CHEM 2389 Academic Cooperative
3 Hours (3-0)
An instructional program designed to integrate on campus study with practical hands-on work experience in the physical sciences. In conjunction with class seminars, the individual students will set specific goals and objectives in the scientific study of inanimate objects, processes of matter and energy, and associated phenomena.

CHEM 2401 Analytical Chemistry I
4 Hours (3-4)
Principles and methods of quantitative chemical analysis dealing primarily with volumetric and gravimetric analysis and containing a brief introduction to physical methods. Pre-requisite: CHEM 1411; Co-requisite: CHEM 1412.

CHEM 2423 Organic Chemistry I
4 Hours (3-4)
This course will enable students to become proficient in the reactions and mechanisms of aliphatic and aromatic hydrocarbons, and their derivatives. Prerequisite: CHEM 1412.

CHEM 2425 Organic Chemistry II
4 Hours (3-4)
This course will enable students to become proficient in the reactions and mechanisms of alcohols, phenols, ethers, aldehydes and ketones, carboxylic acids, and amines. Prerequisite: CHEM 2423.

CJLE 1327 Interviewing and Report Writing for Criminal Justice Professions
3 Hours (3-0)
Instruction and skill development in interviewing, note-taking, and report writing in the criminal justice context. Development of skills to conduct investigations by interviewing witnesses, victims, and suspects properly. Organization of information regarding incidents into effective written reports. Students will demonstrate techniques for conducting interviews in support of incident investigations; collect information admissible in court using interview techniques; demonstrate appropriate note-taking skills; and create reports that convey all pertinent information.

CJLE 1333 Traffic Law and Investigation
3 Hours (3-0)
Instruction in the basic principles of traffic control, traffic law enforcement, court procedures, and traffic law. Emphasis on the need for a professional approach in dealing with traffic law violators and the police role in accident investigation and traffic supervision. Students will identify background and underlying principles of the traffic law enforcement effort; describe the legal requirements which govern and control the making and enforcement of criminal laws and traffic laws in particular; explain the procedures to maximize the individual officer’s personal safety during a stop, particularly in a criminal situation; explain the factors which influence the officer and violator during their face-to-face contact; explain the importance of meeting the objectives of a traffic program, i.e. reduction of traffic fatalities and prosecution of traffic offenses; and identify the various enforcement activities that lead to achieving an effective traffic program.

CJLE 1335 Traffic Law and Investigation
3 Hours (3-0)
Instruction in the basic principles of traffic control, traffic law enforcement, court procedures, and traffic law. Emphasis on the need for a professional approach in dealing with traffic law violators and the police role in accident investigation and traffic supervision. Students will identify background and underlying principles of the traffic law enforcement effort; describe the legal requirements which govern and control the making and enforcement of criminal laws and traffic laws in particular; explain the procedures to maximize the individual officer’s personal safety during a stop, particularly in a criminal situation; explain the factors which influence the officer and violator during their face-to-face contact; explain the importance of meeting the objectives of a traffic program, i.e. reduction of traffic fatalities and prosecution of traffic offenses; and identify the various enforcement activities that lead to achieving an effective traffic program.

CJSA 1322, 2382 Cooperative Education - Criminal Justice Studies
3 Hours (1-0-20)
Career-related activities encountered in the student’s area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and employer, the student combines classroom learning with work experience. Specific learning objectives directly related to a technical discipline guide the student through the paid work experience.

CJSA 1392 Criminal Justice Special Topics
3 Hours (3-0-0)
Topics address recently identified current events, skills or knowledge pertinent to the field of criminal justice. Topics vary with each offering.

CJSA 2323 Criminalistics
3 Hours (3-0)
Theory and practice of crime scene investigation. Topics include report writing, blood and other body fluids, document examination, etchings, casts and molds, glass fractures, use of microscope, and firearms identification. Students will explain the various aspects of theory and practice related to crime scene investigation and list the procedures used in the various types of evidence discovery and examination.

COMM 1129, 1130, 2129, 2130 Publications
1 Hour (0-4)
Working experience in publications. Students are required to be on the staff of at least one of the official college publications and to work under supervision a minimum of four hours weekly.

COMM 1307 Introduction to Mass Communications
3 Hours (3-0)
A survey of American mass communication functions with emphasis on development and current trends of print media, broadcasting, advertising, and public relations. Students are encouraged to become critical media consumers as well as to explore career possibilities in mass communications.

COMM 1318 (ALSO ARTS 2356) Photography I
3 Hours (2-4)
An introductory course for beginners in black and white photography. Students learn basic techniques of camera functions, film development, print processing and design fundamentals.

COMM 1319 (ALSO ARTS 2357) Photography II
3 Hours (2-4)
A continuation of Communication 1318 with emphasis on photography applied to publications. Students work with more complex subjects and techniques in order to communicate their ideas through photographic images. Prerequisite: COMM 1318

COMM 1335 Survey of Radio/Television
3 Hours (3-0)
Study of the development, regulation, economics, social impact, and industry practices in broadcasting and cable communication. Includes non-broadcast television, new technologies, and other communication systems.

COMM 2289 Academic Cooperative
2 Hours (2-2)
An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of communication.
CPMT 2380 Cooperative Education - Computer Maintenance Technology/Technician
3 Hours (1-0-20)
Career-related activities encountered in the student’s area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. This course may be repeated if topics and learning outcomes vary. Prerequisite: 12 semester credit hours.

CPMT 2445 Computer Systems Troubleshooting
4 Hours (3-3)
Principles and practices involved in computer system troubleshooting techniques and repair procedures including advanced diagnostic test programs and the use of specialized test equipment. The student will develop hardware and software troubleshooting techniques and perform procedures used in troubleshooting. Prerequisites: CPMT 1445 or instructor permission.

