $10.
Prerequisite: CJS 224 or SOC 224.
Note: Also offered as SOC 224; credit is not given for both CJS 224 and SOC 224.

CJS 225
Criminal Justice Ethics – 3 cr hrs
Provides a historical analysis of the moral and ethical issues encountered in policing, corrections, probation, parole, prosecution and criminal defense. Examines the consequences of ethical transgressions in the various areas of criminal justice practice. Topics include history of the criminal justice system, regulation of criminal justice professionals, professional discipline, police brutality, police misconduct, police–community relations, correctional misconduct and violations of policy and law. Explores the process for investigation of acts of misconduct and unethical behavior in the criminal justice field.

CJS 228
Examines the most effective approaches used in jails and prisons to assist offenders with social, behavioral and psychological development. Begins with a historical exploration of philosophies and practices in correctional rehabilitation. Concludes by examining the effects of imprisonment on offenders and their families, including the impact on the quality of life and the potential for favorable transition back into the community. Study and engage in counseling techniques and social work practices for group, individual and family therapy for institutional compliance and aftermarket programs.

CJS 231*
Juvenile Justice – 3 cr hrs
This course thoroughly examines, compares and contrasts the juvenile and criminal justice systems regarding the management of youths. Students trace the historical development and original intent of the juvenile justice system, laws and punishment policies specifically for juvenile offenders, traditional and contemporary sanctions, management systems for incarcerated juveniles separate and along side of adult criminals; long and short-term impacts of incarceration on youths, intermediate and community sentences; and finally, the controversies surrounding juvenile executions in America.
Prerequisite: CJS 111 and CJS 113 or SOC 224.

CJS 250*
Introduction to Forensic Science – 4 cr hrs
Introduces the principles and practices of forensic sciences. Review the history of forensic science, outlining the integrative aspects of this discipline and those of the biological and natural sciences. Includes an examination of the medical and legal uses of the forensic sciences and their specific application in the resolution of criminal investigations. Examine the significance and limitations of DNA evidence in medical and legal matters. You must register for both CJS 250 and CJS 250LB. Lab fee: $25.
Prerequisite: CJS 111.
Note: Students must also register for CJS 250LB section.

CJS 250LB
Introduction to Forensic Science Lab – 0 cr hr
Lab for CJS 250. You must register for both CJS 250 and CJS 250LB.
CJS 260
Terrorism/Counterterrorism – 3 cr hrs
Provides a historical analysis of terrorism. Introduces the historical and contemporary issues relevant to domestic and international terrorism. Examines methods utilized by law enforcement and intelligence agencies in preventing and detecting terrorism. Also explores the process utilized for collecting and documenting evidence for the capture and effective prosecution of terrorists. Topics include the role of the media in covering, investigating and reporting terrorist events, and the constitutional and sociological dilemmas involved in investigating terrorist acts in democracies, such as the threats to privacy and individual rights.

DANCE

DAN 100 ARTS & HUM
Dance History – 3 cr hrs
Study dance history from the Renaissance through the mid-20th century. Explore the roots of ballet, modern and jazz dance. Discover how dance was used as a means of communication and performance, and how culture and society influenced movement.

DAN 105
Beginning Tap Dance 1 – 2 cr hrs
A beginning study of the technical fundamentals of tap dance. This course will include learning basic single and double sounds and various combinations at the barre and center. Positions of the body, use of port de bras, movement through space and learning short combinations will also be explored. May be repeated once for a total of four credit hours.

DAN 106*
Beginning Tap Dance 2 – 2 cr hrs
Continuation of the study of the technical fundamentals of tap dance. Students continue to master more challenging single, double and triple tap sounds. Concepts, techniques and terminology from other dance forms will be added to the tap movement to provide a diverse range of styles. May be repeated once for a total of four credit hours. Prerequisite: DAN 105 or permission of department chair.

DAN 111
Beginning Ballet 1 – 2 cr hrs
Introduces the fundamentals of classical ballet. Emphasizes alignment, turn-out, barre work, footwork and exposure to basic movement vocabulary. May be repeated once for a total of four credits.

DAN 112*
Beginning Ballet 2 – 2 cr hrs
Continues the study of fundamentals of classical ballet with an emphasis on alignment, centering and coordination of ballet movements. May be repeated for a total of four credits. Prerequisite: DAN 111 Beginning Ballet 1 or permission of department chair.

DAN 121
Beginning Modern Dance 1 – 2 cr hrs
Introduction to the technique and movement vocabulary of modern dance. Emphasis is on dance fundamentals (floorwork, body alignment) and on modern dance as an expressive medium. May be repeated once for a total of four credit hours.

DAN 192*
Applied Dance: Ballet – 2 cr hrs
Improve and strengthen dance technique with one-on-one instruction to prepare for auditioning, transferring, performance preparation, or personal enrichment. Course may be repeated for a total of four credit hours. Nonrefundable lab fee $250. Prerequisite(s): DAN 105 or DAN 111 or DAN 121 or DAN 125 or DAN 131 or DAN 211 or permission of the department chair. Note: Individual instruction is available for the following: ballet, improvisation, jazz, modern, pointe and tap.

DAN 196*
Applied Dance: Pointe – 2 cr hrs
Improve and strengthen dance technique with one-on-one instruction to prepare for auditioning, transferring, performance preparation, or personal enrichment. Course may be repeated for a total of four credit hours. Nonrefundable lab fee $250. Prerequisite(s): DAN 105 or DAN 111 or DAN 121 or DAN 125 or DAN 131 or DAN 211 or permission of the department chair. Note: Individual instruction is available for the following: ballet, improvisation, jazz, modern, pointe and tap.

DAN 205*
Intermediate Tap Dance 1 – 2 cr hrs
An intermediate study of the technical fundamentals of tap dance. This course will include execution and mastery of all single, double, and triple sounds and exposure to and the integration of concepts from the world of rhythm tap. May be repeated once for a total of four credit hours. Prerequisite: DAN 106 or permission of department chair.

DAN 211*
Intermediate Ballet 1 – 2 cr hrs
Further study of classical ballet with emphasis on execution of movement and more complex work and combinations. May be repeated once for a total of four credits. Prerequisite: DAN 112 Beginning Ballet 2 or permission of department chair.

DAN 231*
Intermediate Jazz Dance 1 – 2 cr hrs
Continue to develop jazz dance techniques including contemporary jazz styles. Create and perform lengthy and challenging combinations. May be repeated once for a total of four credit hours. Prerequisite: DAN 106 Beginning Tap Dance 2 or DAN 112 Beginning Ballet 2 or DAN 122 Beginning Modern Dance 2 or DAN 132 Beginning Jazz Dance 2 or permission of department chair.

DAN 232*
Intermediate Jazz Dance 2 – 2 cr hrs
Continues exploration and development of jazz technique with emphasis on execution of a variety of jazz dance styles. May be repeated once for a total of four credits. Prerequisite: DAN 211 or DAN 221 or DAN 231 or permission of department chair.

DAN 240*
Dance Production – 3 cr hrs
Introduction to choreography, composition, performance, and the process involved in assembling a full evening of dance, including publicity, lighting, concert structure, and exit strategies. Students will participate in a dance audition, attend rehearsals, choreograph in-class projects, discuss current issues facing today’s performing dance world (gigs, gender equity, pay, and venues), and perform on stage at the end of the semester. Prerequisite: This 13 week course requires students to successfully audition for the AACC Dance Company at the start of the 15 week term, and receive permission from the department chair in order to register. Note: May be repeated once for a total of six credits.

ECONOMICS

ECO 116 SOC SCI
Inside the Global Economy – 3 cr hrs
Explore the concepts of the global economy. Discuss national differences in political economy, possible differences in culture and ethical standards, theories of why nations trade and arguments for and against trade, the role of foreign investment, trade blocs (such as NAFTA and the European Union) and other aspects of economic integration as well as exchange rates and the global monetary system. Examine how firms can compete effectively and ethically in a global marketplace and the importance of exporting, importing, countertrade, global production, marketing, and human resource management. Evaluate reasons why cross-cultural understanding and appreciation are crucial to the effective functioning of a global economy. Prerequisite: Eligibility for ENG 101/ENG 101A. Note: Appropriate for students with no prior study of economics.

ECO 121 SOC SCI
Introduction to Economics – 3 cr hrs
Identify and illustrate how markets work with the use of demand and supply. Analyze consumer behavior and economic behavior of the firm under varying conditions. Discuss use of national income accounting (GDP) as a measure of the health of the economy. Examine and calculate GDP to analyze and implement fiscal and monetary policies. Note: Not intended for students planning to major in economics or business.
ECO 211* Principles of Economics 1 – 3 cr hrs
Explore macroeconomic theory and policy. Identify and illustrate how markets work with the use of demand and supply. Discuss use of national income accounting (GDP) as a measure of the health of the economy. Examine unemployment, inflation and business cycles as they relate to the economy and possible policy prescriptions. Examine and calculate GDP to analyze and implement fiscal and monetary policies.
Prerequisite: Eligibility for MAT 137.
Note: It is recommended that ECO 211 be taken prior to ECO 212. Also offered as ECO 211H; credit will not be given for ECO 211 and also ECO 212H.

ECO 212* Principles of Economics 2 – 3 cr hrs
Explore microeconomic theory and international economics. Analyze consumer behavior, economic behavior of the firm under varying conditions, resource allocation, comparative advantage and balance of payments.
Prerequisite: Eligibility for MAT 137.
Note: It is recommended that ECO 211 be taken prior to ECO 212. Also offered as ECO 212H, credit is not given for ECO 212 and also ECO 212H.

ECO 232* Business Statistics – 3 cr hrs
Learn statistical analysis as an aid in business decision making through the use of descriptive statistics, probability, confidence intervals, hypothesis testing, chi square, analysis of variance, regression and correlation analysis. Lab fee: $5.
Prerequisite: Eligibility for any general education math course.

EDU 111* Foundations of Education – 3 cr hrs
Explore the major developments in the history of American education. Includes a comprehensive overview of the historical, philosophical, sociological, political and legal foundations of education. Learn about the structure and organization of schools, influences on teaching and learning, roles of classroom teachers and contemporary policy issues.
Prerequisite: ENG 101/ENG 101A.
Note: Course requirements include 15 hours of fieldwork, which requires an additional cost and a background check.

EDU 131 Children's Literature - 3 cr hrs
Examine literary trends and materials for young children. Explore specific genres, curriculum issues, authors and illustrators, literature selection and teaching strategies.

EDU 132* Introduction to Early Childhood Development – 3 cr hrs
Examine the conceptual framework for understanding the role of the early child care professional. Gain a comprehensive overview of the historical, philosophical, sociological, political and legal foundations of early childhood education. Explore contemporary trends, issues and practices in the field of child care.
Prerequisite: ENG 101/ENG 101A.
Note: Course requirements include 15 hours of fieldwork, which requires an additional cost and a background check.

EDU 133* Growth and Development – 3 cr hrs
Examine the growth and development of children from infancy through adolescence and the influence of development on the delivery of effective education programs. Learn about social, emotional, cognitive and physical development of children and the application of theories of child development and learning to education. EDU 133 and EDU 247 fulfill state educational requirements for employment in a group child care center.
Prerequisite: EDU 111 or EDU 132 or permission of assistant director/department chair.
Note: Course requirements include 15 hours of fieldwork, which requires an additional cost and a background check.

EDU 135* Children's Health, Nutrition and Safety for Educators – 3 cr hrs
Discover the relationship of health, nutrition and safety to learning. Learn about proper health, nutrition, physical fitness, and safety from infancy through adolescence. Examine a holistic view of children through exploration of topics such as brain research, environmental concerns, malnutrition, illness, family involvement and health and child abuse and neglect.
Prerequisite: ENG 101/ENG 101A.

EDU 201* Engagement Coaching
Course 1: Engage – 3 cr hrs
Examine the Engagement Coaching Model and its application to teaching and learning. Explore the essential coaching skills, International Coach Federation’s (ICF) core competencies, ethical guidelines, and variety of tools and activities that provide access points for coaching and personal and professional development.
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: For participants interested in becoming a certified coach, this 3-credit course fulfills the first course requirement of the 60-hour coach-specific training requirement for the Associate Certified Coach (ACC) ACSTH pathway. To become a certified coach, the participant must complete EDU 201, EDU 202 and EDU 203 and then fulfill the additional requirements stated by the International Coach Federation.

EDU 202* Engagement Coaching
Course 2: Expand – 3 cr hrs
Examine new strategies to assist clients in expanding their perspectives and designing actions to move the client forward. Deepen and build on the foundational learning from Course I: Engage including essential coaching skills, International Coach Federation’s (ICF) core competencies, and ethical coaching guidelines. Apply the components of the coaching agreement to design meaningful relationships with coaching clients.
Prerequisite: EDU 201 with a grade of C or better or permission of department chair.
Note: For participants interested in becoming a certified coach, this 3-credit course fulfills the second course requirement of the 60-hour coach-specific training requirement for the Associate Certified Coach (ACC) ACSTH pathway. To become a certified coach, the participant must complete EDU 201, EDU 202 and EDU 203 and then fulfill the additional requirements stated by the International Coach Federation.

EDU 203* Engagement Coaching
Course 3: Experience – 3 cr hrs
Examine techniques to help clients be present to a broader range of emotions to experience all aspects of life in a more impactful, fulfilling way. Deepen and build on foundational learning from Course I: Engage and Course II: Expand, in order to integrate all of the components of the Engagement Coaching Model and create a broad coaching range.
Prerequisite: EDU 202 with a grade of C or better or permission of the department chair.
Note: For participants interested in becoming a certified coach, this 3-credit course fulfills the third course requirement of the 60-hour coach-specific training requirement for the Associate Certified Coach (ACC) ACSTH pathway. To become a certified coach, the participant must complete EDU 201, EDU 202 and EDU 203 and then fulfill the additional requirements stated by the International Coach Federation.

EDU 204* Engagement Coaching
Course 4: Integration – 3 cr hrs
Demonstrate and strengthen essential coaching skills through the integration and application of all components of the Engagement Coaching Model for clients and small groups. Implement structures that support the coach to sustain powerful action to realize goals and continue evolving as a coach. Deepen, enhance and incorporate coaching skills learned in the previous Engagement Coaching courses (EDU 201, 202 and 203).
Prerequisite: EDU 203 with a grade of C or better or permission of department chair.
Note: For participants interested in becoming a certified coach, the participant must complete EDU 201, EDU 202 and EDU 203 and then fulfill the additional requirements stated by the International Coach Federation, which includes a coaching log demonstrating 100 hours of coaching and an additional assessment fee from the International Coach Federation.
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<th>Course Code</th>
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| EDU 209 | Online Instructional Methods | 1 cr hr | Examine the interactive nature of instructing a course in the online environment. Practice online instructional pedagogy, choose and evaluate resources, and cultivate student assessment and feedback practices.  
Prerequisite: EDU 214 or noncredit as TAD 321. |
| EDU 210 | Teaching the Adult Learner | 1 cr hr | Learn theory and teaching methods related to instructing the adult learner. Focus on identifying principles, standards, and teaching strategies that work to create an active learning community for adult learners. |
| EDU 211 | *Educational Psychology | 3 cr hrs | Discover the basic theories of learning and teaching and the application of theory to educational environments. Examine the adaptation of the concepts of behavioral, cognitive and constructivist learning theories to teaching and managing an effective learning environment. Learn about the principles of motivation, classroom management and assessment of student performance.  
Prerequisite: EDU 133, EDU 214 and passing Praxis scores or equivalent, or a bachelor's degree. |
| EDU 212 | Engaging and Supporting Students | 1 cr hr | Examine strategies that support student retention and persistence by reviewing concepts in motivation and learning. Explore and practice communication and coaching skills to engage students and build a collaborative learning community. Create a toolkit of campus resources that support student learning and development and contribute to successful completion. Strategies learned in this course will apply to face-to-face, hybrid/blended, and online course formats. |
| EDU 214 | Introduction to Special Education | 3 cr hrs | Identify the categories of special education and the characteristics of special learners. Examine the diverse needs of special education students and the application of appropriate instructional adaptations. Discuss the historical overview of special education legislation and legal issues.  
Prerequisites: EDU 133 or a bachelor’s degree. |
| EDU 215 | Principles of Instructional Assessment | 3 cr hrs | Explore the principles and concepts of educational measurement and the application of assessment measures and processes in the learning environment. Practice using various assessment techniques, interpreting assessment data and recognizing ethical issues in the assessment of learning. Discover the uses of portfolios, development of grading and scoring procedures and construction and analysis of teacher-made tests.  
Prerequisite: A bachelor's degree and seeking teacher certification or permission of department chair. |
| EDU 220 | Innovation in Education | 1 cr hr | Investigate and analyze a variety of college trends, issues, and challenges and the extent to which they impact student learning, student development, and higher education in general. Examine topics such as new instructional models, alternative educational resources, and innovations described as “disruptive” to traditional college practices. |
| EDU 223 | Observing and Assessing Young Children | 1 cr hr | Learn about the importance of observation and assessment in evaluating young children. Identify appropriate observation methods, interpret collected data and apply assessment to the children and classroom. Recognize and implement observation techniques to create teaching strategies that enhance children’s development.  
Prerequisite: EDU 132 or permission of department chair. |
| EDU 230 | Educator Portfolio Development | 1 cr hr | Learn about setting the purposes of the portfolio, then selecting artifacts that support and enhance that purpose. Develop skills needed to identify, analyze and reflect on artifacts appropriate for inclusion in a portfolio, which documents accomplishments and talents. Examine the alignment and organization of artifacts to reflect growth and learning that have occurred as a result of the creation of eachifact.  
Prerequisite: EDU 214 or noncredit as TAD 321. |
| EDU 232 | School-Age Child Care | 3 cr hrs | Examine the roles and responsibilities of providers of child care for children from 4 through 12 years of age. Focus on skills in program planning, communication skills and behavior management. Explore the selection and implementation of appropriate activities that promote optimum development and positive self-concept of children in the school-age setting.  
Prerequisite: EDU 214. |
| EDU 236 | Culturally Responsive Instruction | 1 cr hr | Examine the philosophy of multicultural education and its relevance and connection to student achievement for all learners. Learn about strategies to infuse multicultural education into curriculum, instruction, assessment, classroom climate and instructional materials selection. Examine individual cultural attitudes, teaching styles, learning styles and classroom practices as preparation for better addressing the needs of students. Examine research from state and national resources identifying “best practices” to recognize strategies, practices and principles that assist in eliminating gaps among student groups and accelerating student achievement. |
| EDU 242 | Foundations of Reading and Language Arts | 3 cr hrs | Examine the theories, processes and acquisition of reading and language arts. Identify the cognitive, linguistic, social and physiological factors involved in oral and written language development.  
Prerequisite: EDU 133 and MAT 221 or MAT 222 or MAT 223; or a bachelor’s degree or permission from department chair.  
Note: EDU 242 is a Maryland State Department of Education approved reading course. Also offered as EDU 242H; credit is not given for both EDU 242 and EDU 242H. |
| EDU 245 | Materials for Teaching Reading | 3 cr hrs | Learn how to select and evaluate materials and resources for the effective teaching of reading. Explore the effective use of text and other media to best meet diverse reader needs. Examine the role of the parent and community in fulfilling the goals of the literacy program. EDU 245 is a Maryland State Department of Education approved reading course.  
Prerequisite: A Bachelor’s degree and seeking teacher certification or permission of department chair. |
| EDU 247 | Early Childhood: Methods and Materials | 3 cr hrs | Examine methods and materials that promote the social, emotional, physical and cognitive development of young children. Learn about the application of early childhood development principles to the selection of materials and methods appropriate for early child care environment. EDU 133 and EDU 247 fulfill state educational requirements for employment in a group child care center.  
Prerequisite: EDU 214.  
Prerequisite or corequisite: EDU 242.  
Note: Course requirements include 15 hours of fieldwork, which requires an additional cost and a background check. |
EDU 261*
Methods of Teaching in Secondary Education – 3 cr hrs
Explore teaching methodology for effective instruction in secondary classrooms. Practice the development of learning objectives, selection of instructional techniques and use of resources appropriate for secondary content/curricula. Learn about basic principles of classroom management and apply theories of learning and teaching to the organization and presentation of secondary lessons.
Prerequisite: A Bachelor's degree and seeking teacher certification or permission of department chair.

EDU 262*
Literacy in the Content Area Part I – 3 cr hrs
Examine literacy in the present day with an emphasis on the literacy development of adolescent learners. Identify the interactive nature of the reading process in the content area and examine the use of effective instructional strategies for developing content reading literacy, skills, vocabulary and concepts. Design instruction that incorporates appropriate methods and materials for developing reading proficiency in the content area with a concentration on meeting the linguistic and cultural characteristics of all students.
Prerequisite: A Bachelor's degree and seeking teacher certification or permission of department chair.
Note: EDU 262 is a Maryland State Department of Education approved reading course.

EDU 263*
Literacy in the Content Area Part II – 3 cr hrs
Examine literacy in the present day with an emphasis on the methods to develop literacy in adolescent learners. Examine, use, and evaluate a wide range of strategies and approaches to literacy instruction. Identify literacy tasks and assessment of those tasks to promote a better understanding of disciplinary content. Develop professional dispositions for collaboration and leadership in order to work effectively with students, families, schools, and communities of varied linguistic and cultural backgrounds.
Prerequisite: A Bachelor’s degree and seeking teacher certification or permission from department chair.
Note: EDU 263 is a Maryland State Department of Education approved reading course.

EET 118
Electronic Hardware and Assembly Techniques – 4 cr hrs
Introduces electronic hardware including electronic components and circuit boards, electronic packaging, computers, audio and video equipment, home wiring and security systems. Teaches how to make basic electrical measurements, interconnect equipment and diagnose minor problems. Also includes schematic reading, electronic and mechanical fabrication techniques, soldering and circuit board production and individual student project. Hands-on lab supports topics. No experience in electronics is necessary. Lab fee: $40.

EET 130*
Introduction to Electronic Circuits – 4 cr hrs
Learn basic techniques for analyzing direct and alternating current circuits and reading simple schematic diagrams. Solve problems and troublesome circuits involving resistance, capacitance, inductance, voltage, current, and, power. Lab fee: $25.
Prerequisite: Eligibility for MAT 145 or MAT 151.

EET 231*
Digital-Electronic Circuits – 4 cr hrs
A study of the principles and practices of digital electronic theory, components and circuits. Digital concepts involving number systems, Boolean algebra and logic gates are studied in conjunction with flip-flops, counters, encoders, multiplexers and digital-to-analog and analog-to-digital converters (ADC). State-of-the-art programmable logic devices are integrated throughout the course. The course culminates with the construction and functioning of computer busses with random access memory (RAM). Lab fee: $25.
Prerequisite: EET 231 LB or permission of department chair.
Corequisite: EET 231 LB.

EET 260*
Electronic Communication Systems – 4 cr hrs
Learn theory and concepts of electronic communication circuits and systems. Study the basic applications of resonant LC circuits in bandpass filters, oscillators, power and tuned voltage amplifiers. Includes bandwidth allocations, AM, FM, SSB modulations plus circuits and systems that transmit and receive these signals. Covers transmission line fundamentals, antenna and satellite systems. Helps prepare students for the FCC exams for the General Radiotelephone Operator’s License (GROL) and the Amateur Radio Technician License. Lab fee: $25.
Prerequisite: EET 150 (see note below).
Note: Students may take EET 150 and EET 260 concurrently. Please contact department chair.

EMT 118*
Paramedic 1 – 13 cr hrs
Learn the duties and responsibilities of a paramedic in utilizing advanced life support concepts and practices of infection control, patient assessment, and pharmacological intervention. Explore and apply advanced medical management techniques for behavioral, respiratory and cardiovascular emergencies. Practice selected procedures on each other during college lab. Clinical fee: $100. Lab fee: $250.
Prerequisite: EMT 115 with a grade of C or better.
Note: Mandatory attendance is required for all college lab, clinical and field rotations. Missed labs or rotations are made up at the student’s expense or will result in failure of the course.

EMT 105*
Emergency Medical Technician (EMT) – 10 cr hrs
Develop the knowledge, skills and abilities for personnel who will deliver emergency medical care for the sick or injured of all ages in the pre-hospital setting. Focus on how to control the emergency scene, make patient assessments, and manage patients in the field or those in an ambulance. Recognize positive self-care for an emergency responder. Successful completion leads to American Heart Association CPR and AED certification as well as eligibility to take the National Registry Emergency Medical Technician (NREMT) exams for national certification. Students who successfully obtain their national certification are eligible for State of Maryland certification. There is a fee associated with the national exam. Affiliation with an Emergency Medical Service (EMS) jurisdiction is required for state certification. Clinical fee: $25. Lab fee: $125.
Prerequisite: Eligibility for ENG 101/ENG 103.
Note: Credit is not given for both EMT 104 and EMT 105.

EMT 104
Emergency Medical Care, CPR and AED – 3 cr hrs
Explore the knowledge, skills, and abilities for citizens, law enforcement officers, and other public safety officials to render basic care to a sick or injured person until the arrival of emergency medical technicians or paramedics. Focus on gaining access to patients, performing patient assessment, and managing life threatening situations. Recognize positive self-care for an emergency responder. Learn and demonstrate American Heart Association Basic CPR/AED standards for certification. Successful completion leads to eligibility to take the National Registry Emergency Medical Responder exam and the Maryland State exam for certification. Lab fee: $50.

EMT 115
Emergency Medical Technician (EMT) II – 7 cr hrs
Explore the knowledge, skills, and abilities for citizens, law enforcement officers, and other public safety officials to render basic care to a sick or injured person until the arrival of emergency medical technicians or paramedics. Focus on gaining access to patients, performing patient assessment, and managing life threatening situations. Recognize positive self-care for an emergency responder. Learn and demonstrate American Heart Association Basic CPR/AED standards for certification. Successful completion leads to eligibility to take the National Registry Emergency Medical Technician (NREMT) exams for national certification. Students who successfully obtain their national certification are eligible for State of Maryland certification. There is a fee associated with the national exam. Affiliation with an Emergency Medical Service (EMS) jurisdiction is required for state certification. Clinical fee: $25. Lab fee: $125.
Prerequisite: EMT 115 with a grade of C or better.
Note: Mandatory attendance is required for all college lab, clinical and field rotations. Missed labs or rotations are made up at the student’s expense or will result in failure of the course.

EDU 261*
Methods of Teaching in Secondary Education – 3 cr hrs
Explore teaching methodology for effective instruction in secondary classrooms. Practice the development of learning objectives, selection of instructional techniques and use of resources appropriate for secondary content/curricula. Learn about basic principles of classroom management and apply theories of learning and teaching to the organization and presentation of secondary lessons.
Prerequisite: A Bachelor's degree and seeking teacher certification or permission of department chair.
**EMT | ENGINEERING | ENGINEERING TECHNOLOGIES | ENGLISH**

**EMT 119**
*Paramedic – 13 cr hrs*
Apply pathophysiological processes and treatment modalities in the pre-hospital management of injuries and illnesses. Explore treatments specific to special populations including pediatric, geriatric and varying cultures and religious beliefs. Integrate pharmacological interventions and management for emergencies in medical and trauma conditions. College lab and clinical settings provide skill performance and mastery opportunities. Practice selected procedures on each other during college lab. Clinical fee: $100. Lab fee: $250.

Prerequisite: EMT 118 with a grade of C or better.

Note: Mandatory attendance is required for all college lab, clinical and field rotations. Missed labs or rotations are made up at the student’s expense or will result in failure in the course.

**ENGINEERING**

**EGR 120**
*Introduction to Engineering Design – 3 cr hrs*
Develop an understanding of the engineering profession and the engineering design process. Work individually and in teams to design, build and document projects. Includes engineering ethics, technical drawing, computer-aided drafting, spreadsheet tools for engineers, and an introduction to programming. Lab fee: $30.

Prerequisite: Eligibility for MAT 191 and ENG 101/ENG 101A or permission of engineering department chair.

**EGR 209**
*Statics – 3 cr hrs*
Study the equilibrium of particles and rigid bodies subject to general force systems in two and three dimensions. Learn about forces, moments, couples, equilibrium, trusses, frames and machines, friction, centroids, moments of inertia and internal forces. Use vector and scalar methods to solve problems.

Prerequisite: MAT 191.

**EGR 211**
*Mechanics of Materials – 3 cr hrs*
Study deformation of engineering materials under stress, including topics of shear, bending moment, torsion, combined stresses, stress analysis, statically indeterminate elements, virtual work and columns.

Prerequisite: MAT 192 and EGR 209 with a grade of C or better.

**EGR 222**
*Dynamics – 3 cr hrs*
Study kinematics and kinetics of particles and rigid bodies. Learn about forces, mass, acceleration, work, energy, impulse, momentum, and impact. Use vector and scalar methods to solve problems.

Prerequisite: MAT 192, PHY 211, and EGR 209 with a grade of C or better.

**EGR 235**
*Circuit Theory – 4 cr hrs*
Learn about DC and AC networks including transient analysis, sinusoidal and non-sinusoidal waveforms, resonance, frequency response, and magnetically-coupled circuits. Apply methods of analysis including Kirchhoff’s equations, Thévenin’s and Norton’s theorems, mesh and nodal analysis, source transformations, duality and superposition. Lab fee: $25.

Prerequisite or Corequisite: MAT 212 and PHY 212 or permission of engineering department chair.

**EGR 244**
*Digital Logic Design – 4 cr hrs*
Learn the mathematical basis for number systems used in Boolean algebra. Understand the properties and function of logic gates. Design combinatorial circuits using adders, subtractors, multiplexers, encoders, and decoders. Understand the properties of flip-flops. Design sequential circuits involving registers, counters, and memory. Use hardware description language (HDL) to program FPGAs. Lab fee: $25.

Prerequisite: MAT 191 and either EGR 120 or CTP 150; or permission of engineering department chair.

**EGR 250**
*Intermediate Programming for Engineers – 3 cr hrs*
Learn intermediate principles of software development, including high level languages, object-oriented design, documentation, data structures, graphs and dynamic memory allocation. Develop programs primarily using the C programming language for various applications including analysis of digital and analog circuits, cryptography, bio-informatics, embedded software, game programming, image processing, and wireless sensor networks. Lab fee: $30.

Prerequisite: Eligibility for MAT 191 and completion of EGR 120 or permission of engineering department chair.

**ENGINEERING TECHNOLOGIES**

**ENT 241**
*Computer-Aided Drafting – 3 cr hrs*
Learn to use AutoCAD in this introductory course. Acquire the skills and practice the processes to draw mechanical parts, architectural plans and engineering diagrams. Master basic commands, line maintenance, creation of 2-D drawings, isometric views and plotting. Complete an application-specific project. Previous experience in drafting fundamentals is helpful. Lab fee: $35.

Note: Credit is not given for both ENT 241 and ACH 245.

**ENT 260**
*Solid Modeling with SolidWorks – 3 cr hrs*
Learn to use SolidWorks, the next generation of 3-D CAD software. SolidWorks is a fully editable solid-modeling CAD software used to produce 3-D drawings of solid models. The course will start by first discussing 2-dimensional entities, then gradually creating 3-dimensional solid models and then finally integrating those models into an assembly. The student will also learn how to extract drawing views from 3-D solid models. This course assumes a basic knowledge of orthographic drawings. Lab fee: $35.

