



Lake
Superior
COLLEGE

A member of Minnesota State

CATALOG

2018-2019



**Lake Superior College
General Catalog
2018 - 2019**

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Resources:

[About LSC](http://www.lsc.edu/about-lsc/) – (http://www.lsc.edu/about-lsc/)

[Student Handbook](http://www.lsc.edu/current-students/student-handbook/) – (http://www.lsc.edu/current-students/student-handbook/)

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Program Guides

Liberal Arts and Science (University Transfer)

Associate of Arts Degree AA Degree - 60 credits

Minnesota Transfer Curriculum MTC – 40 credits

[Program Website: \(http://www.lsc.edu/transfer-degrees/\)](http://www.lsc.edu/transfer-degrees/)

I. Associate of Arts Degree and M.T.C. Requirements:

A.A. = 60 Credits Total ~ Minimum requirements in parentheses (includes HPER & FYE) - 40 credit minimum required in Goal Areas 1-10.

M.T.C. = 40 Credits Total ~ Minimum requirements in parenthesis. Credits must total 40 in Goal Areas 1-10.

II. Associate of Science and Associate of Applied Science Degree Requirements:

A.S. = See Program Guide for specific requirements.

A.A.S. = See Program Guide for specific requirements.

NOTES:

- Credits for a course will count in ONLY one goal area (see your advisor for questions or clarification).
- A listed course may count once in Goal Areas 1 through 6, AND once in Goal Areas 7 through 10 (see your advisor for clarification).
- *Denotes Literature course.
- 2.0 minimum G.P.A. required for M.T.C. and all degrees.
- D grades are included in this calculation.

FIRST YEAR EXPERIENCE (Course is required.)

FYE 1000 Student Success Seminar (1)

1. COMMUNICATION (CO)

(Nine credit minimum.)

ENGL 1106 College Composition I (Required for AA/MTC) (3)

ENGL 1109 College Composition II (Required for AA/MTC) (3)

AND

At least one of the following to reach the minimum of 9 credits (required for AA/MTC):

COMM 1100 Introduction to Communication (3)

COMM 1105 Interpersonal Communication (3)

COMM 1110 Public Speaking (3)

COMM 1115-DI Intercultural Communication (3)

COMM 1125 Small Group Communication (3)

COMM 1601 Interviewing Procedure and Practice (1)

ENGL 1100 Creative Writing (3)

ENGL 1102 Writing for Social Media (3)

2. CRITICAL THINKING (CT)

(Completion of the full 40 credit MTC meets this requirement OR the following will meet this requirement:)

BIOL 2170 Pathophysiology (3)

PHIL 1140 Critical Thinking (3)

3. NATURAL SCIENCES (NS)

(Six credit minimum. Select two courses from at least two different areas.)

ASTR 1101 Introduction to Astronomy (4)

BIOL 1007-ET Biology and Society (4)

BIOL 1009 Intro Forensic Bio: Concepts/Techniques (3)

BIOL 1105-DI Biology of Women (3)

BIOL 1110-EN The Ecology of Minnesota (4)

BIOL 1120 General Biology 1 (4)

BIOL 1130 General Biology 2 (4)

BIOL 1140 Human Anatomy and Physiology I (4)

BIOL 1141 Human Anatomy and Physiology II (4)

BIOL 1170 Microbiology (3)

BIOL 2400 Topics in Biology (.5-3)

CHEM 1110 Aspects of Chemistry I (3)

CHEM 1111 Aspects of Chemistry II (2)

CHEM 1210 General Chemistry I (5)

CHEM 1211 General Chemistry II (5)

ENSC 1200-EN Introduction to Environmental Science (4)

ENSC 2010-EN World Health and the Environment (3)

GEOG 1120-EN Physical Geography (4)

GEOG 1202-EN Introduction to Maps (3)

GEOL 1110-EN Introduction to Geology (4)

GEOL 1115-EN Minnesota's Geology (4)

GEOL 1120-EN Historical Geology (4)

GEOL 1125-EN Geology of Natural Disasters (4)

GEOL 1130-GL Earth's Resources (4)

GEOL 1135-EN	Intro to Weather and Climate	(4)
GEOL 2005-EN	Geomorphology	(4)
PHYS 1001	Fundamental Concepts of Physics	(4)
PHYS 1201	Introduction to Physics I	(5)
PHYS 1202	Introduction to Physics II	(5)

4. MATHEMATICAL / LOGICAL REASONING (MA)

(Three credit minimum. One course is required.)

MATH 1100	College Algebra	(4)
MATH 1105	Mathematical Reasoning	(3)
MATH 1115	Contemporary Mathematics	(4)
MATH 1125	Finite Mathematics and Survey of Calculus	(5)
MATH 1130	Trigonometry	(3)
MATH 1150	Pre-Calculus	(5)
MATH 2204	Calculus I	(5)
MATH 2205	Calculus II	(5)
MATH 2210	General Statistics	(3)
PHIL 1125	Logic	(3)

5. HISTORY (HI) & SOCIAL AND BEHAVIORAL SCIENCES (SB)

(Nine credit minimum. Select courses from at least two different areas.)

ANTH 1110-GL	Cultural Anthropology	(3)
COMM 1120-GL	Media and Society	(3)
COMM 1600-DI	Communication in the Workplace	(3)
COMM 2205-GL	Relationship Communication	(3)
ECON 1100-GL	Introduction to Economics	(3)
ECON 1150-GL	Principles of Econ: Macroeconomics	(3)
ECON 1160	Principles of Econ: Microeconomics	(3)
GEOG 1110-GL	Human Geography	(3)
GEOG 1130-GL	World Regional Geography	(3)
HIST 1110-DI	European History: Ancient to 1500	(3)
HIST 1120-DI	European History: 1500 to Present	(3)
HIST 1130-GL	World History, Ancient to 1500	(3)
HIST 1135-GL	World History: 1500 to Present	(3)
HIST 1210-DI	United States' History to 1877	(3)
HIST 1220-DI	United States' History since 1877	(3)
HIST 1230-GL	World History since 1945	(3)
HIST 2110-EN	Minnesota History	(3)
HIST 2115-GL	Contemporary China: 1949 to Present	(3)
HIST 2125-GL	The World Wars 1914-1945	(3)
HIST 2130-ET	America's War in Vietnam	(3)
HIST 2225-GL	Modern Middle East	(3)
PSCI 1110-ET	American Government and Politics	(3)
PSCI 1120-ET	Introduction to Political Science	(3)
PSCI 1130-ET	State and Local Government	(3)
PSCI 1140-GL	World Politics and Global Issues	(3)
PSYC 1015	Mind Matters	(3)
PSYC 1120-DI	General Psychology	(3)
PSYC 1135-DI	Lifespan Developmental Psychology	(3)
PSYC 1140-DI	Abnormal Psychology	(3)
PSYC 2135	Child Psychology	(3)
PSYC 2145-DI	Social Psychology	(3)

SOC 1111-DI	Introduction to Sociology	(3)
SOC 1114-ET	Criminal Justice in Society	(3)
SOC 1125-GL	Social Deviance	(3)
SOC 1130	Juvenile Delinquency	(3)
SOC 1140-DI	Marriages and Families	(3)
SOC 1145-DI	Race, Class, and Gender	(3)
SOC 1155-DI	Human Sexuality	(3)
SOC 1165-ET	Patterns of Domestic Violence	(3)
SOC 1170-GL	Drugs and Society	(3)
SOC 1185	Gender, Power and Society	(3)
SOC 2103-DI	Body Culture	(3)
SOC 2120-ET	Social Problems	(3)
SOC 2123-EN	People and the Environment	(3)
SOC 2125-GL	Social Movements	(3)

6. HUMANITIES & FINE ARTS (HU)

(Nine credit minimum MUST include one Literature course.)

Asterisk denotes Literature course. No more than three one-credit courses from Art, Humanities, Music, Spanish, or Theater.)

ART 1110	Introduction to Art and Design	(3)
ART 1111	Introduction to Digital Art and Design	(3)
ART 1112	Introduction to Sculpture Design	(3)
ART 1113	Drawing I	(3)
ART 1118-GL	Art Appreciation	(3)
ART 1120-GL	Art History: Prehistoric to 1400 A.D.	(3)
ART 1122-GL	Art History: Renaissance to the Present	(3)
ART 1124-GL	Survey of Digital Arts	(3)
ART 1125	Watercolor	(3)
ART 1138	Ceramics I	(3)
ART 1162	Introduction to Glass Art	(3)
ART 1165	Metal Art/Jewelry I	(3)
ART 1168	Painting I	(3)
ART 1500	Digital Photography I	(3)
ART 1510	Digital Painting I	(3)
ART 1520	Digital Graphic Design I	(3)
ART 2100	Sculpture I	(3)
ENGL 1112*	Introduction to Literature	(3)
ENGL 2000	Poetry Writing	(3)
ENGL 2002	Creative Nonfiction Writing	(3)
ENGL 2004	Fiction Writing	(3)
ENGL 2020*	Introduction to Literary Studies: Short Story	(3)
ENGL 2022*	Introduction to Literary Studies: Novel	(3)
ENGL 2024*	Introduction to Literary Studies: Poetry	(3)
ENGL 2026*	Introduction to Literary Studies: Drama	(3)
ENGL 2101*	British Literature 12th to 17th Century	(3)
ENGL 2102*	British Literature 18th Century to Present	(3)
ENGL 2105*	American Lit: Pre-Colonial to Civil War	(3)
ENGL 2106*	American Lit: Civil War to the Present	(3)
ENGL 2108*	American Gothic Literature	(3)
ENGL 2110*	Literature of the American West	(3)
ENGL 2112-DI*	Women's Literature	(3)
ENGL 2114-DI*	Adolescent Literature	(3)
ENGL 2116-DI *	Multicultural Literature	(3)
ENGL 2118*	From Literature to Film	(3)
ENGL 2120-DI*	African-American Literature	(3)
ENGL 2130-DI*	Native American Literature	(3)
ENGL 2132*	Minnesota Literature	(3)

ENGL 2140-GL*	World Literature	(3)	PSYC 1120	General Psychology	(3)
ENGL 2148*	Science Fiction	(3)	PSYC 1135	Lifespan Developmental Psychology	(3)
ENGL 2150-GL*	Shakespeare, Eliz Age, Contemp Persp	(3)	PSYC 1140	Abnormal Psychology	(3)
ENGL 2160-EN*	Environmental Literature	(3)	PSYC 2145	Social Psychology	(3)
HUM 1105-GL	Introduction to Popular Culture	(3)	SOC 1111	Introduction to Sociology	(3)
HUM 1110-GL*	The Bible as Literature	(3)	SOC 1140	Marriages and Families	(3)
HUM 1115-GL	Int/Hum: Renaissance-Contemp Periods	(3)	SOC 1145	Race, Class, and Gender	(3)
HUM 1120-GL	Art Hist: Early Gothic to High Renaissance	(3)	SOC 1155	Human Sexuality	(3)
HUM 1123	Film Genres: Science Fiction & Fantasy	(3)	SOC 1185	Gender, Power and Society	(3)
HUM 1125*	Intro to Humanities: Arthurian Legend	(3)	SOC 2103	Body Culture	(3)
HUM 1130-GL	World Religion	(3)			
HUM 1135-DI*	Utopian Images: Fiction and Fact	(3)			
HUM 1140-DI*	Modern Fantasy	(3)			
HUM 1160-GL*	Classical Greek and Roman Mythology	(3)			
HUM 1180-DI*	World Mythology	(3)			
HUM 1190-DI*	Folklore	(3)			
HUM 2009-GL	Chinese Culture and Civilization	(3)			
HUM 2010-GL*	Understand Archetype, Dream, & Symbol	(3)			
HUM 2015-GL	Film Appreciation	(3)			
HUM 2100-DI*	Children's Media	(3)			
MCOM 1410	Intro to Digital Multimedia	(3)			
MUSC 1108	History of Rock and Roll	(3)			
MUSC 1110	Appreciation of Music	(3)			
MUSC 1120	Fundamentals of Music	(3)			
MUSC 1130	Introduction to World Music	(3)			
MUSC 1200	Concert Choir	(1)			
MUSC 1210	Chamber Singers	(1)			
PHIL 1120	Introduction to Philosophy	(3)			
PHIL 1130-ET	Ethics	(3)			
PHIL 2140	Philosophy of Religion	(3)			
PHIL 2150-ET	Political Philosophy	(3)			
THTR 1100	Theatre Production	(1)			
THTR 1210-GL	Theatre Appreciation	(3)			
THTR 1211	Acting I	(3)			
7. HUMAN DIVERSITY (DI)			8. GLOBAL PERSPECTIVE (GL)		
(One course minimum.)			(One course minimum.)		
BIOL 1105	Biology of Women	(3)	ANTH 1110	Cultural Anthropology	(3)
COMM 1115	Intercultural Communication	(3)	ASL 1200	American Sign Language I	(3)
COMM 1600	Communication in the Workplace	(3)	ART 1118	Art Appreciation	(3)
ENGL 2100	Introduction to Language	(3)	ART 1120	Art History: Prehistoric to 1400 A.D.	(3)
ENGL 2112*	Women's Literature	(3)	ART 1122	Art History: Renaissance to the Present	(3)
ENGL 2114*	Adolescent Literature	(3)	ART 1124	Survey of Digital Arts	(3)
ENGL 2116*	Multicultural Literature	(3)	COMM 1120	Media and Society	(3)
ENGL 2120*	African-American Literature	(3)	COMM 2205	Relationship Communication	(3)
ENGL 2130*	Native American Literature	(3)	ECON 1100	Introduction to Economics	(3)
HIST 1110	European History: Ancient to 1500	(3)	ECON 1150	Principles of Econ: Macroeconomics	(3)
HIST 1120	European History: 1815 to Present	(3)	ENGL 2140*	Modern World Literature	(3)
HIST 1210	United States' History to 1877	(3)	ENGL 2150*	Shakespeare, Eliz Age, Contemp Persp	(3)
HIST 1220	United States' History since 1877	(3)	GEOG 1110	Human Geography	(3)
HUM 1135*	Utopian Images: Fiction and Fact	(3)	GEOG 1130	World Regional Geography	(3)
HUM 1140*	Modern Fantasy	(3)	GEOL 1130	Earth's Resources	(4)
HUM 1180*	World Mythology	(3)	GS 1200	Explorations Abroad	(1-3)
HUM 1190*	Folklore	(3)	GS 1210	Global Service Learning	(3)
HUM 2100*	Children's Media	(3)	HIST 1120	European History: 1500 to Present	(3)
			HIST 1130	World History: Ancient to 1500	(3)
			HIST 1135	World History: 1500 to Present	(3)
			HIST 1230	World History since 1945	(3)
			HIST 2115	Contemporary China: 1949 to Present	(3)
			HIST 2125	The World Wars 1914-1945	(3)
			HIST 2225	Modern Middle East	(3)
			HUM 1105	Introduction to Popular Culture	(3)
			HUM 1110*	The Bible as Literature	(3)
			HUM 1115	Int/Hum: Renaissance-Contemp Periods	(3)
			HUM 1120	Art Hist: Early Gothic to High Renaissance	(3)
			HUM 1130	World Religion	(3)
			HUM 1160*	Classical Greek and Roman Mythology	(3)
			HUM 2009	Chinese Culture and Civilization	(3)
			HUM 2010*	Understand Archetype, Dream & Symbol	(3)
			HUM 2015	Film Appreciation	(3)
			MUSC 1130	Introduction to World Music	(3)
			PSCI 1140	World Politics and Global Issues	(3)
			SOC 1125	Social Deviance	(3)
			SOC 1170	Drugs and Society	(3)
			SOC 2125	Social Movements	(3)

SPAN 1010	Beginning Spanish I	(4)
SPAN 1020	Beginning Spanish II	(4)
SPAN 2010	Intermediate Spanish I	(4)
SPAN 2020	Intermediate Spanish II	(4)
THTR 1210	Theatre Appreciation	(3)

9. ETHIC & CIVIC RESPONSIBILITY (ET)

(One course minimum.)

BIOL 1007	Biology and Society	(4)
HIST 2130	America’s War in Vietnam	(3)
MCOM 1400	Introduction to Mass Communication	(3)
PHIL 1130	Ethics	(3)
PHIL 2150	Political Philosophy	(3)
PSCI 1110	American Government and Politics	(3)
PSCI 1120	Introduction to Political Science	(3)
PSCI 1130	State and Local Government	(3)
SOC 1114	Criminal Justice in Society	(3)
SOC 1165	Patterns of Domestic Violence	(3)
SOC 2120	Social Problems	(3)
SOC 2779	Community Service Collaboration	(1-2)

10. PEOPLE & THE ENVIRONMENT (EN)

(One course minimum.)

BIOL 1110	The Ecology of Minnesota	(4)
BIOL 2200	General Ecology	(4)
ENGL 2160*	Environmental Literature	(3)
ENSC 1200	Introduction to Environmental Science	(4)
ENSC 2010	World Health and the Environment	(3)
ENSC 2500	Sustainability: Concepts and Application	(3)
GEOG 1120	Physical Geography	(4)
GEOG 1202	Introduction to Maps	(3)
GEOL 1110	Introduction to Geology	(4)
GEOL 1115	Minnesota’s Geology	(4)
GEOL 1120	Historical Geology	(4)
GEOL 1125	Geology of Natural Disasters	(4)
GEOL 1135	Intro to Weather and Climate	(4)
GEOL 2005	Geomorphology	(4)
HIST 2110	Minnesota History	(3)
SOC 2123	People and the Environment	(3)

PHYSICAL EDUCATION / HEALTH REQUIREMENTS

(Minimum of two credits required for A.A. Any HPER course may be used to fulfill this requirement. All HPER courses may be repeated one time for credit toward an A.A. degree, except where an advanced level exists.)

ADDITIONAL ELECTIVES

(MUST BE NUMBERED 1000 OR ABOVE - do not include developmental classes. A maximum of 4 workshop credits will count toward the A.A., and 18 credits may come from occupational courses. CEUs will not be converted to credit. Students who wish credit for CEUs will pursue “Credit by Exam” or “Credit for Non-collegiate Experience.”)

LEGEND	
*Denotes Literature course	
DI =	Human Diversity
EN =	People & the Environment
ET =	Ethic & Civic Responsibility
GL =	Global Perspective
MA =	Mathematical/Logical Reasoning

Associate of Fine Arts AFA Degree - 60 credits

Program Website: (<http://www.lsc.edu/transfer-degrees/>)

Program Description

This program provides the foundations for individuals to function as creative artists in visual media. Many courses are available both on campus and online. Graduates also will be able to meet the goals of the Minnesota Transfer Curriculum and transfer.

Program Outcomes

Upon graduation, students will be able to

- Create, perceive, and respond to art utilizing a critical foundation of art knowledge and skills.
- Demonstrate advanced techniques of personal expression and the ability to think critically and creatively.
- Address concrete and abstract ideas with creative problem solving skills.
- Demonstrate a balanced exposure of art which includes studio courses in 2-D and 3-D mediums.
- Demonstrate an understanding of art in an historical context.
- Demonstrate a critical foundation of knowledge that broadens their definition of art.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT, OR
- Completion of ENGL 0950 or READ 0950, which may be taken concurrently with Semester I coursework, OR
- ENGL 0955 or READ 0955, which may be taken concurrently with Semester I coursework, OR equivalent transfer course or higher.

Mathematics:

- Please check the pre-requisites for courses meeting Goal 4 Mathematics/Logical Reasoning on the Associate of Arts Degree (A.A.) planner.

Required Courses

Course	Course Title	Credits
FYE 1000	Student Success Seminar	1
ART 1110	Intro to Art and Design	3
ART 1112	Intro to Sculpture Design	3
ART 1120	Art History: Prehistoric to 1400 A.D.	3
ENGL 1106	College Composition I	3
ART 1113	Drawing I	3
ART 1122	Art History: Renaissance to the Present	3
ENGL 1109	College Composition II	3
COMM 1100 or COMM 1110 or COMM 1105 or COMM 1115	Public Speaking or Intro to Communication or Interpersonal Communication or Intercultural Communication	3
	Any course from Goal Area 4 (Mathematical/Logical Reasoning) See AA Planner	3
	Any course from Goal Area 5 (History and Social and Behavioral Sciences) See AA Planner	3
	Studio Course Elective (Refer to Studio Electives below)	6
ART 2200	Art Portfolio Preparation	1
	Studio Course Elective (Refer to Studio Electives below)	6
	Natural Sciences (Refer to Gen Ed Goal Areas below)	4
	General Education (Refer to Gen Ed Goal Areas below)	12

Total Credits

60

**Courses May Require a Prerequisite **

Studio Course Electives

Twelve (12) minimum credits required. Students must select as least one course from each of the following (3) areas.

Required Courses

1) Two Dimensional

Art Course Title	Credits
ART 1125 Watercolor	3
ART 1160 Print-Making	3
ART 1168 Painting I	3
ART 2112 Watercolor II*	3
ART 2113 Drawing II*	3
ART 2168 Painting II*	3

2) Three Dimensional Art

Course Title	Credits
ART 1138 Ceramics I	3
ART 1165 Metal Art/Jewelry I	3
ART 1300 Sculpture Workshop	1
ART 1305 Ceramics Workshop	1
ART 2100 Sculpture	3
ART 2102 Sculpture II*	3
ART 2139 Ceramics II*	3
ART 2140 Ceramics III*	3
ART 2165 Metal Art/Jewelry II*	3

3) Digital Arts

Course Title	Credits
ART 1111 Intro to Digital Art & Design	3
ART 1500 Digital Photography I	3
ART 1510 Digital Painting I	3
ART 1520 Digital Graphic Design I	3
ART 1540 Digital Portfolio	3
ART 2500 Digital Photography II*	3
ART 2510 Digital Painting II*	3
ART 2521 Digital Graphic Design II*	3
*Requires a prerequisite	

General Education Goal Areas

Minnesota Transfer Curriculum course recommendations – 30 minimum credits required (must complete the following ten goal areas).

Goal Area 1: Communication 9 Credits

Course Title	Credits
ENGL 1106 College Composition I	3
ENGL 1109 College Composition II	3
COMM 1110 Public Speaking (recommended) OR one of the following: COMM 1100 Introduction to Communication, OR COMM 1105 Interpersonal	3

Course Title	Credits
Communication OR COMM 1115 Intercultural Communication	

Goal Area 2: Critical Thinking

Completion of the full 40 credits MTC meets this requirement OR courses that will transfer within MNSCU as meeting this requirement:

Course Title	Credits
PHIL 1140 Critical Thinking	3

Goal Area 3: Natural Sciences 6 Credits

One course must also satisfy Goal Area 10-EN

Course Title	Credits
ASTR 1101 Introduction to Astronomy	4
BIOL 1007 Biology and Society	4
BIOL 1105 Biology of Women	3
BIOL 1110-EN The Ecology of MN	4
BIOL 1120-EN General Biology I	4
CHEM 1110 Aspects of Chemistry I	3
HEM 1111 Aspects of Chemistry II	2
ENSC 1200-EN Intro to Environmental Science	4
ENSC 2010-EN World Health and the Environment	3
GEOL 1110-EN Intro to Geology	4
GEOL 1115-EN Minnesota’s Geology	4

Goal Area 4: Mathematical/Logical Reasoning
3 Credits

Goal Area 5: History and Social and Behavioral Sciences

9 Credits, one course must also satisfy Goal Area 9-ET

Goal Area 6: Humanities and the Fine Arts

9 credit minimum, MUST include one Literature course

Goal Area 7: Human Diversity

3 credit requirement fulfilled by Goal Area 5 requirements above

Goal Area 8: Global Perspective

Fulfilled by the Art History requirement of the AFA Degree

Goal Area 9: Ethic and Civic Responsibility

3 credit requirement fulfilled by Goal Area 5 requirements above

Goal Area 10: People and the Environment

3 credit requirement fulfilled by Goal Area 3 requirements above

Biology Transfer Pathway AS Degree - 60 credits

Program website: (<http://www.lsc.edu/transfer-degrees/>)

Program Description

The Biology Transfer Pathway AS offers students a powerful option: the opportunity to complete an Associate of Science degree whose course credits will directly transfer to designated Biology bachelor's degree programs at Minnesota State universities. The entire curriculum has been carefully designed to guarantee junior-year status to students who have been admitted to one of the seven Minnesota State universities. There, students can complete their bachelor's degree by earning 60 additional credits. Students planning to transfer outside of the Minnesota State system are advised to consult with their intended transfer institution to determine transferability of the courses in this curriculum. Universities within the Minnesota State system include Bemidji State University; Metropolitan State University; Minnesota State University, Mankato; Minnesota State University, Moorhead; Southwest State University; St. Cloud State University; and Winona State University.

Pre-program Requirements

To begin this program, you need to be at a specific skill level in English/reading and mathematics.

English/Reading: College Level

Mathematics: College Level

Required Courses*

Course	Course Title	Credits	MnTC Goal Area
FYE 1000	Student Success Seminar	1	
BIOL 1120	General Biology I	4	3
BIOL 1130	General Biology II	4	
BIOL 2210	Genetics	4	
BIOL 2005 or BIOL 2200	Cell and Molecular Biology General Ecology	4	10
COMM 1100 or COMM 1105 or COMM 1110 or COMM 1115	Intro to Communication Interpersonal Communication Public Speaking Intercultural Communication	3	1 1 1 1
ENGL 1106	College Composition I	3	1
ENGL 1109	College Composition II	3	1
MATH 1100 or higher	College Algebra (refer to designated university requirements)	3-5	4
MATH 2210	General Statistics	3	4
CHEM 1210	General Chemistry I	5	3
CHEM 1211	General Chemistry II	5	
	History, Social and Behavioral Sciences – one course	3	5
	Humanities and Fine Arts – one course	3	6
	Unrestricted Elective Courses	10-12	

Total Credits

60

*Courses may require a prerequisite

Program Outcomes

A student completing Lake Superior College's Biology transfer Pathway AS and transferring into a designated bachelor's program in biology at a Minnesota State university will have junior standing and may complete the bachelor's degree within an additional 60 credits. You will be able to transfer to the following designated majors at Minnesota State universities:

Note: The following Minnesota State university transfer information and designated degrees are pending Minnesota State system final approval and subject to change. Refer to the Lake Superior College program webpage for updated information and contact your Lake Superior College academic advisor for more details

At Bemidji State University:
Biology, BA, BS

At Southwest State University:
Biology, BA

At Metropolitan State University:
Biology, BA

At St. Cloud State University:
Biomedical Science, BS

At Minnesota State, Mankato:
Biology, BS

At Winona State University:
Biology - Allied Health, BS
Biology - Cell & Molecular, BS

At Minnesota State, Moorhead:
Biology, BA

Biology - Ecology, BS
Biology - Environmental Science, BS

In order to graduate and be guaranteed admission to a Minnesota State university’s designated program in biology you must earn an overall grade point average as indicated by the university to which you will transfer.

Suggested course sequence for a full time student averaging 15 credits per semester

First Semester: 16–18 credits

FYE 1000 – First Year Experience	1 credit
ENGL 1106 - College Composition I	3 credits
BIOL 1120 – General Biology I	4 credits
MATH 1100 – College Algebra or higher	3 – 5 credits
CHEM 1210 – General Chemistry I	5 credits

Second Semester 15 credits

BIOL 1130 – General Biology II	4 credits
CHEM 1211 – General Chemistry II	5 credits
COMM 1000, 1105, 1110, or 1115	3 credits
Goal Area 5 course	3 credits

Third Semester 13–15 credits

BIOL 2200 – General Ecology or BIOL 2005 – Cell and Molecular Biology	4 credits
MATH 2210 – General Statistics	3 credits
ENGL 1109 – College Composition II	3 credits
Unrestricted Elective*	3 – 5 credits

13–17 credits

Fourth Semester credits

BIOL 2210 – Genetics	4 credits
Goal Area 6 course	3 credits
Unrestricted Elective*	3 – 5 credits
Unrestricted Elective*	3 – 5 credits
Total Credits	60

Below is a list of suggested unrestricted electives

Course	Course Title	Credits	MnTC Goal Area
BIOL 1140	Human Anatomy and Physiology I	4	3
BIOL 1141	Human Anatomy and Physiology II	4	3
CHEM 2110	Elementary Organic Chemistry I	5	
CHEM 2111	Elementary Organic Chemistry II	5	
ENSC 1200	Introduction to Environmental Science	4	3, 10
ENSC 2010	World Health and the Environment	3	10
GEOG 1120	Physical Geography	4	3, 10
GEOL 1110	Introduction to Geology	4	3, 10
PHYS 1201	Introduction to Physics	5	3

Communication Transfer Pathway AA Degree - 60 credits

Program website: (<http://www.lsc.edu/transfer-degrees/>)

Program Description

The Communication Transfer Pathway AA offers students a powerful option: the opportunity to complete an Associate of Arts degree with course credits that directly transfer to designated Communication bachelor's degree programs at most Minnesota State universities. The curriculum has been specifically designed so that students completing this pathway degree and transferring to one of the seven Minnesota State universities enter the university with junior-year status. All courses in the Transfer Pathway associate degree will directly transfer and apply to the designated bachelor's degree programs in a related field. Universities within the Minnesota State system include Bemidji State University; Metropolitan State University; Minnesota State University, Mankato; Minnesota State University, Moorhead; Southwest Minnesota State University; St. Cloud State University; and Winona State University.

Pre-program Requirements

To begin this program, you need to be at a specific skill level in English/reading and mathematics.

English/Reading: A score of 78 or higher on the reading comprehension portion of the CPT, OR completion of ENGL 0950 or READ 0950, which may be taken concurrently with Semester I coursework, OR ENGL 0955 or READ 0955, which may be taken concurrently with Semester I coursework, OR equivalent transfer course or higher.

Mathematics: The Accuplacer results will indicate the necessary math course/s needed to complete this program.

Program Outcomes

A student completing Lake Superior College's Communication Transfer Pathway AA and transferring into a designated bachelor's program in communication at a Minnesota State university will have junior standing and may complete the bachelor's degree within an additional 60 credits. You will be able to transfer to the following designated majors at Minnesota State universities:

Required Courses*

Course	Course Title	Credits	MnTC Goal Area
FYE 1000	Student Success Seminar	1	
COMM 1105	Interpersonal Communication	3	
COMM 1110	Public Speaking	3	1
COMM 1115	Intercultural Communication	3	7
COMM 1125	Small Group Communication	3	
ENGL 1106	College Composition I	3	1
ENGL 1109	College Composition II	3	1
MCOM 1400	Intro to Mass Communication	3	9
COMM 1120	Media & Society	3	5, 8
COMM 2205 or COMM 1600	Relationship Communication Communication in the Workplace	3	5
	Goal 3: Natural Science (one course that also fulfills Goal 10)	6	3, 10
	Goal 4: Mathematical/Logical Reasoning	3	4
	Goal 5: History & Social Behavioral Sciences – non COMM Course	3	5
	Goal 6: Humanities & Fine Arts (must include 3 credit literature course)	9	6
	HPER - Physical Education/Health course(s)	2	
	General electives	9	

Total Credits

60

*Courses may require a prerequisite

At Metropolitan State University:

Bachelor of Arts, Professional Communication

- Organizational Communication
- Public Relations

Minimum program admission requirement: Completed CMST – Transfer Pathway AA with minimum GPA of 2.0

At Minnesota State, Mankato:

Bachelor of Science, Communication Studies

Minimum program admission requirement: Completed CMST – Transfer Pathway AA with minimum GPA of 2.0

At Minnesota State, Moorhead:

Bachelor of Arts, Communication Studies

- Career-Adaptive Communication
- Event Planning and Promotion
- Communication Training and Development
- Sales Communication
- Sports Communication

Minimum program admission requirement: Completed CMST – Transfer Pathway AA with minimum GPA of 2.0

At Southwest State University:

Bachelor of Arts, Communication Studies

- General Communication Studies
- Public Relations

Minimum program admission requirement: Completed CMST – Transfer Pathway AA with minimum GPA of 2.0

At St. Cloud State University:

Bachelor of Arts, Communication Studies

- Relational Communication
- Intercultural Communication
- Persuasion and Advocacy
- Leadership and Organizational Communication
- Comprehensive Emphasis

Bachelor of Science, Communication Studies Interdepartmental

Bachelor of Arts, Communication Studies Supplementary

Minimum program admission requirement: Completed CMST – Transfer Pathway AA with minimum GPA of 2.0

At Winona State University:

Bachelor of Arts, Communication Studies

- General Option
- Leadership and Advocacy Option
- Organizational Communication Option

Minimum program admission requirement: Completed CMST – Transfer Pathway AA with minimum GPA of 2.4

In order to graduate and be guaranteed admission to a Minnesota State university's designated program you must earn an overall grade point average as indicated by the university to which you will transfer.

There are additional communication-related programs for which this pathway is not designed. If students are interested in a major not listed above, they are encouraged to contact the University directly to discuss transferring to that program.

Suggested course sequence for a full time student averaging 15 credits per semester

First Semester		16 credits
FYE 1000 Student Success Seminar		1
COMM 1110 Public Speaking		3
MCOM 1400 Intro to Mass Communication		3
ENGL 1106 College Composition I		3
Goal 6 course		3
MnTC elective		3
Second Semester		15 credits
COMM 1105 Interpersonal Communication		3
ENGL 1109 College Composition II		3
Goal 3/10 course		3
Goal 5 Non COMM course		3
Goal 4 course		3
Third Semester		15 Credits
COMM 1125 Small Group Communication		3
COMM 1600 or COMM 2205		3
Goal 3 course		3
Goal 6 Literature course		3
MnTC elective		3
Fourth Semester		14 Credits
COMM 1115 Intercultural Communication		3
COMM 1120 Media & Society		3
HPER -Physical Education/Health course(s)		2
Goal 6 course		3
MnTC elective		3
Total Credits		60

Economics Transfer Pathway AA Degree - 60 credits

Program website: (<http://www.lsc.edu/transfer-degrees/>)

Program Description

The Economics Transfer Pathway AA offers students a powerful option: the opportunity to complete an Associate of Arts degree with course credits that directly transfer to designated Economics bachelor's degree programs at Minnesota State universities. The curriculum has been specifically designed so that students completing this pathway degree and transferring to one of the seven Minnesota State universities* enter the university with junior-year status. All courses in the Transfer Pathway associate degree will directly transfer and apply to the designated bachelor's degree programs in a related field.

*Universities within the Minnesota State system include Bemidji State University; Metropolitan State University; Minnesota State University, Mankato; Minnesota State University, Moorhead; Southwest State University; St. Cloud State University; and Winona State University.

Pre-program Requirements

To begin this program, you need to be at a specific skill level in English/reading and mathematics.

English/Reading: College Level

Mathematics: MATH 0470 or MATH 0480, with a C or better, or 50-77 on the College Level Math portion of the Accuplacer test.

Required Courses*

Course	Course Title	Credits	MnTC Goal Area
FYE 1000	Student Success Seminar	1	
ECON 1150	Principles of Economics: Macroeconomics	3	5, 8
ECON 1160	Principles of Economics: Microeconomics	3	5
MATH 1100 or higher	College Algebra (refer to designated university requirements)	4-5	4
MATH 2210	General Statistics	3	4
ENGL 1106	College Composition I	3	1
ENGL 1109	College Composition II	3	1
	Goal 1: Communication	3	1
	Goal 2: Met by completion of the full 40 MTC		2
	Goal 3: Natural Sciences (must include one course that also fulfills Goal 10)	6-9	3/10
	Goal 5: History & Social and Behavioral Sciences (not ECON)	3	5
	Goal 6: Humanities & Fine Arts (must include one literature course)	9	6
	Goal 7: Human Diversity (may be met by COMM 1115)	0-3	7
	Goal 9: Ethic & Civic Responsibility	0-3	9
	HPER course(s)	2	
	General Electives	7-17	

Total Credits

60

*Courses may require a prerequisite

Program Outcomes

A student completing Lake Superior College’s Minnesota State Economics Transfer Pathway and transferring into a designated bachelor’s program in Economics at a Minnesota State university will have junior standing and may complete the bachelor’s degree within an additional 60 credits. You will be able to transfer to the following designated majors at Minnesota State universities:

- Bemidji State University:
- Metropolitan State University:
- Minnesota State University, Mankato:
- Minnesota State University, Moorhead:
- Southwest Minnesota State University: N/A
- St. Cloud State University:
- Winona State University: Economics, BA

In order to graduate and be guaranteed admission to a Minnesota State University’s designated program you must earn an overall grade point average as indicated by the university to which you will transfer.

Suggested course sequence for a full time student averaging 15 credits per semester

First Semester:	Credits
FYE 1000 Student Success Seminar	1
ENGL 1106 College Composition I	3
ECON 1160 Principles of Economics: Microeconomics	3
Goal 6	3
Goal 7	3
HPER	2

Second Semester	Credits
ENGL 1109 College Composition II	3
ECON 1150 Principals of Economics: Macroeconomics	3
Goal 5 (not ECON)	3
Goal 6	3
Goal 7	3

Third Semester	Credits
MATH 2210 General Statistics	3
Goal 1	3
Goal 6 (Literature)	3
Goal 3	3-5
General electives	1-3

Fourth Semester	Credits
MATH 1100 College Algebra, or higher	4-5
Goal 3 course (also fulfills goal 10)	3-4
Goal 8	3
Goal 9	3
General electives	0-2
Total Credits	60

Health Science BroadField AS Degree - 60 credits

Program website: (<http://www.lsc.edu/transfer-degrees/>)

Program Description

Associate of Science Degree is awarded upon completion of a 60 credit academic program in scientific, technological, or other professional fields. The associate of science degree requires a minimum of 30 credits selected from at least six of the ten goal areas of the Minnesota Transfer Curriculum. The Associate of Science degree is designed to transfer in its entirety to one or more related baccalaureate degree programs. Students who intend to pursue an Associate of Arts (A.A.) degree along with this degree are advised to work closely with an advisor, to assure that all ten goal areas of the Minnesota Transfer Curriculum will be met.

Program Outcomes

Upon graduation, students will be able to transfer into a four-year college as a junior in a baccalaureate program designed for careers in the medical field.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL/READ 0950 or ENGL/READ 0955,
- OR its equivalent course or higher.

Mathematics:

- A score of 71 or higher on the Elementary Algebra skills portion of the CPT,
- OR completion of MATH 0460, which may not be taken concurrently with Semester I coursework,
- OR its equivalent course or higher.

Required Courses

Course	Course Title	Credits
BIOL 1120*	General Biology I	4
BIOL 1140*	Human Anatomy and Physiology I	4
BIOL 1141*	Human Anatomy and Physiology II	4
BIOL 1170*	Microbiology	3
CHEM 1210*	General Chemistry I	5
COMM 1115*	Intercultural Communication	3
ENGL 1106*	College Composition I	3
ENGL 1109*	College Composition II	3
FYE 1000	Student Success Seminar	1
HPER 1302*	Nutrition	3
MATH 1100*	College Algebra	4
MATH 2210*	General Statistics	3
PHIL 1130*	Ethics	3
PSYC 1120*	General Psychology	3
PSYC 1135*	Lifespan Developmental Psychology	3
SOC 1111*	Introduction to Sociology	3
	General Education Electives	8

Total credits

60

*Requires a prerequisite

Mathematics Transfer Pathway AA Degree - 60 credits

Program website: (<http://www.lsc.edu/transfer-degrees/>)

Program Description

The Mathematics Transfer Pathway AA offers students a powerful option: the opportunity to complete an Associate of Arts degree with course credits that directly transfer to designated Mathematics bachelor's degree programs at Minnesota State universities. The curriculum has been specifically designed so that students completing this pathway degree and transferring to one of the seven Minnesota State universities* enter the university with junior-year status. All courses in the Transfer Pathway associate degree will directly transfer and apply to the designated bachelor's degree programs in a related field.

*Universities within the Minnesota State system include Bemidji State University; Metropolitan State University; Minnesota State University, Mankato; Minnesota State University, Moorhead; Southwest State University; St. Cloud State University; and Winona State University.

Pre-program Requirements

To begin this program, you need to be at a specific skill level in English/reading and mathematics.

English/Reading: College Level

Mathematics: College Level

Required Courses*

Course	Course Title	Credits	MnTC Goal Area
FYE 1000	Student Success Seminar	1	
MATH 2204	Calculus I	5	4
MATH 2205	Calculus II	5	4
MATH 2206	Calculus III	4	
MATH 2220	Differential Equations with Linear Algebra	4	
COMM 1100 or COMM 1105 or COMM 1110 or COMM 1115	Introduction to Communication or Interpersonal Communication or Public Speaking or Intercultural Communication	3	1
ENGL 1106	College Composition I	3	1
ENGL 1109	College Composition II	3	1
	Goal Area 3: Natural Sciences. Select two courses from at least two different areas – one course must also satisfy Goal Area 10: People & Environment	6	3, 10
	Goal Area 5: History, Social and Behavioral Sciences – one course must also satisfy Goal Area 7: Human Diversity, AND one course must also satisfy Goal Area 9: Ethic & Civic Responsibility	9	5, 7, 9
	Goal Area 6: Humanities and Fine Arts – one course must also satisfy Goal Area 8: Global Perspective and must include one literature course	9	6, 8
HPER	Physical Education/ Health credits	2	
	Unrestricted elective credits	3-6	

Total Credits

60

*Courses may require a prerequisite

Program Outcomes

A student completing Lake Superior College’s Mathematics Transfer Pathway AA and transferring into a designated bachelor’s program at a Minnesota State university will have junior standing and may complete the bachelor’s degree within an additional 60 credits. You will be able to transfer to the following designated majors at Minnesota State universities:

- Bemidji State University
- Metropolitan State University
- Minnesota State University, Mankato
- Minnesota State University, Moorhead
- Southwest Minnesota State University: Mathematics, BA
- St. Cloud State University:
- Winona State University: Mathematics, BA

In order to graduate and be guaranteed admission to a Minnesota State University’s designated program in mathematics you must earn an overall grade point average as indicated by the university to which you will transfer.

Suggested course sequence for a full time student averaging 15 credits per semester

First Semester		15 credits	Third Semester		16 credits
FYE 1000 Student Success Seminar	1		MATH 2206 Calculus III	4	
ENGL 1106 College Composition I	3		COMM 1100, or COMM 1105, or COMM 1110, or COMM 1115	3	
MATH 2204 Calculus I	5		Goal Area 3 elective	3	
Goal Area 5 elective (must also satisfy Goal Area 7)	3		Goal Area 6 elective	3	
Goal Area 6 elective (also satisfy Goal Area 8)	3		Unrestricted elective credits	3	
Second Semester		15 credits	Fourth Semester		14 credits
MATH 2205 Calculus II	5		MATH 2220 Differential Equations with Linear Algebra	4	
ENGL 1109 College Composition II	3		Goal Area 5 elective	3	
Goal 3 elective (must also satisfy Goal Area 10)	3		Goal Area 6 elective	3	
Goal Area 5 elective	3		Physical Education/Health Elective	1	
Physical Education/Health Elective	1		Unrestricted elective credits	3	
			Total Credits	60	

Below is a list of suggested unrestricted electives:

Course	Course Title	Credits	MnTC Goal Area
CIS 1415	Introduction to Programming	4	
MATH 2210	General Statistics	3	4
PHYS 1201	Intro to Physics I	5	3
PHYS 1202	Intro to Physics II	5	3

Media Studies and Production Diploma - 31 credits

Program website: (<https://degrees.lsc.edu/video-production/>)

Program Description

This program is designed to prepare the graduate for a wide variety of positions in media production. Graduates are trained for jobs ranging from highly visible on-the-air assignments to positions on production or news teams. Graduates can also gain skills needed for careers in multimedia, DVD authoring, film style production, and media project & production management. Lake Superior College media studies students receive valuable hands-on experience in LSC's own audio and video studios, as well as through internships and experiences at local broadcast stations and media agencies.

Program Outcomes

Upon graduation, students will be able to:

- Shoot and edit single camera media productions using both analog and digital equipment.
- Participate in cooperative media production teams.
- Voice, record, edit, and produce audio projects, promotions, and commercials using both analog and digital equipment.
- Use terms and techniques common to media production and process.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL 0950 or READ 0950, which may be taken concurrently with Semester I coursework,
- OR ENGL 0955 or READ 0955, which may be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher.

Required Courses

Course	Course Title	Credits
MCOM 1400*	Intro to Mass Communication	3
MCOM 1420*	Digital Video Production	3
MCOM 1422*	Audio for the Media	3
ENGL 1106*	College Composition I	3
MCOM 1424	Digital Video Editing	3
MCOM 1426	Project/Production Management	3
MCOM 1428*	DVD Authoring	3
MCOM 1795*	Portfolio Production	1
MCOM 1797*	Media Studies Internship	3
	Electives (refer to Table 1)	6

Total credits

31

*Requires a prerequisite or instructor's consent

Table 1: Electives

Choose 6 credits from the following:

Course	Course Title	Credits
ART 1111*	Introduction to Digital Art & Design	3
ART 1500*	Digital Photography I	3
CIS 1406*	Web Programming I	3
CIS 1412*	Web Graphics I	3
COMM 1125*	Small Group Communication	3
ELTN 1422*	Media and Cabling	2
HUM 2015*	Film Appreciation	3
MCOM 1431	Writing for the Media	3
MCOM 1433	Radio Production	3
MCOM 1435	Video Graphics and Animation	3
MUSC 1110	Appreciation of Music	3
THTR 1211	Acting I	3

*Requires a prerequisite

Personal Training Certificate - 30 credits

Program website: (<https://degrees.lsc.edu/personal-trainer/>)

Program Description

The Personal Training Certificate is a one-year program designed to prepare students for a career in the fitness industry. Graduates of the Personal Training Certificate program are trained to assess, design, and implement individual and group exercise fitness programs for individuals who are apparently healthy and those with controlled disease. They are skilled in evaluating health behaviors and risk factors, conducting fitness assessments, writing appropriate exercise prescriptions, and motivating individuals to modify negative health habits and maintain positive lifestyle behaviors for health promotion. Upon successful completion of this certificate, the student should be well prepared to sit for the National Council on Strength & Fitness certification exam.

Program Outcomes

Upon graduation, students will have successfully completed:

- An understanding of the characteristics, structure, and function of all components of anatomy, cardiorespiratory, and energy systems of the human body. The application of critical thinking skills to develop appropriate fitness prescriptions for clients that minimizes risk and maximizes benefits.
- The demonstration of the ability to design safe individualized fitness programs to meet specific outcomes including dietary recommendations.
- The practice of operating within a field of understanding along with the rights and responsibilities to follow established guidelines.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A Score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL 0950 or READ 0950, which may be taken concurrently with Semester I coursework,
- OR ENGL 0955 or READ 0955, which may be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher.

Mathematics:

- A score of 121 or higher on the Elementary Algebra Skills portion of the CPT,
- OR completion of MATH 0470, which may be taken concurrently with Semester I coursework,
- OR its equivalent or higher.

Required Courses

Course	Course Title	Credits
ALTH 1410	Medical Terminology	1
BIOL 1005	Introduction to Cell Biology	1
BIOL 1140*	Human Anatomy & Physiology I	4
HPER 1116	Resistance Training	1
HPER 1206	Weight Control Through Walking	2
HPER 1304	Nutrition in Athletic Performance	2
HPER 1326	Lifetime Fitness	2
HPER 1330	Fundamentals of Endurance Training	2
BIOL 1141*	Human Anatomy & Physiology II	4
HPER 1322	Personal Training	3
HPER 1332	Essentials of Human Performance	3
PSYC 2160	Health Psychology	3
PTA 1460*	Functional Kinesiology I	2

Total Credits **30**

*Requires a prerequisite

Health

Dental Hygiene AAS Degree –82 credits

Program Website: (<https://degrees.lsc.edu/dental-hygienist/>)

Program Description

The dental hygiene program provides academic and clinical educational opportunities for capable individuals to acquire the knowledge, skills, and attitude for the professional practice of dental hygiene. The curriculum focuses on basic sciences, as well as essential technical and clinical skills in preparation for providing preventive dental hygiene services to the public. Dental hygienists are preventive oral health professionals, licensed in dental hygiene, who provide educational, clinical, and therapeutic services supporting total health through the promotion of optimal oral health.

Due to the nature of the clinical experiences in the dental hygiene program, students will be participating in a work environment that has the potential of exposure to bloodborne pathogens. All students accepted into the dental hygiene program are provided with written policy and instruction on infection control protocol to reduce the risk of disease transmission. Policies and procedures on the dental hygiene program's infection control protocol are available to all applicants upon request. Other work-related disorders associated with the practice of dental hygiene could result from repetitive activities and exposure to high decibel sounds. Advancements in design and technology in the profession are continually evolving to minimize the effects. The program complies with all institutional, local, state, and federal policies.

Program Outcomes

- To prepare graduates with the knowledge and clinical competence required to provide current comprehensive dental hygiene services.
- Interact effectively with patients, peers, and dental health care members utilizing professional, written, and oral communication.
- Develop an identity of self, supportive of continuous learning and professional endeavor.
- Exhibit ethical behavior consistent with professional conduct.

Pre-Program Courses

Course	Course Title	Credits
BIOL 1140	Human Anatomy and Physiology I	4
BIOL 1141	Human Anatomy and Physiology II	4
BIOL 1170	Microbiology	3
CHEM 1110	Aspects of Chemistry I	3
ENGL 1106	College Composition I (or)	3
ENGL 1109	College Composition II	
PSYC 1135	Lifespan Developmental Psychology (or)	3
PSYC 1120	General Psychology	

Required Courses

Course	Course Title	Credits
DENH 1401	Dental Anatomy	2
DENH 1405	Developmental Head & Neck Anatomy	2
DENH 1420	Dental Hygiene Theory and Practice I	5
DENH 1425	Dental Hygiene Practice I SimLab	1
DENH 1470	Medical and Dental Emergencies	1
DENH 2550	Community Dental Health	2
COMM 1100	Introduction to Communication	3
OR		
COMM 1105	Interpersonal Communication	
OR		
COMM 1110	Public Speaking	
DENH 1505	General and Oral Pathology	2
DENH 1511	Dental Materials	4
DENH 1520	Dental Hygiene Theory II	2
DENH 1528	Dental Hygiene Practice II	4
DENH 1530	Dental Radiology	3
DENH 1560	Periodontology I	1
DENH 2401	Pharmacology for the Dental Hygienist	2
DENH 2420	Dental Hygiene Theory III	2
DENH 2428	Dental Hygiene Practice III	6
DENH 2431	Radiographic Interpretation	2
DENH 2460	Periodontology II	2
DENH 2501	Pain Management	2
DENH 2520	Dental Hygiene Theory IV	2
DENH 2528	Dental Hygiene Practice IV	6
HPER 1302	Nutrition	3
SOC 1111	Introduction to Sociology	3

Total Credits **82**

Courses may require a prerequisite

- Initiate and assume responsibility for health promotion and disease prevention activities.
- Acquire and synthesize information in a critical, scientific, and effective manner

Qualified applicants should be aware that program class sizes are limited, which may delay acceptance into the program.

General Education courses that are required may be taken prior to entering the program, as long as the specific prerequisites for that course have been met. Please check with your advisor.

All courses in the program need to be completed with a grade of “C” or better to progress into the next semester

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

Mathematics:

- A score of 71 or higher on the Elementary Algebra skills portion of the CPT,
- OR completion of MATH0460, which may not be taken concurrently with Semester I coursework,
- OR its equivalent course or higher

NOTE: Prior to taking any DENH courses, all Pre-Program courses listed above must be completed with a grade of C or better, with a pre-technical overall GPA of 2.6 or better. Students must complete 20 hours of a job shadowing experience prior to taking any DENH courses.

NOTE: You will need a recent physical examination including current immunizations and a current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: BLS/CPR for Healthcare Providers is required for all clinical courses. ALTH1430 will satisfy this requirement. Background Study approval is required from the State of Minnesota

Dialysis Patient Care Technician Certificate – 16 credits

Program Website: (<https://degrees.lsc.edu/dialysis-technician/>)

Program Description

The Dialysis Patient Care Technician Program trains students to provide direct care for patients on hemodialysis under the supervision of the RN. It also prepares the RN for care of patients on hemodialysis. The fall semester courses offer the theory preparation for the needed hands-on skills.

Program Outcomes

Upon graduation, students will be able to:

- Demonstrate comprehensive theoretical knowledge required for the role of Hemodialysis Patient Care Technician.
- Demonstrate knowledge required for preparation for hands-on training experience provided in either the clinical internship or through on the job training provided after hire by a dialysis facility.
- Demonstrate knowledge of issues and trends related to hemodialysis.
- Demonstrate knowledge of kidney anatomy, function and failure.
- Demonstrate principles of hemodialysis.
- Demonstrate overview of the hemodialysis delivery system, water treatment systems, hemodialyzer re-use.

Qualified applicants should be aware that program class sizes are limited, which may delay acceptance into the program.

Required Courses

Course	Course Title	Credits
HPCT1400	Issues and Trends	3
HPCT1410	Kidney Function and Failure	2
HPCT1420	Principles of Hemodialysis	4
HPCT1440	Components of Hemodialysis Delivery	3
NUNA1420	Nursing Assistant/Home Health Aide OR NA/HHA completion within 5 years OR Nursing Assistant course completed more than 5 years (contact an advisor) OR Current registration as a Nursing Assistant (must meet program 16 credit requirement by transfer of general education or healthcare technical credits or contact an advisor about credit for prior learning) OR Completion of an occupational healthcare certificate, diploma, or degree, with transfer of general education or healthcare technical credits as substitute for NUNA1420	4
Total Credits		16

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

Massage Therapy Diploma – 31 credits

Program Website: (<https://degrees.lsc.edu/massage-therapy/>)

Program Description

The Massage Therapist Program prepares the graduate for the operation of his or her own massage therapy clinic or employment in another health care related setting. The graduate therapist is able to observe and assess the client's musculoskeletal system, propose a treatment plan, implement the treatment plan and observe the client's response to the treatment. Stress reduction, Deep Tissue, Neuromuscular, Lymphatic, Somatic, Sports, Swedish, Geriatric and other manual soft tissue techniques are used. Documentation is done to record muscular pain and restrictions, postural distortions, fascial adhesions and the effects of stress on the body. Small business start-up and management provide a foundation for entrepreneurs. Therapists may find opportunities to work in a variety of settings. Most opportunities are in private practice.

Program Outcomes

- Knowledge and ability to observe and assess the client's musculoskeletal, connective tissue and lymphatic systems
- Propose and implement a treatment plan based on the client's goals
- Observe and document the client's response to the treatment
- Produce a comprehensive personalized business plan for starting, managing and promoting a massage practice
- Demonstrate comfort with ethical issues of running a business and working hands-on in an intimate manner
- Demonstrate the ability to adapt massage techniques to pregnant, geriatric, infant and athletic populations
- Demonstrate self-awareness and the theoretical understanding of how to prevent therapist injury and burnout
- Demonstrate a professional level of understanding of human pathology to recognize massage contraindication and cautions

Required Courses

Course	Course Title	Credits
MTP 1004	Massage Therapy Pathology	2
MTP 1030	Massage Therapy Anatomy I, Physiology and Kinesiology	3
MTP 1032	Introduction to Massage and Swedish Massage	1
MTP 1034	Massage Therapy Business Start-up, Management and Ethics I	1
MTP 1036	Massage Therapy Hydrotherapy and Adjunct Therapies	1
MTP 1056	Massage Therapy Awareness and Injury Prevention I	1
MTP 1038	Massage Therapy Deep Tissue I	1
MTP 1040	Full Body and Chair Massage	4
MTP 1042	Massage Therapy Somatic Muscle Release and Postural Normalization	1
MTP 1044	Massage Therapy Anatomy II	1
MTP 1046	Massage Therapy Deep Tissue II and Neuromuscular Therapy	4
MTP 1048	Pregnancy and Infant Massage	1
MTP 1050	Lymphatic and Senior Massage	2
MTP 1052	Sports and Stone Massage	2
MTP 1054	Massage Therapy Eastern Healing and Modality Overview	1
MTP 1058	Massage Therapy Awareness and Injury Prevention II	1
MTP 1060	Massage Therapy Business Start-up, Management and Ethics II	3
ALTH 1430	ARC: First Aid and CPR/AED for the Professional Rescuer	1

Total Credits **31**

Courses may require a prerequisite. Refer to the course outline or check with an advisor.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

NOTE: You will need a recent physical examination including current immunizations and a current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: BLS/CPR for Healthcare Providers is required for all clinical courses. ALTH1430 will satisfy this requirement. Background Study approval is required from the State of Minnesota.

Medical Assistant Diploma - 40 credits

Program Website: (<https://degrees.lsc.edu/medical-assistant/>)

Program Description

The Medical Assistant program is a 40-credit diploma program that prepares students for work in ambulatory care or medical office settings. The medical assistant is a multi-skilled professional with abilities in clinical, laboratory, and secretarial areas. This program includes coursework in communication, anatomy and physiology, medical office, laboratory, and clinical skills.

Program Outcomes

- Comply with safety and compliance procedures and policies
- Demonstrate organized work skills resulting in efficient time and material management and utilization
- Employ quality assurance techniques to monitor procedures, equipment, and competency
- Demonstrate specimen collection and processing practices employed in the medical assistant profession
- Model professional behaviors, ethics and appearance
- Perform mathematical functions required by medical assistants in medication preparation
- Perform information processing functions in the ambulatory care environment to include Electronic Medical Record functions
- Communicate verbally and in written format with colleagues and patients in a professional manner
- Perform administrative and clinical procedures according to standard operating procedures
- Relate basic biological, ethical, legal, and sociological principles to clinical facility and patient situations

Pre-Program Courses

Course	Course Title	Credits
ADSC 1430	Microsoft Office	3
ALTH 1410	Medical Terminology	1
BIOL 1000	Human Body in Health and Disease	5
OR	OR	
BIOL 1005	Introduction to Cell Biology	1
AND		
BIOL 1140	Human Anatomy and Physiology I	4
AND		
BIOL 1141	Human Anatomy and Physiology II	4

Required Courses

Course	Course Title	Credits
ALTH 1440	Medical Ethics and Law	1
FYE 1000	Student Success Seminar	1
MEDA 1405	Medical Assistant Administrative Procedures I	3
MEDA 1406	Medical Assistant Administrative Procedures II	3
MEDA 1410	Medical Assistant Professionalism & Safety in Healthcare	1
MLTN 1572	Phlebotomy Skills for Health Professionals	1
PSYC 1135	Lifespan Developmental Psychology	3
MEDA 1505	Medical Assistant Clinical Procedures I	2
MEDA 1506	Medical Assistant Clinical Procedures II	3
MEDA 1510	Pharmacology and Math for Medical Assistants	2
MLTN 1518	Medical Laboratory Procedures	3
COMM 1100	Introduction to Communication	3
OR	OR	
COMM 1105	Interpersonal Communication	
OR	OR	
ENGL 1106	College Composition I	
MEDA 2417	Medical Assistant Internship	4
MEDA 2420	Medical Assistant Certification Exam Review	1

Total Credits **40**

Courses may require a prerequisite. Refer to the course outline or check with an advisor.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

Mathematics:

- A score of 33 or higher on the Elementary Algebra skills portion of the CPT,
- OR completion of MATH0520, which may not be taken concurrently with Semester I coursework,
- OR its equivalent course or higher with a grade of "C" or better.

NOTE: You will need a recent physical examination including current immunizations and a current negative Tuberculosis (TB) screening. Current certification in American Heart Association BLS Healthcare Provider OR American Red Cross BLS/CPR for Healthcare Providers and First Aid is required for all clinical courses. ALTH1430 will satisfy this requirement. Background Study approval is required from the State of Minnesota/or Wisconsin. A national criminal background study is required by some clinical sites. Students assigned to a clinical site requiring a criminal background study will be informed of this requirement prior to the start of the clinical experience.

Medical Laboratory Technician AAS Degree - 65 credits

Program Website: (<https://degrees.lsc.edu/mlt/>)

Program Description

The Medical Laboratory Technician (MLT) program provides students with entry level knowledge and technical skills required to work in a medical laboratory. MLTs are responsible for completing clinical tests on blood and body fluids that provide important results to physicians for the diagnosis, treatment and monitoring of disease. MLTs use automated instruments and manual laboratory methods to accomplish accurate and timely testing in each department of the clinical laboratory. Skills learned include counting and identifying cells in Hematology, using sophisticated instrumentation to perform chemical analysis, matching patient blood types to donors for transfusion and preparing samples in Microbiology. Students will also gain skills in coagulation testing, urinalysis, molecular diagnostics and blood collection (phlebotomy). MLTs must work with Medical Laboratory Scientists (MLS), physicians, phlebotomists, nurses and other healthcare professionals as they collect patient samples, communicate test results and resolve diagnostic discrepancies. Students should have a strong interest in science and math, strong communication skills, ability to work independently and as part of a team, ability to prioritize workloads and make accurate decisions under pressure, possess moral and intellectual integrity, and good motor coordination. Upon completion of the MLT program, national certification is through the American Society for Clinical Pathology (ASCP) Board of Registry exam. This is generally a requirement for employment. Students who earn the MLT AAS and have a Bachelor's degree in a science field can often sit for the Medical Laboratory Scientist (MLS) certification exam in 2 years. St. Cloud State University offers their Medical Laboratory Scientist program by ITV on the LSC campus for working, certified MLTs. Students who plan to continue in the MLS program should discuss this with their advisor before registering for coursework.

Program Outcomes

- Comply with laboratory safety and compliance procedures and policies.
- Demonstrate knowledge of principles, operations, and maintenance of laboratory equipment and instruments.
- Demonstrate organized work skills resulting in efficient time and material management and utilization.

Pre-Program Courses

Course	Course Title	Credits
ALTH 1410	Medical Terminology	1
COMM 1100 OR COMM 1105	Introduction to Communication OR Interpersonal Communication	3
ENGL 1106	College Composition I	
PSYC 1135 OR PSYC 1120 OR SOC 1111	Lifespan Developmental Psychology OR General Psychology OR Introduction to Sociology	3
BIOL 1140	Human Anatomy & Physiology I	4
CHEM 1110 OR CHEM 1210	Aspects of Chemistry I OR General Chemistry I (MLS track)	3 (5)
BIOL 1170	Microbiology	3

Required Courses

Course	Course Title	Credits
BIOL 1141	Human Anatomy & Physiology II	4
MLTN 1400	Intro to Medical Laboratory Techniques and Instrumentation	2
MLTN 1410	Immunology and Serology	3
MLTN 1424	Urinalysis and Body Fluids	2
MLTN 1572 OR MLTN 1574	Phlebotomy for Health Professionals OR Collection Skills (Phlebotomy program)	1 (3)
ALTH1440 OR PHIL1130	Medical Ethics and the Law OR Ethics (MLS track)	1 (3)
MLTN 1420	Hematology	3
MLTN 1422	Medical Microbiology	3
MLTN 1426	Immunochemistry	2
MLTN 1428	Clinical Chemistry	2
MLTN 1430	Molecular Diagnostics	1
MLTN 2420	Special Hematology	3
MLTN 2422	Special Medical Microbiology	2
MLTN 2426	Special Immunochemistry	2
MLTN 2428	Special Clinical Chemistry	3
MLTN 2444	Medical Laboratory Skill Development	2
MLTN 2500	Medical Laboratory Technician Seminar	1
MLTN 2505	Medical Laboratory Technician Clinical Practicum	11

Total Credits

65

Courses may require a pre-requisite.

-
- Employ quality assurance techniques to monitor procedures, equipment, and competency.
 - Correlate laboratory findings to common disease processes.
 - Demonstrate standard specimen collection and processing practices employed in medical laboratory professions.
 - Model professional behaviors, ethics, and appearance.
 - Identify pre-analytical, analytical, and post-analytical variables that affect test accuracy and take appropriate actions.
 - Perform mathematical functions as required by laboratory procedures.
 - Perform information processing functions in the clinical laboratory.
 - Communicate verbally and in written format with colleagues and patients in a professional manner.
 - Perform a variety of diagnostic and screening test procedures according to standard operating procedures.
 - Relate basic discipline principles (hematologic, chemical, immunologic, etc.) to laboratory test procedures and test results.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR Completion of ENGL0955 or its equivalent transfer course or higher with a grade of “C” or better.
- If required, ENGL0955 may not be taken concurrently with Semester I coursework.

Mathematics:

- A score of 50 or higher on the College Level Math Test,
- OR completion of MATH0470 Algebra II with a grade of “C” or better, or its equivalent transfer course or higher with a grade of “C” or better.
- If required, MATH0470 may not be taken concurrently with Semester I coursework.

NOTE: You will need a recent physical examination including current immunizations and current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: BLS/CPR for Healthcare Providers is required before attending clinical internship (MLTN2505 and MLTN2510). ALTH1430 will satisfy this requirement. Background Study approval is required from the State of Minnesota/or Wisconsin. A national criminal background study is required by some clinical sites. Students assigned to a clinical site requiring a criminal background study will be informed of this requirement prior to the start of the clinical experience.

Nursing Assistant: NUNA 1400 - 3 credits

Program Website: (<https://degrees.lsc.edu/nursing-assistant/>)

Program Description

The Nursing Assistant course is designed to prepare the student for basic entry level employment in a long-term care facility, hospital, and other medical settings. This course introduces concepts of basic human needs, health/illness continuum, and basic nursing skills. It is designed to prepare the student for entry level as a Nursing Assistant. This course

includes a mandatory 24 hour clinical component to be completed in a Long-Term Care facility. This course serves as an introduction to the nursing sequence for students who choose to advance in the nursing, and other medical professions. Upon successful completion of this course, the student is entitled to take the State Nursing Assistant Test Out. This test is required to be awarded a Nursing Assistant Certificate. This course meets the Federal OBRA and Minnesota Department of Health requirements. Please note this certificate does not meet the minimum hour requirements for certification in Wisconsin.

Pre-Program Courses

Course	Course Title	Credits
None		

Required Courses

Course	Course Title	Credits
NUNA 1400	Nursing Assistant	3

Total Credits **3**

Program Outcomes

- Describe health care workers' roles and responsibilities within a health care organization
- Describe basic human needs and how to assist someone meet those needs
- Describe appropriate communication techniques with residents/clients and staff, including reporting and recording methods
- Describe and demonstrate infection control principles/asepsis in facilities and home environments
- Demonstrate good body mechanics
- Demonstrate the appropriate steps of the 58 skills listed by the MN Nursing Assistant Competency Evaluation Program
- Describe Resident and Client Bill of Rights
- Demonstrate organizing time schedule in a facility
- Describe basic body systems
- Demonstrate accountability, civility and responsibility for own professional behavior and development
- Identify emergency situations and implementation of appropriate procedures

NOTE: Student must show proof of a negative tuberculosis (TB) screening 90 days prior to the clinical rotation, a lifting requirement and State Background Study.

Nursing Assistant / Home Health Aide: NUNA 1420 - 4 credits

Program Website: (<https://degrees.lsc.edu/nursing-assistant/>)

Program Description

The Nursing Assistant / Home Health Aide course is designed to prepare the student for basic entry level employment in a long-term care facility, hospital, and other medical settings. This course introduces concepts of basic human needs, health/illness continuum, and basic nursing skills. It is designed to prepare the student for entry level as a Nursing Assistant.

Pre-Program Courses

Course	Course Title	Credits
None		

Required Courses

Course	Course Title	Credits
NUNA 1420	Nursing Assistant/Home Health Aide	4

Total Credits

4

In addition, the Home Health Aide component is designated to instruct students to apply basic nursing principles in caring for the client at home. This course includes a mandatory 24 hour clinical component to be completed in a Long-Term Care facility. This course serves as an introduction to the nursing sequence for students who choose to advance in the nursing, and other medical professions. Upon successful completion of this course, the student is entitled to take the State Nursing Assistant/Home Health Aide Test Out. This test is required to be awarded a Nursing Assistant/Home Health Aide Certificate. This course meets the Federal OBRA and Minnesota Department of Health requirements. Please note this certificate does not meet the minimum hour requirements for certification in Wisconsin.

Program Outcomes

- Describe health care workers' roles and responsibilities within a health care organization
- Describe basic human needs and how to assist someone meet those needs
- Describe appropriate communication techniques with residents/clients and staff, including reporting and recording methods
- Describe and demonstrate infection control principles/asepsis in facilities and home environments
- Demonstrate good body mechanics
- Demonstrate the appropriate steps of the 58 skills listed by the MN Nursing Assistant/Home Health Aide Competency Evaluation Program
- Describe Resident and Client Bill of Rights
- Demonstrate organizing time schedule in a facility and/or home environment
- Describe basic body systems
- Demonstrate accountability, civility and responsibility for own professional behavior and development
- Identify emergency situations and implementation of appropriate procedures

NOTE: Student must show proof of a negative tuberculosis (TB) screening 90 days prior to the clinical rotation, a lifting requirement and State Background Study.

Phlebotomy Certificate - 14 credits

Program Website: (<https://degrees.lsc.edu/phlebotomy/>)

Program Description

The Phlebotomy certificate option is designed to prepare a laboratory practitioner whose primary duty is to obtain blood specimens by venipuncture and micro collection techniques and to facilitate the collection and transportation of other clinical specimens. Medical Laboratory Technician (MLT) courses in this program are accepted by the Lake Superior College (LSC) MLT program. A background study is required by Minnesota law.

Program Outcomes

- Comply with laboratory safety and compliance procedures and policies.
- Demonstrate organized work skills resulting in efficient time and material management utilization.
- Employ quality assurance techniques to monitor procedures, equipment and competency.
- Demonstrate standard specimen collection processes and practice.
- Model professional behaviors, ethics and appearance.
- Identify pre-analytical (specimen collection) variables affecting test accuracy and take appropriate corrective actions.
- Perform information processing functions in the clinical laboratory.
- Communicate verbally and in writing with colleagues and patients in a professional manner.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher.

NOTE: You will need a recent physical examination including current immunizations and a current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: BLS/CPR for Healthcare Providers is required for all clinical courses. ALTH1430 will satisfy this requirement. Background Study approval is required from the State of Minnesota/or Wisconsin. A national criminal background study is required by some clinical sites. Students assigned to a clinical site requiring a criminal background study will be informed of this requirement prior to the start of the clinical experience.

Required Courses

Course	Course Title	Credits
ALTH 1410	Medical Terminology	1
ALTH 1440	Medical Ethics and Law	1
COMM 1601	Interviewing Procedure & Practice	1
COMM 1100 OR COMM 1105 OR ENGL 1106	Introduction to Communication OR Interpersonal Communication OR College Composition I	3
MLTN 1402	Basic Skills for Laboratory Professionals	4
MLTN 1574	Collection Procedures and Skills for Phlebotomists	3
MLTN 2577	Internship – Phlebotomy and Associated Procedures	1

Total Credits **14**

Courses may require a pre-requisite. Refer to course outline or check with an advisor

Physical Therapist Assistant AAS Degree - 74 credits

Program Website: (<https://degrees.lsc.edu/physical-therapy-assistant/>)

Program Description

The Physical Therapist Assistant (PTA) program provides an opportunity to become an educated health care provider who delivers physical therapy services under the supervision of a physical therapist. The PTA is able to observe and assess the patient's condition, teach exercises and activities of daily living, use specialized equipment, demonstrate professional skills while implementing treatment procedures, observe the patient's response to treatment, and document. Physical therapy practitioners minimize physical disability, movement dysfunction, and pain. Physical therapist assistants may find opportunity to work in a variety of settings.

Program Outcomes

- Graduates of the PTA Program will be able to:
- Work under the supervision of a physical therapist in an ethical, legal, safe, and effective manner.
- Implement a comprehensive treatment plan developed by a physical therapist.
- Communicate regularly with supervising physical therapists about the patient's progress and the need for adjustments to be made by the physical therapist in treatment procedures in accordance with changes in patient status.
- Perform appropriate data collection techniques within the knowledge and limits of practice to assist supervising physical therapists in monitoring and modifying the plan of care.
- Interact with patients and families in a manner which provides the desired psychosocial support including the recognition of cultural and socioeconomic differences.
- Participate in the teaching of other health care providers, patients and families.
- Document relevant aspects of patient treatment.
- Participate in discharge planning and follow-up care.

Pre-Program Courses

Course	Course Title	Credits
ALTH 1410	Medical Terminology	1
BIOL 1005	Introduction to Cell Biology	1
BIOL 1140	Human Anatomy and Physiology I	4
ENGL 1106	College Composition I	3

Required Courses

Course	Course Title	Credits
BIOL 1141	Human Anatomy and Physiology II	4
PTA 1000	Introduction to Health and Medical Literature	1
PTA 1400	Documentation for PTAs	1
PTA 1410	Introduction to Physical Therapist Assisting	2
PTA 1411	Procedures for PTAs I	2
PTA 1417	Clinical Experience I	2
PTA 1421	Pathophysiology for PTAs I	1
PTA 1431	Therapeutic Exercise I	2
PTA 1460	Functional Kinesiology I	2
PTA 1512	Procedures for PTAs II	2
PTA 1522	Pathophysiology for PTAs II	1
PTA 1527	Clinical Experience II	2
PTA 1532	Therapeutic Exercise II	4
PTA 1541	Issues in Physical Therapy Practice I	1
PTA 1562	Functional Kinesiology II	3
PTA 1564	Manual Therapy Techniques	2
COMM 1105 OR COMM 1100	Interpersonal Communication OR Introduction to Communication	3
PSYC 1135	Lifespan Developmental Psychology	3
PTA 2613	Procedures for PTAs III	2
PTA 2623	Pathophysiology for PTAs III	2
PTA 2637	Clinical Experience III	2
PTA 2642	Issues in Physical Therapy Practice II	1
PTA 2650	Rehabilitation and Functional Therapy	4
PTA 2651	Advanced Physical Therapy Techniques	3
PTA 2790	Clinical Internship I	6
PTA 2792	Clinical Internship II	6
PTA 2840	Professional Integration	1

Total Credits **74**

*Courses may require a prerequisite. Refer to the course outline or check with an advisor.

- Demonstrate effective written, oral, and nonverbal communication with patients and their families, colleagues, health care providers, and the public.
- Demonstrate an understanding of levels of authority and responsibility; planning, time management, supervisory process, performance evaluations, policies and procedures; fiscal considerations for physical therapy providers and consumers; continuous quality improvement; and evidence-based practice.
- Demonstrate professional behaviors required for success in the field of physical therapy.
- Identify career development and life-long learning opportunities.
- Demonstrate knowledge of physical therapy principles and concepts.

Qualified applicants should be aware that program class sizes are limited, which may delay acceptance into the program.

General Education courses required by this program may be taken during any term, including prior to formal program acceptance, as long as the specific prerequisites for that course have been met. Please check with your advisor. All courses in the program need to be completed with a grade of “C” or better. To be considered program-ready for fall, the minimum cumulative GPA for pre-program courses must be 3.0 or better (excludes BIOL1005).

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework
- OR equivalent transfer course or higher

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the CPT, OR
- Completion of MATH0520, which may not be taken concurrently with Semester I coursework
- OR its equivalent transfer course or higher with a grade of “C” or better

NOTE: You will need a recent physical examination including current immunizations and current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: BLS/CPR for Healthcare Providers is required for all clinical courses. ALTH1430 will satisfy this requirement. Background Study approval is required from the State of Minnesota/or Wisconsin. A national criminal background study is required by some clinical sites. Students assigned to a clinical site requiring a criminal background study will be informed of this requirement prior to the start of the clinical experience.

*A Verification of Volunteer Work form must be submitted to Verified Credentials.

Physical Therapist Assistant–Military Bridge AAS Degree – 74 credits

Program Website: (<https://degrees.lsc.edu/physical-therapy-assistant/>)

Program Description

The Physical Therapist Assistant (PTA) program provides an opportunity to become an educated health care provider who delivers physical therapy services under the supervision of a physical therapist. The PTA is able to observe and assess the patient's condition, teach exercises and activities of daily living, use specialized equipment, demonstrate professional skills while implementing treatment procedures, observe the patient's response to treatment, and document. Physical therapy practitioners minimize physical disability, movement dysfunction, and pain. Physical therapist assistants may find opportunity to work in a variety of settings.

Program Outcomes

- Graduates of the PTA Program will be able to:
- Work under the supervision of a physical therapist in an ethical, legal, safe, and effective manner.
- Implement a comprehensive treatment plan developed by a physical therapist.
- Communicate regularly with supervising physical therapists about the patient's progress and the need for adjustments to be made by the physical therapist in treatment procedures in accordance with changes in patient status.
- Perform appropriate data collection techniques within the knowledge and limits of practice to assist supervising physical therapists in monitoring and modifying the plan of care.
- Interact with patients and families in a manner which provides the desired psychosocial support including the recognition of cultural and socioeconomic differences.
- Participate in the teaching of other health care providers, patients and families.
- Document relevant aspects of patient treatment.
- Participate in discharge planning and follow-up care.
- Demonstrate effective written, oral, and nonverbal communication with patients and their families, colleagues, health care providers, and the public.
- Demonstrate an understanding of levels of authority and responsibility; planning, time management, supervisory process, performance evaluations, policies and procedures; fiscal considerations for physical therapy providers and consumers; continuous quality improvement; and evidence-based practice.

Required Pre-Technical Courses

Pre-technical course requirements must be completed before the student will be considered for full program acceptance.