CRIJ 1301 Introduction to Criminal Justice
3 Hours (3-0)
Introduction to the criminal justice system. Topics include the history, philosophy and ethical considerations of criminal justice; definitions of crime and development of appropriate vocabulary; the nature and impact of crime; components of the criminal justice system and an introduction to law and legal concepts.

CRIJ 1306 Court Systems and Practices
3 Hours (3-0)
A study of the role of the judiciary in the criminal justice system. Topics include the structure of the Texas court system; prosecution of offenders; the right to counsel; pretrial release; grand jury processes; the adjudication of crimes; rules of evidence and sentencing using Texas statutes as illustrations.

CRIJ 1307 Crime in America
3 Hours (3-0)
The study of crime problems and theories in historical perspective. Topics include social and other factors affecting crime; the impact of crime on society; crime trends; social characteristics of specific crimes; crime prevention and the crime victim.

CRIJ 1310 Fundamentals of Criminal Law
3 Hours (3-0)
A study of the nature of criminal law. Topics include the philosophical and historical development of law; major definitions and concepts; classifications of laws and penalties and criminal responsibility using Texas statutes as illustrations.

CRIJ 1313 Juvenile Justice System
3 Hours (3-0)
A study of the juvenile court process. Topics include specialized juvenile law; the roles of the juvenile court, police agencies and correctional agencies; theories concerning causes and treatment of delinquency using Texas statutes as illustrations.

CRIJ 2301 Community Resources in Corrections
3 Hours (3-0)
An overview of diversionary practices and treatment programs utilized in the local setting. Topics include correctional theories and practices; selected models of correction and future trends in community corrections using Texas statutes as illustrations.

CRIJ 2313 Correctional Systems and Practices
3 Hours (3-0)
A study of the role of corrections in the criminal justice system. Topics include the history of corrections; organization and theory of correctional systems; institutional operations; alternatives to institutionalization; treatments and rehabilitation and current and future trends in correction.

CRIJ 2314 Criminal Investigation
3 Hours (3-0)
A study of the theory of criminal investigations. Topics include the historical development of investigative techniques; the collection and preservation of evidence; sources and techniques of gathering information; the use of forensic science in criminal investigations; methods of conducting investigations and preparing cases for trial.

CRIJ 2323 Legal Aspects of Law Enforcement
3 Hours (3-0)
A study of the legal authority of the police. Topics include responsibilities of and restraints upon the police; constitutional aspects of police work; laws of arrest, search and seizure and police liability using Texas statutes and cases as illustrations.

CRIJ 2328 Police Systems and Practices
3 Hours (3-0)
An examination of police work as a profession. Topics include the organization of law enforcement systems; police discretion; ethics; police-community relations and current and future issues facing law enforcement professionals. This course is the capstone course for Associate of Applied Science-Law Enforcement degrees. Co-requisites/prerequisites: CRIJ 1301; CRIJ 1306; CRIJ 1310; CRIJ 2313 or consent of instructor.

CSME 1254 Artistry of Hair Design I
2 Hours (0-7-0)
Introduction to hair design. Topics include the theory and applications of wet styling, thermal hair styling, and finishing techniques.

CSME 1410 Introduction to Hair Cutting and Related Theory
4 Hours (2-8-0)
Introduction to the theory of hair cutting. Topics include terminology, implements, sectioning and finishing techniques.

CSME 1443 Manicuring and Related Theory
4 Hours (2-5-0)
Presentation of the theory and practice of nail technology. Topics include terminology, application, and workplace competencies related to nail technology.

CSME 1447 Principles of Skin Care/Facials and Related Theory
4 Hours (2-5-0)
In-depth coverage of the theory and practice of skin care, facials, and cosmetics.
ENER 1330 Basic Mechanical Skills for Energy  
3 Hours (2-2)  
Basic mechanical skills using hand and power tools in an industrial environment. Topics include tool use and maintenance, lubrication, measuring, threads and fasteners, bench works, basic mechanical drawings, and basic shop calculations (English and metric). Also addresses rigging procedures to include chain falls, jacks, cable, fulcrum, port-a-power, and come-alongs. Students will use basic hand, hand power, and stationary power tools; select appropriate Bill of Materials (BOM); interpret basic mechanical drawings and perform associated calculations; apply measuring tools; perform bench work including part layout, drilling, reaming, tapping, press fitting, location of hole centers; perform preventative maintenance on tools; describe basic lubrication practices; demonstrate basic rigging procedures; and employ good housekeeping, environmental awareness, safety procedures, sensory skills, and preventative maintenance.

ENGL 0171 Intermediate Writing II  
1 Hour (0-1)  
Required for student taking ENGL 1301 under the “C” or better option. Student must make a “C” in this course and a “C” in ENGL 1301 to fulfill college writing readiness requirement.

ENGL 0270 Intermediate Writing I  
2 Hours (0-2)  
A writing-intensive lab course designed to prepare the student for college writing readiness. Prerequisite: ENGL 0371/0371.

ENGL 0370 Developmental Writing I  
3 Hours (3-1)  
A course designed to assist students to become more proficient in grammar, mechanics, expository writing, vocabulary, and critical reading. Students are required to work on writing, vocabulary, grammar, and punctuation in writing lab.

ENGL 0371 Developmental Writing II  
3 Hours (3-1)  
A course designed to assist students to become more proficient in grammar, mechanics, expository writing, vocabulary, and critical reading. Students are required to work on writing, vocabulary, grammar, and punctuation in writing lab.

ENGL 1301 Composition and Rhetoric  
3 Hours (3-0)  
A course designed to help students develop reading and writing skills by studying diction, syntax, paragraph development, grammar, vocabulary and essay organization and by writing expository paragraphs and essays. Course assignments will include a minimum of 6000 words of writing. Prerequisite: 220+ THEA Writing and 230 THEA Reading or 70/6 Compass Writing and 81 Compass Reading or successful completion of developmental education sequence. Co-requisite: ENGL 0181, when taken as culmination of developmental education sequence.