**ENGLISH**

**ENG 099**
*Support for Academic Writing and Research – 2 equivalent hrs*
Collaborate with the instructor to obtain extra support in developing critical writing, reading, and thinking strategies. Obtain extra support in specific writing skills at the sentence and essay levels with an emphasis on the research process. Develop and implement strategies and tools that promote academic success.

Prerequisite: A grade of C or better in RDG 040 or appropriate placement into ENG 101A or permission of the department chair.

Corequisite: ENG 101A.

Note: Students who earn a grade of C or better in ENG 101A will earn a passing grade in ENG 101 and progress to ENG 102. Students who earn a grade of D in ENG 101A will earn a passing grade in ENG 099 and will be eligible to take ENG 101 or may choose to repeat ENG 101A.

**ENG 101**
*Academic Writing and Research 1 – 3 cr hrs*
Learn critical writing, reading, and thinking strategies. Write multiple essays, culminating in an instructor-guided research paper. Analyze a variety of texts and identify their cultural, historical, and social contexts. Develop foundational information literacy, academic research, and documentation skills.

Prerequisite: Appropriate placement into ENG 101.

Note: A grade of C or better is required to satisfy the general education requirement. Also offered as ENG 101H; credit is not given for both ENG 101 and ENG 101H.

**ENG 101A**
*Academic Writing and Research 1 – 3 cr hrs*
Prerequisite: A grade of C or better in RDG 040 or appropriate placement into ENG 101A.

Corequisite: ENG 099.

Note: A grade of C or better is required to satisfy the general education requirement. Credit is not given for both ENG 101A and ENG 101 or ENG 101A and ENG 101H.
ENGLISH

ENG 102*  ACAD | ENG COMP
Academic Writing and Research 2 – 3 cr hrs
Develop advanced critical writing, reading, and thinking skills. Compose analytical and argumentative essays, culminating in the production of an independent, extensive, multiple-source, fully documented research paper. Analyze a variety of texts through close reading and explore their cultural, historical, and social contexts. Learn advanced research techniques, including formulation of research questions, identification of multiple audiences, analysis of rhetorical situations, and ethical research tactics.
Prerequisite: Successful completion of ENG 101/ENG 101A or ENG 101H with a grade of C or better.
Note: A grade of C or better is required to satisfy the general education requirement. Also offered as ENG 102H; credit is not given for both ENG 102 and ENG 102H.

ENG 102H*  ACAD | ENG COMP
Academic Writing and Research 2- Honors – 3 cr hrs
Develop advanced critical writing, reading, and thinking skills. Compose analytical and argumentative essays, culminating in the production of an independent, extensive, multiple-source, fully documented research paper. Analyze a variety of texts through close reading and explore their cultural, historical, and social contexts. Learn advanced research techniques, including formulation of research questions, identification of multiple audiences, analysis of rhetorical situations, and ethical research tactics.
Prerequisite: Eligibility for Honors courses and successful completion of ENG 101/ENG 101A or ENG 101H with a grade of C or better.
Note: A grade of C or better is required to satisfy the general education requirement. Also offered as ENG 102H; credit is not given for both ENG 102 and ENG 102H.

ENG 112*  ACAD | ENG COMP
Composition and Introduction to Literature 2 – 3 cr hrs
Continue study of multi-paragraph writing, stressing patterns of exposition and instruction in writing research papers. Gain substantial writing practice. Read novels and plays.
Prerequisite: ENG 111.
Note: This course must be completed with a C or better to satisfy the English composition general education requirement for a ward of a degree.

ENG 160*  ACAD | ENG COMP
The Art and Science of Grammar – 3 cr hrs
Learn the grammar of the English language at an advanced level. Focus on the definitions, functions, and relationships among its words. Analyze the types, styles, and logic of grammatically correct sentences and use this knowledge and these skills to assess effective written communication. Assess punctuation’s impact on communication.
Prerequisite: Eligibility for ENG 101/ENG 101A.

ENG 200*  ARTS & HUM
Introduction to Creative Writing – 3 cr hrs
Learn the basic craft elements of writing poetry and short fiction. Complete weekly exercises designed to teach the fundamental aspects of reading and writing poetry and fiction. Develop collections of poems and short stories. Practice the workshop method to discuss student writing, foster critical thinking, and develop individual styles.
Prerequisite: ENG 101/ENG 101A or permission of department.

ENG 201*  ARTS & HUM
Creative Writing: Beginning Fiction Workshop – 3 cr hrs
Build on the craft elements of writing fiction introduced in ENG 200. Complete weekly exercises designed to teach important aspects of structure, tone, point-of-view, imagery, metaphor, character development, plot, and voice. Develop a portfolio of short stories and/or chapters for a novel. Practice the workshop method to discuss student writing, foster critical thinking, and develop individual styles.
Prerequisite: ENG 200 or permission of the department chair.

ENG 203*  ARTS & HUM
Creative Writing: Writing for the Stage and Screen Workshop – 3 cr hrs
Analyze successful stage plays and screenplays with an eye toward original composition. Discover how to tell gripping stories and learn the fundamental principles and techniques of shaping those stories for the stage and for the screen. Explore ways of building compelling characters, writing effective and memorable dialogue, and structuring dramatic and cinematic acts and scenes. Share writing during workshop sessions in order to hone drafts, develop critical thinking skills, and refine individual style.
Prerequisite: ENG 200 or permission of the department chair.
Note: Also offered as ART 218; credit is not given for both ENG 203 and ART 218.

ENG 205*  ARTS & HUM
Creative Writing: Portfolio Development – 2 cr hrs
Prepare a representative portfolio, with the guidance of a faculty mentor, of the work completed in creative writing classes. This course is intended only for students completing the AA in Fine Arts - Creative Writing Option program. This course should be taken during the student’s final semester in the program.
Prerequisite: ENG 200 and two of the following: ENG 201, 202, 203, 204 or permission of the department chair.

ENG 207*  ARTS & HUM
Writing for Professionals – 3 cr hrs
Study and practice problem-solving strategies for professional writing—including technical writing—using casebook studies and student writing projects. Analyze goals, purposes, audiences, and resources in professional written work. Develop strategies for planning, drafting, and revising professional writing.
Prerequisites: ENG 101/ENG 101A or permission of department.

ENG 211*  ARTS & HUM
World Literature 1 – 3 cr hrs
Explore great works of literature from the earliest written records through the 17th century. Read selections from ancient Mesopotamian, Biblical, Islamic, Asian, classical Greek and Roman and medieval and renaissance European literature.
Prerequisite: ENG 101/ENG 101A or permission of department.
Note: Also offered as ENG 211H; credit is not given for both ENG 211 and ENG 211H.

ENG 215*  ARTS & HUM
Early American Literature: Colonial to 1865 – 3 cr hrs
Survey the literature of the United states from its colonial beginnings to the Civil War. Study major influences – literary, historical and social - reflected in the writing of this period.
Prerequisite: ENG 101/ENG 101A or permission of department.
Note: Also offered as ENG 215H; credit is not given for both ENG 215 and ENG 215H.
15 weeks – Aug. 31-Dec. 19
200 Online

ENG 216*  ARTS & HUM
American Literature, 1865-1945: Realism to Modernism – 3 cr hrs
Survey the literature of the United states from the Civil War to the end of World War II. Explore readings reflecting major currents - literary, historical, and social - in the culture of the United States.
Prerequisite: ENG 101/ENG 101A or permission of department.
Note: Also offered as ENG 216H; credit is not given for both ENG 216 and ENG 216H.
15 weeks – Aug. 31-Dec. 19
200 Online

ENG 217*  ARTS & HUM
Contemporary American Literature: 1945-present – 3 cr hrs
Survey the literature of the United States written since 1945. Explore readings reflecting major currents - literary, historical and social - in the culture of the United States.
Prerequisite: ENG 101/ENG 101A or permission of department.
Note: Also offered as ENG 217H; credit is not given for both ENG 217 and ENG 217H.

For section and instructor information, visit www.aacc.edu/course-search.
ENG 220* (ARTS & HUM)
The Bible as Literature – 3 cr hrs
Study the Bible from a literary perspective, with attention to historical and cultural contexts. Explore how the Bible uses literary devices to convey its themes. Analyze how biblical content and structures have influenced subsequent European and American literature.
Prerequisite: ENG 101/ENG 101A or permission of department.
Note: Also offered as ENG 220H; credit is not given for both ENG 220 and ENG 220H.

ENG 221* (ARTS & HUM)
Introduction to Shakespeare – 3 cr hrs
Study representative works selected from Shakespeare's tragedies, comedies, histories, romances, and sonnets, with attention to historical and cultural contexts.
Prerequisite: ENG 101/ENG 101A or permission of department.
Note: Also offered as ENG 221H; credit is not given for both ENG 221 and ENG 221H.

ENG 222* (ARTS & HUM)
The American Novel – 3 cr hrs
Study representative novels of the United States from the 19th century to the present. Discuss matters of theme and style as well as developments in the form of the novel. Explore major cultural and literary currents reflected in the works.
Prerequisite: ENG 101/ENG 101A or permission of department.
Note: Also offered as ENG 222H; credit is not given for both ENG 222 and ENG 222H.

ENG 225* (ARTS & HUM)
African American Literature – 3 cr hrs
Study representative works selected from African American literature, concentrating on the works of major writers and their concerns as well as social, literary and historical contexts of the plays.
Prerequisite: ENG 101/ENG 101A or permission of department.
Note: Also offered as AFA 225, AFA 225H and ENG 225H; credit is given for only one of the following: AFA 225, AFA 225H, ENG 225 or ENG 225H.

ENG 228* (ARTS & HUM)
Literature in English by Women – 3 cr hrs
Compare and analyze multicultural literature in English, written by women of diverse regions, cultures, races, sexualities, religions and classes. Explore the relationships between gender and literary form, content, production, evaluation, and interpretation, with attention to historical, social, cultural, and political contexts, as well as literary analysis. Readings include poetry, prose and drama.
Prerequisite: ENG 101/ENG 101A or permission of department.
Note: Also offered as GSS 228, GSS 228H and ENG 228H; credit is given for only one of the following: GSS 228, GSS 228H, ENG 228 or ENG 228H.

ENG 235* (ARTS & HUM)
Modern Drama – 3 cr hrs
Study significant individual works from modern and contemporary playwrights writing in English. Discuss thematic, stylistic, and conventional/generic concerns as well as social, literary and historical contexts of the plays.
Prerequisite: ENG 101/ENG 101A or permission of department.
Note: Also offered as ENG 235H; credit is not given for both ENG 235 and ENG 235H.

ENG 275
Creative Writing: Literary Publishing Practicum - Working on Amaranth – 1 cr hr
Opportunity to work on the student creative writing journal under the supervision of the faculty advisor. One credit is given for two and a half hours of work per week for a maximum of three credits per term. Students write and edit for publication and may work on any phase of journal production. May be repeated for a total of six credit hours.
Prerequisite or Corequisite: ENG 200 or permission of department.

ENG 276
Creative Writing: Literary Publishing Practicum - Working on Amaranth – 2 cr hrs
Opportunity to work on the student creative writing journal under the supervision of the faculty advisor. One credit is given for two and a half hours of work per week for a maximum of three credits per term. Students write and edit for publication and may work on any phase of journal production. May be repeated for a total of six credit hours.
Prerequisite or Corequisite: ENG 200 or permission of department.

ENG 277
Creative Writing: Literary Publishing Practicum – Working on Amaranth – 3 cr hrs
Opportunity to work on the student creative writing journal under the supervision of the faculty advisor. One credit is given for two and a half hours of work per week for a maximum of three credits per term. Students write and edit for publication and may work on any phase of journal production. May be repeated for a total of six credit hours.
Prerequisite or Corequisite: ENG 200 or permission of department.

ENGLISH LANGUAGE LEARNING-CE

ELL 310
Low Intermediate Grammar and Writing – 4 equivalent hrs
Apply the rules of grammar to academically written paragraphs. Study using the present, past and future verb tenses. Identify and use modals to express ability, advice and necessity. Focus on correct sentence structure. Apply skills to writing four types of well-organized paragraphs. Textbook information available at AACC Bookstore. CEUs issued.

ELL 311
Low Intermediate Reading – 4 equivalent hrs
Develop reading strategies to increase reading speed and comprehension of academic texts. Differentiate main ideas from supporting details. Expand reading to include fiction and nonfiction texts. Understand and retain vocabulary. Textbook information available at AACC Bookstore. CEUs issued.

ELL 312
Low Intermediate Listening and Pronunciation – 4 equivalent hrs
Learn to communicate clearly through correct pronunciation and use of sounds, stress, rhythm and intonation. Practice pronunciation with various communicative activities. Develop vocabulary and effective speaking skills. Textbook information available at AACC Bookstore. CEUs issued.

ELL 313
High Intermediate Grammar – 4 equivalent hrs
Continue building grammar skills with present, past and future verb tenses. Express ideas in the present perfect. Form comparisons using adjectives and adverbs. Expand use of nouns and pronouns accurately in academic speech and writing. Textbook information available at AACC Bookstore. CEUs issued.

ELL 314
High Intermediate Reading and Writing – 4 equivalent hrs
Learn to read critically to improve comprehension of academic texts. Focus on the writing process to compose four academic paragraphs and two essays in response to reading texts. Increase academic vocabulary using decoding skills and analysis of grammar and syntax. Textbook information available at AACC Bookstore. CEUs issued.
ELL 315
High Intermediate Listening and Presentations – 4 equivalent hrs
Expand listening and speaking skills for academic purposes. Develop discussion strategies and participate in group activities. Learn to prepare and deliver effective academic presentations using technology, secondary sources and appropriate academic vocabulary. Textbook information available at AACC Bookstore. CEUs issued.

ELL 316
Advanced Grammar – 4 equivalent hrs
Express ideas using the present perfect and past perfect verb tenses. Increase proficiency using a variety of verb forms, passive voice and discourse connectors in academic writing. Compose complex sentences using adjectival and noun clauses. Review and expand understanding of gerunds and infinitives. Textbook information available at AACC Bookstore. CEUs issued.

ELL 317
Advanced Reading and Writing – 4 equivalent hrs
Apply reading skills and strategies to improve comprehension of academic texts. Learn to identify rhetorical patterns of textual organization. Use the writing process to compose three academic essays in response to reading texts. Practice summarizing and paraphrasing information from outside sources. Textbook information available at AACC Bookstore. CEUs issued.

ELL 318
Advanced Listening and Note Taking – 4 equivalent hrs
Prepare for college academic work by developing critical thinking skills. Apply listening skills and strategies to improve comprehension of academic lectures. Learn techniques to improve note taking. Textbook information available at AACC Bookstore. CEUs issued.

ELL 319
Capstone Grammar and Editing – 2 equivalent hrs
Master complex grammatical structures used in college-level work. Use verb forms, conditionals, passive voice, and adjective and noun clauses in academic writing. Focus on editing and developing vocabulary related to formal academic writing. Textbook information available at AACC Bookstore. CEUs issued.

Note: Cost, including fees, is $217 for county residents, $227 for residents of other Maryland counties and $452 for residents of other states.

ELL 320
Capstone Reading and Writing – 4 equivalent hrs
Prepare for college academic work by developing critical reading skills. Incorporate critical thinking into three academic essays. Develop research skills and produce a career portfolio. Textbook information available at AACC Bookstore. CEUs issued.

ENTREPRENEURIAL STUDIES INSTITUTE

ESI 103
Introduction to Entrepreneurship – 3 cr hrs
Discover and practice the components of entrepreneurship, idea generation, creative thinking and opportunity recognition. Experiment using entrepreneurial methods and evaluate potential business ideas. Compare and analyze various strategies entrepreneurs have used to start and grow their business. Lab fee: $10.

ESI 104
Entrepreneurship: Sales and Marketing for Small Business – 3 cr hrs
Gain experience using tools and skills that small business owners need to market their business successfully on a small scale and small budget. Review the sales cycle, the sales process, and the importance of good customer service. Develop a comprehensive marketing plan for a small business. Lab fee: $10.

ESI 231
Introduction to Social Entrepreneurship and Nonprofit Management – 3 cr hrs
Provides an overview of how social entrepreneurs plan, organize, lead, manage, and market nonprofit or not-for-profit organizations. Students examine practical ways to define a community’s needs in order to establish an organization’s direction, work with a board of directors, and lead both volunteer and paid staff members. This course discusses how to use marketing and communications for developing and sustaining relationships with benefactors and beneficiaries. This course also provides discussion and practical application of other critical topics including strategic planning, operations management, human resource management, learning and knowledge management, legal requirements, public relations, political action, and financial management. Lab fee: $10.

ESI 270*
Entrepreneurship: New Venture Planning – 3 cr hrs
Learn the process of business planning in this capstone course and work on a semester-long comprehensive business plan for a new venture or existing business. Learn from guest speakers and individual meetings with the instructor with a focus on applied learning. Explore the use of computer software to aid in planning and managing a new venture. Designed for individuals interested in starting a new venture, acquiring an existing business or working in industries that serve entrepreneurs and managers. Lab fee: $10.

Prerequisite: ESI 103 or ESI 104.

GENDER AND SEXUALITY STUDIES

GSS 101*
Introduction to Women’s Studies – 3 cr hrs
Explores issues in the lives of American women. Examines women’s experiences in gender-defining social institutions including the arts, education, the labor force, law and politics, marriage and family life and religion. Analyzes, from a multicultural perspective, how issues of gender, power and equity affect women’s lives. Especially recommended for students who plan to transfer into a women’s studies major, minor or certificate program at a four-year institution.

Prerequisite: Eligibility for ENG 101/ENG 101A.

GSS 102*
Introduction to Masculinity Studies – 3 cr hrs
Prerequisite: Eligibility for ENG 101/ENG 101A.

Note: Also offered as AMS 102 and SOC 102; credit is given for only one of the following: AMS 102, GSS 102 or SOC 102.

GSS 113
Women’s Health – 3 cr hrs
Learn the physical and mental health events that confront women in our society. Investigate disease and stress ailments particular to women in our ever-changing world.

Note: Also offered as HEA 113; credit is not given for both GSS 113 and HEA 113.

GSS 117
Healthy Aging for Women – 3 cr hrs
Examine the health and wellness related changes of women as they age. Investigate exercise, nutrition, menopause, osteoporosis, cardiovascular disease, female cancers, mental health, and gynecological health concerns and examine how women can influence these age-associated changes to live a healthy life.

Note: Also offered as HEA 117; credit is not given for both GSS 117 and HEA 117.
**GENDER AND SEXUALITY STUDIES | GEOGRAPHY | HEALTH**

**GSS 210**  
**Images of Women – 3 cr hrs**  
Gain a multidisciplinary overview of the portrayal of women in the humanities. Emphasizes the understanding of women as defined by mythological, religious, philosophical and artistic traditions.  
*Note: Also offered as HUM 210; credit is not given for both GSS 210 and HUM 210.*

**GSS 211**  
**Gender and Mass Media in the United States – 3 cr hrs**  
Learn principles of contemporary mass media scholarship. Examine how media creates and perpetuates constructions of masculinity and femininity and how these constructions relate to race, ethnicity, class, sexuality and other variables of difference. Explore the political economy of media production, the relationship between media and ideology, and audience reception.  
*Note: Also offered as GSS 211; credit is not given for both AMS 211 and GSS 211.  
Note: Also offered as AMS 211; credit is not given for both GSS 211 and AMS 211.*

**GSS 212**  
**Introduction to Lesbian, Gay, Bisexual and Transgender Studies – 3 cr hrs**  
Examine the diversity of lesbian, gay, bisexual and transgender (LGBT) behaviors, orientations, identities, communities, and issues from a transhistorical, cross-cultural and interdisciplinary perspective with special emphasis on LGBT culture in the United States. Study the history of human sexuality and gender identity/expression; cultural and social constructions of sexuality and gender; representations of LGBT experience in textual and visual media; legal rights and restrictions; current events and socio-political issues of current interest; methods of queer theory/queer studies; and advocacy, activism and change.  
*Prerequisite: Eligibility for ENG 101/ENG 101A.  
Note: Also offered as GSS 212 and SOC 212; credit is given for only one of the following: AMS 212, GSS 212 or SOC 212.*

**GSS 216**  
**Human Sexuality – 3 cr hrs**  
Learn current information concerning biological, psychological and sociological aspects of human sexual functioning and related concerns.  
*Prerequisite: PSY 111 or permission of department chair.  
Note: Also offered as PSY 216; credit is not given for both GSS 216 and PSY 216.*

**GSS 222**  
**Psychology of Women – 3 cr hrs**  
Cover female development from childhood and adolescence through adulthood and old age. Study gender differences and stereotypes, sexuality, love relationships and violence against women. Develop a theoretical and practical understanding of the psychology of women.  
*Note: Also offered as PSY 222; credit is not given for both GSS 222 and PSY 222.*

**GSS 228**  
**Literature in English by Women – 3 cr hrs**  
Compare and analyze multicultural literature in English, written by women of diverse regions, cultures, races, sexualities, religions and classes. Explore the relationships between gender and literary form, content, production, evaluation, and interpretation, with attention to historical, social, cultural, and political contexts, as well as literary analysis. Readings include poetry, prose and drama.  
*Prerequisite: ENG 101/ENG 101A or permission of department.  
Note: Also offered as GSS 228, GSS 228H and ENG 228H; credit is given for only one of the following: GSS 228, GSS 228H, ENG 228H or ENG 228H.*

**GEO 100**  
**Introduction to Geography – 3 cr hrs**  
Focus on the geographer’s view of the interaction of people with their physical and human environments.  
*Prerequisite: Eligibility for ENG 101/ENG 101A.*

**GEO 101**  
**Physical Geography – 4 cr hrs**  
Learn about environmental processes and the landscape patterns they produce on Earth. Explore characteristics of Earth’s weather and climate systems, interior structure, earth materials, and landforms, along with the ways these support biological organisms. Integrate a geographic perspective to evaluate the interdependency of Earth and human systems.  
*Prerequisite: Eligibility for ENG 101/ENG 101A.*

**GEO 102**  
**World Regional Geography – 3 cr hrs**  
Study major world regions from the viewpoints of people, natural environment, culture, and economic development in a globalized society.  
*Prerequisite: Eligibility for ENG 101/ENG 101A.*

**GEO 103**  
**Cultural Geography – 3 cr hrs**  
Examine the human environment by studying political, cultural, economic, urban and population patterns of human use of the earth.  
*Prerequisite: Eligibility for ENG 101/ENG 101A.*

**HEA 100**  
**Assessment and Theory of Fitness and Health – 3 cr hrs**  
Create a physically active, individualized exercise program with guidance from the course instructor. Use cardiovascular and weight training equipment in the college fitness center to improve and maintain health and wellness. Conduct pre and post-assessments to evaluate physical fitness. Examine the topics of physical activity, nutrition, weight management, stress, cardiovascular health and related wellness behaviors. Investigate the role of each dimension’s impact on lifelong wellness and health, behavior change strategies as they relate to health promotion efforts. Lab fee: $40.

**HEA 101**  
**Foundations of Health, Exercise and Sport – 3 cr hrs**  
Examine the disciplines and subdisciplines in exercise science. Discuss the scientific basis that underlies health, exercise, and sport. Collect, analyze, and interpret laboratory data related to the diverse functions of the human body. Identify career opportunities within exercise science and allied health, including requirements for advanced study and appropriate coursework for the profession.  
*Note: This course does not fulfill the General Education Wellness requirement for AACC.*

**HEA 111**  
**Personal and Community Health – 3 cr hrs**  
Identify the dimensions of wellness and the various factors that promote optimal health for individuals and their communities. Describe the current and emerging issues in health promotion and disease prevention and evaluate evidenced-based methods to control risk factors in diverse populations. Examine topics and health behavior strategies to optimize and enhance quality of life.

**HEA 113**  
**Women’s Health – 3 cr hrs**  
Learn the physical and mental health events that confront women in our society. Investigate disease and stress ailments particular to women in our ever-changing world.  
*Note: Also offered as HEA 113; credit is not given for both GSS 113 and HEA 113.*

**HEA 114**  
**Components of Personal Fitness and Wellness – 3 cr hrs**  
Examine the topics of physical activity, nutrition, weight management, stress, cardiovascular health and related wellness behaviors. Investigate the role of each dimension’s impact on lifelong wellness. Identify and evaluate behavior change strategies as they relate to health promotion efforts.  
*Note: Credit is not given for both HEA 114 and HEA 100.*
HEA 115 | WELLNESS | W
Health Implications of Violence – 3 cr hrs
Examine theories and concepts of violence and abuse and the effects on the social, emotional, physical, and cognitive development of the individual. Describe and evaluate the historical overview of legal and ethical issues regarding violence and abuse and the impact on the individual and society. Explore topics including awareness and prevention of violence around the world, neglect, gun control, exploitation, stalking, and personal safety issues.

HEA 116 | WELLNESS | W
The Health Consumer in Today’s World – 3 cr hrs
Examine various health-related issues facing consumers including the health care system, health insurance and evidence-based assessments of health products, services and food. Apply decision-making skills to evaluate health information and resources that positively influence one’s wellness.

HEA 117 | WELLNESS | W
Healthy Aging for Women – 3 cr hrs
Examine the health and wellness related changes of women as they age. Investigate exercise, nutrition, menopause, osteoporosis, cardiovascular disease, female cancers, mental health, and gynecological health concerns and examine how women can influence these age-associated changes to live a healthy life.
Note: Also offered as HEA 117; credit is not given for both GSS 117 and HEA 117.

HEA 138
Nutrition for Fitness and Sport – 1 cr hr
Introduces the student to current dietary guidelines appropriate for a healthy and physically active lifestyle. Explores the nutritional needs of physically active individuals, including recreational as well as competitive athletes. The role of each nutrient is reviewed, with emphasis on their utilization during exercise and recovery. Dietary modifications to optimize performance during different types of physical activity also will be discussed. A brief review of scientific data regarding ergogenic aids also will be presented.
Note: Also offered as HEA 138; credit is not given for both BIO 138 and HEA 138.

HEA 150 | WELLNESS | W
Advanced First Aid, CPR and AED – 3 cr hrs
Examine the appropriate intervention skills to respond to emergencies such as recognition, access, assessment and management until more advanced personnel arrives. Identify and successfully demonstrate the components of cardiopulmonary resuscitation (CPR) and automatic defibrillator device (AED) and advanced first aid by a first responder. Successful completion of the course prepares students to take the Red Cross certification exam. Lab fee: $29.
Note: Credit is not given for both EMT 104 and HEA 150.

HEA 230
Personal Trainer Fundamentals – 4 cr hrs
Prepares students to sit for the American Council on Exercise (ACE) Personal trainer examination. The utilization of physiological adaptations and responses to physical training/exercise and application of testing procedures for individuals interested in applying the components of fitness to a successful physical training program.
Note: Successful completion of course prepares student to sit for the American Council on Exercise (ACE) Personal Trainer Exam. Fees for the ACE exam will be the responsibility of the student. HEA 220 formerly HEA 190.

HEA 231
Health Coach – 3 cr hrs
Explore techniques and skills needed to motivate, encourage and inspire individuals to make healthy living an integral part of their lifestyle. Intended for fitness, wellness, health care, human resources and allied health professionals who want to make a positive impact in the way their clients/patients live. Topics include fitness, screening and assessment, program design and implementation, nutrition, behavior modification, legal/ethical responsibilities and research that reflects up-to-date information in vastly changing fields.
Note: Successful completion of the course prepares student, in part, to sit for the American Council on Exercise (ACE) Health Coach Examination. Fees for the ACE exam will be the responsibility of the student.

HEA 280
Special Topics: Building Wellness Inside and Out – 1 cr hr
Explore the connection of mind-body wellness and the lifestyle choices that help improve and maintain good health. Examine the body as a set of individual systems that make up the whole and explore how mindfulness, meditation, sleep, diet, technology, and domains of self-care can directly affect a person’s physical and mental well-being. Complete self-assessments; develop goals and strategies to implement desired behavior change.

HEA 295
Care and Prevention of Athletic Injuries – 3 cr hrs
Learn theoretical and practical methods of preventing and treating injuries, techniques of taping and bandaging, and use of rehabilitative methods. Understand the mechanisms of injury, strategies for prevention, and techniques to rehabilitate an athlete or client following injury.

HEALTH | HEALTH INFORMATION TECHNOLOGY

HIT 111*
Introduction to Health Information Technology 1 – 3 cr hrs
Learn hospital and physician’s office record keeping practices. Identify hospital and medical staff organization; patient record content; procedures in filing, numbering and retention of patient records; quantitative analysis; release of patient information; forms control and design; indexes and registers; and regulatory and accrediting agencies. Facilitate the collection and use of health data in hospitals, physician offices and government and accreditation agencies. Lab fee: $30.
Prerequisite: BIO 231 or BIO 233, BIO 232 or 234, CSI 112 or CSI 113, MDA 113, MDA 114 (all prerequisites must have a grade of C or better); or permission of the program coordinator.

HIT 217*
Introduction to ICD Coding – 3 cr hrs
Learn the basic coding guidelines using the current ICD coding classification system. Practice the application of diagnosis and procedure codes validating coding accuracy using clinical information that would be found in the health record. Apply and promote ethical coding standards while adhering to current regulations and established guidelines in code assignment.
Prerequisite: HIT 111 with a grade of C or better, or permission of the program coordinator.

HIT 218*
Introduction to CPT/HCPCS Coding – 3 cr hrs
Learn the basic coding guidelines of the Current Procedural Terminology (CPT) nomenclature. Practice the application of CPT/HCPCS codes validating coding accuracy using clinical information found in the health record. Apply and promote ethical coding standards while adhering to current regulations and established guidelines such as the National Correct Coding Initiative.
Prerequisite: HIT 111 with a grade of C or better, or permission of the program coordinator.

HIT 220*
Legal Aspects of Health Information Management – 3 cr hrs
Learn the legal issues of Health Information Management with focus on statutory and regulatory requirements, case law and practical applications. Special legal problems associated with access to patient information, disposition of records, confidentiality and privacy, reporting requirements and compliance with current state and federal legislation are emphasized.
Prerequisite: HIT 111 (with a C or better).
**HISTORY**

**HIS 111* (ARTS & HUM / SOC SCI)**
Ancient and Medieval Western Civilizations – 3 cr hrs
Explore societal changes and continuities in structure, thought, government, economics, war and culture through readings, critical thinking and writing, from antiquity through the Renaissance.
Prerequisite: Eligibility for ENG 101/ENG 101A.

**HIS 112* (ARTS & HUM / SOC SCI)**
Early Modern and Modern Western Civilizations – 3 cr hrs
Explore societal changes and continuities in structure, thought, government, economics and culture through readings, critical thinking and writing from the Renaissance to the present.
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: HIS 111 is not a prerequisite for this course.