- Completion of an approved military training program per current program admission criteria
- Satisfactory completion of all program entry requirements

54 PTA and pre-technical credits are granted when the student is completing their final semester of the program	Credits
	54

Required Courses

Course	Course Title	Credits
BIOL 1141	Human Anatomy and Physiology II	4
ENGL 1106	College Composition I	3
PTA 2680	Physical Therapy for Special Populations	3
PTA 2682	Legal and Ethical Aspects of Physical Therapy Practice	2
PTA 2780	PTA Basic Refresher (This course must be taken during the student's final semester in the program)	2
PSYC 1135	Lifespan Developmental Psychology	3
COMM 1100 OR COMM 1105	Introduction to Communication OR Interpersonal Communication	3

Total Credits **74**

*Courses may require a pre-requisite. Refer to the course outline or check with an advisor.

- Demonstrate professional behaviors required for success in the field of physical therapy.
- Identify career development and life-long learning opportunities.
- Demonstrate knowledge of physical therapy principles and concepts.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the CPT, OR
- Completion of MATH0520, which may not be taken concurrently with Semester I coursework.
- OR its equivalent transfer course or higher with a grade of "C" or better.

*Federal background study approval is required through an approved provider.

Practical Nursing Diploma - 40 credits

Program Website: (<https://degrees.lsc.edu/nurse/>)

Program Description

The Practical Nursing Program is designed for students who are nursing assistants to complete a two-semester program of study, after completing pre-technical courses/ requirements, in practical nursing that utilizes both theory and clinical course work as well as laboratory simulation. Upon completion of this program, graduates are eligible to take the NCLEX-PN (National Council Licensure Examination for Practical Nurses). Once licensed, graduates of this program are eligible to apply to LSC's Nursing AS Advanced Standing LPN Track to further their education in nursing.

Program Outcomes

- Adapt to the diverse and ever-changing roles of the Practical Nurse in a variety of health care systems.
- Integrate critical reasoning and evidence-based practice while providing safe and competent care to clients in all stages of development and at any point in the health/illness continuum
- Utilize the nursing process at the Practical Nurse scope of practice in meeting the health care needs of individuals of diverse sociocultural identities across the lifespan
- Interact effectively with clients, peers, and members of other health care disciplines utilizing current technologies.
- Provide nursing care that is reflective of the ethics and values of the nursing profession and to be mindful of each client's inherent worth and dignity.
- Assess patterns and activities that may lead to unsafe practice.

(Note: BIOL1005, BIOL1140 & BIOL1141 are required for progression to Associated Degree Nursing)

Admission to the Practical Nursing program is competitive, based on pre-technical GPA requirements and TEAS score.

Qualified applicants should be aware that program class sizes are limited, which may delay acceptance into the program

Pre-Program Courses

Course	Course Title	Credits
ALTH 1410	Medical Terminology*	1
FYE 1000	Student Success Seminar	1
BIOL 1000	Human Body in Health and Disease *	5
OR	OR	
BIOL 1005 and BIOL 1140	Introduction to Cell Biology and Human Anatomy and Physiology I*	1 4
and BIOL 1141	and Human Anatomy and Physiology II*	4
ENGL 1106	College Composition I*	3

Required Courses

Course	Course Title	Credits
NUPN 1410	Adult Nursing I	4
NUPN 1420	PN Technical Skills I	2.5
NUPN 1430	Medication Concepts	2.5
NUPN 1440	Psychosocial Nursing	2
NUPN 1458	Practical Nursing Clinical I	1
NUPN 1468	Practical Nursing Clinical II	3
NUPN 1500	Nursing Trends	1
NUPN 1510	Adult Nursing II	4
NUPN 1520	PN Technical Skills II	1
NUPN 1531	Maternal/Child Nursing	2
NUPN 1538	Maternal/Child Clinical	1
NUPN 1540	Gerontology in Nursing	2
NUPN 1558	Practical Nursing Clinical III	2
NUPN 1568	Practical Nursing Clinical IV	2

Total Credits **40**

*Indicates courses used to calculate program minimum cumulative GPA requirement of 2.4 to enter the program. Courses may require a prerequisite. Refer to the course outline or check with an advisor.

General Education courses that are required may be taken prior to entering the program, as long as the specific prerequisites for that course have been met. Please check with your advisor. All courses in the program need to be completed with a grade of "C" or better to progress into the next semester.

TEAS Exam with a score at or above 58.6% on ATI TEAS required for program entry.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

Mathematics:

- A score of 33 or higher on the Elementary Algebra skills portion of the CPT,
- OR completion of MATH0520, which may not be taken concurrently with Semester I coursework,
- OR its equivalent course or higher

NOTE: You will need a recent physical examination including current immunizations and a current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: CPR/BLS for Healthcare Providers and First Aid is required for all clinical courses. ALTH1430 will satisfy this requirement for one year. Proof of current registration as a Certified Nursing Assistant, Military Medic, or Certified Medical Assistant. Background Study approval is required from the State of Minnesota/or Wisconsin. A national criminal background study is required by some clinical sites. Students assigned to a clinical site requiring a criminal background study will be informed of this requirement prior to the start of the clinical experience.

Practical Nursing/PN Military Medic or Paramedic Diploma - 40 credits

Program Website: (<https://degrees.lsc.edu/military-medical/>)

Program Description

The Practical Nursing/PN Military Medic or Paramedic Program is designed for students who are military medics or paramedics to complete a two-semester program of study, after completing pre-technical courses/requirements, in practical nursing that utilizes both theory and clinical course work as well as laboratory simulation. Upon completion of this program, graduates are eligible to take the NCLEX-PN (National Council Licensure Examination for Practical Nurses). Once licensed, graduates of this program are eligible to apply to LSC's Nursing AS Advanced Standing LPN Track to further their education in nursing.

Program Outcomes

- Adapt to the diverse and ever-changing roles of the Practical Nurse in a variety of health care systems.
- Integrate critical reasoning and evidence-based practice while providing safe and competent care to clients in all stages of development and at any point in the health/illness continuum
- Utilize the nursing process at the Practical Nurse scope of practice in meeting the health care needs of individuals of diverse sociocultural identities across the lifespan
- Interact effectively with clients, peers, and members of other health care disciplines utilizing current technologies.
- Provide Nursing care that is reflective of the ethics and values of the nursing profession and to be mindful of each client's inherent worth and dignity.
- Assess patterns and activities that may lead to unsafe practice.

(Note: BIOL1005, BIOL1140 & BIOL1141 is required for progression to Associated Degree Nursing)

Admission to the Practical Nursing program is competitive, based on pre-technical GPA requirements and TEAS score.

Qualified applicants should be aware that program class sizes are limited, which may delay acceptance into the program.

General Education courses that are required may be taken prior to entering the program, as long as the specific prerequisites for that course have been met. Please check with your advisor. All courses in the program need to be completed with a grade of "C" or better to progress into the next semester.

Pre-Program Courses

Course	Course Title	Credits
BIOL 1000	Human Body in Health and Disease *	5
OR	OR	1
BIOL 1005 and BIOL 1140	Introduction to Cell Biology and Human Anatomy and Physiology I*	4
and BIOL 1141	and Human Anatomy and Physiology II*	4
ENGL 1106	College Composition I *	3
	Credits from Military Medic or Paramedic Records	14

Required Courses

Course	Course Title	Credits
NUPN 1505	Comprehensive Adult Nursing	6
NUPN 1508	Comprehensive Adult Nursing Lab	2
NUPN 1500	Nursing Trends	1
NUPN 1440	Psychosocial Nursing	2
NUPN 1531	Maternal/Child Nursing	2
NUPN 1538	Maternal/Child Clinical	1
NUPN 1558	Practical Nursing Clinical III	2
NUPN 1568	Practical Nursing Clinical IV	2

Total Credits **40**

*Indicates courses used to calculate program minimum cumulative GPA requirement of 2.4 to enter the program.

Courses may require a prerequisite. Refer to the course outline or check with an advisor.

TEAS Exam with a score at or above 58.6% on ATI TEAS exam required for program entry.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may **not** be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may **not** be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

Mathematics:

- A score of 33 or higher on the Elementary Algebra skills portion of the CPT,
- OR completion of MATH0520, which may **not** be taken concurrently with Semester I coursework,
- OR its equivalent course or higher

Military Medic or Paramedic Requirements

- The following 14 Licensed Practical Nursing credits and pre-technical credits are granted when the student is accepted into the program:
 - FYE1000 (1)
 - ALTH1410 (1)
 - NUPN1420 (2.5)
 - NUPN1430 (2.5)
 - NUPN1458 (1)
 - NUPN1468 (3)
 - NUPN1520 (1)
 - NUPN1540 (2)

NOTE: You will need a recent physical examination including current immunizations and a current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: CPR/BLS for Healthcare Providers and First Aid is required for all clinical courses. ALTH1430 will satisfy this requirement. Proof of current registration as a Certified Nursing Assistant, Military Medic, Paramedic, or Certified Medical Assistant. Background Study approval is required from the State of Minnesota/or Wisconsin before enrolling in any NUPN courses. A national criminal background study is required by some clinical sites. Students assigned to a clinical site requiring a criminal background study will be informed of this requirement prior to the start of the clinical experience.

Professional Nursing AS Degree - 64 credits

Program Website: (<https://degrees.lsc.edu/rn/>)

Program Description

The Professional Nursing program is an Associate of Science Degree Program. The AS Nursing Program prepares students who are nursing assistants to complete a program of study in professional nursing that utilizes both theory and clinical course work as well as laboratory simulation. Upon completion of this program, graduates are eligible to take the NLCEX-RN (National Council Licensure Examination for Registered Nurses). Graduates of this program may apply to another college or university to pursue a bachelor's degree in nursing after completing their AS degree and becoming a registered nurse.

Program Outcomes

- Adapt to the diverse and ever-changing roles of the professional nurse in a variety of health care systems.
- Integrate critical reasoning and evidence-based practice while providing safe and competent care to clients in all stages of development and at any point in the health/illness continuum.
- Utilize the nursing process in meeting the health care needs of individuals of diverse sociocultural identities across the lifespan.
- Interact effectively with clients, peers, and members of other health care disciplines utilizing current technologies.
- Provide nursing care that is reflective of the ethics and values of the nursing profession and to be mindful of each client's inherent worth and dignity.
- Assess patterns and activities that may lead to unsafe practice.

Qualified applicants should be aware that program class sizes are limited, which may delay acceptance into the program.

Pre-Program Courses

Course	Course Title	Credits
BIOL 1005	Introduction to Cell Biology	1
BIOL 1140	Human Anatomy and Physiology I *	4
BIOL 1141	Human Anatomy and Physiology II *	4
ENGL 1106	College Composition I *	3

Required Courses

Course	Course Title	Credits
ADN 1415	Nursing Care of the Adult I	3
ADN 1421	Nursing Interventions I	2.5
ADN 1441	Health Assessment	2.5
ADN 1450	AD Clinical I	1
MATH 1105 OR MATH 2210	Mathematical Reasoning OR General Statistics	3
BIOL 1170	Microbiology	3
ADN 1515	Nursing Care of the Adult II	2
ADN 1520	Pharmacological Interventions	2.5
ADN 2420	Nursing Interventions II	1
ADN 1460	AD Clinical II	2
ADN 1510	Professional Nursing Concepts	1.5
BIOL 2170	Pathophysiology	3
COMM 1100 OR COMM 1105 OR ENGL 1109	Introduction to Communication OR Interpersonal Communication OR College Composition II	3
ADN 2471	Family Nursing	2
ADN 2472	Family Nursing Clinical	1
ADN 2431	Behavioral Health Nursing	2
ADN 2432	Behavioral Health Clinical	1
ADN 2415	Nursing Care of the Adult III	2
PSYC1135 OR Any of the following SOC Courses:	Lifespan Developmental Psychology OR Introduction to Sociology Social Deviance Marriages and Families Race, Class, and Gender Human Sexuality Patterns of Domestic Violence	3
SOC1111	Introduction to Sociology	
SOC1125	Social Deviance	
SOC 1140	Marriages and Families	
SOC 1145	Race, Class, and Gender	
SOC 1155	Human Sexuality	
SOC 1165	Patterns of Domestic Violence	

(continued on next page)

General Education courses within the program may be taken prior to entering the program, as long as the specific prerequisites for that course have been met. Please check with your advisor. All courses in the program need to be completed with a grade of “C” or better to progress into the next semester.

*Indicates courses used to calculate program minimum cumulative GPA requirement of 3.0 to enter program.

TEAS Exam with a score at or above 58.6% on ATI TEAS required prior to online application deadline.

Admission to the Professional Nursing program is competitive, based on pre-technical GPA requirements and TEAS score.

Course	Course title	Credits
SOC 1170	Drugs and Society	
SOC 2120	Social Problems	
ADN 2481	Advanced Nursing Care	3
ADN 2483	Advanced Nursing Care Clinical	2
ADN 2491	Leadership and Management	1
ADN 2600	Clinical Capstone Experience	1
COMM 1601	Interviewing Procedures and Practice	1
ENSC 2010	World Health and the Environment	3
OR	OR	
ANTH 1110	Cultural Anthropology	
OR	OR	
HUM 1130	World Religion	

Total Credits 64

Courses may require a prerequisite. Refer to the course outline or check with an advisor

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

Mathematics:

- A score of 71 or higher on the Elementary Algebra skills portion of the CPT,
- OR completion of MATH0460, which may not be taken concurrently with Semester I coursework,
- OR its equivalent course or higher

NOTE: You will need a recent physical examination including current immunizations and a current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: BLS/CPR for Healthcare Providers and First Aid is required for all clinical courses. ALTH1430 will satisfy this requirement. Proof of current registration as a Certified Nursing Assistant, Military Medic, or Certified Medical Assistant. Background Study approval is required from the State of Minnesota/or Wisconsin before enrolling in any ADN courses. A national criminal background study is required by some clinical sites. Students assigned to a clinical site requiring a criminal background study will be informed of this requirement prior to the start of the clinical experience

Professional Nursing, Advanced Standing LPN Track AS Degree - 64 credits

Program Website: (<https://degrees.lsc.edu/rn/>)

Program Description

The Professional Nursing program is an Associate of Science Degree Program. The AS Nursing/Advanced Standing LPN Track Program prepares students who are Licensed Practical Nurses to complete a program of study in professional nursing that utilizes both theory and clinical course work as well as laboratory simulation. Upon completion of this program, graduates are eligible to take the NLCEX-RN (National Council Licensure Examination for Registered Nurses). Graduates of this program may apply to another college or university to pursue a bachelor's degree in nursing after completing their AS degree and becoming a registered nurse.

Program Outcomes

- Adapt to the diverse and ever-changing roles of the professional nurse in a variety of health care systems.
- Integrate critical reasoning and evidence-based practice while providing safe and competent care to clients in all stages of development and at any point in the health/illness continuum.
- Utilize the nursing process in meeting the health care needs of individuals of diverse sociocultural identities across the lifespan.
- Interact effectively with clients, peers, and members of other health care disciplines utilizing current technologies.
- Provide nursing care that is reflective of the ethics and values of the nursing profession and to be mindful of each client's inherent worth and dignity.
- Assess patterns and activities that may lead to unsafe practice.

Qualified applicants should be aware that program class sizes are limited, which may delay acceptance into the program.

Pre-Program Courses

Course	Course title	Credits
BIOL 1005	Introduction to Cell Biology	1
BIOL 1140	Human Anatomy and Physiology I *	4
BIOL 1141	Human Anatomy and Physiology II *	4
ENGL 1106	College Composition I *	3

Required Courses

Course	Course title	Credits
ADN 1441	Health Assessment	2.5
ADN 1510	Professional Nursing Concepts	1.5
ADN 1525	AST Nursing Clinical	2
ADN 1530	Medical/Surgical Interventions	3
MATH 1105 OR MATH 2210	Mathematical Reasoning OR General Statistics	3
BIOL 1170	Microbiology	3
ADN 2431	Behavioral Health Nursing	2
ADN 2432	Behavioral Health Clinical	1
ADN 2471	Family Nursing	2
ADN 2472	Family Nursing Clinical	1
ADN 2440	Clinical Management with Integrated Theory	3
BIOL 2170	Pathophysiology	3
COMM 1100 OR COMM 1105 OR ENGL 1109	Introduction to Communication OR Interpersonal Communication OR College Composition II	3
ADN 2481	Advanced Nursing Care	3
ADN 2483	Advanced Nursing Care Clinical	2
ADN 2491	Leadership and Management	1
ADN 2600	Clinical Capstone Experience	1
PSYC 1135 OR Any of the following SOC Courses: SOC 1111 SOC 1125	Lifespan Developmental Psychology OR Introduction to Sociology Social Deviance	3

General Education courses within the program may be taken prior to entering the program, as long as the specific prerequisites for that course have been met. Please check with your advisor. All courses in the program need to be completed with a grade of “C” or better to progress into the next semester.

*Indicates courses used to calculate program minimum cumulative GPA requirement of 3.0 to enter program.

TEAS Exam with a score at or above 58.6% on ATI TEAS required prior to online application deadline.

Admission to the Professional Nursing Advance Standing LPN Track Nursing program is competitive, based on pre-technical GPA requirements and TEAS score.

Course	Course title	Credits
SOC 1140	Marriages and Families	
SOC 1145	Race, Class and Gender	
SOC 1155	Human Sexuality	
SOC 1165	Patterns of Domestic Violence	
SOC 1170	Drugs and Society	
SOC 2120	Social Problems	
COMM 1601	Interviewing Procedures and Practice	1
ENSC 2010	World Health and the Environment	3
OR	OR	
ANTH 1110	Cultural Anthropology	
OR	OR	
HUM 1130	World Religion	

Total Credits **64**

Courses may require a prerequisite. Refer to the course outline or check with an advisor

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

Mathematics:

- A score of 71 or higher on the Elementary Algebra skills portion of the CPT,
- OR completion of MATH0460, which may not be taken concurrently with Semester I coursework,
- OR its equivalent course or higher

NOTE: You will need a recent physical examination including current immunizations and a current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: BLS/CPR for Healthcare Providers and First Aid is required for all clinical courses. ALTH1430 will satisfy this requirement. Proof of current unencumbered LPN License in the state of MN. Background Study approval is required from the State of Minnesota/or Wisconsin before enrolling in any ADN course. A national criminal background study is required by some clinical sites. Students assigned to a clinical site requiring a criminal background study will be informed of this requirement prior to the start of the clinical experience.

Radiologic Technology AAS Degree - 78 credits

Program Website: (<https://degrees.lsc.edu/radiologic-technologist/>)

Program Description

Radiologic Technology, the foundation of medical imaging, is an exciting blend of advanced technology and patient care. Excellent communication and critical thinking skills, an aptitude for science, and a compassionate nature are essential for success in the field. As Radiographers, graduates have opportunities to use their knowledge of anatomy, physiology, and physics to create permanent images that help physicians diagnose illness, injury, and disease. The Radiographer is an integral member of the health care team during emergencies and surgery as well as during standard radiographic and fluoroscopic procedures.

Career and continuing education opportunities are diverse. Hospitals, clinics, health care facilities, industrial plants, educational centers, research centers, and government agencies offer employment.

Program Outcomes

Students will:

- Students will cultivate critical thinking skills for effective clinical competency.
- Students will develop communication skills for effective clinical competency.
- Students will exhibit awareness of the importance for professional growth and development.
- Students will demonstrate clinical competence.

Qualified applicants should be aware that program class sizes are limited, which may delay acceptance into the program.

General Education courses that are required may be taken prior to entering the program, as long as the specific prerequisites for that course have been met. Please check with your advisor. All pre-program courses in the program need to be completed with a grade of "C" or better to progress into the next semester. To be considered program ready for fall, the minimum cumulative GPA of pre-program courses must be 3.0 or better.

Pre-Program Courses

Course	Course Title	Credits
ALTH 1410	Medical Terminology	1
ALTH 1440	Medical Ethics and the Law	1
BIOL 1140	Human Anatomy and Physiology I	4
BIOL 1141	Human Anatomy and Physiology II	4
ENGL 1106 OR ENGL 1109	College Composition I OR College Composition II	3
RADT 1402	Introduction to Medical Imaging	1

Required Courses

Course	Course Title	Credits
RADT 1404	Patient Care in Medical Imaging	1
RADT 1453	Radiographic Procedures I	3
RADT 1455	Concepts of Image Production I	1
RADT 1480	Radiation Biology & Protection	2
RADT 1558	Clinical Radiography I	4.5
RADT 1559	Clinical Radiography Theory I	0.5
RADT 1463	Radiographic Procedures II	4
RADT 1552	Concepts of Image Production II	3
RADT 1568	Clinical Radiography II	7.5
RADT 1569	Clinical Radiography Theory II	0.5
RADT 1578	Clinical Radiography III	2.5
RADT 1579	Clinical Radiography Theory III	0.5
RADT 2555	Concepts of Image Production III	3
RADT 2453	Radiographic Procedures III	4
RADT 2558	Clinical Radiography IV	7.5
RADT 2559	Clinical Radiography Theory IV	0.5
RADT 2455	Radiographic Pathology	1
RADT 2552	Advance Medical Imaging	2
RADT 2568	Clinical Radiography V	7.5
RADT 2569	Clinical Radiography Theory V	0.5
RADT 2572	Directed Studies in Radiologic Tech.	1
PSYC 1135 OR SOC 1111	Lifespan Developmental Psychology OR Introduction to Sociology	3
RADT 2578	Clinical Radiography VI	2.5
RADT 2579	Clinical Radiography VI	0.5
	General Education –MTC	1

Total Credits

78

*Courses may require a prerequisite. Refer to the course outline or check with an advisor.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

Mathematics:

- A score of 71 or higher on the Elementary Algebra skills portion of the CPT,
- OR completion of MATH0460, which may not be taken concurrently with Semester I coursework,
- OR its equivalent course or higher

NOTE: You will need a recent physical examination including current immunizations and a current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: BLS/CPR for Healthcare Providers is required for all clinical courses. Program students will complete CPR during the first semester for RADT 1558 Clinical Radiography I. Proof of current registration as a Certified Nursing Assistant or Certified Medical Assistant. Background Study approval is required from the State of Minnesota and/or Wisconsin. A national criminal background study is required by some clinical sites. Students assigned to a clinical site requiring a criminal background study will be informed of this requirement prior to the start of the clinical experience.

Respiratory Therapy AAS Degree - 78 credits

Program Website: (<https://degrees.lsc.edu/respiratory-therapist/>)

Program Description

Respiratory Therapists are health care specialists who work with a variety of patients suffering from cardiopulmonary disorders. Working as part of the healthcare team, respiratory therapists assist in the evaluation, treatment, management, and rehabilitation of these disorders. Patients treated by respiratory therapists range from premature infants to the elderly. Therapists enjoy tremendous opportunity for diversity in their practices. Working in hospitals, diagnostic labs, clinics, and home care; respiratory therapists fill a vital role in our nation's health care system.

The clinical experience is diverse, with opportunities for training in a variety of areas and hospitals in the region. Upon graduation, the student will receive an Associate in Applied Science degree in Respiratory Therapy. The graduate is then eligible to sit for the NBRC credentialing exams, which are required for licensure. Upon successful completion of the exams, the graduate will be awarded the credentials of Registered Respiratory Therapist (RRT).

Program Outcomes

To prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains of respiratory care practice as performed by registered respiratory care practice as performed by registered therapists (RRT's).

Qualified applicants should be aware that program class sizes are limited, which may delay acceptance into the program.

General Education courses that are required may be taken prior to entering the program, as long as the specific prerequisites for that course have been met. Please check with your advisor. All courses in the program need to be completed with a grade of "C" or better to progress into the next semester.

Pre-Program Courses

Course	Course Title	Credits
ALTH 1410	Medical Terminology	1
BIOL 1140	Human Anatomy and Physiology I	4

Required Courses

Course	Course Title	Credits
RESP 1405	Introduction to Respiratory Therapy Clinical	2
RESP 1410	Cardiopulmonary Anatomy & Physiology	4
RESP 1420	Principles and Practice of Respiratory Therapy I	3
RESP 1430	Assessment of the Pulmonary Patient	3
ENGL 1106	College Composition I	3
RESP 1520	Principles and Practice of Respiratory Therapy II	4
RESP 1530	Pathophysiology for Respiratory Therapy	4
RESP 1560	Respiratory Therapy Clinical I	3
RESP 1620	Pharmacology for Respiratory Therapy	3
BIOL 1141	Human Anatomy and Physiology II	4
RESP 1660	Respiratory Therapy Clinical II	3
ALTH 1440	Medical Ethics and Law	1
CHEM 1110	Aspects of Chemistry I	3
RESP 2410	Mechanical Ventilation	5
RESP 2420	Adult Critical Care	3
RESP 2460	Respiratory Therapy Clinical III	6
PSYC 1135	Lifespan Developmental Psychology	3
OR	OR	
PSYC 1120	General Psychology	
OR	OR	
SOC 1111	Introduction to Sociology	
RESP 2430	Special Topics in Respiratory Therapy	2
RESP 2440	Neonatal/Pediatric Respiratory Therapy	2
RESP 2510	Directed Studies in Respiratory Therapy	3
RESP 2560	Respiratory Therapy Clinical IV	6
BIOL 1170	Microbiology	3

Total Credits

78

Courses may require a prerequisite. Refer to the course outline or check with an advisor.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may **not** be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may **not** be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

Mathematics:

- A score of 71 or higher on the Elementary Algebra skills portion of the CPT,
- OR completion of MATH0460, which may **not** be taken concurrently with Semester I coursework,
- OR its equivalent course or higher

NOTE: You will need a recent physical examination including current immunizations and a current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: BLS/CPR for Healthcare Providers is required for all clinical courses. ALTH1430 will satisfy this requirement. Background Study approval is required from the State of Minnesota/or Wisconsin. A national criminal background study is required by some clinical sites. Students assigned to a clinical site requiring a criminal background study will be informed of this requirement prior to the start of the clinical experience.

Surgical Technology Diploma - 45 credits

Program Website: (<https://degrees.lsc.edu/surgical-technologist/>)

Program Description

Surgical Technologists are allied health professionals that work as part of a team delivering surgical care to patients. They work as members of the surgical team which is made up of surgeons, surgical assistants, RN-circulating nurses and anesthesia providers. The surgical technologist works mainly in what is referred to as the “scrub” role. The goal is for the surgical technologist to be able to anticipate the next move the surgeon is going to make in order to make the surgical procedure as smooth and efficient as possible. They do this by having knowledge of hundreds of surgical procedures and the steps the surgeon needs to take in order to complete the procedure using a wide range of surgical instruments and equipment. Surgical technologists must be highly motivated and dedicated to the needs of the surgical team and patients. Surgical technologists must be able to maintain a stable temperament under pressure. They must be able to adapt readily to change and display ability to critically think. They must work quickly and with great attention to detail. They must exhibit a strong sense of responsibility.

The surgical technology program is designed to develop skills in all phases of the operating room procedures and techniques. The program includes clinical experience in the operating room setting.

Some of the courses are offered as online courses.

Program Outcomes

To prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains of surgical technology practice as performed by certified surgical technologists – CST’s.

Qualified applicants should be aware that program class sizes are limited, which may delay acceptance into the program.

Pre-program courses must be completed prior to entry into the Surgical Technology Program courses. All courses on the planner need to be completed with a grade of “C” or higher. All program courses in the program need to be taken in sequence.

Pre-Program Courses

Course	Course Title	Credits
FYE 1000	Student Success Seminar	1
ALTH 1410	Medical Terminology	1
BIOL 1000	Human Body in Health and Disease	5
OR	OR	
BIOL 1005 and BIOL 1140	Introduction to Cell Biology and Human Anatomy and Physiology I	1 4
and BIOL 1141	and Human Anatomy and Physiology II	4

Required Courses

Course	Course Title	Credits
COMM 1100	Introduction to Communication	3
OR	OR	
COMM1105 OR ENGL 1106	Interpersonal Communication OR College Composition I	
SURG 1400	Pharmacology for the Surgical Technologist	2
SURG 1411	Operating Room Practice	4
SURG 1412	Operating Room Theory	5
SURG 1420	Operating Room Lab I	4
SURG 1428	Operating Room Procedures I	2
SURG 1520	Operating Room Lab II	12
SURG 1528	Operating Room Procedures II	6

Total Credits **45**

Courses may require a prerequisite. Refer to the course outline or check with an advisor.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Note: FYE1000, ALTH 1410 and BIOL 1000 (or BIOL 1005, 1140 and 1141) need to be completed prior to program courses.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

NOTE: You will need a recent physical examination including current immunizations and a current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: BLS/CPR for Healthcare Providers is required for all clinical courses. ALTH1430 will satisfy this requirement. Background Study approval is required from the State of Minnesota/or Wisconsin prior to attending the clinical portion of the program; courses SURG1420, OR Lab I and SURG1520, OR Lab II courses. A national criminal background study is required by some clinical sites. Students assigned to a clinical site requiring a criminal background study will be informed of this requirement prior to the start of the clinical experience.

Surgical Technology, AAS Degree - 60 credits

Program Website: (<https://degrees.lsc.edu/scrub/>)

Program Description

Surgical Technologists are allied health professionals that work as part of a team delivering surgical care to patients. They work as members of the surgical team which is made up of surgeons, surgical assistants, RN-circulating nurses and anesthesia providers. The surgical technologist works mainly in what is referred to as the “scrub” role. The goal is for the surgical technologist to be able to anticipate the next move the surgeon is going to make in order to make the surgical procedure as smooth and efficient as possible. They do this by having knowledge of hundreds of surgical procedures and the steps the surgeon needs to take in order to complete the procedure using a wide range of surgical instruments and equipment. Surgical technologists must be highly motivated and dedicated to the needs of the surgical team and patients. Surgical technologists must be able to maintain a stable temperament under pressure. They must be able to adapt readily to change and display ability to critically think. They must work quickly and with great attention to detail. They must exhibit a strong sense of responsibility.

The surgical technology program is designed to develop skills in all phases of the operating room procedures and techniques. The program includes clinical experience in the operating room setting.

Some of the courses are offered as Online Courses.

This program includes 15 credits of general education.

Pre-Program Courses

Course	Course Title	Credits
FYE 1000	Student Success Seminar	1
ALTH 1410	Medical Terminology	1
BIOL 1000	Human Body in Health and Disease	5
OR BIOL 1005 and BIOL 1140	OR Introduction to Cell Biology and Human Anatomy and Physiology I	1 4
and BIOL 1141	and Human Anatomy and Physiology II	4

Required Courses

Course	Course Title	Credits
COMM 1100	Introduction to Communication	3
OR COMM 1105 OR ENGL 1106	OR Interpersonal Communication OR College Composition I	
PHIL 1130	Ethics	3
PSYC 1135	Lifespan Developmental Psychology	3
	General Education Elective - MTC	9
SURG 1400	Pharmacology for the Surgical Technologist	2
SURG 1411	Operating Room Practice	4
SURG 1412	Operating Room Theory	5
SURG 1420	Operating Room Lab I	4
SURG 1428	Operating Room Procedures I	2
SURG 1520	Operating Room Lab II	12
SURG 1528	Operating Room Procedures II	6

Total Credits **60**

Courses may require a prerequisite. Refer to the course outline or check with an advisor.

Program Outcomes

To prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains of surgical technology practice as performed by certified surgical technologists – CST’s.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, Mathematics, and Reading. Note: FYE1000, ALTH 1410 and BIOL 1000 (or BIOL 1005, 1140 and 1141) need to be completed prior to Program Courses. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the CPT,
- OR completion of ENGL0950 or READ0950, which may not be taken concurrently with Semester I coursework,
- OR ENGL0955 or READ0955, which may not be taken concurrently with Semester I coursework,
- OR equivalent transfer course or higher

NOTE: You will need a recent physical examination including current immunizations and a current negative Tuberculosis (TB) screening. Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: BLS/CPR for Healthcare Providers is required for all clinical courses. ALTH1430 will satisfy this requirement. Background Study approval is required from the State of Minnesota/or Wisconsin. A national criminal background study is required by some clinical sites. Students assigned to a clinical site requiring a criminal background study will be informed of this requirement prior to the start of the clinical experience.

Business

Accountant AAS Degree - 60 credits

Program Website: (<https://degrees.lsc.edu/accountant/>)

Program Description

The AAS Accountant degree prepares students for successful entry into the job market upon graduation or for continuation onto their Bachelor's degree.

A solid understanding of ethics and the ability to apply critical thinking skills to problem resolution is interwoven throughout the curriculum. Students demonstrate the mastery of their accounting skills through hands-on experiences as they complete comprehensive problems and case studies involving payroll, tax return preparation, transaction analysis, financial statement preparation and analysis, budget preparation and analysis, and business simulations using software programs that are popular in the industry. Managerial accounting, nonprofit accounting, internal control analysis, and spreadsheet skills are also essential components developed within our accounting program.

Many of the courses in the Accounting AAS Degree are offered on-site and all of the courses are offered online.

Program Outcomes

Students will possess a strong background in GAAP (Generally Accepted Accounting Principles), accounting theory, accounting practices, and be able to:

- Understand the laws, regulations, and the codes of the accounting profession that are applicable to and have an impact on the business and accounting environment
- Analyze and properly record routine to advanced business transactions and appropriate adjusting journal entries using a variety of industry software
- Prepare and process closing entries
- Prepare routine to advanced formal financial statements
- Prepare and file routine to advanced payroll tax returns using industry software
- Prepare and file individual tax returns using industry software

Required Courses

Number	Name	Credits
ACCT 1400	Business Math	2
ACCT 1410	Financial Accounting Principles I	3
ACCT 1500	Personal Finance	3
ADSC 1430	Microsoft Office	3
LGST 1420	Business Law	3
ACCT 1510*	Financial Accounting Principles II	3
ACCT 1540*	Fundamentals of Taxation	4
ECON 1160	Principles of Economics: Microeconomics	3
ENGL 1106	College Composition I	3
ACCT 1530*	Payroll Accounting	2
ACCT 2420*	Intermediate Accounting I	4
ACCT 2430*	Managerial Accounting	3
ECON 1150	Principles of Economics: Macroeconomics	3
Math Elective	MATH 1100 or higher	3
ACCT 2410*	Spreadsheet Concepts and Applications for Accounting	3
ACCT 2460*	Computerized Applications in Accounting	2
ACCT 2520*	Intermediate Accounting II	4
ACCT 2697*	Accounting Capstone	3
Technical Electives ACCT 2470*	<i>Choose 3 credits from the following:</i> Governmental and Nonprofit Accounting (3 credits)	3
ACCT 2480*	Internal Control Environment (3 credits)	
ACCT 2695*	Accounting Internship (1-3 credits)	
ADSC 1420	Business Communications (3 credits)	
LGST 1425	Business Law: Commercial Topics (2 credits)	
<i>Elective Credits</i>	Minnesota Transfer Curriculum Goal Areas 1-10	3

Total Credits

60

*Requires a prerequisite

- Analyze and interpret accounting records and prepare appropriate reports for management using industry software and spreadsheet programs
- Communicate effectively in written/verbal formats with members of the organization
- Work productively in a team atmosphere
- Elect to continue onto a four-year bachelor of accounting degree
- Qualify to take the Accredited Business Accountant Exam

Pre-program Requirements

To begin your career in Accounting, you need to be at college level English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 50 or higher on the College Math portion of the Accuplacer, or
- Completion of MATH 0470 (or equivalent course or higher). MATH 0470 can be taken concurrently with Semester I coursework.

Administrative Office Specialist AAS Degree - 60 credits

Program Website: (<https://degrees.lsc.edu/administrative-assistant/>)

Program Description

This program is designed to prepare the student for employment as an Administrative Office Specialist. Administrative Office Specialists may perform duties such as preparing correspondence, filing, calendar scheduling, handling mail, and computerized applications. In addition, they may be asked to assume responsibility for composing and dictating letters, recording meeting minutes, collecting data and performing research, generating reports, maintaining budgets and other accounting applications, and supervisory duties.

Program Outcomes

- Plan and produce professional written business correspondence using correct English and proofreading skills
- Plan and deliver verbal presentations using correct English skills
- Demonstrate keyboarding production proficiency
- Apply ARMA indexing and filing procedures and rules
- Transcribe various types of material into mailable documents using correct English skills
- Exhibit ethical behavior, positive self-image, and professional conduct
- Utilize computer productivity software for business applications
- Develop a job search plan, appropriate documents, and exhibit appropriate interview skills
- Apply learned program skills and knowledge to work or simulated situations
- Analyze and record business transactions, generate reports, and prepare financial statements
- Demonstrate coordinating and supervisory responsibilities
- Utilize computer productivity software with desktop publishing applications

Pre-program Requirements

Successful entry into this program requires basic computer skills and a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 OR equivalent course or higher. ENGL/READ 0955 may be taken concurrently.

Required Courses

Number	Name	Credits
ADSC 1415	Keyboarding I	3
ADSC 1419	Business English	3
ADSC 1430	Microsoft Office	3
ADSC 1440*	General Office Procedures	3
BUS 1402 or BUS 1448	Principles of Management or Leadership Development	3
ADSC 1416*	Keyboarding II	3
ADSC 1420	Business Communications	3
ADSC 1421*	Business Presentations	3
ADSC 1431*	Microsoft Office Advanced	3
ADSC 1452*	Transcription and Editing	3
ADSC 1718*	Keyboarding Drills	1
ADSC 1425	Calculators/Ten-key	1
ADSC 1441	Bookkeeping	2
ADSC 1715	Word Processing	3
COMM 1105	Interpersonal Communication	3
ENGL 1106*	College Composition I	3
ADSC 1432*	Office Capstone	2
ADSC 1442*	Records Management	2
ADSC 2497	Internship	3
ENGL 1109*	College Composition II	3
<i>Elective Credits from two Goal Areas</i>	Minnesota Transfer Curriculum (Goal Areas 2-10)	7

Total Credits

60

*Requires a prerequisite or a concurrent course

Bookkeeper Diploma – 31 credits

Program Website: (<https://degrees.lsc.edu/bookkeeper/>)

Program Description

The Bookkeeper Diploma is a one-year program designed to prepare students for a career in bookkeeping and accounting fields. This 31-credit diploma emphasizes the double entry accounting system, federal income taxation, payroll taxation, computerized accounting systems, and other computerized business applications. Upon completion of the Bookkeeper Diploma, the student should be well prepared to sit for the Certified Bookkeeper Exam: a comprehensive examination administered by the American Institute of Professional Bookkeepers. Sitting for this professional exam is highly recommended, but not a requirement of the LSC program.

The Bookkeeper Diploma transfers seamlessly into LSC's Accountant AAS Degree. Many of the courses in the Bookkeeper Diploma are offered on-site and all of the courses are offered online.

Program Outcomes

Students will possess a solid understanding of GAAP (Generally Accepted Accounting Principles), accounting practices, and be able to:

- Analyze and properly record routine business transactions and appropriate adjusting journal entries using a variety of industry software
- Prepare and process closing entries
- Prepare routine formal financial statements
- Prepare and file routine payroll tax returns using industry software
- Prepare and file individual tax returns using industry software
- Prepare accounting records and appropriate reports for management using industry software and spreadsheet programs
- Communicate effectively in written/verbal formats with members of the organization
- Elect to continue onto LSC's AAS Accountant Degree
- Work productively in a team atmosphere

Pre-program Requirements

To begin your career in Bookkeeping, you need to be at college level English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
ACCT 1400	Business Math	2
ACCT 1410	Financial Accounting Principles I	3
ACCT 1500	Personal Finance	3
ACCT 1530*	Payroll Accounting	2
ADSC 1430	Microsoft Office	3
ACCT 1510*	Financial Accounting Principles II	3
ACCT 1540*	Fundamentals of Taxation	4
ACCT 2410*	Spreadsheet Concepts and Applications for Accounting	3
ACCT 2430*	Managerial Accounting	3
ACCT 2460*	Computerized Applications in Accounting	2
<i>Technical Electives</i>	<i>Choose 3 credits from the following:</i>	<i>3</i>
ACCT 2470*	Governmental and Nonprofit Accounting (3 credits)	
ACCT 2480*	Internal Control Environment (3 credits)	
ACCT 2695*	Accounting Internship (1-3 credits)	
ADSC 1420	Business Communications (3 credits)	
LGST 1425	Business Law: Commercial Topics (2 credits)	

Total Credits

31

*Requires a prerequisite or a concurrent course

Mathematics:

- A score of 50 or higher on the **College Math** portion of the Accuplacer, or
- Completion of MATH 0470 (or equivalent course or higher). MATH 0470 can be taken concurrently with Semester I coursework.

Business Administration AS Degree – 60 credits

Program Website: (<https://degrees.lsc.edu/business-administration/>)

Program Description

This program builds working students’ competencies to assist in career advancement and provides general education courses for those who intend to transfer into a baccalaureate program at a chosen four-year college. The program’s electives in both liberal arts and business allow students to customize their education to meet individual career objectives, as well as fulfill varying transfer requirements. Students wishing to transfer earned credits to a four-year college should consult an advisor as early as possible to ensure appropriate program planning.

Program Outcomes

- Apply effective business administration concepts and tools
- Understand contemporary business strategies
- Demonstrate analytical skills in identifying and solving problems
- Apply marketing, management, and economic concepts in a business setting
- Apply accounting principles and practices
- Demonstrate financial management skills
- Demonstrate administrative management skills
- Demonstrate interpersonal communication skills
- Plan, prepare, and deliver effective oral and written communications
- Make business decisions in compliance with the law
- Create statistically reliable and valid data
- Demonstrate understanding of statistical data for business decisions
- Utilize effective software applications for business administration

Pre-program Requirements

To begin your career in Business Administration, you need to be at college level English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
FYE 1000	Student Success Seminar	1
ACCT 1410	Financial Accounting Principles I	3
ADSC 1430	Microsoft Office	3
ECON 1160*	Principles of Economics: Microeconomics	3
LGST 1420	Business Law – An Introduction	3
MATH 1100* or MATH 1125*	College Algebra (4 credits) or Finite Math and Survey of Calculus (5 credits)	4-5
ACCT 1510*	Financial Accounting Principles II	3
ENGL 1106	College Composition I	3
BUS 1448 or LGST 1425	Leadership Development (3 credits) or Business Law: Commercial Topics (2 credits)	2-3
PHIL 1130 or PHIL 1140	Ethics or Critical Thinking	3
BUS 1400	Principles of Marketing	3
ECON 1150*	Principles of Economics: Macroeconomics	3
ENGL 1109*	College Composition II	3
MATH 2210*	General Statistics	3
ACCT 2430*	Managerial Accounting	3
BUS 1402	Principles of Management	3
<i>Business Administration has 23-25 credits of Minnesota Transfer Curriculum embedded in the courses listed above. Please choose an additional 11-13 credits from the Minnesota Transfer Curriculum (credits must include courses from at least two of the following goal areas: 3, 6, 7, 8, 9, 10).</i>		11-13

Total Credits

60

*Requires a prerequisite or a concurrent course

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 can be taken concurrently with Semester I coursework.

Health Insurance and Billing Diploma - 32 credits

Program Website: (<https://degrees.lsc.edu/medical-billing/>)

Program Description

The Health Insurance and Billing Diploma program will prepare individuals to understand billing procedures, basic coding, insurance guidelines, medical terminology, and regulatory changes affecting insurance billing and coding.

Program Outcomes

- Receive medical claim forms
- Abstract medical information such as diagnosis, prognosis, and treatment dates from patient records
- Complete common insurance forms
- Follow the basic claims process for medical insurance billing problems
- Manually file claims (using CPT manual)
- Trace delinquent claims
- Appeal denied claims
- Describe the importance of the confidential nature of medical reports
- Answer inquiries from doctors, patients, and insurance companies

Pre-program Requirements

Successful entry into this program requires basic computer skills and a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
ADSC 1415	Keyboarding I	3
ADSC 1425	Calculators/Ten-key	1
ADSC 1610	Medical Office Terminology	3
ADSC 1611	Medical Office Procedures I	3
ADSC 1614*	Health Insurance and Billing	3
ADSC 1618*	CPT Coding	3
ADSC 1621*	Medical Office Anatomy and Physiology I	3
ADSC 1612*	Medical Office Procedures II	3
ADSC 1622*	Medical Office Anatomy and Physiology II	3
ADSC 1636*	ICD-10-CM	3
ADSC 1638*	ICD-10-PCS	3
ADSC 1718*	Keyboarding Drills	1

Total Credits **32**

*Requires a prerequisite or a concurrent course

Information Processing Assistant Diploma - 36 credits

Program Website: (<https://degrees.lsc.edu/business-operations-support/>)

Program Description

This program is designed to prepare the student for employment as an Information Processing Assistant utilizing word processing skills. Information Processing Assistants perform a full range of office tasks. They may handle incoming and outgoing mail, type documents and forms, transcribe business documents from dictation, file and retrieve records, handle telephone calls, and make travel arrangements. They use a wide variety of office equipment including computers, transcribing machines, calculators, and photocopiers.

The Information Processing Assistant Diploma transfers seamlessly into LSC's Administrative Office Specialist AAS Degree.

Required Courses

Number	Name	Credits
ADSC 1415	Keyboarding I	3
ADSC 1419	Business English	3
ADSC 1430	Microsoft Office	3
ADSC 1440*	General Office Procedures	3
ADSC 1416*	Keyboarding II	3
ADSC 1421*	Business Presentations	3
ADSC 1442*	Records Management	2
ADSC 1452*	Transcription and Editing	3
ADSC 1718*	Keyboarding Drills	1
ADSC 1420	Business Communications	3
ADSC 1425	Calculators/Ten-key	1
ADSC 1432*	Office Capstone	3
ADSC 1441	Bookkeeping	2
ADSC 1715	Word Processing	3

Total Credits

36

*Requires a prerequisite or a concurrent course

Program Outcomes

- Plan and produce professional written business correspondence using correct English and proofreading skills
- Plan and deliver verbal presentations using correct English skills
- Demonstrate keyboarding production proficiency
- Apply ARMA indexing and filing procedures and rules
- Transcribe various types of material into mailable documents using correct English skills
- Exhibit ethical behavior, positive self-image, and professional conduct
- Utilize computer productivity software for business applications
- Develop a job search plan, appropriate documents, and exhibit appropriate interview skills
- Apply learned program skills and knowledge to work or simulated situations
- Analyze and record business transactions, generate reports, and prepare financial statements

Pre-program Requirements

Successful entry into this program requires basic computer skills and a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Legal Secretary Certificate - 18 credits

Program Website: (<https://degrees.lsc.edu/legal-secretary/>)

Program Description

This program is designed to prepare the student for employment as a Legal Secretary. The Legal Secretary's primary function is to assist in preparation of legal correspondence and documents and meeting deadlines. Other duties may include public/client relations, timekeeping, gathering information from the clients, filing, and general office duties. Legal Secretaries transcribe from dictation and draft copy using computers.

This is an advanced certificate; in addition to possessing college-level reading and writing skills, students should have recent office experience or have taken courses in office procedures, keyboarding/word processing, and business communications.

Required Courses

Number	Name	Credits
ADSC 1515	Law Office Applications	3
ADSC 1517	Computers in the Law Office	3
ADSC 1525	Legal Transcription/Word Processing Applications	3
ADSC 2520	Legal Document Processing	3
LGST 1400	Legal Studies I: Terminology and Procedures	3
LGST 1410	Legal Studies II: Introduction to Research	3

Total Credits

18

*Requires a prerequisite or a concurrent course

Program Outcomes

- Demonstrate keyboarding production proficiency
- Perform general office tasks in the legal environment
- Demonstrate proficiency in using a variety of computer software programs
- Transcribe material containing legal terminology into mailable documents using correct English skills
- Produce professional written business correspondence using correct English and proofreading skills
- Exhibit ethical behavior, positive self-image, and professional conduct
- Develop a job search plan, appropriate documents, and exhibit appropriate interview skills
- Assist in legal research tasks

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English and reading.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Medical Receptionist Diploma - 32 credits

Program Website: (<https://degrees.lsc.edu/medical-receptionist/>)

Program Description

This program is designed to prepare the student for employment as a medical receptionist. Medical receptionists may be responsible for answering telephones, scheduling appointments, and preparing correspondence. Persons in this position need to know medical office terminology; must be familiar with hospital, clinic, and physician office health information procedures; and understand medical laws and ethics. In addition, the medical receptionist may be involved in handling release of information requests.

Required Courses

Number	Name	Credits
ADSC 1415	Keyboarding I	3
ADSC 1419	Business English	3
ADSC 1425	Calculators/Ten-key	1
ADSC 1610	Medical Office Terminology	3
ADSC 1611	Medical Office Procedures I	3
ADSC 1614*	Health Insurance and Billing	3
ADSC 1420	Business Communications	3
ADSC 1421*	Business Presentations	3
ADSC 1430	Microsoft Office	3
ADSC 1612*	Medical Office Procedures II	3
ADSC 1715	Word Processing	3
ADSC 1718	Keyboarding Drills	1

Total Credits **32**

*Requires a prerequisite or a concurrent course

Program Outcomes

- Plan and produce professional written business correspondence using correct English and proofreading skills
- Plan and deliver verbal presentations using correct English skills
- Demonstrate keyboarding production proficiency
- Demonstrate ability to correctly spell, define, and pronounce medical office terminology and/or abbreviations
- Utilize computer productivity software for business applications
- Integrate medical office tasks such as insurance, coding, banking, telephone techniques, billing, and scheduling of appointments
- Apply learned skills and knowledge from the Medical Receptionist program in an actual or simulated medical setting
- Exhibit ethical behavior, positive self-image, and professional conduct
- Develop a job search plan, prepare appropriate documents, and exhibit appropriate interview skills

Pre-program Requirements

Successful entry into this program requires basic computer skills and a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Medical Transcriptionist Diploma - 32 credits

Program Website: (<https://degrees.lsc.edu/medical-transcriptionist/>)

Program Description

The Medical Transcriptionist program prepares graduates for entry-level positions in the field of medical transcription. An individual trained in medical transcription may pursue a career in a hospital setting, clinic, physician office, long-term care setting, home health care, and specialty settings or even in the home.

Program Outcomes

- Plan and produce professional written business correspondence and medical correspondence using correct English and proofreading skills
- Demonstrate keyboarding production proficiency
- Transcribe mailable dictated medical reports and documents using correct medical transcription skills
- Demonstrate ability to correctly spell, define, and pronounce medical office terminology and/or abbreviations
- Demonstrate proficiency with drug reference books
- Exhibit ethical behavior, a positive self-image, and professional conduct

Pre-program Requirements

Successful entry into this program requires basic computer skills and a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
ADSC 1415	Keyboarding I	3
ADSC 1419	Business English	3
ADSC 1610	Medical Office Terminology	3
ADSC 1611	Medical Office Procedures I	3
ADSC 1621*	Medical Office Anatomy and Physiology I	3
ADSC 1420	Business Communications	3
ADSC 1612*	Medical Office Procedures II	3
ADSC 1622*	Medical Office Anatomy and Physiology II	3
ADSC 1625*	Medical Machine Transcription	4
ADSC 1715	Word Processing	3
ADSC 1718	Keyboarding Drills	1

Total Credits

32

*Requires a prerequisite or a concurrent course

Office Assistant Certificate - 25 credits

Program Website: (<https://degrees.lsc.edu/office-assistant/>)

Program Description

This program is designed to prepare the student for employment as an Office Assistant. Office Assistants perform a wide variety of office tasks. Duties often require keyboarding/typing business correspondence, reports, forms, and other material; filing and retrieving documents and records; sorting and distributing mail; and answering telephones. Office Assistants may use computers, transcribing machines, calculating machines, and photocopiers.

The Office Assistant Certificate transfers seamlessly into LSC's Information Processing Assistant Diploma and the Administrative Office Specialist AAS Degree.

Required Courses

Number	Name	Credits
ADSC 1415	Keyboarding I	3
ADSC 1419	Business English	3
ADSC 1425	Calculators/Ten-key	1
ADSC 1430	Microsoft Office	3
ADSC 1440*	General Office Procedures	3
ADSC 1420	Business Communications	3
ADSC 1421*	Business Presentations	3
ADSC 1442*	Records Management	2
ADSC 1452*	Transcription and Editing	3
ADSC 1718*	Keyboarding Drills	1

Total Credits **25**

*Requires a prerequisite or a concurrent course

Program Outcomes

- Plan and produce professional written business correspondence using correct English and proofreading skills
- Plan and deliver verbal presentations using correct English skills
- Demonstrate keyboarding production proficiency
- Apply ARMA indexing and filing procedures and rules
- Transcribe various types of material into mailable documents using correct English skills
- Exhibit ethical behavior, positive self-image, and professional conduct
- Utilize computer productivity software for business applications
- Develop a job search plan, appropriate documents, and exhibit appropriate interview skills
- Analyze and record business transactions, generate reports, and prepare financial statements

Pre-program Requirements

Successful entry into this program requires basic computer skills and a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Paralegal Studies AAS Degree - 60 credits

Program Website: (<https://degrees.lsc.edu/all-programs/>)

Program Description

The Paralegal Studies program is a course of study for those interested in becoming non-lawyer legal professionals. A paralegal (sometimes called a legal assistant) is, in the words of the American Bar Association, a person "who performs specifically delegated substantive legal work for which a lawyer is responsible." Paralegal employers prefer applicants who have completed a formal paralegal training program. Students learn to use the technology and software commonly found in a modern law office and receive practical instruction in legal terminology, state and federal court systems, legal document preparation, substantive and procedural law, legal research, and client interaction.

The Paralegal Studies Associate in Applied Science degree is recommended for those students intending to go directly into the workforce on graduation.

Program Outcomes

- Demonstrate knowledge of legal terminology, the American legal system, and state and federal court structure, rules, and procedures
- Exhibit understanding of the paralegal's role in the delivery of legal services, including systems for organizing documents, maintaining client relationships, conflict of interest management, calendaring, and billing
- Exhibit ability to utilize technology and legal-specific software commonly used by paralegals in the delivery of legal services
- Demonstrate ability to prepare, draft, and properly format client correspondence and other legal documents using principles of writing, rules of English grammar, and proper citation form

Required Courses

Number	Name	Credits
LGST 1400	Legal Studies I: Terminology and Procedures	3
LGST 1420	Business Law: An Introduction	3
ADSC 1420	Business Communications	3
ADSC 1515	Law Office Applications	3
ENGL 1106	College Composition I	3
LGST 1410*	Legal Studies II: Introduction to Research	3
LGST 1425	Business Law: Commercial Topics	2
ADSC 1517	Computers in the Law Office	3
ENGL 1109*	College Composition II	3
LGST 1429*	Legal Writing	3
LGST 1455*	Civil Litigation	3
ADSC 1525	Legal Transcription/Word Processing Applications	3
LGST 1430*	Advanced Legal Research	3
LGST 1460*	Criminal Law and Procedure	3
LGST 2997*	Paralegal Capstone	1
ADSC 2520	Legal Document Processing	3
Program Electives	Choose any two LGST elective courses	6
<i>General Education Requirement</i>	The Paralegal AAS embeds 6 credits from Goal Area 1 of the Minnesota Transfer Curriculum (MTC). Please choose 9 additional credits from the MTC that includes courses from at least two of the MTC Goal Areas 2-10 (see lsc.edu/transfer-degrees/)	9

Total Credits **60**

*Requires a prerequisite or a concurrent course

- Exhibit oral communication skills that allow paralegals to interact effectively with clients, attorneys, witnesses, co-workers, court personnel, and the public in a variety of situations
- Demonstrate knowledge of legal principles and procedures in at least one specialty area, such as family law, bankruptcy law, real property law, torts and personal injury law, or wills and probate
- Recognize and apply the legal and ethical principles that apply to the conduct of paralegals involved in the delivery of legal services
- Analyze procedural and substantive legal problems by identifying the key facts and applying the appropriate rule of law to the problem
- Demonstrate ability to prepare and carry out a legal research plan using print and electronic resources to identify, locate, cite, and verify the reliability of legal authorities
- Develop job-seeking and job-keeping skills appropriate for employment in the legal field and prepare a professional portfolio documenting acquired paralegal skills and knowledge

Pre-program Requirements

Successful entry into this program requires basic computer skills and a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher).

Paralegal Studies Certificate - 30 credits

Program Website: (<https://degrees.lsc.edu/all-programs/>)

Program Description

The Paralegal Studies program is a course of study for those interested in becoming non-lawyer legal professionals. A paralegal (sometimes called a legal assistant) is, in the words of the American Bar Association, a person "who performs specifically delegated substantive legal work for which a lawyer is responsible." Paralegal employers prefer applicants who have completed a formal paralegal training program. Students learn to use the technology and software commonly found in a modern law office and receive practical instruction in legal terminology, state and federal court systems, legal document preparation, substantive and procedural law, legal research, and client interaction.

This 30-credit Certificate seamlessly transfers to the Paralegal Studies AS (60 credits) and Paralegal Studies AAS (60 credits).

Required Courses

Number	Name	Credits
LGST 1400	Legal Studies I: Terminology and Procedures	3
LGST 1420	Business Law: An Introduction	3
LGST 1429*	Legal Writing	3
LGST 1455*	Civil Litigation	3
ADSC 1517	Computers in the Law Office	3
LGST 1410*	Legal Studies II: Introduction to Research	3
LGST 1425	Business Law: Commercial Topics	2
LGST 1430*	Advanced Legal Research	3
LGST 1460*	Criminal Law and Procedure	3
LGST 2997*	Paralegal Capstone	1
Program Electives	Choose any LGST elective course	3

Total Credits **30**

*Requires a prerequisite or a concurrent course

The 30-credit Paralegal Studies Certificate is an advanced program that prepares students with prior background for paraprofessional positions in the legal field. Graduates will leave with a solid education in basic legal principles

Program Outcomes

- Demonstrate knowledge of legal terminology, the American legal system, and state and federal court structure, rules, and procedures
- Exhibit understanding of the paralegal's role in the delivery of legal services, including systems for organizing documents, maintaining client relationships, conflict of interest management, calendaring, and billing
- Exhibit ability to utilize technology and legal-specific software commonly used by paralegals in the delivery of legal services
- Demonstrate ability to prepare, draft, and properly format client correspondence and other legal documents using principles of writing, rules of English grammar, and proper citation form
- Exhibit oral communication skills that allow paralegals to interact effectively with clients, attorneys, witnesses, co-workers, court personnel, and the public in a variety of situations
- Demonstrate knowledge of legal principles and procedures in at least one specialty area, such as family law, bankruptcy law, real property law, torts and personal injury law, or wills and probate
- Recognize and apply the legal and ethical principles that apply to the conduct of paralegals involved in the delivery of legal services
- Analyze procedural and substantive legal problems by identifying the key facts and applying the appropriate rule of law to the problem
- Demonstrate ability to prepare and carry out a legal research plan using print and electronic resources to identify, locate, cite, and verify the reliability of legal authorities
- Develop job-seeking and job-keeping skills appropriate for employment in the legal field and prepare a professional portfolio documenting acquired paralegal skills and knowledge

Pre-program Requirements

Successful entry into this program requires basic computer skills and a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher).

Computers

Business and Technology AS Degree - 60 credits

Program Website: (<https://degrees.lsc.edu/business-and-technology/>)

Program Description

This is a transfer degree intended to prepare students to continue their studies at a baccalaureate institution. The degree combines 30 credits of business and technology courses with 30 credits of General Education.

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 may be taken concurrently with Semester I coursework

Required Courses

Number	Name	Credits
Business and Technology Courses		
ACCT 1400	Business Math	2
ACCT 1410	Financial Accounting Principles I	3
ADSC 1420	Business Communications	3
CIS 1402	Foundations of CIS	3
CIS 1521	A+ Operating Systems Technologies	3
CIS 1522	A+ Core Hardware	3
LGST 1420	Business Law – An Introduction	3
<i>CIS Technical Electives</i>	<i>Choose 10 credits from the following:</i>	
CIS 1406	Web Programming I (3 credits)	10
CIS 1410	Web Site Design (3 credits)	
CIS 1412	Web Graphics I (3 credits)	
CIS 1415	Introduction to Programming (4 credits)	
CIS 1510	Microcomputer Database (2 credits)	
General Education Courses		
COMM 1600	Communication in the Workplace	3
ENGL 1106	College Composition I	3
ENGL 1109*	College Composition II	3
MATH 1100*	College Algebra	4
PSYC 1120*	General Psychology	3
SOC 1111*	Introduction to Sociology	3
	Natural Sciences Elective (Goal Area 3)	3
	History Elective (Goal Area 5)	3
	Humanities Elective (Goal Area 6)	3
	General Education Elective (Goal Areas 3, 5, or 6)	2

Total Credits

60

*Requires a prerequisite or a concurrent course

Computer and Web Programming Certificate - 30 credits

Program Website: (<https://degrees.lsc.edu/web-design/>)

Program Description

This program is designed to prepare the student with the knowledge to design, create, and maintain Web pages for use on the World Wide Web.

The Computer and Web Programming Certificate transfers seamlessly into LSC's Computer and Web Programming Diploma (57 credits), and Computer and Web Programming AAS Degree (72 credits).

Program Outcomes

- Successfully design, implement, host a web page that incorporates appropriate use of graphics and multimedia
- Use problem-solving techniques to create a computer or web program to solve business problems

Pre-program Requirements

Successful entry into this program requires a basic level of keyboarding skills and a specific level of skill in the areas of English, mathematics, and reading.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
CIS 1402	Foundations of CIS	3
CIS 1406	Web Programming I	3
CIS 1410	Web Site Design	3
CIS 1412	Web Graphics I	3
CIS 1415	Introduction to Programming	4
CIS 1408*	Web Programming II	4
CIS 1420*	Advanced Web Site Design	4
CIS 1510	Microcomputer Database	2
CIS 1610*	Web Scripting	4

Total Credits

30

*Requires a prerequisite or a concurrent course

Computer and Web Programming Diploma - 57 credits

Program Website: (<https://degrees.lsc.edu/programming/>)

Program Description

This program is offered on-campus and online. Options include a 72-credit Associate in Applied Science degree, a 57-credit diploma or a 30-credit certificate program, depending on the level of skill you would like to accomplish. All programs build the skills necessary to develop and maintain effective web sites, Windows and mobile applications.

The Computer and Web Programming Diploma transfers seamlessly into LSC's Computer and Web Programming AAS Degree (72 credits).

Program Outcomes

- Successfully design, implement and host a Web page that incorporates appropriate use of graphics and multimedia
- Design and implement Web-based application using appropriate programming languages
- Use problem solving techniques to create a computer or web program to solve business problems
- Develop interfaces between database systems and website or application programs

Pre-program Requirements

Successful entry into this program requires a basic level of keyboarding skills and a specific level of skill in the areas of English, mathematics, and reading.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 may be taken concurrently with Semester I coursework

Required Courses

Number	Name	Credits
CIS 1402	Foundations of CIS	3
CIS 1406	Web Programming I	3
CIS 1410	Web Site Design	3
CIS 1412	Web Graphics I	3
CIS 1415	Introduction to Programming	4
CIS 1408*	Web Programming II	4
CIS 1420*	Advanced Web Site Design	4
CIS 1510	Microcomputer Database	2
CIS 1610*	Web Scripting	4
CIS 2620*	Object-Oriented Programming I	4
CIS 1532	Data-driven Web Sites	3
CIS 2635	Java Programming	3
CIS 2640	Mobile Apps Programming	3
CIS 2976	Emerging Technologies	1
CIS 2980	Internship	1
CIS 2987	CIS Capstone	3
<i>Technical Electives</i> CIS 16XX CIS 1745 CIS 2972* CIS 2560* CIS 26XX CIS 2621* CIS 2980 CIS 2999	<i>Choose 9 credits from the following: Any CIS 1600 series course Network Administration: UNIX (3 credits) Network Administration: SQL Server (3 credits) Web Server Administration (3 credits) Any CIS 2600 series course Object-Oriented Programming II (4 credits) Internship (1-4 credits) Special Topics in Computer Information Systems(1-4 credits)</i>	9

Total Credits

57

*Requires a prerequisite or a concurrent course

Computer and Web Programming AAS Degree - 72 credits

Program Website: (<https://degrees.lsc.edu/programming/>)

Program Description

This program is offered on-campus and online. Options include a 72-credit Associate in Applied Science degree, a 57-credit diploma or a 30-credit certificate program, depending on the level of skill you would like to accomplish. All programs build the skills necessary to develop and maintain effective web sites, Windows and mobile applications.

Program Outcomes

- Successfully design, implement and host a Web page that incorporates appropriate use of graphics and multimedia
- Design and implement Web-based application using appropriate programming languages
- Student will be able to use problem solving techniques to create a computer or web program to solve business problems
- Develop interfaces between database systems and website or application programs

Pre-program Requirements

Successful entry into this program requires a basic level of keyboarding skills and a specific level of skill in the areas of English, mathematics, and reading.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
CIS 1402	Foundations of CIS	3
CIS 1406	Web Programming I	3
CIS 1410	Web Site Design	3
CIS 1412	Web Graphics I	3
CIS 1415	Introduction to Programming	4
CIS 1408*	Web Programming II	4
CIS 1420*	Advanced Web Site Design	4
CIS 1510	Microcomputer Database	2
CIS 1610*	Web Scripting	4
CIS 2620*	Object-Oriented Programming I	4
CIS 1532	Data-driven Web Sites	3
CIS 2635	Java Programming	3
CIS 2640	Mobile Apps Programming	3
CIS 2976	Emerging Technologies	1
CIS 2980	Internship	1
CIS 2987	CIS Capstone	3
<i>Technical Electives</i>	<i>Choose 9 credits from the following:</i>	9
CIS 16XX	<i>Any CIS 1600 series course</i>	
CIS 1745	<i>Network Administration: UNIX (3 credits)</i>	
CIS 2972*	<i>Network Administration: SQL Server (3 credits)</i>	
CIS 2560*	<i>Web Server Administration (3 credits)</i>	
CIS 26XX	<i>Any CIS 2600 series course</i>	
CIS 2621*	<i>Object-Oriented Programming II (4 credits)</i>	
CIS 2980	<i>Internship (1-4 credits)</i>	
CIS 2999	<i>Special Topics in Computer Information Systems (1-4 credits)</i>	
<i>Minnesota Transfer Curriculum</i>	<i>MATH 1100 or MATH 1115 or PHIL 1125 (Goal Area 4, 3-4 credits)</i> <i>Elective credits from two additional Goal Areas of the Minnesota Transfer Curriculum (select from Goal Areas 1-3 and 5-10)</i>	15

Total Credits

72

*Requires a prerequisite or a concurrent course

Computer Technology AS Degree - 60 credits

Program Website: (<https://degrees.lsc.edu/it-degree/>)

Program Description

This is a transfer degree intended to prepare students to continue their studies at a baccalaureate institution. The degree combines a 30-credit program degree (Computer and Web Programming Certificate, or Network Administration and Security, or Cyber Defense), with 30 credits of General Education.

COMPLETE ONE OF THE FOLLOWING PROGRAM CERTIFICATES	Credits
Computer and Web Programming or Network Administration and Security or Cyber Defense	30

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 may be taken concurrently with Semester I coursework.

Required General Education Courses

Number	Name	Credits
COMM 1105	Interpersonal Communication	3
ENGL 1106	College Composition I	3
ENGL 1109*	College Composition II	3
MATH 1100*	College Algebra	4
PSYC 1120*	General Psychology	3
SOC 1111*	Introduction to Sociology	3
	Natural Sciences Elective (Refer to Goal Area Three course options listed on AA planner)	3-5
	Humanities Elective (Refer to Goal Area Six course options listed on AA planner)	3
	<i>General Education Elective</i> (Refer to any Goal Area course options listed on AA planner)	3-5

Total Credits

60

*Requires a prerequisite or a concurrent course

Cyber Defense Certificate - 30 credits

Program Website: (<https://degrees.lsc.edu/cyber-defense/>)

Program Description

The Cyber Defense certificate is designed to prepare participants with foundation-level skills for a job in computer networking and security. The curriculum in this program will help prepare students for the following certifications: CompTIA Net+, CompTIA Security+, Cisco Certified Entry Networking Technician (CCENT) and EC-Council Certified Ethical Hacker (CEH).

The 30-credit Cyber Defense Certificate transfers seamlessly into LSC's Network Administration and Security Diploma (58 credits), and AAS degree (72 credits).

Program Outcomes

- Describe the OSI Reference Model, layered communications principles and routing/switching principles with associated devices, as well as use these concepts effectively in verbal and written communication
- Manage Cisco router hardware and the Required Courses Cisco Internet Operating System (IOS), including planning, installation, configuration, management, upgrading and troubleshooting of routers and switches
- Analyze organizational network needs, as well as design and implement networks that include hardware/software configuration and management and security (access control)
- Determine the factors involved in developing a secure information security strategy
- Describe and identify common security threats and attacks and describe how to safeguard against them
- Apply a common ethical hacking methodology to carry out a penetration test and describe how to implement countermeasures for these types of attacks

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
CIS 1402	Foundations of CIS	3
CIS 1946	CISCO Networking I	3
CIS 1745	Network Administration: Unix	3
CIS 1810*	Network Administration: Security	3
CIS 1947*	CISCO Networking II	3
CIS 1952*	Network Administration: Windows Server	3
CIS 2811*	Intrusion Detection/Prevention Systems Fundamentals	3
CIS 2812*	Network Security Fundamentals	3
CIS 2813*	Network Forensics and Incident Response	3
CIS 2814*	Ethical Hacking and Systems Defense	3

Total Credits

30

*Requires a prerequisite or a concurrent course

Cyber Security Certificate - 18 credits

Program Website: (<https://degrees.lsc.edu/cyber-security/>)

Program Description

The Cyber Security certificate is designed to prepare participants with prior computer experience or a previous networking degree with fundamental requisite security concepts and best practices required to implement, administer, and harden operating systems. The curriculum in this program will help prepare students for the EC-Council Certified Ethical Hacker (CEH) certification.

The 18-credit Cyber Security Certificate transfers seamlessly into LSC's Cyber Defense Certificate (30 credits), Network Administration and Security Diploma (58 credits), and AAS degree (72 credits).

Required Courses

Number	Name	Credits
CIS 1402	Foundations of CIS	3
CIS 1810*	Network Administration: Security	3
CIS 2811*	Intrusion Detection/Prevention Systems Fundamentals	3
CIS 2812*	Network Security Fundamentals	3
CIS 2813*	Network Forensics and Incident Response	3
CIS 2814*	Ethical Hacking and Systems Defense	3

Total Credits

18

*Requires a prerequisite or a concurrent course

Program Outcomes

- Determine the factors involved in developing a secure information security strategy
- Describe and identify common security threats and attacks and describe how to safeguard against them
- Apply a common ethical hacking methodology to carry out a penetration test and describe how to implement countermeasures for these types of attacks

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 may be taken concurrently with Semester I coursework.

Network Administration and Security Certificate - 30 credits

Program Website: (<https://degrees.lsc.edu/ccna/>)

Program Description

The Computer Networking Certificate is designed to prepare participants with foundation level skills for a job in computer networking. Students are prepared for CompTIA (A+, Network+, Security+), Microsoft MCP, and Cisco CCENT.

This 30-credit certificate seamlessly transfers to the Network Administration and Cybersecurity Diploma (58 credits) and the AAS (72 credits).

Program Outcomes

- Perform PC configuration and maintenance tasks, including hardware and OS installation and troubleshooting, and configuration for network services
- Describe the OSI Reference Model, layered communications principles, and routing, bridging and switching principles and devices, and use these concepts effectively in verbal and written communication
- Manage Cisco router hardware and the Cisco Internet Operating System (IOS), including planning, installation, configuration, management, upgrading and troubleshooting of routers and switches
- Analyze organizational networking needs, and design and implement Local Area and Wide Area Networks (LANs and WANs), including hardware and software configuration and management, and security (access control)

Pre-Program Requirements

Successful entry into this program requires a specific level of skill in the areas of English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
CIS 1402	Foundations of CIS	3
CIS 1521	A+ Operating Systems Technologies	3
CIS 1522	A+ Core Hardware	3
CIS 1946	CISCO Networking I	3
CIS 1950	Network Administration: Windows Client	3
CIS 1745	Network Administration: UNIX	3
CIS 1810*	Network Administration: Security	3
CIS 1947*	CISCO Networking II	3
CIS 1952*	Network Administration: Windows Server	3
<i>Technical Electives</i>	<i>Choose one of the following:</i>	3
CIS 1500*	Computer User Support	
CIS 2560*	Web Server Administration	
CIS 2811*	Intrusion Detection and Prevention Systems Fundamentals	
CIS 2812*	Network Security Fundamentals	
CIS 2813*	Network Forensics and Incident Response	
CIS 2814*	Ethical Hacking and Systems Defense	
CIS 2972*	Network Administration: SQL	
CIS 2973*	Network Administration: Exchange Server	

Total Credits

30

*Requires a prerequisite or a concurrent course

Network Administration and Cybersecurity Diploma - 58 credits

Program Website: (<https://degrees.lsc.edu/network-administrator/>)

Program Description

This program is offered on-campus or online. Students are prepared for CompTIA (A+, Network+, Security+), Microsoft MCP, Cisco CCENT, and EC-Council Certified Ethical Hacker (CEH) certifications. A 30-credit certificate, a 58-credit diploma, and a 72-credit Associate in Applied Science degree program give students the flexibility they need. Students are prepared to provide technical support for computer networks in business environments. Students are taught server and network administration, hardware support skills, and security essentials.

This 58-credit Diploma seamlessly transfers to the Network Administration and Cybersecurity AAS (72 credits).

Program Outcomes

- Perform PC configuration and maintenance tasks, including hardware and OS installation and troubleshooting, and configuration for network services
- Describe the OSI Reference Model, layered communications principles, and routing, bridging and switching principles and devices, and use these concepts effectively in verbal and written communication
- Manage Cisco router hardware and the Cisco Internet Operating System (IOS), including planning, installation, configuration, management, upgrading and troubleshooting of routers and switches
- Analyze organizational networking needs, and design and implement Local Area and Wide Area Networks (LANs and WANs), including hardware and software configuration and management, and security (access control)
- Design and implement basic network services such as DHCP, DNS, network shares and printing, remote access, user accounts and groups, and manage desktop and network security
- Determine the factors involved in developing a secure information technology strategy
- Describe and identify common security threats and attacks and describe how to safeguard against them

Required Courses

Number	Name	Credits
CIS 1402	Foundations of CIS	3
CIS 1521	A+ Operating Systems Technologies	3
CIS 1522	A+ Core Hardware	3
CIS 1946	CISCO Networking I	3
CIS 1950	Network Administration: Windows Client	3
COMM 1601 OR COMM 1602	Interviewing Procedure and Practice OR Teambuilding Procedure and Practice	1
CIS 1500*	Computer User Support	3
CIS 1745	Network Administration: UNIX	3
CIS 1810*	Network Administration: Security	3
CIS 1947*	CISCO Networking II	3
CIS 1952*	Network Administration: Windows Server	3
CIS 2811*	Intrusion Detection and Prevention Systems Fundamentals	3
CIS 2812*	Network Security Fundamentals	3
CIS 2813*	Network Forensics and Incident Response	3
CIS 2814*	Ethical Hacking and Systems Defense	3
CIS 2972*	Network Administration: SQL Server	3
CIS 2976*	Emerging Technologies in Information Systems	1
CIS 2980*	Internship	2
CIS 2987*	CIS Capstone	3
<i>Technical Electives</i> CIS 2560* CIS 2973* CIS 2974* CIS 2999*	<i>Choose 6 credits from the following:</i> Web Server Administration Network Administration: Server Virtualization Network Administration: Exchange Server Special Topics in Computer Science (1-3 credits)	6
Total Credits		58

*Requires a prerequisite or a concurrent course

Apply a common ethical hacking methodology to carry out a penetration test and describe how to implement countermeasures for these types of attacks

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 may be taken concurrently with Semester I coursework.

Network Administration and Cybersecurity AAS Degree - 72 credits

Program Website: (<https://degrees.lsc.edu/network-administrator/>)

Program Description

This program is offered on-campus or online. Students are prepared for CompTIA (A+, Network+, Security+), Microsoft MCP, Cisco CCENT, and EC-Council Certified Ethical Hacker (CEH) certifications. A 30-credit certificate, a 58-credit diploma, and a 72-credit Associate in Applied Science degree program give students the flexibility they need. Students are prepared to provide technical support for computer networks in business environments. Students are taught server and network administration, hardware support skills, and security essentials.

Program Outcomes

- Perform PC configuration and maintenance tasks, including hardware and OS installation and troubleshooting, and configuration for network services
- Describe the OSI Reference Model, layered communications principles, and routing, bridging and switching principles and devices, and use these concepts effectively in verbal and written communication
- Manage Cisco router hardware and the Cisco Internet Operating System (IOS), including planning, installation, configuration, management, upgrading and troubleshooting of routers and switches
- Analyze organizational networking needs, and design and implement Local Area and Wide Area Networks (LANs and WANs), including hardware and software configuration and management, and security (access control)
- Design and implement basic network services such as DHCP, DNS, network shares and printing, remote access, user accounts and groups, and manage desktop and network security
- Determine the factors involved in developing a secure information technology strategy
- Describe and identify common security threats and attacks and describe how to safeguard against them
- Apply a common ethical hacking methodology to carry out a penetration test and describe how to implement countermeasures for these types of attacks.