ENGL 1302 Composition and Literature  
3 Hours (3-0)  
A course designed to enable students to further their composition skills by writing multi-paragraph essays, including a research paper; to write logically; and to read, research, analyze, and discuss the literary genres of poetry, short fiction, and drama. Course assignments will include a minimum of 6000 words of writing. Prerequisite: ENGL 1301.

ENGL 2307 Creative Writing  
3 Hours (3-0)  
A course designed to enable students to investigate and discuss the creative process, to study and practice techniques of creative writing; and to read, analyze, discuss, and write two or more of the following: narrative essays, poems, short stories, and researched reviews/abstracts. Course assignments will include a minimum of 6000 words of writing. Credit will be given only once for ENGL 2307.

ENGL 2308 Advanced Studies in Creative Writing  
3 Hours (3-0)  
An advanced course designed to enable students to investigate and discuss the creative Process; to study and practice techniques of creative writing; and to read, analyze, discuss, and write one or more of the following: narrative essays, poems, short stories, and plays. Credit will be given only once for ENGL 2308. Prerequisite: ENGL 1301.

ENGL 2311 Technical Writing  
3 Hours (3-0)  
A course designed to enable students to investigate and discuss the creative Process; to study and practice techniques of creative writing; and to read, analyze, discuss, and write one or more of the following: narrative essays, poems, short stories, and plays. Credit will be given only once for ENGL 2308. Prerequisite: ENGL 1301.

ENGL 2314 Technical & Business Writing I  
3 Hours (3-0)  
First semester of a study designed to enable students to organize and prepare basic technical materials in the following areas: abstracts; proposals, technical descriptions, instructional processes, informational processes, technical definitions, progress reports; formal technical reports, graphics, and business correspondence. Course is designed also to enable students to analyze audience and present oral reports. Course assignments will include a minimum of 6000 words of writing. Prerequisite: ENGL 1301.

ENGL 2315 Technical & Business Writing II  
3 Hours (3-0)  
Second semester of a study designed to enable students to organize and prepare materials for college-level scientific, technical, or business writing. Course assignments will include a minimum of 6000 words of writing. Prerequisite: ENGL 1301.

ENGL 2321 Masterworks of British Literature  
3 Hours (3-0)  
The study of longer significant works of British literature, including study of movements, schools, or periods. Prerequisite: ENGL 1302. Course assignments will include a minimum of 6000 words of writing.

ENGL 2322 British Literature Anglo-Saxon Period through Neo-Classical  
3 Hours (3-0)  
A course designed to enable students to develop a historical perspective on the development of ideas and literary techniques by studying major authors, works, and trends in English literature from the Anglo-Saxon Period through the Neo-classical Age. Students will develop their critical thinking, research, and writing skills. Course assignments will include a minimum of 6000 words of writing. Prerequisite: ENGL 1302.
GERM 1412 Elementary German II  
4 Hours (3-4)  
This is a conversation course conducted primarily in German for the student who has completed German 1411 or its equivalent. Intensive oral-aural drill and classroom interaction will enable students to master the lexical and grammatical structures necessary in carrying on conversations in German. Prerequisite: GERM 1411.

GERM 2311 Intermediate German I  
3 Hours (3-2)  
This course is conducted in German, and it includes a comprehensive review of German grammar and structure. Through classroom drill, discussion, and composition, the course emphasizes vocabulary expansion and the acquisition of a basic knowledge of German culture and literature. Prerequisite: GERM 1412.

GERM 2312 Intermediate German II  
3 Hours (3-2)  
A course designed to provide fluency in spoken and written German through intensive grammar presentation and review, through conversational practice, and through composition and reading. The course is conducted in German. Prerequisite: GERM 2311.

GOVT 2301 Federal and State Government I  
3 Hours (3-0)  
This course is a comparative investigation of federal and state government. It covers the foundation and development of the constitutions of the United States and Texas (Federalism), local governments, political parties, and interest groups.

GOVT 2302 Federal and State Government II  
3 Hours (3-0)  
In this class students will study the legislative, executive (including the bureaucracy), and judicial systems of the U.S. and Texas, and selected problems of public policy.

GOVT 2304 Introduction to Political Science  
3 Hours (3-0)  
This course is the introduction to the study of political science as a discipline-political philosophy, the theory and organization of the modern state, comparative political systems, and international relations.

GOVT 2311 Mexican-American Politics  
3 Hours (3-0)  
This course examines the historical and socio-political culture, and the political experience of Mexican-Americans at the local, state, and national level in the United States.

GOVT 2389 Government Internship  
3 Hours (3-4)  
This course is designed to integrate on-campus study with practical hands-on experience in government. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of government.

GRPH 1359 Object Oriented Computer Graphics  
3 Hours (2-4)  
Mastery of the tools and transformation options of an industry standard draw program to create complex illustrations and follow them through to the color output stage. Mastery in the use of basic elements of good layout and design principles and use of the capabilities specific to vector (object oriented) drawing software to manipulate both text and graphics with emphasis on the use of bezier curves. Acquisition of images via scanning and the creative use of clip art is included.

HART 1380, 2380 Cooperative Education  
3 Hours (1-0-20)  
Career related activities encountered in the student’s area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through the paid work experience. This course may be repeated if topics and learning outcomes vary. The student is required to work for wages at least 20 hours per week in air conditioning, refrigeration or a related field.

HART 1391 Special Topics in Heating, Air Conditioning, and Refrigeration Technologies/Technicians  
3 Hours (2-2)  
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student.