**HIS 113* (ARTS & HUM)**
World Civilizations to 1500 – 3 cr hrs
Explore the past and its impact on the present and future. Examine global history from pre-history to the Renaissance and Age of Discovery to evaluate the networks and interactions that connected Europe, Asia, and Africa. Analyze societal changes and continuities in culture, politics, economics, and diplomacy.
Prerequisite: Eligibility for ENG 101/ENG 101A.

**HIS 114* (ARTS & HUM)**
World Civilizations Since 1500 – 3 cr hrs
Explore the past and its impact on the present and the future. Examine global history from the Reformation to World War II to evaluate the networks and interactions that connected Europe, Asia, Africa, and the Americas. Analyze societal changes and continuities in culture, politics, economics, and diplomacy.
Prerequisite: Eligibility for ENG 101/ENG 101A.

**HIS 142* (ARTS & HUM)**
Introduction to Latin American History – 3 cr hrs
Examine Latin American history from the pre-Columbian period through colonization and the Age of Independence (1810-1825) to 20th-century revolutions and recent political, economic, and social trends. Analyze major political and economic events and social and intellectual forces that affected the origins and development of the Latin American states and region.
Prerequisite: Eligibility for ENG 101/ENG 101A.

**HIS 211* (ARTS & HUM / SOC SCI)**
United States History through the Civil War – 3 cr hrs
Explore American politics, cultures, economics and the interaction of people of different classes, races and genders through reading, critical thinking and writing, from colonization through 1865.
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: Also offered as HIS 211H; credit is not given for both HIS 211 and HIS 211H.

**HIS 212* (ARTS & HUM / SOC SCI)**
United States History since the Civil War – 3 cr hrs
Explore American politics, cultures, economics and the interaction of class, race and gender through reading, critical thinking and writing, from the Civil War to the present.
Prerequisite: Eligibility for ENG 101/ENG 101A.

**HIS 214* (ARTS & HUM / SOC SCI) D**
African American History – 3 cr hrs
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: Also offered as AFA 214; credit is not given for both HIS 214 and AFA 214.

**HEALTH INFORMATION TECHNOLOGY | HISTORY | HOMELAND SECURITY**

**HIT 222* **
Reimbursement Methodologies – 3 cr hrs
Learn healthcare reimbursement systems, reimbursement methodologies, and payment processes throughout the healthcare industry. Examine the complex financial systems within today’s healthcare environment and provide an understanding of the basics of health insurance, public funding programs, managed care contracting and how services are paid.
Prerequisite: HIT 111 (with a C or better).

**HIS 142* **
Introduction to Latin American History – 3 cr hrs
Examine Latin American history from the pre-Columbian period through colonization and the Age of Independence (1810-1825) to 20th-century revolutions and recent political, economic, and social trends. Analyze major political and economic events and social and intellectual forces that affected the origins and development of the Latin American states and region.
Prerequisite: Eligibility for ENG 101/ENG 101A.

**HIS 212* **
United States History since the Civil War – 3 cr hrs
Explore American politics, cultures, economics and the interaction of class, race and gender through reading, critical thinking and writing, from the Civil War to the present.
Prerequisite: Eligibility for ENG 101/ENG 101A.

**HIS 214* **
African American History – 3 cr hrs
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: Also offered as AFA 214; credit is not given for both HIS 214 and AFA 214.

**HLS 112* **
National Security Law – 3 cr hrs
Examines the revolutionary age in which we live and how national security law is changing and being redefined to address that revolution. No area within the law has been more significantly affected by the September 11th terrorist attack on the United States than the law related to national security. As successive administrations wrestle with defining “jurisdiction,” national security law takes on an ever increasing importance in a world that is drawn even closer together through “globalization.” This course will analyze the functioning of national security laws and their impact on society. It will also balance United States Constitutional principles against the need for security.
Prerequisite: HLS 111 or permission of director.

**HIS 212* **
Survey of Weapons of Mass Destruction – 3 cr hrs
Surveys the primary instruments of destruction and death, known as weapons of mass destruction (WMD), used or sought to be used by terrorists. Addresses the definition, categories, characteristics, capabilities, deployment and impact of nuclear, biological, chemical, radiological, and conventional weapons of mass destruction. Focuses on the fundamentals of first responders and operational level responses to weapons of mass destruction disaster, including planning and training.
Prerequisite: HLS 111 or permission of director.

**HLS 213* **
Transportation and Border Security – 3 cr hrs
Provides an in-depth view of modern border and transportation security. Specific topics include security for seaports, ships, aircraft, trains, trucks, pipelines, buses, etc. Focuses on the technology needed to detect terrorists and their weapons as well as includes discussion on legal, economic, political, and cultural aspects of the problem. Lab fee: $20.
Prerequisite: HLS 111 or BPA 225 or permission of director.
HLS 225*  
**Introduction to Intelligence Analytics – 3 cr hrs**  
Learn the intelligence analytical process and review the methodological approaches used by intelligence analysts to prepare assessments for U.S. policymakers. Examine the analytical process used to assess instability/strategic warning and terrorism analysis. Analyze the factors which influence an analyst’s work to include the cognitive, cultural/social and institutional biases and how politicization of intelligence influences the analytical process. Explore various tools and research methods used by analysts to process and organize information and develop and present intelligence briefings. Lab fee: $20.  
Prerequisite: HLS 211 or HLS 220 or permission of director.

HLS 240*  
**National Security Challenges of the 21st Century – 3 cr hrs**  
Survey the major national security challenges facing the intelligence community in the 21st century: terrorism, transnational crime, cyber crime, nuclear weapons proliferation, and regional conflicts. Explore the technological and scientific principles required of analysts who follow these major intelligence challenges and how the U.S. government is addressing these challenges. Lab fee: $20.  
Prerequisite: HLS 211 or HLS 220 or permission of director.

HLS 261*  
**History of the Middle East – 3 cr hrs**  
Gain an analytical framework to examine the history of the Middle East region, focusing on the following areas: the pre-Islamic era; the rise and expansion of Islam; medieval Muslim society and culture; the rise, decline, and collapse of the Ottoman Empire; the impact of the West on politics and society; the rise of nationalism; the Arab-Israeli conflict and peace process; and modern revolutionary movements and the resurgence of Islam.  
Prerequisite: Eligibility for ENG 101/ENG 101A.

HLS 265*  
Analyze historic and contemporary local, national and global catastrophic incidents and various emergency response policies, laws, and operations used to mitigate and treat human injury and structural damage. Apply knowledge and specific skills to table-top simulations and case studies; design emergency response and preparation plans; exercise NIMS (National Institute Management System); and engage in dialogue with experts in the field.  
Prerequisite: HLS 211 and HLS 260/CJS 280 or permission of the director.

**HONORS**

BPA 201H*  
**Financial Accounting – 3 cr hrs**  
Learn principles of financial accounting for the corporate entity. Study accrual-based accounting and the accounting cycle. Analyze and record financial transactions, prepare financial statements, and learn to account for receivables, inventories, fixed assets, liabilities and shareholders’ equity.  
Prerequisite: Eligibility for ENG 101/ENG 101A and eligibility for any general education math course or permission of department chair.  
Note: Credit is not given for BPA 201 and also BPA 200, BPA 201H, or BPA 211.

COM 200H**  
**Intercultural Communication – 3 cr hrs**  
Investigate the challenges of communication with individuals from different cultures. Learn to describe and analyze cultural patterns. Study strategies for increasing intercultural communication competency.  
Note: Also offered as COM 200H; credit is not given for both COM 200 and COM 200H.

ENG 102H*  
**Academic Writing and Research 2- Honors – 3 cr hrs**  
Develop advanced critical writing, reading, and thinking skills. Compose analytical and argumentative essays, culminating in the production of an independent, extensive, multiple-source, fully documented research paper. Analyze a variety of texts through close reading and explore their cultural, historical, and social contexts. Learn advanced research techniques, including formulation of research questions, identification of multiple audiences, analysis of rhetorical situations, and ethical research tactics.  
Prerequisite: Eligibility for Honors courses and successful completion of ENG 101/ENG 101A or ENG 101H with a grade of C or better.  
Note: A grade of C or better is required to satisfy the general education requirement. Also offered as ENG 102H; credit is not given for both ENG 102 and ENG 102H.

MAT 135H*  
**Statistics - Honors – 3 cr hrs**  
Use meaningful data to explore concepts in probability and statistics including measures of central tendency and dispersion. Develop statistical literacy by studying graphical representations of data, discrete and continuous probability distributions, and sampling techniques and theory. Construct and interpret confidence intervals, find lines of best-fit, and perform hypothesis tests for means, proportions and independence. Technology use is required throughout the course for statistical analyses.  
Prerequisite: Eligibility for honors courses; achieve an appropriate score on the mathematics part of the ACT or SAT, or score at an appropriate level on the Mathematics Placement Test, or completion of MAT 012 or MAT 012E or MAT 013B or MAT 035 with a grade of at least C, or successful completion of an approved mathematics preparation course.  
Note: Also offered as MAT 135; credit is not given for both MAT 125H and MAT 135, or for both MAT 125H and MAT 223. Extra assignments and class meeting times may be required.

MDA 113H*  
**Medical Terminology - Honors – 3 cr hrs**  
Learn medical terminology, including prefixes, suffixes, word roots and medical abbreviations. Utilize concepts presented in a body systems approach that emphasizes key anatomical and physiological terms. Additional topics include pathology, diagnostic procedures, and treatment modalities.  
Prerequisite: Eligibility for Honors courses and eligibility for ENG 101/101A.  
Note: Also offered as MDA 113; credit not given for both MDA 113H and MDA 113.

**MEDICAL LABORATORY TECHNOLOGY**

MLT 204H*  
**Clinical Immunology/Immunohematology - Honors – 4 cr hrs**  
Learn principles and practices of clinical immunology and clinical immunohematology (blood banking). Topics include antibody structure and function, the complement system, and disorders of the immune system. Blood bank topics include blood group systemization, compatibility testing, donor testing, cross matching, specialized testing, and transfusion reaction. Tech-Lab fee: $180.  
Prerequisite: MLT 101 with a grade of C or better and eligibility for Honors courses.  
Note: Also offered as MLT 204; credit not given for both MLT 204H and MLT 204.
HRM 111  
**Introduction to the Hospitality Industry – 3 cr hrs**  
A survey course that reviews the scope of the hospitality industry. The course begins with a look at the history and moves through development of the industry. Major topics include travel and tourism, lodging, food and beverage, managed services, gaming and entertainment, meetings, conventions, and expositions. Management issues, customer service, marketing, human resources and technology are emphasized. Industry trends, ethics, and the impact of economic, cultural, political and legal issues are discussed within each topic.  

HRM 119  
**Certification in Sanitation – 1 cr hr**  
Learn the causes and prevention of food-borne illnesses, maintenance of sanitary conditions, and how to implement a Hazard Analysis Critical Control Point (HACCP) system. Study the flow of food from receiving through storage, prep and service. Take the national food safety certification by the National Restaurant Association (NRA) designed for food service professionals. A certification from the NRA is issued to students who satisfactorily complete the course and pass the examination.  

Some sections also offered for noncredit, HCT 333.  

HRM 121  
**Introduction to Cooking – 3 cr hrs**  
Learn the fundamentals of cooking, knife skills, culinary terminology, and equipment usage. Study product identification and applied cooking techniques as well as basic fabrication, practical sanitation, culinary math, soup, stock and sauce preparation. Prepare a variety of food products in a commercial kitchen setting and review quality standards. Lab fee: $225.  
Prerequisite or Corequisite: A current ServSafe sanitation certification, HRM 119, or permission of the Director of the HCAT Institute.  

Note: Students must provide the required uniform and knife kit. Hospitality Management degree or certificate is issued to students who satisfactorily complete the course and pass the examination.  

HRM 123*  
**Cooking Techniques I – 3 cr hrs**  
Develop skills and knowledge obtained in HRM 121. Main topics include soup, stock and sauce preparation. Classical cooking methods are emphasized. Basic kitchen management techniques including sanitation and organizational skills are discussed and practiced. Students will taste and critique recipes prepared in a professional kitchen environment. Lab fee: $250.  
Prerequisites: HRM 119 and HRM 121 or permission of the Director of the HCAT Institute.  

Note: Students must provide the required uniform and knife kit.  

HRM 124  
**Introduction to Baking and Pastry – 3 cr hrs**  
Focus on professional bread production, including yeast breads, sweet dough, and quick breads. Produce basic doughs, pies, cookies, custards and choux pastry. Basic baking principles, bakery procedures and sanitation are emphasized. Lab fee: $145.  
Prerequisite or Corequisite: A current ServSafe sanitation certification, HRM 119, or permission of the Director of the HCAT Institute.  

HRM 140  
**Event Planning – 3 cr hrs**  
Review the field of special event planning from formal catered events to meetings and conventions. Emphasizes learning to design cost-effective ventures. Includes contract negotiations, layouts, presentations and final delivery. Covers operation of trade shows, festivals and smaller community events.  

HRM 140  
**Event Planning – 3 cr hrs**  
Review the field of special event planning from formal catered events to meetings and conventions. Emphasizes learning to design cost-effective ventures. Includes contract negotiations, layouts, presentations and final delivery. Covers operation of trade shows, festivals and smaller community events.  

HRM 190*  
**Food Science and Nutritional Cooking – 3 cr hrs**  
Learn principles of food composition and the reactions and changes that occur during the preparation and cooking process. Learn principles of sensory evaluation of food, the scientific method, food nutrition and menu planning. Gain experience in the planning, execution and reporting of a food-based research project. Lab fee: $175.  
Prerequisite: HRM 119, HRM 121 and HRM 124.  
Note: Students must provide the required uniform and knife kit.  

HRM 201  
**Intermediate Bread Production – 3 cr hrs**  
Intermediate lab course focusing on the fundamentals of bread production with emphasis on specialty artisan breads. Topics of discussion include yeast, grains and flour, starters and levaines, sweet doughs, flatbread and bread production techniques. Emphasis will be placed on understanding of the different qualities of various bread doughs, shaping techniques, the production baking process. The history and role of bread in various cultures will be covered. Lab fee: $150.  
Prerequisite or Corequisite: HRM 119 or permission of the Director of the HCAT Institute.  

Note: Students must provide the required uniform and knife kit.  

HRM 202*  
**Intermediate Cake Production – 3 cr hrs**  
Learn cake production and decoration techniques. Discuss mixing methods, high fat and foam type cake production. Focus on preparation of quality baked goods such as creamed fat cakes, wedding cakes, special occasion cakes, butter creams and decoration techniques: modeling paste, chocolate modeling paste, royal icing, gum paste, marzipan and fondant. Lab fee: $240.  
Prerequisite: HRM 124 or permission of the Director of the HCAT Institute.  
Note: Students must provide the required uniform and knife kit.  

HRM 203*  
**European Pastry, Torte and Gateau – 3 cr hrs**  
Produce classic pastries, tortes, gateau and entremet. Temper chocolate and create basic chocolate and sugar decor. Buffet style pastries and desserts. Mousse, foam cakes, enrobing and finishing work. Lab fee: $220.  
Prerequisite: HRM 124 or permission of the Director of the HCAT Institute.  
Note: Students must provide the required uniform and knife kit.  

HRM 205*  
**Cooking Techniques 2 – 3 cr hrs**  
Apply cooking techniques to continue to develop skills utilizing vegetables, grains, pasta, poultry, meat, game, and seafood. Study and cook traditional breakfast items. Learn principals of entrée production and plate presentation. Explore regional American cuisine and prepare classic recipes from different US regions. Lab fee: $290.  
Prerequisite: HRM 123 or permission of the Director of the HCAT Institute.  
Note: Students must provide the required uniform and knife kit.  

HRM 223*  
**International Cuisine – 3 cr hrs**  
Explore flavors and cooking techniques from regional world cuisines. Study the roots of cooking from a cultural, geographical, religious and historical perspective. Discuss the diffusion of world cuisines in contemporary cooking as well as their cultural impact on current culinary trends. Prepare authentic recipes including meats, poultry, seafood, vegetables and desserts. Learn the elements of buffet presentation and ala carte service. Lab fee: $275.  
Prerequisite: HRM 123 and HRM 124 or permission of the Director of the HCAT Institute.  
Note: Students must provide the required uniform and knife kit.  

HRM 225*  
**Restaurant Production and Simulation – 3 cr hrs**  
Understand and apply a variety of theories, methods, and philosophies of food production, service, styling, composition, and presentation. Analyze and evaluate food in regards to taste, flavor, aesthetics, construction, and rheology. Demonstrate critical thinking techniques by creating unique cookery through open-ended cooking exercises. Understand and apply industry behavioral techniques through real life simulations. Lab fee: $350.  
Prerequisite: HRM 190 and HRM 205 or permission of the Director of the HCAT Institute.  
Note: Students must provide the required uniform and knife kit.
HRM 226*  
**Advanced Pastry Production – 3 cr hrs**  
Prepare garnishes, sauces, mousses and classic desserts. Develop design and management skills and experiment with plated desserts. Menu design, management and efficiency models explored. Apply professional pastry techniques to the design, execution, and production of various advanced pastry preparations. Lab fee: $175.  
Prerequisite: HRM 202 and HRM 203 or permission of the Director of the HCAT Institute.  
Note: Students must provide the required uniform and knife kit.

HRM 227*  
**Chocolates, Confections and Entremets – 3 cr hrs**  
Apply advanced pastry techniques to the production of chocolate and sugar confections. Design and compose entremets for capstone presentation. Learn chocolate composition and crystallization. Apply professional pastry techniques to the design, execution, and production of various advanced pastry preparations. Lab fee: $195.  
Prerequisite: HRM 202 and HRM 203 or permission of the Director of the HCAT Institute.  
Note: Students must provide the required uniform and knife kit. This is a capstone course.

HRM 232 (SOC SCI)  
**World Culture and Cuisine: A Social Science Perspective – 3 cr hrs**  
Explore the relationship between human societies and the foods they eat. Examine food history, religion and food, traditional diets, economic impact, dietary adaptations and therapeutic uses of food. This course is designed to help customer service industry professionals such as hospitality, health and business professionals, to learn to work with members of different ethnic and religious groups in a culturally sensitive manner. Cultural groups with significant populations in the United States, as well as smaller groups who maintain homogeneous cultural communities, will be examined.

HRM 240  
**Meeting and Conference Planning – 3 cr hrs**  
Study conferences, conventions, expositions and meetings and their impact on tourism. Discuss host venues, on-site activities and legal concerns of meeting planning.

HRM 251*  
**Food and Beverage Operations Management – 3 cr hrs**  
Explore techniques of proper dining service in hospitality establishments. Learn the organization of dining rooms and table settings, with an introduction to textiles, glassware, flatware, and china. Review the management and service of wine, beer, and spirits. Explain the importance of using proper automated procedures when processing guest checks. Train and test for national certification for the responsible service of alcoholic beverages. Lab fee: $50.  
Prerequisite: HRM 121 or permission of the director of the HCAT Institute.  
Note: The student must provide the required uniform of white t-shirt, black slacks and black closed toe slip resistant shoes.

HRM 253  
**Catering Management – 3 cr hrs**  
Designed to provide students with an overview of catering operations and management. Students prepare a business plan for a small private catering firm as well as review on-premise catering, menu design and pricing, service standards and equipment purchases.

HRM 255*  
**Hotel Front Office Procedures – 3 cr hrs**  
Study front office management and total hotel organization as it relates to the front office. Methods of revenue management are applied in areas of price structure, occupancy patterns and income. Also covered are front office computer applications used in the hotel industry. Lab fee: $10.  
Prerequisite: HRM 111 and eligibility for any general education mathematics or permission of the HCAT Institute.

HRM 260*  
**Purchasing and Cost Controls – 3 cr hrs**  
Learn principles of food and beverage purchasing and cost controls as applied to food-service operations. Study the procurement and control of food, beverage, equipment, small wares, furniture, fixtures, and textiles, as well as current systems of food and labor cost controls. Discuss budgets for food service operations, and menu analysis, pricing and planning.  
Prerequisite: HRM 111 or either HRM 121 or HRM 124 or permission of the Director of the HCAT Institute.

HRM 275*  
**Internship in Hotel / Restaurant Management – 3 cr hrs**  
Acquire practical supervised work experience in the hospitality industry. Objectives are set jointly by the supervising employer, student and faculty member. An informal colloquium will be included during the term to integrate theory and practice.  
Prerequisite: HRM 251 and HRM 260.  
Note: Enrollment in internship course requires that students hold an appropriate internship placement in order to receive course credit. Please consult with the HCAT internship coordinator.

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**HUMAN SERVICES**

**HUS 100**  
**Introduction to Human Services – 3 cr hrs**  
Explore Human Services as a profession. Study the evolution and history of Human Services and social welfare policy. Examine the Generalist Practice and the role of the Human Service Professional. Investigate professional ethics and values in Human Services, and the underlying philosophies, attitudes, and human service delivery models. Learn skills and intervention strategies, including case management, as well as various approaches to helping. Begin the process of self-awareness and growth in relation to helping others.  
Prerequisite: Eligibility for ENG 101/ENG 101A or permission of the department chair.

**HUS 101**  
**Human Service and Addiction Counseling Ethics in Practice – 3 cr hrs**  
Explore current moral, cultural and ethical issues in the human services and addiction counseling fields, as well as examine core concepts related to ethics. Examine the consequences of ethical violations in the various areas of human services and addiction counseling. Learn the historical development of informed consent and the “codes of conduct,” examine legal obligations and ethical codes, explore ethical dilemmas and decision making, and become a culturally competent worker. Orient students to fieldwork and prepares students for practice in the human services and addiction counseling fields.  
Prerequisite: Eligibility for ENG 101/ENG 101A or permission of the department chair.

**HUS 102**  
**Physiological Aspects of Chemical Dependence – 3 cr hrs**  
Examine the psychologic effects of recreational drug use and chemical dependence on the body systems. Classifications of abused drugs (alcohol, narcotics, depressants, stimulants and hallucinogens), basic concepts of the addiction cycle and treatment goals will be discussed. Approved by the Office of Education and Training for Addictions Services (OETAS).  
Note: Also offered as HUS 102H; credit is not given for both HUS 102 and HUS 102H.
### HUMAN SERVICES

#### HUS 114*
**Counseling, Assessment and Case Management – 3 cr hrs**
Examine professionalism in the counseling field, including professional ethics and legal duties. Learn the components of a helping relationship. Explore counseling and case management skills and techniques. Demonstrate communication skills that enhance the exchange of information including multicultural interviewing techniques. Apply assessment and the subsequent treatment planning skills associated with case management and counseling. Determine and evaluate outcome goals for intervention.

**Prerequisite:** HUS 101 and HUS 141.
**Corequisite:** HUS 115 or permission of department chair.

**Note:** Also offered as HUS 114H; credit is not given for both HUS 114 and HUS 114H.

#### HUS 115*
**Fieldwork: Counseling, Assessment and Case Management – 3 cr hrs**
Gain supervised fieldwork placement experience. Implement theories and techniques learned in the lecture class. Lab fee: $15.

**Prerequisite** HUS 101.
**Corequisite:** HUS 114 or HUS 114H.

#### HUS 130*
**Introduction to Family Counseling – 3 cr hrs**
Examine family structure and functions in contemporary American society. Discuss professional ethics and focus on the variables that characterize healthy and unhealthy familiar relationships. Identify techniques, processes, and theoretical approaches that help facilitate change within families. Explore the impact of addiction and recovery on the family. Gain knowledge of the clinical implications of culturally competent counselors.

**Prerequisite:** HUS 101.

#### HUS 140*
**Topics in Alcohol and Drug Counseling: Co-occurring Disorders – 3 cr hrs**
Examines how addictive disorders can mimic a variety of medical and mental health conditions; examines the potential for medical and mental health conditions to coexist with addiction and substance abuse. Recognizes assessment practices and scientifically supported models of treatment for co-occurring disorders and substance-related problems. Evidence-based treatment approaches are emphasized. Special populations, such as adolescents, women and persons involved with the criminal justice system with co-occurring disorders are studied.

**Prerequisite:** HUS 115 or permission of department chair.

#### HUS 141*
**Group Dynamics – 3 cr hrs**
Examine the theories of group structure, function, interaction, roles and leadership. Study these topics through classroom activity, reading and group participation. Discuss process and interaction as they occur in the life of the group. Recognize various types of groups in use for training, education and treatment.

**Prerequisite:** Eligibility for ENG 101/ENG 101A.

#### HUS 150* (C, SOC, D)
**Introduction to Aging Studies – 3 cr hrs**
Examine the myths, demographics, psychosocial perspectives and biomedical aspects of growing old in America. Discuss issues impacting older persons including economics, politics, religion, leisure, social/living environment, intimacy and sexuality, health care and death and dying.

**Prerequisite:** Eligibility for ENG 101/ENG 101A.
**Note:** Also offered as SOC 150; credit is not given for both HUS 150 and SOC 150.

#### HUS 200
**Addiction Treatment Delivery – 3 cr hrs**
Examines the systematic approach to screening and assessment of individuals thought to have a substance abuse disorder, who are being considered for admission to addiction-related services, or who are presenting in a crisis situation. Application of the use of various substance abuse, addiction, and mental health screening and assessment instruments is practiced. Collaborative treatment planning, case management, and referral skills are highlighted. Client advocacy is emphasized.

#### HUS 216*
**Theories of Counseling – 3 cr hrs**
Surveys the major theories of counseling and their theorists. Introduces students to the application of various counseling techniques and procedures used for behavior change. In class, students examine case studies and practice delivery of the counseling modalities. Emphasis is on professional values and ethics.

**Prerequisite:** HUS 115 or permission of department chair.
**Corequisite:** HUS 217 or permission of department chair.

#### HUS 217*
**Fieldwork: Theories of Counseling – 3 cr hrs**
Gain supervised fieldwork placement experience. Implement theories and techniques learned in the lecture class. Lab fee: $15.

**Prerequisite:** HUS 115.
**Corequisite:** HUS 216 or permission of department chair.

#### HUS 230
**Family Counseling in Military and Veteran Populations – 3 cr hrs**
Examine the diverse military family structure. Explore challenges facing military families, such as relocation, deployment and separation, injury, grief and loss, addiction and intimate partner violence. Apply family counseling techniques and processes to facilitate change within the familial relationships.

**Prerequisite:** HUS 101 or permission of department chair.

#### HUS 231
**Assessment of Psychological Trauma in Military and Veteran Populations – 3 cr hrs**
Explore the etiology and assessment of trauma in the military and veteran and populations. Review assessment strategies, such as clinical interviews and tools related to screening for and diagnosing trauma-related disorders. Utilize assessment tools to screen and assess persons working in the military and veterans for trauma related disorders. Assessment of trauma-related behavioral health issues in military personnel and veterans is emphasized.

#### HUS 232
**Treatment of Psychological Trauma in Military and Veteran Populations – 3 cr hrs**
Explore clinical treatment interventions and strategies of trauma-related disorders in military and veteran populations. Treatment interventions, such as cognitive-behavior therapy, group therapy, eye movement desensitization and reprocessing (EMDR), technology-based interventions, family and couples counseling, hypnosis and psychopharmacology will be reviewed.

#### HUS 233
**Traumatic Brain Injury in Military and Veteran Populations – 3 cr hrs**
Explore mechanisms of traumatic brain injury in the veteran and military populations. Identify common cognitive, affective and communication changes in brain injured patients. Learn the impact of brain injury on daily functioning. Survey current research on traumatic brain injury and the rehabilitative process. Investigate treatment, rehabilitation, and counseling strategies and interventions.

#### HUS 234
**Trauma Informed Care – 2 cr hrs**
Examine the concept of trauma, its prevalence among clients of human service organizations and its profound effect on client outcomes. Recognize sources of trauma such as childhood neglect, homelessness, drug addiction, mental illness, sexual abuse, frequent incarceration and other types of trauma-inducing experiences. Apply effective trauma informed care practices and strategies.

#### HUS 275*
**Human Services Practicum – 3 cr hrs**
Earn credit for human services-related work. Develop specific learning objectives and explore career goals. Approved by the Office of Education and Training for Addictions Services (OETAS).

**Prerequisite:** HUS 101 or permission of department chair.
HUMANITIES

HUM 101* (ARTS & HUM)
Introduction to Fine Arts – 3 cr hrs
Study of the nature of visual, performing and literary arts and of changing roles of art, artist and audience. Slides, videotapes, films and live performances supplement reading.
Prerequisite: Eligibility for ENG 101/ENG 101A.

HUM 210 (ARTS & HUM)
Images of Women – 3 cr hrs
Gain a multidisciplinary overview of the portrayal of women in the humanities. Emphasizes the understanding of women as defined by mythological, religious, philosophical and artistic traditions.
Note: Also offered as HUM 210; credit is not given for both GSS 210 and HUM 210.

INTERNERSHIP EXPERIENCE

IEX 275*
Internship Experience 1 – 3 cr hrs
Gain college credit for an internship experience. This is for students whose area of study does not include an internship course; 120 hours of work-based learning cumulatively during the internship combined with one hour of faculty contact weekly during the experience. Credit is earned for area-related work experience based on specific learning objectives.
Prerequisites: (1) Successful completion of 3 credit hours in area of study related to the internship experience; (2) minimum grade point average of 2.5; and (3) approval of faculty advisor and department chair or academic dean prior to enrollment.
Note: Students are strongly encouraged to consult with the Internship office to explore this opportunity.

INTERPROFESSIONAL HEALTHCARE

IPH 260*
Behavioral Health – 3 cr hrs
Study the biological, psychological, and social context of health and illness, through a comprehensive analysis of the relationship between health and behavior, with a focus on stress, addiction, nutrition, eating disorders, pain, and disease as they relate across the lifespan. Identify the psychological factors in the development of specific disease states. Use the biopsychosocial model in the examination of these topics.
Prerequisite: MDA 100 and PSY 111 or PSY 211 or PSY 250.

IPH 261*
Patient-Centered Healthcare – 3 cr hrs
Explore healthcare delivery from a patient-centered perspective. Learn to account for social, ethnic, and religious sensitivities in the development, evaluation, and implementation of therapeutic goals. Weigh strategies for patient education, counseling, and preventive measures in the areas of diversity and healthcare delivery to these populations. Issues include the recognition of boundaries in personal relations within the workplace and balancing role fidelity with personal integrity and cultural humility.
Prerequisite: MDA 100 and PSY 111.
Corequisite: HUS 275 and IPH 240.
Note: Take this course in conjunction with volunteer service/participation hours during HUS 275, Human Services Practicum, in community service at underserved medical clinics and treatment facilities under direction of faculty clinicians and licensed human services professionals.

IPH 262*
Clinical Hematology and Microbiology – 4 cr hrs
Demonstrate understanding of the laboratory tests used to assess hemostatic and hematopoietic pathogenic disease states and conditions. Identify white blood cell morphology in healthy states and blood dyscrasias. Demonstrate knowledge of appropriate microbiological tests used to identify the characteristics of isolation and identification of pathogenic bacteria. Develop familiarity with virology, parasitology, and mycology and their associated laboratory assays. Lab fee: $200.
Prerequisite: BIO 223, BIO 233, and BIO 234; CHE 112 or CHE 113.
Note: Prepare students seeking a graduate degree as a health care provider (physicians, physician assistants, pathology assistant, etc.) with a basic background of hematology and clinical microbiology laboratory tests.