Required Courses

Number	Name	Credits
CIS 1402	Foundations of CIS	3
CIS 1521	A+ Operating Systems Technologies	3
CIS 1522	A+ Core Hardware	3
CIS 1946	CISCO Networking I	3
CIS 1950	Network Administration: Windows Client	3
CIS 1500*	Computer User Support	3
CIS 1745	Network Administration: UNIX	3
CIS 1810*	Network Administration: Security	3
CIS 1947*	CISCO Networking II	3
CIS 1952*	Network Administration: Windows Server	3
CIS 2811*	Intrusion Detection and Prevention Systems Fundamentals	3
CIS 2812*	Network Security Fundamentals	3
CIS 2813*	Network Forensics and Incident Response	3
CIS 2814*	Ethical Hacking and Systems Defense	3
CIS 2972*	Network Administration: SQL Server	3
CIS 2976*	Emerging Technologies in Information Systems	1
CIS 2980*	Internship	2
CIS 2987*	CIS Capstone	3
<i>Technical Electives</i>	<i>Choose 6 credits from the following:</i>	6
CIS 2560*	Web Server Administration	
CIS 2973*	Network Administration: Server Virtualization	
CIS 2974*	Network Administration: Exchange Server	
CIS 2999*	Special Topics in Computer Science (1-3 credits)	
<i>General Education Electives</i>	Select from at least 3 different goal areas of the Minnesota Transfer Curriculum	15

Total Credits

72

*Requires a prerequisite or a concurrent course

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 may be taken concurrently with Semester I coursework.

PC Support Technician Certificate - 21 credits

Program Website: (<https://degrees.lsc.edu/computer-technician/>)

Program Description

This 21-credit certificate program teaches students how to support hardware and operating systems for desktop and laptop computers and printers.

Program Outcomes

Install and troubleshoot hardware components and operating systems successfully.

Pre-program Requirements

Successful entry into this program requires a basic level of keyboarding skills and a specific level of skill in the areas of English, mathematics, and reading.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
CIS 1402	Foundations of CIS	3
CIS 1521	A+ Operating Systems Technologies	3
CIS 1522	A+ Core Hardware	3
CIS 1950	Network Administration: Windows Client	3
CIS 1500*	Computer User Support	3
Technical Electives	Choose 6 credits from the following:	6
CIS 1415*	Introduction to Programming	
CIS 1745	Network Administration: UNIX	
CIS 1810	Network Administration: Security	
CIS 1946*	CISCO Networking I	
CIS 1947*	CISCO Networking II	
CIS 1952*	Network Administration: Windows Server	

Total Credits

21

*Requires a prerequisite or a concurrent course

Fire and EMT

Fire Fighter Certificate - 28 credits

Program Website: (<https://degrees.lsc.edu/firefighter-license/>)

Program Description

This certificate is designed to supply all of the knowledge and skills to become a licensed firefighter in Minnesota. This certificate is contained in the Fire Technology AAS and is designed for the non-traditional student, those holding a college degree, or for becoming a volunteer firefighter. This certificate program offers the fundamental knowledge and skills required to be a firefighter.

This 28-credit Certificate seamlessly transfers to the Fire Technology AAS (60 credits).

Program Outcomes

- Fire service professional skills and qualifications for leadership and supervision
- Using the Incident Command System in both daily operations and emergency operations
- Career and promotional opportunities both within and outside of the fire service
- Organizational and professional communications techniques for the workplace
- Creating a safe working environment in both emergency and non-emergency situations
- Creating and developing the changes needed for the future of fire service

Pre-Program Requirements

Students must complete a Medical Physical documenting they are medically cleared to wear a self-contained Breathing Apparatus (respirator) as well as verification of current vaccinations.

Required Courses

Number	Name	Credits
FIRE 1408	Fire Fighter I & II	7
FIRE 1430	Hazardous Materials Operations	2
FIRE 2502	Rescue Basic	3
FIRE 1401	Today's Fire Service	2
FIRE 2480*	Introduction to Emergency Medical Technician	2
FIRE 2482*	Emergency Medical Technician	3
FIRE 2484*	Emergency Medical Technician Lab	3
FIRE 2511*	Company Functions	3
Choose 3 credits from the following or Any FIRE prefix course not already on the Guide (3 credit course unless noted)		
FIRE 1414*	Fire Protection Hydraulics and Water Supply	3
FIRE 1470	Wildland Fire Fighting (2 credits)	
FIRE 1472*	Wildland Fire Leadership	
FIRE 1474*	Wildland Portable Pumps and Water Use (2 credits)	
FIRE 1476	S-212 Wildland Chainsaws	
FIRE 1478*	S-290 Intermediate Wildland Fire (2 credits)	
FIRE 1506*	Occupational Health and Safety for the Fire Service	
FIRE 2420	Fire Instructor (2 credits)	
FIRE 2445*	Hazardous Materials Chemistry	
FIRE 2450	Fire Prevention	
FIRE 2460*	Fire Inspection and Prevention Applications	
FIRE 2462*	Introduction to Fire and Emergency Services Administration	
FIRE 2464*	Legal Aspects of the Fire Service	
FIRE 2470*	Fire Investigations I	
FIRE 2472*	Fire Investigations II	
FIRE 2512	Tactics and Strategies	
FIRE 2610	Fire Internship 100 (1 credit)	
FIRE 2620	Fire Internship 200 (2 credits)	

Total Credits **28**

*Requires a prerequisite or a concurrent course

**Additional technical electives available, see advisor for details

Fire Science and Administration AS Degree - 60 credits

Program Website: (<https://degrees.lsc.edu/fire-officer/>)

Program Description

The Associate of Fire Science and Administration is designed to build a broad base of knowledge for the Fire Service. Targeted for the Fire Fighter who is seeking to learn more, for those interested in seeking promotion, and for transfer into a four year program, the degree is designed following the Fire and Emergency Services Higher Education (FESHE) model created by the National Fire Academy (NFA). The general courses are from the Minnesota Transfer Curriculum and many general courses and all technical courses are available on-line to facilitate distance learning.

Program Outcomes

- Fire service professional skills and qualifications for leadership and supervision
- Using the Incident Command System in both daily operations and emergency operations
- Career and promotional opportunities both within and outside of the fire service
- A strong base of knowledge in both liberal and technical education far beyond the Associate in Science
- Organizational and professional communications techniques for the workplace
- Creating a safe working environment in both emergency and non-emergency situations
- Creating and developing the changes needed for the future of the fire service
- Fire prevention activities including inspection, preplanning, investigation, and public fire education

Required Courses

Number	Name	Credits
FYE 1000	Student Success Seminar	1
FIRE 1404	Fire Behavior and Combustion	3
ENGL 1106	College Composition	3
FIRE 1401	Today's Fire Service	2
FIRE 1410	Building Construction	3
FIRE 2450	Fire Prevention	3
ENGL 1109*	College Composition II	3
FIRE 1502*	Fire Protection Systems	3
FIRE 1504*	Principles of Fire & Emergency Services Safety and Survival	3
Choose 12 credits from the following or any FIRE prefix not already on the guide:		
FIRE 1414*	F Fire Protection Hydraulics and Water Supply (3 cr)	12
FIRE 1470	Wildland Firefighting (2 cr)	
FIRE 1474*	S-211 Wildland Portable Pumps and Water Use (2 cr)	
FIRE 1476*	S-212 Wildland Fire Chain Saws (3 cr)	
FIRE 2420	Fire Instructor (2 cr)	
FIRE 2460*	Fire Inspection and Prevention Applications (3 cr)	
FIRE 2462*	Introduction to Fire and Emergency Services Administration (3 cr)	
FIRE 2464*	Legal Aspects of the Fire Service (3 cr)	
FIRE 2512	Fire Fighting Tactics and Strategy (3 cr)	
FIRE 2610	Fire Internship 100 (1 credit)	
FIRE 2620	Fire Internship 200 (2 credits)	
General Education Electives	Choose 24 credits from at least two different Goal Areas 2-10 of the MnTC	24

Total Credits **60**

*Requires a prerequisite or a concurrent course

**For additional technical electives see an advisor for details

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent or higher). Math 0460 may be taken concurrently with Semester I coursework

Fire Technology AAS Degree - 60 credits

Program Website: (<https://degrees.lsc.edu/firefighter/>)

Program Description

The Fire Technology program provides an opportunity for students to obtain basic and advanced instruction in fire prevention, firefighting techniques, rescue, and management of fire services. Critical decision making is emphasized at the company officer level to ensure improvement in all aspects of fire technology, productivity, and safety. Wildland Firefighting classes are available to enhance the knowledge base of fire suppression technicians. Completion of liberal education courses early in program is recommended to establish an academic foundation for technical courses.

Program Outcomes

- Be job ready based on national accepted performance job standards and behaviors for firefighters
- Be prepared with the appropriate background and experiences to serve as a fire equipment operator
- Be able to conduct fire prevention activities
- Be able to integrate the incident command system and its component parts into daily work assignments and all emergency response settings
- Be able to function as an emergency medical technician at the appropriate level for the department and interact with all providers to ensure good patient care
- Be able to use the nationally recognized standards and behaviors for the response to hazardous materials releases and emergencies
- Be able to apply a broad working knowledge of rescue techniques and theories to include specialized areas not limited to activities like high level/high angle, confined spaces, and water related rescues
- Be experienced in day-to-day fire department type operations, station life and working conditions

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or completion of MATH 0460 (or equivalent or higher). Math 0460 may be taken concurrently with Semester I coursework

Required Courses

Number	Name	Credits
FIRE 1408	FireFighter I & II	7
FIRE 1430	Haz Mat Operations	2
ENGL 1106	College Composition	3
FIRE 1410	Building Construction	3
FIRE 2511*	Company Functions	3
ENGL 1109*	College Composition II	3
FIRE 2480*	Introduction to EMT	2
FIRE 2482*	Emergency Medical Technician	3
FIRE 2484*	Emergency Medical Technician Lab	3
FIRE 2502	Rescue Basic	3
FIRE 1412*	Fire Apparatus Operation	3
FIRE 2440*	Fire Chem I	3
FIRE 2450	Fire Prevention	3
FIRE 2602	Concepts of Fire Service Careers	2
Choose 8 credits from the following or any FIRE prefix course not already on the guide:		
FIRE 1470	Wildland Fire Fighting (2 cr)	8
FIRE 1474*	S-211 Wildland Portable Pumps and Water Use (2 cr)	
FIRE 1476	S-212 Wildland Fire Chain Saws (3 cr)	
FIRE 2512	Fire Fighting Tactics and Strategies (3 cr)	
FIRE 2610	Fire Internship 100 (1 cr)	
FIRE 2620	Fire Internship 200 (2 cr)	
FIRE 2999	Special Topics in Fire Service	
General Education Electives	Choose 9 credits from at least two different Goal Areas 2-10 of the MnTC	9

Total Credits **60**

*Requires a prerequisite or a concurrent course

Wildland Firefighting Certificate - 12 credits

Program Website: (<https://degrees.lsc.edu/wildland-firefighter/>)

Program Description

This certificate is designed to provide the entry level wildland firefighter the skills necessary to enter and advance in the field of Wildland firefighting. It is comprised of several National Wildfire Coordinating Group courses; S-130 Firefighter Training, S-190 Introduction to Wildland Fire Behavior, I-100 Incident Command System Orientation, I-700 National Incident Management System Introduction, L-180 Human Factors, L-280 Followership to Leadership, S-131 Firefighter Type I, S-211 Wildland Portable Pumps, S-212 Wildland Fire Chain Saws; and

Required Courses

Number	Name	Credits
FIRE 1470	Wildland Firefighting	2
FIRE 1472*	Wildland Fire Leadership	3
FIRE 1474*	Wildland Portable Pumps and Water Use	2
FIRE 1476*	S-212 Wildland Fire Chain Saws	3
FIRE 1478*	S-290 Intermediate Wildland Fire Behavior	2

Total Credits **12**

*Requires a prerequisite or a concurrent course

S-290 Intermediate Wildfire Behavior. Upon completion of this certificate the graduate will have the necessary background and certifications to gain employment by numerous natural resource agencies as well as the private sector. Annual physical agility tests and background checks will need to be successfully completed prior to employment.

Program Outcomes

- Be job ready based on nationally accepted performance standards and behaviors for Wildland Firefighters
- Be prepared with the appropriate background and experience to serve as an Entry Level Wildland Firefighter
- Be able to integrate the Incident Command System and its component parts into daily work assignments and all emergency response settings
- Be able to use the nationally recognized standards and behaviors for the response to and mitigation of hazardous materials releases and other natural emergencies
- Be prepared with a working knowledge of pumps and water distribution systems used in the Wildland Firefighting field
- Be able to apply a broad working knowledge of suppression techniques and theories used during fire suppression
- Be experienced in day to day fire department type operations, station life, and working conditions
- Be able to apply a working knowledge of Fire Weather and Fire Behavior during daily assignments

Pre-Program Requirements

FIRE 1470 Student must be 16 years old to take these courses and 18 years old to be "NWCG Red Carded." Students must have a felony free record to become "Red Card Certified."

Manufacturing & Trades

Engineering CAD Technician Certificate - 24 credits

Program Website: (<https://degrees.lsc.edu/cad-software/>)

Program Description

The Engineering CAD Technician program prepares students to translate the ideas, sketches, and specifications of engineers and designers into workable plans which are used in product fabrication. Students learn to use engineering technology in determining exact specifications for new product design or modification, or redesign of present products. The course begins with instruction in basic drafting skills and advances to more complex technological areas. Major emphasis will be on the application and use of computer aided design.

This 24-credit Certificate seamlessly transfers to the Engineering CAD Technology Diploma (60 credits) and the AAS (67 credits).

Required Courses

Number	Name	Credits
CADE 1407	AutoCAD I	3
CADE 1450*	Mechanical Details	3
CADE 1468	SolidWorks I	3
CADE 1490*	Industrial/Structural CAD Applications	3
CADE 2400*	AutoCAD II	3
CADE 2472*	AutoCAD Design Project	3
INMG 1410	Mechanical Blueprint Reading	3
Choose 3 credits from the following:		
INMG 1420*	Design Application Concepts I	3
CADE 2407	Engineering Technology Internship (variable credits)	
MTCC 2504*	CAD CAM	
WLDG 1560	Gas Metal Arc Welding I	

Total Credits

24

*Requires a prerequisite or a concurrent course

This certificate is designated to provide a basic working knowledge of CAD and/or enhance the education of a student who may occasionally come in contact with engineering CAD technology through another related technical field of study. This certificate is not intended to take the place of either the two-year AAS degree or the two-year diploma degree from the Integrated Manufacturing – Engineering CAD Technology program.

Program Outcomes

- Design products for manufacture using 2D and 3D standards
- Apply orthographic CAD design procedures to working drawings
- Perform advanced CAD software applications
- Create a capstone design project incorporating advanced CAD and industrial/mechanical applications

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

Engineering CAD Technology Diploma - 60 credits

Program Website: (<https://degrees.lsc.edu/engineering/>)

Program Description

The Integrated Manufacturing - Engineering CAD Technology program provides students with an engineering technology which incorporates computer graphics and technical illustrations. The program prepares students for advanced computer applications emerging in the fields of engineering, graphics, and design. Students will learn to use engineering technology in determining exact specifications for new product design, modification, or redesign of present products. This course begins with instruction in basic drafting skills and advances to more complex technological areas. Major emphasis will be on the application and use of computer aided design.

This 60-credit Diploma seamlessly transfers to the Engineering CAD Technology AAS (67 credits).

Program Outcomes

- Illustrate orthographic viewing and dimensioning techniques
- Demonstrate section and auxiliary detailing
- Display dimensioning and tolerance techniques
- Outline an understanding of manufacturing principles and practices
- Create mechanical component details
- Illustrate sheet metal development drawings
- Demonstrate basic through advanced principles of CAD applications
- Create and engineer electrical/electronic drawings
- Create and engineer industrial piping layouts
- Create and engineer fluid power drawings
- Present technical illustrations using 3-dimensional design
- Provide a cumulative final design project
- Create engineering drawings using advanced CAD applications

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

Required Courses

Number	Name	Credits
CADE 1468	SolidWorks I	3
FYE 1000	Student Success Seminar	1
INMG 1400	Introduction to Manufacturing Technology	4
INMG 1410	Mechanical Blueprint Reading	3
INMG 1420	Design Application Concepts I	3
WLDG 1560	Gas Metal Arc Welding I	3
CADE 1407	AutoCAD I	3
CADE 1450*	Mechanical Details	3
CADE 1470	SolidWorks II	3
CADE 1480*	Industrial/Mechanical CAD Applications I	3
INMG 1412*	Advanced Mechanical Blueprint Reading	3
CADE 1482*	Industrial/Mechanical CAD Applications II	3
CADE 1490*	Industrial/Structural CAD Applications	3
CADE 2400*	AutoCAD II	3
CADE 2452	PTC Creo Fundamentals	3
CADE 2472*	AutoCAD Design Project	3
COMM 1601	Interviewing Procedure and Practice	1
Choose 12 credits from the following:		
INMG 1422*	Design Application Concepts II	12
CADE 1474*	Reverse Engineering	
CADE 2407	Engineering Technology Internship (variable credits)	
CADE 2420*	Electrical/Electronic Drawings	
CADE 2430*	Industrial Piping Layout	

Total Credits **60**

*Requires a prerequisite or a concurrent course

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

Engineering CAD Technology AAS Degree - 67 credits

Program Website: (<https://degrees.lsc.edu/cad/>)

Program Description

This program prepares students to translate the ideas, sketches, and specifications of engineers and designers into workable plans which are used in product fabrication. Students learn to use engineering technology in determining exact specifications for new product design or modification, or redesign of present products. The course begins with instruction in basic drafting skills and advances to more complex technological areas, including the application of computer-aided design.

Program Outcomes

- Illustrate orthographic viewing and dimensioning techniques
- Demonstrate section and auxiliary detailing
- Display dimensioning and tolerance techniques
- Outline an understanding of manufacturing principles and practices
- Create mechanical component details
- Illustrate sheet metal development drawings
- Demonstrate basic through advanced principles of CAD applications
- Create and engineer electrical/electronic drawings
- Create and engineer industrial piping layouts
- Create and engineer fluid power drawings
- Present technical illustrations using 3-dimensional design
- Provide a cumulative final design project
- Create engineering drawings using advanced CAD applications

Required Courses

Number	Name	Credits
CADE 1468	SolidWorks I	3
INMG 1400	Introduction to Manufacturing Technology	4
INMG 1410	Mechanical Blueprint Reading	3
INMG 1420	Design Application Concepts I	3
WLDG 1560	Gas Metal Arc Welding I	3
CADE 1407	AutoCAD I	3
CADE 1450*	Mechanical Details	3
CADE 1470	SolidWorks II	3
CADE 1480*	Industrial/Mechanical CAD Applications I	3
INMG 1412*	Advanced Mechanical Blueprint Reading	3
CADE 1482*	Industrial/Mechanical CAD Applications II	3
CADE 1490*	Industrial/Structural CAD Applications	3
CADE 2400*	AutoCAD II	3
CADE 2452	PTC Creo Fundamentals	3
CADE 2472*	AutoCAD Design Project	3
COMM 1601	Interviewing Procedure and Practice	1
Choose 6 credits from the following:		
INMG 1422*	Design Application Concepts II	6
CADE 1474*	Reverse Engineering	
CADE 2407	Engineering Technology Internship (variable credits)	
CADE 2420*	Electrical/Electronic Drawings	
CADE 2430*	Industrial Piping Layout	
General Education Electives	Choose from at least 3 different Goal Areas of the MnTC	14
Total Credits		67

*Requires a prerequisite or a concurrent course

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

SolidWorks (CAD) Certificate - 18 credits

Program Website: (<https://degrees.lsc.edu/soildworks/>)

Program Description

This SolidWorks certificate prepares students for the SolidWorks (CSWA) or (CSWP-Weldments) Exam. This certificate is also intended/recommended for people who are already in a manufacturing related field or who have earned a certificate, diploma, or degree in a manufacturing related program of study.

SolidWorks software is the standard in 3D design and mechanical engineering at thousands of companies worldwide. Engineers, designers and CAD technicians create 3D models and 2D drawings ranging from individual parts to assemblies with thousands of parts.

Program Outcomes

- Design products for manufacture using 2D and 3D standards
- Apply orthographic CAD design procedures to working drawings
- Perform advanced CAD software applications
- Create a capstone design project incorporating advanced CAD and industrial/mechanical applications

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
CADE 1450*	Mechanical Details	3
CADE 1468	SolidWorks I	3
CADE 1470	SolidWorks II	3
INMG 1410	Mechanical Blueprint Reading	3
Choose one from the following:		
CADE 2476 or MTCC 2504* or WLDG 1500	SolidWorks Design Project CAD CAM Blueprint Reading for Welders	3
Choose one from the following:		
CADE 2500 or CADE 2502	SolidWorks Associate Exam Preparation SolidWorks Weldments Exam Preparation	3

Total Credits **18**

*Requires a prerequisite or a concurrent course

Carpentry Certificate - 30 credits

Program Website: (<https://degrees.lsc.edu/construction/>)

Program Description

The Carpentry program prepares students to build and repair structures in compliance with existing codes. Students learn skills needed for residential and commercial construction including blueprint reading, material estimating, cabinet building, and framing. Students will work with a variety of hand tools, power tools, and construction equipment, and have learning experiences both on and off-campus.

Program Outcomes

- Frame floors, walls, roofs using wood and steel.
- Install exterior finish components.
- Install interior finish components.
- Coordinate construction activities.
- Perform construction activities safely.

Pre-program Requirements

To begin your carpentry career, you need to be at a specific skill level in English/reading and mathematics.

Required Courses

Number	Name	Credits
CARP 1402	OSHA Training	1
CARP 1404	Tool and Machine Safety	1
CARP 1406	Blueprint Reading	2
CARP 1410*	Framing Principles I	2
CARP 1412*	Carpentry Framing Lab I	1
CARP 1413*	Carpentry Framing Lab II	4
CARP 1416*	Roof Covering	1
CARP 1418*	Cabinetmaking I	1
CARP 1420*	Carpentry Leveling and Layout Methods	1
CARP 1422*	Metal Framing	1
CARP 1408*	Foundations and Concrete	1
CARP 1502*	Interior Finish I	1
CARP 1504*	Carpentry Interior Lab I	1
CARP 1505*	Carpentry Interior Lab II	3
CARP 1508*	Exterior Finish I	1
CARP 1510*	Carpentry Exterior Lab I	1
CARP 1511*	Carpentry Exterior Lab II	3
CARP 1518*	Cabinetmaking II	2
CARP 1520*	Estimating for Carpentry	2

Total Credits **30**

*Requires a prerequisite or a concurrent course

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

Carpentry Diploma - 45 credits

[Program Website: \(https://degrees.lsc.edu/construction/\)](https://degrees.lsc.edu/construction/)

Program Description

The Carpentry program prepares students to build and repair structures in compliance with existing codes. Students learn skills needed for residential and commercial construction including blueprint reading, material estimating, cabinet building, and framing. Students will work with a variety of hand tools, power tools, and construction equipment, and have learning experiences both on and off-campus. The student will have the opportunity to act as a lead carpenter, experiencing being in charge of other workers and acting as supervisor on a construction project activity.

Program Outcomes

- Install floor, walls, and roofs.
- Install exterior finishes.
- Install interior finishes.
- Estimate building materials.
- Read Construction Blueprints.
- Perform carpenter activities safely.
- Coordinate construction activities.
- Acquire building materials.
- Supervise and act as a lead carpenter.
- Strengthen knowledge in General Education fields.

Pre-program Requirements

To begin your carpentry career, you need to be at a specific skill level in English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0950 may be taken concurrently with Semester I coursework

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
CARP 1402	OSHA Training	1
CARP 1404	Tool and Machine Safety	1
CARP 1406	Blueprint Reading	2
CARP 1410*	Framing Principles I	2
CARP 1412*	Carpentry Framing Lab I	1
CARP 1413*	Carpentry Framing Lab II	4
CARP 1416*	Roof Covering	1
CARP 1418*	Cabinetmaking I	1
CARP 1420*	Carpentry Leveling and Layout Methods	1
CARP 1422*	Metal Framing	1
CARP 1408*	Foundations and Concrete	1
CARP 1502*	Interior Finish I	1
CARP 1504*	Carpentry Interior Lab I	1
CARP 1505*	Carpentry Interior Lab II	3
CARP 1508*	Exterior Finish I	1
CARP 1510*	Carpentry Exterior Lab I	1
CARP 1511*	Carpentry Exterior Lab II	3
CARP 1518*	Cabinetmaking II	2
CARP 1520*	Estimating for Carpentry	2
COMM 1601	Interviewing Procedure and Practice	1
Choose 14 credits from the following:**		
ALTH 1435*	First Aid and Community CPR/AED (1cr)	14
CARP 2404*	Lead Carpenter Floor Framer (2 cr)	
CARP 2406*	Lead Carpenter Wall Framer (5 cr)	
CARP 2408*	Lead Carpenter Roof Framer (3 cr)	
CARP 2410*	Lead Carpenter Stair Framer (3 cr)	
CARP 2412*	Lead Roofer (2 cr)	
CARP 2414*	Lead Carpenter Interior Finisher (4 cr)	
CARP 2416*	Lead Carpenter Exterior Finisher (4 cr)	
CARP 2510***	Carpenter Internship (3-5 cr)	

Total Credits 45

*Requires a prerequisite or a concurrent course

**Other courses may be allowed as electives with program advisor approval

***CARP2510 is only permitted with the completion of 1st year and GPA of 3.0 or better

Carpentry AAS - 60 credits

Program Website: (<https://degrees.lsc.edu/construction/>)

Program Description

The Carpentry program prepares students to build and repair structures in compliance with existing codes. Students learn skills needed for residential and commercial construction including blueprint reading, material estimating, cabinet building, and framing. Students will work with a variety of hand tools, power tools, and construction equipment, and have learning experiences both on and off-campus. The student will have the opportunity to act as a lead carpenter, experiencing being in charge of other workers and acting as supervisor on a construction project activity. The inclusion of a 15-credit General Education component diversifies the student’s training and enhances transfer opportunities to other institutions of higher learning.

Program Outcomes

- Install floor, walls, and roofs.
- Install exterior finishes.
- Install interior finishes.
- Estimate building materials.
- Read construction blueprints.
- Perform carpenter activities safely.
- Coordinate construction activities.
- Acquire building materials.
- Supervise and act as a lead carpenter.
- Strengthen knowledge in General Education fields.

Pre-program Requirements

To begin your carpentry career, you need to be at a specific skill level in English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0950 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
CARP 1402	OSHA Training	1
CARP 1404	Tool and Machine Safety	1
CARP 1406	Blueprint Reading	2
CARP 1410*	Framing Principles I	2
CARP 1412*	Carpentry Framing Lab I	1
CARP 1413*	Carpentry Framing Lab II	4
CARP 1416*	Roof Covering	1
CARP 1418*	Cabinetmaking I	1
CARP 1420*	Carpentry Leveling and Layout Methods	1
CARP 1422*	Metal Framing	1
CARP 1408*	Foundations and Concrete	1
CARP 1502*	Interior Finish I	1
CARP 1504*	Carpentry Interior Lab I	1
CARP 1505*	Carpentry Interior Lab II	3
CARP 1508*	Exterior Finish I	1
CARP 1510*	Carpentry Exterior Lab I	1
CARP 1511*	Carpentry Exterior Lab II	3
CARP 1518*	Cabinetmaking II	2
CARP 1520*	Estimating for Carpentry	2
COMM 1601	Interviewing Procedure and Practice	1
Choose 14 credits from the following:**		
ALTH 1435*	First Aid and Community CPR/AED (1cr)	14
CARP 2404*	Lead Carpenter Floor Framer (2 cr)	
CARP 2406*	Lead Carpenter Wall Framer (5 cr)	
CARP 2408*	Lead Carpenter Roof Framing (3 cr)	
CARP 2410*	Lead Carpenter Stair Framing (3 cr)	
CARP 2412*	Lead Roofer (2 cr)	
CARP 2414*	Lead Carpenter Interior Finisher (4 cr)	
CARP 2416*	Lead Carpenter Exterior Finisher (4 cr)	
CARP 2510***	Carpenter Internship (3-5 cr)	
General Education Electives	Choose from at least three different Goal Areas of the Minnesota Transfer Curriculum	15

Total Credits

60

*Requires a prerequisite or a concurrent course. ALTH1435 may be taken after completion of 1st year coursework. **Other courses may be allowed as electives with program advisor approval ***CARP2510 is only permitted with the completion of 1st year and GPA of 3.0 or better

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

Civil Engineering Technology Diploma - 51 credits

Program Website: (<https://degrees.lsc.edu/civil-engineer-technician/>)

Program Description

In the Civil Engineering Technology program, students learn skills they can use in a career assisting Civil Engineers and Land Surveyors. The student will find a wide range of opportunities in all phases of construction, design, and surveying. The course of instruction includes route surveying, property descriptions, quantity calculations, material testings and CAD (Computer Aided Design) to design roads, building sites, and property subdivisions. This 51-credit Diploma seamlessly transfers to the Civil Engineering Technology AAS (60 credits).

Program Outcomes

- Determine accuracy of their surveying level work
- Verify the accuracy of their total station data
- Perform standard survey calculations
- Develop Site and Highway plan sets
- Research related information in both print and electronic formats
- Set-up and create drawings using CAD

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent or higher). Math 0460 may be taken concurrently with Semester I coursework

Required Courses

Number	Name	Credits
CETT 1400	Introduction to Civil Engineering Technology	3
CETT 1402	Introduction to Surveying	3
CETT 1410*	Introduction to Material Testing**	3
CETT 1450	Engineering Graphics	4
CETT 1420*	Route Survey	3
CETT 1430*	Civil CAD Applications	4
CETT 1440	Engineering Problem Solving	2
CETT 2440*	Civil Estimating	3
CETT 2407	Engineering Technology Internship	1-3
CETT 2400*	Intermediate Survey	3
CETT 2410	Stormwater Management	4
CETT 2430*	Site Development	3
CETT 2420	Land Survey Systems	3
CETT 2450*	Highway Design	3
CETT 2460*	Advanced Survey	3
MnTC General Education Requirements		
Goal Area 1	Communication (3 credit minimum)	
Goal Area 3 OR Goal Area 4	Natural Sciences OR Math (3 credit minimum)	6

Total Credits

51

*Requires a prerequisite or a concurrent course

**Taking three of the following four MnDOT certification courses can be substituted for CETT 1410: CETT 2600 Aggregate Production I; CETT 2610 Grading and Base I; CETT 2630 Bituminous Street I; CETT 2650 Concrete Field I.

Civil Engineering Technology AAS - 60 credits

Program Website: (<https://degrees.lsc.edu/land-surveyor/>)

Program Description

This program prepares students for many career opportunities in the transportation field including: Surveying, Roadway Design, Computer Aided Design, and Construction. Coursework emphasizes practical applications of basic engineering and surveying principles with special attention on math, drafting, surveying, materials, technical engineering science, and computer-aided design. Typical employers include private surveyors, consulting engineers, state, county and municipal engineering departments, utility companies, U.S. Army Corps of Engineers, and other federal agencies.

Program Outcomes

- Determine accuracy of their surveying level work
- Verify the accuracy of their total station data
- Perform standard survey calculations
- Develop Site and Highway plan sets
- Research related information in both print and electronic formats
- Set-up and create drawings using CAD

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent or higher). Math 0460 may be taken concurrently with Semester I coursework

Required Courses

Number	Name	Credits
CETT 1400	Introduction to Civil Engineering Technology	3
CETT 1402	Introduction to Surveying	3
CETT 1410*	Introduction to Material Testing**	3
CETT 1450	Engineering Graphics	4
CETT 1420*	Route Survey	3
CETT 1430*	Civil CAD Applications	4
CETT 1440	Engineering Problem Solving	2
CETT 2440*	Civil Estimating	3
CETT 2407	Engineering Technology Internship	1-3
CETT 2400*	Intermediate Survey	3
CETT 2410	Stormwater Management	4
CETT 2430*	Site Development	3
CETT 2420	Land Survey Systems	3
CETT 2450*	Highway Design	3
CETT 2460*	Advanced Survey	3
MnTC General Education Requirements		
Goal Area 1	Communication (3 credit minimum)	
Goal Area 3 OR Goal Area 4	Natural Sciences OR Math (3 credit minimum)	
Goal Area 5 OR Goa Area 6	Social and Behavior Sciences OR Humanities (3 credit minimum)	15
Goal Areas 1-10	General Education - Other	

Total Credits **60**

***Requires a prerequisite or a concurrent course**

****Taking three of the following four MnDOT certification courses can be substituted for CETT 1410: CETT 2600 Aggregate Production I; CETT 2610 Grading and Base I; CETT 2630 Bituminous Street I; CETT 2650 Concrete Field I**

Commercial and Residential Wiring Diploma - 68 credits

Program Website: (<https://degrees.lsc.edu/electrical-wiring/>)

Program Description

The Commercial and Residential Wiring diploma program teaches students to install, operate, and repair electrical systems. Students also learn to install wiring in buildings and to make power connections from an outside source. Training in the program includes simulated residential, commercial, and industrial settings. Also covered will be DC and AC motor controls, electrical distribution panels, and testing equipment.

Students become familiar with digital applications, analog solid state, and programmable controllers that are used within industrial settings throughout the nation.

This diploma transfers seamlessly into an AAS degree (82 credits) in Commercial and Residential Wiring.

Program Outcomes

- Have a working knowledge and understanding of the National Electrical Code (NEC)
- Have a working knowledge of safety issues relating to the electrical industry and workplace
- Understand and be able to perform tasks relating to residential wiring
- Understand and be able to perform tasks relating to commercial wiring
- Understand and be able to perform tasks relating to industrial wiring

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
ELTN 1406	DC Electricity	4
ELTN 1408	AC Electricity	4
ELTN 1412	Digital Electronics	2
ELTN 1422	Media and Cabling	2
ELTN 1500	Practical PC Maintenance	2
ELTN 1442*	Motors and Generators	6
ELTN 1470	Systematic Troubleshooting	1
ELTN 1635*	PLT Control Lab	3
ELTN 2442	Automation Controllers	3
ELEC 2401*	Residential Wiring	1
ELEC 2402*	Residential Wiring Lab	3
ELEC 2405*	Electrical Blueprint Reading	2
ELEC 2421*	Commercial Wiring I	1
ELEC 2422*	Commercial Wiring I Lab	3
ELEC 2431*	Motor Control	2
ELEC 2432*	Motor Control Lab	1
ELEC 2440*	National Electrical Code I	2
ELTN 2430*	Introduction to Instrumentation	3
ELEC 2451*	Commercial Wiring II	1
ELEC 2452*	Commercial Wiring II Lab	3
ELEC 2461*	Electrical Troubleshooting	2
ELEC 2471*	Industrial Wiring	2
ELEC 2472*	Industrial Wiring Lab	2
ELEC 2501*	Electric Controls	2
ELEC 2502*	Electrics Controls Lab	1
ELEC 2510*	National Electrical Code II	2
ELTN 2440*	Motor Speed Controllers	3
	Choose 5 credits from the following (Other courses may be allowed as electives with program advisor approval): -Any ELTN or ELEC courses not listed above -ALTH 1435: American Red Cross Community First Aid and CPR (1 cr) -COMM 1601: Interviewing Procedure and Practice (1 cr) -COMM 602: Teambuilding Procedure and Practice (1 cr)	5
Total Credits		68

*Requires a prerequisite or a concurrent course

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent or higher). Math 0460 may be taken concurrently with Semester I coursework, or
- With instructor permission, concurrent enrollment in MATH 1115.

Commercial and Residential Wiring AAS - 82 credits

Program Website: (<https://degrees.lsc.edu/electrician/>)

Program Description

The Commercial and Residential Wiring A.A.S. Degree program combines technical courses with general education courses, offering graduates an excellent foundation for employment leading to leadership roles, management positions, and potential transfer to institutions with baccalaureate degrees. This program is designed to develop entry-level skills; and to complete the program within two years, the student is advised to follow the program guide.

Program Outcomes

The program is designed to provide students with the knowledge and ability to:

- Have a working knowledge and understanding of the National Electrical Code (NEC)
- Have a working knowledge of safety issues relating to the electrical industry and workplace
- Understand and be able to perform tasks relating to residential wiring
- Understand and be able to perform tasks relating to commercial wiring
- Understand and be able to perform tasks relating to industrial wiring

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher). MATH 0460 can be taken concurrently with Semester I coursework.
- With instructor permission, concurrent enrollment in MATH 1115.

Required Courses

Number	Name	Credits
ELTN 1406	DC Electricity	4
ELTN 1408	AC Electricity	4
ELTN 1412	Digital Electronics	2
MATH 1115	Contemporary Math	4
ELTN 1422	Media and Cabling	2
ELTN 1442*	Motors and Generators	6
ELTN 1470	Systematic Troubleshooting	1
ELTN 1500	Practical PC Maintenance	2
ELTN 1635*	PLT Control Lab	3
ELTN 2442	Automation Controllers	3
ELEC 2401*	Residential Wiring	1
ELEC 2402*	Residential Wiring Lab	3
ELEC 2405*	Electrical Blueprint Reading	2
ELEC 2421*	Commercial Wiring I	1
ELEC 2422*	Commercial Wiring I Lab	3
ELEC 2431*	Motor Control	2
ELEC 2432*	Motor Control Lab	1
ELEC 2440*	National Electrical Code I	2
ELTN 2430*	Introduction to Instrumentation	3
ELEC 2451*	Commercial Wiring II	1
ELEC 2452*	Commercial Wiring II Lab	3
ELEC 2461*	Electrical Troubleshooting	2
ELEC 2471*	Industrial Wiring	2
ELEC 2472*	Industrial Wiring Lab	2
ELEC 2501*	Electric Controls	2
ELEC 2502*	Electrics Controls Lab	1
ELEC 2510*	National Electrical Code II	2
ELTN 2440*	Motor Speed Controllers	3
Choose 4 credits (Other courses may be allowed as electives with program advisor approval)	-Any ELTN or ELEC courses not listed above -ALTH 1435: American Red Cross Community First Aid and CPR (1 cr) -COMM 1601: Interviewing Procedure and Practice (1 cr) -COMM 1602: Teambuilding Procedure and Practice (1 cr)	4
General Education Electives	Choose from at least 2 different Goal Areas: 1-3 or 5-10 of the Minnesota Transfer Curriculum	11
Total Credits		82

*Requires a prerequisite or a concurrent course

Basic Electronics Certificate - 26 credits

Program Website: (<https://degrees.lsc.edu/basic-electronics/>)

Program Description

This certificate is designed to give basic knowledge of electronics and computers. The technical knowledge received will prepare students for future training on specific electronic equipment

This certificate transfers seamlessly into the Electronic Technology Diploma (60 credits), and the Electronic Engineering Technology AAS (72 credits)

Required Courses

Number	Name	Credits
ELTN 1406	DC Electricity	4
ELTN 1408	AC Electricity	4
ELTN 1412	Digital Electronics	2
MATH 1115	Contemporary Math	4
ELTN 1422	Media and Cabling	2
ELTN 1432	Solid-State Devices	5
ELTN 1500	Practical PC Maintenance	2
ELTN 2442	Automation Controllers	3

Total Credits

26

*Requires a prerequisite or a concurrent course

Program Outcomes

- Operate common electronic test equipment, oscilloscopes, DMM's, and signal generators
- Read and understand circuit schematics, i.e. recognize basic circuit configurations and understand their operation
- Understand basic circuit analysis techniques
- Troubleshoot and repair common electronic circuits

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 56 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0950 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent or higher). Math 0460 may be taken concurrently with Semester I coursework, or
- With instructor permission, concurrent enrollment in MATH 1115.

Electronic Technology Diploma - 60 credits

Program Website: (<https://degrees.lsc.edu/electronic-technician/>)

Program Description

This certificate is designed to give basic knowledge of electronics and computers. The technical knowledge received will prepare students for future training on specific electronic equipment

This certificate transfers seamlessly into the Electronic Technology Diploma (60 credits), and the Electronic Engineering Technology AAS (72 credits)

Program Outcomes

- Operate common electronic test equipment, oscilloscopes, DMM's, and signal generators
- Read and understand circuit schematics, i.e. recognize basic circuit configurations and understand their operation
- Understand basic circuit analysis techniques
- Troubleshoot and repair common electronic circuits
- Install and configure various PC hardware components, e.g. memory, hard drives, modems, and network cards

Required Courses

Number	Name	Credits
ELTN 1406	DC Electricity	4
ELTN 1408	AC Electricity	4
ELTN 1412	Digital Electronics	2
MATH 1115	Contemporary Math	4
ELTN 1422	Media and Cabling	2
ELTN 1432*	Solid-State Devices	5
ELTN 1452*	Microcontrollers	4
ELTN 1500	Practical PC Maintenance	2
ELTN 1470	Systematic Troubleshooting	1
ELTN 2442*	Automation Controllers	3
ELTN 2400*	CET Exam Preparation	2
	<i>Choose 27 credits from the following (other courses may be allowed as electives with program advisor approval):</i>	27
	<ul style="list-style-type: none"> • Any ELTN or ELEC courses not listed above • COMM 1601: Interviewing Procedure and Practice (1 credit) 	

Total Credits

60

*Requires a prerequisite or a concurrent course

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0950 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent or higher). Math 0460 may be taken concurrently with Semester I coursework, or
- With instructor permission, concurrent enrollment in MATH 1115.

Industrial Controls AAS - 72 credits

Program Website: (<https://degrees.lsc.edu/electrical-engineering/>)

Program Description

The AAS Electronics Engineering Technology program with Industrial Controls Emphasis educates students in the areas of basic electronic theory and analysis, industrial control principles and practices, and provides students with the skills required to obtain jobs as industrial electronic technicians in a wide variety of industries. Training includes basic theory and extensive hands-on experience with industrial wiring practices, motors and motor controllers, programmable controllers, and a variety of industrial instrumentation.

Program Outcomes

- Operate common electronic test equipment, oscilloscopes, DMM's, and signal generators
- Read and understand circuit schematics, i.e. recognize basic circuit configurations and understand their operation
- Understand basic circuit analysis techniques
- Troubleshoot and repair common electronic circuits
- Install, program, and troubleshoot programmable controllers (PLC's) used in industrial plants
- Install, troubleshoot, and configure AC and DC motors
- Install and configure various PC hardware components, e.g. memory, hard drives, modems, and network cards
- Be proficient at cabling using appropriate standards and media

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English/reading and mathematics.

Required Courses

Number	Name	Credits
ELTN 1406	DC Electricity	4
ELTN 1408	AC Electricity	4
ELTN 1412	Digital Electronics	2
MATH 1115	Contemporary Math	4
ELTN 1422	Media and Cabling	2
ELTN 1432*	Solid-State Devices	5
ELTN 1442*	Motors and Generators	6
ELTN 1500	Practical PC Maintenance	2
ELTN 1470	Systematic Troubleshooting	1
ELTN 2440*	Motor Speed Controllers	3
ELTN 2442*	Automation Controllers	3
ELTN 2444*	Power Distribution for Industrial Controls	4
ELTN 2400*	CET Exam Preparation	2
ELTN 2430*	Introduction to Instrumentation	3
ELTN 2450*	Automation Controller Applications	5
ELTN 2452*	Process Control Theory	3
	<i>Choose 8 credits from the following (other courses may be allowed as electives with program advisor approval):</i>	8
	<ul style="list-style-type: none"> • Any ELTN or ELEC courses not listed above • COMM 1601: Interviewing Procedure and Practice (1 credit) 	
MnTC General	Education Requirements	
Goal Area 1	Communication (3 credit minimum)	11
Goal Area 5 OR Goa Area 6	Social and Behavior Sciences OR Humanities (3 credit minimum)	
Goal Areas 1-10	General Education - Other	

Total Credits

72

*Requires a prerequisite or a concurrent course

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0950 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent or higher). Math 0460 may be taken concurrently with Semester I coursework, or
- With instructor permission, concurrent enrollment in MATH 1115.

Automated Machining Certificate - 16 credits

Program Website: (<https://degrees.lsc.edu/cnc-machine/>)

Program Description

This 16 credit certificate provides advanced training for people already working as machinists. It gives them a chance to improve their skills with the latest fully-automated machine tools available today. The CNC machines will be set up and programmed keeping lights out machining in mind. CAM will also be used to create programs for these machines.

Program Outcomes

- Manufacture mating parts and assemblies
- Perform set ups and use milling fixtures to manufacture parts
- Setup and machine compound angles using various processes
- Build jigs and fixtures to complete manufacturing processes
- Manufacture and inspect quality products

Pre-program Requirements

Completion of an AAS or Diploma degree in the Machine Technology program and/or instructor's consent. Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH0520 (or equivalent course or higher), and with a grade of "C" or better. MATH 0520 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
MTCC 2600	CNC Automation Programming	1
MTCC 2602	Swiss Automation	3
MTCC 2604	CNC Mill/Turn Application	4
MTCC 2606	CNC 4 Axis Horizontal Automation	4
Elective Credits	<i>Choose 4 elective credits from any MTCC course.</i>	4

Total Credits

16

*Requires a prerequisite or a concurrent course

Manual Machinist Certificate - 30 credits

Program Website: (<https://degrees.lsc.edu/machinist/>)

Program Description

This 30-credit certificate trains students to work in a maintenance environment. Students will learn complex setups and machining and inspection of parts made on vertical and horizontal mills, lathes, and grinders. Designing and building jugs and fixtures necessary to these parts will be covered as well as the materials to use in their construction.

Program Outcomes

- Manufacture mating parts and assemblies
- Perform setups and use milling fixtures to manufacture parts
- Set up and machine compound angles using various processes
- Build jugs and fixtures to complete manufacturing processes
- Manufacture and inspect quality product

Required Courses

Number	Name	Credits
INMG 1400	Introduction to Manufacturing Technology	4
INMG 1410*	Mechanical Blueprint Reading	3
MTCC 1600	Engineering Materials	1
MTCC 1603*	Turning	2
MTCC 1604*	Milling	2
MTCC 1608	Toolroom Machining I	3
MTCC 1505	Surface Grinder I	2
MTCC 1520	Cylindrical Grinding	1
MTCC 1606*	Horizontal Milling and Indexing	1
MTCC 1614*	Milling II	2
MTCC 1616*	Turning II	2
MTCC 1618*	Toolroom Machining II	3
MTCC 1622*	Maintenance Machining	3
MTCC 2460	Tool and Cutter Grinding	1

Total Credits **30**

*Requires a prerequisite or a concurrent course

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

Machine Technology CNC Programmer Diploma - 64 credits

Program Website: (<https://degrees.lsc.edu/cnc-programmer/>)

Program Description

The CNC Machine Programmer program is designed to prepare the student for employment as a CNC Machinist/-Programmer. Skill development includes performing basic floor programming to produce a part to specifications, setup and operation of CNC machines, instruction in inspection and statistical process control, and program parts designed using a CAD/CAM computer system.

Program Outcomes

- Perform a basic setup and operate different types of manual metal working machines
- Write basic programs and operate different types of CNC metal working machines
- Perform mathematical calculation of shop problems
- Use basic CAD and CAM computer programs to generate CNC programs to be used on machine tools
- Interpret all basic drawings and blueprints
- Build basic machine parts and tools

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH0520 (or equivalent course or higher), and with a grade of "C" or better. MATH 0520 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
CADE 1468	SolidWorks I	3
INMG 1400	Introduction to Manufacturing Technology	4
INMG 1410	Mechanical Blueprint Reading	3
INMG 1420	Design Application Concepts I	3
WLDG 1560	Gas Metal Arc Welding I	3
INMG 1412*	Advanced Mechanical Blueprint Reading	3
INMG 1422	Design Application Concepts II	3
MTCC 1432*	Quality Methods	2
MTCC 1505*	Surface Grinder	2
MTCC 1620	CNC Basic Programming	2
MTCC 2500*	CNC Mill Conversational	2
MTCC 2504*	CAD CAM	3
MTCC 1600	Engineering Materials	1
MTCC 1603*	Turning	2
MTCC 1604*	Milling	2
MTCC 2502*	CNC Turning	3
MTCC 2506*	Advanced CAM	2
MTCC 2540*	CNC Machine Center 3 Axis	3
MTCC 2564*	CNC Horizontal 4 Axis	3
COMM 1601	Interviewing Procedure and Practice	1
MTCC 1520*	Cylindrical Grinding	1
MTCC 1530	Water Jet Cutting Processes	2
MTCC 2560*	Advanced CNC Mill 4 Axis	3
MTCC 2562*	CNC Mill/Turn Live Tooling	3
MTCC 2570	Wire EDM	2
MTCC 2572*	Swiss Automatic	3

Total Credits

64

*Requires a prerequisite or a concurrent course

Machine Technology CNC Programmer AAS Degree - 71 credits

Program Website: (<https://degrees.lsc.edu/cnc/>)

Program Description

The CNC Machine Programmer program is designed to prepare the student for employment as a CNC Machinist/-Programmer. Skill development includes performing basic floor programming to produce a part to specifications, setup and operation of CNC machines, instruction in inspection and statistical process control, and program parts designed using a CAD/CAM computer system.

Program Outcomes

- Perform a basic setup and operate different types of manual metal working machines
- Write basic programs and operate different types of CNC metal working machines
- Perform mathematical calculation of shop problems
- Use basic CAD and CAM computer programs to generate CNC programs to be used on machine tools
- Interpret all basic drawings and blueprints
- Build basic machine parts and tools

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

Required Courses

Number	Name	Credits
CADE 1468	SolidWorks I	3
INMG 1400	Introduction to Manufacturing Technology	4
INMG 1410	Mechanical Blueprint Reading	3
INMG 1420	Design Application Concepts I	3
WLDG 1560	Gas Metal Arc Welding I	3
INMG 1412*	Advanced Mechanical Blueprint Reading	3
INMG 1422	Design Application Concepts II	3
MTCC 1432	Quality Methods	2
MTCC 1505*	Surface Grinder	2
MTCC 1620	CNC Basic Programming	2
MTCC 2504*	CAD CAM	3
MTCC 1600	Engineering Materials	1
MTCC 1603*	Turning	2
MTCC 1604*	Milling	2
MTCC 2502*	CNC Turning	3
MTCC 2540*	CNC Machine Center 3 Axis	3
MTCC 2564*	CNC Horizontal 4 Axis	3
MTCC 2560*	Advanced CNC Mill 4 Axis	3
MTCC 2562*	CNC Mill/Turn Live Tooling	3
MTCC 2570	Wire EDM	2
MTCC 2572*	Swiss Automatic	3
General Education Electives	<i>Choose from at least 3 of the goals areas of the Minnesota Transfer Curriculum Goal Areas 1-10</i>	15

Total Credits

71

*Requires a prerequisite or a concurrent course

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH0520 (or equivalent course or higher), and with a grade of "C" or better. MATH 0520 may be taken concurrently with Semester I coursework.

Rapid Prototyping and Design Certificate - 14 credits

Program Website: (<https://degrees.lsc.edu/3d-printing/>)

Program Description

Rapid Prototyping and Reverse Engineering is an emerging field that uses high tech tools, software, equipment, and processes to build a 3D working model of an idea or much needed part in a short period of time. This offers many versatile advantages compared to traditional methods of manufacturing. This certificate will complement skills learned and developed in the Integrated Manufacturing programs (Machine Tool, Engineering CAD, and Welding Diploma). Students will have the skills necessary to take a concept through the design, manufacture, and testing phases of the product upon completion of this certificate.

Program Outcomes

- Analyze product specifications
- Inspect, measure, and test existing mechanical component
- Produce computer-aided drawing and assembly as needed
- Create prototype of product
- Set up and operate various prototyping equipment
- Make simple changes in models to achieve a working product
- Select proper processes used for the prototype
- Test product and make any revisions
- Present working finished product

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the **Elementary Algebra Skills** portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
CADE 1468	Solidworks I	3
CADE 1474	Reverse Engineering	3
INMG 1450	Prototyping Processes	3
MTCC 1432	Quality Methods	2
MTCC 2504	CAD CAM	3

Total Credits

14

*Requires a prerequisite or a concurrent course

Gas Tungsten Arc Welding Production Certificate - 18 credits

Program Website: (<https://degrees.lsc.edu/gtaw/>)

Program Description

This certificate will provide the student with entry level skills and knowledge to perform as a gas tungsten arc welder (GTAW) with minimal supervision in all positions on ferrous and nonferrous metals.

This 18-credit Certificate seamlessly transfers to the Welding Diploma (65 credits).

Program Outcomes

- Utilize safe working techniques and practices
- Read prints and interpret welding symbols
- Use measuring and layout tools properly
- Operate welding tools and equipment
- Apply principles to welding and metal fabrication processes
- Determine the quality of welds
- Utilize computerized equipment for welding and cutting

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 56 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0950 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
WLDG 1500	Blueprint Reading for Welders	3
WLDG 1520	Gas Tungsten Arc Welding I	3
WLDG 1522*	Gas Tungsten Arc Welding II	3
WLDG 1524*	Gas Tungsten Arc Welding III	3
WLDG 1582*	GTAW Fabrication Methods	3
Technical Electives	Choose any from CADE, INMG, MTCC or WLDG	3

Total Credits **18**

*Requires a prerequisite or a concurrent course

Welding Certificate - 24 credits

Program Website: (<https://degrees.lsc.edu/welding-certificate/>)

Program Description

The certificate is designed to provide a basic working knowledge of Integrated Manufacturing, and/or enhance the education of a student who may come in contact with Welding, Machine Tool, and Engineering CAD Technology through another related technical field of study.

This certificate is designed to provide a basic working knowledge of Integrated Manufacturing, and/or enhance the education of a student who may come in contact with Welding, Machine Tool, and Engineering CAD Technology through another related technical field of study. This certificate is not intended to take the place of either the two-year AAS degree or the two-year diplomas from any of the Integrated Manufacturing Programs.

Required Courses

Number	Name	Credits
CADE 1468	Solidworks I	3
INMG 1400	Introduction to Manufacturing Technology	4
INMG 1410	Mechanical Blueprint Reading	3
MTCC 1600	Engineering Materials	1
WLDG 1560	Gas Metal Arc Welding	3
WLDG 1520	Gas Tungsten Arc Welding I	3
WLDG 1540	Shielded Metal Arc Welding	3
MTCC 1603	Turning	2
MTCC 2500	CNC Mill Conversational	2

Total Credits **24**

*Requires a prerequisite or a concurrent course

Program Outcomes

- Demonstrate the proper use of various saws
- Use basic safety skills
- Calculate and set RPMs
- Use four-jaw chuck, turn between centers, and cut tapers
- Drill and bore holes
- Use edge finder
- Square work piece
- Cut pipe threads
- Cut acme threads
- Program using conversational language
- Set up and run parts

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0950 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

Welding Diploma - 65 credits

Program Website: (<https://degrees.lsc.edu/welding-diploma/>)

Program Description

The welding program allows students to gain the information needed to develop skills used in the welding industry. This program covers MIG, TIG, SMAW and gas welding. Instruction includes classroom lectures and demonstrations as well as hands on projects in the lab.

Program Outcomes

- Demonstrate an understanding of welding equipment and proper safety
- Demonstrate an understanding of blueprints and blueprint reading
- Demonstrate an understanding of proper welding processes
- Demonstrate an understanding of cutting processes
- Demonstrate an understanding of different weld transfers
- Select metals based upon weldability
- Demonstrate an understanding of TIG welding and setup
- Demonstrate an understanding of MIG welding and setup
- Understand MIG wire selection
- Demonstrate an understanding of proper layout
- Understand weld symbols
- Prepare student for welding certification

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English/reading and mathematics. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework

Required Courses

Number	Name	Credits
CADE 1468	Solidworks I	3
INMG 1400	Intro to Manufacturing Technology	4
INMG 1410	Mechanical Blueprint Reading	3
INMG 1420	Design Application Concepts I	3
WLDG 1560	Gas Metal Arc Welding I	3
INMG 1422*	Design Application Concepts II	3
WLDG 1500	Blueprint Reading for Welders	3
WLDG 1520	Gas Tungsten Arc Welding I	3
WLDG 1540	Shielded Metal Arc Welding I	3
WLDG 1570*	Flux Cored Arc Welding I	3
WLDG 1522*	Gas Tungsten Arc Welding II	3
WLDG 1542*	Shielded Metal Arc Welding II	3
WLDG 1562*	Gas Metal Arc Welding II	3
WLDG 1564*	Gas Metal Arc Welding III	3
WLDG 1572*	Flux Cored Arc Welding II	3
WLDG 1580*	GMAW Fabrication Methods	3
COMM 1601	Interviewing Procedure and Practice	1
WLDG 1524*	Gas Tungsten Arc Welding III	3
WLDG 1544*	Shielded Metal Arc Welding III	3
WLDG 1550*	CNC Plasma and Cutting Processes	3
WLDG 1582*	GTAW Fabrication Methods	3
WLDG 1590*	Introduction to Robotic Training	2
WLDG 2502	Weld Qualification	1

Total Credits

65

*Requires a prerequisite or a concurrent course

Production Technologist Certificate - 8 credits

Program Website: (<https://degrees.lsc.edu/production-technologist/>)

Program Description

This certificate aligns with the Manufacturing Skill Standards Council's (MSSC) assessment and certification system for Safety, Manufacturing Processes and Production, Quality Practices and Measurement, and Maintenance Awareness. The core curriculum is based upon federally endorsed national standards for production workers. Students who complete these courses have the skills and knowledge to pass the credentialing exam and gain a nationally recognized credential.

Required Courses

Number	Name	Credits
CMAE 1514	Safety	2
CMAE 1518	Manufacturing Processes and Production	2
CMAE 1522	Quality Practices and Measurement	2
CMAE 1526	Maintenance Awareness	2
Total Credits		8

This 8-credit Certificate seamlessly transfers to the Machine Production Technologist Diploma (34 credits), the Advanced Machine Production Technologist AAS (60 credits), the Welding Technologist Diploma (32 credits) and the Advanced Welding Technologist AAS (60 credits).

Program Outcomes

- Explain performance of preventative maintenance
- Discuss the concepts of routine repair
- Discuss monitoring indicators to ensure correct operations
- Explain periodic or statistically based internal quality audit activities
- Explain continuous improvement
- Explain communication regarding quality problems
- Discuss how to determine resources available for the production process
- Identify set-up and verification of equipment for the production process
- Describe the process of setting team production goals
- Explain characteristics of working in a safe and productive manufacturing workplace
- Identify procedures related to performing emergency drills and participating on emergency teams
- Explain proper safe use of equipment

Pre-program Requirements

There are no specific program prerequisites for this certificate.

Machine Production Technologist Diploma - 34 credits

Program Website: (<https://degrees.lsc.edu/production-technologist/>)

Program Description

The Machine Production Technologist Diploma is a one-year program designed to provide an entry level career pathway in advanced manufacturing, specific to the field of Machine Tool Technology. This diploma prepares the student for employment as a manual and Computer Numerical Controlled (CNC) machine operator or technologist. Skill development includes basic shop operations and part manufacturing. The program introduces CNC basic programming and operation of common CNC machine tools. Basic inspection of parts in conjunction with quality systems is included in the program.

The Machine Production Technologist Diploma transfers seamlessly into LSC's Advanced Machine Production Technologist AAS Degree. Most of the courses in this program are offered on-site in a lab setting with some of the courses offered online.

Required Courses

Number	Name	Credits
CADE 1468	Solidworks I	3
CMAE 1514	Safety Awareness	2
CMAE 1518	Manufacturing Processes and Production	2
CMAE 1522	Quality Practices	2
CMAE 1526	Maintenance Awareness	2
INMG 1400	Intro to Manufacturing Technology	4
INMG 1410	Mechanical Blueprint Reading	3
MTCC 1432	Quality Methods	2
MTCC 1505*	Surface Grinding	2
MTCC 1603*	Turning	2
MTCC 1604*	Milling	2
MTCC 1620	CNC Basic Programming	2
MTCC 2504*	CAD/CAM	3
WLDG 1560	Gas Metal Arc Welding I	3
Total Credits		34

*Requires a prerequisite or a concurrent course

Program Outcomes

- Interpret engineering drawings and prints
- Perform basic setup and operate manual metal working machines
- Write basic programs and operate CNC machine tools
- Perform mathematical calculation of shop problems
- Use basic CAD and CAM programs to support machine operations

Pre-program Requirements

To begin your career in Machine Production Technology, you need to be at a specific skill level in English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher), and with a grade of "C" or better.
- MATH 0520 may be taken concurrently with Semester I coursework.

Advanced Machine Production Technologist AAS Degree - 60 credits

Program Website: (<https://degrees.lsc.edu/advanced-machine-production-technologist/>)

Program Description

The Advanced Machine Production Technologist AAS Degree is a two-year program designed to provide a career pathway in advanced manufacturing, specific to the field of Machine Tool Technology. This 60 credit AAS is designed to prepare the student for employment as an advanced manual and Computer Numerical Controlled (CNC) machine operator or technologist. Skill development includes basic shop operations and part manufacturing. The program introduces CNC basic programming and operation of common CNC machine tools. Basic inspection of parts in conjunction with quality systems is included in the program.

Many of the courses in the INMG Advanced Machine Production technologist AAS Degree are offered on-site in a lab setting with some of the courses offered online.

Program Outcomes

- Operate various metal working machines
- Write programs and operate CNC machine tools
- Perform mathematical shop calculations
- Use CAD and CAM programs
- Interpret advanced engineering drawings and blueprints

Required Courses

Number	Name	Credits
CADE 1468	Solidworks I	3
CMAE 1514	Safety Awareness	2
CMAE 1518	Manufacturing Processes and Production	2
CMAE 1522	Quality Practices	2
CMAE 1526	Maintenance Awareness	2
INMG 1400	Intro to Manufacturing Technology	4
INMG 1410	Mechanical Blueprint Reading	3
INMG 1412*	Advanced Mechanical Blueprint Reading	3
MTCC 1432	Quality Methods	2
MTCC 1505*	Surface Grinding	2
MTCC 1603*	Turning	2
MTCC 1604*	Milling	2
MTCC 1620	CNC Basic Programming	2
MTCC 2504*	CAD/CAM	3
MTCC 1530	Water Jet Cutting Processes	2
MTCC 2502*	CNC Turning	3
MTCC 2564*	CNC Horizontal 4 Axis Machining	3
WLDG 1560	Gas Metal Arc Welding I	3
General Education Electives	Choose from at least 3 goals areas of the Minnesota Transfer Curriculum Goal Areas 1-10	15

Total Credits **60**

*Requires a prerequisite or a concurrent course

Pre-program Requirements

To begin your career in Advanced Machine Production Technology, you need to be at a specific skill level in English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH0520 (or equivalent course or higher), and with a grade of "C" or better. MATH 0520 may be taken concurrently with Semester I coursework.

Welding Technologist Diploma - 32 credits

Program Website: (<https://degrees.lsc.edu/welding-technologist/>)

Program Description

The Welding Technologist Diploma is a one-year program designed to provide an intermediate career pathway in manufacturing, specific to the field of Welding Technology. This 32 Credit Diploma is designed to prepare the student for employment as an entry to intermediate level welding or fabrication technologist. This program allows students to gain the information needed to develop skills used in the welding industry. This program covers introductory GMAW, GTAW, FCAW, SMAW, and OXY/Fuel welding processes. Instruction includes classroom lectures and demonstrations, as well as hands-on projects in a lab setting.

This 32-credit Diploma seamlessly transfers to the Advanced Welding Technologist AAS (60 credits).

Most of the courses in the INMG Welding Technologist Diploma are offered on-site in a lab setting with some of the courses offered online.

Program Outcomes

- Demonstrate proper welder use and safety
- Interpret welding blueprints and drawings
- Interpret weld symbols
- Demonstrate proper welding processes
- Demonstrate cutting process
- Demonstrate various weld transfers
- Select base metals with weld-ability
- Demonstrate weld and setup using GTAW
- Demonstrate weld and setup using GMAW
- Demonstrate proper GMAW wire selection
- Demonstrate proper fabrication layout
- Prepare student for welding certification

Pre-program Requirements

To begin your career in Welding Technology, you need to be at a specific skill level in English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH0520 (or equivalent course or higher), and with a grade of "C" or better. MATH 0520 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
CADE 1468	Solidworks I	3
CMAE 1514	Safety Awareness	2
CMAE 1518	Manufacturing Processes and Production	2
CMAE 1522	Quality Practices	2
CMAE 1526	Maintenance Awareness	2
INMG 1400	Intro to Manufacturing Technology	4
WLDG 1500	Blueprint Reading for Welders	3
WLDG 1520	Gas Tungsten Arc Welding I	3
WLDG 1540	Shielded Metal Arc Welding I	3
WLDG 1560	Gas Metal Arc Welding I	3
WLDG 1570*	Flux Cored Arc Welding I	3
WLDG 1590* or MTCC 1530	Introduction to Robotic Welding or Water Jet Cutting Processes	2

Total Credits

32

*Requires a prerequisite or a concurrent course

Advanced Welding Technologist AAS Degree - 60 credits

Program Website: (<https://degrees.lsc.edu/advanced-welding-technologist/>)

Program Description

The Advanced Welding Technologist AAS Degree is a two-year program designed to provide an advanced career pathway in manufacturing, specific to the field of Welding Technology. This 60 credit AAS is designed to prepare the student for employment as an intermediate to advanced welding or fabrication technologist. This program allows students to gain the information and to develop skills used in the welding industry. This program covers GMAW, GTAW, FCAW, SMAW and OXY/Fuel process. Instruction includes classroom lectures and demonstrations, as well as hands-on projects in a lab setting.

Most of the courses in the INMG Advanced Welding Technologist AAS Degree are offered on-site in a lab setting with some of the courses offered online.

Program Outcomes

- Demonstrate proper welder use and safety
- Interpret welding blueprints and drawings
- Interpret weld symbols
- Demonstrate proper welding processes
- Demonstrate cutting process
- Demonstrate various weld transfers
- Select base metals with weld-ability
- Demonstrate weld and setup using GTAW
- Demonstrate weld and setup using GMAW
- Demonstrate proper GMAW wire selection
- Demonstrate proper fabrication layout
- Prepare student for welding certification

Pre-program Requirements

To begin your career in Advanced Welding Technology, you need to be at a specific skill level in English/reading and mathematics.

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH0520 (or equivalent course or higher), and with a grade of "C" or better. MATH 0520 may be taken concurrently with Semester I coursework.

Required Courses

Number	Name	Credits
CADE 1468	Solidworks I	3
CMAE 1514	Safety Awareness	2
CMAE 1518	Manufacturing Processes and Production	2
CMAE 1522	Quality Practices	2
CMAE 1526	Maintenance Awareness	2
INMG 1400	Intro to Manufacturing Technology	4
WLDG 1500	Blueprint Reading for Welders	3
WLDG 1520	Gas Tungsten Arc Welding I	3
WLDG 1540	Shielded Metal Arc Welding I	3
WLDG 1560	Gas Metal Arc Welding I	3
WLDG 1570*	Flux Cored Arc Welding I	3
WLDG 1590*	Introduction to Robotic Welding	2
or	or	
MTCC 1530	Water Jet Cutting Processes	
MTCC 1600	Engineering Materials	1
WLDG 1522*	Gas Tungsten Arc Welding II	3
WLDG 1542*	Shielded Metal Arc Welding II	3
WLDG 1562*	Gas Metal Arc Welding II	3
WLDG 1572*	Flux Cored Arc Welding II	3
General Education Electives	<i>Choose from at least 3 goals areas of the Minnesota Transfer Curriculum Goal Areas 1-10</i>	15

Total Credits

60

*Requires a prerequisite or a concurrent course

Transportation

Auto Body Technology Diploma – 33 credits

Program Website: (<https://degrees.lsc.edu/collision-repair/>)

Program Description

This program prepares individuals to repair or replace structural body components of automobiles. Instruction includes body preparation, painting and finishing, frame and unibody repair, suspension and steering systems, and damage analysis.

This 33-credit Diploma seamlessly transfers to the Auto Body and Chassis Technician Diploma (64 credits).

Program Outcomes

- Paint automotive bodies and parts
- Straighten auto bodies and auto body frames
- Repair auto body panels
- Perform welding techniques
- Repair plastic panels
- Service mechanical systems
- Replace windshields

Required Courses

Number	Name	Credits
ABTE 1425	Simple Dent Repair	4
ABTE 1435	Introduction to Refinishing	3
ABTE 1440	Auto Trim and Glass Service	3
ABTE 1445	Auto Mechanical Systems	3
WLDG 1380	Auto Body Welding	3
ABTE 1455*	Automotive Refinishing	3
ABTE 1465*	Collision Damage Repair	3
ABTE 1475	Collision Damage Replacement	3
ABTE 1480*	Production Lab	4
ABTE 1485	Unibody and Frame Repair	2
ABTE 1495*	Auto Body Plastic Repairs	2

Total Credits

33

*Requires a prerequisite or a concurrent course

Pre-Program Requirements

Successful entry into this program requires a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 56 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 (or equivalent course or higher). ENGL/READ 0950 may be taken concurrently with Semester I coursework.

Auto Service Technology Diploma - 64 credits

Program Website: (<https://degrees.lsc.edu/auto-mechanic/>)

Program Description

In the Auto Service Technology program, students will have the opportunity to learn skills to prepare for entry-level positions as automotive technicians. These skills will also be helpful in preparing for A.S.E. (Automotive Service Excellence) certification. Courses of instruction cover all systems of the automobile, including basic operation and parts identification with the objective of developing diagnostic skills. Automotive service technicians, in addition to enjoying working with their hands, must also have the ability to systematically diagnose technical automotive problems.

Program Outcomes

- Demonstrate the skills and knowledge necessary to utilize service literature
- Demonstrate the skills and knowledge to perform repairs following environmental and ethical guidelines
- Exhibit the safety procedures and practices necessary to work efficiently and professionally in the automotive industry
- Demonstrate the ability to maintain and repair tools and equipment in the automotive shop
- Demonstrate the skills and knowledge necessary for diagnosis and repair of automotive heating and air conditioning systems, electrical systems, drive train systems, steering and suspension systems, brake systems, drive ability systems, engine systems, and transmission systems

Required Courses

Number	Name	Credits
ASTE 1400	Introduction to Transportation	3
ASTE 1410*	Air Conditioning	3
ASTE 1430	Auto Electrical Fundamentals	3
ASTE 1490	Automotive Shop Management I	3
ASTE 2410*	Basic Wheel Alignment	3
ASTE 1440*	Body Electrical and Electronics	3
ASTE 1450*	Engine Service	5
ASTE 1460*	Basic Fuel System Service	2
ASTE 1470*	Basic Engine Driveability	3
ASTE 1500*	Charging and Starting Systems	3
ASTE 2450*	Transmission Theory	2
ASTE 2460*	Transmission Lab	3
ASTE 2470*	Introduction to Automotive Computers	3
ASTE 2500*	Fuel Systems II	3
ASTE 2510*	Advanced Engine Driveability	4
ASTE 2400*	Suspension and Steering Repair	3
ASTE 2420*	Advanced Wheel Alignment	2
ASTE 2430*	Clutch and Differential	3
ASTE 2440*	Brakes	4
ASTE 2480*	Advanced Air Conditioning	2
ASTE 2490*	Automotive Shop Management II	2
ENGL 1005	Applied Communications	2

Total Credits

64

*Requires a prerequisite or a concurrent course

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Auto Service Technology AAS - 72 credits

Program Website: (<https://degrees.lsc.edu/auto-repair/>)

Program Description

In the Automotive Service Technology programs, students will have the opportunity to learn skills to prepare for entry-level positions as automotive technicians. These skills will also be helpful in preparing for A.S.E. (Automotive Service Excellence) certification. Courses of instruction cover all systems of the automobile, including basic operation and parts identification with the objective of developing diagnostic skills. Automotive service technicians, in addition to enjoying working with their hands, must also have the ability to systematically diagnose technical automotive problems.

The A.A.S. program is similar in content to the diploma program, but also includes 15 credits of liberal education, which are intended to diversify the students training and enhance transfer opportunities to other institutions of higher learning.

Program Outcomes

- Demonstrate the skills and knowledge necessary to utilize service literature
- Demonstrate the skills and knowledge to perform repairs following environmental and ethical guidelines
- Exhibit the safety procedures and practices necessary to work efficiently and professionally in the automotive industry
- Demonstrate the ability to maintain and repair tools and equipment in the automotive shop
- Demonstrate the skills and knowledge necessary for diagnosis and repair of automotive: heating and air conditioning systems, electrical systems, drive train systems, steering and suspension systems, brake systems, drive ability systems, and engine systems

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

Required Courses

Number	Name	Credits
ASTE 1400	Introduction to Transportation	3
ASTE 1410*	Air Conditioning	3
ASTE 1430	Auto Electrical Fundamentals	3
ASTE 1490	Automotive Shop Management I	3
ASTE 2410*	Basic Wheel Alignment	3
ASTE 1440*	Body Electrical and Electronics	3
ASTE 1450*	Engine Service	5
ASTE 1460*	Basic Fuel System Service	2
ASTE 1470*	Basic Engine Driveability	3
ASTE 1500*	Charging and Starting Systems	3
ASTE 2470*	Introduction to Automotive Computers	3
ASTE 2500*	Fuel Systems II	3
ASTE 2510*	Advanced Engine Driveability	4
ASTE 2400*	Suspension and Steering Repair	3
ASTE 2420*	Advanced Wheel Alignment	2
ASTE 2430*	Clutch and Differential	3
ASTE 2440*	Brakes	4
ASTE 2480*	Advanced Air Conditioning	2
ASTE 2490*	Automotive Shop Management II	2
MnTC General	Education Requirements	
Goal Area 1	Communication (3 credit minimum)	
Goal Area 3 OR Goal Area 4	Natural Sciences OR Mathematical/Logical Reasoning (3 credit minimum)	15
Goal Area 5	Social and Behavior Sciences (3 credit minimum)	
Goal Areas 1-10	General Education - Other	

Total Credits

72

*Requires a prerequisite or a concurrent course

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Brake and Suspension Certificate - 28 credits

Program website: (<https://degrees.lsc.edu/brake-specialist/>)

Program Description

A Brake and Suspension Technician is a technician who uses problem solving and critical thinking skills along with a working knowledge of brake and suspension components to diagnose and repair a variety of vehicle handling and braking problems.

This 28-credit Certificate seamlessly transfers to the Auto Service Technology Diploma (64 credits) and the AAS (72 credits).

The courses will be provided by qualified Lake Superior College faculty and will be offered at varied times throughout the day and evening. All credits will transfer into the Automotive Service Technology program and/ or can serve as preparation to A.S.E. (Automotive Service Excellence) certification.

Required Courses

Number	Name	Credits
ASTE 1400	Introduction to Transportation	3
ASTE 1430	Auto Electrical Fundamentals	3
ASTE 1490	Automotive Shop Management I	3
ASTE 2410*	Basic Wheel Alignment	3
ASTE 1440*	Body Electrical and Electronics	3
ASTE 2400*	Suspension and Steering Repair	3
ASTE 2420*	Advanced Wheel Alignment	2
ASTE 2440*	Brakes	4
ASTE 2490*	Automotive Shop Management II	2
ENGL 1005	Applied Communications	2

Total Credits **28**

*Requires a prerequisite or a concurrent course

Program Outcomes

- Demonstrate the skills and knowledge necessary to utilize service literature
- Demonstrate the skills and knowledge to perform repairs following environmental and ethical guidelines
- Exhibit the safety procedures and practices necessary to work efficiently and professionally in the automotive industry
- Demonstrate the ability to maintain and repair tools and equipment in the automotive shop
- Demonstrate the skills and knowledge necessary for diagnosis and repair of automotive electrical systems, steering and suspension systems, automotive brake systems

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Truck Driving Certificate - 9 credits

Program website: (<https://degrees.lsc.edu/truck-driver/>)

Program Description

With the ever increasing demand for professional truck drivers, student job placement from the Lake Superior College program is excellent. Training will consist of tractor-trailer basic and advanced operation techniques, safety, log books, and weight distribution.

Required Courses

Number	Name	Credits
TDT 1840	Basic Vehicle Operation and Control	9

Total Credits **9**

*Requires a prerequisite or a concurrent course

This 9-credit Certificate seamlessly transfers to the Advanced Over-the-road Truck Driving Certificate (16 credits).

Upon completion of this program, the student will have obtained a Class A Commercial Driver's License and will gain the skills and knowledge to become a professional truck driver.

Program Outcomes

- Obtain a Class A commercial driver's license (CDL)
- To become Federal Motor Carrier Safety Regulation qualified

Pre-program Requirements

Pass a MnDOT Physical and drug screening.

Truck Driving-Advanced Certificate - 16 credits

Program website: (<https://degrees.lsc.edu/truck-driver/>)

Program Description

Training will consist of tractor-trailer basic and advanced operation techniques, safety, log books, weight distribution, and driving internships with local trucking companies.

Upon completion of this program, the student will have obtained a Class A Commercial Driver's License and will gain the skills and knowledge to become a professional truck driver.

Program Outcomes

- Demonstrate basic and advanced vehicle operation and control
- Obtain a Class A commercial driver's license (CDL)
- Become Federal Motor Carrier Safety Regulation qualified
- Complete driving internship
- Achieve proficiency in accordance with and as outlined by employer/industry

Pre-program Requirements

Pass a MnDOT Physical and drug screening.

Required Courses

Number	Name	Credits
TDT 1840	Basic Vehicle Operation and Control	9
TDT 1841	Truck Driving Internship 1	4
TDT 1842	Truck Driving Internship 2	3

Total Credits **16**

*Requires a prerequisite or a concurrent course

Aviation Management AAS Degree - 60 credits

Program Website: (<https://degrees.lsc.edu/aviation-management/>)

Program Description

The Aviation Management AAS degree provides a comprehensive background in aviation studies, management, and business, and prepares students for careers in airline operation, air transportation, airport management, airport consulting, aircraft manufacturing, sales, and aviation insurance.