HART 1401 Basic Electricity for HVAC  
4 Hours (3-3)  
Principles of electricity as required by HVAC, including proper use of test equipment, electrical circuits, and component theory and operation. The class will begin with basic electricity and progress through the study of transformers, power distribution, electric motors, motor controls and circuitry. The student will be introduced to the proper operation of various electrical meters and test instruments. This course, and HART 1407 must be taken first as the prerequisite to all the HART classes.

HART 1407 Refrigeration Principles  
4 Hours (3-3)  
An introduction to the refrigeration cycle, heat transfer theory, temperature/pressure relationship, refrigerant handling, refrigeration components and safety. The student will learn proper soldering and brazing techniques using oxy-acetylene and air-acetylene. The student will also be introduced to the proper use of hand tools and test instruments required in both service and installation. This course, and HART 1401 must be taken first as the prerequisite for all the HART classes.

HART 1441 Residential Air Conditioning  
4 Hours (3-3)  
A study of components, applications, and installation of mechanical air conditioning systems including operating conditions, troubleshooting, repair, and charging of air conditioning systems. This course covers proper recovery, recycle, and reclalm procedures. The student will also study the chemical make-up of refrigerants and how they affect the atmosphere. Replacement refrigerants and the problems they pose will also be covered. The student will gain a working knowledge of the various components used in air conditioning and refrigeration systems. The student will study various refrigerant oils and the type refrigerants they are designed for. Prerequisite: HART 1401 and HART 1407.

HART 1445 Gas and Electric Heating  
4 Hours (3-3)  
A study of the procedures and principles used in servicing heating systems including gas fired and electric furnaces. The student will be introduced to proper testing and troubleshooting techniques. The class will cover proper wiring, gas controls, thermostats, spark ignition and venting procedures. Prerequisite: HART 1401.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Hours</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>HART 2434</td>
<td>Advanced Air Conditioning Controls</td>
<td>4</td>
<td>(3-3)</td>
<td>Theory and application of electrical control devices, electromechanical controls and/or pneumatic controls. This course covers the proper methods for troubleshooting electrical control devices and control circuits. The student will study the correct wiring for components such as lock-out relays, oil failure controls, and thermostats. The student will be introduced to solid state controls and their functions. Prerequisite: HART 1401.</td>
</tr>
<tr>
<td>HART 2436</td>
<td>Air Conditioning Troubleshooting</td>
<td>4</td>
<td>(3-3)</td>
<td>An advanced course in application of troubleshooting principles and use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests. The student will use knowledge gained from previous classes or industry experience in order to improve their skill in determining system problems. Prerequisite: HART 1401 and HART 2442.</td>
</tr>
<tr>
<td>HART 2442</td>
<td>Commercial Refrigeration</td>
<td>4</td>
<td>(3-3)</td>
<td>Theory of and practical application in the maintenance of commercial refrigeration; medium, and low temperature applications and ice machines. The student will be introduced to various controls and components used in these applications. This course covers piping procedures, wiring, operation, and troubleshooting. The student will also study air cooled, water cooled, and evaporative condensers and their applications. Prerequisite: HART 1401 and HART 1407.</td>
</tr>
<tr>
<td>HART 2445</td>
<td>Air Conditioning Systems Design</td>
<td>4</td>
<td>(4-0)</td>
<td>A study of the properties of air and results of cooling, heating, humidifying or dehumidifying; heat gain and heat loss calculations including equipment selection and balancing the air system. This course covers psychometrics and design procedures developed to select proper equipment for air conditioning systems. The student will be introduced to Manual J for heating and cooling loads. The student will also study proper duct sizing and design techniques. Prerequisite: HART 1401 or Instructor Approval. Capstone course.</td>
</tr>
<tr>
<td>HART 2449</td>
<td>Heat Pumps</td>
<td>4</td>
<td>(3-3)</td>
<td>A study of heat pumps, heat pump control circuits, defrost controls, auxiliary heat, air flow, and other topics related to heat pump systems. This course covers specialized refrigeration systems such as heat pumps, cascade systems, chill water systems, and gas absorption systems. The student will learn the distinctive type controls and equipment necessary for these systems. Prerequisite: HART 1401 and HART 1407.</td>
</tr>
<tr>
<td>HIST 1301</td>
<td>United States History To 1877</td>
<td>3</td>
<td>(3-0)</td>
<td>This course is a survey of U.S. history from the beginnings through Reconstruction. It includes such topics as the European heritage, the colonies in North America, the creation and development of the American nation, and the sectional differences that led to the Civil War and Reconstruction.</td>
</tr>
<tr>
<td>HIST 1302</td>
<td>United States History Since 1877</td>
<td>3</td>
<td>(3-0)</td>
<td>This class is a survey of U.S. history from Reconstruction to the present. Topics include the development of the West, the growth of big business and its accompanying problems, American Imperialism, the causes and results of World Wars I and II, and the post war world. May be taken before 1301.</td>
</tr>
<tr>
<td>HIST 1316</td>
<td>History of Christianity</td>
<td>3</td>
<td>(3-0)</td>
<td>This course is an historical survey of the development of Christianity and its role in world history, from its origins to the present time covering theological and institutional issues. Course may be taken for either credit or non-credit. Also PHIL 1316.</td>
</tr>
<tr>
<td>HIST 2301</td>
<td>Texas History</td>
<td>3</td>
<td>(3-0)</td>
<td>This class covers the history of Texas from pre-Columbian times to the present. Topics will include native American cultures, colonization by Europeans, the Texas Republic, the Civil War, and modern Texas. Emphasis will be given to the roles of ethnic groups and women. May be substituted for one semester of U.S. History.</td>
</tr>
<tr>
<td>HIST 2311</td>
<td>Western Civilization I</td>
<td>3</td>
<td>(3-0)</td>
<td>This course is a history of Western civilization before c. 1500, stressing the origin and development of political, economic, and religious institutions. The class also covers the theory and practice of historical research.</td>
</tr>
<tr>
<td>HIST 2312</td>
<td>Western Civilization II</td>
<td>3</td>
<td>(3-0)</td>
<td>This course is a history of Western civilization since c. 1500, stressing imperialism, nationalism, revolution, and the rise of science. The class also covers the theory and practice of historical research.</td>
</tr>
<tr>
<td>HIST 2321</td>
<td>World Civilizations I</td>
<td>3</td>
<td>(3-0)</td>
<td>This class surveys the origin and development of civilizations in Asia, Africa, Europe, and the Americas from the beginning to c 1500. Material stresses the origin and development of political, economic, and religious institutions. The class also covers the theory and practice of historical research.</td>
</tr>
<tr>
<td>HIST 2322</td>
<td>World Civilizations II</td>
<td>3</td>
<td>(3-0)</td>
<td>This course continues the development of world civilizations in response to Western expansion from c. 1500. Topics stress imperialism, nationalism, revolution, and rise of science. The class also covers the theory and practice of historical research.</td>
</tr>
<tr>
<td>HIST 2323</td>
<td>Eastern Civilization</td>
<td>3</td>
<td>(3-0)</td>
<td>This course is a history of Eastern civilization. It covers Islamic, Indian, Chinese, and Japanese civilizations from their beginnings to the present. The class also covers the theory and practice of historical research.</td>
</tr>
<tr>
<td>HIST 2327</td>
<td>Mexican- American History</td>
<td>3</td>
<td>(3-0)</td>
<td>This course is a general survey of the experience of Americans of Mexican ancestry in the development of American society. The class will emphasize Native American and Spanish culture along with political, economic, and social events.</td>
</tr>
</tbody>
</table>
MATH 0372 Intermediate Algebra
3 Hours (3-0)
This course is intermediate in difficulty between the introductory and college algebra courses and is designed to bridge the gap between the courses. This course will enable students to become proficient in factoring, solving quadratic equations and systems of equations, working with conic sections, and functions Co-requisite: MATH 0170. Prerequisite: Requires a “C” or greater in MATH 0371 and a “P” in MATH 0170 or “P” in MATH 0174-0176 (FLEX Introductory Algebra sequence) or a satisfactory score on an algebra placement test or 230 on THEA. Course fee.