MAS 100
Introduction to Massage – 1 cr hr
Introduces the background, terminology, legal requirements, career opportunities and ethics of therapeutic massage for the professional or nonprofessional. Discusses introductory body mechanics. Helps you to determine if you want to pursue therapeutic massage as an avocation or vocation. Prepares you for MAS 110.

MAS 108
The Science of Massage Therapy – 4 cr hrs
Develop an understanding of the structure and function of the systems of the body, including basic concepts of energetic anatomy, as it relates to the safe and effective application of massage and bodywork techniques. Examine current research to identify the physiological and psychological effects of soft tissue manipulation. Discuss a holistic view of the body, while exploring the impact of touch and specific massage and bodywork techniques on the mind–body connection.

MAS 110*
Fundamentals of Massage Therapy – 7 cr hrs
Learn musculoskeletal anatomy for the massage therapist, and the basic theory and techniques necessary for administering Swedish relaxation massage. Lab Fee: $60
Prerequisite: MAS 100 with a grade of C or better; admission into the Massage Therapy Program.

MAS 113*
Advanced Massage Therapy – 6 cr hrs
Learn advanced techniques in soft tissue and movement modalities. Utilize creative, problemsolving skills through practical applications. Examine techniques necessary for myofascial release, sports, chair and prenatal massage. Lab Fee: $60
Prerequisite: A grade of C or better in MAS 111 and BIO 230 or BIO 232 or BIO 234. A passing grade in MAS 120. Corequisite: MAS 121.

MAS 117*
Kinesiology for Massage Therapists – 4 cr hrs
Study of the biomechanical principles of human movement, upper and lower extremities. Includes structure and function of joints, muscle groups, and the characteristics of normal posture and gait. Successful completion of this course awards 50 NCBTMB contact hours.
Prerequisite: MAS 110 or permission of the department head.

For section and instructor information, visit www.aacc.edu/course-search.
MAS 118
Business for Bodyworkers – 2 cr hrs
Learn the foundation of successfully managing a bodywork business. Address Federal and State taxes and reporting (including Social Security and Medicare), record keeping, accounting, business structures, developing a business plan, marketing, being or hiring an independent contractor, third party billing and accepting credit cards. Students will prepare and present a financial business plan for their business. Provides 30 continuing education hours for NCBTMB and State of Maryland massage therapists.

MAS 121*
Massage Therapy Clinic 2 – 1 cr hr
Gain additional practice and experience in massage therapy techniques and providing massage therapy to clients in a clinic setting. Lab Fee: $20
Prerequisite: MAS 111 and MAS 120.
Corequisite: MAS 113.

**MATHMATICS**

MAT 005
Arithmetic – 1 equivalent hr
Develop proficiency in arithmetic topics such as whole numbers, fractions, decimals, percents, ratio and proportion, measurement and reading graphs. Lab fee: $15.

MAT 034*
Quantitative Foundations – 4 equivalent hrs
Study foundational algebraic and numeric topics essential in preparing students for MAT 135 or MAT 133. Explore topics involving quantitative relationships, algebraic reasoning, functional reasoning, and probabilistic and statistical reasoning. Incorporate problem-solving skills, quantitative communication skills, and the use of technology. Lab fee: $15.
Prerequisite: Achieve an appropriate score on the Mathematics Placement Test, or successful completion of an approved mathematics preparation course.
Note: A grade of at least C in MAT 034 is required to enroll in MAT 100, MAT 133, MAT 135 or MAT 135H. Either MAT 034 or MAT 035 serves as a prerequisite for MAT 135 or MAT 135H. Students should enroll in only one of MAT 034 or MAT 035.

MAT 035*
Pre-Statistics – 2 equivalent hrs
Study foundational algebraic and numeric topics essential in preparing students for Statistics (MAT 135) including quantitative relationships, algebraic reasoning, functional reasoning, and probabilistic and statistical reasoning. Incorporate problem-solving skills, quantitative communication skills, and the use of technology.

Prerequisite: Achieve an appropriate score on the Mathematics Placement Test, or completion of MAT 011 with a grade of at least C, or successful completion of an approved mathematics preparation course.
Note: MAT 035 and MAT 135 or MAT 135H may be taken in the same semester. A grade of at least C in MAT 035 is required to start MAT 135. Either MAT 034 or MAT 035 serves as a prerequisite for MAT 135 or MAT 135H. Students should enroll in only one of MAT 034 or MAT 035.

MAT 036*
Foundations of College Algebra – 4 equivalent hrs
Study pre-algebra and beginning algebra topics necessary to succeed in College Algebra. Topics include operations on real numbers; simplifying expressions; solving first-degree equations, inequalities and application problems; graphing linear equations; simplifying exponents; operations on polynomials; and factoring polynomials.
Prerequisite: Achieve an appropriate score on the Mathematics Placement Test or successful completion of an approved mathematics preparation course.
Note: A grade of at least C in MAT 036 is required to enroll in MAT 037 or in MAT 038.

MAT 037*
Introduction to College Algebra – 2 equivalent hrs
Study intermediate algebra topics supporting the problem-solving skills required for College Algebra. Topics include linear, rational, radical, quadratic, exponential and logarithmic equations and functions; systems of linear equations; graphing linear and nonlinear functions; and inequalities. A brief review of Beginning Algebra topics is also included.
Prerequisite: Achieve an appropriate score on the Mathematics Placement Test, or completion of MAT 011 or MAT 026 with a grade of at least C, or successful completion of an approved mathematics preparation course.
Note: MAT 037 and MAT 137 may be taken in the same semester. A grade of at least C is required in MAT 037 in order to start MAT 137.

MAT 044*
Precalculus Foundations – 4 equivalent hrs
Study and apply pre-algebra, beginning, and intermediate algebra topics such as operations on integers, fractions, and decimals; simplifying numerical and algebraic expressions with exponents, including rational exponents; writing and graphing linear equations in two variables; algebra of polynomial, rational, and radical expressions; factoring polynomials; solving linear and quadratic equations; solving linear inequalities; graphing linear and nonlinear functions.
Prerequisite: Achieve an appropriate score on the Mathematics Placement Test, or completion of MAT 034 or MAT 035 with a grade of at least C, or successful completion of an approved mathematics preparation course.
Note: A grade of at least C is required to enroll in MAT 045.

MAT 045*
Introduction to Precalculus – 3 equivalent hrs
Study intermediate algebra topics focused on the essential skills and applications required for MAT 145 – Precalculus I. Topics include algebra of linear, rational, and radical expressions; algebra, composition, and inversion of functions; quadratic, rational, radical, absolute value, and systems of linear equations; linear, compound, and absolute value inequalities; and graphing linear, nonlinear, quadratic, exponential and logarithmic functions, including translations and reflections, and systems of inequalities.
Prerequisite: Achieve an appropriate score on AACC’s mathematics placement measures, or completion of MAT 044 with a grade of C or higher, or successful completion of an approved mathematics preparation course.
Note: MAT 045 and MAT 145 may be taken in the same semester. A grade of at least C is required in MAT 045 to start MAT 145.

MAT 100*
The Nature of Mathematics – 3 cr hrs
 Encounter mathematical reasoning through an exposure to inductive methods, problem-solving techniques and the organization of information to discover patterns. Explore geometric topics and the connections between mathematics, the arts, and the social sciences. Study topics such as management science, sequences, series, fractals, mathematics of finance, probability and statistics.
Prerequisite: Achieve an appropriate score on the mathematics part of the ACT or SAT, or score at an appropriate level on the Mathematics Placement Test, or completion of MAT 034 or MAT 012 or MAT 012E or MAT 012B with a grade of at least C, or successful completion of an approved mathematics preparation course.

MAT 133*
Finite Mathematics – 3 cr hrs
Learn functions and linear models, systems of linear equations and matrices, inequalities and linear programming, mathematics of finance, sets and counting, probability and data analysis. Apply these topics to economics, business and social science.
Prerequisite: Achieve an appropriate score on the mathematics part of the ACT or SAT, or score at an appropriate level on the Mathematics Placement Test, or completion of MAT 034 or MAT 012 or MAT 012E or MAT 012B with a grade of at least C, or successful completion of an approved mathematics preparation course.
Note: Credit is not given for both MAT 133 and MAT 233.

MAT 135*
Statistics – 3 cr hrs
Prerequisite: Achieve an appropriate score on the mathematics part of the ACT or SAT, or score at an appropriate level on the Mathematics Placement Test, or completion of MAT 012 or MAT 012E or MAT 012B with a grade of at least C, or successful completion of an approved mathematics preparation course.
Note: Also offered as MAT 125H; credit is not given for both MAT 135 and MAT 125H, or for both MAT 135 and MAT 223.
MATHEMATICS

MAT 135H* (MATH) Statistics - Honors – 3 cr hrs
Use meaningful data to explore concepts in probability and statistics including measures of central tendency and dispersion. Develop statistical literacy by studying graphical representations of data, discrete and continuous probability distributions, and sampling techniques and theory. Construct and interpret confidence intervals, find lines of best-fit, and perform hypothesis tests for means, proportions and independence. Technology use is required throughout the course for statistical analyses.
Prerequisite: Eligibility for honors courses; achieve an appropriate score on the mathematics part of the ACT or SAT, or score at an appropriate level on the Mathematics Placement Test, or completion of MAT 012 or MAT 012E or MAT 035B or MAT 055 with a grade of at least C, or successful completion of an approved mathematics preparation course.
Note: Also offered as MAT 135; credit is not given for both MAT 135H and MAT 135, or for both MAT 135H and MAT 223. Extra assignments and class meeting times may be required.

MAT 137* (MATH) College Algebra – 3 cr hrs
Learn algebra concepts useful in the fields of business, social science, life science and health science. Study functions and their applications including linear, quadratic, higher-degree polynomial, rational, exponential and logarithmic functions. Solve systems of linear and non-linear equations and inequalities. Explore matrices, sequences and series.
Prerequisite: Achieve an appropriate score on the Mathematics Placement Test, or a grade of C or higher in MAT 037, or successful completion of an approved mathematics preparation course.
Note: MAT 037 and MAT 137 may be taken in the same semester. A grade of at least C is required in MAT 037 in order to start MAT 137. Credit will be given for both MAT 137 and MAT 145 (formerly MAT 141).

MAT 145* (MATH) Precalculus 1 – 3 cr hrs
Learn college algebra and introductory trigonometry. Algebraic topics include multiple representations of polynomial, rational, exponential and logarithmic functions, systems of equations and related graphs, equations, inequalities and applications. Trigonometric topics include an introduction to angle and radian measure, right triangle relationships, trigonometric functions of any angle, laws of sines and cosines, graphs, applications and trigonometric equations.
Prerequisite: Achieve an appropriate score on the mathematics part of the ACT or SAT, or score at an appropriate level on the Mathematics Placement Test, or completion of MAT 012 or MAT 012A or MAT 045 with a grade of at least C.
Note: MAT 045 may be taken in the same semester as MAT 145; a grade of at least C is required in MAT 045 in order to start MAT 145. Credit is not given for both MAT 145 and MAT 137 or for both MAT 145 and MAT 151.

MAT 146* (MATH) Precalculus 2 – 3 cr hrs
Apply trigonometry and advanced algebra to prepare for calculus. Trigonometric topics include angle measurement, definitions of the six trigonometric functions from the right triangle and unit circle perspectives, graphs, identities, inverses, and equations. Algebraic topics include conic sections and a review of functions and graphs.
Prerequisite: MAT 145 (formerly MAT 141).
Note: Credit is not given for both MAT 146 and MAT 151.

MAT 151* (MATH) Accelerated Precalculus – 4 cr hrs
Strengthen algebra and mathematical modeling skills to prepare for further studies in mathematics, engineering, and the sciences. Study equations and graphs including polynomial, rational, exponential, logarithmic, and trigonometric functions. Use trigonometric identities to simplify expressions and solve equations. Explore plane analytic geometry.
Prerequisites: Achieve an appropriate score on the mathematics part of the ACT or SAT, or score at an appropriate level on the Mathematics Placement Test, or completion of MAT 012 or MAT 012E with a grade of at least 6.
Note: MAT 151 is open to all qualified students planning to take calculus. Credit is not given for both MAT 151 and MAT 152 or MAT 151 and MAT 145 (formerly MAT 141) or MAT 151 and MAT 146 (formerly MAT 142). Each section requires use of a graphing calculator. The department recommends the TI-83 or TI-84 and uses one of these for demonstration.

MAT 191* (MATH) Calculus and Analytic Geometry 1 – 4 cr hrs
Find limits, derivatives and integrals of functions. Apply these concepts to explicit, implicit, algebraic, trigonometric and transcendental functions, using derivatives to analyze graphs and to model real situations.
Prerequisite: MAT 151 or MAT 146 or equivalent, or completion of three years of high school mathematics including trigonometry and achieving an appropriate score on the mathematics part of the ACT or SAT or the Mathematics Placement Test.
Note: Credit is not given for both MAT 191 and MAT 192 or MAT 191 and MAT 230. Also offered as MAT 191H; credit is not given for both MAT 191 and MAT 191H.

MAT 192* (MATH) Calculus and Analytic Geometry 2 – 4 cr hrs
Learn numerical and analytical techniques for integration and apply these techniques to solve problems involving definite integrals. Other topics include solving separable differential equations, extending the concepts of calculus to polar and parametric forms, using Taylor polynomials to approximate functions, and determining the convergence or divergence of improper integrals, infinite sequences and infinite series.
Prerequisite: MAT 191 or equivalent.
Note: Also offered as MAT 192H; credit is not given for both MAT 192 and MAT 192H.

MAT 201* Calculus and Analytic Geometry 3 – 4 cr hrs
Extend the ideas of limits, differentiation and integration to two or more dimensions. Study vectors and vector functions, partial differentiation, gradients, directional derivatives and tangent planes, optimization, Lagrange multipliers, iterated integration, line and surface integrals, and the classical theorems of Green, Gauss and Stokes.
Prerequisite: MAT 192 or equivalent.
Note: Also offered as MAT 201H; credit is not given for both MAT 201 and MAT 201H.

MAT 202* (MATH) Linear Algebra – 4 cr hrs
Study vector spaces and linear transformations on finite-dimensional vector spaces. Topics include linear systems, matrices, determinants, inner product spaces and eigenvalues.
Prerequisite: MAT 191 or MAT 191H or equivalent.
Note: Also offered as MAT 202H. Credit is not given for both MAT 202 and MAT 202H.

MAT 212* Differential Equations – 4 cr hrs
Analyze and solve ordinary differential equations of various types: separable, exact, linear equations of all orders and systems of linear equations. Master techniques including integrating factors, undetermined coefficients, the Wronskian, variation of parameters, reduction of order, power series, Laplace transforms and numerical approximations. Solve systems of linear equations using operator methods, numerical approximations and matrix methods. Apply these techniques to various applications including trajectories, mixing, growth, decay, vibrating springs, electric circuits and resonance. Use a mathematical software system as an integral and substantial part of the course.
Prerequisite: MAT 192.
Note: Also offered as MAT 212H; credit is not given for both MAT 212 and MAT 212H.

MAT 221* (MATH) Fundamental Concepts of Mathematics 1 – 4 cr hrs
Primarily for students in the elementary education and early childhood education programs. Demonstrate efficiency using decimal and nondecimal numeral systems, mental computations, estimation, set theory, functions, algorithms and understand their historical development, logic and number theory. Apply problem-solving techniques within each topic. Although MAT 221 and MAT 222 can be taken in either order, the sequential order is recommended.
Prerequisite: Achieve an appropriate score on the mathematics part of the ACT or SAT, or score at an appropriate level on the Mathematics Placement Test, or completion of MAT 012 or MAT 012E or MAT 012B or MAT 037 with a grade of at least C, or successful completion of an approved mathematics preparation course.
MAT 222* (MATH)
Fundamental Concepts of Mathematics – 2 – 4 cr hrs
Examine two- and three-dimensional shapes, measurement, dimensional analysis, congruence and similarity, and coordinate and transformational geometry. Use computers to explore geometric concepts. Apply problem-solving techniques within each topic.
Prerequisite: Achieve an appropriate score on the mathematics part of the ACT or SAT, or score at an appropriate level on the Mathematics Placement Test, or completion of MAT 012 or MAT 012E or MAT 013B, or MAT 037 with a grade of at least C, or successful completion of an approved mathematics preparatory course.
Note: Primarily for students in the elementary education and early childhood education programs. Although MAT 221 and MAT 222 can be taken in either order, the sequential order is recommended. Also offered as MAT 222H; credit is not given for both MAT 222 and MAT 222H.

MAT 223* Fundamentals Concepts of Mathematics – 3 – 4 cr hrs
Primarily for students in the elementary education program. Topics include data collection, sampling, interpreting data, displaying data, correlation and regression, distributions, confidence intervals, probability, and the use of technology.
Prerequisite: MAT 221 or MAT 222 or equivalent.
Note: Credit is not given for both MAT 223 and MAT 135.

MAT 230* (MATH)
Elementary Calculus (For Business and Social Sciences) – 3 cr hrs
Study the basic concepts of calculus with applications to business and social sciences. Learn about limits, continuity, differentiation and integration of polynomial, rational, exponential and logarithmic functions. Apply calculus to problems involving maxima and minima, curve sketching, and the least-squares technique. The course includes an introduction to functions in several variables and partial derivatives.
Prerequisite: MAT 137, MAT 145 (formerly MAT 141), MAT 151 or equivalent.
Note: Credit is not given for both MAT 230 and MAT 191.

MAT 250*
Introduction to Discrete Structures – 3 – 4 cr hrs
Fundamental mathematical concepts and algebraic structures used in theoretical areas of computer science. Topics include sets, relations, functions, mathematical induction, Boolean algebra, Karnaugh maps, introduction to the theory of trees and graphs and combinatorics. The course emphasizes applications of the topics.
Prerequisite: One programming language and either MAT 142 or MAT 151 or higher-level math course.

MECHATRONICS

MEC 110 Mechanical Systems – 4 cr hrs
Learn the principles and concepts needed to safely maintain and troubleshoot a variety of mechanical system components found in industry including bearings, conveyor belts, chain drives, and sprockets. Demonstrate comprehension of preventive maintenance, installation, repair/replacement, and safety procedures using hands-on labs. Build a mechanical systems project utilizing skills learned to complete a final course challenge. Lab fee: $30.

MEC 120* Pneumatics and Hydraulics – 4 cr hrs
Learn the basics of pneumatic, electro pneumatic and hydraulic control circuits in a complex mechatronic system. Master the functions and properties of control elements based upon physical principles, and the roles they play within the system. Use and interpret technical documentation and perform measurements on the pneumatic and hydraulic control circuits. Apply troubleshooting strategies to identify, localize and correct malfunctions and practice preventive maintenance and safety.
Prerequisite: EET 130 or permission of department chair.

MEC 130* Programmable Logic Controllers – 4 cr hrs
Learn about basic digital logic and programmable logic controllers (PLCs) in a mechatronics system using the automation system. Includes basic PLC functions and testing; identification of malfunctioning PLCs; and troubleshooting techniques and strategies to identify and localize PLC hardware generated problems. Writing small programs and problem-solving using computer simulations is emphasized. Lab fee: $30.
Prerequisite: EET 130 or permission of department chair.

MEC 140* Introduction to Robotics – 4 cr hrs
Learn the basic principles of robotics, such as mechanical construction, electronics, sensors, motors and robot programming. This course uses a hands-on approach to introduce the basic concepts, focusing on the construction and programming of autonomous mobile and industrial robots. Work in groups to build and test increasingly more complex robots, culminating in an end-of-semester robot project. Lab fee: $100.
Prerequisite: EET 130 or permission of department chair.

MEC 230* Electric Motor Fundamentals – 2 cr hrs
Learn the fundamentals of AC (split-phase and three-phase) motors and DC (series, shunt, and compound) motors. Explore the specifications, advantages, disadvantages, and troubleshooting procedures of the various technologies through lecture and hands-on labs while practicing safety procedures. Lab fee: $30.
Prerequisite: EET 130 and MEC 110 or permission of engineering department chair.

MEC 266* Mechatronics Systems Capstone – 4 cr hrs
Gain real-world experience in modification and control of automated mechatronic processes. Learn and review safety procedures and guidelines associated with working in an industrial setting. Complete and present a final hands-on project, which includes the design, building, programming, troubleshooting, and integration of a variety of mechatronic subsystems into a fully-functioning automated industrial process. Lab fee: $30.
Prerequisites: MEC 110, MEC 120 and MEC 130 or permission of department chair.

MEDICAL ASSISTING

MDA 100*
Introduction to Medical Terminology – 1 cr hr
Learn basic medical terminology, including prefixes, suffixes, and word roots as they relate to body systems and associated pathological conditions.

MDA 110*
Professionalism in Health Care – 1 cr hr
Introduces health profession students to the elements of professionalism including job commitment, accountability, work ethic, attitude, and quality of work. Students gain a fundamental understanding of the health care professional’s contributions in the work environment. Teamwork, trustworthiness, communication skills, conflict resolution, and customer service in the health care environment are presented. Students prepare a resume, and develop techniques for exploring employment opportunities in health care.
Prerequisite: Eligibility for ENG 101/ENG 101A.

MDA 111*
Laws and Ethics for Health Professionals – 2 cr hrs
Learn the legal and ethical responsibilities of the health care worker, including laws, regulations and industry standards. Explore the principles of moral, bioethical and health etiquette as they apply to current health care delivery, such as stem cell research, refusal of treatment, living wills and right to die issues.
MDA 112*  
**Pharmacology for Health Professions – 3 cr hrs**  
Recognize the history and current principles of pharmacology pertaining to health professions. Discuss drug categories according to body system and therapeutic applications. Identify categories of analgesic and anti-infective medications and their therapeutic effects. Describe the body’s immune response related to vaccine administration and disease prevention.  
**Prerequisite:** Eligibility for ENG 101/ENG 101A.

MDA 113*  
**Medical Terminology – 3 cr hrs**  
Learn medical terminology, including prefixes, suffixes, word roots and medical abbreviations. Utilize concepts presented in a body systems approach that emphasizes key anatomical and physiological terms. Additional topics include pathology, diagnostic procedures, and treatment modalities.  
**Prerequisite:** Eligibility for Honors courses and eligibility for ENG 101/ENG 101A.  
*Note: Also offered as MDA 113; credit not given for both MDA 113H and MDA 113.*

MDA 113H*  
**Medical Terminology - Honors – 3 cr hrs**  
**Prerequisite:** Eligibility for Honors courses and eligibility for ENG 101/ENG 101A.  
*Note: Also offered as MDA 113; credit not given for both MDA 113H and MDA 113.*

MDA 114*  
**Diseases of the Human Body – 3 cr hrs**  
Investigate disease pathology and appropriate terminology. Discuss disorders that affect the whole body, such as immune disorders and neoplasms; thereafter, diseases that primarily affect a specific body system such as cardiovascular, gastrointestinal, renal, and dermatologic disorders. Focus on definition, causes when appropriate, signs and symptoms, clinical findings, treatment, and aspects of patient teaching.  
**Prerequisite:** MDA 112.

MDA 115*  
**Administrative Medical Assisting 1 – 3 cr hrs**  
Review the professional career responsibilities of and practice the skills performed by administrative medical assistants. Utilize competency-based exercises including simulations of skills used in the administration of the physician’s office and other types of healthcare settings, such as: interpersonal communication activities, records management, patient scheduling, and financial transactions.  
**Corequisite:** MDA 113.

MDA 116*  
**Fundamentals of Health Care Delivery Systems – 3 cr hrs**  
Learn the fundamental concepts and operations of health care delivery systems. Concepts include health care entity governance, health status indicators, health manpower, health care financing and utilization, health planning and regulation, and health policy.  
**Prerequisite:** Eligibility for ENG 101/ENG 101A.

MDA 117*  
**Administrative Medical Assisting 2 – 3 cr hrs**  
Perform basic coding of diagnoses, medical procedures and services. Perform financial transactions related to daily operations. Utilize medical terms specific to medical insurance claims. Perform transactions within legal and ethical guidelines for methods of claim transmission. Perform simulation activities of the daily management of the medical office. Discuss the role of the Medical Assistant in the management and supervision of the physician’s office practice.  
**Prerequisite:** MDA 113 and ACA 100, or permission of the department chair.

MDA 118*  
**Intravenous Therapy – 3 cr hrs**  
Learn practices of intravenous therapy (IVT) in the inpatient and outpatient settings. Students are given an overview of IVT theory, techniques for insertion, monitoring, and care and maintenance of external, peripheral intravenous lines. Additional topics include care and maintenance of venous access devices, such as midline peripheral catheters, central venous catheters and internal ports. Other topics include types and purpose of IVT, mechanical and infusion pumps including patient-controlled analgesia, calculation procedures, administration sets, types of fluids related to specific condition and expected outcome and discontinuation. The course focus is on the application and understanding, as well as presenting real-life situations that can occur during IV therapy and their necessary solutions. Lab fee: $50.  
**Prerequisite:** MDA 110, MDA 117, MDA 113, and MDA 112, or permission of the department chair.

MDA 119*  
**Electrocardiography and Cardiac Diagnostics – 3 cr hrs**  
Learn the didactic and associated technical skills to perform an Electrocardiogram. Additional theory includes cardiology, vascular anatomy and physiology of the heart, pathophysiology, electrocardiogram interpretation and the clinical significance related to health, pathology and metabolic conditions. Students manipulate electrocardiogram equipment and perform tracings on other students with instructor supervision. Theory pertaining to additional cardiac testing, such as holter monitoring and stress testing, is presented. Lab fee: $60.  
**Prerequisite:** MDA 110, MDA 111, MDA 113 and MDA 112 or permission of the academic chair.

MDA 200*  
**Electronic Health Records – 3 cr hrs**  
Learn the history and inception of the electronic health record and current health technology nomenclature and standards. Gain a broad perspective of current federal legislation and law governing the electronic health record. Learn to develop practical applications of the electronic health record, including types of medical software, administrative applications and functions for long-term planning, patient scheduling, tracking patient activity, e-communication within health systems, building the patient’s electronic face sheet and chart, electronic ordering and scheduling for testing and diagnostics, creating health forms, electronic health imaging, building health system and medical databases, electronic patient encounter forms and electronic billing systems in the health care setting.  
Lab fee: $30.  
**Prerequisite:** Eligibility for ENG 101/ENG 101A.

MDA 274*  
**Professional Seminar – 1 cr hr**  
Learn the traits and behaviors of the professional medical assistant, and the importance of credentialing. Prepares the student for the externship experience. This course also provides a comprehensive review of the American Association of Medical Assistants (AAMA) administrative, clinical and general competencies required for Certified Medical Assistant (CMA) national examination.  
**Prerequisite:** MDA 113, MDA 115, MDA 117, MDA 140, MDA 142, HCA 100.

MDA 275*  
**Medical Assisting Practicum – 3 cr hrs**  
Requires 160 hours supervised field experience between 8 a.m. and 5 p.m. Monday through Friday. Concluding medical assisting course that provides practical experience in medical offices. You receive a grade of pass or fail.  
**Prerequisite:** Completion of all courses required for the MDA certificate with a minimum 2.0 GPA; meeting technical standards of the medical assisting department; current certification in Basic Life Support for Healthcare Providers (CPR). Contact MDA coordinator, 410-777-7239 prior to registering for course.  
*Note: Practicum (MDA 275) internship requires 160 hours of unpaid field experience in a physician’s office.*
MEDICAL LABORATORY TECHNICIAN

**MLT 100***
**Introduction to the Medical Laboratory – 4 cr hrs**
Apply basic principles and practices of laboratory medicine in clinical hematology, immunology and microbiology. Develop familiarity with the blood bank and the study of body fluids, including urinalysis. Demonstrate laboratory activities including specimen-handling and phlebotomy procedures. Students will perform phlebotomy procedures on one another. Prepare for entry-level jobs as medical laboratory assistants in hospitals, medical laboratories and physician office laboratories. Tech-Lab fee: $170.

Prerequisite: Acceptance into the Medical Laboratory Technician Program or permission of the MLT Program Coordinator.
Note: You must register for both MLT 100 and MLT 100LB.

**MLT 100LB**
**Introduction to Medical Laboratory - Lab – 0 cr hr**
Note: Lab for MLT 100. You must register for both MLT 100 and MLT 100LB.

**MLT 101***
**Urinalysis and Body Fluids – 3 cr hrs**
Recognize the anatomy and physiology of the genitourinary system and the principles and procedures of the complete urinalysis. Topics include physical, chemical, and microscopic examinations of urine as well as other body fluids such as cerebrospinal, synovial, serous, seminal, amniotic, gastric, and fecal analysis. Learn Clinical Laboratory Improvement Act of 1988 (CLIA 88) Waived and Moderate test methods, specimen collection and handling, analyses, and correlation with disease states. Tech-Lab fee: $170.

Prerequisite: MLT 100 with a minimum grade of C or better and permission of the MLT Program Coordinator.
Note: You must register for both MLT 101 and MLT 101LB.

**MLT 101LB**
**Urinalysis and Body Fluids Lab – 0 cr hr**
Note: Lab for MLT 101. You must register for both MLT 101 and MLT 101LB.

**MLT 103***
**Entry Level Clinical Laboratory Testing – 4 cr hrs**
Learn Clinical Laboratory Improvement Amendment of 1988 (CLIA’88) Waived and Point of Care testing methods associated with outpatient drawing stations. Learn accessioning techniques such as centrifugation to prepare samples for clinical laboratory testing. Learn the quality assurance procedures that must be performed to ensure accurate testing results. Tech-Lab fee: $125.

Prerequisite: MLT 100 or MLT 125 or permission of the MLT program coordinator.

**MLT 125***
**Phlebotomy – 4 cr hrs**
Learn venipuncture theory and techniques, concepts of cardiovascular anatomy, physiology and terminology and an introduction to standard hospital laboratory tests. Tech-Lab fee: $100.

**MLT 202***
**Clinical Microbiology – 4 cr hrs**
Recognize pathogenic bacteria including the characteristics of isolation and identification. Develop a familiarity with virology, parasitology, and mycology. This course prepares students for the clinical practicum in a clinical microbiology laboratory. Tech-Lab fee: $180.

Prerequisite: MLT 101 and BIO 223 both with a C or better, or permission of the MLT Program Coordinator.
Note: You must register for both MLT 202 and MLT 202LB.

**MLT 202LB**
**Clinical Microbiology lab – 0 cr hr**
Note: Lab for MLT 202. You must register for both MLT 202 and MLT 202LB.

**MLT 203***
**Clinical Chemistry – 4 cr hrs**
Apply concepts of spectroscopy and protein separation techniques. Review techniques and instrumentation used to analyze specimens in a clinical chemistry laboratory. Correlate clinical data with organ function and the presence of disease conditions. Tech-Lab fee: $180.

Prerequisites: CHE 111 and MLT 101 both with a C or better, or permission of the MLT Program Coordinator.
Note: Also offered as MLT 203H: credit not given for both MLT 203 and MLT 203H.