Program Outcomes

- Apply government regulations, security and safety standards, and safety, and environmental concerns to support implementation of appropriate strategic and tactical business methodologies
- Utilize technology to enhance airport and airline efficiency and competitiveness
- Speak and write effectively for professional business communication in the airline industry

Pre-program Requirements

Successful entry into this program requires basic computer skills and a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0460 (or equivalent course or higher)

Required Courses

Number	Name	Credits
AVIA 1100	Introduction to Professional Aviation	2
AVIA 1201	Private Pilot Ground	4
ENGL 1106	College Composition I	3
MATH 1115	Contemporary Math	4
AVIA 2310	Airline Operations	3
AVIA 2340	Aviation Law	3
BUS 1400	Principles of Marketing	3
ECON 1150	Principles of Economics: Macroeconomics	3
LGST 1420	Business Law	3
AVIA 2312	Aviation Dispatch	3
ACCT 1410	Financial Accounting Principles I	3
BUS 1402	Principles of Management	3
CIS 1402 OR BUS 1448	Foundations of CIS OR Leadership Development	3
COMM 1105	Interpersonal Communications	3
AVIA 1360	Aviation Safety	3
AVIA 1390	Aviation Meteorology	3
AVIA 2361	Human Factors	2
AVIA 2370	Management of Aviation Services	2
COMM 1601	Interview Procedure and Practice	1
ECON 1160	Principles of Economics: Microeconomics	3
PHIL 1130 OR PHIL 1140	Ethics OR Critical Thinking	3

Total Credits

60

*Requires a prerequisite or a concurrent course

Aviation Maintenance Technology Diploma - 88 credits

Program Website: (<https://degrees.lsc.edu/aircraft-maintenance/>)

Program Description

The Airframe and Powerplant maintenance technician diploma program trains students in the repair and scheduled maintenance of aircraft. This fully approved Federal Aviation Administration (FAA) program prepares graduates to repair and maintain commercial and general technically advanced aircraft found in today's market. Training will include study and hands-on experiences in reading and comprehending aircraft manuals, troubleshooting and repairing electrical malfunctions using electrical schematics, analyzing and repairing powerplant malfunctions, repair airframe structures and return aircraft to service, maintaining aircraft powerplant subsystems and determine their airworthiness in accordance with applicable FAA and manufacturer specifications.

This 88-credit Diploma seamlessly transfers to the Aviation Maintenance Technology AAS (103 credits).

Program Outcomes

- Students will successfully pass the required FAA testing of an Airframe and Power Plant Mechanic
- Students will utilize appropriate technology as it pertains to the aviation industry
- Students will interpret various FAA Regulations that apply to maintenance in the aviation industry
- Students will apply appropriate safety work habits and procedures
- Students will apply principles of troubleshooting for various aircraft maintenance tasks
- Students will apply principles of troubleshooting for various aircraft maintenance tasks
- Students will demonstrate the proper use of hand tools appropriate to the industry
- Students will use technical information provided by various aircraft manufacturers to perform aircraft maintenance
- Students will document various maintenance tasks according to FAA Regulations
- Students will read and interpret technical information found in the aircraft records
- Students will demonstrate the necessary skills to properly maintain an aircraft in an airworthy condition

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

Required Courses

Number	Name	Credits
AMT 1410	Aviation Maintenance Fundamentals I	4
AMT 1412	Aviation Maintenance Fundamentals II	6
AMT 1414	Aviation Physics and Math	3
AMT 1416	Aviation Electricity and Electronics	5
AMT 1418	Aircraft Finishing and Covering	2
AMT 1420	Aircraft Rigging	6
AMT 1422	Structures (Non-Metallic)	5
AMT 1424	Structures (Sheet-Metal)	5
AMT 1426	Aviation Welding	2
AMT 1428	Cabin Atmosphere Control Systems	2
AMT 1430	Electrical Systems	6
AMT 1432	Fuel Systems	2
AMT 1510	Hydraulic and Pneumatic Systems	6
AMT 1512	Navigation, Communication, and Instrument Troubleshooting	5
AMT 1514	Power Plant	7
AMT 1516	Power Plant Inspection	5
AMT 1518	Propeller Systems	5
AMT 1520	Reciprocating Engines	6
AMT 1522	Turbine Engines	6

Total Credits **88**

*Requires a prerequisite or a concurrent course

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

Aviation Maintenance Technology AAS Degree - 103 credits

Program Website: (<https://degrees.lsc.edu/aircraft-mechanic/>)

Program Description

The Airframe and Powerplant maintenance technician program trains students in the repair and scheduled maintenance of aircraft. This fully approved Federal Aviation Administration (FAA) program prepares graduates to repair and maintain commercial and general technically advanced aircraft found in today's market. Training will include study and hands-on experiences in reading and comprehending aircraft manuals, troubleshooting and repairing electrical malfunctions using electrical schematics, analyzing and repairing powerplant malfunctions, repair airframe structures and return aircraft to service, maintaining aircraft powerplant subsystems and determine their airworthiness in accordance with applicable FAA and manufacturer specifications.

Program Outcomes

- Students will successfully pass the required FAA testing required of an Airframe and Power Plant Mechanic
- Students will utilize appropriate technology as it pertains to the aviation industry
- Students will interpret various FAA Regulations that apply to maintenance in the aviation industry
- Students will apply appropriate safety work habits and procedures
- Students will apply principles of troubleshooting for various aircraft maintenance tasks
- Students will demonstrate the proper use of hand tools appropriate to the industry
- Students will use technical information provided by various aircraft manufacturers to perform aircraft maintenance
- Students will document various maintenance tasks according to FAA Regulations
- Students will read and interpret technical information found in the aircraft records
- Students will demonstrate the necessary skills to properly maintain an aircraft in an airworthy condition

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

Required Courses

Number	Name	Credits
AMT 1410	Aviation Maintenance Fundamentals I	4
AMT 1412	Aviation Maintenance Fundamentals II	6
AMT 1414	Aviation Physics and Math	3
AMT 1416	Aviation Electricity and Electronics	5
AMT 1418	Aircraft Finishing and Covering	2
AMT 1420	Aircraft Rigging	6
AMT 1422	Structures (Non-Metallic)	5
AMT 1424	Structures (Sheet-Metal)	5
AMT 1426	Aviation Welding	2
AMT 1428	Cabin Atmosphere Control Systems	2
AMT 1430	Electrical Systems	6
AMT 1432	Fuel Systems	2
AMT 1510	Hydraulic and Pneumatic Systems	6
AMT 1512	Navigation, Communication, and Instrument Troubleshooting	5
AMT 1514	Power Plant	7
AMT 1516	Power Plant Inspection	5
AMT 1518	Propeller Systems	5
AMT 1520	Reciprocating Engines	6
AMT 1522	Turbine Engines	6
General Education Electives	<i>Choose from at least 3 different Goal Areas of the Minnesota Transfer Curriculum</i>	15

Total Credits **103**

*Requires a prerequisite or a concurrent course

English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

Professional Pilot Diploma - 45 credits

Program Website: (<https://degrees.lsc.edu/pilot/>)

Program Description

The Professional Pilot Diploma is designed to meet the needs of students who plan a career as a pilot in commercial aviation. The program leads to FAA certification as a commercial pilot with an instrument rating.

This 45-credit Diploma seamlessly transfers to the Professional Pilot AAS (60 credits).

Students choose from one of two tracks: Airplane or Helicopter.

Program Outcomes

- The Federal Aviation Administration Knowledge and Flight tests for a particular FAA Pilot Certificate or Rating
- Understand the historical developments of the aviation industry
- Be familiar with the various mechanical systems found on typical light aircraft that graduates will likely be operating
- Conduct safe flight operations as it pertains to human factors, aircraft design, environmental factors, industry practices and procedures, evolving technologies, accident investigations and conclusions
- Understand and define the elements of airport operations and their importance to the success, stability, and future of the business community and the aviation industry

Pre-program Requirements

Requires FAA 1st or 2nd class medical certificate.

Requires security clearance from TSA.

Successful entry into this program requires basic computer skills and a specific level of skill in the areas of English, reading, and math. Program entry will depend, in part, on meeting the prerequisites listed below:

Required Course

Number	Name	Credits
AVIA 1100	Introduction to Professional Aviation	2
AVIA 1201	Private Pilot Ground	4
AVIA 1240* or AVIA 1245*	Private Pilot: Airplane or Private Pilot: Helicopter	2
AVIA 1250* or AVIA 1255*	Private Pilot Flight Lab: Airplane or Private Pilot Flight Lab: Helicopter	1
AVIA 1351	Aircraft Systems	2
AVIA 1352* or AVIA 1354*	Aircraft Systems: Airplane or Aircraft Systems: Helicopter	1
AVIA 1390	Aviation Meteorology	3
AVIA 1501*	Instrument Pilot Ground	4
AVIA 1540* or AVIA 1545*	Instrument Pilot: Airplane or Instrument Pilot: Helicopter	1
AVIA 1550* or AVIA 1555*	Instrument Pilot Flight Lab: Airplane or Instrument Pilot Flight Lab: Helicopter	1
AVIA 2102*	Commercial Pilot Ground	2
AVIA 2140* or AVIA 2325*	Commercial Pilot: Airplane or Turbine Transition/External Load: Helicopter	2
AVIA 2150* or AVIA 2335*	Commercial Pilot Flight Lab: Airplane or Turbine Transition/External Load Flight Lab: Helicopter	1
AVIA 2165* or AVIA 2145*	Commercial/Multi-Engine: Airplane or Commercial Pilot: Helicopter	2
AVIA 2175* or AVIA 2155*	Commercial/Multi-Engine Flight Lab: Airplane or Commercial Pilot Flight Lab: Helicopter	1
AVIA 2201*	Certified Flight Instructor Ground	2

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English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 33 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH 0520 (or equivalent course or higher). MATH 0520 may be taken concurrently with Semester I coursework.

Number	Name	Credits
AVIA 2380	Crew Resource Management	2
AVIA 2240* or AVIA 2245*	Certified Flight Instructor: Airplane or Certified Flight Instruction: Helicopter	2
AVIA 2250* or AVIA 2255*	Certified Flight Instructor Flight Lab: Airplane or Certified Flight Instruction Flight Lab: Helicopter	1
AVIA 2300	Intro to Air Traffic Control	2
AVIA 2340	Aviation Law	3
AVIA 2361	Human Factors	2
AVIA 2370	Management of Aviation Services	2

Total Credits **45**

*Requires a prerequisite or a concurrent course

Professional Pilot AAS Degree - 60 credits

Program Website: (<https://degrees.lsc.edu/pilot/>)

Program Description

The Professional Pilot AAS Degree is designed to meet the needs of students who plan a career as a pilot in commercial aviation. The program leads to FAA certification as a commercial pilot with an instrument rating.

Graduates may transfer to a four-year school to complete a Bachelor's Degree.

Students choose from one of two tracks: Airplane or Helicopter.

Program Outcomes

- The Federal Aviation Administration Knowledge and Flight tests for a particular FAA Pilot Certificate or Rating
- Understand the historical developments of the aviation industry
- Be familiar with the various mechanical systems found on typical light aircraft that graduates will likely be operating
- Conduct safe flight operations as it pertains to human factors, aircraft design, environmental factors, industry practices and procedures, evolving technologies, accident investigations and conclusions
- Understand and define the elements of airport operations and their importance to the success, stability, and future of the business community and the aviation industry

Pre-program Requirements

Requires FAA 1st or 2nd class medical certificate.

Requires security clearance from TSA.

Successful entry into this program requires basic computer skills and a specific level of skill in the areas of English, reading, and mathematics. Program entry will depend, in part, on meeting the prerequisites listed below:

Required Courses

Number	Name	Credits
AVIA 1100	Introduction to Professional Aviation	2
AVIA 1201	Private Pilot Ground	4
AVIA 1240* or AVIA 1245*	Private Pilot: Airplane or Private Pilot: Helicopter	2
AVIA 1250* or AVIA 1255*	Private Pilot Flight Lab: Airplane or Private Pilot Flight Lab: Helicopter	1
MATH 1115	Contemporary Math	4
AVIA 1351	Aircraft Systems	2
AVIA 1352* or AVIA 1354*	Aircraft Systems: Airplane or Aircraft Systems: Helicopter	1
AVIA 1501*	Instrument Pilot Ground	4
AVIA 1540* or AVIA 1545*	Instrument Pilot: Airplane or Instrument Pilot: Helicopter	1
AVIA 1550* or AVIA 1555*	Instrument Pilot Flight Lab: Airplane or Instrument Pilot Flight Lab: Helicopter	1
PHYS 1001	Fundamental Concepts of Physics	4
AVIA 2102*	Commercial Pilot Ground	2
AVIA 2140* or AVIA 2325*	Commercial Pilot: Airplane or Turbine Transition/External Load: Helicopter	2
AVIA 2150* or AVIA 2335*	Commercial Pilot Flight Lab: Airplane or Turbine Transition/External Load Flight Lab: Helicopter	1
ENGL 1106	College Composition I	3
AVIA 1390	Aviation Meteorology	3
AVIA 2165* or AVIA 2145*	Commercial/Multi-Engine: Airplane or Commercial Pilot: Helicopter	2

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English/Reading:

- A score of 78 or higher on the reading comprehension portion of the Accuplacer, or
- Completion of ENGL/READ 0950 or 0955 (or equivalent course or higher). ENGL/READ 0955 may be taken concurrently with Semester I coursework.

Mathematics:

- A score of 71 or higher on the Elementary Algebra Skills portion of the Accuplacer, or
- Completion of MATH0460 (or equivalent course or higher).

Number	Name	Credits
AVIA 2175* or AVIA 2155*	Commercial/Multi-Engine Flight Lab: Airplane or Commercial Pilot Flight Lab: Helicopter	1
AVIA 2201*	Certified Flight Instructor Ground	2
AVIA 2380	Crew Resource Management	2
COMM 1105	Interpersonal Communication	3
AVIA 2240* or AVIA 2245*	Certified Flight Instructor: Airplane or Certified Flight Instruction: Helicopter	2
AVIA 2250* or AVIA 2255*	Certified Flight Instructor Flight Lab: Airplane or Certified Flight Instruction Flight Lab: Helicopter	1
AVIA 2300	Intro to Air Traffic Control	2
AVIA 2340	Aviation Law	3
AVIA 2361	Human Factors	2
AVIA 2370	Management of Aviation Services	2
COMM 1601	Interviewing Procedure and Practice	1

Total Credits **60**

*Requires a prerequisite or a concurrent course

Course Descriptions

Adult Basic Education

ABE 0301 ABE Pre-Algebra **0 credits**

This course covers whole numbers, integers, fractions, decimals, ratio/proportions, percents, basic algebra expressions and measurements. An Accuplacer Arithmetic score of 31-69 is needed for placement. PLEASE NOTE: This course does not count towards financial aid.

ABE 0302 Pre-Algebra Boot Camp **0 credits**

This intensive, non-credit, ten day course is designed to help students improve their basic math and pre-algebra skills and to prepare students to take the Accuplacer test with the goal of testing into Algebra I. Recommended for those who test close to the Algebra I score (60-69 on the arithmetic test of 31-32 on the elementary algebra test.

ABE 0310 Pathways to College Success/ Accuplacer Prep for Math **0 credits**

Course Description: Pathways Math is designed to help students improve their math skills. This course helps students develop the skills, habits, and attitudes that will result in accurate math analysis, attack and solution. Topics include basic arithmetic through pre-algebra. Students will work independently and in small group on the math skills in their assessed area of need. The goal of Pathways Math is to assist in transitioning students who want to refresh and/or build college level math skills. For students with an Accuplacer Arithmetic score of 0-30. PLEASE NOTE: This course does not count towards financial aid.

ABE 0312 Pathways to College Success/ Accuplacer Prep for Reading **0 credits**

Pathways Read/Write is designed to help students improve their vocabulary and reading comprehension. This course helps students develop the skills, habits and attitudes that will result in more effective reading strategies, writing techniques and study skills. Topics include word analysis, vocabulary development, comprehension strategies and good college academic study habits. The goal of read/write is to assist in transitioning students effectively to college by refreshing and/or building college level academic

skills in reading and writing. PLEASE NOTE: This course does not count towards financial aid.

Auto Body Technology

ABTE 1405 Basic Welding **1 credits**

This course will provide the student with an understanding of basic welding fundamentals and the ability to properly and safely use gas and electric welding equipment to perform welding and cutting procedures in the flat position. (Prerequisites: None)(0 hrs lec/2 hrs lab/0 hrs OJT)

ABTE 1425 Simple Dent Repair **4 credits**

This course provides the student with an understanding of automobile dent repair fundamentals and the ability to properly and safely perform simple dent repair procedures on collision damaged automobile body panels. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT, or concurrent enrollment) (2 hrs lec/4 hrs lab/0 hrs OJT)

ABTE 1435 Introduction to Refinishing **3 credits**

This course provides the student with an understanding of automobile refinishing fundamentals and the ability to properly and safely use refinishing materials and equipment to perform basic surface preparation and material application procedures. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

ABTE 1440 Auto Trim and Glass Service **3 credits**

This course provides the student with an understanding of automobile trim and glass service techniques and the ability to properly and safely perform trim and glass removal and replacement procedures. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

ABTE 1445 Auto Mechanical Systems **3 credits**

This course provides the student with an understanding of automobile mechanical systems and the ability to properly and safely perform mechanical component removal, replacement, and adjustment

procedures related to auto collision repair.
(Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

ABTE 1455 Automotive Refinishing 3 credits

This course provides the student with an understanding of automobile overall refinishing techniques and the ability to properly and safely use refinishing materials and equipment to perform overall refinishing procedures on project vehicles. (Prerequisites: ABTE1435 or instructor's consent) (1 hr lec/4 hrs lab/0 hrs OJT)

ABTE 1465 Collision Damage Repair 3 credits

This course provides the student with an understanding of collision damage repair techniques and the ability to properly and safely perform pounding, pulling, and pushing procedures to repair collision damaged body panels. (Prerequisites: ABTE1425 or instructor's consent) (1 hr lec/4 hrs lab/0 hrs OJT)

ABTE 1475 Collision Damage Replacement 3 credits

This course provides the student with an understanding of automobile body panel replacement techniques and the ability to properly and safely perform cosmetic and structural panel replacement procedures. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

ABTE 1480 Production Lab 3-4 credits

Production lab provides students with the opportunity to apply their knowledge and refine their skills learned in related auto body courses. Students will have the ability to direct their efforts, with instructor approval, in curriculum activities that meet their needs. (Prerequisites: ABTE1445) (0 hrs lec/6-8 hrs lab/0 hrs OJT)

ABTE 1485 Unibody and Frame Repair 2 credits

This course provides the student with an understanding of unibody and frame alignment techniques and the ability to properly and safely perform measuring, anchoring, and straightening procedures on unibody and frame vehicles. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

ABTE 1495 Auto Body Plastic Repairs 2 credits

This course provides the student with an understanding of automotive plastic repair techniques

and the ability to properly and safely perform automobile plastic repairs. (Prerequisites: ABTE1435 or instructor's consent) (1 hr lec/2 hrs lab/0 hrs OJT)

ABTE 1999 Special Topics in Auto Body Technology 1-3 credits

Study of special topics in auto body technology. Special course topics will be announced in the class schedule.

ABTE 2480 Advanced Production Lab 1-8 credits

Students will apply the knowledge and skills learned in previous completed auto body courses to make repairs as specified by automotive manufacturers. Students will concentrate on time of completion and quality as stated in manufacturer's specifications. (Prerequisites: Completion of Auto Body program and instructor's consent) (0 hrs lec/2-16 hrs lab/0 hrs OJT)

ABTE 2999 Special Topics in Auto Body Technology 1-3 credits

Study of special topics in auto body technology. Special course topics will be announced in the class schedule.

Accounting

ACCT 1400 Business Math 2 credits

This course is a basic study of the essential mathematical concepts and practical business applications of pricing, discounts, basic payroll calculations, simple interest, compound interest, lump sum and annuity calculations, time value of money, credit card and revolving credit agreements, depreciation methods, and inventory costing methods. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 56 or higher on the reading comprehension portion of the CPT and MATH0470; or instructor consent) (2 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 1410 Financial Accounting Principles I **3 credits**

This course is an introduction to the fundamental concepts and principles which are used in the business environment to analyze and record transactions incorporating the accrual method of accounting. The focus will be on the analysis of the fundamental accounting equation using a systematic process to record, classify, measure, and report economic data. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 56 or higher on the reading comprehension portion of the CPT and MATH0470; or instructor consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 1500 Personal Finance **3 credits**

This course is designed to help the student plan for a successful financial future. Individuals are encouraged to plan their financial futures by organizing and managing their personal financial resources. Protection of financial resources is also stressed. The importance of effective investment and the growth of financial resources is emphasized. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 1510 Financial Accounting Principles II **3 credits**

This course is the second course in a series of two courses. This course continues the study of fundamental concepts and principles which are used in the business environment to analyze and record transactions incorporating the accrual method of accounting. This course focuses on the basic accounting equation as it is applied to both service and merchandising businesses. More detailed analysis is focused on the individual financial statements: income statement, balance sheet, statement of shareholders' equity, and statement of cash flow. (Prerequisites: ACCT1410) (3 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 1530 Payroll Accounting **2 credits**

This course covers various federal and state laws pertaining to the computation of salaries, wages, and related taxes. Topics include the preparation of employment records, payroll registers, time cards, employee earnings records, and state and federal reports. A comprehensive payroll project will be completed. (Prerequisites: ACCT1410, MATH0470,

and ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT) (2 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 1540 Fundamentals of Taxation **4 credits**

This course is an explanation and interpretation of the Internal Revenue Code as it relates to the preparation and filing sole proprietorships and individual federal income tax returns. Topics include business income and expenses, tax credits, withholding and payment of estimated taxes, installment sales, and inventories. (Prerequisites: ACCT1410 or instructor's consent) (4 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 2410 Spreadsheet Concepts and Applications for Accounting **3 credits**

This course covers the use of electronic spreadsheets for accounting and other business applications. Various spreadsheet models will be constructed for the purpose of illustrating the different features of the electronic spreadsheets and to provide useful tools for the solving of selected accounting problems. (Prerequisites: (ADSC1430 and ACCT1510 [or concurrent]; MATH0470; and ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT) (3 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 2420 Intermediate Accounting I **4 credits**

First of the two Intermediated Accounting course series: This course is a comprehensive, in-depth study of financial accounting theories, concepts and practices with an analysis of the influence on financial accounting by various boards, associations, and governmental agencies. Topics that will be covered in detail include the conceptual framework and its impact on the measurement and communication of economic data, revenue recognition criteria, income measurement, profitability analysis, cash, receivables, inventories, property, plant and equipment, intangible assets, and the utilization and impairment of plant assets. The impact of these topics will also be incorporated into the study of the four basic financial statements and required disclosures. (Prerequisites: ACCT1510, MATH0470, and ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT) (4 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 2430 Managerial Accounting 3 credits

This course covers is an in-depth study of the process of producing financial and operating information relating to the economic condition of the organization designed to meet the informational needs of the internal users of the organization. Topics that will be covered include cost concepts, job-order costing, process costing, activity based costing, budgeting, variance analysis, performance measurement, differential analysis, and capital budgeting. (Prerequisites: ACCT1410 or instructor's consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 2460 Computerized Applications in Accounting 2 credits

This course is an introduction to computerized accounting applications. Topics include computerized general ledger and payroll accounting, accounting applications for accounts receivable and accounts payable, fixed assets accounting, inventory procedures, and a computerized accounting simulation. (Prerequisites: ACCT1410; MATH0470; and ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT) (2 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 2465 Volunteer Income Tax Assistance 1 credits

Introduction and training for the preparation of Federal and Minnesota State tax returns for students and for low-income individuals. There will be preparation of actual tax returns as a volunteer, supervised by faculty or staff. (Prerequisites: ACCT1540 or instructor's consent) (1 hr lec/0 hrs lab/0 hrs OJT)

ACCT 2470 Governmental Tax Assistance 3 credits

This course is designed to introduce students to the application of fund accounting principles and procedures that are incorporated by governmental units and not-for-profit organizations. The focus will be on the standards promulgated by the Governmental Accounting Standards Board (governmental entities) and on the Financial Accounting Standards Board (not-for-profit entities). The implementation of fund accounting and

budgetary considerations will be examined in conjunction with financial reporting for the four governmental fund types as well as proprietary and fiduciary funds. (Prerequisites: ACCT1510 (or instructor consent); ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 56 or higher on the reading comprehension portion of the CPT; and MATH0470) (3 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 2480 Internal Control Environment 3 credits

This course is designed to introduce students to the responsibilities that management, internal auditors, and external auditors have for maintaining appropriate internal controls within the framework of the Sarbanes-Oxley Act of 2002. The implementation of appropriate internal controls to prevent fraud, to ensure accurate financial records, and to protect the organizations resources will be identified and discussed. (Prerequisites: ACCT1510 (or instructor consent); ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 56 or higher on the reading comprehension portion of the CPT; and MATH0470) (3 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 2520 Intermediate Accounting II 4 credits

Second of the two Intermediate Accounting course series: this course is a continuation of the comprehensive, in-depth study of financial accounting theories, concepts and practices with an analysis of the influence on financial accounting by various boards, associations, and governmental agencies. Topics that will be covered in detail include the conceptual framework and its impact on the measurement and reporting of investments, current liabilities, contingencies, long-term debt, leases, deferred and accrued income taxes, shareholders' equity, earnings per share, impact and treatment of accounting changes, and error corrections. The impact of these topics will also be incorporated into the study of the four basic financial statements and required disclosures. (Prerequisites: ACCT2420; MATH0470; and ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT) (4 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 2570 Comprehensive Review for Accreditation in Accounting 4 credits

This course is designed to prepare the student for the Comprehensive Examination for Accreditation in Accountancy, as offered by the Accreditation Council for Accountancy and Taxation, an affiliate of the National Society of Public Accountants. For students not planning to take the comprehensive exam, this course serves as a capstone course for review and integration of the common body of knowledge in the accounting field. (Prerequisites: LGST1420, ACCT1540, and ACCT2420; or instructor's consent) (4 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 2695 Accounting Internship 1-3 credits

This course is designed to provide the student with practical work experience in the accounting field. The internship should provide the student with the opportunity to apply the variety of skills and knowledge that they have been introduced to in the A.A.S. Accountant program through work assignments designed to accomplish the accounting tasks and responsibilities that are consistent with an individually prepared learning objectives plan. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 56 or higher on the reading comprehension portion of the CPT; and MATH0470) (0 hrs lec/0 hrs lab/3-9 hrs OJT)

ACCT 2697 Accounting Capstone 3 credits

This course is designed to help students to synthesize the variety of skills and knowledge that they have been introduced to in the AAS Accounting program to solve complex problem. Students will be required to analyze and resolve accounting problems by integrating and applying skills and techniques acquired from previous courses. (Prerequisites: (ACCT1530, ACCT1540, ACCT2420, ACCT2430 (or concurrent); MATH0470; and ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT)) (3 hrs lec/0 hrs lab/0 hrs OJT)

ACCT 2999 Special Topics in Accounting 1-3 credits

Study of special topics in accounting. Special course topics will be announced in the class schedule.

Professional Nursing**ADN 1415 Nursing Care of the Adult I 3 credits**

This course introduces the fundamental nursing care and management of common disease processes of the adult. Concepts of medical surgical nursing will be integrated throughout the content. Pharmacological and non-pharmacological therapies will be introduced. Lab experience will allow the student the opportunity to apply theoretical concepts. (Prerequisites: successful completion of all previous courses on program planner and concurrent enrollment in current semester courses; 78 or higher on the Reading Comprehension portion of the CPT, or READ/ENGL0955 or its equivalent transfer course or higher with a grade of "C" or better; and 71 or higher on the Elementary Algebra Skills portion of the CPT, or MATH 0460 or its equivalent transfer course or higher with a grade of "C" or better) (2 hrs lec/2 hrs lab/0 hrs OJT)

ADN 1421 Nursing Interventions I 2.5 credits

This course introduces and applies fundamental nursing concepts and interventions. The laboratory portion will facilitate experiential learning through practice, student demonstrations, and test outs of nursing skills. (Prerequisites: Successful completion of all previous courses on program planner and concurrent enrollment in current semester courses) (1.5 hrs lec/2 hrs lab/0 hrs OJT)

ADN 1441 Health Assessment 2.5 credits

This course introduces the fundamental concepts and application of health assessment across the lifespan. Concepts of application to clinical practice will be integrated throughout the content. Independent and collaborative interventions will be introduced. Lab experiences will allow the student the opportunity to apply health assessment skills. (Prerequisites: Successful completion of all previous courses on program planner and concurrent enrollment in current semester courses) (1.5 hrs lec/2 hrs lab/0 hrs OJT)

ADN 1450 AD Clinical I**1 credits**

This course covers the clinical application of fundamental nursing care principles for the beginning professional nursing student. The course focuses on communication, documentation, theory application, data collection, patient care and safety, medication administration and professionalism. The nursing process will be used in caring for patients in stable situations in lab and clinical settings. (Prerequisites: Successful completion of all previous courses on program planner and concurrent enrollment in current semester courses; 78 or higher on the Reading Comprehension portion of the CPT, or READ/ENGL0955 or its equivalent transfer course or higher with a grade of C or better; and 71 or higher on the Elementary Algebra Skills portion of the CPT, or MATH 0460 or its equivalent transfer course or higher with a grade of C or better) (0 hrs lec/2 hrs lab/0 hrs OJT)

ADN 1460 AD Clinical II**2 credits**

This course covers the clinical application of fundamental nursing care principles for the professional nursing student at an increased level of complexity. The course focuses on communication, documentation, theory application, data collection, patient care and safety, medication administration and professionalism. The nursing process will be used in caring for patients in clinical settings. (Prerequisites: Successful completion of all previous courses on program planner and concurrent enrollment in current semester courses.) (0 hrs lec/4 hrs lab/0 hrs OJT)

ADN 1510 Professional Nursing Concepts**1.5 credits**

This course explores concepts, standards, and processes that are fundamental to the profession of nursing. Emphasis will be placed on the role of the nurse, professional expectations, health promotion, and management of care. (Prerequisites: successful completion of all previous courses on program planner and concurrent enrollment in current semester courses) (1.5 hrs lec/0 hrs lab/0 hrs OJT)

ADN 1515 Nursing Care of the Adult II**2 credits**

This course explores more extensively the nursing care and management of common disease processes of the adult. It integrates and expands concepts

covered in semester I nursing courses.

Pharmacological and non-pharmacological therapies will be applied to increasingly complex disease processes. Lab experience will allow the student the opportunity to apply theoretical concepts.

(Prerequisites: successful completion of all previous courses on program planner and concurrent enrollment in current semester courses) (1 hr lec/2 hrs lab/0 hrs OJT)

ADN 1520 Pharmacological Interventions**2.5 credits**

This course covers principles of pharmacology, pharmacokinetics, pharmacodynamics, drug classification, safety, patient teaching and developmental considerations. Concepts of pharmacology and how it relates to the nursing process will be emphasized.

Techniques of administering a variety of medications and the use of medication reference materials is covered in lab. Math skills, terminology, and abbreviations needed to interpret medication orders are stressed. (Prerequisites: successful completion of all previous courses on program planner and concurrent enrollment in current semester courses) (1.5 hrs lec/2 hrs lab/0 hrs OJT)

ADN 1525 AST Nursing Clinical**2 credits**

This course expands upon concepts and skills introduced at the practical nurse level for the student transitioning to the RN role. The focus is centered upon management of care for patients with acute and chronic health conditions. The concepts of team leading, delegation, intravenous therapy and nursing skills at the RN level will be expanded upon. (Prerequisites: successful completion of all previous courses on program planner and concurrent enrollment in current semester courses) (0 hrs lec/4 hrs lab/0 hrs OJT)

ADN 1530 Medical Surgical Interventions 3 credits

This course expands upon adult medical/surgical concepts learned at the practical nurse level, and will transition students to managing nursing care of patients at the RN level. The student will apply principles of delegation, prioritization, case management, patient teaching, clinical reasoning, and evidence-based practice to a variety of patients with diverse health needs. Laboratory/simulation will incorporate psychomotor demonstration of nursing skills. (Prerequisites: successful completion of all previous courses on program planner and concurrent enrollment in current semester courses; 78 or higher on the Reading Comprehension portion of the CPT, or READ/ENGL0955 or its equivalent transfer course or higher with a grade of C or better; and 71 or higher on the Elementary Algebra Skills portion of the CPT, or MATH 0460 or its equivalent transfer course or higher with a grade of C or better) (2 hrs lec/2 hrs lab/0 hrs OJT)

ADN 2415 Nursing Care of the Adult III 2 credits

This is a simulation course. It incorporates psychomotor demonstration of nursing skills with application of interdisciplinary, case management principles, integrated pharmacological and non-pharmacological interventions as they relate to medical and/or surgical health needs of a variety of patient populations. The student will apply principles of delegation, prioritization, case management, patient teaching, nursing process, and evidence-based practice to a variety of patients with diverse health needs. (Prerequisites: Successful completion of all previous courses on program planner and concurrent enrollment in current semester courses) (0 hrs lec/4 hrs lab/0 hrs OJT)

ADN 2420 Nursing Interventions II 1 credits

This course covers advanced skills, while incorporating the nursing process, evidence-based practice and theory application. (Prerequisites: successful completion of all previous courses on program planner and concurrent enrollment in all current semester courses) (0 hrs lec/2 hrs lab/0 hrs OJT)

ADN 2431 Behavioral Health Nursing 2 credits

This course introduces students to relevant concepts in the field of psychiatric nursing. Emphasis is placed

on the use of the nursing process in understanding nursing care for clients with psychiatric disorders. The impact of culture and elements of legal/ethical issues in behavioral health nursing are included. Therapeutic communication and critical thinking are primary tools of the nurse. Lab experience will allow the student the opportunity to apply theoretical concepts. (Prerequisites: Successful completion of all previous courses on program planner and concurrent enrollment in current semester courses) (1 hr lec/2 hrs lab/0 hrs OJT)

ADN 2432 Behavioral Health Clinical 1 credits

This course introduces students to the care of client with psychiatric disorders. Clinical experience is provided in outpatient adolescent and adult behavioral health settings. Emphasis is placed on the use of the nursing process and the development of nursing care plans. Utilize therapeutic relationships, interpersonal communication and critical thinking skills. (Prerequisites: Successful completion of all previous courses and concurrent enrollment in all current semester courses.) (0 hrs lec/2 hrs lab/0 hrs OJT)

ADN 2440 Clinical Management with Integrated Theory 3 credits

This course provides a collaborative approach to managing patients with varying health issues. It incorporates theoretical concepts of disease processes, nursing management, with psychomotor nursing skills. Application of interdisciplinary care, case management principles, integrated pharmacological and non-pharmacological interventions in relation to medical and/or surgical health needs of a variety of patient populations is stressed. The student will apply principles of delegation, prioritization, case management, patient teaching, nursing process, and evidence-based practice to a variety of patients with diverse health needs. (Prerequisites: successful completion of all previous courses on program planner and concurrent enrollment in current semester courses) (1 hr lec/4 hrs lab/0 hrs OJT)

ADN 2471 Family Nursing 2 credits

This course introduces the complex nursing care management of maternal-newborn and pediatric patients. The role of nursing is taught based on the principles of growth and development, health promotion/prevention, utilizing critical elements of evidence-based practice and professional standards of care. Lab experience will allow the student the opportunity to apply theoretical concepts. (Prerequisites: Successful completion of all previous courses on program planner and concurrent enrollment in current semester courses) (1 hr lec/2 hrs lab/0 hrs OJT)

ADN 2472 Family Nursing Clinical 1 credits

This course is designed to build upon the knowledge and skills gained in Family Nursing course. The student will provide care for obstetric patients in the hospital setting and pediatric patients in a well-child clinic and pediatric hospital simulation. The clinical experience involves the student in the practice of health promotion and disease prevention as well as managing care during recovery, disease, or illness. (Prerequisites: successful completion of all previous courses and concurrent enrollment in all current semester courses) (0 hrs lec/2 hrs lab/0 hrs OJT)

ADN 2481 Advanced Nursing Care 3 credits

This course integrates a collaborative approach to managing patients with complex health issues. Concepts of advanced nursing care are applied in clinical problem solving situations for acute, chronic and complex illnesses. Utilizing elements of evidence-based practice and nursing process, the student participates in integrated lab simulations to synthesize theoretical concepts and apply clinical reasoning skills. (Prerequisites: Successful completion of all previous courses on program planner and concurrent enrollment in current semester courses) (2 hrs lec/2 hrs lab/0 hrs OJT)

ADN 2483 Advanced Nursing Care Clinical 2 credits

This course synthesizes all previous and concurrent clinical and academic courses, while managing complex multi-patient assignments in the acute care setting. Focus will be placed on nursing care in complex situations utilizing leadership, delegation, clinical judgment, and prioritization. (Prerequisites: Successful completion of all previous courses on

program planner and concurrent enrollment in current semester courses) (0 hrs lec/4 hrs lab/0 hrs OJT)

ADN 2491 Leadership and Management 1 credits

This course emphasizes the synthesis and application of professional nursing leadership and management concepts. The role of the professional nurse working with individuals, families, and communities is examined. Principles of community assessment are examined and applied. (Prerequisites: Successful completion of all previous courses on program planner and concurrent enrollment in current semester courses) (.5 hr lec/1 hr lab/0 hrs OJT)

ADN 2500 Intensive Care Preceptorship 3 credits

This nursing course is an elective for the Associate of Science nursing student in the final semester of the nursing program. This course is designed to build on skills previously introduced and expose the student to the critical care environment. In the Intensive Care Internship, emphasis is on the use of the nursing process within the critical care unit. Clinical experience may be provided in a variety of Critical Care settings and/or simulation. (Prerequisites: AS Nursing degree student in the last semester of the program. Current CPR) (.5 hrs lec/5 hrs lab/0 hrs OJT)

ADN 2505 Nursing Preceptorship 3 credits

This nursing course is an elective for the Associate of Science nursing student in the final year of the nursing program. This course is designed to build on skills previously introduced and expose the student to an alternate clinical setting. In the Nursing Preceptorship, emphasis is on the use of the nursing process within that clinical setting. Clinical experience may be provided in a variety of settings and/or simulation. (Prerequisites: AS Advanced Standing Track (AST) student in the 2nd or 3rd semester of the program. Current CPR) (.5 hrs lec/5 hrs lab/0 hrs OJT)

ADN 2600 Clinical Capstone Experience 1 credits

This course will provide students the opportunity to synthesize knowledge and team leading skills through a concentrated case management approach. The capstone experience allows the student to apply/analyze nursing management skills and improve patient outcomes as a member of a multidisciplinary

team. (Prerequisites: successful completion of all nursing courses) (0 hrs lec/2 hrs lab/0 hrs OJT)

Administrative Support

ADSC 1415 Keyboarding I **3 credits**

This course is designed for the beginning Administrative Support student. The objective of the course is to teach proper typing techniques; to build speed and accuracy; and to utilize a professional word processing system for business applications, such as document storage and retrieval, editing, and document distribution. (Prerequisites: None) (3 hrs lec/ 0 hrs lab/0 hrs OJT)

ADSC 1416 Keyboarding II **3 credits**

This course is designed for Administrative Support career students as a continuation of skill development started in Keyboarding I. Students will continue the development of keyboarding speed and accuracy and proofreading skills as well as the development of advanced formatting skills. (Prerequisites: ADSC1415 and the ability to key at 40 net wpm) (3 hrs lec/0 hrs lab/0 hrs OJT)

ADSC 1419 Business English **3 credits**

This course covers the study of the fundamentals of language skills and aids in their application with a goal toward mastery of written business communications. (Prerequisites: Keyboarding/word processing ability or concurrent enrollment in a keyboarding or word processing course; completion of ENGL/READ 0950 or 78 or higher on the reading comprehension portion of the CPT or concurrent enrollment in ENGL/READ 0955) (3 hrs lec/0 hrs lab/0 hrs OJT)

ADSC 1420 Business Communications **3 credits**

This course covers the development and application of business writing skills in creating business documents such as letters, memos, and informal reports, and electronic communications. (Prerequisites: keyboarding/word processing ability or concurrent enrollment in a keyboarding or word processing course; ADSC 1419; completion of ENGL/READ 0950, or 78 or higher on the reading comprehension portion of the CPT, or concurrent enrollment in ENGL/READ 0955) (3 hrs lec/0 hrs lab/ 0 hrs OJT)

ADSC 1421 Business Presentations **3 credits**

This course covers development of business communication skills in the following areas: one-to-one communications, small- and large-group presentations, business telephone usage, voice-mail techniques, conducting business meetings, listening skills, and the use of presentation software for enhancing business presentations. (Prerequisites: ADSC1420, ADSC1430, or ADSC1719; concurrent enrollment in either of these courses or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

ADSC 1425 Calculators/Ten-key **1 credits**

This course covers development and competence using the ten-key numeric touch method. Students will develop speed and accuracy using the touch system. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

ADSC 1430 Microsoft Office **3 credits**

An introductory course, in the basics of computer technology, using business application software. Through hands-on use students will learn fundamental concepts of word processing, spreadsheets, database, and presentation graphics and how they integrate. (Prerequisites: College-level reading and writing; ability to type a minimum of 20 wpm) (2 hrs lec/2 hrs lab/0 hrs OJT)

ADSC 1431 Microsoft Office Advanced **3 credits**

An advanced course in the use of business application software. Students will learn additional advanced concepts of word processing, spreadsheets, database, and presentation graphics and how they integrate. (Prerequisites: ADSC1430) (2 hrs lec/2 hrs lab/0 hrs OJT)

ADSC 1432 Office Capstone **2 credits**

This is a capstone course designed to integrate and reinforce skills and knowledge learned in previous courses. Through the use of simulations, students will experience daily routines, make decisions, set priorities, deal with work pressure, develop interpersonal relationships, and become aware of work quality and quantity requirements while utilizing a variety of software. Project emphasis should develop an awareness of workflow. Students will prepare a program portfolio reflecting their personal and academic development throughout their college

experience. (Prerequisites: ADSC1430, College-level reading and writing) (0 hrs lec/4 hrs lab/0 hrs OJT)

ADSC 1440 General Office Procedures 3 credits

This course covers topics that develop skill in performing typical office tasks: Telephone techniques, telecommunications, mailing, calendaring, meeting arrangements, travel arrangements, office equipment and supplies, time management, stress management, ergonomics and office safety, reprographics, and indexing and filing. (Prerequisites: ADSC1415, equivalent, or concurrent enrollment in ADSC1415) (2 hrs lec/2 hrs lab/0 hrs OJT)

ADSC 1441 Bookkeeping 2 credits

This course covers the basic accounting cycle for service and merchandising businesses. Topics include the analysis of business transactions, recording transactions in a variety of journals, and the preparation of financial reports with manual and computerized applications. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

ADSC 1442 Records Management 2 credits

This course is an introduction to the procedures for managing document/records storage systems. Applications include manual and/or electronic storage and retrieval. Topics include records control and retention, storage and retrieval devices, and records management issues and trends. (Prerequisites: ADSC1440, ADSC1511, ADSC1611, or instructor's consent) (1 hr lec/2 hrs lab/0 hrs OJT)

ADSC 1452 Transcription & Editing 3 credits

This course covers skill development in transcribing machine-dictated material into mailable business documents. Emphasis is placed on building transcription speed and accuracy; applying punctuation, grammar, and spelling rules; using reference materials; proofreading and correcting errors; and efficiently utilizing word processing software and transcription equipment. (Prerequisites: ADSC1420 or concurrent enrollment and ADSC1415 or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ADSC 1515 Law Office Applications 3 credits

This course covers legal procedures, documents, and terminology relating to estate planning and estate

administration proceedings, real estate law, and corporate law in Minnesota. Documents are prepared using word processing and/or transcription. (Prerequisites: Keyboarding and word processing ability) (2 hrs lec/2 hrs lab/0 hrs OJT)

ADSC 1517 Computers in the Law Office 3 credits

This course covers practical computer applications in legal organizations and how the computer can be used to make the legal support staff more productive. Various types of software and legal-specific applications are covered. (Prerequisites: College-level reading and basic computer skills.) (1 hr lec/4 hrs lab/0 hrs OJT)

**ADSC 1525 Legal Transcription/
Word Processing Applications 3 credits**

This course covers transcription of dictated and rough-draft legal material into a variety of usable legal documents using word processing software. Emphasis will be on authentic forms and material, editing and proofreading, and correcting errors. (Prerequisites: Keyboarding and word processing ability) (2 hrs lec/2 hrs lab/0 hrs OJT)

ADSC 1610 Medical Office Terminology 3 credits

This course introduces word analysis by study of word roots, prefixes, suffixes, and abbreviations common to the medical office/profession. This class has a business focus with emphasis on the written aspect of medical office terminology following medical transcription rules developed by the American Association of Medical Transcriptionists. A heavy focus is placed on vocabulary building techniques to teach the meaning, spelling, correct usage and pronunciation of medical terms for accuracy in transcription, coding, and completion of insurance forms. (Prerequisites: College level reading & writing)(3 hrs lec/0 hrs lab/0 hrs OJT)

ADSC 1611 Medical Office Procedures I 3 credits

This introductory course to medical office procedures covers medical office career opportunities, medical ethics and laws, meetings, telephone techniques, appointment scheduling, filing, patient records, mail, fee collection, and medical office pharmacology. (Prerequisites: College-level reading & writing)(3 hrs lec/0 hrs lab/0 hrs OJT)

ADSC 1612 Medical Office Procedures II 3 credits

This course is a continuation of MOPI. Medical topics covered include integration of medical office tasks: bookkeeping, payroll procedures, billing, health insurance, appointment scheduling, patient data input, and CPT and ICD diagnostic coding. (Prerequisites: ADSC1611) (2 hrs lec/2 hrs lab 0 hrs OJT)

ADSC 1614 Health Insurance and Billing 3 credits

This course will provide an introduction to the various types of insurance plans, legal considerations involved in claim processing, basic steps in ICD-9-CM and CPT coding, HCPCS, and ADA coding, insurance terminology, and causes for claim rejections. (Prerequisites: ADSC1610 or concurrent enrollment) (2 hrs lec/2 hrs lab/0 hrs OJT)

ADSC 1618 CPT Coding 3 credits

This course provides basic knowledge of CPT coding and the purpose it serves. Basic coding facts, structure of code numbers, abbreviations, symbols, terms, book content, and coding guidelines are covered. This course introduces various types of insurance plans, legal considerations involving coding, insurance terminology, causes for claim rejection, and completion of the CPT coding portion of medical reports and insurance forms. (Prerequisites: ADSC1621) (3 hrs lec/0 hrs lab/0 hrs OJT)

ADSC 1621 Medical Office Anatomy and Physiology I 3 credits

This business course covers human body anatomy and physiology with emphasis on spelling accuracy, terminology, abbreviations, and diagnostic and laboratory tests. A heavy focus is placed on the proper pronunciation of medical terms, diagnostic and operative terms for accuracy in medical machine transcription, coding, and insurance form completion.

(Prerequisites: ADSC1610 or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ADSC 1622 Medical Office Anatomy and Physiology II 3 credits

This business course is a continuation of Medical Office Anatomy & Physiology I. Students continue learning the body systems by studying and analyzing body structure and function with emphasis on spelling accuracy, terminology, abbreviations, and diagnostic and laboratory tests. A heavy focus is placed on proper pronunciation of medical terms, diseases, diagnostic and operative terms for accuracy in medical machine transcription, coding, medical assisting, and insurance courses. Study of diseases, organs, and structures by various anatomical systems will be covered. (Prerequisites: Completion of or concurrent enrollment in ADSC1621) (3 hrs lec/0 hrs lab/0 hrs OJT)

ADSC 1625 Medical Machine Transcription 4 credits

This course introduces medical machine transcription and covers transcription of dictated medical material into a variety of usable medical documents. Emphasis is on authentic forms and material, building speed and accuracy, proofreading, advanced editing, and correcting errors. (Prerequisites: ADSC1621 and ADSC1415) (3 hrs lec/2 hrs lab/0 hrs)

ADSC 1636 International Classification of Disease-10th Revision Clinical Modification 3 credits

This course provides basic knowledge of ICD-10-CM coding and delineates the purpose it serves. Basic coding facts, structure of code numbers, abbreviations, symbols, terms, book content, and coding guidelines are covered. This course introduces various types of insurance plans, legal considerations involving coding, insurance terminology, causes for claim rejection, completion of the coding portion of medical reports and insurance forms. (Prerequisites: ADSC1610, ADSC1621, ADSC1622 and ADSC1614) (3 hrs lec/0 hrs lab/0 hrs OJT)

ADSC 1638 International Classification of Diseases - 10th Revision PCS 3 credits

This course provides basic knowledge of ICD-10-PCS coding system and delineates the purpose it serves. Basic coding facts, structure of code numbers,

abbreviations, symbols, terms, book content, and coding guidelines are covered. Students will be introduced to the professional standards for coding and reporting of inpatient and outpatient services. Students will practice identifying and accurately assigning codes to procedures. (Prerequisites: ADSC1610, ADSC 1621, ADSC1622 and ADSC1614) (3 hrs lec/0 hrs lab/0 hrs OJT)

ADSC 1711 Computer Essentials 1 credits

A beginning level course in computer literacy. Teaches skills needed to function in a work environment to include: keyboarding, windows, Internet access, and word processing. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

ADSC 1715 Word Processing 3 credits

This course provides students with the opportunity to learn word processing for employment or home use and to utilize a microcomputer as a word processor. Students will learn to create, edit, format, save, print manage, and enhance documents. (Prerequisites: basic computer skills) (1 hr lec/4 hrs lab/0 hrs OJT)

ADSC 1718 Keyboarding Drills 1 credits

This course is designed to increase keyboarding speed and improve accuracy through personal goal setting, error analysis, and intensive corrective practice work. (Prerequisites: ADSC1415 or equivalent; 35 wpm) (0 hrs lec/2 hrs lab/0 hrs OJT)

ADSC 2497 Administrative Secretary Internship 3 credits

This course is designed to provide the student with purposeful occupational experience in the Administrative Secretary Careers field. Each internship is an individualized experience. A training plan is created for each student in conjunction with the training site to provide experience related to the skills and knowledge acquired in the program. One credit is equal to 48 hours of internship. (Prerequisites: Advisor's consent) (0 hrs lec/0 hrs lab/9 hrs OJT)

ADSC 2520 Legal Document Processing 3 credits

This course covers advanced legal procedures, use of terminology, and document production relating to various specialty areas of law in Minnesota, with an emphasis on advanced transcription and word

processing skills. (Prerequisites: Keyboarding and word processing ability; college-level reading and writing) (2 hrs lec/2 hrs lab/0 hrs OJT)

ADSC 2597 Law Office Internship 3 credits

This course is designed to provide the student with purposeful occupational experience in the law office. Each internship is an individualized experience. A training plan is created for each student in conjunction with the training site to provide experience related to the skills and knowledge acquired in the program. One credit is equal to 48 hours of internship. (Prerequisites: College level reading and writing; Advisor approval) (0 hrs lec/0 hrs lab/9 hrs OJT)

ADSC 2697 Medical Secretary Internship 3 credits

This course is designed to provide the student with purposeful occupational experience in the Medical Secretary field. Each internship is an individualized experience set up by the program leader in conjunction with the training site to provide experience related to the skills and knowledge acquired in the program. One credit is equal to 48 hours of internship. (Prerequisites: Instructor's consent) (0 hrs lec/0 hrs lab/9 hrs OJT)

ADSC 2999 Special Topics in Administrative Support 1-3 credits

Study of special topics in administrative support. Special course topics will be announced in the class schedule.

Health

ALTH 1400 Introduction to Allied Health 2 credits

This course will provide students with a foundation of knowledge and skills required for a variety of allied health occupations. Course content will include, but not be limited to, concepts such as: information on roles and responsibilities of members of the health care team, basic communication skills, legal and ethical guidelines, safety and infection precautions, and changes associated with patient life stages. In addition, students will learn about fundamental health care skills to include: vital signs, handwashing, body mechanics, patient transfer techniques, and computer information skills. (Prerequisites: None) (2 hrs lec/0 hrs lab/0 hrs OJT)

ALTH 1410 Medical Terminology 1 credits

Utilizing an independent study method of workbook/text reading and assignments, weekly quizzes/tests, and computer assisted learning, this course provides the student with a working knowledge of common medical word parts, terms, and abbreviations/acronyms. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT) (1 hr lec/0 hrs lab/0 hrs OJT)

ALTH 1420 Communication for Health Professionals 2 credits

This course examines cultural and ethnic diversity in the United States and the profound impact this has on the delivery of health care services. Interpersonal skills such as assertive communication, conflict management, problem solving, and facilitation skills will also be covered in relation to health care provider roles. (Prerequisites: None) (2 hrs lec/0 hrs lab/0 hrs OJT)

ALTH 1430 First Aid & CPR/AED for Health Care Professionals 1 credits

This course is designed for those pursuing a health care occupation. It covers the basic steps of recognizing and caring for cardiac arrest with one and two rescuer CPR, automatic external defibrillation, bag mask ventilation, and obstructed airway techniques on adults, children and infants. The basics of first aid, medical emergencies, injury emergencies and environmental emergencies will be covered. After successful completion of all skills and written exams, the student will receive certification in CPR/AED (health care professional level) and First Aid. (Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

ALTH 1435 First Aid and Community CPR/AED 1 credits

This course is designed for those not pursuing a health care occupation. It covers the basic steps of recognizing and caring for cardiac arrest with CPR, automatic external defibrillation and obstructed airway techniques on adults, children and infants. The basics of first aid, medical emergencies, injury emergencies and environmental emergencies will be covered. After successful completion of all skills and written exams, the student will receive certification in

CPR/AED (community level) and First Aid. (Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

ALTH 1436 Medication Administration for Non-licensed Personnel 2 credits

This course is designed to be an introduction to medication administration for non-licensed personnel working in long term or residential care settings, under the supervision of a registered nurse. This course includes the study of legal requirements, safety measures, terminology, body systems, and the use of references related to the administration of medications. Students will study actions, dosages, toxic symptoms, and special considerations of commonly prescribed medications. Students will practice the administration of oral, topical, otic, ophthalmic, and rectal forms of medication in a lab setting. This course meets the requirements of the Minnesota Department of Health. (Prerequisites: Nursing Assistant or instructor approval) (1 hr lec/2 hrs lab/0 hrs OJT)

ALTH 1440 Medical Ethics and Law 1 credits

This course will introduce health occupation students to basic ethical principles, codes of ethics, bioethics, and laws that govern the behaviors of health care workers today. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT) (1 hr lec/0 hrs lab/0 hrs OJT)

ALTH 2000 Lifestyles for Aging Well 3 credits

Through lecture, lab, and hands-on application, students will develop and implement a wellness education program for elders that will improve their health and well being. The wellness program will involve elders who want to be active, learn more about aging and how to cope with the realities of aging. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

ALTH 2002 Therapeutic Interventions with Elders 2 credits

The student will learn approaches to communicate effectively with elders in a variety of situations. Various modalities will be introduced to facilitate therapeutic interactions/activities with elders. Content will also include support and partnerships

with family members who are caregivers.
(Prerequisites: None) (2 hrs lec/0 hrs lab/0 hrs OJT)

ALTH 2004 Dementia and Care Giving 2 credits

This course will teach caregivers ways to care for patients/people with dementia by utilizing their abilities and engaging them in meaningful activities that will improve their quality of life. Understanding cognitive levels and applying the technique of activity-focused care will provide practical and success oriented approaches to care. (Prerequisites: None)(2 hrs lec/0 hrs lab/0 hrs OJT)

ALTH 2006 Aging: Physiology and Function 2 credits

This course provides an overview of the physiological changes that occur with normal aging and how these changes impact one's ability to function in daily routines. Myths and stereotypes of aging will be discussed as well as biological theories of aging. Cerebrovascular accidents, orthopedic conditions, cardiovascular conditions, etc. will be explained in term of their impact on function with elders. Students will learn about adaptations for task performance to elders can remain active.
(Prerequisites: None) (2 hrs lec/0 hrs lab/0 hrs OJT)

ALTH 2008 Special Topics in Gerontology 1-3 credits

This course allows the student an opportunity to be self-directed in selecting, planning, implementing and evaluating a variety of projects or activities to promote understanding and competence in the area of gerontology. This course can be taken for 1, 2, or 3 credits to accommodate selected individual learning experiences. (Prerequisites: None) (0 hrs lec/2-6 hrs lab/0 hrs OJT)

ALTH 2999 Special Topics in Allied Health 1-3 credits

Study of special topics in allied health. Special course topics will be announced in the class schedule.

Aviation Maintenance Technician

AMT 1410 Aviation Maintenance Fundamentals I 4 credits

Students will fulfill 80 hours of FAA General AMT area requirements including: aircraft drawings (levels 2 and 3), cleaning and corrosion control (level 3), maintenance forms and records (level 3),

maintenance publications (level 3), materials and processes (level 3), and mechanic privileges and limitations (level 3). (Prerequisites: ENGL0460, MATH0450 and READ0465) (3 hrs lec/2 hrs lab/0 hrs OJT)

AMT 1412 Aviation Maintenance Fundamentals II 6 credits

Students will fulfill 144 hours of FAA General AMT area requirements including: fluid lines and fittings (level 3), ground operation and servicing (level 2), materials and processes (levels 1, 2, and 3), and weight and balance (levels 2 and 3). (Prerequisites: ENGL0460, MATH0450 and READ0465) (3 hrs lec/6 hrs lab/0 hrs OJT)

AMT 1414 Aviation Physics and Math 3 credits

Students will fulfill 64 hours of FAA General AMT area requirements including: basic physics (level 2) and mathematics (level 3). (Prerequisites: ENGL0460, MATH0450 and READ0465) (2 hrs lec/2 hrs lab/0 hrs OJT)

AMT 1416 Aviation Electricity and Electronics 5 credits

Students will fulfill 128 hours of FAA General AMT area requirements including: basic electricity (level 2 and 3). (Prerequisites: ENGL0460, MATH0450 and READ0465) (2 hrs lec/6 hrs lab/0 hrs OJT)

AMT 1418 Aviation Finishing and Covering 2 credits

Students will fulfill 48 hours of FAA Airframe I AMT area requirements including: aircraft covering (level 1) and aircraft finishes (levels 1 and 2). (Prerequisites: ENGL0460, MATH0450 and READ0465) (1 hr lec/2 hrs lab/0 hrs OJT)

AMT 1420 Aircraft Rigging 6 credits

Students will fulfill 144 hours of FAA Airframe I AMT area requirements including: airframe inspection (level 3) and assembly and rigging (levels 1, 2, and 3) (Prerequisites: ENGL0460, MATH0450 and READ0465) (3 hrs lec/6 hrs lab/0 hrs OJT)

AMT 1422 Structures (Non-metallic) 5 credits

Students will fulfill 128 hours of FAA Airframe I AMT area requirements including: Sheet metal and non-metallic structures (level 2) and wood structures

(level 1). (Prerequisites: ENGL0460, MATH0450 and READ0465) (2 hrs lec/6 hrs lab/0 hrs OJT)

AMT 1424 Structures (Sheet Metal) 5 credits

Students will fulfill 128 hours of FAA Airframe I AMT area requirements including: sheet metal and non-metallic structures (levels 2 and 3) (Prerequisites: ENGL0460, MATH0450 and READ0465) (2 hrs lec/6 hrs lab/0 hrs OJT)

AMT 1426 Aviation Welding 2 credits

Students will fulfill 48 hours of FAA Airframe I AMT area requirements including: welding (levels 1 and 2). (Prerequisites: ENGL0460, MATH0450 and READ0465) (1 hr lec/2 hrs lab/0 hrs OJT)

AMT 1428 Cabin Atmosphere Control Systems 2 credits

Students will fulfill 48 hours of FAA Airframe II AMT area requirements including: cabin and atmosphere control systems (levels 1 and 2) and ice and rain control systems (level 2). (Prerequisites: ENGL0460, MATH0450 and READ0465) (1 hr lec/2 hrs lab/0 hrs OJT)

AMT 1430 Electrical Systems 6 credits

Students will fulfill 96 hours of FAA Airframe II AMT area requirements including aircraft electrical systems (level 1, 2, and 3), and fire protection systems (levels 1 and 3), and 48 hours of FAA Power Plant II AMT area requirements including engine electrical systems (level 3). (Prerequisites: ENGL0460, MATH0450 and READ0465) (3 hrs lec/6 hrs lab/0 hrs OJT)

AMT 1432 Fuel Systems 2 credits

Students will fulfill 24 hours of FAA Airframe II AMT area requirements including aircraft fuel systems (levels 1, 2 and 3); and 24 hours of Power II AMT area requirements including fuel metering systems (levels 1, 2, and 3) (Prerequisites: ENGL0460, MATH0450 and READ0465) (1 hr lec/2 hrs lab/0 hrs OJT)

AMT 1510 Hydraulic and Pneumatic Systems 6 credits

Students will fulfill 144 hours of FAA Airframe II AMT area requirements including aircraft landing gear systems (level 3), hydraulic and pneumatic power systems (levels 2 and 3), position and warning systems (levels 2 and 3). (Prerequisites: ENGL0460,

MATH0450 and READ0465) (3 hrs lec/6 hrs lab/0 hrs OJT)

AMT 1512 Navigation, Communication, and Instrument Troubleshooting 5 credits

Students will fulfill 75 hours of FAA Airframe II AMT area requirements including aircraft instrument systems (levels 1 and 2), communication and navigation systems (levels 1 and 2); and 37 hours of Power II AMT area requirements including engine instrument systems (levels 2 and 3). (Prerequisites: ENGL0460, MATH0450 and READ0465) (3 hrs lec/4 hrs lab/0 hrs OJT)

AMT 1514 Power Plant 7 credits

Students will fulfill 160 hours of FAA Power Plant II AMT area requirements including engine cooling systems (levels 2 and 3), engine exhaust and reverser systems (levels 1, 2 and 3), ignition and starting systems (levels 1, 2, and 3), induction and engine airflow systems (levels 1, 2, and 3), lubrication systems (levels 2 and 3). (Prerequisites: ENGL0460, MATH0450 and READ0465) (4 hrs lec/6 hrs lab/0 hrs OJT)

AMT 1516 Power Plant Inspection 5 credits

Students will fulfill 112 hours of FAA Power Plant I AMT area requirements including engine inspection (level 3). (Prerequisites: ENGL0460, MATH0450 and READ0465) (3 hrs lec/4 hrs lab/0 hrs OJT)

AMT 1518 Propeller Systems 5 credits

Students will fulfill 112 hours of FAA Power Plant II AMT area requirements including propellers (levels 1, 2, and 3). (Prerequisites: ENGL0460, MATH0450 and READ0465) (3 hrs lec/4 hrs lab/0 hrs OJT)

AMT 1520 Reciprocating Engines 6 credits

Students will fulfill 144 hours of FAA Power I AMT area requirements including reciprocating engines (levels 1, 2, and 3). (Prerequisites: ENGL0460, MATH0450 and READ0465) (3 hrs lec/6 hrs lab/0 hrs OJT)

AMT 1522 Turbine Engines 6 credits

Students will fulfill 140 hours of FAA Power I AMT area requirements including Turbine engines (levels 2 and 3); and hours of FAA Power II AMT area requirements including auxillary power units (level 1)

and unducted fans (level 1). (Prerequisites: ENGL0460, MATH0450 and READ0465) (3 hrs lec/6 hrs lab/0 hrs OJT)

Anthropology

ANTH 1110 Cultural Anthropology 3 credits

An introduction to the concepts, methods, and theories of cultural anthropology, focusing on the range of variation and degree of uniformity in human behavior. This course will examine elements of socio-cultural systems: religion/magic, politics, social organization/kinship, economics, technology and environment. For anthropology, sociology, nursing, criminal justice, and social work majors as well as for students interested in broadening their world view. MTC goal areas: (5) History and the Social and Behavioral Sciences and (8) Global Perspective. (Prerequisites: College-level reading and writing, ENGL1106 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

ANTH 2200 Archaeological Field School 5-10 credits

The field school is designed to train students in a number of methods and techniques which are employed in the field and the laboratory, and to acquaint the student with an even broader range of specialized analysis for recovering information about the life-ways of past peoples. The prehistory of Northeastern Minnesota will be emphasized. Participating students will receive training in site survey and locational procedures, excavation strategy and methods, site mapping and field recording procedures, and laboratory processing and basic classification analysis. Students will also be exposed to data collection techniques for specialized analysis in the laboratory, should such remains be encountered. (Prerequisites: ANTH1110 or ANTH1125 or instructor's consent, college-level reading and writing.) (35 hrs lec/5 hrs lab/0 hrs OJT)

ANTH 2999 Special Topics in Anthropology 1-3 credits

Study of special topics in anthropology. Special course topics will be announced in the class schedule.

Architectural Technology

ARCH 1400 Introduction to Architecture 3 credits

This course covers the basic principles and applications of architecture. Concepts of planning and space utilization are explored in conjunction with regulatory requirements. An exposure to architectural history is given, along with an overview of architecture's current role in the construction industry. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

ARCH 1402 Tiny House in the Built Environment 3 credits

This course introduces the elements of building design viewed through the lens of the Tiny House movement. Demands of the built environment are explored, resulting in the creation of an architectural program statement. Design and construction solutions are developed while investigating the concepts of condensed living. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; and MATH0520) (2 hrs lec/2 hrs lab/0 hrs OJT)

ARCH 1411 Materials and Methods I 2 credits

This course covers the technical aspects and proper application of building materials as used in the systems of light frame construction. (Prerequisites: None) (2 hrs lec/0 hrs lab/0 hrs OJT)

ARCH 1415 Project Lab I 6 credits

This course covers an introduction to print reading, the use of drafting tools, and the production of drawings for light frame construction. Three-dimensional visualization skills are developed through technical drawing exercises. It is intended that ARCH1425 be taken concurrently. Students will apply both manual and CAD drafting methods for the project drawings of this course. (Prerequisites: None) (2 hrs lec/8 hrs lab/0 hrs OJT)

ARCH 1418 Principles of Building Performance 2 credits

This course studies the interaction between occupants, building components/systems, and the surrounding environment in creating safe, healthy, and comfortable buildings. Emphasis is placed on understanding and controlling flows of heat, air, and

moisture as governed by the laws of physics. (Prerequisites: College-level reading, writing and MATH0520 or concurrent enrollment) (2 hrs lec/0 hrs lab/0 hrs OJT)

ARCH 1425 Architectural CAD I 3 credits

In this course students are introduced to industry standard CAD software using the MS Windows environment and file management. A combination of lecture and hands-on lab is used to develop a solid foundation for two-dimensional architectural CAD drafting. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

ARCH 1430 Architectural Design-Criteria/Constraints 3 credits

This course outlines criteria for preliminary design and establishes practical guidelines for the development and implementation of a building's architectural program. Specific attention is given to identifying and applying the various regulatory requirements of current code publications. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

ARCH 1435 Site Design 2 credits

This course covers the concepts of contouring, site planning, and the development of plot plans. Consideration is given to the topographic, climatic, and geological aspects of site development. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

ARCH 1440 Principles of Commercial Construction 5 credits

This course covers the technical aspects of materials used in commercial building construction and develops the characteristic architectural drawings and details involved in their proper application. (Prerequisites: ARCH1410) (2 hrs lec/6 hrs lab/0 hrs OJT)

ARCH 1441 Materials and Methods II 3 credits

This course covers the technical aspects and proper application of building materials as primarily used in the systems of commercial construction. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

ARCH 1445 Project Lab II 4 credits

This course covers commercial print reading and the production of working drawings for commercial

construction. It is intended that ARCH1455 be taken concurrently. Focus is placed on application of CAD drafting. (Prerequisites: ARCH1415) (1 hr lec/6 hrs lab/0 hrs OJT)

ARCH 1448 Principles of Structural Design 3 credits

This course covers basic structural theory, the calculation of loads on a system of structural members, and the use of published load tables to select structural members. (Prerequisites: College-level reading, writing and MATH0520) (3 hrs lec/0 hrs lab/0 hrs OJT)

ARCH 1450 Architectural CAD Project 2 credits

This course covers the specific architectural application of computer aided drafting through the utilization of software integrating pre programmed macro command menus. Outlined is the development of two and three dimensional design, presentation, and production drawings.

ARCH 1455 Architectural CAD II 3 credits

This course develops efficiency in two-dimensional techniques and applies office standards for CAD such as the use of line weights and layer guidelines. Students are introduced to three-dimensional modeling and rendered presentation drawings. The lab focuses on applying architectural criteria to CAD drawing production. (Prerequisites: ARCH1425 or CADE1407) (1 hr lec/4 hrs lab/0 hrs OJT)

ARCH 1999 Special Topics 1-3 credits

Special topics in architectural technology. Special course topics will be announced in the class schedule.

ARCH 2400 Mechanical and Electrical Systems 3 credits

This course covers the principles of heating, ventilation, air conditioning, plumbing, and electrical systems. Lab exercises include the reading, layout, and development of mechanical and electrical plans. (Prerequisites: ARCH1445) (2 hrs lec/2 hrs lab/0 hrs OJT)

ARCH 2405 Architectural CAD III - Intro to BIM 2 credits

This course provides a thorough introduction to Building Information Modeling (BIM) including documentation, scheduling, and rendering. Emphasis

is given to project development utilizing Autodesk Revit Architecture software. Revit Structure and MEP are also introduced.
(Prerequisites: ARCH1455, or instructor approval) (1 hr lec/2 hrs lab/0 hrs OJT)

ARCH 2410 Estimating **2 credits**
This course outlines various procedures for quantity/cost calculation used in architectural estimating including comparative analysis of construction costs. (1 hr lec/2 hrs lab/0 hrs OJT)

ARCH 2420 Construction Detailing- Criteria/Constraints **3 credits**
This course identifies the myriad of concerns facing the architectural detailer and describes how solutions can be approached by applying the criteria which is essential for the successful performance of a building. (2 hrs lec/2 hrs lab/0 hrs OJT)

ARCH 2435 Project Lab III **6 credits**
This course identifies the myriad of concerns facing the architectural detailer and describes how solutions can be approached by applying criteria which is essential for the successful performance of a building. Projects include team design activities with a focus placed on the detail development of various building systems covered in previous coursework.
(Prerequisites: ARCH1441 and ARCH1445) (2 hrs lec/8 hrs lab/0 hrs OJT)

ARCH 2450 Specifications and Construction Administration **3 credits**
This course covers the legal aspects of a project's construction phase and develops the relationship between specifications and drawings. Project manual format, principles of use and administration procedures are outlined including the preparation of standard documentation. (Prerequisites: ARCH1441 or instructor's consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

ARCH 2460 Commercial Project **6 credits**
This course synthesizes an architectural program with environmental and regulatory requirements in the development of a coherent building concept. Design/construction drawings are developed for a commercial building based on an interdisciplinary approach to building systems. (Prerequisites: ARCH2435) (1 hr lec/10 hrs lab/0 hrs OJT)

ARCH 2465 Architectural CAD IV - BIM Intermediate **2 credits**
This course covers intermediate concepts of Building Information Modeling (BIM). Students interact in small groups to develop project solutions within a multi-discipline, multi-user database environment.
(Prerequisites: ARCH 2405, or instructor approval) (1 hr lec/2 hrs lab/0 hrs OJT)

ARCH 2500 Architectural Internship **1-6 credits**
This course provides the student with work site experience in which technical skills and knowledge learned in previous courses may be applied. In addition, students will learn about company organization, personnel procedures, and other employer expectations as appropriate to the internship site. (Prerequisites: Instructor consent) (0 hrs lec/0 hrs lab/3-18 hrs OJT)

ARCH 2999 Special Topics in Architectural Technology **1-4 credits**
Special topics in architectural technology. Special course topics will be announced in the class schedule.

Art

ART 1110 Introduction to Art & Design **3 credits**
This course introduces students to the elements and principles of two-dimensional design. Design is the process of selection of visual elements used by artists to express themselves. An understanding of two dimensional design principles underlies all 2-D art such as drawing, painting, photography, print-making, illustration, and graphic design. The principles taught in this course have direct application to all art media and provide a foundation and direction for learning skills in other art courses. Students will work with a variety of different materials, techniques, and concepts. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1111 Introduction to Digital Art & Design **3 credits**
This course is an introduction to creating art on the computer. Through a combination of demonstrations, presentations, and hands-on experience students learn about a variety of digital technologies and software applications currently being used by contemporary artists. Major areas

covered include digital drawing/painting, design, photo manipulation, and 3-D applications. Basic concepts of design are also covered. Students examine the aesthetic, theoretical, and historical aspects of digital art as an expressive medium. MTC goal areas: (6) Humanities and Fine Arts.

(Prerequisites: Working knowledge of Windows or Macintosh platform) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1112 Introduction to Sculpture Design 3 credits

This course is an introduction to making art in the third-dimension. Students will be introduced to basic three-dimensional vocabulary and apply an understanding of these ideas to creating art that exists in three-dimensional space. Projects will include the use of the basic principles and elements of three-dimensional design using a variety of materials. MTC goal areas: (6) Humanities and Fine Arts.

(Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1113 Drawing I 3 credits

An introduction to traditional and contemporary drawing methods, concepts, and techniques through structured experiences in drawing and perceiving. A personal property fee will be charged in addition to tuition. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1118 Art Appreciation 3 credits

An introduction to human creativity and expression in the visual arts from a global perspective. Students will view and discuss works from a wide spectrum of human history and world cultures with an emphasis on expression, style, and artistic meaning. MTC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

ART 1120 Art History: Prehistoric to 1400 A.D. 3 credits

An introduction to the history of art emphasizing the social context and historical fabric out of which art has developed. The time period covered by this class is from prehistoric to approximately 1400 A.D. MTC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

ART 1122 Art History: Renaissance to the Present 3 credits

This course covers the history of art from the beginning of the Renaissance period through to the present. This course will focus on the various roles art and artists play in different cultures and time periods. Students do not need Introduction to Art History to take this course. MTC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

ART 1124 Survey of Digital Arts 3 credits

This lecture based course is a survey of the history, concepts, and artwork of the digital arts from early video and design to internet exhibitions and projection installations. Students will view, discuss and evaluate artistic works, artists, and movements from around the world. Through a series of presentations and discussions, students will learn how digital arts came to have such an important role in today's art world. MTC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

ART 1125 Watercolor 3 credits

An introductory course presenting practical and creative knowledge for students at any level who want to develop, explore, and experiment with the exciting possibilities of the watercolor medium. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ART 1110 or ART 1151 recommended) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1138 Ceramics I 3 credits

Working with ceramic techniques emphasizing slab, pinch, coil, and wheel methods of clay construction. A personal property fee will be charged in addition to tuition. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1160 Print-Making 3 credits

An introduction to traditional contemporary printing methods focusing on concepts, materials, and techniques. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1162 Introduction to Glass Art **3 credits**
An introduction to creating art using glass. This course will focus on learning the concepts, materials, and methods involved in glass fusing, kiln casting, glass enameling, and glass mosaic work. Students will create decorative, functional, and sculptural pieces. Students will also learn about the aesthetic, theoretical, and historical aspects of glass as an expressive art medium. (Prerequisite: None) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1165 Metal Art/Jewelry I **3 credits**
An introduction to basic hand-fabrication techniques and processes using non-ferrous metals as small sculptural forms or jewelry. Avenues of study include layout, shaping and fitting mating parts, finishing and hand-soldering of projects. Students are required to purchase hand tools and pay a personal property fee. MTC goal area: (6) Humanities and Fine Arts. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1168 Painting I **3 credits**
Introduction to traditional and contemporary painting concepts, techniques, and strategies for seeking new forms of expression, better ways to interpret subjects, and new avenues of self discovery. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1199 Topics in Art **1-3 credits**
Study of various topics in Art History and Studio Art. May focus on a stylistic period, cultural group, or technical process. Topics will be announced prior to course offering. (Prerequisites: None) (Variable 0-3 hrs lec/0-6 hrs lab/0 hrs OJT)

ART 1300 Sculpture Workshop **1 credits**
This course will explore basic sculpture construction, clay modeling, and modern sculpture. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

ART 1305 Ceramics Workshop **1 credits**
This course will explore traditional methods used to construct ceramic form. The potter's wheel will be the primary focus. The slab, coil and pinch techniques will be demonstrated based on request. Decorative techniques using studio slips, earthenware glazes and the Raku process will be introduced. A personal

property fee will be charged in addition to tuition. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

ART 1500 Digital Photography I **3 credits**
This introductory course covers how to use a digital camera, how to edit photographs using computer software, and how to create successful photographic compositions. In addition, students will examine the aesthetic, theoretical, and historical aspects of photography as an expressive medium. Students will need to supply their own digital camera. Information on selecting a digital camera will be covered during the first week of the course. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: Working knowledge of Windows or Macintosh platform) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1510 Digital Painting I **3 credits**
This introductory course covers the basic concepts and techniques of digital painting using the computer and raster-based software programs. Material covered includes both the creation of original work as well as the manipulation of existing images. In addition, students examine the aesthetic, theoretical, and historical aspects of digital art as an expressive medium. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: Working knowledge of Windows or Macintosh platform) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1520 Digital Graphic Design I **3 credits**
This course is an introduction to the basic design concepts and techniques created using the computer and design editing software. Students will learn to create and alter designs used in the business and art world. In addition, students will examine the historical, theoretical, and aesthetic aspects of graphic design as an expressive and persuasive artistic medium. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: College-level reading and writing; working knowledge of Windows or Macintosh platform) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1540 Digital Portfolio and Presentation **3 credits**
This course will focus on the various aspects and issues surrounding the professional requirements for artists in today's world. Students will address such technical elements as: printing processes, digital presentations, digital documentation of work, digital

slide requirements, internet galleries and exhibitions, and digital or internet promotional options. In addition, students will create and share with the class presentations on their own work and participate in a digital component of an on campus student exhibition. (Prerequisites: College-level reading and writing and working knowledge of Windows or Macintosh platform) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 1999 Special Topics in Art: 1-3 credits
Special topics in art. Special course topics will be announced in the class schedule.