MATH 1314 College Algebra
3 Hours (3-0)
This course is designed to enable students to become proficient in the following algebraic topics: polynomials, rational expressions, exponents, radicals, linear equations and inequalities, quadratic equations, exponential and logarithmic equations, applications systems of equations, and binomial expansion. Prerequisite: Requires a “C” or greater in MATH 0392 and a “P” in MATH 0170 or a “P” in Math 0177-0179 or a satisfactory score on an algebra placement test or 270 on THEA. Course fee.

MATH 1324 Mathematics for Business & Social Sciences I
3 Hours (3-0)
This course is designed to enable students to become proficient in trigonometric and inverse trigonometric functions, the solution of triangles, identities, trigonometric equations, applications complex numbers, and logarithms. Prerequisite: Requires a “C” or greater in MATH 1314 or a satisfactory score on an algebra placement test. Course fee.

MATH 1325 Mathematics for Business & Social Sciences II
3 Hours (3-0)
This course is designed to enable students to learn quantitative methods for analyzing business problems. The topics to be studied are: Limits and continuity, derivatives, graphing and optimization, exponential and logarithmic functions, antiderivatives, integration, applications to management, economics, and business. Prerequisite: Requires a “C” or greater in MATH 1324. Course fee.

MATH 1342 Statistics
3 Hours (3-0)
This course is designed to enable students to learn the introductory techniques of collection, presentation, analysis, and interpretation of data. Correlation methods, analysis of variance, dispersion, sampling, quality control, reliability, mathematical models, and regression analysis are also studied. Students will become proficient in use of computer technology such as Excel. Prerequisite: Requires a “B” or greater in MATH 0391 and a “P” in MATH 0190 or a higher level math course or a satisfactory score on an Algebra placement test. Course fee.

MATH 1350 Fundamentals of Mathematics I
3 Hours (3-0)
Concepts of sets, functions, numeration systems, number theory, and properties of the natural numbers, integers, rational, and real number systems with an emphasis on problem solving and critical thinking. This course is designed specifically for students who seek middle grade (4-8) teacher certification. Prerequisite: Requires a “C” or greater in MATH 1314 or equivalent. Course fee.

MATH 1351 Fundamentals of Mathematics II
3 Hours (3-0)
Concepts of geometry, probability, and statistics, as well as applications of the algebraic properties of real numbers to concepts of measurement with an emphasis on problem solving and critical thinking. This course is designed specifically for students who seek middle grade (4-8) teacher certification. Prerequisite: Requires a “C” or greater in MATH 1350, or “C” or greater in MATH 1314 or equivalent. Course fee.

MATH 1414 College Algebra
4 Hours (4-0)
This course is designed to enable students to become proficient in the following algebraic topics: polynomials, rational expressions, exponents, radicals, linear equations and inequalities, quadratic equations, exponential and logarithmic equations, systems of equations, and binomial expansion. Prerequisite: Requires a “C” or greater in MATH 0391 and a “P” in MATH 0190 or a “P” in Math 0196-0199 or a satisfactory score on an algebra placement test or 270 on THEA. This course is designed for students needing more time to successfully complete College Algebra. Course fee.

MATH 2412 Pre-Calculus
4 Hours (4-0)
This course is designed to enable students to become proficient in applications of algebra and trigonometry to the study of elementary functions and their graphs including polynomial, rational, exponential, logarithmic, and trigonometric functions. Some topics from analytical geometry are discussed. Prerequisite: Requires a “C” or greater in MATH 1314 or a satisfactory score on Trigonometry placement test. Course fee.