**MLT 203LB**
**Clinical Chemistry lab – 0 cr hr**
Note: Lab for MLT 203. You must register for both MLT 203 and MLT 203LB.

**MLT 204***
**Clinical Immunology/Immunohematology – Honors – 4 cr hrs**
Learn principles and practices of clinical immunology and clinical immunohematology (blood banking). Topics include antibody structure and function, the complement system, and disorders of the immune system. Blood bank topics include blood group systemization, compatibility testing, donor testing, cross matching, specialized testing, and transfusion reaction. Tech-Lab fee: $180.

Prerequisite: MLT 101 with a grade of C or better and eligibility for Honors courses.
Note: Also offered as MLT 204; credit not given for both MLT 204H and MLT 204.

**MLT 204H***
**Clinical Immunology/Immunohematology - Honors – 4 cr hrs**
Tech-Lab fee: $180.
Prerequisite: MLT 101 with a grade of C or better and eligibility for Honors courses.
Note: Also offered as MLT 204; credit not given for both MLT 204H and MLT 204.

**MLT 204LB**
**Clinical Immunology/Immunohematology laboratory – 0 cr hr**
Note: Lab for MLT 204. You must register for both MLT 204 and MLT 204LB.
15 weeks – Sept. 2-Dec. 19
001 W 12:30-2:30 pm Arnold
002 W 2:30-4:30 pm Arnold

**MLT 205***
**Clinical Hematology – 4 cr hrs**
Demonstrate understanding of hemostasis, hematopoiesis, cell morphology, cell reproduction, and pathology. Recognize correlations of morphology and cell indices as related to healthy states and to blood dyscrasias. In college laboratory, perform both differentiation and manual and automated cell count tests. Tech-Lab fee: $180.

Prerequisite: MLT 101 with a grade of C or better, or permission of the MLT Program Coordinator.
Note: Also offered as MLT 205H: credit not given for both MLT 205 and MLT 205H.

**MLT 205LB**
**Clinical Hematology Laboratory – 0 cr hr**
Note: Lab for MLT 205. You must register for both MLT 205 and MLT 205LB.

**MLT 274***
**Medical Laboratory Assistant Practicum – 2 cr hrs**
Apply practical theory and skills learned in previous MLT courses in the clinical laboratory assistant laboratory setting under the supervision of a clinical preceptor. Rotate through the areas of a clinical laboratory with a focus on the accessioning process either through simulation or at an assigned clinical rotation laboratory or a combination of both. Tech-Lab fee: $40.
Prerequisite: MLT 100, MLT 101, MLT 102, and MLT 103 or by permission of the department chair.
Note: Students who receive a final grade below C are awarded an F in the course. Eligibility for national certification includes a final grade of C or better, or work experience as a clinical laboratory assistant, and payment of an additional fee to the certifying organization.
MUSIC

MUS 100 ARTS & HUM
Music Appreciation – 3 cr hrs
A non-technical course for those who wish to enrich their enjoyment of music by listening to performances from varying sources, ranging from the classical tradition to contemporary jazz. Topics include listening techniques, basic musical forms and the social and historical context for musical creation and popular taste. No previous training in music is required.

Note: This course uses a Web-based text and requires text internet access for course content and quizzes/tests.

MUS 101 ARTS & HUM
Music Fundamentals – 3 cr hrs
Analyze and discuss rhythm, harmony and melody. Evaluate basic elements of musical notation. Apply fundamentals of analysis and transcription. This course is the foundation for further study of music theory and composition.

MUS 113* Music Theory and Ear Training 1 – 4 cr hrs
A study of diatonic harmony through part writing and analysis of music. Sight singing, writing music from dictation, clefs, intervals and rhythms are studied. Lab fee: $3.

Prerequisite: MUS 101 or permission of department chair.

MUS 141 Class Piano 1 – 2 cr hrs
Teaches beginning basic keyboard techniques including sight reading of early level pieces. Play and write major and minor scales. Play chord progressions, cadences and elementary to early intermediate level repertoire. Lab fee: $3.

MUS 151 Class Voice 1 – 2 cr hrs
Learn basic singing techniques and correct breathing, tone production, vowel formation and diction. Study standard vocal literature.

MUS 180 Orchestra – 1 cr hr
Reading and performance of orchestral works selected from the baroque to contemporary eras. Open to all qualified players; an audition may be required. Programs are prepared for college and public performance and are a regular part of the course. Lab fee: $5.

May be repeated for credit; a total of four credits may be earned.

MUS 181 Jazz Band – 1 cr hr
Reading and performance of jazz and stageband music. Open to all qualified players; an audition may be required. Programs are prepared for college and public performance and are a regular part of the course. Lab fee: $5.

May be repeated for credit; a total of four credits may be earned.

MUS 182 Concert Choir – 1 cr hr
Performance of music literature from the Renaissance through contemporary periods. Programs are prepared for college and public performance and are a regular part of the course. May be repeated for credit; a total of four credits may be earned. Lab fee: $5.

MUS 184 Concert Band – 1 cr hr
Read and perform concert band and wind ensemble music. Open to all qualified players; audition may be required. Programs are prepared for college and public performance. Lab fee: $5.

May repeat for a total of four credits.

MUS 188* Chamber Singers – 1 cr hr
Explore choral music compositions from antiquity to contemporary music through small choral ensemble. Participate in performances at college and community events. Lab fee: $5.

Prerequisite: Audition required, or approval of instructor or department chair.

Note: Course may be repeated for credit; a total of four credits may be earned.

MUS 192 Applied Music: Acoustic Bass – 2 cr hrs

MUS 193 Applied Music: Bassoon – 2 cr hrs

MUS 194 Applied Music: Cello – 2 cr hrs

MUS 195 Applied Music: Clarinet – 2 cr hrs

MUS 197 Applied Music: Euphonium – 2 cr hrs

MUS 198 Applied Music: Flute – 2 cr hrs

MUS 199 Applied Music: Acoustic Guitar – 2 cr hrs

MUS 204 Applied Music: Horn – 2 cr hrs

MUS 206 Applied Music: Oboe – 2 cr hrs

MUS 207 Applied Music: Organ – 2 cr hrs

MUS 208 Applied Music: Percussion – 2 cr hrs

MUS 209 Applied Music: Piano – 2 cr hrs

MUS 209B Applied Music: Piano – 1 cr hr

MUS 210 Applied Music: Saxophone – 2 cr hrs

MUS 211 Applied Music: Trombone – 2 cr hrs

MUS 212 Applied Music: Trumpet – 2 cr hrs

MUS 213* Music Theory and Ear Training 3 – 4 cr hrs
Continues studies completed in MUS 114, Music Theory and Ear Training 2. Conduct an in-depth study of chromatic harmony; examine some techniques of 20th century composition. Learn writing in small forms. Continue developing sight singing, dictation and keyboard skills. Analysis of works relating to problems being studied. Lab fee: $3.

Prerequisite: MUS 113 and MUS 114 or permission of department chair.

MUS 215 Applied Music: Tuba – 2 cr hrs

MUS 216 Applied Music: Viola – 2 cr hrs

MUS 217 Applied Music: Violin – 2 cr hrs

MUS 218 Applied Music: Voice – 2 cr hrs

MUS 219 Applied Music: Electric Bass Guitar – 2 cr hrs
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<tr>
<th>Course Code</th>
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| NUR 120*   | Foundations for Nursing | 7 cr hrs  
Gain acquired nursing concepts, principles, and skills to provide care for one adult client with alterations in functioning of biopsychosocial systems that have predictable outcomes. Clinical fee: $400. Lab fee: $300. Prerequisites: BIO 231 or BIO 232 or equivalent during B or better. Corequisites: NUR 121 and NUR 122 and BIO 232 or BIO 234 or equivalent. |
| NUR 121*   | Basic Physical Assessment | 1 cr hr  
Acquire nursing assessment skills to provide care for adult clients. Prerequisites: BIO 231 or BIO 232 or equivalent during a grade of B or better. Corequisites: NUR 120 and NUR 122 and BIO 232 or BIO 234 or equivalent. |
| NUR 122*   | Nursing Perspectives 1 | 1 cr hr  
Acquire an introduction to nursing history and theory, ethical and legal concepts, trends in nursing practice and evidence-based practice, and principles of quality health care. Prerequisites: BIO 231 or BIO 232 or equivalent during a grade of B or better. Corequisites: NUR 120 and NUR 121 and BIO 232 or BIO 234 or equivalent. |
| NUR 130*   | Nursing of Adult Clients in Health and Illness 1 | 5 cr hrs  
Develop nursing concepts, principles, and skills to provide care that optimizes the health and wellness of one to two adult clients with alterations in functioning of biopsychosocial systems in medical-surgical settings that have predictable outcomes. Clinical fee: $200. Lab fee: $150. Prerequisites: NUR 120, NUR 121 and NUR 122 with a C or better. |
| NUR 131*   | Maternal, Newborn Nursing and Women’s Health | 4 cr hrs  
Develop nursing concepts, principles, and skills to provide care that optimizes the health and wellness of one to two adult clients. The focus is specific to women’s health from adolescence through menopause and initial care of the newborn that have predictable outcomes to include both healthy women and newborns as well as those with alterations of functioning of biopsychosocial systems. Lab fee: $150. Clinical fee: $200. Prerequisites: NUR 120, NUR 121 and NUR 122 with a grade of C or better. |
| NUR 180*   | LPN, Paramedic or Veteran to RN Transition | 2 cr hrs  
Gain supervised and directed laboratory experiences to prepare the Licensed Practical Nurse, Paramedic, Navy Corpsman, and/or Army Medic to transition into the role of the Registered Nurse. Clinical fee: $100. Lab fee: $50. Prerequisites: B10 231 with a grade of B or better and BIO 232 or BIO 233 (with a grade of B or better) and BIO 234, PSY 111 and PSY 211, ENG 101/ENG 101A and ENG 102, general education mathematics, BIO 223 with grades of C or better. Note: Requires dual enrollment with American Public University System and permission of the Director of Nursing and Healthcare Initiatives. |
| NUR 220*   | Nursing of Adult Clients in Health and Illness 2 | 5 cr hrs  
Develop nursing concepts, principles, and skills to provide care that optimizes the health and wellness of two adult clients and one mental health client with alterations in functioning of biopsychosocial systems in mental health and medical-surgical settings that have predictable outcomes. Clinical fee: $200. Lab fee: $150. Prerequisites: NUR 130 with a grade of C or better. |
| NUR 221*   | Nursing Care of Children and Families | 4 cr hrs  
Develop nursing concepts, principles, and skills to provide care that optimizes the health and wellness of one to two pediatric clients and their families. This includes both healthy children and those with alterations in functioning of one or more biopsychosocial systems with predictable outcomes. Clinical fee: $200. Lab fee: $150. Prerequisites: NUR 131 and PSY 211 with a grade of C or better. |
| NUR 230*   | Nursing Management of Clients with Complex Health Problems and Transition | 9 cr hrs  
Learn to integrate nursing concepts, principles, and skills to provide care that optimizes the health and wellness of three adult clients with alterations in functioning of biopsychosocial systems in medical-surgical settings that may have unpredictable outcomes. Clinical fee: $400. Lab fee: $400. Prerequisites: NUR 220 and NUR 221 with a grade of C or better. Corequisite: NUR 231. |
| NUR 231*   | Nursing Perspectives 2 | 1 cr hr  
Learn to integrate the dimensions of wellness, ethical and legal concepts, trends in nursing practice, and integrate health concepts in preparation to transition from nursing student to graduate professional nurse. Prerequisites: NUR 220 and NUR 221 with a grade of C or better. Corequisite: NUR 230. |

**MUSIC | NURSING | PARALEGAL STUDIES**

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Description</th>
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| MUS 221*   | Applied Music: Composition | 2 cr hrs  
Private study in composition. Prerequisite: MUS 114 or approval of coordinator. |
| MUS 222    | Applied Music: Conducting | 2 cr hrs  
|
| MUS 280*   | History of Music 1 | 3 cr hrs  
Examine the development of music in the western world from the period of ancient Greece to the middle baroque period. Emphasis on a stylistic analysis of the music. Prerequisite: MUS 101 or permission of department. Note: Although MUS 260 and MUS 261 can be taken in either order, the sequential order is recommended. |
| MUS 262    | World Music: Music As Culture | 3 cr hrs  
Use music as an entry into a variety of cultures, social classes and populations. The course introduces students to experiences, perspectives, and values different from those found among the dominant populations of the United States and Western Europe. Materials will be drawn from traditions throughout the globe to illustrate issues of historical and contemporary significance, including the impact of race, class and gender on music. |
| LGS 100*   | Introduction to the Law | 3 cr hrs  
Survey topics and skills related to law and jurisprudence. Analyze the history and development of the law and describe how the law affects individuals, government, and businesses in today’s society. Discuss constitutional law principles, judicial decision-making, the state and federal court systems. Examine substantive criminal law, family law, contracts, torts, property, and procedural law. Lab fee: $10. Prerequisite: Eligibility for ENG 101/ENG 101A. Note: Not available to paralegal or law and jurisprudence majors to fulfill required or elective course. |
PARALEGAL STUDIES

LGS 111*
Introduction to Paralegal Studies – 3 cr hrs
Gain a general perspective of the legal system and the role of paralegals within that system. Topics include court systems, jurisdiction, legal research and writing, civil procedure, criminal law and procedure, legal ethics, investigation and interviewing techniques, torts, contracts, family law, estates and trusts, and alternative dispute resolution. Evaluate client scenarios and understand the variety of lenses upon which the law may be viewed. Lab fee: $10.
Prerequisite: Eligibility for ENG 101/ENG 101A.

LGS 112*
Law Office Practice and Technology – 3 cr hrs
Explore the technology that enhances law office management processes and procedures and supports the modern-day practice of law. Gain hands-on experience with software related to case management, timekeeping and billing, docket control, electronic discovery (e-discovery), marketing via the Internet and computer-aided report preparation and presentations. Lab fee: $25.
Prerequisite: Grade of C or better in LGS 111.

LGS 141*
Electronic Legal Research – 1 or 3 cr hrs
Learn and apply computer-assisted legal research strategies to locate primary and secondary sources of law; develop research strategies; identify appropriate databases, formulate and apply diverse search techniques, and evaluate results. Identify appropriate use of print, free online, or paid online legal information sources. Enrollment is limited. Lab fee: $35.
Prerequisite: Grade of C or better in LGS 111.
Prerequisite or corequisite: LGS 143.

LGS 143*
Legal Research and Writing 1 – 3 cr hrs
Learn techniques of legal research and writing with an emphasis on legal research. Explore topics that include issue identification, an overview of the research process and the American system of law, primary and secondary sources of law, citators, and legal citations. Learn and apply writing skills to complete memoranda and case briefs. Lab fee: $10.
Prerequisite: Grade of C or better in LGS 111 or permission of legal studies director.

LGS 144*
Legal Research and Writing 2 – 3 cr hrs
Learn techniques of advanced legal research and writing with an emphasis on the written aspect of the role of a paralegal. Prepare several written products including case briefs, correspondence, objective memoranda, persuasive memoranda, federal and state court complaints, discovery documents, and motions, including emphasis on detailed legal citation, issue identification and the FIRAC method. Learn and practice oral communication techniques. Lab fee: $45.
Prerequisite: Grade of C or better in LGS 141 and LGS 143.

LGS 160*
Domestic Relations – 3 cr hrs
Analyze legal matters relating to marriage, divorce, separation, annulment, child support, alimony, adoption, custody and related topics. Examine the practical aspects of the paralegal’s role in this field. Lab fee: $10.
Prerequisite: Grade of C or better in LGS 111.

LGS 170*
Civil Procedure – 3 cr hrs
Gain a basic understanding of civil litigation processes and procedures. Explore topics that include state and federal court systems, pleadings, court documents, discovery, trial, parties, judgments and attacks on judgments. Lab fee: $10.
Prerequisite: Grade of C or better in LGS 111.

LGS 171
Tort Law – 3 cr hrs
Familiarizes students with all aspects of tort law. Topics include intentional torts, negligent torts, defenses, joint tortfeasors and strict liability. Lab fee: $10.
Prerequisite or corequisite: LGS 111, LGS 253 or BPA 253.

LGS 205*
Cyberlaw – 3 cr hrs
Introduces students to emerging laws of cyberspace. Explore methods of investigating and preventing cybercrimes and infringements upon information security. Discuss laws governing e-commerce and intellectual property protections, focusing on landmark and other cases such as Napster. The class will also debate privacy rights and free speech on the Internet. Lab fee: $10.
Prerequisite: LGS 111 or LGS 117 or LGS 253.
Note: Students with no prior computer experience are encouraged to take one of the following before taking this course: CTA 100 or CTP 103.

LGS 210*
Legal Ethics – 3 cr hrs
Analyze ethical considerations in the legal field. Explore the history of the legal profession, regulation of lawyers, professional discipline, lawyer-client relationship, lawyer competence, confidentiality, conflicts of interest and the adversary system. Understand the practical aspects of the paralegal’s role in the ethical practice of law and what constitutes the unauthorized practice of law. Lab fee: $10.
Prerequisite: Grade of C or better in LGS 111.

LGS 215
Criminal Law – 3 cr hrs
Examines pertinent aspects of federal and state criminal law. Includes basic elements of law and specific issues of interest to law enforcement. Discuss recent court decisions relating to crimes against the person and property. Lab fee: $10.

LGS 216
Criminal Evidence and Procedure – 3 cr hrs
Study key issues relating to criminal procedure including an examination of the Fourth, Fifth, Sixth and Eighth Amendments of the United States Constitution. Examine the rules of evidence including concepts such as relevancy, witnesses, hearsay, chain of custody and the trial process with a focus on procedure in Maryland courts. Lab fee: $10.

LGS 217 (M, SOC SCI)
Constitutional Law – 3 cr hrs
Examine the United States Constitution and Bill of Rights. Analyze cases focusing on governmental powers and limitations, due process, free speech, privacy rights and religious freedoms and apply these concepts to today’s constitutional issues. Lab fee: $10.
Note: This course is not considered a legal specialty course for the purpose of earning legal specialty credits in the Paralegal Studies Program. However, it may be applied as a general elective in the Paralegal Studies Program as noted in the program description. Please see an advisor before registering for this course.

LGS 250
Legal Issues for Business – 3 cr hrs
Learn legal consequences in the launch and operation of a business. Examine practical ways to minimize liability in areas such as business organization and management, obligations created by contracts and torts, and relationships between employers and employees and between creditors and debtors. Study government regulation and property interests, and intellectual property law. Lab fee: $5.
Note: This course is not considered a legal specialty course for the purpose of earning legal specialty credits in the Paralegal Studies Program. However, it may be applied as a general elective in the Paralegal Studies Program as noted in the program description. Please see an advisor before registering for this course.

LGS 253
Business Law 1 – 3 cr hrs
Study basic principles of law and their impact on common business transactions. Explore sources of law, the judicial system, a wrongdoer’s liability for harm to society (crimes) and to the injured party (torts), the formation and performance of contracts, the ownership and transfer of personal and real property, principals and their agents and factors to be considered in choosing the form of a business (partnership and corporations) to be organized. Lab fee: $5.
Note: Also offered as LGS 253H; credit is not given for LGS 253 and also LGS 253H.

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For section and instructor information, visit www.aacc.edu/course-search.
LGS 254*
**Business Law – 3 cr hrs**
Examine the legal consequences of a variety of business decisions, including the form of business organization. Explore competing interests of buyers and sellers, creditors and debtors, suppliers and consumers. Study of the Uniform Commercial Code follows a sales transaction from drawing up a contract through financing. Evaluate government regulation of business, stressing antitrust laws, employer-employee relations and securities regulations. Survey estate planning and trusts. Lab fee: $5.
*Prerequisite: LGS 253 or LGS 253H.*
*Note: Also offered as LGS 254H; credit is not given for LGS 254 and also LGS 254H.*

LGS 271
**Civil Rights Law – 3 cr hrs**
Focus on the historical perspective of discrimination based on race, gender, national origin, ethnicity, disability, religion, sexual orientation, and gender identity using United States Supreme Court decisions and federal legislation as well as extrajudicial data and experiences to address and analyze civil rights issues of discrimination, exploitation, and differential treatment in the law and society. Gain perspective on the social and historical structures in place that both advance discrimination and provide remedies for resolving the effects of discrimination. Topics include local government reaction to federal civil rights legislation, voting rights, marriage and reproductive rights, contract rights, employment, education, public accommodation, and property rights.

LGS 275*
**Paralegal Internship – 3 cr hrs**
Students gain practical experience in the functions and responsibilities of a paralegal on the job. Placement will afford lawyer-supervised opportunities to integrate and reinforce classroom principles and concepts. May be repeated once for credit. Lab fee: $10.
*Prerequisite: 14 credits including LGS 111 and LGS 143 with an overall grade point average of 2.5 or better, including a C or better in all LGS courses, or permission of internship coordinator. LGS 144 and LGS 170 advisable.*
*Note: Students will be provided with numerous internship opportunities and mentorship in securing placement; however, it is the student’s responsibility to be interviewed and accepted by the internship agency.*

PHILOSOPHY

PHL 111*
**Introduction to Philosophy – 3 cr hrs**
Critically read and evaluate theories regarding the nature of reality, the nature and scope of knowledge and the nature and extent of our ethical obligations to others.
*Prerequisite: Eligibility for ENG 101/ENG 101A.*

PHL 141*
**Introduction to Logic – 3 cr hrs**
Analyze formal and informal systems of logic, including categorical propositions and syllogisms, propositional and natural deduction, and formal and informal fallacies. Apply methods and rules for distinguishing between sound and unsound arguments often used by writers, politicians, and scientists.
*Prerequisite: Eligibility for ENG 101/ENG 101A.*

PHL 142*
**Ethics – 3 cr hrs**
Evaluate ethical theories concerning good and evil, right and wrong behavior, vice and virtue, and the methods used in moral decision-making. Evaluate moral theories and apply them to current case studies.
*Prerequisite: Eligibility for ENG 101/ENG 101A.*

PHL 146*
**Contemporary Moral Problems – 3 cr hrs**
Examine some of the currently debated ethical and social issues in our culture such as reproductive rights, sexual violence, death penalty, affirmative action and censorship. Reflect critically on the ways in which factors such as race, gender, ethnicity, class, disability and sexuality operate in our culture and how those factors consequently both shape and are shaped by the terms on which these issues are (or are not) debated.
*Prerequisite: Eligibility for ENG 101/ENG 101A.*

PHL 194*
**Ethics and the Information Age – 3 cr hrs**
Analyze ethics and moral philosophy as a means for providing a framework for ethically grounded decision making in the information age. Lab fee: $25.
*Prerequisite: Eligibility for ENG 101/ENG 101A. Credit is not given for both CTP 194 and any of the following courses: CTP 194H, PHL 194, PHL 194H.*

PHYSICAL EDUCATION

PHE 215
**Cardio Fitness – 1 cr hr**
Develop and improve cardiorespiratory endurance, muscular strength, muscular endurance, flexibility and body composition using principles of aerobic exercises. Demonstrate a variety of exercises utilizing the FITT principle (frequency, intensity, time, and type) that can be modified for all fitness levels. Lab fee: $10.

PHE 222
**Cardiovascular Kickboxing – 1 cr hr**
Improvement of cardiovascular strength and endurance through kickboxing. Lab fee: $6.

PHE 223
**Weight Training – 1 cr hr**
Physiological development through conditioning programs using various weight-training techniques.

PHE 228
**Martial Arts – 1 cr hr**
Learn knowledge and acquire skills of martial arts training techniques to enhance physical fitness, self-discipline and the ability to defend one’s self using striking, grappling, controlling and throwing techniques.

PHE 233
**Hatha Yoga – 1 cr hr**
Study a comprehensive system of health culture developed in ancient India as a concise discipline to integrate a person mentally, physically and spiritually.

PHE 236
**Golf 1 – 1 cr hr**
Demonstrate progressive development of skills and strategies of golf. Apply the basic rules of the sport to engage in skill development activities and games. Lab fee: $50.
*Note: Equipment is provided for the course including clubs, golf bag, balls and tees.*

PHE 266
**High Intensity Interval Training – 1 cr hr**
Develop cardiorespiratory endurance, muscular strength, and muscular endurance using high-intensity interval training (HIIT). Demonstrate exercises using alternating bouts of brief higher intensity intervals with either rest or lower intensity workloads throughout an exercise routine. Lab fee: $10.
PHYSICAL SCIENCE

PHS 100*  [SCIENCE LAB]
General Physical Science – 4 cr hrs
Explore science in the context of classroom demonstrations, laboratory activities, and the student’s personal experiences. Apply the fundamental principles of physics and chemistry to observable phenomena. Develop critical thinking skills, evidence-based reasoning, and ability to implement the scientific method. Lab fee: $40. Prerequisite: Eligibility for ENG 101/ENG 101A. Note: Also offered as PHS 100H; credit is not given for both PHS 100 and PHS 100H.

PHS 109*  [SCIENCE]
General Oceanography – 3 cr hrs
Survey the physical, chemical, meteorological, biological, and geological aspects of the oceans. Topics include waves, currents, tides and the chemistry of seawater, ecosystems and life in oceans and estuaries, plate tectonics, and marine sediments. Discuss environmental trends and problems. Prerequisite: Eligibility for ENG 101/ENG 101A. Note: This course does not satisfy the curricular requirements for a laboratory science course.

PHS 111*  [SCIENCE]
History of Science – 3 cr hrs
Study the development of science and technology, from ancient times to the present, and discuss the effects of scientific developments on political and social affairs. The application of the scientific method in the development of the basic concepts of modern science is stressed, as are the crucial observations and experiments which led to those concepts. Prerequisite: Eligibility for ENG 101/ENG 101A. Note: This course does not satisfy the curricular requirements for a laboratory science course.

PHS 119*  [SCIENCE LAB]
Fundamentals of Weather – 4 cr hrs
Explore basic principles of atmospheric science and investigate types of interesting weather phenomena. Learn about atmospheric warming mechanisms, development of clouds, global and regional wind patterns and all categories of severe weather developments. Analyze and interpret weather maps, satellite images and atmospheric thermodynamic diagrams. Develop informed conclusions about Earth’s weather and climate changes. Lab fee: $30. Prerequisite: Eligibility for MAT 137 or MAT 145 or MAT 151 and eligibility for ENG 101/ENG 101A.

PHS 120*  [SCIENCE LAB]
Global Climate Change – 3 cr hrs
Investigate the causes and consequences of global climate change. Learn the science behind our changing climate and how atmospheric carbon dioxide affects the air, land, and water. Research the effects of climate change on plants, animals, and the oceans. Determine the health, economic, and social impacts of climate change on humans. Interpret climate science data, discuss international climate agreements, and learn about mitigation efforts that help fight climate change. Prerequisite: Eligibility for ENG 101/ENG 101A and any general education mathematics.

PHS 200*  [SCIENCE LAB]
Earth and Space Science – 4 cr hrs
Explore the Earth and its dynamic processes in the context of its location in our solar system and universe. Discover how our model of the solar system changed from ancient times to the present. Compare the Earth to other planets, and our solar system to exoplanetary systems. Emphasis is placed on the nature of science and student exploration. Primarily for students who plan to teach preschool through grade eight. Lab fee: $30. Prerequisite: PHS 100.

PHYSICAL THERAPIST ASSISTANT

PTA 101*
Introduction to Physical Therapist Assistant – 3 cr hrs
Introduces the profession of physical therapy including the purpose, history and practice structure. Includes the scope of practice, ethics and roles of the health care provider. Teaches basic patient care procedures and documentation. Ait Lab: $100. Prerequisite: Acceptance into the PTA Program.

PTA 101LB
Introduction to Physical Therapist Assistant Lab – 0 cr hr
Note: Lab for PTA 101. You must register for both PTA 101 and PTA 101LB.

PTA 150*
Functional Anatomy for the Physical Therapist Assistant – 1 cr hr
Bridge content and learning from human anatomy and physiology coursework to kinesiology coursework. Students will participate in both hands-on learning activities and interactive Internet links to promote basic knowledge of bone, muscle, and joint anatomy and physiology. From that knowledge, students will develop an understanding of how anatomy and physiology relate to function. Ait Lab: $25.

PTA 201*
Physical Therapist Assistant 3 – 4 cr hrs
Theory of orthopedic conditions and their underlying pathology. Skill development includes integrated rehabilitation techniques of these conditions. Ait Lab: $100. Prerequisites: PTA 104, PTA 105 and PSY 211. Corequisites: PTA 202 and PTA 203.

PTA 201LB
Physical Therapist Assistant 3 Lab – 0 cr hr
Note: Lab for PTA 201. You must register for both PTA 201 and PTA 201LB.

PTA 202*
Physical Therapist Assistant 4 – 4 cr hrs
Theory and pathology of conditions which may require long-term rehabilitation techniques. Skill development focuses on techniques which enhance the level of function. Ait Lab: $100. Prerequisites: PTA 104, PTA 105 and PSY 211. Corequisites: PTA 201 and PTA 203.

PTA 202LB
Physical Therapist Assistant 4 Lab – 0 cr hr
Note: Lab for PTA 202. You must register for both PTA 202 and PTA 202LB.

PTA 203*
Clinical Practice 2 – 4 cr hrs

PHYSICIAN ASSISTANT

PHA 112*
Clinical Medicine 1 – 8 cr hrs
Apply clinical decision-making theory of medicine using a body system approach including clinical presentation, differential diagnosis, laboratory findings and treatment modalities. Integrate the study of gerontology. The laboratory component focuses on the practice of skills and use of equipment encountered in health care settings. Lab fee: $150. Prerequisites: PTA 105 and PHA 110. Corequisites: PHA 114, PHA 115 and PHA 120.

PHA 112LB
Clinical Medicine 1 Lab – 0 cr hr
Note: Lab for PHA 112. You must register for both PHA 112 and PHA 112LB.

PHA 114*
Pediatric Medicine 1 – 2 cr hrs
Develop an operational understanding of diseases of the pediatric population with an emphasis on prevention, presentation, differential diagnosis, and treatment modalities. Includes illnesses specific to the newborn and adolescent. Prerequisites: PHA 105 and PHA 110. Corequisites: PHA 112, PHA 115 and PHA 120.
PHYSICIAN ASSISTANT | PHYSICS | POLITICAL SCIENCE

**PHYSICIAN ASSISTANT**

- **PH 223**
  - **Clerkship 5 – 4 cr hrs**
  - Participate in a supervised clinical experience designed to provide the student with an opportunity to obtain medical data, formulate and implement a medical diagnosis and treatment plan. The clinical experience will be in one of the required specialties such as internal medicine or an elective subspecialty such as cardiology. Engage in tutorial sessions and on-site evaluation by faculty. Students must demonstrate clinical competence and pass an examination to complete the course. Clinical fee: $1,500.
  - Prerequisite: PHA 222.

**PHYSICS**

- **PHY 105**
  - **How Things Work – 3 cr hrs**
  - Explore the physical principles involved in everyday objects with a focus on their designs, principles of operation, histories and relationships to one another. Apply concepts to everyday technology involving mechanical and thermal processes, electromagnetism, light and radiation, and both atomic and nuclear physics.
  - Prerequisite: Eligibility for ENG 101/ENG 101A and any general education math.
  - Note: This course does not satisfy the curricular requirements for a laboratory science course.