ART 2100 Sculpture I 3 credits
This course provides an opportunity to explore a variety of approaches and techniques of 3-dimensional forming or sculpting in a studio environment. Lessons are designed to encourage and enlighten you as you search for avenues of self-expression and explanations of your most personal relationship with the world around you. Approaches and techniques will help you generate fresh ideas and focus your attention on changing attitudes which have challenged the values of modern sculpture. MTC goal areas: (2) Critical Thinking and (6) Humanities and Fine Arts. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 2102 Sculpture II 3 credits
Intermediate level construction techniques using found objects, clay, plaster, adhesives, fasteners and other common materials in conjunction with the development of a personal aesthetic and understanding of concepts used to create contemporary sculpture. A lab fee will be assessed. (Prerequisites: Art 2100) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 2112 Watercolor II 3 credits
Experience in advanced watercolor techniques and concepts. (Prerequisites: ART1125) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 2113 Drawing II 3 credits
An advanced study of drawing concepts and techniques with emphasis on discovering new avenues to self expression. (Prerequisites: ART1113 or instructor's consent) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 2139 Ceramics II 3 credits
Intermediate-level ceramic hand-building, wheel throwing, decorating, glazing, and firing methods. A personal property fee will be charged in addition to tuition. (Prerequisites: ART1138 or instructor's consent) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 2140 Ceramics III 3 credits
Advanced level ceramic methods in hand-building, wheel throwing, glazing, and kiln firing. A personal property fee will be charged in addition to tuition. (Prerequisites: ART2139 or instructor's consent) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 2165 Metal Art/Jewelry II 3 credits
A concentrated study in small metals, refinement of techniques and concepts, geared to meet the needs of individual students and to help them develop personal direction. This course will also introduce and familiarize students with the lost wax casting process. (Prerequisite: ART1165) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 2168 Painting II 3 credits
Advanced painting concepts and strategies exploring alternative avenues to expression, technique, and methods of painting. (Prerequisites: ART1115 or instructor's consent) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 2199 Independent Study 1 credits
Research in selected areas. This course offers the student an opportunity to investigate advanced, creative, and technical problems in art. May be repeated for six credits. MTC goal areas:(2) Critical Thinking, (6) Humanities and Fine Arts.

ART 2200 Art Portfolio Preparation 1 credits
This course will concentrate on creating a portfolio/resume for a career in art. Students will develop the artists' statement and will gain understanding of the preparation of a professional portfolio. Students will plan/prepare/present an exhibition of their artwork under guidance of faculty. During the exhibition students will digitally document their art work. (Prerequisites: College level reading and writing. Successful completion of a college art course or permission.) (1 hr lec/0 hrs lab/0 hrs OJT)

ART 2500 Digital Photography II **3 credits**
 This intermediate course covers advanced techniques of digital photography including camera features, digital-editing techniques, and aesthetic concerns. Special emphasis is given to projects involving the development of camera vision and conceptual ideas. Students need to supply their own digital camera. (Prerequisites: ART1500 and working knowledge of Windows or Macintosh platform) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 2510 Digital Painting II **3 credits**
 This is an intermediate-level course that builds on the concepts and techniques taught in Digital Painting I. Students use raster-based computer software programs and graphic tablets to create original digital paintings. Emphasis is placed on the cognitive and technical skills necessary to translate an idea into visual communication. (Prerequisites: ART1510) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 2521 Digital Graphic Design II **3 credits**
 This course is an indepth examination of the design concepts and techniques created by using the computer and design editing software. Students will learn to create detailed and elaborate designs commonly used in the business and art world. In addition, students will continue to explore the intricate historical, theoretical, and conceptual aspects of digital graphic design as an expressive and persuasive artistic movement. (Prerequisites: College-level reading and writing, working knowledge of Windows or Macintosh platform, and ART1520) (1 hr lec/4 hrs lab/0 hrs OJT)

ART 2999 Special Topics in Art **1-3 credits**
 Special topics in art. Special course topics will be announced in the class schedule.

American Sign Language

ASL 1200 American Sign Language I **3 credits**
 In this introductory course you will engage in receptive and expressive language readiness activities as well as learn vocabulary, basic use of American Sign Language grammatical structure and signing space, conversational regulators, fingerspelling and introductory aspects. Students must be able to process visual information. (Prerequisites: none) (3 hr lec/0 hr lab/0 hr OJT)

Automotive Service Technology

ASTE 1200 Automotive Maintenance **3 credits**
 Basic course in automotive car care designed for students with little or no knowledge of automobiles. This class will cover a basic overview of automotive systems and their operation. We will cover routine maintenance such as oil changes, basic engine performance maintenance, an overview of computer systems and check engine lights, fluid changes with determination of fluid conditions, changing tires, tire pressure monitor system operation, and meaning of dashboard indicators. Automotive shop safety emphasized. Safety glasses required. Tools will be provided. Daily lecture followed by demonstration with open lab time in the automotive shop. (Prerequisites: none) (1 hr lec/4 hrs lab/0 hrs OJT)

ASTE 1400 Introduction to Transportation **3 credits**
 This course provides the student with a basic understanding of automobile design and the ability to properly and safely perform basic service and repair procedures in the automotive industry. Use of service manuals, flat rate manuals, bulletins, trouble shooting charts, compact disc information retrieval systems, and Internet resources will be introduced. Emphasis will be placed on developing diagnostic skills and interpreting specifications. Minor automotive service and introduction to automotive systems will be covered in lab. Basic MIG welding and oxy-acetylene cutting and welding safety and techniques will be introduced. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

ASTE 1410 Air Conditioning **3 credits**
 This course covers the principles of air conditioning. The various types, diagnosis of malfunctions, testing, and repair are included. Emphasis will be placed on environmentally friendly repair procedures. Practical experience is gained on live systems; diagnosis, recovery, charging, and performance testing of systems. (Prerequisites: ASTE1400, concurrent enrollment, or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

ASTE 1430 Auto Electrical Fundamentals **3 credits**
 This course covers the fundamentals of electricity and electronics, sources of electricity, circuits, magnetism, resistance, coils, capacitance, diodes, and solid state devices as they are related to the automobile. Use of

meters will be emphasized. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

ASTE 1440 Body Electrical & Electronics 3 credits

This course covers the operation, servicing techniques of chassis wiring, lights, instruments, headlight aiming, and how to read and interpret wiring diagrams. (Prerequisites: ASTE1430) (1 hr lec/4 hrs lab/0 hrs OJT)

ASTE 1450 Engine Service 5 credits

This course covers the fundamentals of engine operation, repair, and maintenance. The procedures for rebuilding, precision measurement, parts and failure identification will be presented. Cylinder block and head disassembly and repair will be performed. (Prerequisites: ASTE1400 or instructor's consent) (2 hrs lec/6 hrs lab/0 hrs OJT)

ASTE 1460 Basic Fuel System Service 2 credits

This course covers the theory and principles of automotive fuel systems including carburetors, fuel pumps, fuel tanks, filters, and emission control systems associated with fuel systems on the automobile. Diagnosis, adjustments, and repair of components will be emphasized. (Prerequisites: ASTE1400 or instructor's consent) (1 hr lec/2 hrs lab/0 hrs OJT)

ASTE 1470 Basic Engine Driveability 3 credits

This course covers the theory and principles of automobile ignition systems, subsystems, and related emission components. Engine mechanical troubleshooting and diagnosis will be emphasized. Engine analyzers and diagnostic equipment will be introduced. (Prerequisites: ASTE1400, ASTE1430, or instructor's consent) (1 hr lec/4 hrs lab/0 hrs OJT)

ASTE 1490 Automotive Shop Management I 3 credits

This introductory course utilizes computer based automotive management software to prepare the Automotive Service Technician for entry-level employment. This course will also emphasize professionalism, ethics, and interpersonal communication in an automotive industry work environment and explore Automotive Career opportunities. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent,

or 78 or higher on the reading comprehension portion of the CPT, or concurrent) (2 hr lec/2 hrs lab/0 hrs OJT)

ASTE 1500 Charging and Starting Systems 3 credits

This course covers the theory of starting motors and charging systems. Testing procedures, parts identification, and circuit testing will be included. Emphasis will be placed on diagnosis and troubleshooting procedures. (Prerequisites: ASTE1400, ASTE1430, or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

ASTE 2400 Suspension and Steering Repair 3 credits

This course covers the theory, history, and repairs of various steering and suspension systems using coil springs, leaf springs, torsion bars, McPherson struts, and modified struts. It also covers operation and repairs to various steering systems. (Prerequisites: ASTE1400) (1 hr lec/4 hrs lab/0 hrs OJT)

ASTE 2410 Basic Wheel Alignment 3 credits

This course covers suspension systems using leaf springs, coil springs, McPherson struts, and torsion bars along with the various procedures required to check and adjust wheel alignment angles such as caster, camber, and toe. (Prerequisites: ASTE1400 or concurrent enrollment) (2 hrs lec/2 hrs lab/0 hrs OJT)

ASTE 2420 Advanced Wheel Alignment 2 credits

This course covers the method of four-wheel alignment checks and correction procedures and any changes in front or rear suspension systems. (Prerequisites: ASTE1400 and ASTE2410) (0 hr lec/4 hrs lab/0 hrs OJT)

ASTE 2430 Clutch and Differential 3 credits

This course covers automotive and light truck clutches. Content includes design, adjustment, diagnosis, and repair. Mechanical and hydraulic systems are presented. Drive line phasing, alignment, balance, and universal joint replacement are included. Repair procedures and theory of differential operation are also covered. (Prerequisites: ASTE1400 or instructor's consent) (1 hr lec/4 hrs lab/0 hrs OJT)

ASTE 2440 Brakes 4 credits

This course covers the principles of brakes, hydraulic system fundamentals, disc and drum brakes, parking

brakes, and power assist units. Emphasis will be placed on diagnosis and repair of various types of braking systems. Anti-lock braking systems with electronic control systems are also covered. (Prerequisites: ASTE1400 or instructor's consent) (2 hrs lec/4 hrs lab/0 hrs OJT)

ASTE 2450 Transmission Theory 2 credits
This course covers basic theory of torque converters, planetary gears, clutches, bands, and hydraulics. The class stresses how manual and automatic transmissions work, their basic parts, and function. (Prerequisites: ASTE1400 and ASTE1430) (2 hrs lec/0 hrs lab/0 hrs OJT)

ASTE 2460 Transmission Lab 3 credits
This course covers hands-on lab experience in which various transmissions and transaxles are overhauled, adjusted and bench tested. Basic overhaul techniques, special tool, and gauge usage are taught. (Prerequisites: ASTE1400, ASTE1430 and ASTE2450) (0 hrs lec/6 hrs lab/0 hrs OJT)

ASTE 2470 Introduction to Automotive Computers 3 credits
This course covers theory and operating principles of automotive computers, sensors, and control devices. (Prerequisites: ASTE1400, ASTE1430, and ASTE1470) (1 hr lec/4 hrs lab/0 hrs OJT)

ASTE 2480 Advanced Air Conditioning 2 credits
This course expands on the principles of air conditioning covered in ASTE1410. Emphasis will be on becoming more proficient in diagnosis, recovery, charging, and performance testing. Emphasis will be placed on major and minor component replacement procedures. All repairs will be accomplished using environmentally safe procedures. (Prerequisites: ASTE1400 and ASTE1410) (0 hrs lec/4 hrs lab/0 hrs OJT)

ASTE 2490 Automotive Shop Management II 2 credits
This advanced course is designed to enhance the computer based skills developed in ASTE1490 (Automotive Service Management I) to broaden career opportunities. Students will develop management knowledge and skill through internal management in the Automotive Shop at Lake Superior

College. (Prerequisites: ASTE1490) (1 hr lec/2 hrs lab/0 hrs OJT)

ASTE 2500 Fuel Systems II 3 credits
This course will cover computer controlled carburetors and throttle body or multiple injection systems. (Prerequisites: ASTE1400, ASTE1430, ASTE1460, and ASTE2470) (1 hr lec/4 hrs lab/0 hrs OJT)

ASTE 2510 Advanced Engine Driveability 4 credits
This course covers skills in diagnosing, testing, and correcting problems related to engine performance. The course concentrates on computer controlled systems. (Prerequisites: ASTE1400, ASTE1430, ASTE1460, ASTE1470, and ASTE 2500) (2 hrs lec/4 hrs lab/0 hrs OJT)

ASTE 2600 Intro to Light Duty Diesel 3 credits
This course covers the theory and operation of light duty diesel engines. Safety Procedures, maintenance, diagnosis and repair are presented. (Prerequisites: score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, may be taken concurrently, or equivalent transfer course or higher) (2 hrs lec/2 hrs lab/0 hrs OJT)

ASTE 2610 Light Duty Diesel Engine Repair 5 credits
This course covers the theory and fundamentals of the light duty diesel engine. Precision measurement of parts and failure identification will be discussed. Lubrication and cooling system function and diagnosis will be presented. Cylinder block and cylinder head disassembly/assembly will be performed with emphasis on failure analysis. (Prerequisites: score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, may be taken concurrently, or equivalent transfer course or higher) (2 hrs lec/6 hrs lab/0 hrs OJT)

ASTE 2620 Light Duty Diesel Air, Exhaust and Emissions 4 credits
This course covers the theory and operation of air induction and boost components. Diagnosis and repair of induction systems, turbochargers, exhaust catalyst and particulate filtration along with emission

controls and DEF systems are emphasized.
(Prerequisites: score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, may be taken concurrently, or equivalent transfer course or higher) (2 hrs lec/4 hrs lab/0 hrs OJT)

ASTE 2630 Light Duty Diesel Fuel Systems 4 credits

This course covers light duty diesel fuel delivery system components including electronic and mechanical system theory and operation. Fuel types and fuel compositions are discussed. Diagnostic techniques of computerized controls are presented.
(Prerequisites: score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, may be taken concurrently, or equivalent transfer course or higher) (2 hrs lec/4 hrs lab/0 hrs OJT)

ASTE 2999 Special Topics in Auto Service Technology 1-3 credits

Study of special topics in automotive service technology. Special course topics will be announced in the class schedule.

Astronomy

ASTR 1101 Introduction to Astronomy 4 credits

Students in astronomy will be introduced to several aspects of the universe. Students will see how astronomical ideas have developed through history and how our ideas about the universe (and our place in it) have changed. They will investigate the motions of the sun, moon, stars, and visible planets. They will learn to identify the major constellations in the night sky and will become aware of changes that occur in the sky with the passage of the seasons. Student will discover what has been learned through exploration of the planets, moons, and other bodies in our solar system. They will learn how the sun produces energy, and how stars form, evolve, and die. Students will discover how galaxies are organized and what their motions teach us about the origin and evolution of the universe. MTC goal area: (3) Natural Sciences.
(Prerequisites: College-level reading and MATH0450) (3 hrs lec/2 hrs lab/0 hrs OJT)

Aviation

AVIA 1000 Foundations of the U.S. Air Force I 1 credits

First half of a two-part survey course of U.S. Air Force as a public-service organization covering the role of the military in U.S. society; military history; officership; professionalism; core values; career opportunities; customs/courtesies; communication skills. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing followership experiences.

AVIA 1005 Foundations of the US Air Force II 1 credits

Second half of a two-part survey course of U.S. Air Force as a public-service organization covering the role of the military in U.S. society; military history; officership; professionalism; core values; career opportunities; customs/courtesies; communication skills. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing followership experiences. (Must register though UMD AFROTC program for the Leadership Laboratory.)

AVIA 1100 Introduction to Professional Aviation 2 credits

This course provides a broad presentation of the historical development of aviation in the U.S. and its influence on our current society. Examination of past, present, and future aviation careers will also be presented. (Prerequisites: none) (3 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 1201 Private Pilot Ground 4 credits

This course, combined with either the airplane or helicopter specific track, serves as a preparation for the FAA Private Pilot knowledge and practical tests, which shall be taken upon successful completion of the course. Course content includes, but is not limited to: FAA regulations, aerodynamics, weather, radio communications and navigation, aviation safety, airspace, emergency procedures and aeronautical decision making. (Prerequisites: A score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or

completion of MATH 0520, or equivalent transfer course or higher) (4 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 1240 Private Pilot: Airplane 2 credits

This course provides the student with the knowledge and skill necessary to earn an FAA Private Pilot Certificate with Airplane Single-Engine category and class ratings. Instruction includes the specialized material specific to airplane operations. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA 1201, concurrent enrollment or instructor approval) (2 hr lec/0 hrs lab/0 hrs OJT)

AVIA 1245 Private Pilot: Helicopter 2 credits

This course provides the student with the knowledge and skill necessary to earn an FAA Private Pilot Certificate with Rotorcraft-Helicopter category and class ratings. Instruction includes the specialized material specific to helicopter operations. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA1201, concurrent enrollment or instructor approval) (2 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 1250 Private Pilot Flight Lab: 1 credits
Airplane

This course provides the student with the knowledge and skill necessary to earn an FAA Private Pilot Certificate with Airplane Single-Engine category and class ratings. This lab includes one-on-one ground instruction, along with actual flight training in an airplane or flight training device with an FAA Certified Flight Instructor or solo in order to gain the level of proficiency required to pass the FAA Private Pilot practical test. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA1201, concurrent enrollment or instructor approval; A score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of

MATH 0520, or equivalent transfer course or higher) (0 hrs lec/2 hrs lab/0 hrs OJT)

AVIA 1255 Private Pilot Flight Lab: 1 credits
Helicopter

This course provides the student with the knowledge and skill necessary to earn an FAA Private Pilot Certificate with Rotorcraft-Helicopter category and class ratings. This lab includes one-on-one ground instruction, along with actual flight training in a helicopter with an FAA Certified Flight Instructor or solo in order to gain the level of proficiency required to pass the FAA Private Pilot practical test. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA1201, concurrent enrollment or instructor approval, A score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (0 hrs lec/2 hrs lab/0 hrs OJT)

AVIA 1351 Aircraft Systems 2 credits

This course is an introduction to common aircraft systems such as: aircraft structure and design, electrical, hydraulic, powerplant, lubrication, cooling, fuel, ignition, pressurization, ice protection, and forced induction. This course is designed to be taken with AVIA1550 or AVIA1555 to meet the requirements of the respective track. (Prerequisites: A score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (2 hr lec/0 hrs lab/0 hrs OJT)

AVIA 1352 Aircraft Systems: Airplane 1 credits

This course is an introduction to common airplane systems and serves as the track specific companion to AVIA 1351. Airplane specific systems will be covered such as: design characteristics, flight surfaces, and propeller systems. (Prerequisites: AVIA1351 or

concurrent enrollment or instructor approval; A score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (1 hr lec/0 hrs lab/0 hrs OJT)

AVIA 1354 Aircraft Systems: Helicopter 1 credits

This course is an introduction to common helicopter systems and serves as the track specific companion to AVIA 1351. Helicopter specific systems will be covered such as: design characteristics, flight surfaces, and rotor systems. (Prerequisites: AVIA1351, or concurrent enrollment or instructor approval; a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher.) (1 hr lec/0 hrs lab/0 hrs OJT)

AVIA 1360 Aviation Safety 3 credits

This course provides students with an overview of factors related to the safe and efficient operation of aircraft. Pilot performance, aircraft design, environmental factors, and the operating environment will be examined as they relate to accident cause and prevention. The student will learn how to analyze and mitigate risk through the use of a safety management system. (Prerequisites: A score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (3 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 1390 Aviation Meteorology 3 credits

Weather elements are studied in detail to determine how they produce our weather and how that weather affects aviation. A climatological approach is used to develop an understanding of the weather elements and their distribution over the Earth. Aviation specific hazards including convective weather, icing, visibility, and wind are also studied in great detail.

(Prerequisites: A score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (2 hrs lec/2 hrs lab/0 hrs OJT)

AVIA 1501 Instrument Pilot Ground 4 credits

This course, combined with either the Airplane or Helicopter specific track, serves as a preparation for the FAA Instrument Rating knowledge and practical tests, which shall be taken upon successful completion of the course. Course content includes, but is not limited to: FAA regulations, flight by reference to instruments, radio navigation and communication, instrument flight procedures, instrument approach procedures, abnormal and emergency procedures, and aeronautical decision making. (Prerequisites: AVIA1201 and AVIA1250 or AVIA1255, or instructor approval; score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (4 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 1540 Instrument Pilot: Airplane 1 credits

This course provides the student with the knowledge and skill necessary to earn an FAA Instrument-Airplane Rating. Instruction includes the specialized material specific to airplane operations. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (AVIA1201, AVIA1250 and AVIA1501, concurrent enrollment or instructor approval) (1 hr lec/0 hrs lab/0 hrs OJT)

AVIA 1545 Instrument Pilot: Helicopter 1 credits

This course provides the student with the knowledge and skill necessary to earn an FAA Instrument-Helicopter Rating. Instruction includes the specialized material specific to helicopter operations. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class

medical certificate prior to the beginning of class. (Prerequisites: AVIA1201, AVIA1255 and AVIA1501, or concurrent enrollment or instructor approval) (1 hr lec/0 hrs lab/0 hrs OJT)

AVIA 1550 Instrument Pilot Flight Lab: 1 credits
Airplane

This course provides the student with the knowledge and skill necessary to earn an FAA Instrument Airplane Rating. This lab includes one-on-one ground instruction, along with actual flight training in an airplane or flight training device with an FAA Certified Flight Instructor in order to gain the level of proficiency required to pass the FAA Instrument-Airplane Rating practical test. Additional flight time is included to complete Stage 1 commercial 141 TCO. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA1201, AVIA1250 and AVIA1501, concurrent enrollment or instructor approval; a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher.) (0 hrs lec/2 hrs lab/0 hrs OJT)

AVIA 1555 Instrument Pilot Flight Lab: 1 credits
Helicopter

This course provides the student with the knowledge and skill necessary to earn an FAA Instrument-Helicopter Rating. This lab includes one-on-one ground instruction, along with actual flight training in a helicopter with an FAA Certified Flight Instructor or solo in order to gain the level of proficiency required to pass the FAA Instrument-Helicopter Rating practical test. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA1201, AVIA1255 and AVIA1501, or concurrent enrollment or instructor approval; a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the

Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (0 hrs lec/2 hrs lab/0 hrs OJT)

AVIA 1999 Special Topics in Aviation 1-3 credits
Special topics in aviation. Special course topics will be announced in the class schedule.

AVIA 2000 Evolution of the 1 credits
U.S. Air Force Air/Space I

A two-part survey course covering Air Force heritage; development/deployment of air power, a primary element of US national security; leadership and quality principles; ethics and values. Emphasis on leadership development based on student participation in group problem solving. Oral/written communication development emphasized. (Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

AVIA 2005 The Evolution of the 1 credits
U.S. Air Force and Space Power II

The second half of a two-part survey course covering Air Force heritage; development/deployment of air power, a primary element of US national security; leadership and quality principles; ethics and values. Emphasis on leadership development based on student participation in group problem solving. Oral/written communication development emphasized. (Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

AVIA 2101 Air Force Leadership Lab 0-1 credits
Practical environment giving leadership training while being instructed on military customs and courtesies, physical fitness, military drill and the general Air Force environment. Two physical fitness attendances each week; a physical fitness diagnostics test and a physical fitness test are all required. Taken concurrently with 1xxx and 2xxx level academic classes. Pass-Fail only.

AVIA 2102 Commercial Pilot Ground 2 credits
This course, combined with either the Airplane or Helicopter specific track, serves as a preparation for the FAA Commercial Pilot knowledge and practical tests, which shall be taken upon successful completion of the course. Course content includes, but is not limited to: FAA commercial regulations, advanced weather theory, radio communications and navigation, safety, airspace, emergency procedures,

and aeronautical decision making. (Prerequisites: AVIA1501 and AVIA1550 or AVIA1555 or instructor approval; a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (2 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2140 Commercial Pilot: Airplane 2 credits

This course provides the student with the knowledge and skills necessary to earn an FAA Commercial Pilot Certificate with Airplane Single-Engine Land category and class ratings. Instruction includes the specialized material specific to airplane operations. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. Note: the student will receive his/her pilot certificate or rating upon completion of the entire FAR Part 141 Commercial/Instrument Pilot curriculum. (Prerequisites: AVIA1501, AVIA1550 and AVIA2102, or concurrent enrollment or instructor approval) (2 hrs lec/ 0 hrs lab/0 hrs OJT)

AVIA 2145 Commercial Pilot: Helicopter 2 credits

This course provides the student with the knowledge and skill necessary to earn an FAA Commercial Pilot Certificate with Rotorcraft-Helicopter category and class ratings. Instruction includes the specialized material specific to helicopter operations. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA1501, AVIA1555, AVIA 2335 and AVIA2102 or concurrent enrollment or instructor approval) (2 hrs lec/0 hrs lab/0 hrs OJT)

**AVIA 2150 Commercial Pilot Flight Lab: 1 credits
Airplane**

This course provides the student with the knowledge and skill necessary to earn an FAA Commercial Pilot Certificate with Airplane Single-Engine Land category and class ratings. This lab includes one-on-one ground instruction, along with actual flight training in an airplane or flight training device with an FAA Certified Flight Instructor or solo in order to gain the level of proficiency required to pass the FAA Commercial Pilot ASEL practical test. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. Note: the student will receive his/her pilot certificate or rating upon completion of the entire FAR Part 141 Commercial/Instrument Pilot curriculum. (Prerequisites: AVIA1501, AVIA1550 and AVIA2102, or concurrent enrollment or instructor approval; a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher.) (0 hrs lec/2 hrs lab/0 hrs OJT)

**AVIA 2155 Commercial Pilot Flight Lab: 1 credits
Helicopter**

This course provides the student with the knowledge and skill necessary to earn an FAA Commercial Pilot Certificate with Rotorcraft-Helicopter category and class ratings. This lab includes one-on-one ground instruction, along with actual flight training in a helicopter with an FAA Certified Flight Instructor or solo in order to gain the level of proficiency required to pass the FAA Commercial Pilot Rotorcraft-Helicopter practical test. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA1501, AVIA1555 and AVIA2102 or concurrent enrollment or instructor approval; A score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or

completion of MATH 0520, or equivalent transfer course or higher) (0 hrs lec/2 hrs lab/0 hrs OJT)

AVIA 2165 Commercial/Multi-Engine: 2 credits
Airplane

This course provides the student with the knowledge and skill necessary to earn an FAA Commercial Pilot Certificate with Airplane Multi-Engine Land category and class ratings. Instruction includes the specialized material specific to airplane operations. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class.

Note: the student will receive his/her pilot certificate or rating upon completion of the entire FAR Part 141 Commercial/Instrument Pilot curriculum.
(Prerequisites: AVIA1501, AVIA1555, AVIA2102, and AVIA 2175 or concurrent enrollment or instructor approval) (2 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2175 Commercial/Multi-Engine 1 credits
Flight Lab: Airplane

This course provides the student with the knowledge and skill necessary to earn an FAA Commercial Pilot Certificate with Airplane Multi-Engine Land category and class ratings. This lab includes one-on-one ground instruction, along with single-engine flight training with an FAA Certified Flight Instructor or solo and multi-engine flight training with an FAA Certified Flight Instructor in order to gain the level of proficiency required to pass the FAA Commercial Pilot Certificate with Airplane Single-Engine and Multi-Engine category and class ratings. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class.

Note: the student will receive his/her pilot certificate or rating upon completion of the entire FAR Part 141 Commercial/Instrument Pilot curriculum.
(Prerequisites: a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (0 hrs lec/2 hrs lab/0 hrs OJT)

AVIA 2201 Certified Flight Instructor 2 credits
Ground

This course, combined with either the Airplane or Helicopter specific track, serves as a preparation for the FAA Flight Instructor knowledge and practical tests, which shall be taken upon successful completion of the courses. Course content includes, but is not limited to: the learning process, teaching techniques, evaluations and critiques, flight instructor responsibilities, and flight operations relevant to private, commercial, and flight instructor certification. (Prerequisites: AVIA2102 and AVIA2150 or AVIA2155, or instructor approval; A score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (2 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2240 Certified Flight Instructor: 2 credits
Airplane

This course provides the student with the knowledge and skill necessary to earn an FAA Flight Instructor Certificate with Airplane-SEL category and class ratings. Instruction includes the specialized material specific to airplane operations. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA2102, AVIA2150, AVIA2175 and AVIA2201 or concurrent enrollment, or instructor approval) (2 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2244 Certified Flight Instructor: 2 credits
Helicopter

This course provides the student with the knowledge and skills necessary to earn an FAA Flight Instructor Certificate with Rotorcraft-Helicopter and Instrument category and class ratings. Instruction includes the specialized material specific to helicopter operations. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA2102, AVIA 2155, AVIA2335 and AVIA2201 or concurrent enrollment, or instructor approval) (2 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2250 Certified Flight Instructor 1 credits
Flight Lab: Airplane

This course provides the student with the knowledge and skill necessary to earn an FAA Flight Instructor Certificate with Airplane Single-Engine category and class ratings. This lab includes one-on-one ground instruction, along with actual flight training in an airplane or flight training device with an FAA Certified Flight Instructor in order to gain the level of proficiency required to pass the FAA Flight Instructor practical test. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA2102, AVIA2150, AVIA2175 and AVIA2201 or concurrent enrollment, or instructor approval; a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (0 hr lec/2 hrs lab/0 hrs OJT)

AVIA 2255 Certified Flight Instructor 1 credits
Flight Lab: Helicopter

This course provides the student with the knowledge and skill necessary to earn an FAA Flight Instructor Certificate with Rotorcraft-Helicopter category and class ratings. This lab includes one-on-one ground instruction, along with actual flight training in an airplane or flight training device with an FAA Certified Flight Instructor in order to gain the level of proficiency required to pass the FAA Flight Instructor practical test. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA2102, AVIA 2155, AVIA2335 and AVIA2201 or concurrent enrollment, or instructor approval; a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (0 hr lec/2 hrs lab/0 hrs OJT)

AVIA 2275 Certified Flight Instructor 1 credits
Instrument Flight Lab: Airplane

This course provides the student with the knowledge and skill necessary to earn an FAA Flight Instructor Instrument Certificate with Airplane Single-Engine category and class ratings. This lab includes 50 hours of one-on-one ground instruction, along with 15 hours of actual flight training in an airplane or flight training device with an FAA Certified Instrument Instructor or solo in order to gain the level of proficiency required to pass the FAA Flight Instructor Instrument practical test. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA2201 and AVIA2250 or instructor approval; and A score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH0520, or equivalent transfer course or higher) (0 hrs lec/2 hrs lab/0 hrs OJT)

AVIA 2285 Certified Flight Instructor - 1 credits
Multi-Engine Flight Lab: Airplane

This course provides the student with the knowledge and skill necessary to earn an FAA Flight Instructor Certificate with Airplane Multi-Engine category and class ratings. This lab includes 50 hours of one-on-one ground instruction, along with 15 hours of actual flight training in an airplane or flight training device with an FAA Certified Multi-Engine Instructor in order to gain the level of proficiency required to pass the FAA Flight Instructor Multi-Engine practical test. Instruction includes requirements as listed in the Federal Aviation Regulations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA2201 and AVIA2250 or instructor approval; and a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher.) (0 hrs lec/2 hrs lab/0 hrs OJT)

AVIA 2300 Intro to Air Traffic Control 2 credits

This course provides students with an overview of Air Traffic Control procedures. Students will learn Air Traffic Controller roles and responsibilities, certification requirements, and the technology and tools they use. In addition, students will be introduced to the various Air Traffic Control jobs, and they will have the opportunity to observe real Air Traffic Controllers at work. (Prerequisites: None) (2 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2310 Airline Operations 3 credits

This course covers the scope and function of a major air carrier's organizational structure and the specific departmental relationships with special attention to corporate issues including: the airline industry, market structure, certification, FAR Part 121 regulations, economic issues, mergers, corporate culture, and international topics. The student will also study airline management and organization, airline economic forecasting methods, airline pricing, marketing, scheduling, and the process for selecting appropriate aircraft for the company's needs. (Prerequisites: a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (3 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2312 Aviation Dispatch 3 credits

This course prepares students for practical dispatching responsibilities in the aviation industry. The course teaches students elements required for practical dispatching applications including: Federal Aviation Regulations, flight planning, aircraft systems, human factors, emergency procedures, and weather. In addition, students will learn about airline dispatching functions and responsibilities. (Prerequisites: a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (3 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2324 Seaplane Rating 1 credits

This seaplane course includes dual instruction required in order to acquire the FAA Airplane Single-Engine Sea class rating. Instruction includes all requirements as listed in the Federal Aviation Regulations. Topics include but are not limited to: Water and seaplane characteristics, maritime rules, seaplane bases, taxing and sailing, confined area take offs and landings, rough water take offs and landings, glassy water take offs and landings, emergency procedures, docking, mooring, and beaching. Students will receive 20 hours of ground training in preparation for the FAA practical test. Students must successfully complete and document 10 hours of Airplane Single-Engine Sea flight training and successfully test for the FAA Airplane Single-Engine Sea class rating to fulfill course requirements. (Prerequisites: AVIA1201 and AVIA1250 or instructor approval; a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (0 hrs lec/2 hrs lab/0 hrs OJT)

AVIA 2325 Turbine Transition/External Load: Helicopter 2 credits

This course will assist the student in obtaining the knowledge, skill, and experience necessary to meet the Federal Aviation Regulation requirements for Rotorcraft External-Load Operations under FAR Part 133, and to safely transition from a piston to a turbine powered helicopter. Instruction includes the specialized material specific to helicopter operations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA2102 and AVIA 2335 or concurrent enrollment or instructor approval) (2 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2335 Turbine Transition/External Load Flight Lab: Helicopter 1 credits

This course will assist the student in obtaining the knowledge, skill, and experience necessary to meet the Federal Aviation Regulation requirements for Rotorcraft External-Load Operations under FAR Part 133, and to safely transition from a piston to a turbine powered helicopter. This course will include actual flight training in a helicopter with an FAA Certified Flight Instructor and one-on-one ground instruction in order to gain the knowledge and proficiency required for external load and turbine operations. Students should obtain an FAA 2nd class medical certificate prior to the beginning of class. (Prerequisites: AVIA2102 and AVIA2155 or instructor approval; a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (0 hrs lec/2 hrs lab/0 hrs OJT)

AVIA 2340 Aviation Law 3 credits

This course teaches the history of aviation legislation and federal regulations of air transportation. An introduction to civil law will also be covered by way of studying, analyzing, and discussing current aviation case law. (Prerequisites: a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (3 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2350 Aircraft Accident Investigation 3 credits

This course examines techniques and procedures for investigating aircraft accidents and incidents. The student will learn processes the NTSB uses to investigate accidents, such as: operations, air traffic control, meteorology, witnesses, human factors, cockpit voice recorders, flight data monitoring, aircraft structures, power plants, systems, performance, and maintenance records. (Prerequisites: a score of 78 or higher on the reading comprehension portion of the CPT, or completion of

either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (3 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2361 Human Factors 2 credits

This course studies the human factor design elements of aircraft and standard operating procedures. This course also covers the human error factors involved in aircraft accidents. The student will identify the psychological and physiological aspects of aviation. In addition, elements of the human-machine relationship will be analyzed and how it relates to aviation. (Prerequisites: a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (2 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2370 Management of Aviation Services 2 credits

This course will present elements related to the air transportation industry. The course will include: the evolution of the air transportation industry, structure and economics of the air transportation industry, and management aspects of the air transportation industry. Topics that will be covered throughout this course will include: the industry regulators and associations, the general aviation industry, the airline and cargo industry, and the different labor contracts and relations that impact the air transportation industry. (Prerequisites: a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (2 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2380 Crew Resource Management 2 credits

This course will compare and contrast single pilot resource management and crew resource management as they relate to the safe and efficient

operation of aircraft. The student will study the benefits, standard operating procedures, and challenges associated with crew resource management. In addition, this course will describe the roles and responsibilities of the aircraft captain, first officer, pilot flying, pilot monitoring, and other crew members who function together under CRM. (Prerequisites: a score of 78 or higher on the reading comprehension portion of the CPT, or completion of either ENGL0950 or READ0950 or ENGL0955 or READ0955, or equivalent transfer course or higher; and a score of 71 or higher on the Elementary Algebra skills portion of the CPT, or completion of MATH 0520, or equivalent transfer course or higher) (2 hrs lec/0 hrs lab/0 hrs OJT)

AVIA 2999 Special Topics in Aviation 1-3 credits
Special topics in aviation. Special course topics will be announced in the class schedule.

Biology

BIOL 1000 Human Body in Health and Disease 5 credits

This course is an introduction to body structure and function and their correlation to basic disease processes. Also included are basic cell structure and function, and an introduction to genetic principles. (Prerequisites: College level reading and writing) (4 hrs lec/2 hrs lab/0 hrs OJT)

BIOL 1005 Introduction to Cell Biology 1 credits
An introduction to the field of cell biology with a focus on the basic unit of life, the cell - its function, chemistry, metabolism, and structure. Must be passed with a grade of "C" or better to qualify as a prerequisite for other Biology courses. (Prerequisites: College-level reading and writing) (0 hrs lec/2 hrs lab/0 hrs OJT)

BIOL 1007 Biology and Society 4 credits
This is a course for non-science majors who want to gain an understanding of fundamental principles in biology and biochemistry through contemporary biological issues facing society. The topics include the scientific method, genetics and inheritance, evolution by natural selection, health and human body systems, ecology, conservation and sustainability. MTC goal areas: (3) Natural Sciences and (9) Ethics and Civic Responsibility. (Prerequisites: College-level reading and writing.) (3 hrs lec/2 hrs lab/0 hrs OJT)

BIOL 1009 Introduction to Forensic Biology: Concepts and Techniques 3 credits
Hands-on instruction in chemical and biological forensic lab techniques which are also used in environmental, medical, and molecular biology. Primarily a lab-based course designed to teach introductory cell and molecular biology employing the scientific method to solve cases. Labs, assignments, readings, and instructions will be chosen from the following topics: lab safety, microscope use (hair and fiber analysis), DNA extraction, fingerprinting and replication, chemistry of life, protein separation and analysis (electrophoresis, Western blot), bacterial culture and transformation, chromatography, genetically-modified organisms (GMO), cell replication forensic entymology. Serves as a prerequisite for Biology 1140, 1150, 1130, 1170 covering concepts and lab techniques of Intro to Cell Biology. MTC goal areas: (3) Natural Sciences. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT) (1 hr lec/4 hrs lab/0 hrs OJT)

BIOL 1105 Biology of Women 3 credits
This course explores aspects of biology relative to women. The following topics will be emphasized: anatomy and physiology, reproductive biology, health issues which disproportionately affect women (eating disorders, osteoporosis, breast cancer, etc.), aging, genetics, hormones as they relate to women's lifestyles and reproduction, nutrition, and cultural views on women's reproductive biology. MTC goal areas: (3) Natural Sciences, and (7) Human Diversity. (Prerequisites: College level reading and writing) (2 hrs lec/2 hrs lab/0 hrs OJT)

BIOL 1110 The Ecology of Minnesota 4 credits
An introduction to fundamental ecological principles and management of biological and ecological resources. Students will learn and apply ecological concepts to Minnesota's terrestrial ecoregions and aquatic environments to gain to gain understanding of ecosystem function and implications for human use and management decisions. Extensive outdoor laboratory time and field trips to regional natural and managed communities are included. Topics addressed will include current and historic issues. One day-long field trip required. MTC goal areas: (3) Natural

Sciences and (10) People and the Environment.
(Prerequisites: College-level reading and writing) (2.5 hrs lec/3 hrs lab/0 hrs OJT)

BIOL 1120 General Biology 1 **4 credits**

An introduction to the field of biology focusing on unifying biological principles, concepts, and theories. Includes the scientific method; life's chemical basis; cell theory; cellular structure, function, metabolism, and reproduction; genetics and inheritance; evolution, and an introduction to community and ecosystem ecology. Lab includes conducting, interpreting, and communicating results of lab exercises and experiments. MTC goal areas: (3) Natural Sciences (Prerequisites: College level reading and math) (3 hrs lec/2 hrs lab/0 hrs OJT)

BIOL 1130 General Biology 2 **4 credits**

An introduction to the classification, structure and function, evolution, and ecology of animals, plants, protists, fungi, and bacteria. Includes hypothesis testing, data interpretation and presentation, and formal introduction to use of primary and secondary scientific literature. May include dissection. MTC goal areas: (3) Natural Sciences. (Prerequisites: BIOL1120 with a grade of C or better or equivalent from other college or university or instructor permission) (2.5 hrs lec/3 hrs lab/0 hrs OJT)

BIOL 1140 Human Anatomy and Physiology I **4 credits**

A study of tissues and organ systems: integumentary, skeletal, muscular, and nervous systems, and integrated control mechanisms of physiology. For all students in health related fields. Helps to fulfill general education lab-science requirements. MnTC goal area: (3) Natural Sciences. (Prerequisites: Biol 1000 with a grade of C or better, or Biol 1005 with a grade of C or better, or Biol 1120, or equivalent) (2.5 hrs lec/3 hrs lab/0 hrs OJT)

BIOL 1141 Human Anatomy and Physiology II **4 credits**

Continued study of body structure and function. Incorporates principles of chemistry, biochemistry, and molecular biology. A study of the endocrine system, cardiovascular system, immune system, respiratory system, urinary system, digestive system, and reproductive systems. For students in health

related fields. Helps to fulfill general education lab-science requirements. Includes laboratory dissections. Builds on principles studied in BIOL1140. MTC goal areas: (3) Natural Sciences. (Prerequisites: BIOL1140) (2.5 hrs lec/3 hrs lab/0 hrs OJT)

BIOL 1170 Microbiology **3 credits**

This course includes study of classification, structure and function of microbes with an emphasis on microbes that cause disease. Topics include microbial metabolism and growth, control of microbes, microbial genetics, and basic laboratory techniques used to study microorganisms. The course is intended for Liberal Arts students and/or students in health fields. MTC Goal areas: (3) Natural Sciences. (Prerequisites: BIOL1120 or BIOL1005 or test out; college level reading and writing) (2 hrs lec/2 hrs lab/0 hrs OJT)

BIOL 2005 Cell and Molecular Biology **4 credits**

A study of the structure and function of eukaryotic and prokaryotic cells. Topics include; cytoplasmic physiology, molecular trafficking, signaling mechanisms within and between cells, matrix proteins, and cell motility. Lab includes microscopy and use of selected biotechnologies. Hypothesis testing, data analysis, use of primary literature, and scientific writing are incorporated. Intended for biology majors. (Prerequisites: BIOL1120, BIOL1130 and CHEM1210 or equivalents required) (2.5 hrs lec/3 hrs lab/0 hrs OJT)

BIOL 2170 Pathophysiology **3 credits**

This class uses a case study approach to the study of human physiology as it is affected by the disease process, the body's attempts to compensate, and integration of systems to maintain homeostasis. The focus is on cardiopulmonary, gastrointestinal, reproductive, renal, immunological, endocrine, and neuromuscular disruptions. Environmental, cultural, and ethical influences are included where relevant. Critical thinking is emphasized. MTC goal area: (2) Critical Thinking (Prerequisites: Completion of BIOL 1141 or BIOL 1160 with a grade of C or better, or instructor consent; college-level reading and writing) (3 hours lec/ 0 hours lab/ 0 hours OJT)

BIOL 2200 General Ecology **4 credits**
 Exploration of principles that govern relationships between organisms and the environment for individuals, populations, communities, and ecosystems. Includes survey of local biological communities, experience in field observations and techniques, data collection, analysis, and interpretation. Exploration of theories and principles that govern relationships between organisms and the environment for individuals, populations, communities, ecosystems, and the biosphere. An emphasis is placed on use of primary literature, experimental design, hypothesis testing and statistical analysis, and scientific writing. Lab includes travel to local sites of ecological significance and interest. Intended for students interested in majoring in biology, environmental science, or natural resources. MTC goal area: 10 (People and the Environment) (Prerequisites: BIOL1130 or equivalent, or instructor's consent) (2.5 hrs lec/3 hrs lab/0 hrs OJT)

BIOL 2210 Genetics **4 credits**
 A survey of modern molecular and classical Mendelian principles underlying biological inheritance. Emphasis on understanding and applying genetic concepts at the molecular, cellular, organismal, and population levels. Includes an introduction to statistical analysis of genetic data, and use of traditional and modern laboratory techniques. Includes development of scientific writing skills in combination with use of primary literature. Includes lab. (Prerequisites: BIOL1120 and CHEM1210; or equivalents required, BIOL1130 strongly recommended.) (2.5 hrs lec/3 hrs lab/0 hrs OJT)

BIOL 2400 Topics in Biology **0.5-3 credits**
 Specific or advanced topics in biology not included in the regular curriculum. MTC goal areas: (3) Natural Sciences. (Prerequisites: Depends on the topic)

BIOL 2999 Special Topics in Biology **1-3 credits**
 Study of special topics in biology. Special course topics will be announced in the class schedule.

Business

BUS 1400 Principles of Marketing **3 credits**
 This course is designed to provide the student with an overview of basic marketing principles and practices, centering on the component of the marketing mix and

the contribution each component makes toward the overall marketing effort of large and small businesses and organizations. (Prerequisites: None)(3 hrs lec/0 hrs lab/0 hrs OTJ)

BUS 1402 Principles of Management **3 credits**
 This course is designed to provide the student with an overview of basic and current management principles and practices. The course addresses managerial functions ranging from front-line supervisor positions to upper management levels. Trends in quality orientation, team building, and leadership are also included. (Prerequisites: None) (3 hrs lec/0 hours lab/0 hours OJT)

BUS 1404 Introduction to Finance **3 credits**
 This course provides an overview of the different areas of finance as well as a foundation in the basic tools and techniques of finance. It also covers the impact of markets and institutions on business. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1420 Effective Management **3 credits**
 This course is an introduction to the theory and practice of leadership and management. The emphasis is on understanding the key skills employed by highly successful leaders/managers such as thinking critically, communicating effectively, handling conflict, delegating successfully, building teams, controlling resources, improving quality, managing stress, and leading change. In addition there is a unit dedicated to multiple aspects of managing human resources. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1422 Systems Management **3 credits**
 This course stresses use and application of established and proven business systems. It is designed to provide an understanding of group dynamics, cross-functional business applications, individual and organizational strategic planning, integrating current relevant technological applications in the organization. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1424 Management Ethics **3 credits**
 This course stresses ethical issues, the development of a moral frame of reference and the need for an awareness in ethics in management practices and

business activities. Includes discussion and activities on ethical responsibilities and relationships between organizational departments, division, management, and the public. Case studies will be analyzed using frameworks for understanding ethical decision making in a business organization. (Prerequisite: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1426 Coaching and Facilitating 3 credits

This course is designed to help you become a more effective leader and manager by enhancing your knowledge, skill and abilities in facilitation, coaching and mentoring, behaviors essential in creating the conditions to enhance the performance of others, resulting in the creation of "winning organizations," organizations that produce leaders at all levels in the organization. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1440 Promotion 3 credits

This course covers the fundamentals of promotion, the types of promotion tools available, and effective use of those tools. The course focuses on current promotion methods, use of media, and some of their creative aspects. Students will prepare an advertising campaign and sales promotion plan. (Prerequisites: BUS1400 or instructor's consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1442 Consumer Behavior 3 credits

This course will study how and why consumers buy and gain an understanding of the factors influencing a purchase decision. An emphasis on consumer decision processes, social structures, individual adoption and resistance behavior, and marketing efforts based on consumer research. (Prerequisites: BUS1400 or instructor's consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1444 International Business Practices 3 credits

This course is an overview of the international nature of business focusing upon international marketing development strategy. Topics to be covered will range from concepts and theory of international trade to a base of understanding of global monetary systems to marketing and management of global products. (Prerequisite: BUS1400 or instructor's consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1446 Making the Sale 3 credits

This course is designed to provide the student with an understanding of selling techniques and the opportunity to apply these techniques through role-play presentations. (Prerequisite: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1448 Leadership Development 3 credits

This course is designed to provide the student with experience in undertaking an active leadership role, interpersonal business communication, and observing others in leadership activities. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1460 Industry Analysis and Business Planning 4 credits

This course will cover what it takes to own, operate, and manage a small business successfully. The student will learn the personal traits and characteristics necessary to succeed in the fast-paced small business environment. This course will examine the various skills and habits necessary for making a business a success. Various case studies will be examined as to why some businesses fail while others succeed. The student will identify their individual strengths and weakness and will learn what area they need to work on to insure success in their small business venture. The student will be exposed to many types of small businesses and other types of entrepreneurial ventures, and will generate personal preferences for the type of small business they would like to own. (Prerequisite: None) (4 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1462 Developing a Financial Plan 4 credits

This course emphasizes the importance of good record keeping systems, reports and the records necessary for a small business. Financial analysis techniques are explored through hands-on Income Statements and Cash Flow Projections for small businesses. Financial and other technical support resources are identified throughout the course. (Prerequisite: None) (4 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1464 Developing a Marketing Plan 4 credits

Students will be given a complete overview of all aspects of marketing for a small business. Specific topics will include research, determining the target market, developing a marketing strategy, direct mail

tactics, public relations tactics, advertising tactics, direct response tactics, and Internet marketing tactics. The student will be exposed to various case studies and will use these to develop a marketing strategy for a specific product or service. (Prerequisites: None) (4 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1466 Developing a Management Plan 4 credits

This course covers management theories and analysis of basic management functions; planning, organizing, staffing, directing, and controlling for establishing and accomplishing business objectives. Case studies will be utilized to develop a management plan. (Prerequisites: None) (4 hrs lec/0 hrs lab/0 hrs OJT)

BUS 1468 Business Plan Portfolio 1 credits

This course is designed as a capstone project to aid the student in completing a business plan utilizing previous coursework in the Entrepreneurial certificate. (Prerequisite: None) (1 hr lec/0 hrs lab/0 hrs OJT)

BUS 1999 Special Topics in Business 1-3 credits

Special course topics will be announced in the class schedule.

Engineering CAD Technology

CADE 1407 AutoCAD I 3 credits

This course covers basic engineering Computer Aided Design graphic image production through the use of computer hardware, software, and peripheral devices. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; and MATH0520; or concurrent enrollment) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 1440 Inventor I 3 credits

This course covers the basic areas of Computer Aided Design using Inventor three dimensional software. The student will sketch various models and then edit the features and apply appropriate dimensions and annotations. The creation of final drawings with necessary views will also be learned. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; MATH0520; or concurrent enrollment) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 1450 Mechanical Details 3 credits

This course covers engineering Computer Aided Design procedures as applied to a variety of manufacturing and industrial situations. The student will additionally learn systems of drawing integration to product definition. (Prerequisites: INMG1410 or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 1468 Solidworks I 3 credits

This course covers the basic areas of Computer Aided Design using SolidWorks three-dimensional design software. Students will design and draw model components and subassemblies of mechanical and industrial products in animation. SolidWorks has become widely used in the manufacturing industry. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT and MATH0520; or concurrent enrollment) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 1470 Solidworks II 3 credits

This course covers the intermediate areas of Computer Aided Design using SolidWorks three dimensional software. Students will design and draw model components and subassemblies of mechanical and industrial products in animation. (Prerequisites: CADE1468) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 1474 Reverse Engineering 3 credits

This course will focus on reverse engineering of an existing product utilizing current high tech tools, methods and CAD software for thorough analysis and design. New or revised product ideas will also be taken through the process of design, analysis, and practical application as well. (Prerequisites: CADE 1468, MTCC 1432, MTCC 2504, college-level reading and writing, or concurrent enrollment or instructors consent) (2 hr lec/2 hr lab/0 hr OJT)

CADE 1480 Industrial/Mechanical CAD Applications I 3 credits

This course covers some areas of Computer Aided Design basic applications within the Industrial/Mechanical trades. Various areas will be explored including: sheet metal development, industrial piping, electronics, and structural steel. (Prerequisites: CADE1450 or concurrent) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 1482 Industrial/Mechanical CAD Applications II 3 credits

This course covers some areas of Computer Aided Design intermediate applications within the Industrial/Mechanical trades. It continues with some advanced content from CADE1480 (Industrial/Mechanical CAD Applications I) and explores new trades. Areas include: industrial piping, structural steel, conveying systems, hydraulics, and jigs and fixtures. (Prerequisites: CADE1480) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 1490 Industrial/Structural CAD Applications 3 credits

This course covers the basics of Autodesk Revit Structure software applied to industrial facilities. The student will sketch various models and then edit the features and apply appropriate details, dimensions and annotations. The creation of final drawings with necessary views will also be learned. (Prerequisites: CADE1407 or concurrent or instructor's consent). (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 2400 AutoCAD II 3 credits

This course covers intermediate engineering Computer Aided Design graphic image production through the use of computer hardware, software, and peripheral devices. (Prerequisites: CADE1407) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 2407 Engineering Technology Internship 1-3 credits

This course provides the student with work site experience in which skills and knowledge learned in previous courses may be applied. These internship experiences include safety procedures, quality control systems, personnel procedures, company organization, contractual agreements, and other employer expectations. Technical skills and knowledge can include surveying, inspection, testing, computer design, and architectural applications. Students can register for varying credits based on their planners and number of hours of expected work. One credit is equivalent to 48 hours of work time. (Prerequisites: Instructor consent) (0 hrs lec/0 hrs lab/3-21 hrs OJT)

CADE 2420 Electrical/Electronic Drawings 3 credits

This course covers basic introductions to wiring and layout diagrams used by workers who install and repair electrical/electronic equipment and wiring in manufactured products, power plants, and electrical distribution systems. (Prerequisites: CADE1407 or concurrent enrollment or instructor's consent) (1 hr lec/4 hrs lab/0 hrs OJT)

CADE 2430 Industrial Piping Layout 3 credits

This course explores and applies piping design, layout and engineering CAD drafting, thus preparing students for process piping engineering fields. Prerequisites: CADE2400 or instructor's consent) (1 hr lec/4 hrs lab/0 hrs OJT)

CADE 2452 PTC Creo Fundamentals 3 credits

This course covers the basic areas of Computer Aided Design using PTC Creo three-dimensional design software. Students will design and draw model components and subassemblies of mechanical and industrial products in animation. (Prerequisites: a score of 78 or higher on the reading comprehension portion of the CPT, OR completion of ENGL/READ 0950 or 0955, or equivalent course or higher. ENGL/READ 0955 may be taken concurrently with a score of 56-77 on the reading comprehension portion of the CPT; and a score of 33 or higher on the Elementary Algebra Skills portion of the CPT, or completion or concurrent enrollment of MATH 0520, or equivalent transfer course or higher. (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 2472 AutoCAD Design Project 3 credits

This course covers project completion incorporating total learning experiences into a workable, economical design. Engineering Computer Aided Design procedures will be utilized within the AutoCAD three dimensional software platform. (Prerequisites: CADE2400 or concurrent) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 2474 Inventor Design Project 3 credits

This course covers project completion incorporating total learning experiences into a workable, economical design. Engineering Computer Aided Design procedures will be utilized within the Inventor three dimensional software platform. (Prerequisites:

CADE1442 or concurrent) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 2476 SolidWorks Design Project 3 credits

This course covers project completion incorporating total learning experiences into a workable, economical design. Engineering Computer Aided Design procedures will be utilized within the SolidWorks three dimensional software platform. (Prerequisites: CADE1470 or concurrent) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 2500 SolidWorks Associate Exam Preparation 3 credits

This course prepares students for the Certified SolidWorks Associate (CSWA) Examination. Students will design, draw, and analyze advanced three-dimensional part and assembly models. (Prerequisite: CADE1470 or concurrent enrollment) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 2502 SolidWorks Weldments Exam Preparation 3 credits

This course prepares students for the Certified SolidWorks Professional Weldments (CSWP) Examination. Students will design, draw, and analyze advanced three-dimensional part and assembly models utilizing SolidWorks tools for weldments. (Prerequisites: CADE1470 or concurrent enrollment) (2 hrs lec/2 hrs lab/0 hrs OJT)

CADE 2999 Special Topics in Computer Aided Design Engineering 1-3 credits

Study of special topics in computer aided design engineering. Special course topics will be announced in the class schedule.

Carpentry

CARP 1402 OSHA Training 1 credits

This course covers the basic requirements set by OSHA to meet the 10 hour OSHA outreach training and provides students with basic hazard identification and abatement techniques. This course covers scaffolding, and ladders used in the construction industry. (Prerequisites: 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading portion of the CPT) (1 hr lec/0 hrs lab/0 hrs OJT)

CARP 1404 Tool and Machine Safety 1 credits

This course covers the safe operation of hand, portable, and stationary tools used in the industry. The primary focus of this class will be learning the safe use of shop power equipment. (Prerequisites: 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading comprehension portion of the CPT) (1 hr lec/0 hrs lab/0 hrs OJT)

CARP 1406 Blueprint Reading 2 credits

This course covers the basics of interpreting and reading architectural drawings for the construction industry both in residential and commercial construction. (Prerequisites: 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading comprehension portion of the CPT.) (1 hr lec/2 hrs lab/0 hrs OJT)

CARP 1408 Foundations and Concrete 1 credits

This course covers forming procedures for concrete structures. Site built and commercial forming systems will be discussed. Concrete design and usage will be covered. (Prerequisites: 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading comprehension portion of the CPT.) (1 hr lec/0 hrs lab/0 hrs OJT)

CARP 1410 Framing Principles I 2 credits

This course is an introduction to wood framing for residential structures including wood foundations, floors, walls, stairs, and roofs. This course will also cover the various materials and fasteners used in the construction industry. (Prerequisites: 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading comprehension portion of the CPT.) (2 hrs lec/0 hrs lab/0 hrs OJT)

CARP 1412 Carpentry Framing Lab I 1 credits

This course is used in conjunction with CARP1410, Framing Principles I. This class will be a skill building lab designed to introduce fundamental framing. Most of class time will be spent performing hands on lab situations meant to build a skill and knowledge in fundamental framing. (Prerequisites: CARP1404, CARP1406 and BLDG1430, or concurrent enrollment; and 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading comprehension portion of the CPT.) (0 hrs lec/2 hrs lab/0 hrs OJT)

CARP 1413 Carpentry Framing Lab II **4 credits**

This course is used in conjunction with CARP1410, Framing Principles I. This class will be a skill building lab designed to teach intermediate framing. Most of class time will be spent performing hands on lab situations meant to expand skills and knowledge in framing. (Prerequisites: CARP1404, CARP1406, CARP1410, CARP1412 and BLDG1430, or concurrent enrollment; and 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading comprehension portion of the CPT.) (0 hrs lec/8 hrs lab/0 hrs OJT)

CARP 1416 Roof Covering **1 credits**

This course covers the basics in the installation of residential roof covering. The students will learn the basic installation of materials used to make a roof waterproof. (Prerequisites: CARP1404 and CARP1406, or concurrent enrollment; 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading comprehension portion of the CPT.) (0 hrs lec/2 hrs lab/0 hrs OJT)

CARP 1418 Cabinetmaking I **1 credits**

This course covers the design, construction, and preparation for finishing of wooden cabinets. The student will become familiar with fundamental cabinetmaking techniques. The student will design and develop preliminary casework using appropriate construction procedures. (Prerequisites: CARP1404 and CARP1406, or concurrent enrollment; 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading comprehension portion of the CPT.) (0 hrs lec/2 hrs lab/0 hrs OJT)

CARP 1420 Carpentry Leveling and Layout Methods **1 credits**

This course covers the proper use of the leveling and layout instruments as it relates to the carpentry industry. (Prerequisites: 33 or higher on the Elementary Algebra portion of the CPT or completion of MATH0460, or its equivalent transfer course or higher, and 78 or higher on the Reading comprehension portion of the CPT) (0 hr lec/2 hrs lab/0 hrs OJT)

CARP 1422 Metal Framing **1 credits**

This course covers framing with metal for Residential and Commercial construction. (Prerequisites:

CARP1404, CARP1410, CARP1412 and CARP 1413) (0 hrs lec/2 hrs lab/0 hrs OJT)

CARP 1502 Interior Finish I **1 credits**

This course covers the basics in assembly of interior finish materials such as doors and windows in residential construction. This course also covers the safe installation of insulation and drywall products. (Prerequisites: CARP1404 and CARP1406; 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading comprehension portion of the CPT) (1 hr lec/0 hrs lab/0 hrs OJT)

CARP 1504 Carpentry Interior Lab I **1 credits**

This course is used in conjunction with CARP1502, Interior Finish I. Class time will include hands on lab situations meant to build fundamental skills and knowledge in interior carpentry work. (Prerequisites: CARP1404, CARP1406 and CARP1502, or concurrent enrollment; 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading comprehension portion of the CPT.) (0 hr lec/2 hrs lab/0 hrs OJT)

CARP 1505 Carpentry Interior Lab II **3 credits**

This course is used in conjunction with CARP1502, Interior Finish I. This class will be a intermediate skill building lab related to interior finish. Most of class time will be spent performing hands on lab situations to further develop skills and knowledge in interior carpentry work. (Prerequisites: CARP1404, CARP1406, CARP1502 and CARP1504, or concurrent enrollment) (0 hr lec/6 hrs lab/0 hrs OJT)

CARP 1508 Exterior Finish I **1 credits**

This course covers the basics in assembly of exterior finish materials such as soffit, fascia, and siding in residential construction. (Prerequisites: CARP1404 and CARP1406; 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading comprehension portion of the CPT) (1 hr lec/0 hrs lab/0 hrs OJT)

CARP 1510 Carpentry Exterior Lab I **1 credits**

This course is used in conjunction with CARP1508, Exterior Finish I. This class is a fundamental skill building lab designed for exterior carpentry finish work. Most of class time will be spent performing hands on lab situations. (Prerequisites: CARP1404,

CARP1406 and CARP1508, or concurrent enrollment)
(0 hr lec/2 hrs lab/0 hrs OJT)

CARP 1511 Carpentry Exterior Lab II 3 credits

This course is used in conjunction with CARP1508, Exterior Finish I and CARP1510, Carpentry Exterior Lab I. This class develops an intermediate level of skill for exterior finish work. Most of class time will be spent performing hands on lab situations. (Prerequisites: CARP1404, CARP1406, CARP1508 and CARP1510, or concurrent enrollment) (0 hr lec/6 hrs lab/0 hrs OJT)

CARP 1514 Deck Construction 1 credits

This course covers design, framing, and materials for building decks on a residence. (Prerequisites: CARP1404, CARP1406, CARP1410, CARP1412, CARP1413 and BLDG1430) (1 hr lec/0 hrs lab/0 hrs OJT)

CARP 1518 Cabinetmaking II 2 credits

This course covers the construction and finishing of wooden cabinets. The student will build skills in custom cabinetmaking techniques. The student will be completing the cabinet started in Cabinetmaking I. (Prerequisites: CARP1404, CARP1406 and CARP1418, or concurrent enrollment; 33 or higher on the Elementary Algebra portion of the CPT and 78 or higher on the Reading comprehension portion of the CPT.) (1 hr lec/2 hrs lab/0 hrs OJT)

CARP 1520 Estimating for Carpentry 2 credits

This class is designed for students pursuing a career in carpentry. This course will cover how to make fast accurate estimates of the materials needed in the Foundation, Framing, Interior and Exterior Finish phases of construction. The student will be introduced to the methods used to calculate material used by the carpenter or contractor. (Prerequisites: CARP1406) (2 hrs lec/0 hrs lab/0 hrs OJT)

CARP 2402 Reading Project Plans 2 credits

This class covers advanced skill building in reading a blueprint for a project to be constructed. Most of class time is spent evaluating the project plans in order to perform the construction of the project to meet the requirements of the prints provided. (Prerequisites: Completion of first year program courses) (2 hrs lec/0 hrs lab/0 hrs OJT)

CARP 2404 Lead Carpenter Floor Framer 2 credits

This class is an advanced skill building lab designed for the work a lead carpenter performs in floor framing. Most of class time is spent performing hands-on lab situations meant to build a skill and knowledge in floor framing carpentry work. (Prerequisites: Completion of first year program courses) (1 hrs lec/2 hrs lab/0 hrs OJT)

CARP 2406 Lead Carpenter Wall Framer 5 credits

This class is an advanced skill building lab designed for the work a lead carpenter performs in wall framing. Most of class time is spent performing hands-on lab situations meant to build a skill and knowledge in leading wall framing carpentry procedure work. (Prerequisites: Completion of first year program courses) (0 hrs lec/10 hrs lab/0 hrs OJT)

CARP 2408 Lead Carpenter Roof Framer 3 credits

This class is an advanced skill building lab designed for the work a lead carpenter performs in roof framing. Most of class time is spent performing hands-on lab situations meant to build a skill and knowledge in leading roof framing carpentry procedure work. (Prerequisites: completion of first year program courses) (0 hrs lec/6 hrs lab/0 hrs OJT)

CARP 2410 Lead Carpenter Stair Framer 5 credits

This class is an advanced skill building lab designed for the work a lead carpenter performs in stair framing. Most of class time is spent performing hands-on lab situations meant to build a skill and knowledge in leading stair framing carpentry procedure work. (Prerequisites: Completion of first year program courses) (1 hr lec/5 hrs lab/0 hrs OJT)

CARP 2412 Lead Roofer 2 credits

This class is an advanced skill building lab designed for the work a lead carpenter performs in roofing procedures. Most of class time is spent performing hands-on lab situations meant to build a skill and knowledge in the leading of a roofing task. (Prerequisites: Completion of first year program courses) (0 hrs lec/4 hrs lab/0 hrs OJT)

CARP 2414 Lead Carpenter Interior Finisher 4 credits

This class is an advanced skill building lab designed for the work a lead carpenter would perform in interior

building finishing. Most of class time will be spent in hands-on lab situations meant to build a skill and knowledge in leading residential carpentry procedure work. (Prerequisites: CARP1402, CARP1404, CARP1406, CARP1508, CARP1510 and CARP1511) (0 hrs lec/8 hrs lab/0 hrs OJT)

CARP 2416 Lead Carpenter Exterior Finisher 4 credits

This class is an advanced skill building lab designed for the work a lead carpenter would perform in exterior building finishing. Most of class time will be spent in hands-on lab situations meant to build a skill and knowledge in leading residential carpentry procedure work. (Prerequisites: CARP1402, CARP1404, CARP1406, CARP1508, CARP1510 and CARP1511). (0 hrs lec/8 hrs lab/0 hrs OJT)

CARP 2510 Carpenter Internship 3-5 credits

This internship is intended for carpentry students who have completed their first year with at least a 3.0 GPA. This course provides the student with work site experience in which technical skills and knowledge learned in previous courses may be applied. In addition, students will learn about company organization, personnel procedures, and employer expectations which include productivity, dependability, and time management. The intern will be working from 144 to 240 hours depending on the credit value. The student is responsible for setting up their own internship site prior to the beginning of the internship. (Prerequisites: Successful completion of first year of the carpentry program with a minimum of 3.0 GPA) (0 hrs lec/0 hrs lab/9-15 hrs OJT)

Civil Engineering Technology

CETT 1400 Introduction to Civil Engineering Technology 3 credits

This course covers an introduction to Civil Engineering Technology focusing on areas of employment, life long learning, engineering terminology, and what it takes to succeed as a Civil Engineering Technician. Specific technical topics introduced include highway terminology, contour drawings, legal property descriptions, GIS, Excel, and a brief overview of surveying and computer design. (Prerequisites: (ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading

comprehension portion of the CPT; MATH0460; or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

CETT 1402 Introduction to Surveying 3 credits

This course covers the basic skills needed for surveying. The course stresses the proper care and handling of equipment, fundamental concepts of leveling, horizontal and vertical distances, and format, neatness, and accuracy of field notes. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; MATH0460; or concurrent enrollment) (1 hr lec/4 hrs lab/0 hrs OJT)

CETT 1410 Introduction to Materials Testing 3 credits

This course covers an introduction to construction materials and material testing including concrete field tests, gradations, and aggregates. Students will have the opportunity to take the MnDOT certification exams during the course. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; MATH0460; or concurrent enrollment) (2 hrs lec/2 hrs lab/0 hrs OJT)

CETT 1415 Introduction to Field Sampling 3 credits

This course covers the basic introductory skills needed for environmental engineering technicians to perform field sampling of soil, water and air. The course will stress the proper procedures to collect, save, and document a sample along with record keeping and the need for following protocols. (Prerequisites: College-level reading, writing and math as defined by TABE testing) (2 hrs lec/2 hrs lab/0 hrs OJT)

CETT 1420 Route Survey 3 credits

This course covers defining, calculating, laying out, and staking alignments for roadways. In addition, students will gain experience using data collectors with total station instruments. (Prerequisites: CETT 1402) (1 hrs lec/4 hrs lab/0 hrs OJT)

CETT 1430 Civil CAD Applications 4 credits

This course covers advanced AutoCad software commands for use with civil survey data. In addition, students will prepare Civil Engineering drawings using these commands. (Prerequisites: CETT1450, College-

level reading, writing, MATH 0470 or concurrent enrollment)(2 hr lec/4 hrs lab/0 hrs OJT)

CETT 1440 Engineering Problem Solving 2 credits

This course is designed to give students the ability to take previously learned mathematical concepts and apply them to engineering applications. In addition, the course will cover the use of an engineering calculator and help students learn critical thinking and problem solving techniques. (Prerequisites: College level reading, writing and MATH0470 or concurrent enrollment) (1 hr lec/2 hrs lab/0 hrs OJT)

CETT 1450 Engineering Graphics 4 credits

Introduction to the AutoCAD software package. Topics include setting up a drawing, creating and editing geometric entities, hatching, layering, adding text, dimensioning, incorporating blocks and attributes, merging drawings, laying out views, and plotting. (Prerequisites: College level reading, writing and MATH0470 or concurrent enrollment) (2 hr lec/4 hrs lab/0 hrs OJT)

**CETT 1600 Introduction to Civil/
Environmental Engineering Technology 2 credits**

This course covers an introduction to Civil and Environmental Engineering Technology, specifically technology and skills common to both fields. Specific technical topics introduced include contour drawings, legal property descriptions, CAD, GIS, Excel, and a brief overview of computer design. (Prerequisites: ENGL0460, MATH0460 and READ0465 or concurrent enrollment) (1 hr lec/2 hrs lab/0 hrs OJT)

**CETT 1602 Introduction to
Environmental Engineering Technology 1 credits**

This course covers an introduction to Environmental Engineering Technology focusing on areas of employment, environmental terminology, and what it takes to succeed as an Environmental Engineering Technician. (Prerequisites: ENGL0460, MATH0460 and READ0465 or concurrent enrollment) (1 hr lec/0 hrs lab/0 hrs OJT)

CETT 1610 Properties of Soil 3 credits

This class focuses on the physical, biological, and chemical makeup of soil, different soil classifications and the properties of soil which can affect development patterns and pollution effects. Also

studied is the Earth's hydrological cycle on global and local levels, soil conservation, and the effects of environmental and economic change on the local soils. (Prerequisites: College-level reading, writing, and math) (2 hrs lec/2 hrs lab/0 hrs OJT)

CETT 1615 Technical Communications 3 credits

This course covers writing reports in a technical style suitable for the field of environmental technology. The course will focus on writing for technical and general audiences, specific reports for soil boring and field samples, along with a research report with correct documentation. (Prerequisites: ENGL1106) (3 hrs lec/0 hrs lab/0 hrs OJT)

CETT 1620 Erosion Control 3 credits

The course focuses on Storm Water Pollution Prevention Plans (SWPPP) involving design elements for most construction sites under the National Pollutant Discharge Elimination System (NPDES) permit system. The course emphasizes selection and design of appropriate temporary and permanent Best Management Practices (BMPs). (Prerequisites: College-level reading, writing, and math) (2 hrs lec/2 hrs lab/0 hrs OJT)

**CETT 1622 OSHA Regulations/
Hazardous Waste 3 credits**

This course covers OSHA regulations and the use of Material Safety Data Sheets (MSDS). The materials expected to be found on a contaminated site will be stressed. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

CETT 1624 Wetland Mapping 3 credits

This class focuses on identifying wetlands according to the soil types and plants present along with mapping wetlands using surveying equipment and placing wetlands onto CAD and GIS maps. In addition, wetland types and categories will be introduced. (Prerequisites: CETT1402) (2 hrs lec/2 hrs lab/0 hrs OJT)

**CETT 1626 Introduction to Project
Management and Contracts 3 credits**

This class focuses on the skills needed to plan, organize, motivate, and apply resources to accomplish a specific project. Timelines and materials required will be the primary focus. In addition, an introduction

to contracts and contract law will be covered.
(Prerequisites: College-level reading, writing, and math) (2 hrs lec/2 hrs lab/0 hrs OJT)

CETT 1628 Environmental Restoration 3 credits

This class focuses on restoring the environment to a more natural state after it has been damaged through erosion, development, land-use changes, and climate change. (Prerequisites: College-level reading, writing, and math) (2 hrs lec/2 hrs lab/0 hrs OJT)

CETT 1630 Environmental Site Assessment 3 credits

This course covers the analysis required to prepare an environmental site assessment report. Students will learn to identify potential or existing environmental contaminants and possible liabilities. Both the land and improvements on the land will be covered. (Prerequisites: College-level reading, writing, and math) (2 hrs lec/2 hrs lab/0 hrs OJT)

CETT 1650 Certification Preparation for Technicians 1–5 credits

This class focuses on possible certifications in: EPA site assessments, pipelines (Veriforce, NCCER, and ISnetwork), wetland delineation, NACE CP1, CIP level 1 certification, and other certifications pertinent to their planned employment. Class can be taken multiple times for different certification preparations. (Prerequisites: none) (1-5 hrs lec/0 hrs lab/0 hrs OJT)

CETT 1652 Pipeline Corrosion Monitoring 3 credits

This class focuses on understanding and locating corrosion in buried pipelines. The effects of a variety of fluids on pipes will be covered. In addition, basic chemistry and electrical circuits necessary to understand and monitor corrosion will be covered. A lab field day to see the operation of monitoring equipment is required. (Prerequisites: College-level reading, writing, and math) (2 hrs lec/2 hrs lab/0 hrs OJT)

CETT 2400 Intermediate Survey 3 credits

This course covers the application of surveying principles to practical survey problems. The student will demonstrate the ability to apply data collection, traverse, and staking principles to practical problems. In addition, GPS and laser level surveys will be introduced. (Prerequisites: CETT1402; college-level

reading, writing, and math) (1 hr lec/4 hrs lab/0 hrs OJT)

CETT 2407 Engineering Technology Internship 1-7 credits

This course provides the student with work site experience in which skills and knowledge learned in previous courses may be applied. These internship experiences include safety procedures, quality control systems, personnel procedures, company organization, contractual agreements and other employer expectations. Technical skills and knowledge can include surveying, inspection, testing, computer design, and architectural applications. The students can register for varying credits based on their planners and number of hours of expected work. One credit is equivalent to 45 hours of work time. (Prerequisites: Completion of first year CET program) (0 hrs lec/0 hrs lab/3-9 hrs OJT)

CETT 2410 Storm Water Management 4 credits

This course covers the fundamentals of hydraulics and hydrology as they relate to the design of roadways, subdivisions, and storm/sanitary sewer design. It covers both the theory of hydraulics along with practical applications in storm sewer, culvert, and detention pond design. (Prerequisites: College level reading, writing and math) (3 hrs lec/2 hrs lab/0 hrs OJT)

CETT 2420 Land Survey Systems 3 credits

This course covers an introduction to the public land system, legal descriptions of properties, basic mapping terminology, and how legal land descriptions affect property transfer. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

CETT 2430 Site Development 3 credits

This course covers the various aspects of a property subdivision. Actual local platting regulations are used as a guide. The project is CAD drawn using industry standard software. (Prerequisites: CETT1430) (1 hr lec/4 hrs lab/0 hrs OJT)

CETT 2440 Civil Estimating 3 credits

This course covers the calculation of quantities from highway, bridge, building, and site plans. (Prerequisites: CETT1450; college-level reading,

writing and MATH0470 or concurrent enrollment) (2 hrs lec/2 hrs lab/0 hrs OJT)

CETT 2450 Highway Design **3 credits**

This course covers the various aspects of a highway design. The use of horizontal and vertical curves, earthwork computation and balancing, and storm water drainage will be emphasized. The final project will be drawn using industry standards and AutoCad. (Prerequisites: CETT1420 and CETT1450) (1 hr lec/4 hrs lab/0 hrs OJT)

CETT 2460 Advanced Survey **3 credits**

This course covers advance topics in surveying and is designed to give students an understanding of how to apply survey operations learned in previous courses to property surveys. In addition, students will gain further experience in control surveys, state plane coordinates, and GPS surveying. (Prerequisites: CETT 2400 or instructor consent. College level reading, writing and math.) (1 hr lec/4 hrs lab/0 hrs OJT)

CETT 2999 Special Topics in Civil Engineering Technology **1-3 credits**

Special topics in civil engineering technology. Special course topics will be announced in the class schedule.