MATH 2413 Calculus I
4 Hours (4-0)
This course is designed to enable students to become proficient in introductory analytic geometry, the theory of limits, differential calculus of algebraic and trigonometric functions, applications of differentiation, antiderivatives, and the definite integral. Prerequisite: Requires a “C” or greater in MATH 1316 or a “C” or better in MATH 2412 or a satisfactory score on a precalculus placement test. Course fee.

MATH 2414 Calculus II
4 Hours (4-0)
This course is designed to enable students to become proficient in the differentiation and integration of transcendental functions, techniques of integration, and applications of the definite integral, indeterminate forms, and improper integrals. Prerequisite: Requires a “C” or greater in MATH 2413. Course fee.

MATH 2415 Calculus III
4 Hours (4-0)
This course will enable students to become proficient in indeterminate forms, improper integrals, sequences, series, vectors, and the differential and integral calculus of functions of several variables. Prerequisite: Requires a “C” or greater in MATH 2414. Course fee.
POFT 1227 Introduction to Keyboarding  
2 Hours (2-0)  
Skill development in keyboarding techniques. Emphasis on the development of acceptable speed and accuracy. Students will demonstrate basic keyboarding techniques, with acceptable accuracy and speed of at least 30 words per minute.

POFT 1301 Business English  
3 Hours (3-0)  
Introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business. The student will apply the basic rules of grammar, spelling, capitalization, number usage, and punctuation; utilize terminology applicable to technical and business writing; develop proofreading and editing skills, and write effective sentences and paragraphs for business applications. Does not count toward major in “Psychology.”

POFT 1309 Administrative Office Procedure I  
3 Hours (3-0)  
Study of current office procedures, duties, and responsibilities applicable to an office environment. Students will develop time management techniques; demonstrate communication skills; and identify the basic skills of an office professional.

POFT 1325 Business Mathematics and Machine Applications  
3 Hours (3-1)  
Business math problem-solving skills using office technology. Students will solve business application problems using office technology.

POFT 2312 Business Correspondence and Communications  
3 Hours (3-0)  
Development of writing and presentation skills to produce effective business communications. Students will compose, produce, and present effective business documents appropriate to meet industry standards; apply critical evaluation techniques to business documents and demonstrate the importance of coherent, ethical communication principles in business and industry. Prerequisite: POFT 1301 or instructor permission.

POFT 2333 Advanced Document Formatting and Skill Building  
3 Hours (2-4)  
A continuation of keyboarding skills in advanced document formatting emphasizing speed, accuracy, and decision-making. Students will demonstrate proficient keyboarding techniques; apply mailability standards to business documents using word processing software; and implement decision-making skills. Prerequisites: POFT 1227 and POFT 2401.

POFT 2380 Cooperative Education-Administrative/Secretarial, General Science  
3 Hours (1-0-20)  
Career related activities encountered in the student’s area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through work experience. This course may be repeated if topics and learning outcomes vary. As outlined in the learning plan, the student will master the theory, concepts, and skills involving the tools, materials, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, and legal systems associated with the particular occupation and the business/industry; demonstrate ethical behavior, safety practices, interpersonal and teamwork skills, communicating in the applicable technical language of the occupation and the business or industry. Prerequisite: Two Business Applications courses or instructor permission.

POFT 2401 Document Formatting and Skill Building  
4 Hours (3-3)  
A continuation of keyboarding skills emphasizing acceptable speed, and accuracy levels and formatting documents. Students will demonstrate proficient keyboarding techniques; and apply mailability standards to business documents using word processing software. Prerequisites: POFT 1227 and ITSW 1401 or instructor permission.

POFT 2431 Administrative Systems  
4 Hours (3-3)  
Advanced concepts of project management and office procedures integrating software applications. Students will select materials, procedures, and equipment; and manage business projects using technology, critical thinking, and problem-solving skills. Prerequisites: ITSW 1401, ITSW 1404, ITSW 1407 and ITSW 1410.

PSYC 1200 Student Success Seminar  
2 Hours (2-1)  
Addresses the knowledge necessary for college success; develops the skills necessary to study and learn; and develops competence in finding information and resources. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual bases for this introduction to college-level student academic strategies. Students develop educational plans and use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. (Cross-listed as EDUC 1200)

PSYC 2301 Introduction to Psychology  
3 Hours (3-0)  
“Introduction to Psychology” deals with the scientific study of the behavior of individuals and their mental processes. The focus is on the perceptions, thoughts, emotions, and social interactions of people in their everyday lives. Psychological theories of mental health, mental disorders, and therapy will be addressed.

PSYC 2302 Applied Psychology  
3 Hours (3-0)  
This course is the application of psychological principles and methods to the development of the cognitive and social skills of students in the collegiate setting. Does not count toward major in Psychology.

PSYC 2306 Human Sexuality  
3 Hours (3-0)  
“Human Sexuality” provides a comprehensive introduction to the biological, psychological, behavioral, and cultural aspects of sexuality. Contemporary research addressing such issues as communication, love, relationships, sexual problems, therapies, pregnancy, and childbirth is discussed. Also SOCI 2306.

Students may receive credit for only two of PSYC 2308, PSYC 2311 and PSYC 2314.

PSYC 2308 Child Psychology  
3 Hours (3-0)  
This course covers the first part of the human development process. It focuses on psychological, cognitive, social, and environmental factors that shape human behavior from prenatal development through adolescence. Prerequisite: PSYC 2301 or permission of instructor.
SCIT 1408 Applied Human Anatomy and Physiology II
4 Hours (3-3-0)
This course is a continuation of Applied Human Anatomy and Physiology I with an indepth coverage of the structure and function of the human body. Topics include the digestive, respiratory, cardiovascular, lymphatic/immune, renal/excretory, and reproductive systems. The course emphasis is on homeostasis. Prerequisite: SCIT 1407.