- **PHY 111**
  - **Fundamentals of Physics 1 – 4 cr hrs**
  - Discover the fundamental concepts and methods of physics. Study the classical principles and their application to algebra-based mathematical analysis of physical problems. Analyze topics including mechanics (kinematics, laws of motion, force, momentum, and energy), fluids, and heat. Meets the requirements of career programs and transfer programs in liberal arts, secondary education and health-related fields that require algebra-based general physics.
  - Lab fee: $40.
  - Prerequisites: MAT 137 or MAT 145 with a grade of C or better or eligibility for MAT 151 and eligibility for ENG 101/ENG 101A.
  - Note: Credit is not given for both PHY 111 and PHY 211.

- **PHY 211**
  - **General Physics 1 – 4 cr hrs**
  - Discover the fundamental concepts and methods of physics as a basis for further study in science and engineering. Study the classical principles and their application to calculus-based mathematical analysis of physical problems. Analyze topics including mechanics (kinematics, laws of motion, force, momentum, and energy) and basic fluid theory.
  - Lab fee: $40.
  - Prerequisites: Eligibility for ENG 101/ENG 101A; completion of MAT 151.
  - Note: Also offered as PHY 211H. Credit is given for only one of PHY 211, PHY 211H, or PHY 111.

**POLITICAL SCIENCE**

- **PLS 113**
  - **State and Local Government – 3 cr hrs**
  - An intensive study of operations and roles of state and local governments in the U.S. federal system. The interrelationship between national and state governments is studied from a historical as well as from a contemporary perspective. Particular emphasis is placed on problems of Maryland state and local governments. A brief review of recent studies in this field is conducted.
  - Prerequisite: Eligibility for ENG 101/ENG 101A.
**POLITICAL SCIENCE | PRACTICAL NURSING | PSYCHOLOGY**

**PLS 115 (SOC SCI)**
**Introduction to Political Science – 3 cr hrs**
Examine key concepts and methodologies of political science, investigate the origins of our political values, and explore various fields within the discipline, including American politics, comparative politics, international relations, and political philosophy. Analyze political ideas, theories, ideologies, systems, and policies in order to investigate political problems on a national and global level.

Note: This course should be taken by students interested in majoring in political science in anticipation of other courses such as PLS 111 (American Government), PLS 113 (State and Local Government), or PLS 200 (International Relations). However, it offers a broad introduction to national and international political arrangements, policy orientations, and social outcomes that would benefit any student.

**PLS 121**
**Introductory Political Theory – 3 cr hrs**
A survey that deals with political ideas and political problems such as political domination by ruling classes, the right to revolt, relation of the individual to state, and totalitarian and authoritarian systems. Emphasis on the writings of such political thinkers as Plato, Aquinas, Machiavelli, Hobbes, Marx, de Tocqueville, Nietzsche and Gandhi.

Prerequisite: Eligibility for ENG 101/ENG 101A.

**PLS 200** (SOC SCI)
**International Relations – 3 cr hrs**
Examines fundamental concepts of international relations: nation-state, sovereignty, balance of power, diplomacy, foreign policy, war and peace, disarmament, international law and international organizations.

Prerequisite: Eligibility for ENG 101/ENG 101A.

**PLS 275**
**Legislative Internship: Orientation – 3 cr hrs**
An orientation course to prepare those planning to participate in the legislative internship program (PLS 276) during the spring term. Not a prerequisite for PLS 276, but recommended.

**PSYCHOLOGY**

**PSY 100**
**Career Development and Assessment – 3 cr hrs**
Apply psychological content and skills while using a systematic and strategic approach toward professional and personal development. Topics include understanding psychological theories of career development, exploring social cognitive factors influencing career choice and satisfaction, identifying and developing non-cognitive factors influencing academic and vocational success, and recognizing the necessary skills to engage in successful life and career planning. Lab fee: $5.

Note: This course is intended to utilize psychological concepts and knowledge in the application of career development. It is appropriate for psychology majors and non-psychology majors. Completion of or concurrent registration in PSY 111 is recommended.

**PSY 205**
**Child Psychology – 3 cr hrs**
Learn about cognitive, physical, social and emotional development from infancy through pre-adolescence. Study theories of child development and research methods used to study it. Learn about conception and the prenatal period and its influence on later development.

Prerequisite: PLS 111 or PSY 111H or permission of department chair. 
Note: Also offered as PSY 205H; credit is not given for both PSY 205 and PSY 205H.

**PSY 208**
**Adolescent Psychology – 3 cr hrs**
Focuses on studies of the scientific study of the biological, psychological, cognitive, emotional, personality and social changes that occur during adolescence and includes the effects of heredity and culture, major theories, moral development, gender role issues, sexuality and family relationship issues.

Prerequisite: PSY 111 or permission of department chair.

**PSY 211** (SOC SCI)
**Developmental Psychology – 3 cr hrs**
Examine current research and principles and theories of human growth and development. Provides an overview of the development of thinking, language, personality, motor behavior and social behavior from infancy through maturity.

Prerequisite: PLS 111 or PSY 111H or permission of department chair.
Note: Also offered as PSY 211H; credit is not given for both PSY 211 and PSY 211H.

**PSY 212** (SOC SCI)
**Personality Psychology – 3 cr hrs**
Study models of the personality in psychological science, including trait, humanistic, and learning models of personality. Learn how personality is measured and how personality is related to life outcomes such as health and relationship quality.

Prerequisite: PSY 111 or permission of department chair.

**PSY 214** (SOC SCI)
**Abnormal Psychology – 3 cr hrs**
Learn about mental disorders, including an examination of causes, symptoms, treatment and management. Study anxiety disorders, mood disorders, personality disorders and schizophrenia. Explore problems in the field of abnormal psychology and discuss current attempts to solve them.

Prerequisite: PSY 111 or PSY 111H or permission of department chair.
Note: Also offered as PSY 214H; credit is not given for both PSY 214 and PSY 214H.

**PSY 216**
**Human Sexuality – 3 cr hrs**
Learn current information concerning biological, psychological and sociological aspects of human sexual functioning and related concerns.

Prerequisite: PSY 111 or permission of department chair.
Note: Also offered as PSY 216; credit is not given for both SSS 216 and PSY 216.

**PSY 222**
**Psychology of Women – 3 cr hrs**
Cover female development from childhood and adolescence through adulthood and old age. Study gender differences and stereotypes, sexuality, love relationships and violence against women. Develop a theoretical and practical understanding of the psychology of women.

Note: Also offered as PSY 222; credit is not given for both SSS 222 and PSY 222.

**PSY 223** (SOC SCI)
**Social Psychology – 3 cr hrs**
Examine the theoretical orientations and research on social perception, impression management, interpersonal relations, attitude change, conformity and leadership.

Prerequisite: PSY 111 or PSY 111H or permission of department chair.
PUBLIC HEALTH

PBH 101*
Introduction to Public Health – 3 cr hrs
Gain an overview of the principles of population health. Learn what determines disease and disability, how evidence is used to quantify the burden of disease, and how health professionals, the public health system and governmental structures contribute to the development of strategies for protecting health and reducing disease and disability.
Prerequisite: Eligibility for ENG 101/ENG 101A.

PBH 102*
Introduction to Epidemiology – 3 cr hrs
Gain introductory background to the concepts that embody epidemiology and learn how health data is gathered, analyzed and applied to understanding health issues, and learn methods to measure outcomes. Apply basic skills in quantifying health variables and epidemiological applications.
Prerequisite: MAT 105 and eligibility for ENG 101/ENG 101A.

PBH 105*
Essentials of Health Behavior – 3 cr hrs
Learn social and behavioral theories that guide understanding of health related behavior form the foundations of our health promotion and prevention efforts. Explore ways in which these theories and approaches are used in applied health promotion efforts.
Prerequisite: Eligibility for ENG 101/ENG 101A.

PBH 201*
Global Health – 3 cr hrs
Gain an introductory background to the concepts that embody global health. Learn the principles and goals of global health, apply knowledge of health determinants and epidemiologic trends, discuss the impact of economics while exploring ethical issues determining of health and prevention research and health promotion will be integrated into the future of the US and global healthcare systems.
Prerequisite: PBH 101, PBH 102, PBH 105 or permission of the department chair.
Note: This course has a service learning requirement.

PBH 203*
Health Education Promotion – 3 cr hrs
Gain an introduction to the profession of health education, including historical overview, terminology and discussions regarding locations and agencies where health education theory is being practiced. Focus on the potential impact of healthcare reform and how prevention research and health promotion will be integrated into the future of the US and global healthcare systems.
Prerequisite: PBH 101, PBH 102, PBH 105 or permission of the department chair.

RADIOLOGIC TECHNOLOGY

RAD 111*
Radiographic Procedures 1 – 3 cr hrs
Introduces the terminology, ethics, history and techniques necessary to produce radiographs. Includes appropriate patient-care procedures, basic exposures, positioning techniques, principles of equipment use and radiation protection. Lab fee: $100.
Prerequisite: RAD 101.
Corequisite: RAD 112.

RAD 111LB
Radiographic Procedures 1 Lab – 0 cr hr
Note: Lab for RAD 111. You must register for both RAD 111 and RAD 111LB.

RAD 112*
Clinical Radiography 1 – 5 cr hrs
Supervised use of energized equipment in the college laboratory and clinical laboratory centers to produce quality radiographic images of upper and lower extremities, chest and abdomen. Clinical fee: $175.
Prerequisite: RAD 101.
Corequisite: RAD 111.

RAD 231*
Radiographic Procedures 4 – 3 cr hrs
Study computerized tomography, digital radiography, ultrasonography, magnetic resonance imaging, interventional radiography, PACS and computer applications in radiology. Includes the study of pathological disorders and the impact of these disease entities on radiography and the role of the radiographer in producing quality X-ray images. Lab fee: $100.
Prerequisite: RAD 211 and RAD 212 with a grade of C or better.
Corequisite: RAD 232.

RAD 231LB
Radiographic Procedures 4 Lab – 0 cr hr
Note: Lab for RAD 231. You must register for both RAD 231 and RAD 231LB.

RAD 232*
Clinical Radiology 4 – 6 cr hrs
Companion course to Radiographic Procedures 4. Clinical practicum enhances the knowledge and skill acquired in previous radiology courses. You also learn the more complicated special imaging procedures performed on central nervous, vascular and other body systems using ultrasound, computerized tomography, magnetic resonance imaging and digital imaging.
Clinical fee: $175.
Prerequisite: RAD 211 and RAD 212 with a grade of C or better.
Corequisite: RAD 231.

SOCIOLOGY

SOC 102* [ARTS & HUM / SOC SCI]
Introduction to Masculinity Studies – 3 cr hrs
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: Also offered as AMS 102, GSS 102; credit is given for only one of the following: AMS 102, GSS 102 or SOC 102.

SOC 105
Exploring the Future – 3 cr hrs
Investigate the future in a changing world. Using tools and perspectives across fields of study and cultures, students expand foresight and build the future. Acquire an appreciation for the complexity of our global society and its diversity.
Note: Also offered as SOC 105; credit is not given for BPA 105 and also SOC 105.

SOC 111*
Introduction to Sociology – 3 cr hrs
Learn sociological principles and perspectives as a way of understanding everyday social life. Study meanings and functions of various roles in historical and contemporary societies. Evaluate causes, consequences and comparisons of social hierarchies.
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: Also offered as SOC 111H; credit is not given for both SOC 111 and SOC 111H.

SOC 122*
Social Problems – 3 cr hrs
Identify and analyze problems in communities and in society. Employ sociological skills and perspectives to formulate creative solutions to relevant problems. Social problems explored may vary from class to class depending on historical and contemporary relevance.
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: Also offered as HUS 150; credit is not given for both SOC 150 and HUS 150.
SOC 212*  Introduction to Lesbian, Gay, Bisexual and Transgender Studies ~ 3 cr hrs
Examine the diversity of lesbian, gay, bisexual and transgender (LGBT) behaviors, orientations, identities, communities, and issues from a transhistorical, cross-cultural and interdisciplinary perspective with special emphasis on LGBT culture in the United States. Study the history of human sexuality and gender identity/expression; cultural and social constructions of sexuality and gender; representations of LGBT experience in textual and visual media; legal rights and restrictions; current events and socio-political issues of current interest; methods of queer theory/queer studies; and advocacy, activism and change.
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: Also offered as GSS 212 and SOC 212; credit is given for only one of the following: AMS 212, GSS 212 or SOC 212.

SOC 224*  Criminology ~ 3 cr hrs
Study the cultural and historical influence of crime. Explore topics relating to the definition and meaning of crime and criminality; problems of official data; the social and legal aspects of the criminal justice system with emphasis on roles of police, lawyers, judges, public and victims. Examine evolving theories and approaches to punishment, ranging from probation to capital punishment.
Prerequisite: PSY 111 or SOC 111 and eligibility for ENG 101/ENG 101A.
Note: Also offered as SOC 224; credit is not given for both CJJS 224 and SOC 224.

SPORTS STUDIES

SPT 123  Sports in America ~ 3 cr hrs
Examine the role, function and significance of sports and their impact on the hearts and minds of Americans. Research topics such as myths and legends, rituals and ceremonies, women and sports, amateurs and professionals, the business of sports legends, rituals and ceremonies, women and sports, and social mobility, and its overall influence on the media, the culture, its impact on economic inequality and social mobility, and its overall influence on the media, politics, economics, religion, race, gender, age and sexual orientation. Address sports as a secular religion.

SPT 200*  Sociology of Sports ~ 3 cr hrs
Examine the intersection of sports within broader society, assessing the implication of sports within the culture, its impact on economic inequality and social mobility, and its overall influence on the media, politics, economics, religion, race, gender, age and sexual orientation. Address sports as a modern social science in need of academic inquiry.
Prerequisite: Eligibility for ENG 101/ENG 101A.

SPT 213*  Sports Philosophy ~ 3 cr hrs
Examine, within a psychological, sociological and historical context, the origins of values within a sports context. Learn ethical theories such as rule utilitarianism and Kantian moral theory; using that framework as a means by which to assess such issues as sports identification, exploitation of athletes, gender, race and class issues in sports and sports violence.
Prerequisite: Eligibility for ENG 101/ENG 101A.

SPT 232*  Sport Psychology ~ 3 cr hrs
Explore the psychological aspects of competitive and recreational sports with emphasis on current psychological theories and field research.
Prerequisite: PSY 111 or permission of department chair.

STEM

STM 213*  Professional Skills for STEM ~ 1 cr hr
Develop or refresh skills and knowledge required for technical positions within Science, Technology, Engineering, Mathematics (STEM) fields. Focus upon professionalism and critical thinking skills essential to academic and workplace success.
Prerequisite: Successful completion of 12 credit hours of MEC, EET or CTS courses or permission of engineering department chair.

SURGICAL TECHNOLOGY

SGT 206*  Surgical Technology Clinical ~ 3 ~ 5 cr hrs
Continuation of SGT 205. Apply the theories and content learned in previous surgical technology courses. Continue to build on the knowledge base and the skills needed to perform as a surgical technologist in all areas of the surgical setting. Clinical fee: $150. Lab fee: $300.
Prerequisite: SGT 205 with a grade of C or better.
Corequisite: SGT 202 and SGT 209.

SGT 209*  Surgical Technology Perspectives ~ 1 cr hr
Analyze current issues and trends that impact the profession of surgical technology.
Prerequisite: SGT 108 and SGT 200.

THEATER ARTS

THA 111  Introduction to Theater ~ 3 cr hrs
Explore various forms of modern theater in Western culture from expansive Broadway-style productions to low-budget, high-demand local community theater. Identify the fundamental traits of theatrical performance, including those of serious drama, comedy, musical theater, and other genres. Explore professional acting, directing, design, and other theatrical careers by viewing and discussing a combination of live and prerecorded performances.
Note: Students must attend two live performances outside class time.

THA 121  Stagecraft ~ 3 cr hrs
Explore the aspects of backstage theatrical work in a lecture/laboratory setting. Exercise modern theatrical construction and electrical standards. Implement operational procedures, protocols, and techniques for running theatrical production crews in scenery, lighting, audio, projections, props, and paints. Complete individual execution assignments from each of the various backstage disciplines. Engage in group research and presentation assignments on traditional theatrical conventions. Lab fee: $60.

THA 125*  Script Analysis ~ 3 cr hrs
Gain an introduction to the skills and techniques required to read and analyze a play text. Focus on the critical information that the text provides to inform the work of directors, designers, performers, and technicians. This course provides a foundation for further study of the art form.
Prerequisite: ENG 101/ENG 101A.
THA 132  
**Acting** 1 – 3 cr hrs  
Study the acting process through exercises, theater games and performance. Explore and gain proficiency in the Stanislavski method of acting. Learn character analysis and rehearsal techniques in preparation for required in-class presentation of short scenes from modern play scripts. Lab fee: $15.

THA 135*  
**Applied Theater** 1 cr hr  
Receive individualized instruction in theater for either the actor, designer or technician. Lab fee: $100.  
Prerequisite: THA 121 or THA 122 or THA 132 or permission of department chair.  
Note: Course may be repeated for a total of 3 credits.

THA 180  
**Play Production** 3 cr hrs  
Participate on one of the crews of a fully realized theatrical production and explore a non-profit theatre company’s production process. Ascertain a production’s needs, generate a plan to complete your crew’s requirements, and operate the technical aspects of the performances in a safe, feasible, and punctual time line prior to the opening performance. The course may be repeated up to three times with different content. (Repeat credits may not transfer.)  
Permission of department chair needed to repeat this course. Repeated course will appear on student records as THA 181, THA 182 and THA 183 and will not be considered a general education humanities course.  
Note: Industry and four-year university standards require students to work on different tasks such as management, scenery, lighting, sound, costumes, projections, and other potential professional disciplines. In accordance with those standards, each semester’s production will focus on a variety of these tasks. Students must commit to time outside of class for rehearsals, build calls, production meetings, and performances outside of regular class time. Students are encouraged to meet with the instructor prior to enrolling to identify scheduling conflicts.

THA 181  
**Play Production** 3 cr hrs  
Participate on one of the crews of a fully realized theatrical production and explore a non-profit theatre company’s production process. Ascertain a production’s needs, generate a plan to complete your crew’s requirements, and operate the technical aspects of the performances in a safe, feasible, and punctual time line prior to the opening performance. Course may be repeated up to three times with different content (repeat credits may not transfer).  
Permission of department chair needed to repeat this course. Repeated course will appear on student records as THA 181, THA 182 and THA 183 and will not be considered a general education humanities course.  
Note: Industry and four-year university standards require students to work on different tasks such as management, scenery, lighting, sound, costumes, projections, and other potential professional disciplines. In accordance with those standards, each semester’s production will focus on a variety of these tasks. Students must commit to time outside of class for rehearsals, build calls, production meetings, and performances outside of regular class time. Students are encouraged to meet with the instructor prior to enrolling to identify scheduling conflicts.

THA 182  
**Play Production** 3 cr hrs  
Participate on one of the crews of a fully realized theatrical production and explore a non-profit theatre company’s production process. Ascertain a production’s needs, generate a plan to complete your crew’s requirements, and operate the technical aspects of the performances in a safe, feasible, and punctual time line prior to the opening performance. Course may be repeated up to three times with different content (repeat credits may not transfer).  
Permission of department chair needed to repeat this course. Repeated course will appear on student records as THA 181, THA 182 and THA 183 and will not be considered a general education humanities course.  
Note: Industry and four-year university standards require students to work on different tasks such as management, scenery, lighting, sound, costumes, projections, and other potential professional disciplines. In accordance with those standards, each semester’s production will focus on a variety of these tasks. Students must commit to time outside of class for rehearsals, build calls, production meetings, and performances outside of regular class time. Students are encouraged to meet with the instructor prior to enrolling to identify scheduling conflicts.

THA 183  
**Play Production** 3 cr hrs  
Participate on one of the crews of a fully realized theatrical production and explore a non-profit theatre company’s production process. Ascertain a production’s needs, generate a plan to complete your crew’s requirements, and operate the technical aspects of the performances in a safe, feasible, and punctual time line prior to the opening performance. Course may be repeated up to three times with different content (repeat credits may not transfer).  
Permission of department chair needed to repeat this course. Repeated course will appear on student records as THA 181, THA 182 and THA 183 and will not be considered a general education humanities course.  
Note: Industry and four-year university standards require students to work on different tasks such as management, scenery, lighting, sound, costumes, projections, and other potential professional disciplines. In accordance with those standards, each semester’s production will focus on a variety of these tasks. Students must commit to time outside of class for rehearsals, build calls, production meetings, and performances outside of regular class time. Students are encouraged to meet with the instructor prior to enrolling to identify scheduling conflicts.

**UNMANNED AERIAL SYSTEMS**

UAS 100  
**Unmanned Aerial Systems – Pilot Ground School** 1 cr hr  
Learn the essential regulations and standards to operate a small unmanned aerial system (sUAS), also known as a drone, under the Federal Aviation Administration (FAA) 14 CFR Part 107 and other relevant regulations. Discuss topics to include federal regulations, airspace, aviation weather, loading and performance, radio communications, emergency procedures, physiological factors affecting pilot performance, Aeronautical Decision Making (ADM), crew resource management (CRM), airport operations, and maintenance and inspections procedures.  
Note: This course prepares students to take the FAA Remote Pilot Certificate Exam, but the cost of the exam is not included in the course fees.
## WORLD LANGUAGES

### AMERICAN SIGN LANGUAGE

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 111</td>
<td>American Sign Language 1</td>
<td>3 cr hrs</td>
<td>Survey current systems of manual communications with an emphasis on American Sign Language. Focus on the manual alphabet, fingerspelling and vocabulary acquisition as well as on syntactical and grammatical structures that govern the language. Upon completion, students will have studied approximately 500 lexical sign items and be able to communicate in a rudimentary manner with deaf and hard-of-hearing children and adults.</td>
</tr>
<tr>
<td>ASL 112*</td>
<td>American Sign Language 2</td>
<td>3 cr hrs</td>
<td>Build upon vocabulary and sign skills acquired in American Sign Language 1. Provide videotaped sessions with feedback and fluency in the language. Become acquainted with some of the more complex grammatical structures in American Sign Language and increase vocabulary size to approximately 1,000 signs. Prerequisite: ASL 111 with a grade of C or better or permission of department chair.</td>
</tr>
<tr>
<td>ASL 113*</td>
<td>American Sign Language 3</td>
<td>3 cr hrs</td>
<td>Build on skills learned in American Sign Language 2, adding more complex ASL grammatical features and vocabulary, short stories, narratives and dialogues. Learn discourse skills including description of general surroundings, appropriate sequencing, temporal aspects and conditionals. Learn about the deaf community and deaf culture. Prerequisite: ASL 112 with a grade of C or better or permission of department chair.</td>
</tr>
<tr>
<td>ASL 120</td>
<td>Introduction to the American Deaf Community</td>
<td>3 cr hrs</td>
<td>Learn about deaf culture, history, heritage, American Sign Language and the Deaf community in the United States and abroad.</td>
</tr>
<tr>
<td>ASL 140</td>
<td>Introduction to Interpreting</td>
<td>3 cr hrs</td>
<td>Learn basic principles, practices and history of interpreting for the Deaf. Discuss the logistics and theories of interpreting environments and settings, regulatory and legislative issues, resources, the RID Code of Professional Conduct tenets and certification exams.</td>
</tr>
<tr>
<td>ASL 210*</td>
<td>American Sign Language 4</td>
<td>3 cr hrs</td>
<td>Evaluate skills learned from American Sign Language 3 and utilize complex constructs, processes and settings. Construct dialogues about finances, health, multiple role shifts, longer stories and narratives, and hypotheticals. Examine cultural attitudes in the deaf community. Prerequisite: ASL 211 with a grade of C or better or permission of department chair.</td>
</tr>
<tr>
<td>ASL 212*</td>
<td>American Sign Language 5</td>
<td>3 cr hrs</td>
<td>Evaluate skills learned from American Sign Language 4 and utilize complex constructs, processes and settings. Construct dialogues about finances, health, multiple role shifts, longer stories and narratives, and hypotheticals. Examine cultural attitudes in the deaf community. Prerequisite: ASL 211 with a grade of C or better or permission of department chair.</td>
</tr>
</tbody>
</table>

### ARABIC

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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>ARB 111</td>
<td>Elementary Arabic 1</td>
<td>3 cr hrs</td>
<td>Focuses on the fundamentals of the Modern Standard Arabic language including verb conjugation; writing Arabic script; basic sentence structure, grammar and the use of Arabic measures; basic vocabulary; past, present and future negation; useful prepositions. The course places equal emphasis on speaking, writing and reading Modern standard Arabic; will place strong emphasis on pronunciation and fluency and will include a brief introduction to Arabic customs and culture. This course is not designed for persons who have experience with the Arabic language. Note: Not for native speakers.</td>
</tr>
</tbody>
</table>

### FRENCH

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</tr>
</thead>
<tbody>
<tr>
<td>FRE 111</td>
<td>Elementary French 1</td>
<td>3 cr hrs</td>
<td>Learn basic pronunciation and grammar necessary for reading, writing and conversing in French. Not for those who have experience with the French language. Note: Not for native speakers. Also offered as FRE 111H: credit is not given for both FRE 111 and FRE 111H.</td>
</tr>
<tr>
<td>FRE 112*</td>
<td>Elementary French 2</td>
<td>3 cr hrs</td>
<td>Build upon knowledge learned in FRE 111 with emphasis on speaking, reading and writing. Prerequisite: FRE 111 or one year of high school French or permission of department chair. Note: Not for native speakers. Also offered as FRE 112H: credit is not given for both FRE 112 and FRE 112H.</td>
</tr>
<tr>
<td>FRE 112*</td>
<td>Intermediate French 1</td>
<td>3 cr hrs</td>
<td>Build vocabulary and grammar skills for the purpose of reading, writing, listening, and speaking. Discuss aspects of French culture. Prerequisite: FRE 112 or two years of high school French or permission of department chair. Note: Not for native speakers. Also offered as FRE 211H: credit is not given for both FRE 211 and FRE 211H.</td>
</tr>
</tbody>
</table>

### JAPANESE

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>JPN 111</td>
<td>Elementary Japanese 1</td>
<td>3 cr hrs</td>
<td>Learn basic Japanese pronunciation, vocabulary and grammar with emphasis on mastering the basic sound system, pitch patterns, levels of language and Romanization system. Begin to practice the hiragana and katakana writing systems including the basic 15 kanji characters. Not for those who have experience with the Japanese language. Note: Not for native speakers.</td>
</tr>
<tr>
<td>JPN 112*</td>
<td>Elementary Japanese 2</td>
<td>3 cr hrs</td>
<td>Build upon knowledge acquired in Japanese 111 with emphasis on grammatical structures. Continue to practice the hiragana and katakana writing systems including expanding knowledge of kanji characters. Prerequisite: JPN 111 or one year of high school Japanese or permission of department chair. Note: Not for native speakers.</td>
</tr>
<tr>
<td>JPN 211*</td>
<td>Intermediate Japanese 1</td>
<td>3 cr hrs</td>
<td>Study the history, culture, literature, and fine arts of France from pre-Roman times to the Renaissance. Discuss the influence of artistic and political movements on early French society. Taught in French. Prerequisite: FRE 212 or four years of high school French or permission of department chair. Note: Not for native speakers.</td>
</tr>
<tr>
<td>JPN 212*</td>
<td>Intermediate Japanese Conversation</td>
<td>3 cr hrs</td>
<td>Emphasizes skills required to deal well in Italian with everyday speaking situations. Enhance listening skills, pronunciations, and intonation. Prerequisite: ITA 212 or four years of high school Italian or permission of department chair. Note: Not for native speakers.</td>
</tr>
<tr>
<td>JPN 211*</td>
<td>Intermediate Japanese Civilization and Culture</td>
<td>3 cr hrs</td>
<td>Study the history, culture, literature, and fine arts of France from pre-Roman times to the Renaissance. Discuss the influence of artistic and political movements on early French society. Taught in French. Prerequisite: FRE 212 or four years of high school French or permission of department chair. Note: Not for native speakers.</td>
</tr>
<tr>
<td>ITA 211*</td>
<td>Intermediate Italian Civilization</td>
<td>3 cr hrs</td>
<td>Build vocabulary and grammar skills for the purpose of reading, writing, listening, and speaking. Discuss aspects of Italian culture. Prerequisite: ITA 212 or two years of high school Italian or permission of department chair. Note: Not for native speakers.</td>
</tr>
<tr>
<td>ITA 221*</td>
<td>Intermediate Italian Civilization and Culture</td>
<td>3 cr hrs</td>
<td>Study the history, culture, literature, and fine arts of France from pre-Roman times to the Renaissance. Discuss the influence of artistic and political movements on early French society. Taught in French. Prerequisite: FRE 212 or four years of high school French or permission of department chair. Note: Not for native speakers.</td>
</tr>
<tr>
<td>ITA 221*</td>
<td>Intermediate Italian Conversation</td>
<td>3 cr hrs</td>
<td>Emphasizes skills required to deal well in Italian with everyday speaking situations. Enhance listening skills, pronunciations, and intonation. Prerequisite: ITA 212 or four years of high school Italian or permission of department chair. Note: Not for native speakers.</td>
</tr>
</tbody>
</table>
WORLD LANGUAGES

**JPN 113** *(ARTS & HUM)*
Elementary Japanese 3 – 3 cr hrs
Continue study of spoken Japanese with an emphasis on the structures and vocabulary needed to satisfy survival, travel and simple social needs. Develop skills in producing complex sentence patterns and employing all four systems of written Japanese.
Prerequisite: JPN 112 or two years of high school Japanese or permission of department chair.
Note: Not for native speakers.

**RUSSIAN**

**RUS 111** *(ARTS & HUM)*
Elementary Russian 1 – 3 cr hrs
Learn basic pronunciation and grammar necessary for reading, writing and conversing in Russian. Not for those who have experience with the Russian language.
Note: Not for native speakers.

**RUS 112** *(ARTS & HUM)*
Elementary Russian 2 – 3 cr hrs
Build upon knowledge learned in Russian 111 with emphasis on reading, writing, speaking, and translating.
Prerequisite: RUS 111 or one year of high school Russian or permission of department chair.
Note: Not for native speakers.

**RUS 211** *(ARTS & HUM)*
Intermediate Russian 1 – 3 cr hrs
Build upon knowledge acquired in Russian 112. Continue to advance understanding of basic pronunciation and grammar necessary for reading, writing and conversing in Russian.
Prerequisite: RUS 112 or two years of high school Russian or permission of department chair.
Note: Not for native speakers.

**SPANISH**

**SPA 111** *(ARTS & HUM)*
Elementary Spanish 1 – 3 cr hrs
Develop an understanding of basic pronunciation and grammar necessary for reading, writing and speaking in Spanish. Not for those who have experience with the Spanish language.
Note: Not for native speakers. Also offered as SPA 111H; credit is not given for both SPA 111 and SPA 111H.