Chemistry

CHEM 1110 Aspects of Chemistry I **3 credits**

An introduction to the study of chemistry and its applications requiring a minimum of mathematics. The topics of this course include an introduction to stoichiometry, nomenclature, bonding, gas laws, and acids and bases. This course is intended primarily for those with no or a limited or outdated background in chemistry. MTC goal area: (3) Natural Sciences. (Prerequisites: MATH0460, or equivalent, or 71 or higher on the Elementary Algebra portion of the CPT; a CHEM1110-CHEM1210 sequence may not be taken to meet the laboratory science requirement) (2 hrs lec/2 hrs lab/0 hrs OJT)

CHEM 1111 Aspects of Chemistry II **2 credits**

This course is a continuation of the CHEM1110-CHEM1111 sequence. Topics covered in this course include solution chemistry, oxidation/reduction, nuclear chemistry, and topics in organic chemistry. MTC goal area: (3) Natural Sciences. (Prerequisites:

CHEM1110 or instructor's consent) (1 hr lec/2 hrs lab/0 hrs OJT)

CHEM 1210 General Chemistry I **5 credits**

CHEM 1210 is the first semester of a two semester course sequence. It will provide preparation for students considering pre-professional and applied science careers as well as satisfying requirements for transfer curriculum. The basic fundamentals of chemistry will be covered, including modern atomic theory, the periodic table, stoichiometry, nomenclature, solutions, bonding, solution chemistry, the energy of reactions, properties of gases, and properties of solids and liquids. MTC goal area: (3) Natural Sciences. (Prerequisites: High school chemistry or CHEM1110 and high school algebra; or MATH0460, or equivalent, or 71 or higher on the Elementary Algebra portion of the CPT) (4 hrs lec/2 hrs lab/0 hrs OJT)

CHEM 1211 General Chemistry II **5 credits**

CHEM 1211 is the second semester of a two-semester course sequence. It will provide preparation for students considering pre-professional and applied science careers as well as satisfying requirements for transfer curriculum. The basic fundamentals of chemistry will be studied, including equilibrium, aqueous solutions, (acids, bases, and salts), solubility, electrochemistry, kinetics, chemistry of metals, and basic organic chemistry. MTC goal area: (3) Natural Sciences. (Prerequisites: CHEM1210 or instructor's consent) (4 hrs lec/2 hrs lab/0 hrs OJT)

CHEM 1310 General Chemistry of Solutions **3 credits**

This course is designed for students enrolling in the health programs. It includes discussion of measurements, bonding, and some medical properties of atoms and ions. Also includes moles, stoichiometry, solutions, equilibrium, pH and discussion of organic chemistry and biochemistry. (Prerequisites: High school chemistry or CHEM1110 and high school algebra; or MATH0460, or equivalent, or 71 or higher on the Elementary Algebra portion of the CPT) (2 hrs lec/2 hrs lab/0 hrs OJT)

CHEM 2110 Organic Chemistry I **5 credits**
 This is the first of a two-semester sequence of courses in organic chemistry. Topics covered include the study of structures, properties, syntheses and reactions of the major classes of organic compounds. Basic principles of chemical bonding, kinetics, mechanisms and molecular spectroscopy will also be addressed. (Prerequisites: CHEM1211) (3.5 hrs lec/3 hrs lab/0 hrs OJT)

CHEM 2111 Organic Chemistry II **5 credits**
 This is the second of a two-semester sequence of courses in organic chemistry. Topics include the study of structures, properties, syntheses, and reactions of the major classes of organic compounds. Basic principles of chemical bonding, kinetics, mechanisms and molecular spectroscopy will also be addressed. (Prerequisites: CHEM2110) (3.5 hrs lec/3 hrs lab/0 hrs OJT)

CHEM 2999 Special Topics in Chemistry **1-3 credits**
 Special topics in chemistry. Special course topics will be announced in the class schedule.

Computer Information Systems

CIS 1400 Introduction to Computers **2 credits**
 This course is designed for non-CIS majors who are novice computer users. It covers basic computer terminology and an introduction to the Windows operation system. Students will also have the opportunity, through hands-on projects, to work with some of the most popular desktop tools including word processing, spreadsheets, database applications, presentation software, and simple Web page design. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

CIS 1402 Foundations of CIS **3 credits**
 An introduction to foundational concepts in Computer Information Systems (CIS), such as number systems, virtual computing, elementary programming, intermediate office productivity software, computer networking, communication skills and common terminology. This course is for students intending to pursue a degree in CIS and for students wishing to learn more about Information Technology. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the

reading comprehension portion of the CPT, and MATH0460) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1406 Web Programming I **3 credits**
 Learn how to create World Wide Web home pages using Extended Hypertext Markup Language (XHTML). Hands-on exercises will guide students through the design and construction of an XHTML home page with links to graphics, documents, multimedia, and forms. This course will cover the basic and advanced concepts of web site design using XHTML. Students will have exposure to multiple WYSIWIG web editors. This course has a service learning component. (Prerequisite: ENGL0460 and READ0460 or concurrent enrollment or test out) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1408 Web Programming II **4 credits**
 This course will help students understand the fundamentals of mobile and responsive web page design, advanced CSS and XML using an effective problem-solving approach. This course has a service learning component. (Prerequisites: CIS1406) (3 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1410 Web Site Design **3 credits**
 This course provides the student with a basic understanding of web site design and the ability to create interactive, multimedia websites using current software. The course includes a service learning component. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; MATH0460; or instructors consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1412 Web Graphics I **3 credits**
 This course introduces students in using a graphics program, scanner, and other digital devices to create and edit graphic images for the Web. Topics also include optimization, layers, color transformation, clone, masks, and special effects of graphics and images. (Prerequisites: CIS1402; ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; MATH0460; or concurrent enrollment) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1415 Introduction to Programming 4 credits

This course introduces the student to the essential concepts and skills of computer programming. Students learn about data representation, algorithms, program logic, and structured and object oriented programming. Students develop their skills through application of these ideas using flowcharts, pseudocode, design, coding and testing. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, may be taken concurrently, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; and MATH0460, may be taken concurrently) (3 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1420 Advanced Web Site Design 4 credits

This course is continuation of CIS1410 Web Site Design course where students will learn about Search Engine Optimization (SEO), E-commerce and advanced concepts in Content Management Systems (CMS). Students will develop projects using current web design tools and applications. (Prerequisites: CIS1410) (3 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1421 Strategies for E-Commerce Marketing 3 credits

This course requires students to investigate new strategies in marketing and customer relations in the context of electronic commerce. The majority of the course focus is on the integration of the electronic marketing and selling with traditional advertising media. An understanding of customer management systems that electronic (WEB) based business are implementing will be developed by the learners.

CIS 1500 Computer User Support 3 credits

This course introduces the student to concepts and methods in computer user support, effective customer service, problem solving and case management, and the use of help desk management systems and software. (Prerequisites: Completion of semester I of any CIS degree or diploma program) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1510 Microcomputer Database 2 credits

This course introduces the student to microcomputer database software used to manage data. It covers essential windows skills; planning, creating, testing, and changing database files; adding, changing, importing, and deleting records from a database; querying database tables; designing, creating, and using forms and filters. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; MATH0460; or concurrent enrollment) (1 hr lec/2 hrs lab/0 hrs OJT)

CIS 1521 A+ Operating System Technologies 3 credits

This course prepares the student to describe the technologies and apply the skills identified in the CompTIA A+ Operating Systems Technologies Examination Objectives. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; and MATH0460) (1 hr lec/4 hrs lab/0 hrs OJT)

CIS 1522 A+ Core Hardware 3 credits

This course prepares the student to describe the technologies and apply the skills identified in the CompTIA A+ Core Hardware Examination Objectives. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT or concurrent enrollment or test out) (1 hr lec/4 hrs lab/0 hrs OJT)

CIS 1532 Data Driven Websites 3 credits

ASP.Net and SQLServer will be used to develop data driven websites. Students will learn to ASP.Net basics, Web Application development basics, database design and development techniques using Structured Query Language (SQL). (Prerequisites: CIS1406, CIS1415 and CIS1510) (2 hr lec/2 hrs lab/0 hrs OJT)

CIS 1610 Web Scripting 4 credits

This course teaches students to make web pages and web applications interactive using client side and server side scripting programming languages. Students will add scripting code to HTML documents

to add effects to pages. Scripting syntax, scripting object models, and object oriented principles are covered in this course. User interfaces to connect web pages to databases and server side scripting will be taught. Students will learn to process forms sent from web pages. (Prerequisites: CIS1406 and CIS1415 or instructor consent) (3 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1745 Network Administration: UNIX 3 credits

An introduction to the increasingly popular UNIX operating system using free Linux. Students will understand the architecture of UNIX (file system, processes, and device management), learn how to use common UNIX application and utility programs, program in scripting languages, and learn basic UNIX systems and network administration methods and techniques. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; and MATH0460) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1810 Network Administration: Security 3 credits

This course introduces students to fundamental concepts and methods in data and network security and prepares them to take industry Security+ certification examination. (Prerequisites: CIS1946 or instructor's consent) (2 hrs lab/2 hrs lec/0 hrs OJT)

CIS 1946 CISCO Networking I 3 credits

This course is the first in a series of four courses that deal with the CISCO core content. This course prepares the student to take the CCNA (CISCO Certified Networking Associate) exam. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; and MATH0460; or concurrent enrollment) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1947 CISCO Networking II 3 credits

This course is the second in a series of four courses that deal with the CISCO core content. This course prepares the student to take the CCNA or CISCO Certified Networking Associate exam. (Prerequisites: CIS1946) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1950 Network Administration: Windows Client 3 credits

This course is intended to help students learn how to plan, implement, manage, and support the latest Microsoft Windows Client operating system and prepare for the associated Microsoft Certified Professional examination. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; and MATH0460) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1952 Network Administration: Windows Server 3 credits

This course is designed to help students learn how to plan, implement, manage, and support the latest Microsoft Windows Server operating system and prepare for the associated Microsoft Certified Professional examination. (Prerequisites: CIS1950 or instructor consent; ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; and MATH0460; or concurrent enrollment) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 1999 Special Topics Computer Information Systems 1-3 credits

Study of special topics in computer science. Special course topics will be announced in the class schedule.

CIS 2560 Web Server Administration 3 credits

The student will receive instruction on basic server setup and the issues involved in web server administration. Elementary programming, database management, and web integration topics will be applied. Concepts will be applied to UNIX and Windows based web servers. (Prerequisites: CIS1402) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 2620 Object Oriented Programming I 4 credits

This course teaches the introductory concepts and tools associated with the Object-Oriented programming language. Topics covered will include classes, objects, I/O and built in functions, loop structures, decision structures and array manipulation and simple file processing techniques. (Prerequisites: CIS 1415, CIS 1636 or instructor's consent) (3 hrs lec/2 hrs lab/0 hrs OJT)

CIS 2621 Object Oriented Programming II 4 credits

This course builds on the concepts used in Object-Oriented Programming I. Students will work with advanced concepts using array manipulation, methods, classes and objects, pointers and reference variables, inheritance, and advanced file access methods. (Prerequisites: CIS2620) (3 hrs lec/2 hrs lab/0 hrs OJT)

CIS 2635 Java Programming 3 credits

This course teaches the use of programming languages used on the Internet to solve problems with a computer. Exposure to JAVA programming will be emphasized. Topics covered will include classes, objects, I/O and built in functions, loop structures, decisions structures and array manipulation. (Prerequisites: CIS 1415 or instructor consent; ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; MATH0460; or concurrent enrollment) (2 hrs lec/2 hrs lab/ 0 hrs OJT)

CIS 2640 Mobile Apps Programming 3 credits

This course is an introduction to developing mobile applications. It will begin with an overview of mobile app development environments and proceed to focus on cross-platform mobile apps development. It is an introductory course but students will be expected to have web programming experience. This course is for students intending to pursue a degree in CIS. (Prerequisites: CIS1610 and CIS1532 or instructor consent) (2 hr lec/2 hrs lab/0 hrs OJT)

CIS 2811 Intrusion Detection and Prevention Systems Fundamentals 3 credits

In this course, students gain a thorough grounding in the design, implementation, and administration of IDSes/IPSes, as well as practical, hands-on experience working with these systems. In addition, students analyze various attack signatures and the network traffic these IDS/IPS systems collect. Intrusion Detection/Prevention Systems are critical components of well-designed network architectures. These systems act as a line of defense, helping protect company assets from attacks. (Prerequisites: CIS1810 or instructor approval) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 2812 Network Security Fundamentals 3 credits

This course prepares students for entry-level security specialist careers by developing an in-depth understanding of network security principles and the tools and configurations needed to secure a network. (Prerequisite: CIS1810 or instructor approval) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 2813 Network Forensics and Incident Response 3 credits

This course explores security incidents and intrusions, including identifying and categorizing incidents, responding to incidents, log analysis, network traffic analysis, various tools, and creating an incident response team. (Prerequisite: CIS1810 or instructor approval) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 2814 Ethical Hacking and Systems Defense 3 credits

The course combines an ethical hacking methodology with the hands-on application of security tools to better help students secure their systems. Students are introduced to common countermeasures that effectively reduce and/or mitigate attacks. (Prerequisite: CIS1810 or instructor approval) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 2820 Network Administration: Advanced Windows Server 3 credits

This course covers advanced configuration of services necessary to deploy, manage and maintain a Windows Server infrastructure, such as advanced networking services, Active Directory Domain Services (AD DS), Active Directory Rights Management Services (AD RMS), Active Directory Federation Services (AD FS), Network Load Balancing, Failover Clustering, business continuity and disaster recovery services as well as access and information provisioning and protection technologies such as Dynamic Access Control (DAC), and Web Application Proxy integration with ADFS and Workplace Join. (Prerequisites: CIS2952) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 2845 Network Administration: UNIX Networking and Security 3 credits

This, the second of two UNIX courses, introduces the student to advanced UNIX server administration skills: system installation and configuration; user access and process management; Web and FTP server

administration; network printing and file server administration; and Gateway services and security. (Prerequisites: CIS1745) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 2948 CISCO Networking III 3 credits

This course is the third in a series of four courses that deal with the CISCO core content. This course prepares the student to take the CCNA (CISCO Certified Networking Associate) exam. (Prerequisite: CIS1947) (2 hrs lec/2 hrs lab/ 0 hrs OJT)

CIS 2949 CISCO Networking IV 3 credits

This course is the fourth in a series of four courses that deal with the CISCO core content. This course prepares the student to take the CCNA (CISCO Certified Networking Associate) exam. (Prerequisite: CIS2948) (2 hrs lec/2 hrs lab/0 hrs OJT)

**CIS 2954 Network Administration: 3 credits
Windows Server Infrastructure**

This course primarily covers the administrative tasks necessary to maintain a Windows Server infrastructure such as configuring and troubleshooting DNS, user and group management with Active Directory Domain Services (ADDS) and Group Policy, implementing Remote Access solutions such as DirectAccess, VPNs and Web Application Proxy, implementing Network Policies and Network Access Protection, Data Security, deployment and maintenance of server images, as well as update management and monitoring of Windows Server environments. (Prerequisites: CIS2952) (2 hrs lec/2 hrs lab/0 hrs OJT)

**CIS 2962 Network Administration: 3 credits
Microsoft Exchange Server**

This course provides students with the knowledge and skills necessary to plan and implement Microsoft Exchange Server.

**CIS 2972 Network Administration: 3 credits
SQL Server**

This course provides students with the knowledge and skills required to install, configure, administer, and troubleshoot the Microsoft SQL Server client-server database management system. (Prerequisite: CIS1402; students must have completed Semesters I, II, and III of the program planner from which the

student intends to graduate or instructor approval) (2 hrs lec/2 hrs lab/0 hrs OJT)

**CIS 2973 Network Administration: 3 credits
Server Virtualization**

This lab-oriented course explores installation, configuration, and management of server virtualization technology using enterprise-level virtualization products. (Prerequisites: CIS1947 or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

**CIS 2974 Network Administration: 3 credits
Exchange Server**

This course provides students with the knowledge and skills that are needed to update and support a reliable, secure messaging infrastructure. This infrastructure is used for creating, storing, and sharing information by using Microsoft Exchange Server in a medium-sized to large-sized (250 to 5,000 seats) messaging environment. This course offers a significant amount of hands-on practices, discussions, and assessments that assist students in becoming proficient in the skills that are needed to update and support Exchange Server. (Prerequisites: CIS2952) (2 hrs lec/2 hrs lab/0 hrs OJT)

**CIS 2976 Emerging Technologies in 1 credits
Information Systems**

In this laboratory course, the student will research and apply emerging technologies in Information Systems. Students will propose, design, and implement one or more working systems involving current technologies, while reinforcing project management and teamwork skills. (Prerequisites: Completion of Semester II of any CIS degree or diploma program or instructor's consent) (0 hrs lec/2 hrs lab/0 hrs OJT)

CIS 2980 Computer Careers Internship 1-4 credits

This course enables students to acquire practical experience in a variety of professional settings that draw on the skills learned in the student's program of study. It also enables students to test the practical range of some of the ideas presented in their coursework and to experience first-hand some of the career possibilities available to them, as well as an opportunity to network and to gain the job experiences necessary to employment success after graduation. (Prerequisites: Permission of the

department and concurrent enrollment in second-year courses) (0 hrs lec/0 hrs lab/1-4 hrs OJT)

CIS 2987 CIS Capstone **3 credits**

This course is designed as a "capstone" for the CIS program. It provides students with the opportunity to apply the full range of technical and communication skills they have developed throughout the program. In this course students will work under the guidance of faculty to design, implement and document one or more complete IT solution for a typical set of business and/or scientific computing requirements.

(Prerequisites: Students must have completed Semesters I, II and III of the program planner from which the student intends to graduate) (2 hrs lec/2 hrs lab/0 hrs OJT)

CIS 2999 Special Topics **1-3 credits**

Study of special topics in computer science. Special course topics will be announced in the class schedule.

Center for Manufacturing and Applied Engineering

CMAE 1502 Technical Mathematics **3 credits**

This is an introductory technical math course. This course is for students who have basic math skills and for those who need basic technical math concepts. The primary goals of this course are to help individuals acquire a solid foundation in the algebra and geometry used in a technical setting. This course will show how these skills can model and solve authentic real-world problems. (Prerequisites: 52 on the Reading portion of the Accuplacer and 45 on the Math portion of the Accuplacer) (3 hrs lec/0 hrs lab/0 hrs OJT)

CMAE 1506 Introduction to Computers **2 credits**

This is an introductory course in Microsoft Office computer applications for technical fields. The primary goal of this course is to help individuals acquire a hands-on working knowledge of current personal computer applications including word-processing, spreadsheets, database, presentation, and internet browser software. (2 hrs lec/0 hrs lab/0 hrs OJT) (Prerequisites: 52 on the Reading portion of the Accuplacer)

CMAE 1510 Print Reading **2 credits**

This course will give students an understanding of basic mechanical drawing principles. Topics include the alphabet of lines, arrangement of views, orthographic projections, scaling, dimensioning, tolerancing, and symbols. Students will read and interpret mechanical drawings. (Prerequisites: 52 on the Reading portion of the Accuplacer) (2 cr lec/0 cr lab/0 cr OJT)

CMAE 1514 Safety **2 credits**

This course aligns with the Manufacturing Skill Standards Council's (MSSC) assessment and certification system for Safety. The curriculum is based upon federally-endorsed national standards for production workers including Occupational Safety Health Association (OSHA) standards relating to personal protective equipment, Hazardous Material (HAZMAT), tool safety, confined spaces, and others. (Prerequisites: 52 on the Reading portion of the Accuplacer) (2 hrs lec/0 hrs lab/0 hrs OJT)

CMAE 1518 Manufacturing Processes and Production **2 credits**

This course aligns with the National Skill Standard assessment and certification system for Safety Awareness. The curriculum is based on federally-endorsed national standards for production workers emphasizing lean manufacturing principles, basic supply chain management, communication skills, and customer service. (Prerequisites: 52 on the Reading portion of the Accuplacer) (2 hrs lec/0 hrs lab/0 hrs OJT)

CMAE 1522 Quality Practices **2 credits**

This course aligns with the National Skill Standard assessment and certification system for Quality Practices. The curriculum is based on federally-endorsed national standards for production workers. Emphasis is placed on continuous improvement concepts and how they relate to a quality management system. Students will be introduced to a quality management system and its components. These include corrective actions, preventative actions, control of documents, control of quality records, internal auditing of processes and control of non-conforming product. (Prerequisites: 52 on the Reading portion of the Accuplacer) (2 hrs lec/0 hrs lab/0 hrs OJT)

CMAE 1526 Maintenance Awareness 2 credits

This course aligns with the National Skill Standard assessment and certification system for Maintenance Awareness. The curriculum is based on federally endorsed national standards for production workers. The course introduces the concepts of total productive maintenance and preventative maintenance with the fundamental principles of lubrication, electricity, hydraulics, pneumatics, and power transmission systems. (Prerequisites: 52 on the Reading portion of the Accuplacer) (2 hrs lec/0 hrs lab/0 hrs OJT)

CMAE 1528 Career Success Skills 1 credits

This is an introductory career success skills course. The primary goals of this course are to help individuals acquire a solid foundation in the basic skills for a successful career. This course will identify the skills important to businesses and help the student access his/her level of skill. The course will provide suggestions for how the student can improve his/her level of skill. (Prerequisite: 52 on the Reading portion of the Accuplacer) (1 hr lec/0 hrs lab/0 hrs OJT)

CMAE 1530 Machining Math 2 credits

This is a math course designed for students in a machine shop environment. The primary goals of this course are to help individuals acquire a solid foundation in the basic skills of math that relate directly to the machine shop and industrial manufacturing. This course will show how these skills can model and solve authentic real-world problems. This is a blended on-line course utilizing Tooling "U", D2L and proctored unit exams. (Prerequisites: CMAE1502) (2 hrs lec/0 hrs lab/0 hrs OJT)

CMAE 1532 Machine Tool Print Reading 2 credits

Students will engage in learning how to read basic blueprints. (Prerequisites: CMAE1510) (2 hrs lec/0 hrs lab/0 hrs OJT)

CMAE 1534 Machine Tool Technology Theory 2 credits

This is a shop theory course designed for students in a machine shop environment. The primary goals of this course are to help individuals acquire the basic knowledge of shop machines operation and machine components. This is an on-line course utilizing D2L

and ToolingU. (Prerequisites: none) (2 hrs lec/0 hrs lab/0 hrs OJT)

CMAE 1536 Machine Tool Technology Lab I 2 credits

This course will address the operations of a drill press, tool grinder, vertical milling machine, engine lathe, and saws. Machine safety, machine component identification, as well as turning, milling, sawing, bench work, drilling and single-point tool grinding projects are also included in the components listed above. The student will also learn the care and use of inspections and layout tools. (Prerequisite: CMAE 1534) (0 hrs lec/4 hrs lab/0 hrs OJT)

CMAE 1538 Machine Tool Technology Lab II 2 credits

This course will address the advanced operations of a drill press, vertical milling machine, engine lathe, surface grinder and saws. Machine safety, machine component identification, as well as turning, milling, sawing, drilling and surface grinding projects are also included in the components listed above. The student will also learn the care and use of high precision measuring equipment. (Prerequisite: CMAE1534 and CMAE1536) (0 hrs lec/4 hrs lab/0 hrs OJT)

CMAE 1540 Introduction to CNC 3 credits

This online course is an introduction to CNC machining. The focus will center on CNC machining centers and will include the history of CNC machining, G&M codes, programming, set-up and operating procedures. This is an on-line course utilizing ToolingU and D2L. (Prerequisites: CMAE1536 and CMAE1538) (3 hrs lec/0 hrs lab/0 hrs OJT)

CMAE 1542 Geometric Dimensioning and Tolerancing 2 credits

Students will engage in learning how to read prints with Geometric Dimensioning and Tolerancing applications. Each of the geometric controls will be examined so the student may determine the allowable variation in form and size between part features. The Y14.5 M standard will be part of the overall instruction. Using precision equipment most of the geometric controls will be inspected to print specifications. Prerequisites: None (2 hrs lec/0 hrs lab/0 hrs OJT)

CMAE 1560 Interpreting Symbols 2 credits

The welding profession requires a good working knowledge of the fundamental component of welding prints that make up structures in the welding industry. To accurately layout and fabricate parts, the welder will need basic knowledge of print lines, dimensions, notes, and welding symbols. The students will breakdown welding prints to develop the skills necessary to fabricate individuals component parts that will make-up welded structures. Written and fundamental tests will be administered in accordance with the American Welding Society (AWS) and the appropriate correlating code books. Prerequisites: None (2 hrs lec/0 hrs lab/0 hrs OJT)

CMAE 1562 Oxyfuel Welding and Cutting Process 3 credits

This course covers the use of oxy-fuel equipment while welding, cutting, brazing, and using the Plasma Arc Cutting (PAC) and Air Carbon Arc Cutting (CAC-A) processes. There will also be an introduction into laser cutting equipment. A very important part of this course will be discussing safety as it relates to the thermal welding and cutting equipment. Time will be spent in the lab developing skills using the thermal welding and cutting processes. Welds will be made in the flat, horizontal, vertical, and overhead positions. Cuts will be made in the flat and horizontal positions. Written and fundamental tests will be done in accordance with the American Welding Society (AWS) codes and standards. (Prerequisites: none) (1 hr lec/4 hrs lab/0 hrs OJT)

CMAE 1564 Shielded Metal Arc Welding (SMAW) 3 credits

Students will study the safety concerns connected with the Shielded Metal Arc Welding (SMAW) process, along with an introduction into the types of power sources used for arc welding, process applications, electrode selections, overview of weld types, and other work-related safety conditions in the welding field. Time will be spent in the lab developing skills using the SMAW processes. Welds will be made in the flat, horizontal, vertical, and overhead positions. Written and fundamental tests will be done in accordance with the American Welding Society (AWS) codes and standards. (Prerequisites: none)

CMAE 1566 Gas Metal Arc Welding (GMAW)/Flux Cored Arc Welding (FCAW) 3 credits

Students will study the safety concerns connected with the Gas Metal Arc Welding (GMAW) and Flux Cord Arc Weld (FCAW). The GMAW process will be discussed in depth in relationship to the different type of modes of transfer available, shielding gases, and the different types of materials that can be welded. The FCAW process is similar in the type of equipment used for mode of transfer. The differences in the electrode types of gas-shielded wires and self-shielded wires will be discussed along with the types of shielding gases that are used. There will be discussions on the importance of how the welding process intersects with the arc welding symbols and codes. Along with this, we will also do a review of procedures used in the visual inspections of welds. Time will be spent in the lab developing skills using the GMAW and FCAW processes. Welds will be made in the flat, horizontal, vertical, and overhead positions. Written and fundamental tests will be done in accordance with the American Welding Society (AWS) codes and standards. Prerequisites: CMAE 1524 (1 hr lec/2 hrs lab/0 hrs OJT)

CMAE 1568 Gas Tungsten Arc Welding (GTAW) 3 credits

This course covers the safety hazards and applications for Gas Tungsten Arc Welding (GTAW) in the welding industry. Material covered in the classroom will be power sources, setup, types of current, current selection, shielding gases and torch types. Various procedures will be discussed for welding different metals (aluminum, stainless steel and mild steel) and potential problems that may be encountered. Applications for the process in different industries, and the use of back purging and its application will also be discussed. Welds will be made in the flat, horizontal, vertical and overhead positions. Written and fundamental tests will be done in accordance with the American Welding Society (AWS) codes and standards. Prerequisites: CMAE 1520, CMAE 1524 and CMAE 1526 (1 hr lec/2 hrs lab/0 hrs OJT)

CMAE 1570 Metallurgy and Mechanical Properties of Materials 1 credits

This course covers the study of metals and how the effects of welding and heat treatments affect them. Terminology dealing with metallurgy will be an important part of the course. Physical and mechanical properties of ferrous and nonferrous metals will be covered along with the classifications of the different types of metals. By understanding the mechanical properties of metals, you will gain an understanding of the range of usefulness of the materials in the metal working community. Written tests will be done in accordance with the American Welding Society (AWS) codes and standards. (Prerequisites: none) (1 hr lec/0 hrs lab/0 hrs OJT)

CMAE 2582 Mechanical/Industrial Design Layouts 3 credits

Students will create design layouts and analyze parts for location, function, fit and integrity. Students will incorporate revisions into the design process. Design layouts will include the selection of machine elements as they relate to various design options. (Prerequisites: CMAE2602) (1 hr lec/4 hrs lab/0 hrs OJT)

CMAE 2586 Advanced Mechanical Drafting 3 credits

This course will cover isometric and auxiliary mechanical drawing applications. Students will create various auxiliary views according to industry standards/applications. Students will work with isometric part presentation views for components. (Prerequisites: CMAE2602) (1 hr lec/4 hrs lab/0 hrs OJT)

CMAE 2606 Mechanical/Industrial Assemblies 3 credits

This course covers welded, bolted assemblies, parts lists and bill of materials. Students will design and draw components, sub-assemblies and assemblies of mechanical and industrial products. These topics will show the students the relationship between individual parts of various assembled products. (Prerequisites: CMAE2602) (1 hr lec/4 hrs lab/0 hrs OJT)

CMAE 2618 Mechanical Applications 3 credits

This course will have students working with fasteners, threads, tolerancing and finish marks. Students will

apply finish marks, thread designations and tolerances to drawings as required by industry standards. Fastener selection will also be incorporated in the process. (Prerequisites: CMAE2602) (1 hr lec/4 hrs lab/0 hrs OJT)

Communication**COMM 1100 Introduction to Communication 3 credits**

This course introduces students to the concepts, models, and theories of human communication and their application to interpersonal, small group, and public speaking situations. MTC goal areas: (1) Communication (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

COMM 1105 Interpersonal Communication 3 credits

This course provides opportunities for students to understand the process of human communication, to assess their strengths and weaknesses as communicators, to assist them in solving problems of an interpersonal nature, and develop interaction skills for interpersonal settings. MTC goal areas: (1) Communication (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

COMM 1110 Public Speaking 3 credits

This course provides opportunities for students to become familiar with a variety of techniques to develop skills in research, organization, and presentation of informative and persuasive speeches. Students should expect to reduce speech apprehension and develop self-confidence in their ability to communicate in public. MTC goal areas: (1) Communication (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

COMM 1115 Intercultural Communication 3 credits

This course allows the student an opportunity to study the process of communicating across cultures. Major ethnic cultures, as well as significant co-cultures, will become the focus of study. The course will provide experiential as well as cognitive learning. MTC goal areas: (1) Communication and (7) Human Diversity. (Prerequisites: College-level reading or Instructor consent or permission) (3 hrs lec/0 hrs lab/0 hrs OJT)

COMM 1120 Media and Society 3 credits

This course analyzes the various media of mass communication and the manipulative influence of this media on American society. Included will be an introduction to the history and development of the mass communication systems: newspapers, magazines, books, recorded music, radio, television, movies and social networking. MTC goal areas: (5) History and Social and Behavioral Sciences, and (8) Global Perspective. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

COMM 1125 Small Group Communication 3 credits

This course is designed for students to learn the basic principles of small group communication and improve participation by practicing and analyzing the processes of group structures, functions, roles, tasks. Leadership functions with practical application of problem-solving and oral communication skills may develop through project analyses and applications. (MTC goal area: (1) Communication) (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

COMM 1600 Communication in the Workplace 3 credits

This course is designed to enhance students' understanding of and ability to communicate effectively in a multicultural workplace. The history of organizational communication, conflict trends, and personal responsibility in the modern multicultural workplace will be studied to enhance opportunities and skills for life-long employment. MTC goal areas: (5) History and Social and Behavioral Sciences, and (7) Human Diversity. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

COMM 1601 Interviewing Procedure and Practice 1 credits

An applications course in the job-seeking process. Students will explore self-confidence and the interviewing process, understand employer expectations, and identify personal and job-related skills. Job-seeking, resume writing and interview skill-building will be covered. (Prerequisites: None; computer skills necessary) (1 hr lec/0 hrs lab/0 hrs OJT)

COMM 1602 Teambuilding Procedure and Practice 1 credits

An applications course in human relations that concentrates on self-awareness, personal interactions, and relationships in careers or classrooms. Focus will be placed upon understanding personal behavior and communication in a variety of settings, (e.g. classrooms, careers). (Prerequisites: College-level reading and writing) (1 hr lec/0 hrs lab/0 hrs OJT)

COMM 2205 Relationship Communication 3 credits

Covers advanced topics in interpersonal communication concerning communication in close (romantic/family) relationships. Topics for this course will include historical perspective of relationship development, theories of relationship issues, (conflict/maintenance/termination) as well as examining the influence of gender, ethnicity and nationality on the process of relationship communication. MTC goal areas: (5) History and Social and Behavioral Sciences and (8) Global Perspective. (Prerequisites: COMM1110 or COMM1105) (3 hrs lec/0 hrs lab/0 hrs OJT)

COMM 2999 Special Topics in Communication 1-3 credits

Study of special topics in communication. Special course topics will be announced in the class schedule.

Dental Hygiene**DENH 1401 Dental Anatomy 2 credits**

This lecture and laboratory course is designed to educate the dental hygiene student in dental terminology; morphological characteristics of the permanent and primary teeth; anatomical and soft tissue landmarks; structure and function of the teeth and associated oral tissues; and includes an introduction to occlusion. (Prerequisites: All pre-technical requirements completed with a "C" or better and an overall GPA of 2.6 or better. Admission to the dental hygiene program.) (1.5 hrs lec/1 hr lab/0 hrs OJT)

DENH 1405 Developmental Head & Neck Anatomy 2 credits

This course blends anatomy, embryology, and histology in a study of the gross and microscopic structures of the head and neck. Practical applications

are related to clinical cases in the dental field. (Prerequisites: All pre-technical requirements completed with a "C" or better, an overall G.P.A. of 2.6 or better, and admission to the dental hygiene program) (2 hrs lec/0 hrs lab/0 hrs OJT)

DENH 1420 Dental Hygiene Theory and Practice I 5 credits

This course introduces the student to the dental hygiene process of care with emphasis on professionalism, the theory and practice of preventive dentistry, use of preventive dental aids, infection control, patient assessment and clinical instrumentation skills. (Prerequisites: All pre-technical requirements completed with a "C" or better, an overall G.P.A. of 2.6 or better, and admission to the dental hygiene program, and concurrent registration with DENH1425) (3 hrs lec/4 hrs lab/0 hrs OJT)

DENH 1425 Dental Hygiene Practice I SimLab 1 credits

This supervised simulation laboratory course provides the student with the opportunity to practice oral physiotherapy aids, patient operator positioning, and dental hygiene instrumentation skills on a mannequin prior to clinical practice. (Prerequisites: All pre-technical requirements complete with a "C" or better, an overall G.P.A. of 2.6 or better, admission to the dental hygiene program, and concurrent registration with DENH1420) (0 hrs lec/2 hrs lab/0 hrs OJT)

DENH 1470 Medical and Dental Emergencies 1 credits

This course emphasizes reduction of risk for emergencies and familiarity with critical steps in prevention, preparation, early recognition and appropriate management of common medical emergencies in a dental setting. Medical terminology is also included in this course. (Prerequisites: All pre-technical requirements completed with a "C" or better, an overall G.P.A. of 2.6 or better, and admission to the dental hygiene program.) (1 hr lec/0 hrs lab/0 hrs OJT)

DENH 1505 General and Oral Pathology 2 credits

This course covers the study of general and oral disease processes including inflammatory and immunological responses, and the process of wound healing and repair. Special emphasis is placed on the

recognition of abnormalities, neoplasms, and the clinical and radiographic recognition of oral pathology. (Prerequisites: Completion of all previous semester courses) (2 hrs lec/0 hrs lab/0 hrs OJT)

DENH 1511 Dental Materials 4 credits

This course introduces students to preventive, diagnostic and restorative materials used in modern dentistry, including: chemical/physical composition, properties, appropriate uses, safe handling, and proper manipulation of materials. Students participate through hands-on learning projects. (Prerequisites: Completion of all previous semester courses with a "C" or better. Computer literacy, and a working knowledge of D2L) (2 hrs lec/4 hrs lab/0 hrs OJT)

DENH 1520 Dental Hygiene Theory II 2 credits

This course is designed to continue the student's education in dental hygiene patient care to include the management of patients with special needs, patient communication and fluoride treatment modalities. Active learning in evidence-based dental hygiene research is included. (Prerequisites: Completion of all previous semester courses and concurrent registration with DENH1528) (2 hrs lec/0 hrs lab/0 hrs OJT)

DENH 1528 Dental Hygiene Practice II 4 credits

This supervised clinic course provides students with the opportunity to practice clinical procedures to include patient assessments, planning, implementation and evaluation. Additional focus includes instrumentation, fluoride therapy, radiographs, and expanded functions. (Prerequisites: Completion of all previous semester courses and concurrent registration with DENH1520) (0 hrs lec/8 hrs lab/0 hrs OJT)

DENH 1530 Dental Radiology 3 credits

This course is designed to prepare the dental hygiene student in the art and science of producing intraoral radiographic surveys utilizing simulated and patient experiences. Course content includes theoretical concepts of radiation physics and biology; characteristics of radiation, dental radiographic equipment; film processing and mounting; digital radiography; patient selection; infection control; and quality assurance programs. (Prerequisites:

Completion of all previous semester courses) (2 hrs lec/2 hrs lab/0 hrs OJT)

DENH 1560 Periodontology I 1 credits

This course provides a study of the histology, pathogenesis, dental hygiene diagnosis, risk indicators, epidemiology and treatment of periodontal disease. (Prerequisites: Completion of all previous semester courses) (1 hr lec/0 hrs lab/0 hrs OJT)

DENH 2401 Pharmacology for the Dental Hygienist 2 credits

This course is designed to educate the dental hygiene student with applying pharmacology knowledge to dental hygiene clinical practice. (Prerequisites: Completion of all previous semester courses) (2 hrs lec/0 hrs lab/0 hrs OJT)

DENH 2420 Dental Hygiene Theory III 2 credits

This course is designed to be a continuation of Dental Hygiene Theory II (DENH1520) with emphasis on scientific principles, advanced dental hygiene skills, utilization of professional judgment and providing optimal comprehensive dental hygiene patient management and oral health assessment. (Prerequisites: Completion of all previous semester courses and concurrent registration with DENH2428) (2 hrs lec/0 hrs lab/0 hrs OJT)

DENH 2428 Dental Hygiene Practice III 6 credits

This course is a continuation of Dental Hygiene Practice II (DENH1528) with supervised clinical experiences, which incorporates practice management, radiographic interpretation and oral health promotion and disease prevention. Active learning will involve assessing, planning, implementing appropriate treatment and evaluating comprehensive patient care and management to diverse populations. (Prerequisites: Completion of all previous semester courses and concurrent registration with DENH2420) (0 hrs lec/12 hrs lab/0 hrs OJT)

DENH 2431 Radiographic Interpretation 2 credits

This course is an advanced study of the principles of radiographic interpretation which recognizes the limitations and benefits of dental radiography in evaluating periodontal disease, dental caries,

developmental abnormalities and pathological conditions. Course content also includes: film positioning devices, extraoral radiography, localization techniques, and identification of dental materials and foreign objects. (Prerequisites: Completion of all previous semester courses) (1 hr lec/2 hrs lab/0 hrs OJT)

DENH 2460 Periodontology II 2 credits

This course is designed to expand the knowledge of the dental hygiene student in the field of periodontology. Areas of discussion include innovations in nonsurgical and surgical therapy, comprehensive periodontal assessment, clinical decision making outcomes, assessment of periodontal maintenance and incorporating research evidence into clinical practice. (Prerequisites: Completion of all previous semester courses) (2 hrs lec/0 hrs lab/0 hrs OJT)

DENH 2501 Pain Management 2 credits

This lecture and clinical course educates students in the use of nitrous oxide/oxygen analgesia and local anesthesia. Course content emphasizes assessment, pharmacology, anatomy, physiology and emergency procedures. Clinical experiences develop skills in safe and effective administration techniques. (Prerequisites: Completion of all previous semester courses) (1.5 hr lec/1 hr lab/0 hrs OJT)

DENH 2520 Dental Hygiene Theory IV 2 credits

This course is designed to be a continuation of DENH2420 Dental Hygiene Theory III with emphasis on case based learning, the development and presentation of a case study and ethical dilemma, and completion of a program portfolio. The integration of case studies are utilized throughout the course. (Prerequisites: Completion of all previous semester courses and concurrent registration with DENH2528) (2 hrs lec/0 hrs lab/0 hrs OJT)

DENH 2528 Dental Hygiene Practice IV 6 credits

This course is a continuation of Dental Hygiene Practice III (DENH2428) with supervised clinical experiences. Advanced enhancement in critical thinking decision-making skills are integrated during the provision of patient care and management to diverse populations. Clinical practice becomes more demanding with increased patient experiences.

(Prerequisites: Completion of all previous semester courses and concurrent registration with DENH2520) (0 hrs lec/12 hrs lab/0 hrs OJT)

DENH 2550 Community Dental Health 2 credits

This course introduces students to the disciplines and principles of dental public health, ethical principles governing health care, principles of professional and oral communications, epidemiologic methods, and biostatistical measurement and analysis. Review of preventive dentistry, dental health education, and program development and evaluation are included. Students conduct community-based oral health programs. (Prerequisites: Completion of all previous semester courses) (2 hrs lec/0 hrs lab/0 hrs OJT)

DENH 2590 Dental Hygiene National Board Review 1 credits

This elective course is a prepared content review on all topics covered in the dental hygiene program and intended to be a supplement to the student's preparation to taking the Dental Hygiene National Board Exam. (Prerequisites: Completion of all previous semester courses) (1 hr lec/0 hrs lab/0 hrs OJT)

DENH 2592 Career Readiness for the Dental Hygienist 1 credits

This course prepares the student for entry into the dental hygiene profession through the integration of theory, knowledge, research and professional growth/development. Course content includes ethical, legal and regulatory concepts to the provision and/or support of oral health care and explores the dental hygienists' employment considerations in both traditional and non-traditional settings. Active learning experiences include the development of resume and cover letter; preparation for national, regional clinical boards, and jurisprudence examinations. Prerequisites: Completion of all previous semester courses. (1 hr lec/0 hrs lab/0 hrs OJT)

DENH 2600 Clinical Remediation 1 credits

This course focuses on areas of clinical deficiencies and utilizes supervised clinical practice to develop competence. (Prerequisites: Recommendation and instructor's consent. Must be a student in the Lake Superior College Dental Hygiene Program or a recent

graduate [within one year]) (0 hrs lec/2 hrs lab/0 hrs OJT)

DENH 2701 Restorative Functions 3 credits

This advanced course offers the opportunity for dental hygienists and dental assistants to develop competencies in the placement of selected dental restorations, as specified by the Minnesota State Board of Dentistry. Participants will participate in classroom lecture, and perform lab exercises. Dentist supervised clinical experiences with patients will be initiated at the Lake Superior College Community Dental Clinic, with remainder of clinical experience requirements being completed within the dental offices of attendees, under the direction of their employer dentist. Upon completion of the clinical experiences in their office, participants will return for a final clinical evaluation at the college.

DENH 2999 Special Topics for the Dental Hygienist 1-3 credits

Study of special topics in dental hygiene. Special course topics will be announced in the class schedule.

Economics

ECON 1100 Introduction to Economics 3 credits

This course covers a general description of the United States economy and the fundamental concepts of economics. These concepts will be applied in both microeconomic and macroeconomic situations. MTC goal areas: (5) History and the Social and Behavioral Sciences and (8) Global Perspective. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

ECON 1150 Principles of Economics: Macroeconomics 3 credits

This course introduces the student to the study of business cycles, economic growth, and the role of government within the context of market economies. Policy decisions, past and present, and their effects on unemployment and inflation are examined. MTC goal areas: (5) History and the Social and Behavioral Sciences and (8) Global Perspectives. (Prerequisites: MATH0460, or equivalent, or 71 or higher on the Elementary Algebra portion of the CPT; college-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

ECON 1160 Principles of Economics: Microeconomics 3 credits

The study of microeconomics gives a foundational understanding of how price and quantity are determined in the market place. Students will learn how consumers determine spending and how firms decide what and how much to produce. A variety of market structures will be compared along with the role of the consumer in each market. MTC goal area: (5) History and the Social and Behavioral Sciences. (Prerequisites: MATH0460, or equivalent, or 71 or higher on the Elementary Algebra portion of the CPT; College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

Education**EDUC 1100 Field Experience in Teaching 1 credits**

This course is designed to engage pre-program teacher education students in two areas: 1) the exploration of teaching as a career and 2) the completion and documentation of field experience with students in educational settings. A varying amount of such field experience is prerequisite to acceptance in most Teacher Education Programs. When students take EDUC 2000-Introduction to Teaching, this course must be taken concurrently, and students are encouraged to take it separately when EDUC 2000 is not offered. This course may be repeated for up to four credits. (Prerequisites: Students should enroll in this course consecutively each semester until they transfer to a four year institution. College level reading and writing.) (1 hr lec/0 hrs lab/0 hrs OJT)

EDUC 2000 Introduction to Teaching 3 credits

Introduction to schooling, teaching, and the foundations of education. The major purpose is to help students clarify their thoughts and feelings about becoming a teacher. Topics include teachers, students, schools, teaching, school finance, history of U.S. education, and philosophy of education. Must be taken concurrently with EDUC1100 Field Experience in Teaching. (Prerequisites: College-level reading and writing. Co-requisite: EDUC1100) (3 hrs lec/0 hrs lab/0 hrs OJT)

Commerical and Residential Wiring**ELEC 2401 Residential Wiring 1 credits**

This course covers the requirements for electrical branch and general circuits in residences. Topics include the calculation of electrical cable sizes and types, calculations for service-entrance equipment, ground-fault circuit interrupters, safe work practices, estimating, and blueprint reading. (Prerequisites: Completion of first year courses or instructor's consent.) (1 hr lec/0 hrs lab/0 hrs OJT)

ELEC 2402 Residential Wiring Lab 3 credits

This course covers the practical applications of the requirements for electrical branch and general circuits in residences. Topics include the techniques for installation of electrical cables, special and general outlets, service-entrance equipment, ground-fault circuit interrupters, safe work practices, and blueprint reading. (Prerequisites: Completion of the first year courses or instructor's consent) (0 hrs lec/6 hrs lab/0 hrs OJT)

ELEC 2405 Electrical Blueprint Reading 2 credits

This course covers the basics on reading and interpreting various architectural drawings for the electrical industry in residential, commercial, and industrial construction. (Prerequisites: Completion of first year courses, or consent of instructor.) (2 hrs lec/0 hrs lab/0 hrs OJT).

ELEC 2421 Commercial Wiring I 1 credits

This course covers the requirements for the calculation and installation of transformers, raceways, conduits, junction boxes, elevators, service entrances, subpanels, and various types of lighting found in commercial properties. (Prerequisites: Completion of first year courses, or instructor's consent) (1 hrs lec/0 hrs lab/0 hrs OJT)

ELEC 2422 Commercial Wiring I Lab 3 credits

This course covers the practical application of the requirements for calculations and installation of transformers, raceways, conduits, junction boxes, elevators, service entrances, subpanels and various types of lighting found in commercial properties. (Prerequisites: Completion of the first year courses or instructor's consent) (0 hrs lec/6 hrs lab/0 hrs OJT)

ELEC 2431 Motor Control **2 credits**
 This course covers the theoretical and application of controls for electrical systems. Topics will include the control of various types of lighting, motors, and other electrical equipment, safe work practices, and blueprint reading. (Prerequisites: Completion of the first year courses or instructor's consent) (2 hrs lec/0 hrs lab/0 hrs OJT)

ELEC 2432 Motor Control Lab **1 credits**
 This course covers the theoretical and application of controls for electrical systems. Topics will include the control of various type of lighting, motors, and other electrical equipment, safe work practices, and blueprint reading. (Prerequisites: Completion of the first year courses or instructor's consent) (0 hrs lec/2 hrs lab/0 hrs OJT)

ELEC 2440 National Electrical Code I **2 credits**
 This course covers the history and application of the National Electrical Code towards residential and commercial properties and business. It is designed to support the third semester curriculum of the Commercial and Residential Wiring program. (Prerequisites: Completion of the first year courses or instructor's consent) (2 hrs lec/0 hrs lab/0 hrs OJT)

ELEC 2451 Commercial Wiring II **1 credits**
 This course continues on from the Commercial Wiring I course in the third semester. Topics included are theoretical aspects for lighting, motors, and other electrical equipment. Also covered are safe work practices and blueprint reading. (Prerequisites: Completion of the first year courses or instructor's consent) (1 hrs lec/0 hrs lab/0 hrs OJT)

ELEC 2452 Commercial Wiring II Lab **3 credits**
 This course continues on from the Commercial Wiring I course in the third semester. Topics included are installation practices for lighting, motors, and other electrical equipment. Also covered are safe work practices and blueprint reading. (Prerequisites: Completion of the first year courses or instructor's consent) (0 hrs lec/6 hrs lab/0 hrs OJT)

ELEC 2461 Electrical Troubleshooting **2 credits**
 This course covers the practical approach to troubleshooting electrical systems. Topics will include the common problems with various types of lighting,

motors, controls, and other electrical equipment, safe work practices and blueprint reading. (Prerequisites: Completion of the first year courses or instructor's consent) (2 hrs lec/0 hrs lab/0 hrs OJT)

ELEC 2471 Industrial Wiring **2 credits**
 This course covers the theoretical application of industrial wiring methods and materials for electrical systems. Topics will include hazardous locations, lighting, motor selections, other electrical equipment pertaining to industrial settings, safe work practices, and blueprint reading. (Prerequisites: Completion of the first year courses or instructor's consent) (2 hrs lec/0 hrs lab/0 hrs OJT)

ELEC 2472 Industrial Wiring Lab **2 credits**
 This course covers the theoretical and practical application of industrial wiring methods and materials for electrical systems. Topics will include hazardous locations, lighting, motor selections, other electrical equipment pertaining to industrial settings, safe work practices, and -blueprint reading. (Prerequisites: Completion of the first year courses or instructor's consent) (0 hrs lec/4 hrs lab/0 hrs OJT)

ELEC 2490 Electrical Internship **1-4 credits**
 This course provides the student with work site experience where skills and knowledge learned in previous courses may be applied. The internship experience includes safety procedures, quality control systems, personnel procedures, company organization, contractual agreements, and other employer expectations. The students can register for varying credits based on their planner and the number of hours of work available from the employer. One credits is equivalent to 48 hours of work time. (Prerequisite: Instructor's consent) (0 hrs lec/0 hrs lab/48-196 hrs OJT)

ELEC 2501 Electrical Controls **2 credits**
 This course covers the theoretical application of controls for electrical systems. Topics will include the control of various types of lighting, motors, and other electrical equipment, safe work practices, and blueprint reading. (Prerequisites: Completion of the first year courses or instructor's consent) (2 hrs lec/0 hrs lab/0 hrs OJT)

ELEC 2502 Electrical Controls Lab 1 credits

This course covers the theoretical application of controls for electrical systems. Topics will include the control of various types of electrical equipment, lighting, commercial and industrial processes, safe work practices, and blueprint reading. (Prerequisites: Completion of the first year courses or instructor's consent) (0 hrs lec/2 hrs lab/0 hrs OJT)

ELEC 2510 National Electrical Code II 2 credits

This course covers the history and application of the National Electrical Code towards commercial and industrial properties and business. It is designed to support the fourth semester curriculum of the Commercial and Residential Wiring program. (Prerequisites: Completion of the first year courses or instructor's consent) (2 hrs lec/0 hrs lab/0 hrs OJT)

ELEC 2511 Introduction to the National Electrical Code 1 credits

This course covers the history and application of the National Electrical Code towards residential, commercial and industrial properties, and business. It is designed to give working knowledge of the National Electrical Code to students with little background in the electrical field. (Prerequisites: Instructor's consent) (1 hr lec/0 hrs lab/0 hrs OJT)

ELEC 2999 Special Topics in Commercial and Residential Wiring: 1-3 credits

Study of special topics in commercial and residential wiring. Special course topics will be announced in the class schedule.

ELTN 1406 DC Electricity 4 credits

This course covers essential entry-level topics in DC electricity, electronic devices, and associated circuit analysis techniques. The lab portion of this course teaches the use of electronic test equipment to test components and measure circuit values to determine performance. In doing so, the student will verify the laws and theorems presented in the lectures. (Prerequisites: Concurrent enrollment in Math1115 or equivalent and college-level reading) (2.5 hrs lec/3 hrs lab/0 hrs OJT)

ELTN 1408 AC Electricity 4 credits

This course covers essential entry-level topics in AC electricity, electronic devices, and associated circuit

analysis techniques. The lab portion of this course teaches the use of electronic test equipment to test components and measure circuit values to determine performance. In doing so, the student will verify the laws and theorems presented in the lectures.

(Prerequisites: ELTN 1406; concurrent enrollment in Math1115 or equivalent and college-level reading) (2.5 hrs lec/3 hrs lab/0 hrs OJT)

ELTN 1412 Digital Electronics 2 credits

In this course the student will study basic logic gates and flip-flops and learn to use them in simple digital circuits. Number systems used in digital electronics will be studied. Truth tables and Boolean algebra will be used to analyze, design, and manipulate digital logic circuits. In the lab, students will learn to build digital circuits which will serve to reinforce the material covered in lecture. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

ELTN 1420 Soldering and Surface Mount Lab 1 credits

This course covers soldering, desoldering, repair of printed circuit boards with discrete and surface mount components, and electrostatic precautions. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

ELTN 1422 Media and Cabling 2 credits

In this course, the student will learn various wiring strategies using various types of cables and connectors. The student will learn to run and terminate cables in accordance with industry standards and will learn to use cable testing equipment to troubleshoot faulty installations. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT and MATH1115) (1 hr lec/2 hrs lab/0 hrs OJT)

ELTN 1432 Solid-State Devices 5 credits

This course covers the theory and operation of basic solid-state devices including various types of diodes, transistors, thyristors, and linear integrated circuits. The student then learns how these devices are used in simple circuits such as power supplies, amplifiers, and switching circuits. In the lab portion of this course, the student will build and observe the operation of various circuits studied in lecture. (Prerequisites: ELTN1406) (3 hrs lec/4 hrs lab/0 hrs OJT)

ELTN 1442 Motors and Generators 6 credits

This course covers the basic construction, operation, and control of DC, single, and three phase motors and generators. In the lab portion of this course the student will investigate the operation of various types of motors and generators reinforcing the lecture material. (Prerequisite: ELTN1406; ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT and MATH1115) (3 hrs lec/6 hrs lab/0 hrs OJT)

ELTN 1452 Microcontrollers 4 credits

This microcontroller's course covers the practical aspects of how a microcontroller can be programmed and used as an embedded control device. In doing so, the student learns the basic internal architecture of a microcontroller, as well as its instruction set and how to interface it with various external input and output devices. The student will also learn to use microcontroller software and hardware development tools to write assembly language code, assemble, link, and download it into the microcontroller memory thus enabling the microcontroller to function independently as an embedded controller. In the lab, students will interface a microcontroller with devices such as LED's, stepper motors, temperature and optical sensors, and digital displays. (Prerequisites: ELTN1406, ELTN1412, ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT and MATH1115) (may be concurrent)) (2 hrs lec/4 hrs lab/0 hrs OJT)

ELTN 1470 Systematic Troubleshooting 1 credits

This course provides the student with a systematic, rational approach to analyze problems and avoid future problems. (Prerequisites: (ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT and MATH1115) (may be concurrent)) (1 hr lec/0 hrs lab/0 hrs OJT)

ELTN 1480 Fluid Power 3 credits

On completion of this course the student will understand the basic laws of physics as they apply to fluid power, as well as understand schematics and basic system design. The student will also study the

various components found in typical pneumatic and hydraulic systems and how these components function and interact with each other. (Prerequisites: ELTN1402, READ0465, ENGL0460) (2 hrs lec/2 hrs lab/0 hrs OJT)

ELTN 1500 Practical PC Maintenance 2 credits

The students will learn to use various common office applications and an Internet browser. They will also learn to install and use several operating systems and to install and configure various computer hardware components. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

ELTN 1520 Practical Electricity 3 credits

Practical Electricity provides an introduction to basic electrical principles and applies them to various common electrical circuits. This course also investigates various electrical components such as switches, relays, motors, sensors, wires, and connectors and how they function in common electrical circuits. Basic home wiring practices and various other electrical applications will also be discussed. In the lab portion of this course, the student will explore the electrical principles and devices presented in the course and in the process learn to build simple circuits and measure various electrical quantities. (Prerequisites: READ0465, ENGL0460) (2 hrs lec/2 hrs lab/0 hrs OJT)

ELTN 1530 Renewable Energy Systems 3 credits

This Renewable Energy Systems course is for students who wish to learn the basics of small renewable energy systems. The course will investigate various renewable energy systems including solar electric, solar hot water, passive solar, wind, and geothermal. The student will learn how the systems work, the components used to build the systems, and the advantages and disadvantages of each. In the lab portion of the course the student will build several simple renewable energy systems and in doing so see how the various components function. (Prerequisites: READ0465, ENGL0460) (2 hrs lec/2 hrs lab/0 hrs OJT)

ELTN 1600 Basic Telecommunications Theory 2 credits

Course content includes basic telecommunication topics including: antennas, RF, telephone, modulation, wireless and related technology systems

that require a low voltage, qualified technician to install. Additional class discussion will address current techniques and future trends for the control of a premise. (Prerequisites: Current registration in ELTN1400 and ELTN1410) (2 hrs lec/0 hrs lab/0 hrs OJT)

ELTN 1610 System Planning/Blueprints/CAD2 credits

General procedures and steps involved in the site survey in order to establish and confirm the installed locations of new and/or existing sensors/equipment and related routing of cabling and raceways will be covered. Drawing and layout software will be covered. Documentation and presentation techniques will be covered and assigned.

(Prerequisites: Semester 1 of the Power Limited Certificate or instructor consent) (1 hr lec/2 hrs lab/0 hrs OJT)

ELTN 1620 NEC/Conduit/Pathways 2 credits

The NEC code will be addressed for procedures and steps involved in the system layout in order to establish and confirm the installation methods of new and/or existing sensors/equipment and related routing of cabling and raceways. Methods of blocking airflow between airspaces -firestopping will be discussed. Types of conduit and raceways used in managing the many types and sizes of cable and media and tie in with the system plan will be addressed. Wireless media and basic telecommunications terms and definitions will be covered. (Prerequisites: Semester 1 of the Power Limited Certificate or instructor consent) (2 hrs lec/0 hrs lab/0 hrs OJT)

ELTN 1625 NEC/Conduit/Pathways Lab 3 credits

In conjunction with the NEC/Conduit/Pathways the lab will install a structured media center, cable trays, under floor raceways, surface metal and nonmetallic raceways and associated mounting devices using system layout blueprints. The NEC code will be applied. Firestopping of airspaces will be implemented as appropriate. (Prerequisites: Semester 1 of the Power Limited Certificate or instructor consent) (0 hrs lec/6 hrs lab/0 hrs OJT)

ELTN 1630 PLT Control Systems 3 credits

This course covers sensor and module devices that when installed and activated will enhance the

premise environment. These devices will provide for control and monitoring of temperature, water/humidity, electrical/surges, lighting, motion detection (security), sound, video and fire. A further course objective is to cover software/hardware integration. The premise will be defined in terms of a system layout. Devices and loads will be added; addressing and component assignments will be added to the system layout. Device programming sequences will be set up for both manual and automatic control. (Prerequisites: Semester 1 Power Limited Certificate or instructor consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

ELTN 1635 PLT Control Systems Lab 3 credits

In conjunction with the PLT Control Systems course, the objective of the lab is to focus on proper device terminations, input/output states of the device and the appropriate interface to set an alarm or initiate a remedy within the premise. (Prerequisites: Semester 1 of the Power Limited Certificate or instructor consent.) (0 hrs lec/6 hrs lab/0 hrs OJT)

ELTN 1640 PLT Networking and Support 2 credits

The course objective is to network all of the systems into a controlled environment. Systems will be built from the main equipment room using a structured media center (SMC) and expand out to zones throughout the premise. Vendor software, control touch pads and PC will be implemented. (Prerequisites: Semester 1 of the Power Limited Certificate or instructor consent.) (1 hr lec/2 hrs lab/0 hrs OJT)

ELTN 1999 Special Topics in Electronic Engineering Technology: 1-3 credits

Study of special topics in electronic engineering technology. Special course topics will be announced in the class schedule.

ELTN 2400 CET Exam Preparation 2 credits

This course prepares the student for the Certified Electronics Technician examination. This nationally recognized certification exam covers a wide range of electronic theory and applications. (Prerequisites: ELTN1402, ELTN1412, and ELTN1432) (2 hrs lec/0 hrs lab/0 hrs OJT)

ELTN 2401 FCC Exam Preparation 2 credits

This course prepares the student for the Federal Communications Commission (FCC) General Radiotelephone Operator's License (GROL) examination. (Prerequisites: None) (2 hrs lec/0 hrs lab/0 hrs OJT)

ELTN 2420 Robotics 2 credits

This course covers the basics of robotics and how robots are interfaced with microprocessor controllers and sensors. (Prerequisites: ELTN1410) (1 hr lec/2 hrs lab/0 hrs OJT)

ELTN 2430 Introduction to Instrumentation 3 credits

This course covers instrumentation concepts including theory of instrumentation loops, common symbols, acronyms, input/output devices, controllers, and troubleshooting. (Prerequisites: ELTN1406) (1 hr lec/4 hrs lab/0 hrs OJT)

ELTN 2440 Motor Speed Controllers 3 credits

This course covers the basic methods of DC, AC, magnetic, and mechanical speed control. Installation and testing methods will be practiced. (Prerequisites: ELTN1402, ELTN1442, ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT and MATH1115 (may be concurrent)) (2 hr lec/2 hrs lab/0 hrs OJT)

ELTN 2442 Automation Controllers 3 credits

In this course, the student will learn the basics of industrial automation controllers. The student will learn the fundamentals of how these devices operate and how to program them to perform simple control functions. To do this the student will learn Ladder Logic programming using the Allen Bradley RSLogix software and interface simple I/O devices to the PLC. (Prerequisites: ELTN1406, ELTN1412, ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT and MATH1115 (may be concurrent)) (2 hrs lec/2 hrs lab/0 hrs OJT)

ELTN 2444 Power Distribution for Industrial Controls 4 credits

The student will gain a general understanding of industrial power distribution systems and related

topics. Topics covered will include industrial switch gear and its associated operation, metering, and protection as well as single line distribution diagrams. Additional topics will include common safety standards and practices as they apply to industrial power distribution and motor control systems. (Prerequisites: ELTN1406) (2 hrs lec/4 hrs lab/0 hrs OJT)

ELTN 2450 Automation Controller Applications 5 credits

In this course, the student will apply and expand on what they have previously learned in the Automation Controllers and Process Control Theory courses. They will use Automation Controllers to control real-life processes and investigate and observe process control theory in action. (Prerequisites: ELTN2442 and concurrent enrollment in ELTN2452) (1 hr lec/8 hrs lab/0 hrs OJT)

ELTN 2452 Process Control Theory 3 credits

The student will learn about basic process control principles including the differences between open and closed loop systems, concepts such as process load, lag, stability, and dynamic response as well as various control modes such as on-off, proportional, integral, and derivative control. The student will also be exposed to various transducers and sensors commonly used in industrial control systems. (Prerequisites: ELTN1406) (3 hrs lec/0 hrs lab/0 hrs OJT)

ELTN 2477 Electronics Internship 1-4 credits

This course provides the student with work-site experience in which skills and knowledge learned in previous courses may be applied. Technical skills and knowledge will include design, assembly, installation, operation, maintenance, and repair of machines, and equipment as appropriate to the internship site. (Prerequisites: Instructor's consent) (0 hrs lec/0 hrs lab/3-12 hrs OJT)

ELTN 2480 Communications Electronics 5 credits

This course covers the essential topics underlying basic electronic communications theory. Topics covered include, various analog and digital modulation schemes, basic antenna theory, EM wave propagation theory, transmission line and waveguide theory, and applications of these topics related to

specific modern wireless communications systems.
(Prerequisites: Concurrent enrollment in ELTN1430)
(5 hrs lec/0 hrs lab/0 hrs OJT)

ELTN 2999 Special Topics In Electronic Technology 1-3 credits

Study of special topics in electronic engineering technology. Special course topics will be announced in the class schedule.

English

ENGL 0950 Read/Write College Prep: Intermediate 5 credits

This course provides comprehensive practice in reading and writing skills necessary for success in college-level courses. Students need a "C" or better in this course to enroll in ENGL1106, Composition I. (Prerequisites: none) (5 hrs lec/0 hrs lab/0 hrs OJT).

ENGL 0955 Read/Write College Prep: Advanced 4 credits

This course provides comprehensive practice in reading and writing skills necessary for success in college-level courses. Students need a "C" or better in this course to enroll in ENGL1106, Composition I. (Prerequisites: 56-77 on the Reading portion of the Accuplacer or a "D" in ENGL0950 or READ0950) (4 hrs lec/0 hrs lab/0 hrs OJT).

ENGL 1005 Applied Communications 2 credits

This course covers writing skills (sentence structure, grammar, punctuation, writing, spelling), locating and interpreting information, and listening and speaking skills, as applied to the trade careers. This course is occupational in nature and is not intended for transfer. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 56 or higher on the reading comprehension portion of the CPT) (2 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 1100 Creative Writing 3 credits

This course is designed to stimulate creativity in thought and perception and to enhance each student's abilities to express his or her personal vision in written form. Students will be introduced to the basic language, concepts, and structures of fiction, poetry, and creative non-fiction. MTC goal area: (1) Communication (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 1102 Writing for Social Media 3 credits

This course is designed to introduce students to writing for online social networking platforms. Students will analyze and discuss the rhetorical situations presented by social media such as Facebook, Twitter, blogs, and wikis. In this course, students will evaluate writing choices in terms of purpose, audience, and effectiveness. Students will be expected to register for accounts and participate in selected networks. MTC goal areas: (1) Communication (Prerequisite: College-level writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 1106 College Composition I 3 credits

First semester college-level composition course focusing on writing expository prose using word processing as a tool for composing. Emphasis is on writing as a process, critical reading, developing a voice, and grammar review. Presupposes competency in Standard English. This course is required of all students working toward an AA degree. MTC goal areas: (1) Communication (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955 with a "C" or better, or 77.50 or higher on the reading comprehension portion of the CPT.) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 1109 College Composition II 3 credits

Second semester college-level composition course focusing on academic writing using primary and secondary sources, including basic research using print and electronic sources. Emphasis is on writing as a process, critical analysis, summarizing, research, logical argumentation, and documentation. Presupposes competency in standard English. Required of all students working toward an AA or AS Degree, unless special exemption is granted. MTC goal areas: (1) Communication (Prerequisites: ENGL1106 with a grade of "C" or better) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 1112 Introduction to Literature 3 credits

This foundational course introduces the study of literature as a mode of discourse for defining, exploring, and expressing human experience. The students will learn the skills of reading and writing about literature along with knowledge of its basic concepts. This survey course introduces the students

to the major forms of literature: novels, short stories, poetry, plays and creative non-fiction. MTC goal areas: (6) Humanities/Fine Arts (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 1212 Introduction to Women's Literature 3 credits

This course is an introduction by women across cultures and time periods. Course will focus on memoirs/essays, novels, fiction, drama, and poetry by a variety of women who have helped shape the view of women in contemporary society. Students may participate in a service learning project as part of the course. MTC goal areas: (6) Humanities and Fine Arts and (7) Human Diversity. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 1999 Special Topics in English: 1-3 credits
Special topics in English. Special course topics will be announced in the class schedule.

ENGL 2000 Poetry Writing 3 credits

Creative writing workshop in which students develop original poetic work and voice through writing, reading, and responding to a variety of poetic styles and ideas. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1100 or instructor's consent. College level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2002 Creative Nonfiction Writing 3 credits

Creative writing workshop in which students use imaginative means to express factual content. Drawing from personal history and formal research, students explore a variety of genres such as memoir, literary journalism, travel writing, and lyric and braided essays. MTC goal areas: (6) Humanities and Fine Arts. (Pre-requisites: English 1100 or instructor consent. College-level reading.) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2004 Fiction Writing 3 credits

Creative writing workshop in which students develop style and voice through writing, reading, and responding to a variety of fiction styles, forms, and techniques. MTC goal areas: (6) Humanities and Fine Arts (Prerequisites: ENGL1100 or instructor's

consent. College level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

**ENGL 2020 Introduction to Literary Studies: 3 credits
Short Story**

Analysis of selected short stories with reference to elements of plot, character, setting, theme, point of view, and symbolism, with a focus on critical analysis. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 or concurrent enrollment or equivalent or instructor consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2022 Introduction to Literary Studies: Novel 3 credits

Analysis of selected novels with reference to elements of plot, character, setting, theme, point of view, and symbolism, with a focus on critical analysis. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 or concurrent enrollment or equivalent or instructor consent.) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2024 Introduction to Literary Studies: Drama 3 credits

A study of plays, focusing on identifying and analyzing themes, patterns, and conventions of drama. Emphasis is placed on seeing the human context, values, and assumptions embedded in dramas from the Ancient to Contemporary periods. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 or concurrent enrollment or equivalent or instructor consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2026 Introduction to Literary Studies: Poetry 3 credits

A study of poetry to develop an understanding of structural patterns, idioms, and meanings. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 or concurrent enrollment or equivalent or instructor consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2100 Introduction to Language 3 credits

Introduction to topics in linguistics, including phonology (language sounds), syntax (sentence structure), semantics (meaning), morphology (word formation), and the applications of linguistics to fields such as language variation and language acquisition. MTC goal area: (7) Human Diversity. (Prerequisites:

College-level reading/writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2101 British Literature: 3 credits
12th to 17th Century

This course includes the study of major authors and works of British literature from the twelfth through the seventeenth centuries. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 or concurrent enrollment or equivalent) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2102 British Literature: 3 credits
18th Century to Present

This course includes the study of major authors and works of British literature from the eighteenth century to present time. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 or concurrent enrollment or equivalent) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2105 American Literature: 3 credits
Pre-Colonial to Civil War

This course includes the study of major authors and movements of the Colonial, Revolutionary, Romantic, and Civil War periods of American Literature. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2106 American Literature: 3 credits
Civil War to the Present

This course includes the study of major American authors and movements from the turn of the century (1890-1910), including American literature written between World War I and World War II to the present. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2108 American Gothic Literature 3 credits

A survey of American Gothic literature from early Americana to present day. Readings will include selections of short stories, novels, and poetry. Attention will be paid to the literature as a sociological reflection of history and culture during different American eras, as well as the psychological effects of using terror, horror, and the uncanny as literary devices. MTC Goal Area: (6) Humanities &

Fine Arts (Prerequisites: ENGL1106 with a grade of "C" or better, or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2110 Literature of the 3 credits
American West

The study of a broad range of literature identified with westward expansion across the American continent. The course includes the classical Western novel as well as more recent literary developments. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2112 Women's Literature 3 credits

This course is an introduction by women across cultures and time periods. Course will focus on memoirs/essays, novels, fiction, drama, and poetry by a variety of women who have helped shape the view of women in contemporary society. Students may participate in a service learning project as part of the course. MTC goal areas: (6) Humanities and Fine Arts and (7) Human Diversity. (Prerequisites: ENGL1106 or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2114 Adolescent Literature 3 credits

This course covers a range of adolescent novels and short fiction from standard classics to current publications. Students will study common literary themes in adolescent literature and investigate the evolution of adolescent literary content in the past century. Literature will also be studied where it has been translated into film (where possible). MTC goal areas: (6) Humanities and Fine Arts and (7) Human Diversity. (Prerequisites: ENGL1106 or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2116 Multicultural Literature 3 credits

A study of multicultural literature to gain an understanding and an awareness of the cultural diversity in America: study of the conflicts and motivations, traditions and values, successes and failures of those from a variety of origins, economic backgrounds, and religious beliefs. Through a cross-section of readings, students will apply critical thinking and cultural awareness as they discuss and evaluate the concepts of status, exclusion, discrimination, and group differences in the United

States. MTC goal areas: (6) Humanities and Fine Arts, and (7) Human Diversity. (Prerequisites: ENGL1106 or equivalent or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2118 From Literature to Film 3 credits

Comparative analysis of literary works and their screen adaptations. Focus on aesthetic and interpretive similarities and differences. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2120 African-American Literature 3 credits

This course is an introduction to African-American literature through a study of representative samples of writing in a variety of genres. These writings will reflect the development of African-American literature over the past hundred years in America. Attention will be paid to the diversity and changes in the political climate both internal and external to African-American communities. MTC Goal areas: (6) Humanities and Fine Arts and (7) Human Diversity. (Prerequisites: ENGL1106 or concurrent enrollment, or equivalent) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2130 Native American Literature 3 credits

This is an introduction to Native American oral tradition and its transition to today's literary works. Attention will be given to religious, political, familial, and economic pressures that have shaped today's emerging literary tradition. MTC goal areas: (6) Humanities and Fine Arts and (7) Human Diversity. (Prerequisites: ENGL1106 or concurrent enrollment or equivalent) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2132 Minnesota Literature 3 credits

This course will introduce students to Minnesota writers through major forms of literature: novel, short story, poetry, drama, essay, autobiography, and prose. It is designed to provide students with a chance to get to know local literary artists through their work. Primary emphasis is on reading, discussing, interpreting, and writing about Minnesota literature. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2140 World Literature 3 credits

A survey of world literature. Includes selections of fiction, poetry, and essays from Africa, the Middle East, Australia, Oceania, Europe, Latin America, the Caribbean, and North America. MTC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: ENGL1106 or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2148 Science Fiction 3 credits

A study of highly imaginative literature representing modern trends in the writing of fantasy and science fiction. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2150 Shakespeare, the Elizabethan Age, and Contemporary Perspectives 3 credits

An analysis of selected writing of William Shakespeare, including the Sonnets, the Tragedies, the Comedies, and the Histories in their cultural and historical context. Some emphasis will be given to Shakespeare's legacy in subsequent ages and cultures including his influence on contemporary popular culture. MTC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: ENGL1106 or concurrent enrollment) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2160 Environmental Literature 3 credits

This course explores environmentally-focused non-fiction, fiction, Poetry, and the relationship of people and policy with nature both in conflict and in harmony. Emphasis is on United States writers but will also include current worldwide environmental issues and events. Students will be encouraged to explore their own relationship to environment and nature throughout the course. MTC goal areas: (6) Humanities and Fine Arts, and (10) People and the Environment. (Prerequisites: ENGL1106 or instructor's consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGL 2999 Special Topics in English 1-3 credits

Study of special topics in English. Special course topics will be announced in the class schedule. (Prerequisites: ENGL1106 or concurrent enrollment)

Pre-Engineering

ENGR 1100 Introduction to Engineering 2 credits

This course introduces students to the various engineering professions and their role in the world. Students are introduced to the basic principles and physical laws present in engineering study. Computational engineering tools are explored. Students are introduced to the design process through a team design project. The importance of effective communication will be emphasized. (Prerequisites: ENGL1106 and MATH1100 or concurrent enrollment; and familiarity with basic word processing and spreadsheet) (2 hrs lec/0 hrs lab/0 hrs OJT)

ENGR 2101 Statics 3 credits

This course is designed for engineering majors. The course covers static equilibrium in two and three-dimensions. Students will use vector algebra to calculate force/moment vectors and their resultants. Applications of equilibrium include particles, rigid-bodies, trusses, frames and machines, and friction. Also covered are centroids and moments of inertia. (Prerequisites: PHYS2201) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENGR 2103 Dynamics 3 credits

This course is designed for engineering majors. The course utilizes a vector approach to the principles of dynamics. It includes simple particle and rigid-body kinematics/kinetics. Topics covered include Newton's laws of motion, work, energy, and impulse-momentum principles for particle and rigid body motion. (Prerequisites: ENGR2101 and MATH2220) (3 hrs lec/0 hrs lab/0 hrs OJT)

Environmental Science

ENSC 1200 Introduction to Environmental Science 4 credits

The relationship of humans to their environment from local, regional, and global perspectives. Includes the study of natural ecosystems, the impact of human activity on natural resources and environmental quality, environmental ethics, and strategies to maintain a sustainable biosphere. Laboratory component includes experiences in the scientific method, basic ecological and environmental field techniques and assessment, and selected field trips to

local agencies, research facilities, and businesses. Intended to fulfill general education requirement and serve as foundational course in environmental science/studies programs. MTC goal areas: (3) Natural Sciences and (10) People and the Environment. (Prerequisites: College-level reading and writing) (3 hrs lec/2 hrs lab/0 hrs OJT)

ENSC 1202 Environmental Field Studies 1-3 credits

An opportunity for students to study and pursue areas of special interest by performing field research projects under the supervision of a faculty member. This course may include extended field trips to selected regions. (Prerequisites: College level reading and writing)

ENSC 2010 World Health and the Environment 3 credits

This course will introduce the student to populations, cultures and environments of the world and how they are connected with the health of both the planet and its inhabitants. Environmental, cultural, political and ethical issues related to world health will be explored as well as measures being taken by the global community to improve world health. Lab components of this course will introduce the student scientific method, the basic biology of pathogens and basic epidemiology. Students will be introduced to the chain of infection as it relates to infectious disease and pandemics and learn to utilize data from major world health organizations for research purposes. Students will develop a personal plan of action and explain how they can have an impact on world health. MTC goal areas: (3) Natural Sciences and (10) People and the Environment. (Prerequisites: BIOL1120 or ENSC1200 or BIOL1170 or BIOL1007) (2 hrs lec/2 hrs lab/0 hrs OJT)

ENSC 2500 Sustainability: Concepts and Application 3 credits

This course will introduce the student to the field of sustainability science through examining the relationship of human society to the natural environment. The student will develop sustainability literacy through a holistic and systemic approach. Students will explore ways to integrate ecological, economic and social sustainability through case studies and applied team projects. MTC goal areas: (2) Critical Thinking and (10) People and the

Environment. (Prerequisites: College-level reading and writing and ENSC1200) (3 hrs lec/0 hrs lab/0 hrs OJT)

ENSC 2999 Special Topics in Environmental Science 1-3 credits

Study of special topics in environmental science. Special course topics will be announced in the class schedule.