SGNL 1401 Beginning American Sign Language I
4 Hours (4-0)
Introduction to American Sign Language, covering finger spelling, vocabulary, and basic sentence structure in preparing individuals to communicate with the hearing impaired/deaf.

SGNL 1402 Beginning American Sign Language II
4 Hours (4-0)
A continuation of Beginning American Sign Language I. Prerequisite: SGNL 1401.

SGNL 2301 Intermediate American Sign Language I
3 Hours (3-0)
Review and application of conversational skills in American Sign Language; interpreting from signing to voice as well as from voice to signing. Prerequisite: SGNL 1402.

SGNL 2302 Intermediate American Sign Language II
3 Hours (3-2)
A continuation of Intermediate American Sign Language I. Prerequisite: SGNL 2301.

SOCI 1301 Introduction to Sociology
3 Hours (3-0)
In this class students are introduced to the basic concepts of sociology with emphasis on the relationships of culture and social interaction to group behavior; the analysis of social organization, human ecology, and social change.

SOCI 1306 Social Problems
3 Hours (3-0)
In “Social Problems” sociological concepts are applied to current social issues such as family and community disorganization and crime and delinquency.

SOCI 2301 Marriage and the Family
3 Hours (3-0)
In this course sociological analysis is applied to human relationships pertaining to the varied aspects of courtship, mate selection and marital adjustment, and to the problem of adjustment in each stage of the life cycle.

SOCI 2306 Human Sexuality
3 Hours (3-0)
“Human Sexuality” includes units relating to the biological, psychological, social and cultural aspects of sexuality. Also PSYC 2306.

SOCI 2319 American Minorities
3 Hours (3-0)
“American Minorities” is a sociological analysis of minority-majority group relations, past and present. It examines the causes and consequences of prejudice and discrimination and ways of combating them; it emphasizes the effects of social inequality of race and ethnicity. The sociological significance and historic contributions of the principal minority groups are presented.

SOCI 2320 Minority Issues
3 Hours (3-0)
“Minority Issues” examines current minority group issues and problems associated with the policies and programs of public and private agencies that impact the family, education, religion, politics and the economy.

SOCI 2326 Social Psychology
3 Hours (3-0)
“Social Psychology” is the study of how thoughts, feelings, and behaviors of individuals are influenced by the actual, imagined, and implied presence of others. Also PSYC 2319.

SOCI 2340 Drugs and Society
3 Hours (3-0)
The study of the use and abuse of drugs in today’s society, emphasizing the sociological context in association with the physiological and phycological features. Examines the social and cultural factors that impact the addition process. Explores the effects of substance abuse on social institutions (Family, Education, Religion, Economics, Government, Health Care and Sports), as well as society’s responses in the areas of prevention and rehabilitation.

SPAN 1300 Conversational Spanish
3 Hours (3-0)
This introductory course emphasizes the acquisition of comprehension, pronunciation, and reading skills. Mastery of vocabulary and standard idiomatic expressions is stressed through intensive conversational drill and practice in the classroom and laboratory. Material is presented in a Hispanic culture context.

SPAN 1411 Elementary Spanish I
4 Hours (3-4)
This course is for those students who have no previous instruction in the language. It is designed to acquaint the students with the four basic language skills: listening comprehension, speaking, reading, and writing. Grammar and vocabulary are presented through intensive drills in class and in the lab.

SPAN 1412 Elementary Spanish II
4 Hours (3-4)
This is a course for the student who has completed Spanish 1411 or the equivalent. Course will include continued work in the four basic language skills: listening comprehension, speaking, reading, and writing. Intensive drill and classroom interaction will enable the student to master the lexical and grammatical structures of Spanish. Prerequisite: SPAN 1411.

SPAN 2311 Intermediate Spanish I
3 Hours (3-2)
This course includes a review of Spanish grammar and structure and provides further work with the four basic language skills: listening comprehension, speaking, reading, and writing. Through classroom drill, oral presentations, reading, and composition, the course emphasizes vocabulary expansion and the acquisition of a basic knowledge of Spanish culture. Prerequisite: SPAN 1412 or equivalent.

SPAN 2312 Intermediate Spanish II
3 Hours (3-2)
A course designed to increase fluency in Spanish and provides further work with the four basic language skills: listening comprehension, speaking, reading, and writing. Course also emphasizes knowledge of Spanish culture and language through intensive grammar presentation and review, oral presentations, reading, and composition. Prerequisite: SPAN 2311 or equivalent.
SPAN 2321 Introduction to Spanish Literature
3 Hours (3-0)
This course is designed for those students who wish to acquire a basic background in Spanish and Latin American literature and culture. The course includes the reading of cultural essays, short stories, and poetry, which are a basis for class discussion and composition. Practice in speaking, reading, and writing provide for vocabulary expansion. Conducted in Spanish. Prerequisite: SPAN 2312.

SPAN 2324 Hispanic Literature
3 Hours (3-0)
A course designed to enable students through reading, discussion and writing to explore the fiction, drama, and poetry of Hispanic authors who write in English or who have been translated into English.

SPCH 1144, 1145, 2144, 2145 Speech Communication
1 Hour (0-3)
A course designed to enable students to participate in speech communication activities and research.

SPCH 1311 Introduction to Speech Communication
3 Hours (3-0)
A course designed to enable students to practice speech communication in interpersonal, small group, and public communication situations and to apply the concepts of communication theory.

SPCH 1315 Public Speaking
3 Hours (3-0)
A course designed to enable students to research, compose, organize, and deliver speeches for various purposes and occasions with emphasis on listener analysis and informative and persuasive techniques.