**SPA 112** *(ARTS & HUM)*
Elementary Spanish 2 – 3 cr hrs
Build upon knowledge learned in SPA 111 with emphasis on speaking, reading, and writing.
Prerequisite: SPA 111 or one year of high school Spanish or permission of department chair.
Note: Not for native speakers. Also offered as SPA 112H; credit not given for both SPA 112 and SPA 112H.

**SPA 211** *(ARTS & HUM)*
Intermediate Spanish 1 – 3 cr hrs
Build vocabulary and grammar skills for the purpose of reading, writing, listening, and speaking. Discuss aspects of Spanish and Spanish-American culture.
Prerequisite: SPA 112 or SPA 119 or two years of high school Spanish or permission of department chair.
Note: Not for native speakers. Also offered as SPA 211H; credit not given for both SPA 211 and SPA 211H.

**SPA 212** *(ARTS & HUM)*
Intermediate Spanish 2 – 3 cr hrs
Master intermediate vocabulary and grammar structures. Read short poetry and short fiction in Spanish. Discuss Spanish and Spanish-American culture.
Prerequisite: SPA 211 or three years of high school Spanish or permission of department chair.
Note: Not for native speakers. Also offered as SPA 212H; credit not given for both SPA 212 and SPA 212H.

**SPA 225** *(ARTS & HUM)*
Spanish Civilization and Culture – 3 cr hrs
Intermediate course covering the history, culture, literature and fine arts of Spain. Taught in Spanish.
Prerequisite: SPA 212 or four years of high school Spanish or permission of department chair.
Note: Not for native speakers.
**We are offering more eight-week courses to help you complete classes sooner!** The eight-week classes listed cover the same material as 15-week classes but over a much shorter time span. Courses may have prerequisites. See pages 11-59 for course information.

### FIRST EIGHT WEEKS – AUG. 31-OCT. 23

**ACHIEVING COLLEGE/ CAREER ADVANCEMENT**
- ACA 100 Student Success Seminar
- ACA 100 Student Success Seminar

**AFRICAN AMERICAN STUDIES**
- AFA 101 Introduction to African American Studies
- AFA 214 African American History

**AMERICAN STUDIES**
- AMS 102 Introduction to Masculinity Studies
- AMS 121 Popular Culture in America

**ARCHITECTURE AND INTERIOR DESIGN**
- ACH 100 Introduction to Interior Design

**ASTRONOMY**
- AST 120 Life in the Universe

**BIOLOGY**
- BIO 138 Nutrition for Fitness and Sport
- BIO 233 Anatomy and Physiology 1

**BUSINESS**
- BPA 105 Exploring the Future
- BPA 111 Introduction to Business
- BPA 138 Bus and Professional Ethics
- BPA 142 Principles of Management
- BPA 145 Leadership
- BPA 162 Business Communications
- BPA 172 Human Resource Management
- BPA 174 Women and Business
- BPA 201 Financial Accounting
- BPA 217 Small Business Accounting

**CHEMISTRY**
- CHE 011 Introduction to Chemistry

**COMMUNICATIONS**
- COM 111 Fundamentals of Oral Communication
- COM 112 Newspaper Editing and Production

**COMPUTER TECHNOLOGIES APPLICATIONS**
- CTA 100 Computing and Information Technology
- CTA 111 Personal Computer Word Processing Applications
- CTA 116 Personal Computer Spreadsheet Applications

**COMPUTER TECHNOLOGIES PROGRAMMING**
- CTP 103 Theories and Applications of Digital Technology
- CTP 115 Introduction to Object-Oriented Program Analysis and Design
- CTP 135 Programming in JavaScript
- CTP 194 Ethics and the Information Age

**COMPUTER TECHNOLOGIES SYSTEMS**
- CTS 107 Cyber Essentials
- CTS 130 Networking 1
- CTS 170 Digital Forensics 1

**CRIMINAL JUSTICE AND LAW ENFORCEMENT**
- CJS 111 Introduction Criminal Justice
- CJS 135 Organized Crime
- CJS 170 Digital Forensics 1
- CJS 225 Criminal Justice Ethics

**ECONOMICS**
- ECO 211 Principles of Economics 1
- ECO 212 Principles of Economics 2

**EDUCATION**
- EDU 133 Growth and Development
- EDU 135 Child’s Health, Nutrition and Safety Education
- EDU 214 Introduction to Special Education
- EDU 242 Foundation Reading and Language Arts
- EDU 245 Materials for Teaching Reading
- EDU 261 Methods of Teaching in Secondary Education
- EDU 262 Literacy in Content Area Part 1

**EMERGENCY MEDICAL TECHNICIAN**
- EMT 104 Emergency Medical Care CPR and AED

**ENGLISH**
- ENG 101 Academic Writing and Research 1

**ENTREPRENEURIAL STUDIES INSTITUTE**
- ESI 103 Introduction to Entrepreneurship

**GENDER AND SEXUALITY STUDIES**
- GSS 101 Introduction to Women's Studies
- GSS 102 Introduction to Masculinity Studies
- GSS 113 Women’s Health
- GSS 216 Human Sexuality
- GSS 222 Psychology of Women

**GEOGRAPHY**
- GEO 100 Introduction to Geography
- GEO 101 Physical Geography
- GEO 102 World Regional Geography
- GEO 103 Cultural Geography
- GEO 240 Introduction to Geographic Information Systems

**HEALTH**
- HEA 100 Assessment and Theory of Fitness and Health
- HEA 101 Foundation of Health, Exercise and Sport
- HEA 111 Personal and Community Health
- HEA 113 Women’s Health
- HEA 114 Components of Personal Fitness and Wellness
- HEA 116 Health Consumer in Today's World
- HEA 138 Nutrition for Fitness and Sport
- HEA 230 Personal Trainer Fundamentals

**HISTORY**
- HIS 111 Ancient and Medieval Western Civilizations
- HIS 112 Early Modern and Modern Western Civilizations
- HIS 113 World Civilizations to 1500
- HIS 142 Introduction to Latin American History
- HIS 211 U.S. History through Civil War
- HIS 212 U.S. History since Civil War
- HIS 214 African American History

**HOMELAND SECURITY**
- HLS 212 Weapons of Mass Destruction

**HOTEL/RESTAURANT MANAGEMENT**
- HRM 111 Introduction to the Hospitality Industry
- HRM 232 World Culture and Cuisine: A Social Science Perspective
<table>
<thead>
<tr>
<th>FALL 2020 – FIRST AND SECOND EIGHT WEEKS</th>
</tr>
</thead>
</table>

**HUMAN SERVICES**  
HUS 100 Introduction to Human Services  
HUS 102 Physiologic Aspects of Chemical Dependence  
HUS 140 Alcohol and Drug Counseling: Co-occurring Disorders  
HUS 200 Addiction Treatment Delivery  
HUS 230 Family Counseling in Military and Veteran Populations  
HUS 231 Assessment of Psychological Trauma in Military and Veteran Populations  
HUS 234 Trauma Informed Care  

**MASSAGE THERAPY**  
MAS 118 Business for Bodyworkers  

**MATHEMATICS**  
MAT 005 Arithmetic  
MAT 045 Introduction to Precalculus  
MAT 135 Statistics  
MAT 137 College Algebra  

**MEDICAL ASSISTING**  
MDA 100 Introduction to Medical Terminology  
MDA 110 Professionalism in Health Care  
MDA 111 Laws and Ethics for Health Professionals  
MDA 115 Administrative Medical Assisting I  
MDA 120 Medical Terminology II  
MDA 274 Professional Seminar  

**MEDICAL ASSISTING**  
MDA 100 Introduction to Medical Terminology  
MDA 110 Professionalism in Health Care  
MDA 111 Laws and Ethics for Health Professionals  
MDA 115 Administrative Medical Assisting I  
MDA 118 Intravenous Therapy  
MDA 274 Professional Seminar  

**NURSING**  
NUR 220 Nursing of Adult Clients in Health and Illness I  
NUR 221 Nursing of Adult Clients in Health and Illness II  

**PARALEGAL STUDIES**  
LGS 111 Introduction to Paralegal Studies  
LGS 141 Electronic Legal Research  
LGS 253 Business Law I  

**PHILOSOPHY**  
PHL 111 Introduction to Philosophy  
PHL 146 Contemporary Moral Problems  
PHL 194 Ethics and the Information Age  

**PHYSICAL EDUCATION**  
PHE 230 Golf II  

**PHYSICAL SCIENCE**  
PHS 100 General Physical Science  
PHS 103 General Oceanography  
PHS 111 History of Science  

**PHYSICIAN ASSISTANT**  
PHA 115 Psychiatric Medicine  

**POLITICAL SCIENCE**  
PLS 115 Introduction to Political Science  

**PSYCHOLOGY**  
PSY 100 Career Development and Assessment  
PSY 111 Introduction to Psychology  
PSY 211 Developmental Psychology  
PSY 212 Personality Psychology  
PSY 214 Abnormal Psychology  
PSY 216 Human Sexuality  
PSY 222 Psychology of Women  
PSY 223 Social Psychology  

**PUBLIC HEALTH**  
PBH 101 Introduction to Public Health  
PBH 105 Essentials of Health Behavior  

**SOCIETY**  
SOC 105 Exploring the Future  
SOC 111 Introduction to Sociology  

**SPORTS STUDIES**  
SPT 123 Sports Philosophy  

**SURGICAL TECHNOLOGY**  
SGT 205 Surgical Technology Clinical I  

**SECOND EIGHT WEEKS – OCT. 26-DEC. 19**  

**AFRICAN AMERICAN STUDIES**  
AFA 101 Introduction to African American Studies  
AFA 214 African American History  

**AMERICAN STUDIES**  
AMS 100 Introduction to American Studies  
AMS 101 Introduction to African American Studies  
AMS 102 Introduction to Masculinity Studies  
AMS 201 Popular Culture in America  
AMS 211 Gender and Mass Media in United States  
AMS 212 Lesbian, Gay, Bisexual and Transgender Studies  

**ANTHROPOLOGY**  
ANT 121 Introduction to Cultural Anthropology  
ANT 123 Introduction to Archaeology  

**ARCHITECTURE AND INTERIOR DESIGN**  
ACH 100 Introduction to Interior Design  
ACH 101 Kitchen and Bath Fundamentals  

**ART**  
ART 231 Photography Portfolio Development  

**ASTRONOMY**  
AST 120 Life in the Universe  

**BIOLOGY**  
BIO 138 Nutrition for Fitness and Sport  
BIO 152 Biology of Aging  
BIO 234 Anatomy and Physiology I  

**BUSINESS**  
BPA 105 Exploring the Future  
BPA 111 Introduction to Business  
BPA 113 Consumer and Personal Finance  
BPA 119 Global Business  
BPA 120 Small Business Management  
BPA 125 Marketing Principles  
BPA 127 eMarketing  
BPA 138 Bus and Professional Ethics  
BPA 142 Principles of Management  
BPA 145 Leadership  
BPA 161 Office Manager  
BPA 162 Business Communications  
BPA 172 Human Resource Management  
BPA 173 Managing and Valuing Workforce Diversity  
BPA 201 Financial Accounting  
BPA 202 Managerial Accounting  
BPA 217 Small Business Accounting  

**CHEMISTRY**  
CHE 101 Introduction to Chemistry  

**COMMUNICATIONS**  
COM 111 Fundamentals of Oral Communication  

**COMPUTER TECHNOLOGIES APPLICATIONS**  
CTP 103 Computing and Information Technology  
CTP 105 Troubleshooting Microcomputers I  
CTP 111 Personal Computer Word Processing Applications  
CTP 116 Personal Computer Spreadsheet Applications  

**COMPUTER TECHNOLOGIES PROGRAMMING**  
CTP 136 JavaScript  
CTP 150 Computer Science I  

**COMPUTER TECHNOLOGIES SYSTEMS**  
CTS 110 Network Essentials  
CTS 120 Introduction to UNIX/Linux  
CTS 131 Networking I  
CTS 140 Network Security Fundamentals  
CTS 170 Digital Forensics I  

**CRIMINAL JUSTICE AND LAW ENFORCEMENT**  
CJS 111 Introduction Criminal Justice  
CJS 136 History of Homicide  
CJS 170 Digital Forensics I  
CJS 224 Criminology  
CJS 260 Terrorism/Counterterrorism  

*Course with prerequisite
FALL 2020 – FIRST AND SECOND EIGHT WEEKS

ECONOMICS
ECO 121 Introduction to Economics
ECO 211 Principles of Economics 1
ECO 212 Principles of Economics 2
ECO 232 Business Statistics

EDUCATION
EDU 211 Educational Psychology
EDU 214 Introduction to Special Education
EDU 215 Principles of Instructional Assessment
EDU 232 School-Age Child Care
EDU 242 Foundation Reading and Language Arts
EDU 263 Literacy in Content Area Part II

ENGLISH
ENG 101 Academic Writing and Research 1
ENG 102 Academic Writing and Research 2
ENG 112 Comp and Intro to Literature 2

ENTREPRENEURIAL STUDIES INSTITUTE
ESI 103 Introduction to Entrepreneurship
ESI 104 Entrepreneurship: Sales and Marketing for Small Business
ESI 231 Introduction to Social Entrepreneurship and Nonprofit Management

GENDER AND SEXUALITY STUDIES
GSS 101 Introduction to Women’s Studies
GSS 113 Women’s Health
GSS 117 Healthy Aging for Women
GSS 211 Gender and Mass Media in United States
GSS 212 Lesbian, Gay, Bisexual and Transgender Studies
GSS 216 Human Sexuality
GSS 222 Psychology of Women

GEOGRAPHY
GEO 100 Introduction to Geography
GEO 101 Physical Geography
GEO 102 World Regional Geography
GEO 240 Introduction to Geographic Information Systems

HEALTH
HEA 100 Assessment and Theory of Fitness and Health
HEA 111 Personal and Community Health
HEA 113 Women’s Health
HEA 114 Components of Personal Fitness and Wellness
HEA 117 Healthy Aging for Women
HEA 138 Nutrition for Fitness and Sport
HEA 150 Advanced First Aid, CPR and AED
HEA 295 Care and Prevention of Athletic Injury

HISTORY
HIS 111 Ancient and Medieval Western Civilizations
HIS 112 Early Modern and Modern Western Civilizations
HIS 114 World Civilizations Since 1500
HIS 142 Introduction to Latin American History
HIS 211 U.S. History through Civil War
HIS 212 U.S. History since Civil War
HIS 214 African American History

HOMELAND SECURITY
HLS 111 Introduction to Homeland Security
HLS 213 Transportation and Border Security

HOTEL/RESTAURANT MANAGEMENT
HRM 111 Introduction to the Hospitality Industry
HRM 121 Introduction to Cooking
HRM 123 Cooking Techniques I
HRM 124 Introduction to Baking and Pastry
HRM 190 Food Science and Nutritional Cooking
HRM 201 Intermediate Bread Production
HRM 202 Intermediate Cake Production
HRM 203 European Pastry, Torte and Gateau
HRM 205 Cooking Techniques 2
HRM 223 International Cuisine
HRM 225 Restaurant Production and Simulation
HRM 226 Advanced Pastry Production
HRM 227 Chocolates, Confections and Entremet

HUMAN SERVICES
HUW 100 Introduction to Human Services
HUS 101 Human Services and Addiction Counseling Ethics
HUS 102 Physiologic Aspects of Chemical Dependence
HUS 140 Alcohol and Drug Counseling: Co-occurring Disorders
HUS 150 Introduction to Aging Studies
HUS 200 Addiction Treatment Delivery
HUS 234 Treatment of Psychological Trauma in Military and Veteran Populations
HUS 233 Traumatic Brain Injury in Military and Veteran Populations

MATHMATICS
MAT 005 Arithmetic
MAT 100 The Nature of Mathematics
MAT 137 College Algebra
MAT 145 Precalculus 1

MECHATRONICS
MEC 230 Electric Motor Fundamentals

MEDICAL ASSISTING
MDA 100 Introduction to Medical Terminology
MDA 110 Professionalism in Health Care
MDA 111 Laws and Ethics for Health Professionals
MDA 112 Pharmacology for Health Professions
MDA 113 Medical Terminology
MDA 114 Diseases of the Human Body
MDA 117 Administrative Medical Assisting 2
MDA 119 Electrocardiography and Cardiac Diagnostics

MUSIC
MUS 100 Music Appreciation

NURSING
NUR 220 Nursing of Adult Clients in Health and Illness 2
NUR 221 Nursing Care of Children and Families

PARALEGAL STUDIES
LGS 141 Electronic Legal Research
LGS 215 Criminal Law
LGS 235 Business Law 1
LGS 254 Business Law 2

PHILOSOPHY
PHL 111 Introduction to Philosophy
PHL 141 Introduction to Logic
PHL 142 Ethics
PHL 146 Contemporary Moral Problems

PHYSICAL SCIENCE
PHS 100 General Physical Science
PHS 109 General Oceanography
PHS 111 History of Science

PHYSICIAN ASSISTANT
PHA 114 Pediatric Medicine 1

POLITICAL SCIENCE
PLS 111 American Government
PLS 275 Legislative Internship

PSYCHOLOGY
PSY 200 Career Development and Assessment
PSY 111 Introduction to Psychology
PSY 205 Child Psychology
PSY 208 Adolescent Psychology
PSY 211 Developmental Psychology
PSY 212 Personality Psychology
PSY 214 Abnormal Psychology
PSY 216 Human Sexuality
PSY 222 Psychology of Women
PSY 223 Social Psychology
PSY 224 Multicultural Psychology

For section and instructor information, visit www.aacc.edu/course-search.
**FALL 2020 – FIRST AND SECOND EIGHT WEEKS**

<table>
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<th>PUBLIC HEALTH</th>
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<tr>
<td>PBH 201  Global Health</td>
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<td>PBH 202  Emerging Public Health Issues</td>
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<td>PBH 203  Health Education Promotion</td>
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<th>SOCIOLOGY</th>
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<tr>
<td>SDC 102  Introduction to Masculinity Studies</td>
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<td>SDC 105  Exploring the Future</td>
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<td>SDC 111  Introduction to Sociology</td>
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<td>SDC 122  Social Problems</td>
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<td>SDC 212  Lesbian, Gay, Bisexual and Transgender Studies</td>
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<td>SDC 224  Criminology</td>
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<th>SPORTS STUDIES</th>
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<td>SPT 123  Sports in America</td>
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<td>SPT 200  Sociology of Sports</td>
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<td>SGT 206  Surgical Technology Clinical 3</td>
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<td>SGT 209  Surgical Technology Perspectives</td>
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<th>THEATER ARTS</th>
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<td>THA 111  Introduction to Theater</td>
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Earn credits during the winter term! Though the majority of winter 2021, classes meet Jan. 4-17. You can also choose classes that meet Dec. 21-Jan. 17, Dec. 21-Jan. 22, Jan. 4-Jan. 17.

Advance your graduation or make up credits! Only highly motivated students who have been successful in their studies should take these accelerated sections. Information: 410-777-2243 or www.aacc.edu.

WINTER REGISTRATION BEGINS OCT. 13.

ACHIEVING COLLEGE/CAREER ADVANCEMENT

ACA 100
Student Success Seminar – 1 cr hr
Identify and examine college support services, faculty expectations, and academic planning. Investigate and practice the habits of successful students such as study skills, note taking and time management. Assess learning styles, career pathways, and set goals. Develop an academic plan and tools to facilitate academic success in a diverse learning environment.

AMERICAN STUDIES

AMS 121
Popular Culture in America – 3 cr hrs
Examine American beliefs, values and attitudes as they are reflected in such institutions and leisure pursuits as motion pictures, television, radio, music, sports, politics and lifestyles.

BIOLOGY

BIO 137
Weight Management: Utilizing Healthy Approaches to Diet and Physical Activity – 1 cr hr
Introduces students to the concepts of energy balance, healthful eating patterns and physical fitness for healthy living. The course examines many of the biological and environmental theories associated with weight management and reviews current research in this area. Emphasis is also placed on physical fitness compatible with the achievement and maintenance of a healthy body weight. Popular diet programs will be reviewed and evaluated with regard to weight management and overall health impact.

BUSINESS ADMINISTRATION

BPA 105
Exploring the Future – 3 cr hrs
Investigate the future in a changing world. Using tools and perspectives across fields of study and cultures, students expand foresight and build the future. Acquire an appreciation for the complexity of our global society and its diversity.

BPA 111
Introduction to Business – 3 cr hrs
Explore the way that business is related to, and interacts with, individuals, groups, and institutions in the 21st century. Learn the terminology and concepts of the functional areas of business, setting the foundation for interpreting and analyzing the legal, social, and ethical issues facing business (both the institution and its members) today. Examine global awareness and cultural diversity throughout the course. Prepare for a career in business and/or a business career in the arts, sciences, and technologies. Lab fee: $5.

BPA 113
Consumer and Personal Finance – 3 cr hrs
Compare theories as they apply to consumer decision making. Apply theories to make practical choices regarding consumer saving, investing and budgeting. Discuss the use of credit, insurance, housing, career choice, retirement and estate planning.

BPA 120
Small Business Management – 3 cr hrs
Principles and practices involved in owning and operating a small business. Examine assessment of qualification for business ownership, market determination, site locations, capital and credit requirements, risk management and insurance, record-keeping and personnel management. Provides information to prospective and new small business operators.

BPA 125
Marketing Principles – 3 cr hrs
Introduces principles governing the distribution of goods and services at various levels. Stresses the management viewpoint and emphasizes decision making regarding product, price, promotion and place.

BPA 138*
Business and Professional Ethics – 3 cr hrs
Explores the moral landscape of today’s business environment. Discusses ethical issues and dilemmas of professionals in business, public administration, accounting and other professions.

BPA 142
Principles of Management – 3 cr hrs
Survey basic managerial functions with emphasis on planning, organizing and controlling staffing activities as applied to general management.

BPA 162*
Business Communications – 3 cr hrs
Learn written and oral communication skills needed in a professional environment. Focus on written reports and proposals, workplace communication, the job search, and oral presentations designed to inform or persuade.

BPA 200*
Financial Accounting – 3 cr hrs
Learn principles of financial accounting for the corporate entity. Study accrual-based accounting and the accounting cycle. Analyze and record financial transactions, prepare financial statements, and learn to account for receivables, inventories, fixed assets, liabilities and shareholders’ equity.

Note: Also offered as HEA 137; credit is not given for both HEA 137 and BIO 137.

Note: Also offered as SOC 105; credit is not given for BPA 105 and also SOC 105.

Note: Eligibility for ENG 101/ENG 101A recommended.

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Note: Eligibility for ENG 101/ENG 101A recommended.

Note: Credit is not given for BPA 201 and also BPA 200, BPA 201H, or BPA 211.
### COMMUNICATIONS

**COM 110**  
**ARTS & HUM**  
**Introduction to Interpersonal Communication – 3 cr hrs**  
Explore the function of verbal and nonverbal communication in the development of interpersonal relationships. Study perception, self-concept, listening, intercultural and intergender communication and conflict management.  

**Note:** Also offered as COM 110H; credit not given for both COM 110 and COM 110H.

**COM 111**  
**ARTS & HUM**  
**Fundamentals of Oral Communication – 3 cr hrs**  
Learn about public speaking theory, and develop the skills needed to speak effectively in various situations. Learn about clear oral expression, informed critical thinking, research techniques, rhetorical modes, and group communication. Write and deliver several speeches.  

**Note:** Eligibility for ENG 101/ENG 101A is strongly recommended.

**COM 112**  
**ARTS & HUM**  
**Newspaper Editing and Production – 3 cr hrs**  
Learn the basic techniques of copy editing and headline writing.  

**Prerequisite:** COM 102.

**COM 277**  
**ARTS & HUM**  
**Journalism Practicum – 3 cr hrs**  
Work on the student newspaper under supervision of the student editor and faculty adviser. One credit is given for two and a half hours per week up to a maximum of three credits per term. Students write and edit for publication and may work on any phase of newspaper production, including writing stories, copy editing, headline writing and layout production. Practicum courses may be combined for a total of six credit hours.  

**Prerequisite:** Successful completion of COM 102 or permission of department chair.

### COMPUTER TECHNOLOGY APPLICATIONS

**CTA 100**  
**Computing and Information Technology – 3 cr hrs**  
Learn computing and information technology concepts and skills that are fundamental to social, personal, business, and academic environments. Learn about the Internet, networking, hardware, software, security, privacy, ethics, and emerging technologies. Participate in hands-on labs using Microsoft Office applications, including word processing, spreadsheets, databases, and presentations, and the Windows operating system. Designed for the nonmajor. Lab fee: $25.  

**Prerequisite:** Eligibility for ENG 101/ENG 101A.  

**Note:** Also offered as COM 100H; credit is not given for both CTA 100 and CTA 100H or CTA 103 or CTA 103H.

**CTA 103**  
**Theories and Applications of Digital Technology (formerly CTA 103) – 3 cr hrs**  
Demonstrate knowledge of a wide variety of computer technologies including data communications, computer networks, database systems, computer hardware and software, the Internet and Web technologies, operating systems, software development, and information systems. Discuss security, ethics, environmental, and social issues related to digital and emerging technologies. Use hands-on lab experiences to validate knowledge of hardware and software systems. Lab fee: $25.  

**Prerequisite:** Eligibility for ENG 101/ENG 101A.  

**Note:** Also offered as CTA 103H; credit is not given for both CTA 100 and CTA 100H or CTA 103 or CTA 103H.

### COMPUTER TECHNOLOGY PROGRAMMING

**CTP 194**  
**Ethics and the Information Age – 3 cr hrs**  
Analyze ethics and moral philosophy as a means for providing a framework for ethically grounded decision making in the information age. Lab fee: $25.  

**Prerequisite:** Eligibility for ENG 101/ENG 101A.  

**Note:** Also offered as PHL 194, PHL 194H, CTP 194H; credit is not given for both CTP 194 and any of the following courses: CTP 194H, PHL 194, PHL 194H.

### CRIMINAL JUSTICE AND LAW ENFORCEMENT

**CJS 111**  
**Introduction to Criminal Justice – 3 cr hrs**  
Identify and analyze the interconnectedness between the components of the criminal justice system in the U.S.—to include law enforcement, the courts and correctional operations. Outline the process of justice in the American criminal justice system and how it interfaces with and impacts various populations of people, including people of different socio-economic classes, cultures, genders, and races. Survey and complete a comparative study on the history, development, and philosophy of the criminal justice system. Identify and explain the functions of various local, state, and federal agencies involved in the administration of criminal justice, including the court and trial process.

**CJS 224**  
**Criminology – 3 cr hrs**  
Study the cultural and historical influence of crime. Explore topics relating to the definition and meaning of crime and criminality; problems of official data; theoretic approach to causes of crime; and social and legal aspects of the criminal justice system with emphasis on roles of police, lawyers, judges, public and victims. Examine evolving theories and approaches to punishment, ranging from probation to capital punishment.  

**Prerequisite:** PSY 111 or SOC 111 and eligibility for ENG 101/ENG 101A.  

**Note:** Also offered as SOC 224; credit is not given for both CJS 224 and SOC 224.

### MANAGERIAL ACCOUNTING – 3 cr hrs


**Prerequisite:** BPA 201 or permission of department chair.  

**Note:** Credit will not be given for both BPA 202 and BPA BPA 202H or BPA 202 and BPA 212.
ECONOMICS

ECO 211* (SOC SCI) Principles of Economics 1 – 3 cr hrs
Explore macroeconomic theory and policy. Identify and illustrate how markets work with the use of demand and supply. Discuss use of national income accounting (GDP) as a measure of the health of the economy. Examine unemployment, inflation and business cycles as they relate to the economy and possible policy prescriptions. Examine and calculate GDP to analyze and implement fiscal and monetary policies.
Prerequisite: Eligibility for MAT 132.
Note: It is recommended that ECO 211 be taken prior to ECO 212. Also offered as ECO 211H; credit will not be given for both ECO 211 and also ECO 211H.

EDU 242* Foundations of Reading and Language Arts – 3 cr hrs
Examine the theories, processes and acquisition of reading and language arts. Identify the cognitive, linguistic, social and physiological factors involved in oral and written language development.
Prerequisite: EDU 133 and MAT 221 or MAT 222 or MAT 223; or a bachelor’s degree or permission from department chair.
Note: EDU 242 is a Maryland State Department of Education approved reading course. Also offered as EDU 242H; credit is not given for both EDU 242 and EDU 242H.

EMERGENCY MEDICAL TECHNICIAN

EMT 215* Paramedic 3 – 5 cr hrs
Synthesize advanced pathological concepts, principles, and skill mastery in caring for patients in a pre-hospital environment. Utilize critical thinking skills through scenario-based assessment to formulate and institute a clear and concise treatment and disposition plan for various diseases and injuries. Integrate team leadership, crew resource management techniques, patient advocacy, and entry-level practice as a paramedic professional. Practice selected procedures on each other during college lab. Lab fee: $100.
Prerequisite: EMT 119 with a grade of C or better or permission of the department chair.
Note: Mandatory attendance is required for all college lab, clinical and field rotations. Missed labs or rotations are made up at the student’s expense or will result in failure in the course.

GEO 100* (SOC SCI) Introduction to Geography – 3 cr hrs
Focus on the geographer’s view of the interaction of people with their physical and human environments.
Prerequisite: Eligibility for ENG 101/ENG 101A.

EDU 214* Introduction to Special Education – 3 cr hrs
Identify the categories of special education and the characteristics of special learners. Examine the diverse needs of special education students and the application of appropriate instructional adaptations. Discuss the historical overview of special education legislation and legal issues.
Prerequisites: EDU 133 or a bachelor’s degree.
WINTER 2021

HEALTH

HEA 100 [WELLNESS] W
Assessment and Theory of Fitness and Health – 3 cr hrs
Create a physically active, individualized exercise program with guidance from the course instructor. Use cardiovascular and weight training equipment in the college fitness center to improve and maintain health and wellness. Conduct pre and post-assessments to evaluate physical fitness. Examine the topics of physical activity, nutrition, weight management, stress, cardiovascular health and related wellness behaviors. Investigate the role of each dimension’s impact on lifelong wellness and health, behavior change strategies as they relate to health promotion efforts. Lab fee: $40.

HEA 111 [WELLNESS] W
Personal and Community Health – 3 cr hrs
Identify the dimensions of wellness and the various factors that promote optimal health for individuals and their communities. Describe the current and emerging issues in health promotion and disease prevention and evaluate evidenced-based methods to control risk factors in diverse populations. Examine topics and health behavior strategies to optimize and enhance quality of life.

HEA 113 [WELLNESS] D
Women’s Health – 3 cr hrs
Learn the physical and mental health events that confront women in our society. Investigate disease and stress ailments particular to women in our ever-changing world.
Note: Also offered as HEA 113; credit is not given for both GSS 113 and HEA 113.

HEA 114 [WELLNESS] W
Components of Personal Fitness and Wellness – 3 cr hrs
Examine the topics of physical activity, nutrition, weight management, stress, cardiovascular health and related wellness behaviors. Investigate the role of each dimension’s impact on lifelong wellness. Identify and evaluate behavior change strategies as they relate to health promotion efforts.
Note: Credit is not given for both HEA 114 and HEA 100.