Fire Technology & Administration

FIRE 1401 Today's Fire Service 2 credits

This course provides an overview to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection/service; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics. (Prerequisites: None) (2 hrs lec/0 hrs lab/0 hrs OJT)

FIRE 1404 Fire Behavior and Combustion 3 credits

This course explores the theories and fundamentals of how and why fires start, spread, and how they are controlled. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 1408 Fire Fighter I and II 7 credits

This course is designed to teach the minimum job performance requirements for a Professional Fire Fighter in accordance with the National Fire Protection Association 1001, Fire Fighter I and II Professional Qualifications, with the focus on subjects not covered in further course work within the degree program. Note: A uniform is required. (Prerequisites: Medical approval (doctor's physical); (ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; and MATH0460 or concurrent enrollment) (3 hrs lec/8 hrs lab/0 hrs OJT)

FIRE 1410 Building Construction for Fire Protection 3 credits

This course provides the components of building construction related to fire fighter and life safety. The

elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at emergencies. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 1412 Fire Apparatus Operation 3 credits

This course provides a foundation of theoretical and practical knowledge to understand the principles of the use of water in fire protection and to apply hydraulic principles to analyze and solve water supply problems. The basic functions of firefighting pumping apparatus will be taught including safe operation and operator maintenance. (Prerequisites: valid state driver's license) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 1414 Fire Protection Hydraulics and Water Supply 3 credits

This course provides a foundation of theoretical knowledge in order to understand the principles of the use of water in fire protection and to apply hydraulic principles to analyze and to solve water supply problems. (Prerequisites: Valid driver's license) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 1420 Inspection Codes & Practices 3 credits

The Uniform Fire Code, the NFPA Life Safety Code, the Uniform Building Code, and the basics of conducting a fire prevention inspection will be learned through lecture, worksheets, and basic inspections. The student will also learn the details of inspection preparation, delivery, and methods for taking corrective actions. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 1430 Hazardous Materials Operations 2 credits

This course is designed to meet NFPA 472, Standard for Professional Competence of Responders to Hazardous Materials Incidents, Operations Level. This course is also designed to comply with 29 CFR 1910.120 Hazardous Materials Operations Level. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

FIRE 1431 HazWoper/Safety Refresher 1 credits

This course is designed to meet the requirements of various OSHA ongoing training requirements for various types of CFR part 29 industries. It focuses on what to do in a Hazardous Materials emergency both on and off site. Various types of environmental

monitoring methods are used by the students, along with the equipment they need to assess the problem. Required reports are also covered. (Prerequisites: Initial OSHA HazWoper Training as required by CFR 29 1920.120) (1 hr lec/0 hrs lab/0 hrs OJT)

FIRE 1432 Hazwoper Refresher 0.5 credits

This course is designed to meet NFPA 472, Standard for Professional Competence of Responders to Hazardous Materials Incidents, Awareness, Operations, Technician, Specialists, and Incident Commander Levels. This course is also designed to comply with 29 CFR 1910.120 Hazardous Materials Response, DOT - applicable standards and EPA - applicable standards. This course allows the student to review the current standards and to strengthen their competencies. (Prerequisites: FIRE 2571, or Hazwoper 40-hour, 24-hour, or 8-hour) (.5 hr lec/0 hrs lab/0 hrs OJT)

FIRE 1435 40-Hour Hazardous Waste 2 credits

The purpose of this course is to promote safety and awareness among students to ensure that when employed in the future they operate in the safest possible manner in situations where contact with potentially hazardous materials is likely. (College-level reading, writing and math as defined by the TABE testing) (1 hr lec/2 hrs lab/0 hrs OJT)

FIRE 1452 Introduction to Heavy Vehicles 1 credits

This course is designed to introduce safe, efficient operation of a heavy vehicle with emphasis on proper driving techniques, procedures, and vehicle inspection. This course is a prerequisite or must be taken in conjunction with FIRE1450. (Prerequisites: Valid driver's license) (0 crs lec/2 hrs lab/0 hrs OJT)

FIRE 1460 Firefighting Tactics and Strategy 3 credits

This course covers the basic fire fighting tactics and strategy used in all types of fire emergencies. Preplanning, size up, and application of tactics based on the selected strategy will be described and simulated for student learning. (Prerequisites: FIRE1406, FIRE2406 and concurrent enrollment in FIRE2511) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 1470 Wildland Firefighting 2 credits

This course covers basic fire fighting operations and equipment used in wildland fire fighting. The course

will use appropriate state and federal wildland fire fighting procedures and references. There will be live fire exercises. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

FIRE 1472 Wildland Fire Leadership 3 credits

This course pulls together the entry level supervisory courses (S-131 Firefighter Type 2 (Squad Boss), L-180 Human Factor & L-280 Fellowship to Leadership) for an individual who has the ability and desire to become a first level fireline supervisor as a lead firefighter or squad boss. This course covers situational awareness, basic communication responsibilities, attitudes and stress barriers, decision making process and teamwork principles. Some course delivery may be arduous in nature. These courses follow the National Wildfire Coordinating Group (NWCG) standards for Wildland Firefighters. (Prerequisites: FIRE 1470, "Red Card" eligible or approval of instructor) (2 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 1474 S-211 Wildland Portable Pumps 2 credits and Water Use

S-211 Wildland Portable Pumps and Water Use is a course designed to meet the training needs of those individuals needing formal training in order to gain competency in the use of portable pumps and water. (Prerequisites: FIRE1470 or currently Red Card eligible or approval of instructor) (1 hr lec/2 hrs lab/0 hrs OJT)

FIRE 1476 S-212 Wildland Fire Chain Saws 3 credits

S-212 Wildland Fire Chain Saws is a course designed to provide introduction to the function, maintenance and use of internal combustion engine powered chain saws, and their tactical wildland fire application. Field exercises support entry level chain saw by providing hands-on cutting experience in surroundings similar to fireline situations. This course is required training for all wildland fire chain saw operator positions. It provides basic instruction in chain saw use for tactical fireline applications. (Prerequisites: FIRE1470 or currently Red Card eligible or approval of instructor; currently certified in Basic First Aid and CPR)

FIRE 1478 S-290 Intermediate Wildland Fire Behavior 2 credits

This is a classroom-based skills course designed to prepare the prospective fireline supervisor to

undertake safe and effective fire management operations. It is the second course in a series that collectively series to develop fire behavior prediction knowledge and skills. Fire environment differences are discussed as necessary; instructor should stress local conditions. This course meets the National Wildfire Coordinating Group (NWCG) standards for Wildland Firefighters. (Prerequisites: FIRE1470 or currently Red Card eligible or approval of instructor) (2 hrs lec/0 hrs lab/0 hrs OJT)

FIRE 1502 Fire Protection Systems 3 credits

This course provides information relating to the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers. (Prerequisites: FIRE1401, FIRE 1404, FIRE 1410) (2 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 1504 Principles of Fire and Emergency Services Safety and Survival 3 credits

This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services. (Prerequisites: FIRE1401, FIRE1404, FIRE 2450) (3 hrs lec/0 hrs lab/0 hrs OJT)

FIRE 1506 Occupational Health and Safety for the Fire Service 3 credits

This course introduces the basic concepts of occupational health and safety as it relates to emergency service organizations. Topics include risk and hazard evaluation and control procedures for emergency service organizations. (Prerequisites: FIRE1401, FIRE1504) (2 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 1510 Public Fire Education 1 credits

This course covers public fire education programs that are used throughout the United States and will teach the student the fundamental techniques involved in education. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 1520 Rope Rescue 1 credits

For members of all Emergency Service Organizations. This course teaches the procedures for; selection, use, and maintenance of rope, rescue equipment and rope

rescue systems. The students will learn the correct method(s) of tying knots, identify recommended personal protective equipment, construct single point anchor systems, select proper equipment and place edge protection, construct and use a belaying system, safety descend a fixed rope, construct and use lowering system. Students participate in high-line rope system skills to simulate the rescue of a victim. This course meets components of the NFPA 1671 Standards.

FIRE 1530 Low Angle Rescue 1 credits

This course is designed to teach the student proper techniques for safely performing rescues on low angle rugged terrain. The student will be able to perform rescues and patient transfer from both above and below when the patient is conscious or unconscious. (Prerequisites: FIRE1520 or FIRE2500, or instructor consent) (0 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 1540 Fire Fighter I and II 3 credits

The intent of this course is to teach the student the minimum job performance requirements for a professional fire fighter in accordance with the National Fire Protection Association 1001, Fire Fighter Professional Qualifications and the National Fire Protection Association 1403, Live Fire Training for Evolutions In Structures. This course must be taken in concert with FIRE1550. (3 hrs lec/0 hrs OJT)

FIRE 1550 Fire Fighter I and II Lab 3 credits

The intent of this course is to teach the student the minimum job performance requirements for a professional fire fighter in accordance with the National Fire Protection Association 1001, Fire Fighter Professional Qualifications and the National Fire Protection Association 1403, Live Fire Training for Evolutions In Structures. This course must be taken in concert with FIRE1540. (Prerequisites: Doctor's medical approval required) (0 hrs lec/6 hrs lab/0 hrs OJT)

FIRE 1556 EMS First Responder 3 credits

This is a Department of Transportation course that can lead to certification as a First Responder both at the state and national levels. This course covers the basics of out-of-hospital emergency care and patient packaging. It emphasizes use of available materials as well as prepackaged medical care supplies.

(Prerequisites: If the student wishes to attain either state or national registration they must be 18 years of age prior to taking the exams and must be free of any felony convictions.) (2 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 1558 EMS First Responder Refresher 1 credits

This course fulfills the requirements for ongoing certification as a First Responder at either the state or national level. It covers all the topical areas included in the Department of Transportation EMS First Responder Curriculum. (Prerequisites: Current certification as a First Responder) (0 hrs lec/2 hrs lab/0 hrs OJT)

**FIRE 1560 Basic Life Support for
Emergency Medical Service Providers 1 credits**

The American Heart Association designed the BLS for Healthcare Provider Course to prepare a wide variety of healthcare professionals to recognize several life-threatening emergencies and to provide CPR, use an AED and relieve choking in a safe, timely and effective manner. The course includes adult, child and infant rescue skills in both the out-of-hospital and in-hospital settings. (AHA course description) This course will go beyond the general BLS for Healthcare Providers of the AHA definition. It will be focused on additional care and treatment in the out-of-hospital environment. This will include, but not be limited to, bag valve mask of all ages, and oral airways, advanced airway use to include King Air, more in-depth cardiac anatomy and physiology, cardiac conduction, physiology of cardiac arrest dysrhythmias, and physiology of defibrillation. Participants taking this for the Emergency Medical Technician course should be enrolled in FIRE2480, FIRE2482 and FIRE2484. (Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

FIRE 1565 Wilderness Survival 2 credits

At the completion of this course, knowledge and experience gained through practical application of the concepts covered in the classroom will give an individual the tools they might need to survive in a wilderness environment with minimal equipment. This course is applicable to anyone who might find themselves in a survival situation away from civilization and supplies. Pilots, sportsmen, rescue workers, and others who might find themselves in the outdoors by circumstance and not by choice will benefit from the concepts presented. The goal is to

raise awareness and the ability to make sound decisions in critical situations, and to be able to prioritize needs based on what is going on around the individual or group. (Prerequisites: None) (1 hr lec/2 hours lab/0 hrs OJT)

**FIRE 1571 Wilderness Search Concepts
and Operations 2 credits**

This course will introduce the concepts and techniques that rescuers involved in outdoor and environmental searches will need to organize and conduct those activities. The qualities of the rescue personnel and strategies and tactics will be presented based on nationally accepted models and local case studies. There will be table top and outdoor activities related to these concepts that the students will complete. These concepts will have practical application exercises in the outdoor environment all year around. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

**FIRE 1573 Water Search, Rescue, and
Recovery 1 credits**

This course will introduce the basic concepts of water environment search, rescue, and recovery. The focus will be on the initial response to water and ice related emergencies and the operations that need to occur. There are considerations included for equipment choice, patterns, and tactics of searching for a submerged object, scuba diving responses, and managing the scene that the rescuer may face when arriving at an emergency scene. Pathophysiologic issues of the victim and the responders will be discussed and planned. (Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

FIRE 1575 Land Navigation 1 credits

This course will provide the basic concepts and practices of navigating on land by using a compass, a map, and visualization skills. The use of Global Positioning Satellites and a handheld receiver will also be covered. The features of maps, compasses, and GPS units will be described and demonstrated. Practical navigation courses will be used to reinforce the skills and concepts delivered in the course. (Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

FIRE 2400 Fire Service Reporting 3 credits

This course covers the fundamentals of writing reports and the written transmission of official

information required of fire service personnel. This information includes SOP/SOG's MNFIRS/NFIRS run reports including confined space and HazMat, and related letters, memos, and press releases. The principles of clear writing, grammar, spelling, and punctuation will be studied to complete required documentation. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

FIRE 2406 Fire Fighter 2 **3 credits**

This course is designed to teach the minimum job performance requirements for a Professional Fire Fighter in accordance with the National Fire Protection Association 1001, Fire Fighter Professional Qualifications with the focus on subjects not covered in further course work within the degree program. (Prerequisites: Medical approval physical, FIRE1406) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 2420 Fire Instructor **2 credits**

This course will focus on educational techniques both within and outside of the fire service. (Prerequisites: FIRE2430 or concurrent enrollment) (1 hr lec/2 hrs lab/0 hrs OJT)

FIRE 2430 Fire Officer **2 credits**

This course is designed to introduce the student to the role of the Fire Officer. The course will focus on individual development, leadership techniques, team building, and problem solving. (Prerequisites: FIRE2420 or concurrent enrollment) (1 hr lec/2 hrs lab/0 hrs OJT)

FIRE 2440 Fire Chem I **3 credits**

This course is designed to increase the working knowledge of the hazardous materials responders. Emphasis will be placed on understanding the basic chemical behavior and reasons for this behavior for hazardous materials. (Prerequisites: Hazard materials operations course and a college chemistry course are strongly recommended) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 2445 Hazardous Materials Chemistry **3 credits**

This course provides basic fire chemistry relating to the categories of hazardous materials including problems of recognition, reactivity, and health as encountered by firefighters. (Prerequisites: FIRE1401, FIRE1404) (2 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 2450 Fire Prevention **3 credits**

This course provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationships of fire prevention with built-in fire protection systems, fire investigation, and fire and life-safety education. (Prerequisites: Enrollment in the Fire Technology program) (2 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 2460 Fire Inspection and Prevention Applications **3 credits**

The techniques and application of fire inspection and prevention practices will be developed and applied. Advanced concepts, code enforcement, and public education will be the primary focus with some special hazards explored. (Prerequisites: FIRE1420 or instructor's consent) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 2462 Introduction to Fire and Emergency Services Administration **3 credits**

This course introduces the student to the organization and management of a fire department and the relationship of government agencies to the fire service. Emphasis will be placed on fire service leadership from the perspective of the company officer. (Prerequisites: FIRE1401, FIRE1504, FIRE2450) (3 hrs lec/0 hrs lab/0 hrs OJT)

FIRE 2464 Legal Aspects of the Fire Service **3 credits**

This course introduces the federal, state, and local laws that regulate emergency services, national standards influencing emergency services, standard of care, tort, liability, and a review of relevant court cases. (Prerequisites: FIRE1401, FIRE1504, FIRE2450) (3 hrs lec/0 hrs lab/0 hrs OJT)

FIRE 2470 Fire Investigation I **3 credits**

This course is intended to provide the student with the fundamentals and technical knowledge needed for proper fire scene interpretations, including recognizing and conducting origin and cause, preservation of evidence and documentation, scene security, motives of the firesetter, and types of fire causes. (Prerequisites: FIRE1404, FIRE1410, FIRE2450) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 2472 Fire Investigation II 3 credits

This course is intended to provide the student with advanced technical knowledge on the rule of law, fire scene analysis, fire behavior, evidence collection and preservation, scene documentation, case preparation and courtroom testimony. (Prerequisite: FIRE2470) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 2480 Introduction to Emergency Medical Technician 2 credits

This is the first part of the three part Department of Transportation course designed as an introduction to the basic emergency care concepts and practices required to work for a Basic Life Support ambulance service throughout the United States. It covers introductory techniques and principles of out-of-hospital care. This course is required to achieve the National Registered Emergency Medical Technician level of out-of-hospital personnel. (Prerequisites: This class needs to be taken concurrently with FIRE2482 and FIRE2484. Current card for American Heart Association, CPR Health Care Provider) (1 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 2482 Emergency Medical Technician 3 credits

This is the second part of the three part Department of Transportation course that is designed to expand on the introduction of the basic emergency care concepts and practices required to work for a Basic Life Support ambulance service throughout the United States. It covers techniques and principles of out-of-hospital care. This course is required to achieve the National Registered Emergency Medical Technician level of out-of-hospital personnel. (Prerequisites: This class needs to be taken concurrently with FIRE2480 and FIRE2484. Current card for American Heart Association, CPR Health Care Provider. Students must be 16 years old to take this course, and 18 years old and have a felony-free record to become nationally certified. Completion of FIRE2480 & FIRE2484; or current First Responder/EMR Certification; or instructor approval. Current NetStudy background check required. (3 hrs lec/0 hrs lab/0 hrs OJT)

FIRE 2484 Emergency Medical Technician Lab 3 credits

This is the third part of the three part Department of Transportation course designed for the basic

emergency care concepts and practices required to work for a Basic Life Support ambulance service throughout the United States. It covers techniques and principles of out-of-hospital care. This course is required to achieve the National Registered Emergency Medical Technician level of out-of-hospital personnel. (Prerequisites: This class needs to be taken concurrently with FIRE2480 and FIRE2482. Current card for American Heart Association, CPR Health Care Provider. Students must be 16 years old to take this course, and 18 years old and have a felony-free record to become nationally certified. Completion of FIRE2480 & FIRE2482; or current First Responder/EMR Certification; or instructor approval. Current NetStudy background check.) (0 hrs lec/6 hrs lab/0 hrs OJT)

FIRE 2500 Rescue Water Emergencies 2 credits

This course covers the concepts, theories, and applications of rescue involving water and/or ice rescue. Specific focus will be placed on scenarios involving still and moving water and ice rescue. (Prerequisites: FIRE 2502) (0 hr lec/4 hrs lab/0 hrs OJT)

FIRE 2502 Rescue-Basic 3 credits

This course covers the basic rescue techniques, tools and equipment. Specifically, students will participate in high-level rescue, ice rescue, confined-space rescue, auto extrication, and water rescue. (Prerequisites: FIRE 1408) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 2503 Rescue 2 3 credits

This course is to develop the student's knowledge and skills in selected rescue scenarios. Focus will be on both high angle and low angle rescues and automobile extrication. (Prerequisites: FIRE 2502 Rescue-Basic) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 2504 Rescue 3 3 credits

This course is to develop the student's knowledge and skills in selected rescue scenarios involving confined spaces and search, rescue, and recovery involving both water and wilderness situations. (Prerequisite: Fire 2502 Rescue-Basic) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 2511 Company Functions 3 credits

This course is designed apply the knowledge and skills from previous courses and translate their application to the fire ground. We will specifically address Engine and Truck Company functions and their inter-relationship on the fire ground. (Prerequisites: Fire Fighter Skills Lab or FIRE 1408) (2 hr lec/2 hrs lab/0 hrs OJT)

FIRE 2512 Fire Fighting Tactics and Strategy **3 credits**

This course covers basic fire fighting tactics and strategy used in all types of fire emergencies. Preplanning, size-up, and application of tactics based on the selected strategy will be described and simulated for student learning. (Prerequisites: FIRE2511 or concurrent enrollment; ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; MATH0460 or concurrent enrollment) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 2520 Fire Management **2 credits**

This course covers the basic management techniques and procedures to improve crew production and morale. Other information will address the details of tactical response, budgeting processes, and the written information required for a fire department. (Prerequisites: 20 FIRE prefix credits) (1 hr lec/2 hrs lab/0 hrs OJT)

FIRE 2530 Fire Apparatus Advanced **2 credits**

This course covers photographic principles, composition, film types, strobe and available light photography, camera handling techniques, preparation, and care and maintenance of photographic equipment. Students are shown techniques to enable them to take underwater photographs that are properly composed, focused and exposed. (0 hrs lec/4 hrs lab/0 hrs OJT) (Prerequisites: FIRE1412)

FIRE 2540 High Angle Rescue **1 credits**

This course is designed to teach the student proper techniques for safely performing rescues on steep or vertical terrain. The student will be able to perform rescues and patient transfer from both above and below when the patient is conscious or unconscious. (Prerequisites: FIRE1520 or FIRE2500 or instructor consent) (0 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 2550 Confined Space Rescue **1 credits**

This course is designed to acquaint students with the applicable State and Federal regulations pertaining to confined space operations. It will enable the students to select and use proper monitoring, ventilation, and retrieval systems for safe and effective confined space entry and rescue situations. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 2551 Rope Rescue Technician **2 credits**

This course is designed to teach the student the uses of ropes and rescue systems used in the fire service. Focus will be on the safest and proper ties, lifts, and belays for proper application to both self-rescue and to rescue others. This is a physically demanding course requiring the student to work in tight spaces and from varying heights and rescue scenarios. This course is designed to meet the technician level as defined in Chapter 6, Rope Rescue, of NFPA1670. (Prerequisites: FIRE2502) (1 hr lec/2 hrs lab/0 hrs OJT)

FIRE 2553 Automobile Extrication and Rescue **2 credits**

This course is designed to teach the student the proper techniques and procedures for search and rescue, extrication, and disentanglement from motor vehicles. This course is based on the standards described in Chapter 8, Vehicle and Machinery Search and Rescue of NFPA1670. (Prerequisites: FIRE2502, FIRE1560 strongly suggested) (1 hr lec/2 hrs lab/0 hrs OJT)

FIRE 2560 Fire Chem 2 **1 credits**

This course is designed to increase the working chemical knowledge of the fire fighter and will focus on corrosive acids and alkalis, flammable solids, Class A fuels, and the hazards of plastics. (Prerequisites: FIRE2440 or instructor permission) (1 hrs lec/0 hrs lab/0 hrs OJT)

FIRE 2570 Hazardous Materials Technician **3 credits**

This course is designed to meet NFPA 472, Standard for Professional Competence of Responders to Hazardous Materials Incidents, Technician Level. This course is also designed to comply with 29 CFR 1910.120 Hazardous Materials, Technician Level.

(Prerequisites: FIRE1430 and FIRE2440 or instructor's consent) (1 hr lec/4 hrs lab/0 hrs OJT)

FIRE 2571 Hazardous Materials (HazWoper) 3 credits

This course is designed to meet NFPA 472, Standard for Professional Competence of Responders to Hazardous Materials Incidents, Technician Level. This course is also designed to comply with 29 CFR 1910.120 Hazardous Materials, Technician Level. (Prerequisites: Instructor consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

FIRE 2600 Emergency Medical Technician Refresher 2 credits

This course covers the material and new techniques for the currently practicing EMT-Basic to successfully make the transition to the 1992 DOT curriculum. It will prepare the student to take the exams required by the MNEMSRB and the NREMT to continue providing emergency care in the field. The student must be currently registered as an EMT-Basic, or no more than one year past the expiration date. (Prerequisites: Current state or national registration as an EMT-B) (1 hr lec/2 hrs lab/0 hrs OJT)

FIRE 2602 Concepts of Fire Service Careers 2 credits

This course provides an overview of career opportunities in fire protection and related fields. The student will learn about fire department hiring and testing practices. The student will gain practical experience with job seeking skills including resume building and preparation for oral board interviews. Special topics such as labor contracts and relations, fire department culture, recruitment and retention in the fire service will also be covered. (Prerequisites: None) (2 hrs lec/0 hrs lab/0 hrs OJT)

FIRE 2605 Fire Service Career Entry 1 credits

This course provides an overview of fire service career opportunity and the typical processes involved for the candidate. The course will focus on applications, resumes', written and oral exams and the interview process. (Prerequisites: Fire Fighter skills lab or FIRE1408, FIRE1410 and FIRE1412) (0 hrs lec/2 hrs lab/0 hrs OJT)

FIRE 2610 Fire Internship 100 1 credits

This class is designed to give the student actual fire experience while under close supervision. Program schedule varies dependent on each fire department's schedule and needs. The student will be assigned a duty shift and will follow the rules of the internship and the rules of the individual department. (Prerequisites: FIRE 1408) (50 hrs/semester OJT)

FIRE 2620 Fire Internship 200 2 credits

This class is designed to give the student actual fire experience while under close supervision. Program schedule varies dependent on each fire department's schedule and needs. The student will be assigned a duty shift and will follow the rules of the internship and the rules of the individual department. (Prerequisites: FIRE 1408) (100 hrs/semester OJT)

FIRE 2630 Fire Internship 300 3 credits

This course is designed to give the student actual fire department experience while under close supervision. Program length and hours vary dependent on each fire department's schedule and needs. The student will be assigned a duty shift and will follow the rules of the internship and the rules of the individual department. This course may be taken for a maximum of three semesters. (Prerequisites: Refer to the specific requirements of each internship agreement, and successful completion of 18 FIRE prefix credits) (300 hrs/semester OJT)

FIRE 2999 Special Topics in Fire Administration & Technology 1-3 credits

Study of special topics in Fire Administration and Technology. Special course topics will be announced in the class schedule.

First Year Experience

FYE 1000 Student Success Seminar 1 credits

This course is mandatory* for students in their first semester of college who are taking READ0950 or READ0955 or ENGL0950 or ENGL0955 and/or are pursuing an Associate of Arts or Associate of Fine Arts degree at Lake Superior College.

FYE 1005 Student Success Seminar - TRIO 1 credits

This course is mandatory* for TRIO students in their first semester of college who are taking READ0950 or READ0955 or ENGL0950 or ENGL0955 and/or are

pursuing an Associate of Arts or Associate of Fine Arts degree at Lake Superior College. (Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

Geography

GEOG 1110 Human Geography 3 credits

Human Geography is the study of people, places, cultures, and the environment from a global perspective. Students learn about human populations and migrations, the world's cultural groups and realms, the political organization of the world, the global economy, and lifestyle differences between more and less developed regions. MTC goal areas: (5) History and the Social and Behavioral Sciences and (8) Global Perspective. (Prerequisites: College level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

GEOG 1120 Physical Geography 4 credits

Students are introduced to the physical systems of the earth. Weather and climate, the earth's vegetation and ecological regions, and the processes of mountain building and gradation which shape the earth's landscapes are studied from a global perspective. MTC goal areas: (3) Natural Science and (10) People and the Environment. (Prerequisites: College level reading and writing) (3 hrs lec/2 hrs lab/0 hrs OJT)

GEOG 1130 World Regional Geography 3 credits

World regional geography is the study of people, places, cultures and the environment from a regional perspective, with a focus on individual nations within the following regions: North America, Middle/South America, Europe, Russia, North Africa/Southwest Asia, Sub-Saharan Africa, East Asia, South/Southeast Asia and Oceania. Students will examine the physical characteristics of these regions, including topography, water resources in rivers, lakes and aquifers, climate zones and vegetation patterns. Students will become acquainted with the important environmental, historical, economic, political and socio-cultural issues that have shaped the world's major regions. Students will use political and physical maps, along with satellite images, to further understand each world region. MTC Goal Areas: (5) History and Social and Behavioral Sciences and (8) Global Perspective (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

GEOG 1202 Introduction to Maps 3 credits

This course focuses on the creation and use of maps. Beginning with a historical perspective of map production, students will learn fundamental skills in mapmaking, reading, and interpretation. More recent cartographic techniques will be explored, including GIS, GPS, and remote sensing. Laboratory component is fulfilled through a series of hands-on exercises in map analysis, cartographic techniques and skills. This course is designed to be a general education course and fulfills MTC goal areas: (3) Natural Sciences and (10) People and the Environment. (Prerequisites: College level reading and writing) (2 hrs lec/2 hrs lab/0 hrs OJT)

GEOG 1204 GIS 1: Concepts and Applications 3 credits

This course will introduce students to the fundamental concepts of Geographic Information Systems (GIS). Students will study vocabulary, and concepts of GIS mapping, and will apply these concepts throughout a series of lab exercises designed to build fundamental understanding and skills of GIS. (Prerequisites: GEOG1202 or instructor's consent. College level reading and writing) (2 hrs lec/2 hrs lab/0 hrs OJT)

GEOG 2999 Special Topics in Geography 1-3 credits

Study of special topics in geography. Special course topics will be announced in the class schedule.

Geology

GEOL 1110 Introduction to Geology 4 credits

Students are introduced to the materials of the earth's crust and learn how to identify the earth's primary rocks and minerals. Students study the geologic processes of the earth: plate tectonics, volcanic activities, earthquakes, weathering, erosion, glaciation, and landscape change. Other topics include geologic time, earth resources, and environmental problems. MTC goal areas: (3) Natural Science and (10) People and the Environment. (Prerequisites: College level reading and writing) (3 hrs lec/2 hrs lab/0 hrs OJT)

GEOL 1115 Minnesota's Geology 4 credits

Students are introduced to the 3.6 billion year geologic history of Minnesota. From its earliest volcanoes, mountain ranges, inland oceans, to its

infamous glaciers during the last ice age. Some local and regional field trips required. MTC Goal Areas: 3 (Natural Sciences) and 10 (People and the Environment). (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT) (3 hrs lec/2 hrs lab/0 hrs OJT)

GEOL 1120 Historical Geology 4 credits

The earth's geologic history is examined, as well as an exploration of the fossil record, evolution, and techniques in relative and absolute dating. MTC Goal Areas: (3) Natural Sciences and (10) People and the Environment. (Prerequisites: College-level reading, writing and math, or instructor's consent) (3 hrs lec/2 hrs lab/0 hrs OJT)

GEOL 1125 Geology of Natural Disasters 4 credits

Natural disasters are investigated from a geologic perspective along with the societal impacts. Topics include: earthquakes, volcanic eruptions, tsunamis, mass-extinctions, floods, mudslides, global-warming, meteorite impacts and sea level changes. MTC goal areas: (3) Natural Sciences and (10) People and the Environment. (Prerequisites: College-level reading and writing, or instructor's consent) (3 hrs lec/2 hrs lab/0 hrs OJT)

GEOL 1130 Earth's Resources 4 credits

Students will learn about the nonrenewable resources of earth's crust from a global perspective (metallic minerals, fossil fuels, and industrial minerals): how they form; where they are located; how they are extracted, processed, and used; and the economic, environmental, social, and political impacts of utilizing these resources. Fulfills MTC goal areas: (3) Natural Sciences and (8) Global Perspective. (Prerequisites: College-level reading and writing) (3 hrs lec/2 hrs lab/0 hrs OJT)

GEOL 1135 Introduction to Weather and Climate 4 credits

Students will learn about global and large scale weather patterns; including air masses, wind patterns, cloud formations, and severe weather events. The difference between weather and climate will be addressed as well as human interaction in atmospheric processes and global climate change. Paleoclimatic research methods and evidence of past

climates will also be introduced. MTC goal areas: (3) Natural Sciences and (10) People and the Environment (Prerequisites: College-level reading and writing, or instructor's consent) (3 hrs lec/2 hrs lab/0 hrs OJT)

GEOL 2000 Hydrology 4 credits

Study of global water resources distribution, circulation, and interaction between surface and groundwater; problem solving through quantitative analysis of flow, and the environmental concerns relating to water quality. (Prerequisites: GEOL 1110 or GEOL 1120 and college level reading, writing and math, or instructor's consent.) (3 hrs lec/2 hrs lab/0 hrs OJT)

GEOL 2005 Geomorphology 4 credits

Investigate the effects of the earth's surficial processes, including weathering, erosion by wind, water, and ice, and the distribution, classification, and recognition of landforms and landscapes. MTC goal areas: (3) Natural Sciences and (10) People & the Environment. (Prerequisites: GEOL1110 or GEOL1120 and college-level reading, writing, and math, or instructor's consent.) (3 hrs lec/2 hrs lab/0 hrs OJT)

GEOL 2999 Special Topics in Geology 1-3 credits

Study of special topics in geology. Special course topics will be announced in the class schedule.

GS 1200 Explorations Abroad 1-3 credits

Designed to accompany educational travel opportunities for LSC students, this course prepares participants for a more meaningful experience abroad. Students will follow a prescribed course of readings and studies on the country or region they will be visiting. This course requires participation on the travel abroad component. Tuition and fees for this course do not include the costs of the associated trip. MTC goal areas: (8) Global Perspective (Prerequisites: College-level reading and writing) (1-3 hrs lec/0 hrs lab/0 hrs OJT)

GS 1210 Global Service Learning 3 credits

Designed to accompany educational travel opportunities, this course prepares participants for a meaningful service-learning experience abroad. Students will follow a prescribed course of reading and studies on the country or region they will be

visiting. The course requires participation in the education abroad experience. MTC goal areas: (8) Global Perspective (Prerequisites: College-level reading) (1 hrs lec/4 hrs lab/0 hrs OJT)

History

HIST 1110 European History: Ancient to 1500 **3 credits**

This course is a survey history of Europe/Western Civilization from the ancient era through the dawn of the modern period. Topics covered include: the ancient Mediterranean and Near East, ancient Greece, the Roman Republic and Empire, medieval Europe, the Italian Renaissance, and the origins of the global expansion of European power in the modern period. MTC goal areas: (5) History and the Social and Behavioral Sciences, and (7) Human Diversity. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

HIST 1120 European History: 1500 to Present **3 credits**

This course is a survey history of Europe/Western Civilization from the age of European global expansion to the present. Topics covered include: the Reformation, the rise of monarchical states, the Scientific Revolution, the Enlightenment, the decline of absolutism, the French Revolution, the Industrial Revolution, the rise of liberalism and nationalism through European imperialism and competition, World War I, the rise of totalitarianism, World War II, the decline of colonialism, the Cold War in Europe, and the emergence of the European Union in the post-war era. MTC goal areas: (5) History and the Social and Behavioral Sciences and (8) Global Perspective. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

HIST 1130 World History: Ancient to 1500 **3 credits**

Examines ancient, classical, and medieval civilizations prior to the emergence of the West as a world power (3500 BCE-1450 CE). The course explores how economic, political, social, religious, intellectual, environmental, and cultural factors combined in different ways to influence the development of major world regions. The history of Mesopotamia, Egypt, West Africa, China, India, Greece and Rome, and the

Americas will be addressed. MTC goal areas: (5) History and the Social and Behavioral Sciences, and (8) Global Perspective. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

HIST 1135 World History: 1500 to Present **3 credits**

Surveys how the modern world that we live in today has come to be--world history from the rise of Europe to the present era (1500 to Present) and how the peoples of the world were linked through cultural, racial, religious contact and clash; migration and industrialization; and modern imperialism. Students will examine how technological, economic, social, religious, political, and cross-cultural factors combined to influence the expansion of the West and, in turn, the development of Africa, Latin America, and Asia. MTC goal areas: (5) History and the Social and Behavioral Sciences, and (8) Global Perspective. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

HIST 1210 United States' History to 1877 **3 credits**

This course surveys the political, economic, and social history of the United States during the colonial and early national periods. It examines the plight of Native American peoples and the history of slavery in the United States, immigration patterns and the growth of the republic, as well as expansionism, sectionalism, Civil War, and the Reconstruction Era. MTC goal areas: (5) History and the Social and Behavioral Sciences, and (7) Human Diversity. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

HIST 1220 United States' History since 1877 **3 credits**

This course surveys the political, economic, and social history of the United States during the period of Reconstruction, the new South and the new West. It also covers segregation, industrialization, immigration patterns, the Progressive era, World War I, the Great Depression and the New Deal, World War II, and Cold War America. MTC goal areas: (5) History and the Social and Behavioral Sciences, and (7) Human Diversity. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

HIST 1230 World History Since 1945 3 credits

Considers historical issues and events that have shaped the world since the end of the Second World War--this course examines how the present world has come to be. Students will examine: the ideological, East-West divide during the Cold War and related conflicts; decolonization, revolution, and independence movements; economic and cultural globalization. The course will have a non-western focus with an emphasis on Asia, Africa, and Latin America. MTC Goal Areas: (5) History and Social and Behavioral Sciences, and (8) Global Perspective. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

HIST 1999 Special Topics in History: 1-3 credits
Special topics in history. Special course topics will be announced in the class schedule.

HIST 2110 Minnesota History 3 credits

This course examines Minnesota's history from the pre-historic and Native American periods through European discovery and American settlement to the present. Topics include: geographical aspects of Minnesota; Native American groups in Minnesota; European exploration and the fur trade; initial American settlement; statehood; the Dakota Conflict; the Civil War; the connection between Minnesotans and the natural environment; the Progressive Era and the 1920's; the Depression and World War II; and the state's economic, cultural, and political history since 1945. MTC goal areas: (2) Critical Thinking, (5) History & the Social and Behavioral Sciences, and (10) People & the Environment. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

HIST 2115 Contemporary China: 1949 to Present 3 credits

This course introduces students to the study of contemporary China. Students will examine the changes that have shaped the People's Republic of China (PRC) from the Communist Revolution to the present. Recent social, cultural, and economic changes, as well as China's growing presence in this 21st century world, will be explored. MTC goal areas: (2) Critical Thinking, (5) History and Social and Behavioral Sciences, and (8) Global Perspective. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

HIST 2125 The World Wars 1914-1945 3 credits

This course explores the contexts, course, and consequences of the First and Second World Wars. The early twentieth century world wars catalyzed the transformation of the world system from a centuries-long pattern of growing European power to one in which Europe was eclipse by US and Soviet superpower while formerly-colonized peoples regained autonomy. As such, these conflicts played a central role in shaping the global present. The course will trace diplomatic and military developments in the crucial contexts of underlying political, social, cultural, and economic changes in a modernizing world system. MTC Goal Areas: (5) History and the Social and Behavioral Sciences and (8) Global Perspective. (Prerequisites: READ0465 and ENGL0460) (3 hrs lec/0 hrs lab/0 hrs OJT)

HIST 2130 America's War in Vietnam 3 credits

This course examines the evolution of America's war in Vietnam, including the political, ideological, military, and social history of the Vietnam War. It explores the antecedents and legacies of this now distant conflict, a crucial body of knowledge in understanding recent American history. MTC goal areas: (5) History and the Social and Behavioral Sciences, and (9) Ethic and Civic Responsibility. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

HIST 2225 Modern Middle East 3 credits

Consider the evolution of the modern Middle East from the birth of Islam through the present day. Students will examine: Muhammad and the origins, growth of Islam; the rise and decline of the Ottoman Empire; European colonialism and the mandate system; nationalism and identity; the Arab-Israeli and Israeli-Palestinian conflicts; political, economic, and cultural issues; and relations with the Western world. MTC Goal Areas: (2)Critical Thinking, (5)History and Social and Behavioral Sciences, and (8)Global Perspective. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

HIST 2999 Special Topics in History 1-3 credits

Study of special topics in history. Special course topics will be announced in the class schedule.

Health

HLTH 1435 Holistic Stress Management 2 credits

A holistic (mind-body) approach to stress management helps the student identify the symptoms and causes of stress and to learn how to manage stress through effective coping and relaxation skills. Learning balance and harmony of mind, body, and emotions will assist the student to reach optimal well-being. (Prerequisites: None) (2 hrs lec/0 hrs lab/0 hrs OJT)

Dialysis Patient Care Technician

HPCT 1400 Issues and Trends 3 credits

This course will cover the history of dialysis, terminology, state and federal regulations and guidelines governing hemodialysis, resources available for personal and career development, principles and legal aspects of documentation, communication, professionalism and patient rights, role of the hemodialysis patient care technician as well as other multidisciplinary team members, other treatment modalities, and principles related to patient safety. (Prerequisites: Prior to or concurrent enrollment in HPCT1410, HPCT1420, and HPCT1440) (3 hrs lec/0 hrs lab/0 hrs OJT)

HPCT 1410 Kidney Function and Failure 2 credits

This course prepares the student for the role of a Hemodialysis Patient Care Technician caring for patients with Chronic Kidney Disease requiring hemodialysis. It will cover the renal anatomy, organs of the urinary system, components of the nephron, three basic functions of the healthy kidney, the two types of kidney failure (acute and chronic) and the causes and differences of each, fluid, chemicals and waste products that accumulate in the blood when kidneys fail, potential systems that are involved if kidney failure is left untreated, and hormones regulated by healthy kidneys. (Prerequisites: Concurrent enrollment in HPCT1400) (2 hrs lec/0 hrs lab/0 hrs OJT)

HPCT 1420 Principles of Hemodialysis 4 credits

This course will include principles of osmosis, diffusion and ultrafiltration, the structure and function of various types of access sites used in hemodialysis, identify routine lab tests and collection techniques, pharmacology and medication

administration as related to CKD with emphasis on the role of the Hemodialysis Patient Care Technician, principles of aseptic technique and CDC dialysis precautions. It will also cover the preparation, cannulation and use of internal access, and preparation and use of Central Venous Catheter, monitoring during hemodialysis treatment, discontinuing hemodialysis, and discharge of patient after hemodialysis treatment. (Prerequisites: Prior or concurrent enrollment in HPCT1400, HPCT1410) (4 hrs lec/0 hrs lab/0 hrs OJT)

HPCT 1440 Components of the Hemodialysis Delivery System 3 credits

This course will include an overview of the hemodialysis delivery system including the machines, flow path of blood and dialysate through the components of the hemodialysis system, the extracorporeal circuit, the dialysate, the water room, overview of hemodialyzer reuse, monitors, alarms, and safety options. (Prerequisites: Prior or concurrent enrollment in HPCT1400, HPCT1420) (3 hrs lec/0 hrs lab/0 hrs OJT)

HPCT 1500 Clinical Internship 5 credits

This course consists of concentrated clinical experience during which the student will apply the theory knowledge learned as a Hemodialysis Patient Care Technician. Students will have supervised hands-on participation in developing competence. The student will focus on becoming proficient in these skills, needing minimum assistance by the end of the internship. Students will be working full time for a period of six weeks or as scheduled by the facility the equivalent of 240 hours. (Prerequisites: Completion of the Hemodialysis Patient Care Technician Certificate [within 6 months], current history and physical exam [including immunizations and current Mantoux], facility-specific lab tests, and Background Study) (0 hrs lec/0 hrs lab/40 hrs OJT)

HPCT 1600 Dialysis Patient Care Technician Review Course 1 credits

This course is for Dialysis Patient Care Technicians that are seeking to be nationally certified. It involves a directed self-study review of knowledge required of PCT's. (Prerequisites: Working as a Dialysis Patient Care Technician and computer skills for on-line course

work and access to on-line textbook and resources)
(1 hr lec/0 hrs lab/0 hrs OJT)

Health, Physical Education, and Recreation

HPER 1100 Career Exploration in Exercise Science 3 credits

This course examines the historical and philosophical foundations, and professional careers in the field of exercise science. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

HPER 1108 Beginning Yoga 1 credits

A beginning level course following the innovative techniques of Hatha and Raja Yoga, intended to promote strength, endurance and flexibility, reduce stress, and induce an overall sense of well-being. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1110 Yoga II 1 credits

This course expands on the fundamentals of beginning hatha yoga and is intended for those with some hatha yoga background. Through asanas (poses) and movement linking these postures, students will develop strength, balance and flexibility. Through breath control (Pranayama) students will also learn to improve one's ability to focus and concentrate. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1112 Core Training 1 credits

This course focuses on the stabilizing muscles of the spine, pelvis, and shoulder. During each class students participate in core strengthening exercises inspired by Pilates, Yoga, and other disciplines. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1114 Self Defense for Life 2 credits

A system of self-defense responses including awareness, assessment, action, and physical force in response to unwarranted aggression. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

HPER 1116 Resistance Training 1 credits

This course explores the fundamentals of resistance training. Using a variety of resistance techniques, students participate regularly in strength and

endurance training. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1118 Resistance Training for Women 1 credits

This course explores the fundamentals of resistance training. Using a variety of techniques, students participate in regular resistance training programs focusing on functional fitness. This course provides women a supportive, all-female environment in which to learn about and participate in resistance training. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1204 Archery 1 credits

Introduction to history, safety, etiquette, and skills of target archery. This is a beginning course. Meets off campus. A personal property fee will be charged in addition to tuition. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1206 Weight Control through Walking 2 credits

Introduction to walking as a blueprint for weight control and a healthier lifestyle. Various fitness parameters are measured, both pre- and post-. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

HPER 1208 Canoeing 1 credits

Fundamental instruction in the basic strokes of canoeing. Principles of water safety and rescue are emphasized. Students must provide their own Coast Guard approved life vest. A canoe rental fee may be charged. (Prerequisites: Successful completion of PE1420 or demonstrated swimming ability to instructor) (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1210 Cross-Country Skiing 1 credits

Introduction to history, etiquette, and skills of Nordic skiing. A personal property fee will be charged for equipment and trail rental fees. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1212 X-Country Ski Marathon 2 credits

This course is designed to give beginner and expert Nordic skiers alike the knowledge and tools to develop their skiing ability as well as increase their current level of fitness and skiing technique. Students are required to ski the American Birkebeiner or equivalent race of marathon or half marathon

distance. (Prerequisite: None) (2 hrs lec/0 hrs lab/0 hrs OJT)

HPER 1214 Running a Marathon 2 credits

Introduction to the training and skills necessary to participate in a running race of marathon or half marathon distance. This course will cover many aspects of training for a marathon, including basic training principles, basic sports physiology, nutrition, equipment selection, and race strategy.

(Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

HPER 1216 Snowshoeing 1 credits

This course is designed to introduce students to the techniques and preparation needed to successfully participate in and organize a snowshoe outing. The course will cover snowshoeing techniques, equipment, clothing, and preparation for day trips. The primary focus in this course is to have students take part in snowshoeing hikes on the Lake Superior College campus, as well as, local trails and actively experience the physical and mental benefits of this winter activity. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1230 Summer Outdoor Activities 1 credits

Introduction to the skills, techniques, and safety necessary for summer outdoor recreation. This course will briefly highlight the areas of archery, canoeing, orienteering, outdoor cooking, fire building, and challenge course. A personal property fee will be charged in addition to tuition. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1232 Winter Outdoor Activities 1 credits

This course is an introduction to safety and skills necessary for winter outdoor recreational activities. This course will briefly introduce the students to areas of environmental learning, snowshoeing, orienteering, cross-country skiing, and winter naturalist/survival elements. A personal property fee will be charged in addition to tuition. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1234 Environmental Outdoor Education 2 credits

This course will connect students, physically and mentally, with the natural world through experiential learning, outdoor activities, and experiences, focusing

on all the senses, and exploring how humans are a part of the natural world. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

HPER 1236 Boundary Waters Experience 2 credits

This is a beginning-level course introducing students to wilderness philosophy and ethics, safe and environmentally-sensitive camping and canoeing skills, and the pristine beauty, natural history, human history and geology of Northern Minnesota and the United States Boundary Waters Canoe Area Wilderness. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

HPER 1302 Nutrition 3 credits

This course examines the principles of human nutrition with an emphasis on nutrients, food sources, and their utilization in the body for growth, health maintenance and disease prevention. Students will also evaluate contemporary issues, dietary behaviors, and cultural influences in nutrition. (Prerequisites: College level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

HPER 1304 Nutrition/Athletic Performance Education 2 credits

This course is designed to introduce the student to principles of nutrition as they specifically relate to the unique needs of physically active-people and athletes. The course builds on the knowledge of basic nutrition to provide the student with an understanding of how to use nutrition to get the most out of training and sports performance. (Prerequisites: College-level reading and writing) (2 hrs lec/0 hrs lab/0 hrs OJT)

HPER 1306 Tobacco, Alcohol and Other Drugs 3 credits

This course approaches drugs and drug use from a variety of perspectives: behavioral, physiological, social, and legal. It is designed to provide students with the knowledge and skills necessary to evaluate drug use in their own lives. (Prerequisites: College level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

HPER 1322 Personal Training 3 credits

This course is designed to provide the learner with the knowledge and abilities necessary to competently perform the tasks required of successful fitness and training professionals. Upon completion of this

course students should be well prepared to take the NCSF-CPT (National Council on Strength and Fitness Certified Personal Trainer) certificate exam.

(Prerequisites: BIOL1140; MATH0460, or equivalent, or 71 or higher on the Elementary Algebra portion of the CPT; and college-level reading and writing) (2 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1324 Personal Wellness 3 credits

A course designed to develop and actively pursue individual health and fitness goals in a noncompetitive atmosphere. Students will examine current health issues and the dimensions of wellness in the wellness lifestyle. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

HPER 1326 Lifetime Fitness 2 credits

A course designed to develop and actively pursue individual health and fitness goals. Students will regularly participate in a variety of indoor and outdoor activities to improve overall fitness and initiate a commitment to lifetime fitness. (Prerequisites: None) (1 hr lec/2 hrs lab/0 hrs OJT)

HPER 1330 Fundamentals of Endurance Training 2 credits

Designed to introduce students to the basics of using a systematic approach to training an endurance athlete, the course will focus on using sound scientific principles derived from exercise physiology and applying those principles to a complete training plan. (Prerequisites: College level reading and writing) (2 hrs lec/0 hrs lab/0 hrs OJT)

HPER 1332 Essentials of Human Performance 3 credits

Examines the physiological changes occurring as a direct result of applied physical movement. Major emphasis upon the principles of resistance training, conditioning, and the interplay of human body systems. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

HPER 1334 Assessment of Physical Fitness 3 credits

This course examines measurement of health related and skill-related components of physical fitness. Students will explore the principles of assessment and the application of appropriate testing for desired

information and application to specific populations. (Prerequisites: College-level math; College-level reading) (2 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1402 Intercollegiate Soccer I 1 credits

This course is for students who participate on the intercollegiate soccer team only. This course offers advanced skill instruction and an intercollegiate athletic experience. Students must have the consent of instructor or athletic director and be eligible based on the National Junior College Athletic Association rules. (Prerequisites: Must be a member of intercollegiate soccer team and eligible based on the NJCAA rules) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1403 Intercollegiate Soccer II 1 credits

This course is for students who participate on the intercollegiate soccer team only. Athletes must be in their sophomore year and have completed Soccer I. This course offers advanced skill instruction and an intercollegiate athletic experience. Students must have the consent of instructor or athletic director and be eligible based on the National Junior College Athletic Association rules. (Prerequisites: HPER1402; must be a member of intercollegiate soccer team and eligible based on the NJCAA rules) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1406 Intercollegiate Cycling I 1 credits

This course is for students who participate on the intercollegiate cycling team only. This course offers advanced skill instruction and an intercollegiate athletic experience. Students must have the consent of instructor or athletic director and be eligible based on the USA Cycling rules. (Prerequisites: Must be a member of intercollegiate cycling team and eligible based on the USAC rules) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1407 Intercollegiate Cycling II 1 credits

This course is for students who participate on the intercollegiate cycling team only. Athletes must be in their sophomore year and have completed Cycling I. This course offers advanced skill instruction and an intercollegiate athletic experience. Students must have the consent of instructor or athletic director and be eligible based on the USA Cycling rules. (Prerequisites: Must be a member of intercollegiate

cycling team and eligible based on the USAC rules) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1408 Intercollegiate Trapshooting I 1 credits

This course is only for students who participate on the intercollegiate trapshooting team. This course offers advanced skill instruction and an intercollegiate athletic experience. Students must have the consent of instructor or athletic director. (Prerequisites: Must be a member of intercollegiate trapshooting team) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1409 Intercollegiate Trapshooting II 1 credits

This course is only for students who participate on the intercollegiate trapshooting team. Athletes must have completed Trapshooting I. This course offers advanced skill instruction and an intercollegiate athletic experience. Students must have the consent of instructor or athletic director. (0 hrs lec/2 hrs lab/0 hrs OJT) (Prerequisites: HPER 1408. Must be a member of intercollegiate trapshooting team.)

HPER 1410 Intercollegiate Basketball I 1 credits

This course is only for students who participate on the intercollegiate basketball team. This course offers advanced skill instruction and an intercollegiate athletic experience. Students must have the consent of instructor or athletic director and be eligible based on the National Junior College Athletic Association rules. (Prerequisites: Must be a member of intercollegiate basketball team and eligible based on the NJCAA rules) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 1411 Intercollegiate Basketball II 1 credits

This course is only for students who participate on the intercollegiate basketball team. Athletes must have completed Intercollegiate Basketball I. This course offers advanced skill instruction and an intercollegiate athletic experience. Students must have the consent of instructor or athletic director and be eligible based on the National Junior College Athletic Association rules. (Prerequisites: HPER1410; must be a member of intercollegiate basketball team and eligible based on the NJCAA rules) (0 hrs lec/2 hrs lab/0 hrs OJT)

HPER 2999 Special Topics in Physical Education 1-3 credits

Study of special topics in health, physical education and recreation. Special course topics will be announced in the class schedule.

Humanities

HUM 1105 Introduction to Popular Culture 3 credits

A study of popular culture (film, television, literature, advertisements, music) in relation to the mythological and archetypal characters and motifs they depict. MTC goal areas: (2) Critical Thinking, (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: College-level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1110 The Bible as Literature 3 credits

Selected readings and analysis of Old and New Testaments with emphasis on literary characteristics of the text, including archetypal plots, patterns and characters. MTC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: College-level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1115 Intro to Humanities: The Renaissance through the Contemporary Periods 3 credits

This course explores the human heritage from the Renaissance through the contemporary periods and considers the impact the Renaissance, industrial revolution, and realism had on the modern world. Attention will be given to all aspects of human achievement, including, but not limited to, sociological, political and economic systems; art, literature, and architecture; and mythology, religion, and philosophy. MTC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: College-level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1117 American Film 3 credits

This course focuses on analysis of the major films of three American directors - Stanley Kubrick, Sam Peckinpah, and Francis Ford Coppola - whose groundbreaking work has influenced American cinema for nearly forty years. The collapse of the Hollywood studio system in the early 1960s made

possible the flourishing of the first true American auteurs, and directors such as Kubrick, Peckinpah, and Coppola were freed to explore the boundaries of their personal artistic visions. Their cinematic innovations and their influence on subsequent generations of filmmakers will be closely scrutinized via analysis of each director's major films. Attention will be given to each director's unique world-view and their signature techniques of cinematic communication.

(Prerequisites: READ1450 highly recommended. College level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1119 British Film 3 credits

This course focuses on analysis of the major films of three British directors -- David Lean, Ridley Scott, and John Boorman. While their values are firmly rooted in 19th century British romanticism, their cinematic innovations and personal visions have resulted in classic and award-winning films such as *The Bridge on the River Kwai* and *Lawrence of Arabia* (Lean), *Alien* and *Gladiator* (Scott) and *Deliverance* and *Hope and Glory* (Boorman). The signature styles and concerns of each director, and their influence on the filmmakers that followed them, will be closely analyzed in these and other films. (Prerequisites: College level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1120 Art History: Early Gothic to High Renaissance 3 credits

Beginning with the frescoes of the late 1200's from the Basilica of St. Francis of Assisi, this course covers the most important artists of the 1300's, 1400's, and early 1500's. Students are guided through the major artistic developments of these centuries from the spatial discoveries of Giotto, to the mathematical discovery of perspective, and on to the rebirth of interest in the classical world. The course covers historical and political events and analyzes their influence on the artistic production. Many class sessions are held on-site in museums and churches to enhance the in-class slide lectures. MTC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: College-level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1121 Women and Film 3 credits

This course explores the films and signature contributions to cinema, culture, and society of American and international filmmakers. Emphasis will be given to analysis of films displaying the range and diversity of female experience in a variety of cultural and historical milieu. (Prerequisites: College level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1123 Film Genres: The Science Fiction and Fantasy Film 3 credits

An examination and analysis of the conventions and innovations in the science fiction and fantasy film genre. Emphasis will be placed on the explication of landmark SF&F films from Fritz Lang's *Metropolis* (1926) to Peter Jackson's *Lord of the Rings* trilogy (2003). (Prerequisites: Prior completion of HUM1140. Modern Fantasy very helpful but not required. College level reading and writing.) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1125 Introduction to Humanities: The Arthurian Legend 3 credits

This course explores the Arthurian Legend from its beginnings to the contemporary period. Attention will be given to all aspects of the development of the legend, including, but not limited to, historical, sociological, political; art, literature, film; and mythology, religion and philosophy. MTC goal areas: (2) Critical Thinking and (6) Humanities and Fine Arts. (Prerequisites: College-level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1130 World Religion 3 credits

Exploration of the teachings and practices of several major world religions selected from ancient and classical polytheism, Zoroastrianism, Gnosticism, Christianity, Judaism, Islam, Taoism, Buddhism, Hinduism, and various Native American, African and Australian cultures. Emphasis given to literary as well as scriptural texts. MTC goal areas: (2) Critical Thinking, (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: College-level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1133 Introduction to Taoism 3 credits

This course provides an introduction to Taoist philosophy and its evolution from its origins in China through its reinterpretation in the contemporary West. The course will examine Taoism from a variety of perspectives, including as a religion and as a habit of thought. Attention will be given to the historic, cultural, and philosophical milieu in which Taoism originated and evolved. The first part of the course will focus on analysis and interpretation of the teachings of Lao Tzu and Chuang Tzu, both in historical and contemporary context. The second part of the course will examine the influence of Taoism on Western thought as reflected in art, literature and popular culture. (Prerequisites: READ1450 highly recommended. College level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1135 Utopian Images: Fiction and Fact 3 credits

Exploration of the model societies human beings have imagined in fiction and attempted to construct in fact. The course examines ideal communities as expressed in Utopian treatises, science fiction, pastoral poetry and art, religious traditions, architecture, urban designs, and elements of contemporary popular culture. MTC goal areas: (2) Critical Thinking, (6) Humanities and Fine Arts, and (7) Human Diversity. (Prerequisites: College-level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1137 Introduction to Buddhism 3 credits

Study of Buddhism in its historical, philosophical, and cultural context, beginning with its origin in India, its essential tenets, and its dissemination through Southeast Asia and beyond. The course will begin with analysis of primary Buddhist scriptures and commentaries upon them. Emphasis will be placed on the evolution of Theravadan philosophy and the emergence of Mahayana and Tibetan Buddhism as distinct belief systems. Considerable emphasis will be placed on Buddhism's relationship to other world religions and Buddhism's influence on contemporary Western philosophy and media. (Prerequisites: READ1450 highly recommended. College level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1140 Modern Fantasy 3 credits

This course explores the diversity of human imagination in diverse cultures. Emphasis is given to non-technological speculative fiction, such as that dealing with alternate realities, alternate histories, fantastic anthropomorphic creatures, and the horror genre of literature. Attention is given to the unprecedented rise in popularity of the fantasy/horror genre in the twentieth century and its corresponding sociological, psychological, political, and economic roots. MTC goal areas: (2) Critical Thinking, (6) Humanities and Fine Arts, and (7) Human Diversity. (Prerequisites: College-level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1160 Classical Greek and Roman Mythology 3 credits

The course includes important classical Greek and Roman myths, their major archetypal patterns, and their interpretation by various authors. This course is designed as a foundation to prepare students for other literature courses by introducing them to the literary illusions and mythological references found in American, British, and other literatures. MTC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: College-level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1180 World Mythology 3 credits

An analysis and comparison of selected world myths. Considerable emphasis will be placed on discerning archetypal characters, plots and motifs and the discovery of universal patterns of human behavior in the myths. MTC goal areas: (6) Humanities and Fine Arts, and (7) Human Diversity. (Prerequisites: College-level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1190 Folklore 3 credits

Readings in folk tales, myths, fairy tales, and narrative poetry based on folk materials. Folk representations in a variety of media, including literature, film, music, and art will be examined, with some emphasis on the evolution and interpretation of the contemporary American urban legend. MTC goal areas: (6) Humanities and Fire Arts, (7) Human Diversity. (Prerequisites: College-level reading and writing;

READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 1999 Special Topics in Humanities 1-3 credits
Study of special topics in humanities. Special course topics will be announced in the class schedule.

HUM 2000 Topics in Humanities 1 credits
This course offers an opportunity to explore various topics in the Humanities. The subject matter will vary but will always be focused on global themes. MTC goal areas: (2) Critical Thinking, (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: College level reading and writing) (1 hr lec/0 hrs lab/0 hrs OJT)

HUM 2009 Chinese Culture and Civilization 3 credits
Chinese Culture and Civilization explores the major themes of Chinese civilization from earliest times to the present through reading and discussion of primary source documents in philosophy, cosmology, religion, government records, personal diaries, literature and popular culture as well as selections from music, visual art and film. MTC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: College-level reading and writing.) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 2010 Archetype, Dream, and Symbol 3 credits
Introduction to archetypal theory and its application in daily personal and public life. Through the analysis of various media, including art, film, folklore, and personal writing, students will learn to identify cultural icons and the meanings behind them. Emphasis placed on the historical, psychological, and sociological origins of symbolism as a vehicle of communication. An underlying premise is that the personal unconscious as reflected in the individual dream is the ultimate source of the societal dream as reflected in popular culture. MTC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: ENGL1106 or equivalent; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 2015 Film Appreciation 3 credits
This course examines the motion picture as an art form and as a medium for cultural expression, exploring the origins and evolution of film and the film industry through selected screenings, readings,

and analysis. MIC goal areas: (6) Humanities and Fine Arts, and (8) Global Perspective. (Prerequisites: ENGL1106 with a grade of "C" or better; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 2100 Children's Media 3 credits
An examination of children's literature, folklore, film, and television through the study of the history of children's media, as a reflection of ethnic culture, the parallels between children's and adult's media, and the characteristics and genres of children's media. Emphasis given to both media directed at children and the portrayals of childhood (toddler through adolescent) in popular culture. MTC goal areas: (6) Humanities and Fine Arts, and (7) Human Diversity. (Prerequisites: ENGL1106 or equivalent; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 2117 Film Genres: The Horror Film 3 credits
An examination and analysis of the conventions and innovations in the horror film genre. Emphasis will be placed on the explication of landmark horror films from the folkloric *Nosferatu* (1922) to the technologically based horror of contemporary films. (Prerequisites: ENGL1106 with a grade of "C" or better; Prior completion of HUM1140; READ1450 highly recommended. College level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 2119 Film Genres: The Western 3 credits
From the mid-1920s to the mid-1960s, Hollywood produced more Westerns than any other kind of film; the Western is the quintessential American film in terms of quality, quantity, and longevity. This course will examine the reasons for this phenomena, as well as explore the evolution of the Western from its silent origins, through the revisionist cinema of Peckinpah and Eastwood, and the Western's revival in the 1980s, 1990s, and beyond. Emphasis will be placed on the role of the Western in American identity formation and on the American Western as a reflection of literary romanticism and realism. Special emphasis will be placed on analysis of iconoclastic, genre-expanding films such as Zinnemann's *High Noon*, Peckinpah's *The Wild Bunch*, and Eastwood's *Unforgiven*. (Prerequisites: ENGL1106 with a grade of "C" or better; American Film OR Film Appreciation with a grade of "C" or better; READ1450 highly

recommended. College reading and writing.) (3 hrs lec/0 hrs lab/0 hrs OJT)

HUM 2999 Special Topics in Humanities 1-3 credits
Study of special topics in humanities. Special course topics will be announced in the class schedule.

Integrated Manufacturing Technology

INMG 1400 Introduction to Manufacturing Technology 4 credits

This course covers the beginning introduction use of tools used in manufacturing such as saws, drill press, engine lathes, milling machines and welding machines. (Prerequisites: None) (2 hrs lec/4 hrs lab/0 hrs OJT)

INMG 1410 Mechanical Blueprint Reading 3 credits
This course covers mechanical blueprint reading principles. Topics included are sketching, lines, views, multiview drawings, scaling, dimensioning, tolerancing, and symbols. (Prerequisites: (ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; and MATH0520; or concurrent) (3 hrs lec/0 hrs lab/0 hrs OJT)

INMG 1412 Advanced Mechanical Blueprint Reading 3 credits

This course would cover advanced blueprint reading activities. Geometric Dimensioning and Tolerancing will be covered in more depth. (Prerequisites: INMG1410) (3 hrs lec/0 hrs lab/0 hrs OJT)

INMG 1420 Design Application Concepts I 3 credits
This course covers the design of an assembled part and is produced using manual machines. A team approach will be used to manufacture jigs and fixtures and the product itself. Industrial and Engineering standards will be utilized in the design process. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

INMG 1422 Design Application Concepts II 3 credits
This course covers the design of a more complex assembly and is produced using manual and CNC machines. GD&T will be incorporated into the design and inspection of the part. A team approach will be used to manufacture jigs and fixtures and the

assembly itself. Industrial and Engineering standards will be utilized in the design process. (Prerequisites: INMG1420) (1 hr lec/4 hrs lab/0 hrs OJT)

INMG 1450 Prototyping Processes 3 credits
This course will involve building a complete prototype using various cutting edge processes used in industry today and the skills learned throughout the Integrated Manufacturing Technology, Rapid Prototyping and Design program. (Prerequisites: CADE1450, college-level reading and writing, or concurrent enrollment, or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

INMG 1460 Intro to Industrial Robotics 2 credits
This course provides the student with introductory knowledge about industrial robotics, robot programming, integration and safety. Through classroom lectures, the student will receive information about robotics used in industrial environments. The students will also obtain hands-on skills while completing lab exercises using industrial robots. (Prerequisites: ENGL0950 or READ0950, or ENGL0955 or READ0955, may be taken concurrently, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; and 33 or higher on the Elementary Algebra portion of the CPT, or completion of MATH 0520, may be taken concurrently, or equivalent transfer course) (1 hr lec/2 hrs lab/0 hrs OJT)

INMG 1462 Intro to Manufacturing Automation 1 credits

This course provides the student with introductory knowledge about automated manufacturing techniques, industrial automation, Automation Controllers (PLC's), Human Machine Interface (HMI) integration, and manufacturing automation safety. (Prerequisites: ENGL0950 or READ0950, or ENGL0955 or READ0955, may be taken concurrently, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; and 33 or higher on the Elementary Algebra portion of the CPT, or completion of MATH 0520, may be taken concurrently, or equivalent transfer course) (1 hr lec/0 hrs lab/0 hrs OJT)

INMG 1464 Basic Industrial Control Devices 2 credits

In this course, the student will learn the basics of industrial controls devices. They will learn the fundamentals of how these devices operate and how they are used for control of manufacturing automation. To do this the student will learn about control relays, motor starters, contactors, proximity sensors, limit switches, level detectors, and pneumatic valves and cylinders through classroom lectures and hands on lab exercises. (Prerequisites: Concurrently enrollment in ELTN 1402 and ELTN 1412) (1 hr lec/ 2 hrs lab/0 hrs OJT)

INMG 1466 Industrial Controls Wiring 2 credits

In this course, the student will learn the basics of industrial controls wiring which include: wire selection parameters (wire size and type, insulation composition and color, and minimum bend radius); conduit selection parameters (size, type, fill, bending and wire pulling techniques); and wire termination techniques (screw terminals, compression ends, strip length and labeling). (Prerequisites: INMG 1464) (1 hr lec/2 hrs lab/0 hrs OJT)

INMG 1560 Advanced Industrial Robotics and Manufacturing Automation 4 credits

In this course, the student will learn advanced skills in industrial robotics and manufacturing automation, robotics and industrial safety, and machine integration. Through lab exercises students will interface industrial robots with automation equipment while learning advanced robot programming skills such as tool paths, tool frames, tool offset and center points, and input/output control. The student will obtain skills in designing, building and programming a manufacturing cell in a team environment. (Prerequisites: INMG1460, INMG1462, INMG1464, concurrently enrollment in INMG1466, ELTN1432, ELTN1470 and ELTN2442) (2 hrs lec/4 hrs lab/0 hrs OJT)

INMG 1570 Mechanical Components 3 credits

This course provides the student with an understanding of mechanical components related to automated manufacturing. Through classroom lectures and hands-on labs the student will receive instruction pertaining to the application, integration, safety, maintenance and trouble-shooting of

mechanical devices. (Prerequisites: INMG1560) (2 hrs lec/2 hrs lab/0 hrs OJT)

INMG 1999 Special Topics in Integrated Manufacturing: 1-3 credits

Study of special topics in integrated manufacturing careers. Special course topics will be announced in the class schedule.

INMG 2999 Special Topics in Integrated Manufacturing 1-3 credits

Study of special topics in integrated manufacturing careers. Special course topics will be announced in the class schedule.

Paralegal Studies**LGST 1400 Legal Studies I: Terminology and Procedures 3 credits**

This course introduces the student to the specific terminology and procedures used by paralegal professionals and to the proper documentation of legal information. It also covers legal ethics, legal analysis, legal evidence, and investigation. (Prerequisites: College-level reading and writing and keyboarding and word processing ability) (3 hrs lec/0 hrs lab/0 hrs OJT)

LGST 1410 Legal Studies II: Introduction to Research 3 credits

This course covers methods of research and document preparation used by the legal profession, including citation forms, appellate procedure within the specific areas of the law. The administration of a law office and formal advocacy are included, as well as a review of legal writing style. (Prerequisites: LGST1400 or instructor's consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

LGST 1415 Legal Ethics for the Paralegal 3 credits

This course covers the ethical obligations of paralegals and other law office support staff. The course includes in-depth study of the ethical rules that govern the work of attorneys, paralegals, and others who work in the legal environment. Students will be introduced to the types of ethical dilemmas that they will face in a legal practice and be given a framework from which to undertake an analysis of an ethical problem. (Prerequisites: College level reading and writing and LGST 1400(Legal Studies I) or concurrent enrollment) (3 hrs lec/0 hrs lab/0hrs OJT)

LGST 1420 Business Law - An Introduction 3 credits

This course is an introductory course in the principles of business law as they apply to individuals and businesses. This course focuses on the ethical, social, and political perspectives underlying the United States legal system. Topics include the operation of the United States legal system, constitutional law as it affects businesses, intellectual property, contracts, contracts for the sale of goods, agency and employment law, and business organizations. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

LGST 1425 Business Law: Commercial Topics 2 credits

This course is a continuation of the study of the principles of business law as they apply to individuals and businesses. Special attention is given to the law governing the performance and enforcement of commercial contracts. Topics include agency and employment law, business organizations, administrative law, negotiable instruments, secured transactions, creditor/debtor relations, federal and state law regulating consumer credit and collection procedures. (Prerequisites: College-level reading and writing) (2 hrs lec/0 hrs lab/0 hrs OJT)

LGST 1429 Legal Writing 3 credits

This course will develop the writing skills of the paralegal student. Students will become familiar with the writing techniques used to create legal documents through the use of sample forms and practical drafting exercises. Strong emphasis is placed on proper writing methodology and formatting. (Prerequisites: LGST 1410 or instructor consent; students are strongly encouraged to take ADSC 1420 prior to registering for this course) (3 hrs lec/0 hrs lab/0 hrs OJT)

LGST 1430 Advanced Legal Research 3 credits

This course will familiarize the paralegal student with advanced and specialized approaches to utilizing the legal sources available in the law library and online. In addition, this course will provide the student with experience in the developing the analytical reasoning and writing skills required of all legal professionals through the preparation of legal documents,

memoranda, and letters. (Prerequisites: LGST 1429) (3 hrs lec/0 hrs lab/0 hrs OJT)

LGST 1455 Civil Litigation 3 credits

This course provides an introduction to civil litigation procedure and practice in state and federal courts. Specific attention is given to the paralegal's role in civil litigation, with emphasis on applicable rules of civil procedure that govern the commencement of litigation, the discovery process, and preparation for trial. (Prerequisites: LGST1410) (3 hrs lec/0 hrs lab/0 hrs OJT)

LGST 1460 Criminal Law and Procedure 3 credits

This course introduces the paralegal student to the substantive and procedural aspects of criminal law and the role of the paralegal in the criminal justice system. The course will focus on the prosecution and defense of criminal proceedings, with special attention to principles of criminal liability and substantive defenses to crimes under Minnesota law. The constitutional safeguards and protections afforded to criminal defendants by the U.S. Constitution and the Minnesota Rules of Criminal Procedure from arrest through trial, sentencing, punishment, and appeal will also be studied. (Prerequisites: LGST1410)(3 hrs lec/0 hrs lab/0 hrs OJT)

LGST 1470 Wills, Trusts, and Probate 3 credits

This course discusses the paralegal's role in estate planning and probate process. The course will explore various tools available to achieve the goal of estate planning: non-probate conveyances, wills, trusts, durable powers of attorney, intra-family gifts, and charitable transfers. Students will also be exposed to the ethical issues involved in estate planning and the increasing use of living wills and health care directives. (Prerequisites: College level reading and writing and LGST1400 (Legal Studies I) or instructor consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

LGST 1480 Family Law 3 credits

This course presents fundamental common law and statutory concepts of family law with emphasis on the paralegal's role in this area. Topics include formal and informal marriages, separation, divorce, annulment, marital property, the parent-child relationship, child custody and support, adoption, paternity, and family

court procedures. (Prerequisites: College level reading and writing and LGST1400 (Legal Studies I) or instructor consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

LGST 1510 Bankruptcy Law 3 credits

This course is designed to introduce paralegal students to the complexities of bankruptcy law to help train them to work as paralegals in the area of bankruptcy. It also provides paralegals working in other areas of law with the knowledge they may need to assist their attorney with clients who receive notice of bankruptcy. (Prerequisites: College level reading and writing and LGST1400 (Legal Studies I) or instructor consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

LGST 1520 Real Property 3 credits

This course examines the basic principles in the law of real property. Students will explore topics in the ownership and transfer of real property interests, including parties to a real estate transaction, the sales agreement surveys, deeds, leases, deeds of trust, mortgages and the role of a paralegal in each. The course stresses the understanding and preparation of legal instruments necessary for a real estate closing. (Prerequisites: College level reading and writing and LGST1400 (Legal Studies I) or instructor consent)(3 hrs lec/0 hrs lab/0 hrs OJT)

LGST 1530 Torts and Personal Injury 3 credits

A review of the general nature of tort law covering intentional torts, negligence, appropriate standards of conduct, product liability law, tort immunities, and medical malpractice. Specific attention is given to the nature of personal injury litigation documentation, investigation, and practices, including the evaluation of claims for damages and the formalities of adjudication and settlement. (Prerequisites: College level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

LGST 2995 Paralegal Internship 3 credits

This course provides the student with practical work experience in the paralegal field. The internship should give the student the opportunity to apply what is learned in the classroom through the assignment of paralegal tasks and responsibilities consistent with an individually prepared learning objectives plan. (Prerequisites: Instructor consent required) (0 hrs lec/0 hrs lab/9 hrs OJT)

LGST 2997 Paralegal Capstone 1 credits

This course is designed to provide the paralegal student who is familiar with law office procedures, legal research, letter writing, document preparation, and client contact an opportunity to integrate classroom concepts into the legal working environment. Students will have opportunities to develop the skills and abilities required of practicing paralegals through completion of a paralegal internship, concurrent employment in a legal working environment, participation in providing pro bono legal services or equivalent service learning, or a combination of activities. In addition, students will prepare a comprehensive portfolio evidencing the completion of program outcomes. (Prerequisites: Completion of or concurrent enrollment in last semester of required Paralegal Studies (LGST) courses or instructor consent.) (0 hrs lec/2 hrs lab/0 hrs OJT)

LGST 2999 Special Topics in Paralegal Studies 1-3 credits

Study of special topics in Paralegal Studies. Special course topics will be announced in the class schedule.

Math

MATH 0440 Math Refresher 1 credits

This course is for students who want to refresh their math skills with the goal of advancing their math placement. Students will work independently on math skills in their assessed weak areas using software, with a math instructor present to answer their questions. Note: P/NC only; this course can be repeated for up to 3 credits. (Prerequisites: Student must be able to operate a computer.) (1 hr lec/0 hrs lab/0 hrs OJT)

MATH 0445 Math Study Skills 1 credits

This course is designed to help students succeed in math courses. Topics include: time management, how studying for math is different than other subjects, sequential learning, test anxiety, test taking tips, learning styles, memory techniques, goal setting, how to effectively seek help, and preparing for finals. (Prerequisite: This course must be taken concurrently with a math course.) (1 hr lec/0 hrs lab/0 hrs OJT)

MATH 0450 Pre-Algebra 4 credits

This course covers whole numbers, fractions, decimals, ratio/proportions, the concept of percent, U.S. and metric measures, signed numbers, algebraic expressions, linear equations, applied geometry, and exponents. (Prerequisites: Math: Elementary algebra test score 27-35 or Arithmetic test score 31-120 and READ0455 (may be taken concurrently) or reading comprehension test score of 31-120) (4 hrs lec/0 hrs lab/0 hrs OJT)

MATH 0460 Algebra I **4 credits**

This course covers metric and US system of measurement, variable expressions, linear equations and inequalities, linear function graphing, systems of equations and inequalities, polynomials, factoring, and applications. (Prerequisites: READ0950 or ENGL0950 or placement score of 56 or higher and appropriate placement score of 33-70 on the Accuplacer elementary algebra test or 50 or higher on the Accuplacer diagnostic arithmetic test or 70 or higher on the Accuplacer arithmetic test) (4 hrs lec/0 hrs lab/0 hrs OJT)

MATH 0470 Algebra II **3 credits**

This course covers factoring, operations with radical and rational expressions and equations, complex numbers, quadratic equations and function, non-linear inequalities, operations of functions, and applications. (Prerequisites: MATH0460, with a grade of "C" or higher, or its equivalent, or appropriate placement test score of 71-120 on the elementary algebra test) (3 hrs lec/0 hrs lab/0 hrs OJT)

MATH 0480 Accelerated Algebra I and II **5 credits**

This course covers solving elementary equations and inequalities, graphing, system of equations, polynomials, factoring, rational expressions, rational equations, radical expressions, complex numbers, radical equations, quadratic equations, functions, conic sections, and applications. (Prerequisites: MATH0450 with a "B" or better; appropriate Elementary Algebra placement test score of 55 or higher; or instructor consent.) (5 hrs lec/0 hrs lab/0 hrs OJT)

MATH 0501 Math Foundations 1 **3 credits**

This is a self-paced, skill mastery developmental mathematics course. It is an individualized, computer-based learning experience which is an alternative

delivery to the traditional developmental math sequence offered at Lake Superior College. The instructor will provide instruction, guidance, and monitor progress. A course placement test will determine which modules a student has yet to complete. Students must complete four modules in modules 1-11 with 80% mastery to pass the course; however students have the option of completing as many modules as needed in one semester. Students mastering modules 1-7 will have the equivalent of MATH0460; modules 8-11 is equivalent to MATH0470. If students in Math Foundations choose to register in the traditional developmental math sequence, the completion of module equivalents or a new Accuplacer score (at student cost) will determine their placement.