SPCH 1318 Interpersonal Communication
3 Hours (3-0)
A course designed to enable students to analyze and practice person-to-person communication with focus on the development, maintenance, and termination of relationships. Oral presentations and listening skills are emphasized and developed.

SPCH 1321 Business and Professional Speaking
3 Hours (3-0)
A course designed to enable students to apply the skills of speech communication as they relate to business and professional situations. Practice in public presentations, organizational and small group settings, interviewing, and leadership techniques are emphasized.

SPCH 1342 Voice and Diction
3 Hours (3-0)
A course designed to enable students to study the physiology and mechanics of effective voice production with practice in articulation, pronunciation, enunciation, and practical use of the International Phonetic Alphabet. Recommended for students studying English as a Second Language.

SPCH 2289 Academic Cooperative
2 Hours (2-2)
An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of speech communication.

SPCH 2301 Introduction to Technology and Human Communication
3 Hours (3-0)
A survey of emerging interactive communication technologies and their influence on human communication, including interpersonal, group decision-making, and public and private communication contexts.

SPCH 2316 Interviewing
3 Hours (3-0)
A course designed to enable the student to apply communication concepts in selected interview settings with emphasis on dyadic communication, questioning techniques, interview structure, and persuasion.

SPCH 2333 Discussion and Small Group Communication
3 Hours (3-0)
A course designed to enable students to apply discussion and small group theories and techniques as they relate to group processes and interaction.

SPCH 2335 Argumentation and Debate
3 Hours (3-0)
A course designed to enable students to study the principles of argumentation and debate. Practice in briefing, evidence, and refutation.

SPCH 2341 Oral Interpretation
3 Hours (3-0)
A course designed to enable students to practice techniques of analyzing and interpreting literature through preparation and presentation of various literary forms.

SPCH 2389 Academic Cooperative
3 Hours (3-3)
An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of speech communication.

SSP 0170 Student Success
1 Hour (1-1)
This course is designed to introduce specific strategies that will assist a college student to prepare for college classes, determine educational goals, and identify personal strengths in learning and career interests. Each student will confer with an academic mentor to help the student connect to the college community and support their endeavor to be successful in college.

SSP 0270 Student Success: Health Care Studies
2 Hours (2-0)
For all students planning to enter the health care profession, this course is designed to introduce specific strategies that will assist college students in preparing for college classes, to determine their educational goals, and to identify their personal strengths in learning and career interests. Students will confer with an academic mentor who will help them connect to the college community and support their endeavor to be successful in college. In addition, this course is an overview of the roles of the various members of the health care system, educational requirements, and issues affecting the delivery of health care.

TECA 1303 Families, School and Community
3 Hours (3-0-0)
This course is a study of the child, family, community, and schools, including parent education and involvement, family and community lifestyles, child abuse, and current family life issues. The course includes 15 hours of field experience.
Core Curriculum Course List

All degrees with the exception of the AAS require students to complete the Core Curriculum. The Core Curriculum was established by the Texas legislature and the Texas Higher Education Coordinating Board to facilitate the transfer of courses between state supported institutions of higher education in Texas and to provide students with the basis of a liberal education. In order to obtain most degrees from a state supported institution in Texas, a student must complete the Core Curriculum. Thus, once a student has completed the Core Curriculum at one institution, it has been completed at all state supported institutions. Courses are chosen from the following areas. Consult degree programs for specific requirements. The required number of semester credit hours is noted in parenthesis beside each area.

<table>
<thead>
<tr>
<th>Course Area</th>
<th>Required Courses</th>
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<tbody>
<tr>
<td>010 - Communications</td>
<td>ENGL 1301 and 1302, one course chosen from SPCH 1311, 1315, 1318, or 1321</td>
</tr>
<tr>
<td>020 - Mathematics</td>
<td>MATH 1314, MATH 1316, MATH 1324, MATH 1342, MATH 1414, MATH 2412, MATH 2413, MATH 2414, MATH 2415</td>
</tr>
<tr>
<td>030 - Natural Sciences</td>
<td>BIOL 1406, BIOL 1407, BIOL 1408, BIOL 1409, BIOL 1424, BIOL 2401, BIOL 2402, BIOL 2421, CHEM 1405, CHEM 1411, CHEM 1412, GEOL 1401, GEOL 1403, GEOL 1404, GEOL 1405, GEOL 1447, PHYS 1401, PHYS 1402, PHYS 1403, PHYS 1404, PHYS 1415, PHYS 1417, PHYS 2425, PHYS 2426</td>
</tr>
<tr>
<td>040 - Humanities</td>
<td>ENGL 2321, ENGL 2322, ENGL 2323, ENGL 2326, ENGL 2327, ENGL 2328, ENGL 2331, ENGL 2332, ENGL 2333, ENGL 2342, ENGL 2343, FREN 2311, FREN 2312, GERM 2311, GERM 2312, HUMA 1301, HUMA 1302, LATI 2311, LATI 2312, PHIL 1301, PHIL 2303, PHIL 2306, SPAN 2311, SPAN 2312</td>
</tr>
<tr>
<td>050 - Visual and Performing Arts</td>
<td>ARTS 1301, ARTS 1303, ARTS 1304, DRAM 1310, DRAM 2361, DRAM 2362, DRAM 2366, MUSI 1306, MUSI 1308, MUSI 1309, MUSI 1310</td>
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<tr>
<td>090 - Fitness and Wellness</td>
<td>KINE 1100, KINE 1101, KINE 1102, KINE 1103, KINE 1104, KINE 1105, KINE 1106, KINE 1107, KINE 1108, KINE 1109, KINE 1110, KINE 1113, KINE 1117, KINE 1118, KINE 1119, KINE 1120, KINE 1125, KINE 1126.</td>
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Total: 42 semester credit hours