HEA 137 Weight Management: Utilizing Healthy Approaches to Diet and Physical Activity – 1 cr hr
Introduces students to the concepts of energy balance, healthful eating patterns and physical fitness for healthy living. The course examines many of the biological and environmental theories associated with weight management and reviews current research in this area. Emphasis is also placed on physical fitness compatible with the achievement and maintenance of a healthy body weight. Popular diet programs will be reviewed and evaluated with regard to weight management and overall health impact.
Note: Also offered as HEA 137; credit is not given for both HEA 137 and BIO 137.

HEA 150 [WELLNESS] W
Advanced First Aid, CPR and AED – 3 cr hrs
Examine the appropriate intervention skills to respond to emergencies such as recognition, access, assessment and management until more advanced personnel arrives. Identify and successfully demonstrate the components of cardiopulmonary resuscitation (CPR) and automatic defibrillator device (AED) and advanced first aid by a first responder. Successful completion of the course prepares students to take the Red Cross certification exam. Lab fee: $29.
Note: Credit is not given for both EMT 104 and HEA 150.

HISTORY

HIS 111* [ARTS & HUM / SOC SCI]
Ancient and Medieval Western Civilizations – 3 cr hrs
Explore societal changes and continuities in structure, thought, government, economics, war and culture through readings, critical thinking and writing, from antiquity through the Renaissance.
Prerequisite: Eligibility for ENG 101/ENG 101A.
200 Online

HIS 211* [ARTS & HUM / SOC SCI]
United States History through the Civil War – 3 cr hrs
Explore American politics, cultures, economics and the interaction of people of different classes, races and genders through reading, critical thinking and writing, from colonization through 1865.
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: Also offered as HIS 211H; credit is not given for both HIS 211 and HIS 211H.

HIS 212* [ARTS & HUM / SOC SCI]
United States History since the Civil War – 3 cr hrs
Explore American politics, cultures, economics and the interaction of class, race and gender through reading, critical thinking and writing, from the Civil War to the present.
Prerequisite: Eligibility for ENG 101/ENG 101A.

HOTEL/RESTAURANT MANAGEMENT

HRM 111 Introduction to the Hospitality Industry – 3 cr hrs
A survey course that reviews the scope of the hospitality industry. The course begins with a look at the history and moves through development of the industry. Major topics include travel and tourism, lodging, food and beverage, managed services, gaming and entertainment, meetings, conventions, and expositions. Management issues, customer service, marketing, human resources and technology are emphasized. Industry trends, ethics, and the impact of economic, cultural, political and legal issues are discussed within each topic.

HUMAN SERVICES

HUS 102 Physiological Aspects of Chemical Dependence – 3 cr hrs
Examine the physiologic effects of recreational drug use and chemical dependence on the body systems. Classifications of abused drugs (alcohol, narcotics, depressants, stimulants and hallucinogens), basic concepts of the addiction cycle and treatment goals will be discussed. Approved by the Office of Education and Training for Addictions Services (OTAS).
Note: Also offered as HUS 102H; credit is not given for both HUS 102 and HUS 102H.

MASSAGE THERAPY

MAS 100 Introduction to Massage – 1 cr hr
Introduces the background, terminology, legal requirements, career opportunities and ethics of therapeutic massage for the professional or nonprofessional. Discusses introductory body mechanics. Helps you to determine if you want to pursue therapeutic massage as an avocation or vocation. Prepares you for MAS 110.

*Course with prerequisite
MATHEMATICS

MAT 037* Introduction to College Algebra – 2 equivalent hrs
Study intermediate algebra topics supporting the problem-solving skills required for College Algebra. Topics include linear, rational, radical, quadratic, exponential and logarithmic equations and functions; systems of linear equations; graphing linear and non-linear functions; and inequalities. A brief review of Beginning Algebra topics is also included.
Prerequisite: Achieve an appropriate score on the Mathematics Placement Test, or completion of MAT 011 or MAT 036 with a grade of at least C, or successful completion of an approved mathematics preparation course.
Note: MAT 037 and MAT 137 may be taken in the same semester. A grade of at least C is required in MAT 037 in order to start MAT 137. Credit will not be given for both MAT 137 and MAT 145 (formerly MAT 141).

MAT 100* The Nature of Mathematics – 3 cr hrs
Encounter mathematical reasoning through an exposure to inductive methods, problem-solving techniques and the organization of information to discover patterns. Explore geometric topics and the connections between mathematics, the arts, and the social sciences. Study topics such as management science, sequences, fractals, mathematics of finance, probability and statistics.
Prerequisite: Achieve an appropriate score on the mathematics part of the ACT or SAT, or score at an appropriate level on the Mathematics Placement Test, or completion of MAT 034 or MAT 012 or MAT 012E or MAT 013B with a grade of at least C, or successful completion of an approved mathematics preparation course.

MAT 135* Statistics – 3 cr hrs
Use meaningful data to explore concepts in probability and statistics including measures of central tendency and dispersion. Develop statistical literacy by studying graphical representations of data, discrete and continuous probability distributions, and sampling techniques and theory. Construct and interpret confidence intervals, find lines of best-fit, and perform hypothesis tests for means, proportions, and independence. Technology use is required throughout the course for statistical analyses.
Prerequisite: Achieve an appropriate score on the mathematics part of the ACT or SAT, or score at an appropriate level on the Mathematics Placement Test, or completion of MAT 012 or MAT 012E or MAT 013B or MAT 034 or MAT 025 with a grade of at least C, or successful completion of an approved mathematics preparation course.
Note: Also offered as MAT 125H; credit is not given for both MAT 125 and MAT 125H, or for both MAT 135 and MAT 223.

MAT 137* College Algebra – 3 cr hrs
Learn algebra concepts useful in the fields of business, social science, life science and health science. Study functions and their applications including linear, quadratic, higher-degree polynomial, rational, exponential and logarithmic functions. Solve systems of linear and non-linear equations and inequalities. Explore matrices, sequences and series.
Prerequisite: Achieve an appropriate score on the Mathematics Placement Test, or a grade of C or higher in MAT 037, or successful completion of an approved mathematics preparation course.
Note: MAT 037 and MAT 137 may be taken in the same semester. A grade of at least C is required in MAT 037 in order to start MAT 137. Credit will not be given for both MAT 137 and MAT 145 (formerly MAT 141).

MAT 145* Precalculus 1 – 3 cr hrs
Learn college algebra and introductory trigonometry. Algebraic topics include multiple representations of polynomial, rational, exponential, and logarithmic functions, systems of equations and related graphs, equations, inequalities and applications. Trigonometric topics include an introduction to angle and radian measure, right triangle relationships, trigonometric functions of any angle, laws of sines and cosines, graphs, applications and trigonometric equations.
Prerequisite: Achieve an appropriate score on the mathematics part of the ACT or SAT, or score at an appropriate level on the Mathematics Placement Test, or completion of MAT 012 or MAT 012A or MAT 045 with a grade of at least C.
Note: MAT 045 may be taken in the same semester as MAT 145; a grade of at least C is required in MAT 045 in order to start MAT 145. Credit is not given for both MAT 145 and MAT 157 (formerly MAT 141).

MAT 146* Precalculus 2 – 3 cr hrs
Apply trigonometry and advanced algebra to prepare for calculus. Trigonometric topics include angle measurement, definitions of the six trigonometric functions from the right triangle and unit circle perspectives, graphs, identities, inverses, and equations. Algebraic topics include conic sections and a review of functions and graphs.
Prerequisite: MAT 145 (formerly MAT 141).
Note: Credit is not given for both MAT 146 and MAT 151.

MAT 230* Elementary Calculus (For Business and Social Sciences) – 3 cr hrs
Study the basic concepts of calculus with applications to business and social sciences. Learn about limits, continuity, differentiation and integration of polynomial, rational, exponential and logarithmic functions. Apply calculus to problems involving maxima and minima, curve sketching, and the least-squares technique. The course includes an introduction to functions in several variables and partial derivatives.
Prerequisite: MAT 137; MAT 145 (formerly MAT 141), MAT 151 or equivalent.
Note: Credit is not given for both MAT 230 and MAT 191.

5 weeks – Dec. 21-Jan. 17
Online

MEDICAL ASSISTING

MDA 100 Introduction to Medical Terminology – 1 cr hr
Learn basic medical terminology, including prefixes, suffixes, and word roots as they relate to body systems and associated pathological conditions.

MDA 111 Laws and Ethics for Health Professionals – 2 cr hrs
Learn the legal and ethical responsibilities of the health care worker, including laws, regulations and industry standards. Explore the principles of moral, bioethical and health etiquette as they apply to current health care delivery, such as stem cell research, refusal of treatment, living wills and right to die issues.

MDA 112* Pharmacology for Health Professionals – 3 cr hrs
Recognize the history and current principles of pharmacology pertaining to health professions. Discuss drug categories according to body system and therapeutic applications. Identify categories of analgesic and anti-infective medications and their therapeutic effects. Describe the body’s immune response related to vaccine administration and disease prevention.
Prerequisite: Eligibility for ENG 101/ENG 101A.

MDA 113* Medical Terminology – 3 cr hrs
Learn medical terminology, including prefixes, suffixes, word roots and medical abbreviations. Utilize concepts presented in a body systems approach that emphasizes key anatomical and physiological terms. Additional topics include pathology, diagnostic procedures, and treatment modalities.
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: Also offered as MDA 113H; credit is not given for both MDA 113 and MDA 113H.
MEDICAL LABORATORY TECHNICIAN
MLT 102* Quality Assurance and Quality Control – 1 cr hr
Identify structure and function of medical laboratories and define laboratory roles. Recognize how medical ethics, laboratory mathematics, quality assurance procedures, and regulations affect the clinical laboratory.
Prerequisite: MLT 100, with a grade of C or better, or permission of the MLT Program Coordinator.
MLT 275* Phlebotomy Practicum – 2 cr hrs
Perform phlebotomy procedures in a practicum setting and gain experience drawing blood. Prepares students for national certification as a phlebotomist.
Tech—Lab fee: $40.
Prerequisite: MLT 100 or permission of the program coordinator. Corequisites: MLT 125 or permission of the program coordinator.
Note: Special admission requirements: (1) 18 years of age or older; (2) high school graduate or equivalent; (3) eligibility for ENG 101/ENG 101A; (4) submission of a completed health form with recent physical examination and immunization history; and (5) current certification in Basic Life Support for the Healthcare Provider (CPR) valid through the last day of the practicum. Students who receive a final grade below C are awarded an F in the course.
Eligibility for national certification includes a final grade of C or better, or work experience as a phlebotomist, and payment of an additional fee to the certifying organization.

MUSIC
MUS 100 ARTS & HUM
Music Appreciation – 3 cr hrs
A nontechnical course for those who wish to enrich their enjoyment of music by listening to performances from varying sources, ranging from the classical tradition to contemporary jazz. Topics include listening techniques, basic musical forms and the social and historical context for musical creation and popular taste. No previous training in music is required.
Note: This course uses a Web-based text and requires text internet access for course content and quizzes/tests.
MUS 101 ARTS & HUM
Music Fundamentals – 3 cr hrs
Analyze and discuss rhythm, harmony and melody. Evaluate basic elements of musical notation. Apply fundamentals of analysis and transcription. This course is the foundation for further study of music theory and composition.

NURSING
NUR 240* Advanced Pharmacology – 2 cr hrs
Learn advanced pharmacology beyond the introductory nursing courses. Apply concepts of pharmacotherapeutic actions and interactions with particular emphasis on the most currently prescribed medications, utilizing a nursing process framework. Optimize preparation for professional nursing practice.
Prerequisite: NUR 120 and NUR 131.

PARALEGAL STUDIES
LGS 253 Business Law – 3 cr hrs
Study basic principles of law and their impact on common business transactions. Explore sources of law, the judicial system, a wrongdoer’s liability for harm to society (crimes) and to the injured party (torts), the formation and performance of contracts, the ownership and transfer of personal and real property, principals and their agents and factors to be considered in choosing the form of a business (partnership and corporations) to be organized. Lab fee: $5.
Note: Also offered as LGS 253H; credit is not given for LGS 253 and also LGS 253H.

PHILOSOPHY
PHL 111* ARTS & HUM
Introduction to Philosophy – 3 cr hrs
Critically read and evaluate theories regarding the nature of reality, the nature and scope of knowledge and the nature and extent of our ethical obligations to others.
Prerequisite: Eligibility for ENG 101/ENG 101A.
PHL 142* ARTS & HUM
Ethics – 3 cr hrs
Evaluate ethical theories concerning good and evil, right and wrong behavior, vice and virtue, and the methods used in moral decision-making. Evaluate moral theories and apply them to current case studies.
Prerequisite: Eligibility for ENG 101/ENG 101A.
PHL 194* ARTS & HUM
Ethics and the Information Age – 3 cr hrs
Analyze ethics and moral philosophy as a means for providing a framework for ethically grounded decision making in the information age. Lab fee: $25.
Prerequisite: Eligibility for ENG 101/ENG 101A.
Note: Also offered as PHL 194, PHL 194H, CTP 194H; credit is not given for both CTP 194 and any of the following courses: CTP 194H, PHL 194, PHL 194H.

POLITICAL SCIENCE
PLS 111* SOC SCI
American Government – 3 cr hrs
Introduces American politics. Focus on such topics as ideology, public opinion, political behavior and voting dynamics, political parties, the presidency, Congress, foreign policy and national defense.
Prerequisite: Eligibility for ENG 101/ENG 101A.

PSYCHOLOGY
PSY 111* SOC SCI
Developmental Psychology – 3 cr hrs
Examine current research and principles and theories of human growth and development. Provides an overview of the development of thinking, language, personality, motor behavior and social behavior from infancy through maturity.
Prerequisite: PSY 111 or PSY 111H or permission of department chair.
Note: Also offered as PSY 211H; credit is not given for both PSY 211 and PSY 211H.
PSY 211* SOC SCI
Abnormal Psychology – 3 cr hrs
Learn about mental disorders, including an examination of causes, symptoms, treatment and management. Study anxiety disorders, mood disorders, personality disorders and schizophrenia. Explore problems in the field of abnormal psychology and discuss current attempts to solve them.
Prerequisite: PSY 111 or PSY 111H or permission of department chair.
Note: Also offered as PSY 214H; credit is not given for both PSY 214 and PSY 214H.

SOCIOLOGY
SOC 105 SOC SCI
Exploring the Future – 3 cr hrs
Investigate the future in a changing world. Using tools and perspectives across fields of study and cultures, students expand foresight and build the future. Acquire an appreciation for the complexity of our global society and its diversity.
Note: Also offered as FTR 105, PSY 105 and SOC 105; credit is not given for BPA 105 and also FTR 105, PSY 105 or SOC 105.

*Course with prerequisite
SOC 111* \( \Rightarrow \text{SOC SCI} \)  
**Introduction to Sociology – 3 cr hrs**  
Learn sociological principles and perspectives as a way of understanding everyday social life. Study meanings and functions of various roles in historical and contemporary societies. Evaluate causes, consequences and comparisons of social hierarchies.  
Prerequisite: Eligibility for ENG 101/ENG 101A.  
Note: Also offered as SOC 111H; credit is not given for both SOC 111 and SOC 111H.

SOC 213*  
**Marriage and the Family – 3 cr hrs**  
Survey of the dynamics of life in families. A view of the family as a changing social unit and implications of these changes for the individual. Reviews social forces that influence mating and dating, marriage and divorce, and deals with topics of love, sexuality, parenting, aging and death.  
Prerequisite: Eligibility for ENG 101/ENG 101A.  
Note: Also offered as SOC 213; credit is not given for both GSS 213 and SOC 213.

SOC 224*  
**Criminology – 3 cr hrs**  
Study the cultural and historical influence of crime. Explore topics relating to the definition and meaning of crime and criminality; problems of official data; theoretic approach to causes of crime; and social and legal aspects of the criminal justice system with emphasis on roles of police, lawyers, judges, public and victims. Examine evolving theories and approaches to punishment, ranging from probation to capital punishment.  
Prerequisite: PSY 111 or SOC 111 and eligibility for ENG 101/ENG 101A.  
Note: Also offered as SOC 224; credit is not given for both CJS 224 and SOC 224.

**SPORTS STUDIES**

SPT 123  
**Sports in America – 3 cr hrs**  
Examine the role, function and significance of sports and their impact on the hearts and minds of Americans. Research topics such as myths and legends, rituals and ceremonies, women and sports, amateurs and professionals, the business of sports and sports as a secular religion.

SPT 213*  
**Sports Philosophy – 3 cr hrs**  
Examine, within a psychological, sociological and historical context, the origins of values within a sports context. Learn ethical theories such as rule utilitarianism and Kantian moral theory, using that framework as a means by which to assess such issues as sports identification, exploitation of athletes, gender, race and class issues in sports and sports violence.  
Prerequisite: Eligibility for ENG 101/ENG 101A.

SPT 232*  
**Sport Psychology – 3 cr hrs**  
Explore the field of sport and exercise psychology. Learn about the psychological aspects of competitive and recreational sports with emphasis on current psychological theories and field research.  
Prerequisite: PSY 111 or permission of department chair.

**WORLD LANGUAGES**

**SPANISH**

SPA 211* \( \Rightarrow \text{ARTS & HUM} \)  
**Intermediate Spanish 1 – 3 cr hrs**  
Build vocabulary and grammar skills for the purpose of reading, writing, listening, and speaking. Discuss aspects of Spanish and Spanish-American culture.  
Prerequisite: SPA 112 or SPA 119 or two years of high school Spanish or permission of department chair.  
Note: Not for native speakers. Also offered as SPA 211H; credit not given for both SPA 211 and SPA 211H.
NOTICE OF NONDISCRIMINATION
AACC is an equal opportunity, affirmative action, Title IX, ADA Title 504 compliant institution. Call Disability Support Services, 410-777-2306 or Maryland Relay 711, 72 hours in advance to request most accommodations. Requests for sign language interpreters, alternative format books or assistive technology require 30 days’ notice. For information on AACC’s compliance and complaints concerning sexual assault, sexual misconduct, discrimination or harassment, contact the federal compliance officer and Title IX coordinator at 410-777-1239, complianceofficer@aacc.edu or Maryland Relay 711.

DISCLAIMER
Disclaimer: Courses and schedules in this publication may change. Provisions of this publication are not to be regarded as an irrevocable contract between the student and the college.

AACC CONSUMER INFORMATION
The Higher Education Act (HEA) of 1965, as amended by the Higher Education Opportunity Act (HEOA) of 2008, includes many requirements for disclosing information to the public. www.aacc.edu/aid/consumerinfo.cfm. Information about enrollment, transfer rates, graduation rates and crime statistics at AACC can be found by searching for AACC at the IPEDS COOL database at www.nces.ed.gov/Globallocator.

A report detailing the racial and gender makeup of the full-time, degree-seeking student body and the number of students receiving athletically related financial aid is available from the Admissions and Enrollment Development office and the Records and Registration office. The most recent data showing characteristics of full-time, degree-seeking students and student-athletes is available by viewing the Student Right to Know and Campus Security Act.

The Department of Public Safety and Police prepares the annual Security Report and distributes the report in accordance with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Paper copies are available at the Department of Public Safety and Police on the Online campus. The report also is available online at www.aacc.edu/campus-safety.

AACC is required to provide a calculator to furnish estimated net price information to current and prospective students and their families based on what similar students paid in a previous year. Estimated cost (price) of attendance includes tuition and required fees, books and supplies, room and board (meals) and other related expenses minus estimated grant and scholarship aid. To utilize the Net Price Calculator to help estimate college costs, visit www.aacc.edu/cost-and-paying.

All coeducational institutions of higher education that participate in a federal aid program and have intercollegiate athletic programs must provide information concerning their intercollegiate athletic programs. This information is published by the AACC Athletics department. For a copy of the report, contact the Athletics department, the Admissions and Enrollment Development office or the Financial Aid office.

We encourage all students to register to vote. In support of national legislation to make voter registration convenient, the college has Maryland Voter Registration Applications available. Pick one up at the Information and Visitors Services office on the first floor of the Student Services Center, or call 410-777-2222 to have an application sent to you. You also can register online at www.elections.state.md.us/voter_registration/application.html.
STOP

If you have symptoms such as cough, shortness of breath, fever, chills, muscle pain, sore throat, new loss of taste or smell, nausea, vomiting, diarrhea, or known COVID-19 or influenza exposure, you should NOT enter the building and must notify your professor/laboratory instructor and/or academic chair.

GO

If you are symptom free...

- Prior to your arrival on campus, secure a face mask for your personal use, know your AACC student ID number and have your student ID or valid driver's license with you.
- When you arrive on campus, put on your face mask and proceed to your designated building (where your instructional lab/studio will take place) at your assigned check-in time. This will be the only building you will be able to enter.
- Follow the entrance signs to the building. If there is a line, stay at least 6 feet apart from others.
- State your name, ID number and program of study, and be prepared to show your student ID or valid driver's license to the college personnel in the lobby. You will be expected to attest that you are asymptomatic, have not been potentially exposed, and that you will update the college if your status changes.
- The first day you arrive on campus, you will receive eye wear. The eye wear is for you to keep, must be cleaned after each use and brought back to each lab you attend.
- Eye wear and face masks must be worn the entire time you are on campus.
- Follow directional signs to your designated lab/studio.
- Use the stairs when possible and follow the stairway direction instructions. If using the elevator, only one person may occupy the elevator at a time.
- When you reach your designated lab/studio, follow the instructions of your professor/lab instructor.
- If your professor/lab instructor is not in the lab/studio, please wait for them to arrive before entering.

While in the Building

- The consumption of food is not permitted in the building.
- You must check in and out each time you enter and exit the building.
- During breaks in labs:
  » Dispose of gloves if applicable and wash your hands.
  » Only one person is allowed in the bathroom at a time.
  The doors leading into the bathrooms will remain open.
  Before entering the bathroom, ask if anyone is in there. If they are, wait until they exit and then enter.
  » Maintain social distancing (6 feet apart).
  » Continue to wear your face mask.
  » When returning to lab/studio from breaks, wash your hands and reapply the proper Personal Protective Equipment (PPE) as directed by your instructor.
- Follow the instructions of your professor/lab instructor.
- If you feel sick at any time, let your professor/lab instructor know.

Leaving for the Day

- Your professor/lab instructor will provide instruction on when and how to remove and dispose of your PPE.
- Assist with cleaning up the lab/studio to ensure the next group of students will enter a clean and sterile environment.
- Wash your hands.
- Follow the directional signs to exit the building.
- Proceed to your car or mode of transportation

Arriving Home

- Remove your clothing, face mask and eye wear as you enter your home and wash these items as soon as possible.

AACC reserves the right to revise these protocols.
**CDC Guidelines on How to Protect Yourself and Others**

**Know how COVID-19 spreads**
- There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- The best way to prevent illness is to avoid being exposed to this virus.
- The virus is thought to spread mainly from person-to-person:
  - Between people who are in close contact with one another (within about 6 feet)
  - Through respiratory droplets produced when an infected person coughs, sneezes or talks. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
  - Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

**Everyone should:**

**Wash your hands often**
- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place or after blowing your nose, coughing or sneezing.
- If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose or mouth with unwashed hands.

**Avoid close contact**
- Avoid close contact with people who are sick.
- Stay home as much as possible.
- Put distance between yourself and other people.
  - Remember that some people without symptoms may be able to spread the virus.
  - Keeping distance from others is especially important for people who are at higher risk of getting very sick.

**Cover your mouth and nose with a cloth face cover when around others**
- You could spread COVID-19 to others even if you do not feel sick.
- Everyone should wear a cloth face cover when they have to go out in public, for example, to the grocery store or to pick up other necessities.
  - Cloth face coverings should not be placed on children under age 2, anyone who has trouble breathing or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- The cloth face cover is meant to protect other people in case you are infected.
- Do NOT use a face mask meant for a health care worker.
- Continue to keep about 6 feet between yourself and others. The cloth face cover is not a substitute for social distancing.

**Cover coughs and sneezes**
- If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze, or use the inside of your elbow.
- Throw used tissues in the trash.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

**Clean and disinfect**
- Clean AND disinfect frequently touched surfaces daily. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets and sinks.
- If surfaces are dirty, clean them. Use detergent or soap and water prior to disinfection.
- Then, use a household disinfectant. Most common EPA-registered household disinfectants will work.


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**ANNE ARUNDEL COMMUNITY COLLEGE**

Notice of Non-discrimination: AACC is an equal opportunity, affirmative action Title IX, ADA Title II/4 complaint institution. Call Disability Support Services, 410-777-2346 or Maryland Relay 711, 72 hours in advance to request reasonable accommodations. Requests for sign language interpreters, alternative format books or assistive technology require 30 days notice. For information on AACC's compliance and complaints concerning sexual assault, sexual misconduct, discrimination or harassment, contact the federal compliance officer and Title IX coordinator at 410-777-4239, complianceoffice@aacc.edu or Maryland Relay 711. 5/20

*Course with prerequisite* www.aacc.edu
Need information?

Have questions?

Text us!

Get live support on the spot.*

TEXT 410-777-1212

* Live support is available 9 a.m.-5 p.m. Monday–Thursday and 9 a.m.-4 p.m. Friday. Standard messaging and data rates may apply.
Want experience? Get an internship!

The Internship Experience: A learning adventure; a professional advantage!

- Earn college credit
- Gain real-world experience
- Boost confidence in your knowledge and skills
- Enhance your résumé

INFORMATION: Call 410-777-2475, email internships@aacc.edu or visit www.aacc.edu/internships.
**CREDIT REGISTRATION**  ADD • DROP • WITHDRAW

**AACC ID NUMBER**

**TERM:** □ FALL  □ WINTER  □ SPRING  □ SUMMER  YEAR:

**LAST NAME**  **FIRST NAME**  **MIDDLE INITIAL**

**STREET ADDRESS**  **CITY**  **COUNTY**  **STATE**  **ZIP**

**PHONE:**  □ HOME  □ BUSINESS  □ CELL

**PHONE:**  □ HOME  □ BUSINESS  □ CELL

**PROGRAM OF STUDY (MAJOR)**

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<td>MWF</td>
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**PAYMENT INFORMATION**

Payment is due at time of registration.
Payments can be made through MyAACC or at the cashiers office.
Visit [www.aacc.edu/costs-and-paying](http://www.aacc.edu/costs-and-paying) for information on payment options. Students using veterans benefits should contact the Financial Aid office upon registration.

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**I confirm that I intend to stay enrolled and attend my other classes that have not yet started during this term.**

**I am not registered for or plan to drop my other classes that have not yet started during this term.**

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**STUDENT SIGNATURE (REQUIRED)**  **DATE**

**ADVISOR’S SIGNATURE**  **DATE**

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**ANNE ARUNDEL COMMUNITY COLLEGE**

101 COLLEGE PARKWAY • ARNOLD, MD 21012-1895 • [www.aacc.edu](http://www.aacc.edu)

RECORDS AND REGISTRATION OFFICE • 410-777-2243 • records@aacc.edu • [www.aacc.edu/recreg](http://www.aacc.edu/recreg) • REGISTER ONLINE THROUGH MYAACC • [http://portal.aacc.edu](http://portal.aacc.edu)
Notice of Nondiscrimination: AACC is an equal opportunity, affirmative action, Title IX, ADA Title 504 compliant educational institution offering educational programs and activities that are open and accessible to all qualified persons. Persons having questions about equal opportunity policies are encouraged to contact the Equal Opportunity/Title IX Officer, which is located in the Office of Diversity Management and Employment Services, 410-777-1239 or complianceofficer@aacc.edu.

AACC ID NUMBER
STUDENT SIGNATURE (REQUIRED)
DATE
ADVISOR’S SIGNATURE
DATE
PHONE:
HOME  BUSI  CELL
PROGRAM OF STUDY (MAJOR)
LAST NAME
FIRST NAME
MIDDLE INITIAL
STREET ADDRESS
CITY
COUNTY
STATE
ZIP
ACTON
REGISTER • ADD • DROP • WITHDRAW
W/REG • DRO • W/DRAW
WITHDRAW • WITHDRAWAL FROM CLASS
ACTION

I confirm that I intend to stay enrolled and attend my other classes that have not yet started during this term.
I am not registered for or plan to drop my other classes that have not yet started during this term.

PAYMENT INFORMATION
Payment is due at time of registration. Payments can be made through MyAACC or at the Cashiers Office. Visit www.aacc.edu/costs-and-paying for information on payment options. Students using veterans benefits should contact the Financial Aid Office upon registration.

I request the course(s) indicated above. By my signature, I acknowledge my responsibility for payment of the tuition and other charges associated with my registration. I agree to abide by the Academic Integrity Policy and all other college policies as cited in the college catalog.
DIRECTIONS TO ARNOLD: www.aacc.edu/about/locations.
Are you a graduating high school senior or parent?

As part of the graduating high school senior Class of 2020, we’d like to say congratulations on making it through a very challenging, unprecedented final year! Like many families in your situation, you may be considering the risk and expense of enrolling in a four-year college if the traditional on-campus experience is uncertain. You don’t have to defer your fall college decisions or take a gap year. Instead, consider making this a visiting year at AACC! A visiting year at community college offers a chance to reduce the cost of college and stay on track for on-time graduation. Get a jump on your degree plans at AACC this fall by:

- Completing general education courses
- Exploring new areas of interest before you commit to a major
- Saving money with low-cost tuition
- Transferring credits once four-year universities reopen

Already in college?

If you are a current college student in your freshman or sophomore year, it’s a great idea to take advantage of AACC courses that will transfer once your college reopens. AACC’s two-year degrees can transfer to four-year degree programs at all public colleges throughout Maryland, and many private and public colleges out of state. It’s easy, but start now!

1. Get a Permission to Study form from your college to ensure our course credits will transfer back. Need a syllabus before they’ll approve the course? Contact the appropriate assistant dean.
2. Complete a free credit admissions application. You will receive an acceptance email within 24 hours containing instructions on how to set up your MyAACC account and register for class.
3. If the course you want to enroll in requires prerequisites, you must provide an unofficial college transcript, SAT/ACT scores or high school GPAs to our college advising office in order to complete your registration. Find your advisor at www.aacc.edu/resources/academic-sewrvices.
4. Be sure to make a payment.
5. Don’t forget to request your transcript once you complete your course.

For details on how you can earn valuable credits that transfer to your four-year institution, visit www.aacc.edu/apply-and-register.

Still in high school?

While you are still in high school, you can take eligible AACC courses for a 50% discount on tuition through the Early College Access Program (ECAP). Talk to your school counselor and our admissions team to learn about the program. For details on how to take advantage of the 50% tuition discount, visit www.aacc.edu/earn-college-credits-while-in-high-school.
You’ve Got Questions. We Get That.

We understand you have a lot of questions about the future. At Anne Arundel Community College, your plans are important and don’t have to be on hold. We encourage you to consider AACC as part of your journey after high school or beyond. Whether you want to transfer to a Maryland or out-of-state college, or need career training that prepares you for a better job, we are now 100% online and here for you with flexibility, personalized support, small classes and caring faculty.