Math Foundations 1 is a pre-requisite course to Math Foundations 2 where students will be able to continue their individual developmental mathematical studies without repetition of previously mastered modules. (Prerequisite: students must have taken the Accuplacer Mathematics exam and place in the developmental math sequence: 33-70 on the elementary algebra test OR 70-120 on the arithmetic test OR 50-75 on the arithmetic diagnostic test; AND READ/ENGL0950 (can be taken concurrently) or placement score of 56 or higher on reading comprehension test) (3 hrs lec/0 hrs lab/0 hrs OJT)

MATH 0502 Math Foundations 2 **3 credits**

This is a self-paced, skill mastery developmental mathematics course. It is an individualized, computer-based learning experience which is an alternative delivery to the traditional developmental math sequence offered at Lake Superior College. The instructor will provide instruction, guidance, and monitor progress. Math Foundations 1 is a pre-requisite course to Math Foundations 2 where students are able to continue their individual developmental mathematical studies without repetition of previously mastered modules. Students must complete a minimum of four modules in modules 5-11 with 80% mastery to pass the course; however, students have the option of completing as many modules as needed in one semester. Student mastering modules 1-7 will have the equivalent of MATH0460; modules 8-11 is equivalent to MATH0470. If students in Math Foundations choose to register in the traditional developmental math

sequence, the completion of module equivalents of a new Accuplacer score (at student cost) will determine their placement. (Prerequisite: MATH0501) (3 hrs lec/0 hrs lab/0 hrs OJT)

MATH 0503 Math Foundations 3 credits

This is a self-paced, skill mastery developmental mathematics course. It is an individualized, computer-based learning experience which is an alternate delivery to the traditional developmental math sequence offered at Lake Superior College. The instructor will provide instruction, guidance, and monitor progress. In Math Foundations 3, students are able to finish their individual developmental mathematical studies without repetition of previously mastered modules. Students must complete their remaining modules necessary for their field of student with 80% mastery to pass the course. Students needing to complete 1 module will receive 1 credit; students needing to complete 2 or 3 modules will receive 2 credits. Mastery in modules 1-7 is equivalent to MATH0460 and master in modules 8-11 is equivalent to MATH0470. (Prerequisites: MATH0501 OR MATH0502) (1-2 hrs lec/0 hrs lab/0 hrs OJT)

MATH 0504 Math Foundations 4 credits

This is a self-paced, skill mastery developmental mathematics course. It is an individualized, computer-based learning experience which is an alternative delivery to the traditional developmental math sequence offered at Lake Superior College. The instructor will provide instruction, guidance, and monitor progress. In Math Foundations 4, students are able to finish their individual developmental mathematical studies without repetition of previously mastered modules. Students must complete their remaining modules necessary for their field of study with 80% mastery to pass the course. Students needing to complete 1 module will receive 1 credit; students needing to complete 2 or 3 modules will receive 2 credits. Students mastering modules 1 - 8 will have the equivalent of Math 0450 Pre-Algebra; modules 9 - 12 is equivalent to Math 0460 Algebra 1; modules 13 - 16 is equivalent to Math 0470 Algebra 2. (Prerequisites: MATH0501, MATH0502, MATH0503 and Instructor permission) (1-2 hrs lec/0 hrs lab/0 hrs OJT)

MATH 0520 Program Math 4 credits

Program Math is a self-paced mathematics course designed to serve the needs of students in Technology and Industry programs and Nursing and Allied Health programs at Lake Superior College. Content consists of integers, fractions, decimals, ratios, conversions, algebraic expressions, applications using formulas, geometric principles of parallel and perpendicular lines, transversals, triangle angle and side measurement, properties of similar and congruent polygons, circumference and area of circles, perimeter and area of regular and irregular polygons, and volume and surface area of solids. (Prerequisites: READ/ENGL0950 (can be taken concurrently) or placement score of 56 or higher on reading comprehension test; AND Accuplacer placement scores of: 27-32 on the elementary algebra test OR 31-69 on the arithmetic test OR 26-49 on the arithmetic diagnostic test) (4 hrs lec/0 hrs lab/0 hrs OJT)

MATH 1100 College Algebra 4 credits

The study of functions, theory of equations, inequalities, exponential and logarithmic functions, conic sections, and selected topics from advanced algebra. This course is intended for those needing it for their program or degree, as well as continuing on in Calculus, Finite Math, or Calculus for Business. College Algebra (MATH 1100) followed by Trigonometry (MATH 1130) is the equivalent of Pre-Calculus (MATH 1150.) MTC goal areas: (4) Mathematical/Logical Reasoning (Prerequisites: MATH0470 or MATH0480, with a C or better, or appropriate placement test score) (4 hrs lec/0 hrs lab/0 hrs OJT)

MATH 1105 Mathematical Reasoning 3 credits

A course that applies mathematical reasoning to general life situations. Topics include problem solving, symbolic logic and logical reasoning, introduction to probability and statistics, and finance applications of mathematics along with optional topics of number bases other than 10, graph theory, voting theory, false advertising, and the mathematics of gaming. MTC goal areas: (4) Mathematical/Logical Reasoning (Prerequisites: MATH0460 with a "C" or better or appropriate placement test score) (3 hrs lec/0 hrs lab/0 hrs OJT)

MATH 1115 Contemporary Mathematics 4 credits

Foundations of discrete mathematics, sets, sequences, number theory and base conversion, functions, using Geometry concepts in problem solving, Boolean algebra, proof methods, mathematical induction, counting methods and combinatorics, right triangle trigonometry, relations, oblique triangle trigonometry fundamentals. MTC goal areas: (4) Mathematical/Logical Reasoning. (Prerequisites: MATH0460 or instructor consent) (4 hrs lec/0 hrs lab/0 hrs OJT)

MATH 1125 Finite Mathematics and Survey of Calculus 5 credits

This course covers functions, matrices, systems of linear equations and inequalities, introduction to linear programming, finance, and an introduction to calculus with a focus on business applications. MTC goal areas: (4) Mathematical/Logical Reasoning. (Prerequisites: MATH1100 or MATH 1150 (minimum grade 2.0 GPA equivalent); or appropriate placement test score; or instructor consent) (5 hr lec/0 hr lab/0 hr OJT)

MATH 1130 Trigonometry 3 credits

Angles, circular functions, identities, right triangles, Law of Sines, Law of Cosines, trigonometric equations, vectors, trigonometric form of complex numbers, and applications. MTC goal areas: (4) Mathematical/Logical Reasoning (Prerequisites: MATH1100 with a C or better, or equivalent) (3 hrs lec/0 hrs lab/0 hrs OJT)

MATH 1150 Pre-Calculus 5 credits

This course covers algebraic operations, functions, theory of equations, inequalities, absolute value graphing, logarithmic, exponentials, and analytic trigonometry. It is intended to be taken as a review course covering topics of both College Algebra and Trigonometry and will move quickly through the topics. MTC goal areas: (4) Mathematical/Logical Reasoning. (Prerequisites: MATH0470 or MATH 0480 with a "C" or better or appropriate placement test score) (5 hrs lec/0 hrs lab/0 hrs OJT)
Note: MATH1100 and MATH1130 taken in sequence are the equivalent of MATH1150.

MATH 1500 Applied Algebra and Trigonometry 4 credits

This course covers a review of the basics in applied algebra, geometry, and trigonometry. The course will give the student the tools needed to be successful in some technical programs at Lake Superior. (Prerequisites: None) (4 hours lec/0 hrs lab/0 hrs OJT)

MATH 2204 Calculus I 5 credits

The first course in single variable calculus. Topics include limits, continuity, fundamentals of differentiation, differentiation of trigonometric functions, application of derivatives, indefinite and definite integrals, calculus of exponential and logarithmic functions, calculus of trigonometric and inverse trigonometric functions, and hyperbolic functions. MTC goal areas: (4) Mathematical/Logical Reasoning. (Prerequisites: MATH1130, with a C or better, or MATH1150, with a C or better, or a score of 100 or higher on the Math portion of the CPT.) (5 hrs lec/0 hrs lab/0 hrs OJT)

MATH 2205 Calculus II 5 credits

The second course in single variable calculus. Topics include techniques of integration, applications of integration, indeterminate forms, improper integral, infinite series, analytic geometry, polar coordinates, and parametric equations. MTC goal areas: (4) Mathematical/Logical Reasoning. (Prerequisites: MATH2204 or equivalent) (5 hrs lec/0 hrs lab/0 hrs OJT)

MATH 2206 Calculus III 4 credits

This course covers Calculus of vector-valued functions of two or more variables. Topics include line integrals, surface integrals, Green's Theorem, Stokes' Theorem and the Divergence Theorems. (Prerequisites: MATH2205, with a "C" or better, or equivalent) (4 hrs lec/0 hrs lab/0 hrs OJT)

MATH 2210 General Statistics 3 credits

An introductory course in descriptive and inferential statistics for business and pre-professional majors. The following topics will be covered: organizing data, averages and variations around the mean, probability and probability statistics, binomial, normal and sampling distributions, estimations, hypothesis testing, testing variance, regression and correlation,

and chi-square analysis. MTC goal area: (4) Mathematical/Logical Reasoning. (Prerequisites: MATH0470 or MATH0480, with a "C" or better) (3 hrs lec/0 hrs lab/0 hrs OJT)

MATH 2220 Differential Equations with Linear Algebra 4 credits

This course includes an introduction to vectors, matrices, eigenvalues and eigenvectors, first and second order differential equations, higher order differential equations, Laplace transforms, systems of differential equations, and mathematical models. (Prerequisites: MATH2205) (4 hrs lec/0 hrs lab/0 hrs OJT)

Media Studies and Production

MCOM 1400 Introduction to Mass Communication 3 credits

An introduction to the development, functions, and changing landscape of mass communication and the media. Emphasis is placed on current media structure and operation, technological changes, concentrated ownership and regulations, and the impact on the individual and the culture. Additional focus is placed on building media literacy skills. MTC Goal Areas: (9) Ethical and Civic Responsibility. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

MCOM 1410 Introduction to Digital Multimedia 3 credits

This course is an introduction to various digital multimedia concepts and applications. Students will learn to create digital video and audio compositions; basic animations; and proper methods of saving, storing, and presenting of the work. In addition, students will explore multimedia as an art form and as a medium for expression. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: Working knowledge of Windows or Macintosh platform) (3 hrs lec/0 hrs lab/0 hrs OJT)

MCOM 1420 Digital Video Production 3 credits

This course will provide an introduction to the technical and aesthetic aspects of digital video production. Students will develop fundamental understanding, skills, and proficiency in camera production. Students will develop fundamental understanding, skills, and proficiency in camera set-up and operation, lighting, basic audio, pre-production,

and editing techniques. Students will work individually and as a team to plan, shoot, and edit short projects. Students are encouraged to draw on individual backgrounds, skills, experiences, etc. in their approach to their work. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT, or previous course or experience, can be taken concurrently) (2 hrs lec/2 hrs lab/0 hrs OJT)

MCOM 1422 Audio for the Media 3 credits

This course will introduce the students to sound editing for use in video and multimedia projects. Audio software will be used to create loop-based audio, edit pre-made audio, and sync audio and video. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT [or previous course or experience] can be taken concurrently) (2 hrs lec/2 hrs lab/0 hrs OJT)

MCOM 1424 Digital Video Editing 3 credits

This course will expand on the skills and concepts introduced in Digital Video Production. Students will explore the principles of advanced computer controlled and non-linear digital editing. Students will work as a team to plan, shoot, and edit short projects. Students will create desktop video with Avid Express and Adobe Premiere software. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

MCOM 1426 Project Production Management 3 credits

This course will introduce the students to the process of evaluating clients' needs, preparing written production documents, and completing class-initiated projects. Students will learn script writing techniques for multimedia productions. (Prerequisites: None) (2 hr lec/2 hrs lab/0 hrs OJT)

MCOM 1428 DVD Authoring 3 credits

This course provides students with a comprehensive development experience in the authoring and building of an actual DVD. Experience in digital video production and digital video post-production is extremely helpful. Students will be required to purchase a minimum of one DVD+R disk, one CD+RW, and provide one or more completed video

productions. (Prerequisites: MCOM1424 [or previous course or experience] can be taken concurrently) (1 hr lec/4 hrs lab/0 hrs OJT)

MCOM 1431 Writing for the Media **3 credits**

This course covers theory and practice in writing creative material for radio, television, and film. Introduces students to various media writing formats. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

MCOM 1433 Radio Production **3 credits**

This course offers students training in equipment operation and announcing. Emphasis is placed on digital equipment operations, radio scheduling and format, and copy preparation of news, music programs, and commercials. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

MCOM 1435 Video Graphics and Animation **3 credits**

This course introduces students to the artistic elements of computer graphics, screen design, and animation principles. Students will work extensively with Adobe and Avid software systems. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

MCOM 1795 Portfolio Production **1 credits**

This course will provide an opportunity for the student to assemble and prepare projects that will become part of the student portfolio. Student portfolios will be evaluated by an external source such as an advisory committee. (Prerequisites: MCOM1420, MCOM1422, and MCOM1424 [or previous course or experience] can be taken concurrently) (0 hrs lec/2 hrs lab/0 hrs OJT)

MCOM 1797 Media Studies Internship **1-3 credits**

A cooperative training program between Lake Superior College and businesses which allows students to apply competencies learned in the program to an employment work experience. (Prerequisites: MCOM1422 and MCOM1424 [or previous course or experience] can be taken concurrently) (0 hrs lec/0 hrs lab/3-9 hrs OJT)

Global Studies

MCS 2020 Multicultural Studies/Community Service **2 credits**

Tutoring and mentoring experience for students interested in community service. Students will gain valuable experience in elementary/secondary schools and community sites tutoring/mentoring students of color. A weekly seminar for reflection and learning is required. (Prerequisites: Instructor's consent) (2 hrs lec/0 hrs lab/0 hrs OJT)

MCS 2301 Study Abroad: Europe **1-3 credits**

This course is a study abroad experience with a concentration on the history, religion, and culture of selected European countries through visits to historical sites, art centers, churches and villages. The classroom portion, prior to departure, provides a core foundation on the dynamics of Intercultural Communication and also includes research, study, lecture, and classroom discussion. The travel segment which follows includes lectures by native guides who provide the background necessary to enable students to envision centuries of history and ancient civilizations. The guides provide an insider's look at the history, cultural trends and unique stories of a locale, and will establish a frame of reference for the class research and the travel experience. (Prerequisites: College-level reading and writing and at least 18 years of age. See instructor regarding selection criteria.) (1-3 hrs lec/0 hrs lab/0 hrs OJT)

MCS 2999 Special Topics **1-3 credits**

Study of special topics in multicultural studies. Special course topics will be announced in the class schedule.

Medical Assisting

MEDA 1405 Medical Assistant Administrative Procedures I **3 credits**

This course introduces the medical assistant student to the administrative skills routinely performed in an ambulatory care setting including: scheduling appointments, registering patients; basic legal concepts including patient privacy, informed consent, and confidentiality. Students will discover their roles and responsibilities as a member of a healthcare team. Students will understand a variety of ways in which patients may communicate in the medical

office. Telecommunication, computer skills, use of the internet and use of office equipment will be covered. Documentation, filing, and paper medical records will be taught. (Prerequisites: ADSC1430, ALTH1410 and BIOL1000; ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT and MATH0460, or equivalent, or 71 or higher on the Elementary Algebra portion of the CPT, all with a "C" or better) (2 hrs lec/2 hrs lab/0 hrs OJT)

MEDA 1406 Medical Assistant Administrative Procedures II **3 credits**

This course builds upon the knowledge and skills covered in Medical Assistant Administrative Procedures I. Students will cover medical office practice management with a focus on banking and accounting procedures, preparing and processing health insurance claims, patient accounts and billing. In addition, the course will cover the patient electronic health record. The focus will be on the Electronic Medical Record and utilization of a total practice management system. (Prerequisites: MEDA1405) (2 hrs lec/2 hrs lab/0 hrs OJT)

MEDA 1410 Medical Assistant Professionalism and Safety in Healthcare **1 credits**

This course includes basic OSHA safety standards, hazard communication, bloodborne pathogens, and the role of regulatory agencies in the ambulatory care and laboratory setting. Emergency preparedness is also covered including the identification of community resources. This course prepares students for a career as a medical assistant in the areas of professionalism: employment, leadership, and career development. (Prerequisites: ADSC1430, ALTH1410 and BIOL1000; ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT and MATH0460, or equivalent, or 71 or higher on the Elementary Algebra portion of the CPT, all with a "C" or better; and acceptance into the Medical Assistant Program) (1 hrs lec/0 hrs lab/0 hrs OJT)

MEDA 1505 Medical Assistant Clinical Procedures I **2 credits**

This course introduces the Medical Assistant student to clinical client care concepts and skills used in the

medical office setting. This course includes the study of the role of the medical assistant, client developmental stages, body mechanics, safe client handling and positioning for routine and specialty examinations, screening tests (i.e., vision), instrument disinfection and sterilization, obtaining vital signs, aseptic technique and obtaining a medical history. (Prerequisites: All first semester Medical Assistant program planner courses, or instructor consent) (1 hr lec/2 hrs lab/0 hrs OJT)

MEDA 1506 Medical Assistant Clinical Procedures II **3 credits**

This course builds on the skills introduced in Medical Assistant Clinical Procedures I and includes new information and skills on: nutrition, minor surgical procedures and sterile field preparation, collection of wound cultures, removal of sutures and staples, medication administration and catheterization of female patients. (Prerequisites: All first semester Medical Assistant program planner courses, or instructor consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

MEDA 1510 Pharmacology and Math for Medical Assistants **2 credits**

The objective of this course is to introduce the study of medication and their uses in the ambulatory care setting. Basic mathematics in relation to calculation of dosages will be taught. This course develops the students awareness of basic pharmacological concepts. It teaches the medical assistant how to calculate medication dosages and perform conversions between measurement systems. Drug information sources, drug standards and laws, cautions, interactions, and patient education will be covered. (Prerequisites: All first semester Medical Assistant program planner courses, or instructor consent) (2 hr lec/0 hrs lab/0 hrs OJT)

MEDA 1512 Electrocardiography/ Pulmonary Function Testing for Medical Assistants **1 credits**

This course teaches electrocardiography, which includes understanding cardiac anatomy and physiology, and basic hearth rhythms. The student learns how to perform a 12-lead ECG while working in a simulated laboratory setting. Students will utilize peak flow meters and educate patients on pulmonary function testing and spirometry. (Prerequisites: All

first semester Medical Assistant program planner courses, or instructor consent) (1 hr lec/0 hrs lab/0 hrs OJT)

MEDA 2417 Medical Assistant Internship 4 credits

This course provides the student with the opportunity to apply the knowledge, skills and attitudes learned through the Medical Assistant program in a medical clinic setting. (Prerequisites: Successful completion of all program academic course work, completed medical history and physical, current immunizations and background check) (0 hrs lec/0 hrs lab/12 hrs OJT)

MEDA 2420 Medical Assistant Certification Exam Review 1 credits

This course will be a review to prepare the student to sit for the national certification examination. The course will include a review of theory learning in the classroom, including administration, clinical and laboratory skills. The student will be expected to study outside of the class to prepare for this exam. (Prerequisites: Successful completion of all pre-technical and Medical Assistant semester I and II coursework) (1 hr lec/0 hrs lab/0 hrs OJT)

Medical Laboratory Techniques

MLTN 1400 Introduction to Medical Laboratory Techniques and Instrumentation 2 credits

This course focuses on basic clinical laboratory procedures and behavior common to all clinical laboratories including but not limited to: laboratory safety, good laboratory practices, regulatory agencies and laboratory organization, microscopy, centrifugation, pipetting, reagent preparation, quality control, basic laboratory instrumentation and procedures, laboratory calculations (math), professional behavior and expectations, and effective communication in the clinical environment. (Prerequisites: Admission to the MLT program or consent of the instructor or program director.) (1 hrs lec/2 hrs lab/0 hrs OJT)

MLTN 1402 Basic Skills for Lab Personnel 4 credits

This course will introduce Medical Laboratory Technician (MLT) and Phlebotomy students to the medical laboratory profession. Fundamental concepts and skills used in Clinical Chemistry,

Hematology, Urinalysis, Coagulation, Blood Bank, Serology, and Microbiology will be developed. An overview of other allied health occupations, safety, ethics, professionalism, quality control, equipment, and specimen collection and preparation will be included. (Prerequisites: Admission to the MLT or Phlebotomy program or instructor's consent) (3 hrs lec/2 hrs lab/0 hrs OJT)

MLTN 1410 Immunology and Serology 3 credits

This course focuses on the basic concepts of immunology combining theoretical principles and serological techniques commonly used in the clinical serology laboratory. Clinical features of selected disorders, their immunological dysfunction, laboratory diagnostic testing principles and procedures are included as an integral part of the course material. Autoimmune disorders, organ transplant rejection, diagnosis of infectious diseases including hepatitis B, C, HIV, and identification of tumor markers are major categories where serological test procedures are employed as diagnostic tools and which are covered in the course. (Prerequisites: Acceptance into the MLT program or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

MLTN 1420 Hematology 3 credits

Basic hematology theory and laboratory skills are covered in this course with the focus placed on normal blood cells (white blood cells, red blood cells, and platelets), their function and recognition of their microscopic characteristics. Basic hematology procedures are practiced during the laboratory sessions; procedures that are performed in the clinical laboratory to assess the function and health of these blood cells. (Prerequisites: Admission to the MLT program and completion of MLTN1400 and MLTN1404 or instructor's consent) (2 hr lec/2 hrs lab/0 hrs OJT)

MLTN 1422 Medical Microbiology 3 credits

This course covers general principles of bacteriology including: clinical specimen collection and processing. There is a heavy focus on the following bacterial pathogen groups: gram positive cocci, gram positive bacilli, gram negative cocci, gram negative bacilli, anaerobes, and miscellaneous bacteria such as Chlamydia, Mycoplasma, Treponema, and Borrelia.

Virulence factors, clinical signs and symptoms of classic diseases are covered as well. (Prerequisites: Admission to the MLT program and successful completion of MLTN1400, MLTN1410, MLTN1424 or consent of instructor or program director.) (1.5 hrs lec/3 hrs lab/0 OJT)

MLTN 1424 Urinalysis and Body Fluids 2 credits

This course will provide the Medical Laboratory Technician student with the knowledge and laboratory skills required to function effectively in a Urinalysis and Body Fluid laboratory. Specific diseases/disorders and associated abnormal findings will be covered along with basic laboratory screening procedures. (Prerequisites: Admission to the MLT program and completion of MLTN1400 and MLTN1404 or instructor's consent) (1 hr lec/2 hrs lab/0 hrs OJT)

MLTN 1426 Immunohematology 2 credits

Applying immunological theory and practice, this course focuses primarily on transfusion of blood. Major blood groups systems (ABO, Rh) and the laboratory testing required prior to transfusing blood are emphasized heavily in this course. Quality control of equipment and reagents are discussed and practiced during laboratory exercises. Additional fees are associated with this course. (Prerequisites: Admission in the MLT program and completion of MLTN1410 or instructor's consent) (1 hr lec/2 hrs lab/0 hrs OJT)

MLTN 1428 Clinical Chemistry 2 credits

This course will cover the principles and procedures of clinical chemistry including correlation of laboratory results with disease. Specific content covered includes: laboratory automation and informatics, immunoassays, amino acids, proteins, non-protein nitrogen compounds, enzymes, carbohydrates, lipids and lipoproteins, Emphasis will be placed on chemistry methods and techniques employed in the quantitation of the analytes found in each of the above content areas. Quality control procedures will be incorporated into all laboratory testing practiced during the laboratory sessions. (Prerequisites: Completion of CHEM1110 or higher, BIOL1140, BIOL1141, MLTN1400, MLTN1410, MLTN1424, or consent of instructor or program director.) (1 hr lec/2 hrs lab/0 hrs OJT)

MLTN 1430 Molecular Diagnostics 1 credits

This course will introduce the MLT student to molecular diagnostics in the clinical laboratory. Emphasis will include: the biochemistry of nucleic acids, introduction to genetics, history of molecular diagnostics in the clinical laboratory, specimen collection and processing for molecular diagnostics, introduction to molecular methodologies used in the clinical laboratory for detection of infectious microorganisms and mutations in inherited diseases, and malignancy and quality control in molecular diagnostics. The role of molecular diagnostics in evidence based medicine will also be covered. (Prerequisite: Good standing in the MLT program and concurrent enrollment in MLTN1428 or consent of instructor or program director) (1 hr lec/0 hrs lab/0 hrs OJT)

MLTN 1518 Medical Laboratory Procedures 3 credits

This course begins with an introduction to the clinical lab setting, safety and emergency review and practice, basic math, measurement systems and units, and quality control and quality assurance. A large portion of the course focuses on Point of Care Testing (POC), also known as Waived Testing and includes foundational knowledge about conditions in which a health care provider might order the various POC tests. Continued focus on safety, specimen collection, and quality assurance (preanalytic, analytic, and postanalytic concerns) include: hematology, chemistry, urinalysis, coagulation, transfusion services, immunology/serology, and microbiology. Introduction of the student to instrument preventive maintenance and laboratory records required by CLIA, TJC, and other regulatory bodies completes the content of the course. (Prerequisites: Enrollment in the Medical Assistant program) (2 hr lec/2 hrs lab/0 hrs OJT)

MLTN 1572 Phlebotomy Skills for Health Professionals 1 credits

This course is designed to teach health care providers about the equipment, supplies and skills needed to collect blood from patients. Both dermal (capillary) puncture and venipuncture techniques are addressed in detail. (Prerequisites: Concurrent enrollment in the

Medical Assistant Program; ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT and MATH0460, or equivalent, or 71 or higher on the Elementary Algebra portion of the CPT, all with a "C".) (0 hrs lec/2 hrs lab/0 hrs OJT)

MLTN 1574 Collection Procedures and Skills for Phlebotomists 3 credits

This course teaches the Phlebotomy student information about their role in the health care profession and the techniques, skills, and equipment needed for the provision of safe and effective collection procedures. A more patient-sensitive role and better communication with the patient, family members, and other health care professionals is stressed. (Prerequisites: Enrollment in the Phlebotomy or MLT program or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

MLTN 2420 Special Hematology 3 credits

Medical Laboratory Technician students will learn how to identify both benign and malignant diseases of the hematopoietic system including the anemias and leukemias. Diseases and corresponding screening and confirmatory test procedures and the use of automated cell counters in the measurement of hematological parameters are a primary focus of this course. Coagulation testing and disease correlation are also emphasized. (Prerequisites: Admission to the MLT program and completion of MLTN1420 or instructor's consent) (2 hrs lec/2 hrs lab/0 OJT)

MLTN 2422 Special Microbiology 2 credits

Ova and parasites, fungal agents (yeasts and molds), mycobacterial pathogens, and viruses are the infectious groups emphasized in this course. Identification of each pathogen is emphasized and includes selection of specimens to examine, routes of transmission, isolation media, and macroscopic and microscopic characteristics as applicable. Disease correlation and disease prevention are covered as well. (Prerequisites: Admission to the MLT program and completion of MLTN1422 or instructor's consent) (1.5 hrs lec/1 hr lab/0 OJT)

MLTN 2426 Special Immunohematology 2 credits

This course focuses on the collection of blood from donors looking at all aspects of that process including:

donor assessment, donor unit collection, donor unit processing, and donor unit testing. More involved blood bank procedures are covered as well including: work-up of suspected transfusion reactions, panel interpretation of antibodies, and special procedures. (Prerequisites: Admission to the MLT program and completion of MLTN1426 or instructor's consent) (1 hr lec/2 hrs lab/0 hrs OJT)

MLTN 2428 Special Clinical Chemistry 3 credits

This course will cover principles and procedures of clinical chemistry. Special emphasis is focused on correlation of laboratory analytes with diseases and conditions. Special content covered will include: Blood gases, endocrinology (hormones), therapeutic drug Monitoring, toxicology, electrolytes, tumor markers, mineral metabolism, pancreatic function, cardiac function, liver function, iron and hemoglobin related conditions, geriatric and pediatric populations. Chemistry methodology and techniques covered in MLTN1428 will be applied to analytes found in each of the above content areas. Quality control procedures will be incorporated into all laboratory testing practiced in the laboratory sections. (Prerequisites: Completion of MLTN1428 with a C or better or permission from the instructor or the program director) (2 hrs lec/2 hrs lab/0 hrs OJT)

MLTN 2444 Medical Laboratory Skill Development 2 credits

This course reinforces the basic skills required for attaining proficiency in performing entry level medical laboratory procedures in Clinical Chemistry, Hematology, Immunohematology, Microbiology, Phlebotomy, and Urinalysis. It is designed to allow repetition and practice of hands-on skill activities and enhance the practical aspects of the MLT laboratories with direct supervision of an instructor. (Prerequisites: Good standing in the MLT program and concurrent enrollment in MLT courses in the third semester or consent of the instructor or program director.) (1 hr lec/2 hrs lab/0 hrs OJT)

MLTN 2480 Medical Laboratory Skill Refresher 1 credits

This course is for students enrolled in the Medical Laboratory Technician, Phlebotomy, and or Medical Assistant programs who have stepped out of any of these programs for a short period of time and/or

students enrolled in the Med Lab Technician program who have decided to extend the completion of the program from two to three years. The course focuses on refreshing clinical laboratory testing skills prior to an internship at a clinical/medical facility. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT and MATH0470) (0 hrs lec/2 hrs lab/0 hrs OJT)

MLTN 2500 Medical Laboratory Technician Seminar
1 credits

This course will provide students with the opportunity to (1) engage in exploration of new laboratory topics, (2) investigate case studies seen in their internship, (3) share information and experiences gained in their internships, and (4) participate in continuing education classes provided by other health care professionals. (Prerequisites: Enrollment in the internship portion of the Medical Laboratory Technician program [Semester V] or instructor's consent)(1 hr lec/0 hrs lab/0 hrs OJT)

MLTN 2505 Medical Laboratory Technician Clinical Practicum
11 credits

The Clinical Practicum is a cooperative learning experience between the MLT program at LSC and area clinical laboratory facilities. The clinical laboratory rotations included in this practicum are: Phlebotomy, Hematology, Coagulation, Urinalysis, Clinical Chemistry, Transfusion service, Immunology/Serology and Microbiology. (Prerequisites: Admission to the MLT program and completion of all MLT courses for semesters 1 through 3 with a grade of "C" or better ((MLTN1400, 1410, 1420/2420, 1422/2422, 1424, 1426/2426, 1428/2428, 1430, 1572 or 1574, and 2444)). Students are required to take MLTN2500 Medical Laboratory Technician Seminar concurrently with MLTN2505 Medical Laboratory Technician Clinical Practicum) (0 hrs lec/0 hrs lab/33 hrs OJT)

MLTN 2577 Internship-Phlebotomy and Associated Procedures
1 credits

an approved health care facility. The academic and practical instruction in phlebotomy, specimen collection, and associated procedures received at the college will be applied to the clinical setting. (Prerequisites: Completion of or concurrent enrollment in MLTN1402, MLTN1572, and/or

MLTN1574, MLTN1404, or instructor's consent) (0 hrs lec/0 hrs lab/3 hrs OJT)

MLTN 2999 Special Topics in Medical Laboratory Technician
1-3 credits

Study of special topics in medical laboratory technician. Special course topics will be announced in the class schedule.

Machine Tool Careers

MTCC 1432 Quality Methods
2 credits

This course covers the use of advanced inspection tools used in manufacturing. Also, Statistical Process Control (SPC) is covered and demonstrated. (Prerequisites: INMG1400) (0 hrs lec/4 hrs lab/0 hrs OJT)

MTCC 1505 Surface Grinder I
2 credits

This course covers surface grinding for squareness, flatness, and other grinding operations. Grinding wheel selection, dressing wheels, set ups, and safety aspect will be covered. (Prerequisites: INMG1400) (0 hrs lec/4 hrs lab/0 hrs OJT)

MTCC 1520 Cylindrical Grinding
1 credits

This course covers the basic cylindrical grinding principles. Topics included are safety, set up, grinding wheels, and operating the grinder. (Prerequisites: INMG1400) (0 hrs lec/2 hrs lab/0 hrs OJT)

MTCC 1530 Waterjet Cutting Processes
2 credits

This course covers the programming, set-up, operation, and safety of CNC Waterjet cutting machines. Students will generate program using the "Flow TM" path software. Students will be able to safely load material and programs in order to execute cutting operations. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, may be taken concurrently, or equivalent, or 78 or higher on the reading comprehension portion of the CPT, or instructor consent; and 33 or higher on the Elementary Algebra portion of the CPT or completion of MATH 0520, or equivalent transfer course, or instructor consent) (1 cr lec/2 hrs lab/0 hrs OJT)

MTCC 1600 Engineering Materials
1 credits

This course covers heat-treating concepts, procedures and methods. Secondary operations like plating, anodizing and other coatings. Machinability,

properties and identification methods of both ferrous and non-ferrous materials are also covered.

(Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

MTCC 1603 Turning 2 credits

This course covers the advanced principles of engine lathes operation, set-up, selection of tooling, and use of attachments. (Prerequisites: INMG1400) (0 hrs lec/4 hrs lab/0 hrs OJT)

MTCC 1604 Milling 2 credits

This course covers advanced milling machine operations. Topics included are set-up, selection of tooling, and use of milling attachments. (Prerequisites: INMG1400) (0 hrs lec/4 hrs lab/0 hrs OJT)

MTCC 1606 Horizontal Milling & Indexing 1 credits

This course covers horizontal milling machine operations. Topics included are safety, set-up, use of milling attachments, and indexing. (Prerequisites: MTCC1604) (0 hrs lec/2 hrs lab/0 hrs OJT)

MTCC 1608 Toolroom Machining I 3 credits

This course covers advanced building of jigs and fixtures to aid in manufacturing of items. (Prerequisites: MTCC1614) (0 hrs lec/6 hrs lab/0 hrs OJT)

MTCC 1614 Milling II 2 credits

This course covers advanced milling machine for production. Topics included are set-up, selection of tooling, and use of milling attachments. (Prerequisites: MTCC1604) (0 hrs lec/4 hrs lab/0 hrs OJT)

MTCC 1616 Turning II 2 credits

This course covers the advanced principles of engine lathes for production. Topics include lathe set-up, selection of tooling, and use of attachments. (Prerequisites: MTCC1603) (0 hrs lec/4 hrs lab/0 hrs OJT)

MTCC 1618 Toolroom Machining II 3 credits

This course covers the machining of repair type parts like long shafts with multiple machining operations. (Prerequisites: MTCC1608) (0 hrs lec/6 hrs lab/0 hrs OJT)

MTCC 1620 CNC Basic Programming 2 credits

This course focuses on both turning and machining center programming for Computer Numerical Control (CNCs). Basic CNC concepts will be covered in depth. (Prerequisites: None) (2 hrs lec/0 hrs lab/0 hrs OJT)

MTCC 1622 Maintenance Machining 3 credits

This course covers the maintenances required to keep a machine running. Making of parts for machines, installation, and adjustments will also be covered. (Prerequisites: MTCC1614 and MTCC1616; ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT) (0 hrs lec/6 hrs lab/0 hrs OJT)

MTCC 2460 Tool & Cutter Grinding 1 credits

This course covers tool and cutter grinding operations in a laboratory setting. Sharpening of two and four flute, end mills, horizontal cutters, carbide cutters, ball and radius cutters will be covered. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

MTCC 2480 NIMS Certification Level I 1 credits

This course covers the preparation for both the written and performance levels for the certification of the Level I NIMS course. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

MTCC 2500 CNC Mill Conversational 2 credits

This course covers basic CNC milling operations and programming in a lab setting. Topics covered include Conversational programming techniques. (Prerequisites: MTCC1620) (0 hrs lec/4 hrs lab/0 hrs OJT)

MTCC 2501 CNC 2 Axis Turning Operations 3 credits

This course covers 2 axis CNC turning setup and operations in a lab setting. Topics covered include setup and production techniques. (Prerequisite: MTCC1620) (1 hr lec/4 hrs lab/0 hrs OJT)

MTCC 2502 CNC Turning 3 credits

This course covers CNC turning operations and programming in a lab setting. Topics covered include G & M code programming techniques. (Prerequisites: MTCC1620) (0 hrs lec/6 hrs lab/0 hrs OJT)

MTCC 2504 CAD CAM 3 credits

This course covers Computer Aided Design & Computer Aided Manufacturing, (CAD CAM) operation and programming. (Prerequisites: CADE1468) (0 hrs lec/6 hrs lab/0 hrs OJT)

MTCC 2506 Advanced CAM 2 credits

This course covers advanced Computer Aided Design & Computer Aided Manufacturing, (CAD CAM) operation and programming. Solids and 4 and 5 axis programming will take place. (Prerequisites: MTCC2504) (0 hrs lec/4 hrs lab/0 hrs OJT)

MTCC 2540 CNC Machining Center (3 Axis) 3 credits

This course covers CNC milling operations and programming in a lab setting. Topics covered include setup and programming of fixtures and parts. (Prerequisites: MTCC1620)(0 hrs lec/6 hrs lab/0 hrs OJT)

MTCC 2541 CNC 3 Axis Milling Operations 3 credits

This course covers advanced CNC milling setup and operations in a lab setting. Topics covered include setup and production techniques. (Prerequisite: MTCC1620) (1 hr lec/4 hrs lab/0 hrs OJT)

MTCC 2560 Advanced CNC Mill (4th Axis) 3 credits

This course covers advanced CNC milling operations and programming in a lab setting. Topics covered include advanced programming techniques. (Prerequisites: MTCC2540 or concurrent) (0 hrs lec/6 hrs lab/0 hrs OJT)

MTCC 2561 CNC Multi-Axis Milling Operations 3 credits

This course covers advanced CNC multi-axis milling setup and operations in a lab setting. Topics covered include advanced setup and production techniques. (Prerequisite: MTCC1620) (1 hr lec/4 hrs lab/0 hrs OJT)

MTCC 2562 CNC Mill Turn, Live Tooling 3 credits

This course covers the advanced programming of a turning center. Mill/turn machining will be covered using live tooling to mill and turn the complete part. Also, programming of a bar feeder and sub spindle to machine both ends of the part will be covered. (Prerequisites: MTCC2502) (0 hrs lec/6 hrs lab/0 hrs OJT)

MTCC 2563 CNC Multi-Axis Turning Operations 3 credits

This course covers CNC multi-axis turning setup and operations in a lab setting. Topics covered include advanced setup and production techniques. (Prerequisite: MTCC1620) (1 hr lec/4 hrs lab/0 hrs OJT)

MTCC 2564 CNC Horizontal 4 Axis 3 credits

This course covers the advanced running and programming of 4 axis horizontal machining center with a pallet changer. Set-up of tombstones on the pallets will be covered with multiple parts programmed at once. (Prerequisites: MTCC2560) (0 hrs lec/6 hrs lab/0 hrs OJT)

MTCC 2570 Wire EDM 2 credits

This course covers set-up and operation the 4 axis Wire EDM. and Hole Popper. Programming will take place on Esprit software and on the Wire EDM. (Prerequisites: None) (0 hrs lec/4 hrs lab/0 hrs OJT)

MTCC 2572 Swiss Automatic 3 credits

This course covers advanced live tooling on a Swiss style turning center. The set up and operations to make multiple parts with close tolerances will also be covered. (Prerequisites: Concurrent with MTCC2562) (0 hrs lec/6 hrs lab/0 hrs OJT)

MTCC 2600 CNC Automation Programming1 credits

This course focuses on both turning and machining center programming for Computer Numerical Control (CNCs) with automation. (Prerequisites: Completion of an AAS or Diploma degree in the Machine Technology program and/or instructor's consent) (1 hr lec/0 hrs lab/0 hrs OJT)

MTCC 2602 Swiss Automation 3 credits

This course covers advanced live tooling on a Swiss style turning center. Programming of multiple parts with close tolerances will be emphasized. (Prerequisites: Completion of an AAS or Diploma degree in the Machine Technology program and/or instructor's consent) (0 hrs lec/6 hrs lab/0 hrs OJT)

MTCC 2604 CNC Mill/Turn Automation 4 credits

This course covers the advanced programming of a turning center. Mill/turn machining will be covered

using live tooling to mill and turn the complete part. The Automatic Parts Loader will be used to complete the automated manufacturing center. (Prerequisites: Completion of an AAS or Diploma degree in the Machine Technology program and/or instructor's consent) (0 hrs lec/8 hrs lab/0 hrs OJT)

MTCC 2606 CNC 4 Axis Horizontal Automation **4 credits**

This course covers the advanced running and programming of 4 axis horizontal machining center with a pallet changer with automation. Set-up of tombstones on the pallets will be covered with multiple parts programmed at once. (Prerequisites: Completion of an AAS or Diploma degree in the Machine Technology program and/or instructor's consent) (0 hrs lec/8 hrs lab/0 hrs OJT)

MTCC 2999 Special Topics in Machine Tool Technology **1-3 credits**

Study of special topics in machine tool careers. Special course topics will be announced in the class schedule.

Machine Tool Mold

MTCM 2400 Mold Construction **1 credits**

This course presents the process required to design and building a complete mold in a classroom setting. Plastic types and characteristics, metal alloy casting types and characteristics, design principles, and molding methods are covered. (Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

MTCM 2999 Special Topics in Machine Tool Mold **1-3 credits**

Study of special topics in machine tool mold building. Special course topics will be announced in the class schedule.

Massage Therapist

MTP 1004 Massage Therapy Pathology **2 credits**

This course covers the basic pathophysiology of the major body systems and organs as they apply to massage therapy. Mental health is also discussed in relationship to appropriate care by the massage therapist. Universal precautions are covered. The role of a massage therapist involved with the care of clients who may have common diseases are covered.

Systemic contraindications, local contraindications and cautions that influence massage are covered. (Prerequisites: College level reading and writing. Acceptance into Massage Therapist program) (2 hrs lec/0 hrs lab/0 hrs OJT)

MTP 1030 Massage Therapy Anatomy I, Physiology, and Kinesiology **3 credits**

This course is a study of the structure and function of human organ systems as they apply to the service of massage therapy. This course is presented simultaneously with MTP1034 as a complement to the hands on learning in MTP1034. All organ systems are covered with special emphasis on the muscular, skeletal, lymphatic and integumentary systems. This course also covers the basic structure and function of the joints, muscles, nerves, and other connective tissues that cause movement and control posture in the human body as they apply to massage therapy. General physics principles including levers, planes and axis are covered. The interactions of the muscle/bone connections and the forces needed to produce movement are taught. (Prerequisites: Acceptance into the Massage Therapy Program.) (3 hrs lec/0 hrs lab/0 hrs OJT)

MTP 1032 Introduction to Massage and Swedish Massage **1 credits**

This course covers proper body and hand mechanics, draping, equipment set up, and care. Basic principles and benefits of massage are covered. Swedish Massage principles and the five classic Swedish strokes are practiced. (Prerequisites: Acceptance into the Massage Therapy Program. (.5 hr lec/1 hr lab/0 hrs OJT)

MTP 1034 Massage Therapy Business Start-up, Management & Ethics I **1 credits**

This course covers professional behavior and standards, ethical and legal practice as it applies to massage therapy. Course topics covered are: how to manage time and communicate professionally, appropriate responses to client behaviors, didactic and role playing, documentation, licensure, national certification, professional organizations, malpractice insurance, sexuality, cultural diversity, and hospice concept. (Prerequisites: Acceptance into the Massage Therapy Program.) (1 hr lec/0 hr lab/0 hrs OJT)

MTP 1036 Massage Therapy **1 credits**
Hydrotherapy and Adjunct Therapies

This course covers client positioning with the use of bolsters, pillows, special tilt, cut-out and firm massage tables, use of hot packs (superficial heat) and cold packs or ice (cryotherapy). Students will learn to make professional judgment about the application of the appropriate modality for each client situation. (Prerequisites: Acceptance into the Massage Therapy Program.) (1 hr lec/0 hrs lab/0 hrs OJT)

MTP 1038 Massage Therapy Deep Tissue I **1 credits**

The principles, protocol therapy, techniques and body mechanics of Deep Tissue are introduced and practiced. How the tissues experience pain, tissue healing, and tissue textures are learned. In depth client histories and charting are practiced. (Prerequisites: Acceptance into the Massage Therapy Program.) (.5 hr lec/1 hr lab/0 hrs OJT)

MTP 1040 Full Body Massage and **4 credits**
Chair Massage

Massage techniques are applied sequentially to the back, neck and head, posterior legs/pelvis, anterior torso, face, arms and anterior legs. Pathology of each area is discussed including: function, positioning, appropriate strokes, ethical situations, and the appropriate draping. Concurrently the students are gradually led to the application of professionalism, legal issues, and documentation as they apply to stress reduction massage. The learned sequence is performed on the public in open clinics. On-site chair massage is taught and practiced in lab. Upon mastery, on-site chair massage is offered to the public and the community. (Prerequisites: Acceptance into the Massage Therapy Program.) (2 hr lec/4 hrs lab/0 hrs OJT)

MTP 1042 Massage Therapy Somatic **1 credits**
Muscle Release and Postural
Normalization

The relationship of the mind's control of muscles and the resulting posture are taught. Instructions in somatic releases for each body section are practiced. The importance of client education is stressed with the responsibility of the client to participate in their well-being. Postural analysis is taught. Students learn definitions, identification and therapeutic interventions of the three major muscular reflexes at

stress in humans as described by Dr. Thomas Hanna. Distinguishing chronic muscular pain and postural distortions as caused by structural imbalances vs. functional imbalances is explored. (Prerequisites: Acceptance into the Massage Therapy Program.) (1 hr lec/0 hrs lab/0 hrs OJT)

MTP 1044 Massage Therapy Anatomy II **1 credits**

This course is taught concurrently with MTP 1046 to deepen anatomical knowledge needed for mastery of Deep Tissue & Neuromuscular Therapy. As regions of the body are covered in MTP 1046 a review of the muscles addressed in those areas is performed. Additional muscles in jaw, throat, forearms, and leg are learned. The microanatomy of muscle tissue and connective tissue are learned to enable a deeper understanding of trigger point physiology and scar tissue formation. (Prerequisites: Successful completion of first semester.) (.5 hr lec/1 hrs lab/0 hrs OJT)

MTP 1046 Massage Therapy Deep **4 credits**
Tissue II and Neuromuscular Therapy

The theory, techniques and applications of Deep Tissue Therapy are taught including deep work on the muscles and fascia, methods of tension release, and the injury repair process. Techniques to release adhesions, restore circulation and rehydrate dry fibrous tissues are covered. Causes of stress are discussed and their relationship to chronic tension as related to Neuromuscular Therapy (NMT). The stress-tension-pain cycle is taught. Deep Tissue (DT) therapy employs friction, pressure and vigorous cross fiber stroking. Expanded and more detailed interview and assessment techniques are learned and practiced. Factors that influence health vs. illness are taught. The Dysfunction Theory and formation of trigger points with review of muscle cell activity is taught. Joint mobilization and stretching and discerning the appropriateness for DT/NMT are taught. Working with pressure scales and the importance of client/therapist communication is covered. Development of treatment plans are taught, and how and when to make a referral. (Prerequisites: 78 or higher on the Reading CPT and 71 or higher on the Math CPT) (2 hr lec/4 hrs lab/0 hrs OJT)

MTP 1048 Pregnancy and Infant Massage **1 credits**

This course covers positioning and cautions for massage of pregnant clients. Each trimester is presented. Massage during labor is presented also. Massage for newborns and infants is learned and practiced. Special massage skills involving positioning, strokes, pathology, documentation, and contraindications and cautions are included. (Prerequisites: Successful completion of first semester.) (.5 hr lec/1 hr lab/0 hrs OJT)

MTP 1050 Lymphatic and Senior Massage 2 credits

This course covers the protocol and techniques for a full body one-hour lymphatic drainage massage. The anatomy and physiology of the lymph system is learned. Senior massage on the medically fragile older client is learned and practiced. (Prerequisites: Successful completion of first semester.) (1 hr lec/2 hrs lab/0 hrs OJT)

MTP 1052 Sports and Stone Massage 2 credits

This course teaches the special needs of athletes. Pre-event and post-event massage is covered. Common training injuries are discussed along with appropriate massage interventions. Hot Stone massage is presented and practiced. Protocol and cautions are learned. (Prerequisites: Successful completion of first semester.) (1 hr lec/2 hrs lab/0 hrs OJT)

MTP 1054 Massage Therapy Eastern Healing and Modality Overview 1 credits

This course covers the history and philosophical approach of Eastern medicine. The location and interrelationship of the meridians is learned. An overview of five general classifications of healing/bodywork is covered. (Prerequisites: Successful completion of first semester.) (1 hr lec/0 hrs lab/0 hrs OJT)

MTP 1056 Massage Therapy Awareness and Injury Prevention I 1 credits

This course teaches the importance of self-awareness and self-care. Body mechanics are emphasized. Yoga, somatic stretches and relaxation techniques are taught. There are discussions about stress causing events. Students have the opportunity to gain self-knowledge and self-awareness both physically and mentally. This course aims to develop student maturity and self-understanding. (Prerequisites:

Acceptance into the Massage Therapy Program.) (1 hr lec/0 hrs lab/0 hrs OJT)

MTP 1058 Massage Therapy Awareness and Injury Prevention II 1 credits

This course continues teaching the importance of self-awareness and self-care. Body mechanics are emphasized. Yoga, somatic stretches and relaxation techniques are taught. There are discussions about stress causing events. Students have the opportunity to gain self-knowledge and self-awareness both physically and mentally. This course aims to develop student maturity and self-understanding. (Prerequisites: Successful completion of first semester.) (1 hr lec/0 hrs lab/0 hrs OJT)

MTP 1060 Massage Therapy Business Start-up, Management, and Ethics II 3 credits

This course covers the principles of a massage small business start-up. Development of a business plan, a logo, business cards and brochures is included. The importance of marketing is taught. The statistics of small business successes are taught. The importance of keeping records is covered. Differences between contract working, being an employee and ownership are compared. Topics covered include: goal setting, strategic planning, self management, time management, barriers to success, image, financing, location, setting fees, choosing advisors, retirement planning, policies, marketing and client retention as they related to massage therapy. The student produces a comprehensive business plan. The ethics of massage therapy and running a business are discussed. Visits to area massage therapy clinics are common. Public speaking is studied and practiced in class. (Prerequisites: Successful completion of first semester.) (3 hr lec/0 hrs lab/0 hrs OJT)

Music

MUSC 1108 History of Rock and Roll 3 credits

This survey course is a comprehensive study of the multicultural roots of American popular music from its origins to Elvis Presley, to the music of today. This course examines a variety of musical styles from their cultural roots in the music traditions of immigrant groups to their development into unique new American musical genres. Emphasis is placed on the impact of African-American men and women on the development of the distinctive characteristics of Rock

and Roll music. MTC Goal Area: (6) Humanities & Fine Arts (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

MUSC 1110 Appreciation of Music 3 credits

This course deals with the techniques of listening and of understanding serious music through the study of over 400 years of classical music. It includes the styles of various eras, their composers, and cultural background. This survey course is designed as a fine arts offering and does not require a background in music. Students are expected to attend one music event. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

MUSC 1120 Fundamentals of Music 3 credits

This course is directed toward anyone interested in learning how to read music. Topics for study will include: the musical staff, melody writing, major and minor scale construction, intervals and basic chords, rhythmic notation, and elementary keyboard and recorder skills. From the prospective elementary education major to the adult interested in learning how to play the piano this course is designed for you. MTC goal area: (6) Humanities and Fine Arts. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

MUSC 1130 Introduction to World Music 3 credits

This course is designed to provide a broader understanding of music and its influence as a worldwide phenomenon through the study of selected musical traditions, and cultures of the world. This course will concentrate on the music of each region in a social, historical and cultural context, including typical instruments, performance traditions, and well-known musicians. (Prerequisite: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT) (3 hrs lec/0 hrs lab/0 hrs OJT)

MUSC 1160 Applied Music 1 credits

Applied Music courses provide students with private lessons on a musical instrument for thirty minutes each week. Students develop their knowledge of the instrument, their ability to read music, and their attention to technique. (Prerequisites: None) (.5 hr lec/0 hrs lab/0 hrs OJT)

MUSC 1170 Applied Music-Intensive Study 2 credits

Applied Music courses provide students with private lessons on a musical instrument for sixty minutes each week. Students develop their knowledge of the instrument, their ability to read music, and their attention to technique. (Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

MUSC 1200 Concert Choir 1 credits

This group is a non-auditioned choir designed to be a creative musical opportunity. The choir performs publicly at least once each semester, preparing music that spans a wide range of styles from Classical to World Music. Concert Choir is open to all who enjoy singing and working to create art as part of a group. Choir may be repeated for credit. MTC goal area: (6) Humanities and Fine Arts - up to two credits may count for this goal area. (Prerequisites: None) (0 hrs lec/2 hrs lab/0 hrs OJT)

MUSC 1210 Chamber Singers 1 credits

This course is a select, auditioned group of singers that will study and perform choral literature for chamber ensemble from early madrigals to vocal jazz. Auditions are held early in the semester. (Prerequisite: Instructor consent) (0 hrs lec/2 hrs lab/0 hrs OJT)

Nursing Assistant

NUNA 1400 Nursing Assistant 3 credits

This course introduces concepts of basic human needs, health/illness continuum and basic nursing skills. It is designed to prepare the student for entry level as a Nursing Assistant and serves as an introduction to the nursing sequence for students who choose to advance in the nursing profession. This course meets the Federal OBRA and Minnesota Department of Health requirements. Successful completion of this course prepares students to take the Minnesota Nursing Assistant Test Out. (Prerequisites: None) (2.25 hr lec/1.5 hrs lab/0 hrs OJT)

NUNA 1410 Home Health 1 credits

This course is designed to instruct students to apply basic nursing principles in caring for the client at home. The course continues from the 84 hour Long-term Nursing Assistant course. Students are prepared for entry-level employment. Successful completion of

the State NA Test Out is required for a Home Health Certificate. (Prerequisites: NUNA1400 or concurrent enrollment) (1 hr lec/0 hrs lab/0 hrs OJT)

NUNA 1420 Nursing Assistant/Home Health Aide **4 credits**

This course introduces concepts of basic human needs, health/illness continuum, and basic nursing skills. It is designed to prepare the student for entry level as a Nursing Assistant. In addition, the Home Health Aide component is designed to instruct students to apply basic nursing principles in caring for the client at home. This includes a mandatory 24 hour clinical component to be completed at a Long-Term Care facility. Upon successful completion of this course, the student is entitled to take the State Nursing Assistant/Home Health Aide Test Out. This test is required to be awarded a Nursing Assistant/Home Health Aide Certificate. This course meets the Federal OBRA and Minnesota Department of Health requirements. Prerequisites: Student must be able to successfully pass the Health Occupations Physical and State Background Study. (2 hrs lec/4 hrs lab/0 hrs OJT)

NUNA 1430 Nursing Assistant/Home Health Aide **4 credits**

This course introduces concepts of basic human needs, health/illness continuum, and basic nursing skills. It is designed to prepare the student for entry level as a Nursing Assistant. In addition, the Home Health Aide component is designed to instruct students to apply basic nursing principles in caring for the client at home. This includes a mandatory 24 hour clinical component to be completed at a Long-Term Care facility. On the last day of this course, the student takes the Minnesota State Nursing Assistant/Home Health Aide Test Out. Passing this test is required to be awarded a Nursing Assistant/Home Health Aide Certificate. This course meets the Federal OBRA and Minnesota Department of Health requirements. Prerequisites: Student must be able to successfully pass the Health Occupations Physical and State Background Study. (2 hrs lec/4 hrs lab/0 hrs OJT)

Practical Nursing

NUPN 1410 Adult Nursing I

4 credits

This course covers nursing care of the adult patient experiencing disorders of the following systems: immune, integument, neoplasms, musculoskeletal, endocrine (diabetes only), reproductive, urinary, gastrointestinal and accessory. The content focuses on the pathophysiology, medical treatment and nursing management of common disorders in these systems. Related pharmacology and nutritional concepts are integrated. (Prerequisites: Acceptance into the Practical Nursing Program by successfully completing all prerequisites. FYE 1000, BIOL 1000 or, BIOL 1005 and BIOL 1140 and BIOL 1141, ENGL 1106, current CNA registration, current CPR/AED for the professional rescuer and First Aid. Concurrent enrollment with NUPN 1420, NUPN 1430, NUPN 1440, NUPN 1458 and NUPN 1468. (4 hrs lec/0 hrs lab/0 hrs OJT)

NUPN 1420 PN Technical Skills I

2.5 credits

This course includes both a lecture and skills lab component. The lecture portion covers the practical nursing theory of the nursing process, the patient's medical record, documentation, microbiology, pre and post operative nursing care, and the body's response to wound healing. The laboratory component will facilitate student demonstrations, practice and test outs of designated basic nursing skills.

(Prerequisites: Acceptance into the Practical Nursing Program by successfully completing all prerequisites. FYE 1000, BIOL 1000 or, BIOL 1005 and BIOL 1140 AND BIOL 1141, ENGL 1106, current CNA registration, current CPR/AED for the professional rescuer and First Aid. Concurrent enrollment with NUPN 1410, NUPN 1430 NUPN 1440, NUPN 1458 and NUPN 1468) (1.5 hrs lec/2 hrs lab/0 hrs OJT)

NUPN 1430 Medication Concepts

2.5 credits

This course covers theory and techniques of interpreting medication orders, medication reference materials and the administration of medications. Drug calculations are emphasized. (Prerequisites: Acceptance into the Practical Nursing Program by successfully completing all prerequisites. FYE 1000, BIOL 1000 or BIOL 1005 and BIOL 1140 and BIOL 1141, ENGL 1106, current CNA registration, current CPR/AED for the professional rescuer and First Aid.

Concurrent enrollment with NUPN 1410, NUPN 1420, NUPN 1440, NUPN 1458 and NUPN 1468) (1.5 hrs lec/2 hrs lab/0 hrs OJT)

NUPN 1440 Psychosocial Nursing 2 credits

This course covers the therapeutic communication, cultural considerations, family structure, coping and defensive mechanisms. The mental health component covers problems with anxiety, anger, affect and mood, confusion, psychotic thought processes, substance abuse, and spiritual distress. The course focuses on the practical nurses implementation of therapeutic techniques, nursing management and medical treatment of the mental health disorders and conditions. (Prerequisites: Acceptance into the Practical Nursing Program by successfully completing all prerequisites: FYE 1000, BIOL 1000 or BIOL 1005 and BIOL 1140 and BIOL 1141, ENGL 1106, current CNA registration, current CPR/AED for the professional rescuer and First Aid. Concurrent enrollment with NUPN 1410, NUPN 1420 NUPN 1430, NUPN 1458 and NUPN 1468.) (2 hrs lec/0 hrs lab/0 hrs OJT)

NUPN 1458 Practical Nursing Clinical I 1 credits

This course covers clinical application of nursing care principles for the beginning student making the transition from the nursing assistant to the practical nurse role. Efficiency and organizational skills are introduced. The course focuses on care and skills learned in theory and lab courses. The nursing process will be used in caring for a resident of a long term care facility. (Prerequisites: Acceptance into the Practical Nursing Program by successfully completing all prerequisites. FYE 1000, BIOL 1000 or, BIOL 1005 and BIOL 1140 and BIOL 1141, ENGL 1106, current CNA registration, current CPR/AED for the professional rescuer and First Aid. Concurrent enrollment with NUPN 1410, NUPN 1420 NUPN 1430, NUPN 1440 and NUPN 1468.) 0 hrs lec/2 hrs lab/0 hrs OJT)

NUPN 1468 Practical Nursing Clinical II 3 credits

This course expands on concepts covered in NUPN 1458. Improved efficiency and organizational skills in delivering nurse care will be developed. Safety, professionalism and dependability are emphasized. The nursing process will be used in caring for a stable patient in an acute care facility. (Prerequisites:

Acceptance into the Practical Nursing Program by successfully completing all prerequisites. FYE 1000, BIOL 1000 or, BIOL 1005 and BIOL 1140 and BIOL 1141, ENGL 1106, current CNA registration, current CPR/AED for the professional rescuer and First Aid. Concurrent enrollment with NUPN 1410, NUPN 1420 NUPN 1430, NUPN 1440 and NUPN 1458) (0 hrs lec/6 hrs lab/0 hrs OJT)

NUPN 1500 Nursing Trends 1 credits

This course emphasizes the history of nursing, health care systems, professional boundaries, legal and ethical issues, and standards of care. The Nurse Practice Act will be reviewed as related to the role of the practical nurse. (Prerequisites: Successful completion of first semester PN courses, and concurrent enrollment in semester II courses) (1 hr lec/0 hrs lab/0 hrs OJT)

NUPN 1505 Comprehensive Adult Nursing 6 credits

Designed to bridge previously gained healthcare knowledge, skills, and abilities of the Military Medic Veteran or Emergency Medical Technician/Paramedic to the role of the practical nurse. This course will also be made available to the licensed LPN who desires a refresher course for renewing licensure. This course provides a practical conceptual based approach to medical surgical nursing. Health promotion, nutrition, pharmacology, interdisciplinary care, and communication concepts are threaded throughout the course content. (Prerequisites: successful completion of all pre-program requirements and concurrent enrollment in semester I courses) (6 hrs lec/0 hrs lab/0 hrs OJT)

**NUPN 1508 Comprehensive Adult Nursing 2 credits
Lab**

This is an integrated nursing skills and simulation course. It incorporates psychomotor demonstration of nursing skills associated with common disease processes. The emphasis is on the scope of practice and role of the Practical Nurse as it applies to nursing care throughout the lifespan. Integrated pharmacological and non-pharmacological interventions as they relate to medical and/or surgical health needs of a variety of patient populations are also discussed. The student will apply principles of clinical reasoning, prioritization, nursing process, and evidence-based practice to a variety of patients with

diverse health needs. (Prerequisites: successful completion of all pre-program requirements and concurrent enrollment in semester I courses) (0 hrs lec/4 hrs lab/0 hrs OJT)

NUPN 1510 Adult Nursing II 4 credits

This course builds on content from NUPN 1410 and covers nursing care of the adult patient experiencing disorders of the following systems: respiratory, blood/lymphatic, cardiac, peripheral vascular, eye/ear, nervous and, endocrine (excluding diabetes). The content focuses on the pathophysiology, medical treatment and prioritized nursing management of common disorders in these systems. Related pharmacology and nutritional concepts are integrated. (Prerequisites: Successful completion of first semester PN courses, and concurrent enrollment in semester II courses) (4 hrs lec/0 hrs lab/0 hrs OJT)

NUPN 1520 Practical Nursing Technical Skills II 1 credits

In this skills lab course, the student will perform more complex designated skills, building on content from NUPN 1420. A higher level of critical thinking and problem solving will be emphasized. (Prerequisites: Successful completion of first semester PN courses, and concurrent enrollment in semester II courses.) (0 hrs lec/2 hrs lab/0 hrs OJT)

NUPN 1531 Maternal Child Nursing 2 credits

This course covers an introduction to maternal and pediatric nursing. The focus is family-centered content that spans the development continuum from health to illness. (Prerequisites: Successful completion of first semester PN courses, and concurrent enrollment in semester II courses.) (2 hrs lec/0 hrs lab/0 hrs OJT)

NUPN 1538 Maternal Child Clinical 1 credits

This course covers clinical application in caring for the stable obstetric, newborn and pediatric patient. The obstetrical component covers the simulation or bedside care of the labor patient, postpartum patient and newborn. The pediatric portion covers the simulation, ambulatory or bedside care of the child. The student will make nursing care adaptations related to the family unit. (Prerequisites: successful completion of first semester PN courses, and

concurrent enrollment in semester II courses) (0 hrs lec/2 hrs lab/0 hrs OJT)

NUPN 1540 Gerontology in Nursing 2 credits

This course is designed to present nursing students with information and learning tools that adapt nursing skills to the aging population receiving health care in a variety of settings. Leadership skills are introduced to assist caregivers in long term care facilities at the practical nursing level. (Prerequisites: Successful completion of first semester PN courses, and concurrent enrollment in semester II courses) (2 hrs lec/0 hrs lab/0 hrs OJT)

NUPN 1558 Practical Nursing Clinical III 2 credits

This course covers increased complexity of common health disorders for the adult patient using the nursing process. Nursing care will be delivered with improved efficiency while utilizing increased integration of theory. (Prerequisites: Successful completion of first semester PN courses, and concurrent enrollment in semester II courses) (0 hrs lec/ 4 hrs lab/0 hrs OJT)

NUPN 1568 Practical Nursing Clinical IV 2 credits

This course consists of concentrated clinical experience in which the student will apply knowledge, skills and attitudes learned throughout the program. The student will demonstrate the ability to function as an entry-level, graduate Practical Nurse. Clinical experience will be covered by long term care or simulation ambulatory care settings. (Prerequisites: Successful completion of first semester PN courses, and concurrent enrollment in semester II courses) (0 hrs lec/4 hrs lab/0 hrs OJT)

Philosophy

PHIL 1120 Intro to Philosophy 3 credits

This course will survey some of the major questions that have concerned philosophers throughout history. Included will be a presentation of basic philosophical concepts and vocabulary necessary to understand these concepts. The course will include a discussion of such topics as the existence of God, causality, freewill and determinism, the mind-body problem, and theories of knowledge and reality. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites:

College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

PHIL 1125 Logic **3 credits**

An introduction to Aristotelian logic and modern symbolic logic. Include formal predicate and sentential logic, induction, and methods of translation. MTC goal areas: (4) Mathematical/Logical Reasoning. (Prerequisites: College-level reading and writing and MATH0460, or equivalent, or 71 or higher on the Elementary Algebra portion of the CPT) (3 hrs lec/0 hrs lab/0 hrs OJT)

PHIL 1130 Ethics **3 credits**

Important ethical theories of right and wrong, good and bad. Includes egoism, divine command theory, natural law theory, utilitarianism, duty-based ethics, social contract theory, and virtue theory. The course will emphasize the use of reason in decision making. MTC goal areas: (6) Humanities and Fine Arts, and (9) Ethic and Civic Responsibility. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

PHIL 1140 Critical Thinking **3 credits**

This course develops the habits and skills of disciplined and independent thinkers. Students will learn how to gather reliable information, look at problems from different points of view, apply rules and procedures to analyze problems, and determine the values that influence thinking. Through study of real life issues and examples, students will learn thinking skills that can be applied to both their personal and academic lives. MTC Goal area: (2) Critical Thinking. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

PHIL 2140 Philosophy of Religion **3 credits**

An examination of ideas central to religious philosophy. Includes discussion of religious experience, the origins of religion, analysis of religious claims, and ideas of the holy. MTC goal areas: (6) Humanities and Fine Arts. (Prerequisites: ENGL1106 with a grade of "C" or better or instructor's consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

PHIL 2150 Political Philosophy **3 credits**

A survey of political concepts from ancient to modern times. Includes discussion of ideologies such as

dictatorship, democracy, socialism and anarchism, as well as, concepts such as right, equality, justice, liberty, and political obligation. MTC goal areas: (6) Humanities and Fine Arts, and (9) Ethic and Civic Responsibility. (Prerequisites: ENGL1106 with a grade of "C" or better) (3 hrs lec/0 hrs lab/0 hrs OJT)

PHIL 2999 Special Topics: **1-3 credits**

Study of special topics in philosophy. Special course topics will be announced in the class schedule.

Physics

PHYS 1001 Fundamental Concepts of Physics **4 credits**

This is a laboratory oriented course covering the basic concepts of Physics. Conceptual understanding will be stressed. Some simple Algebra may also be used. Designed for middle grade education, liberal arts, radiological technology or other health, technical fields, or as satisfying AA requirements as a natural science course. MTC goal areas: (2) Critical Thinking, and (3) Natural Sciences. (Prerequisites: College level reading and writing) (3 hrs lec/2 hrs lab/0 hrs OJT)

PHYS 1201 Intro to Physics I **5 credits**

This course is the first in a sequence course in introductory physics. The course will focus on the study of the mechanics of particles and rigid bodies including temperature and thermal energy, kinetic theory of gases, laws of thermodynamics, kinematics, dynamics, conservation laws, linear, angular momentum, work and energy, fluids, and sound. This course will provide preparation for students considering pre-professional and applied science careers as well as satisfying requirements for transfer curriculum. Not intended for engineering majors. MTC Goal Area 3: Natural Science. (Prerequisites: READ0465, ENGL0460, MATH0470 or MATH0480 and/or equivalent or placement test score) (4 hrs lec/2 hrs lab/0 hrs OJT)

PHYS 1202 Intro to Physics II **5 credits**

This is the second in a sequence course in introductory physics. This course focuses on the study of the electricity, magnetism and field theory, waves, wave interaction and light. This course will satisfy requirements for the transfer curriculum in general education as well as providing preparation for students considering pre-professional and applied

science careers. MTC goal areas: (3) Natural Sciences. (Prerequisites: PHYS1201 or equivalent, READ0465, ENGL0460, MATH0470) (4 hrs lec/2 hrs lab/0 hrs OJT)

PHYS 2201 General Physics 5 credits

This calculus-based physics course is designed for science and engineering majors. It focuses on the study of mechanics of particles and rigid bodies including kinematics, dynamics, conservation laws, linear and angular momentum, behavior of fluids at rest and in motion, and thermodynamics.

(Prerequisites: MATH2204 or equivalent or instructor's consent) (4 hrs lec/2 hrs lab/0 hrs OJT)

PHYS 2202 General Physics II 5 credits

This is the second course in the calculus-based physics sequence designed for science and engineering majors. It focuses on the study of waves and vibration, sound, light, electric field and forces, electric energy, circuits, magnetism and electro-magnetism. (Prerequisites: PHYS2201 or equivalent or instructor's consent) (4 hrs lec/2 hrs lab/0 hrs OJT)

PHYS 2999 Special Topics in Physics 1-3 credits

Study of special topics in physics. Special course topics will be announced in the class schedule.

Political Science

PSCI 1110 American Government and Politics 3 credits

This course is an overview of political theory, party politics, constitutional foundations, and the structure, functions, branches, and operations of the American national (federal) government, including Congress, the Presidency, the judiciary, and other federal agencies. MTC goal areas: (5) History & the Social and Behavioral Sciences, and (9) Ethic and Civic Responsibility. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSCI 1120 Introduction to Political Science 3 credits

This course is an introduction to the essential concepts of political science with an investigation of factors universal to the governing process. The course will examine such topics as power, conflict, part politics, the media, ideology, nationalism, governmental structures, policymaking, and political

change. The course will also conduct a comparative study of selected political systems, public policy issues, and ideologies. MTC goal areas: (2) Critical Thinking, (5) History and the Social and Behavioral Sciences, and (9) Ethic and Civic Responsibility.

(Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSCI 1130 State and Local Government 3 credits

State and local politics in the United States with special emphasis on Minnesota. MTC goal areas: (2) Critical Thinking, (5) History and the Social and Behavioral Sciences, and (9) Ethic and Civic Responsibility. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSCI 1140 World Politics and Global Issues 3 credits

This course offers an introduction to international relations, the role of global institutions, and current global issues. It will address the globalization of trade, population demographics, north-south division of wealth and poverty, global climate change, sovereignty and interdependence, armed conflict, and conflict resolution. It will also compare and contrast international political and governmental systems, movements, and ideologies across regions and cultures and identify their origins. MTC goal areas: (2) Critical Thinking, (5) History and the Social and Behavioral Sciences, and (8) Global Perspective.

(Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSCI 1999 Special Topics in Political Science: 1-3 credits

Special course topics will be announced in the class schedule.

Psychology

PSYC 1012 Psychology of Adjustment 3 credits

A study of psychological theories as they apply to healthy adjustment in everyday life. Emphasis is placed on interpersonal relationship skills, self-concept, self-empowerment and responsibility, stress management, communication skills, and problem-solving. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSYC 1015 Mind Matters**3 credits**

This course is designed to help discover new ways to look at college learning and thinking. Theories on motivation, self attributions and beliefs, memory, intelligence, and cognitive styles are examined to help students discover their strengths. Thinking and questioning are explored to make intellectual work and deep learning more manageable, practical, and enjoyable. MTC goal area: (5) History and Social and Behavioral Sciences. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSYC 1060 Career and Life Planning**2 credits**

This course uses a personal approach to the process of matching individual interests, values, personality type, and skills to career options. Students are empowered with career decision-making skills they can use throughout their lives when deciding on a first career, changing careers, or in general career/life planning. This course requires the ability to navigate internet websites. (Prerequisites: 56 or higher on the reading comprehension portion of the CPT, or equivalent course) (2 hrs lec/0 hrs lab/0 hrs OJT)

PSYC 1120 General Psychology**3 credits**

A general education course which will familiarize the student with the basic principles of psychology, present a practical application of these principles, show how psychologists employ the scientific method, and equip the beginning student of psychology with a working vocabulary of psychological terminology and critical thinking skills. Areas to be covered include research, theoretical perspectives, the nervous system, learning, personality, memory, psychological disorders, and therapy. MTC goal areas: (5) History and the Social and Behavioral Sciences, and (7) Human Diversity. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSYC 1135 Lifespan Developmental Psychology**3 credits**

A scientific, theoretical, and personal examination of physical, cognitive, emotional, and social development across the life span. MTC goal areas: (5) History and the Social and Behavioral Sciences, and (7) Human Diversity. (Prerequisites: PSYC1120 highly recommended; college-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSYC 1140 Abnormal Psychology**3 credits**

Abnormal Psychology is the study of mental and behavioral disorders: theoretical perspectives, classification, description, assessment, and intervention methods. Diagnostic, treatment and research methods of anxiety disorders, mood disorders, personality disorders, schizophrenia, eating disorders, and organic disorders will be covered. MTC goal areas: (5) History and the Social and Behavioral Sciences and (7) Human Diversity (Prerequisites: College level Reading; PSYC1120 recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSYC 2135 Child Psychology**3 credits**

A study of human development from conception through adolescence. Topics include physical, cognitive, moral, social, and sexual development as well as parenting, health, and high-risk youth. MTC goal areas: (2) Critical Thinking and (5) History and the Social and Behavioral Sciences (Prerequisites: PSYC1120 or instructor consent; College level reading and writing; READ1450 highly recommended) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSYC 2145 Social Psychology**3 credits**

A general education course that explores the history, methods and applications of social psychology as a scientific discipline. Topics include research, social beliefs and judgments, attribution theories, culture and gender, persuasion, group influences, obedience to authority, prejudice, aggression, altruism, interpersonal attraction, and conflict and peacekeeping. This course is cross-listed in both psychology and sociology. MTC goal areas: (5) History and the Social and Behavioral Sciences and (7) Human Diversity (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSYC 2160 Health Psychology**3 credits**

A scientific and practical course concentrating on understanding the many psychological influences on how people stay physically and mentally healthy. It focuses on the psychological forces; stress, personality, attitudes, beliefs, coping techniques - involved in health promotion, maintenance, and the treatment of illness. Designed for students and for all health professionals wishing to learn more about the mind/body interactions and how these affect physical

and mental health. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSYC 2170 Statistics for the Social Sciences 3 credits

Descriptive statistics: Measures of central tendency, variability, and shape; t-tests; correlation; linear regression; chi-square tests; and one-way analysis of variance. Emphasis is on the use of appropriate statistical procedures for research using SPSS statistical software. (Prerequisite: MATH 1100 or equivalent; College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

PSYC 2999 Special Topics in Psychology 1-3 credits
Study of special topics in psychology. Special course topics will be announced in the class schedule.

Physical Therapist Assistant

PTA 1000 Intro to Health and Medical Literature 1 credits

This course provides a basic introduction to scientific and health-related literature, with a focus on printed and on-line journals. Students will learn how to efficiently find and obtain journal articles relevant to a particular health care field of study to help answer clinical questions. The course also covers information literacy, evidence-based practice and guidelines for citing references for written papers. (Prerequisites: ENGL1106, MATH 0520) (1 hr lec/0 hrs lab/0 hrs OJT)

PTA 1400 Documentation for PTAs 1 credits

This course covers the legal and reimbursement documentation guidelines, physical therapist/physical therapist assistant documentation responsibilities, and competent completion of physical therapy documentation. (Prerequisites: BIOL1140, ALTH1410, ENGL1106, Clinical Observation Form) (1 hr lec/0 hrs lab/0 hrs OJT)

PTA 1410 Introduction to Physical Therapist Assisting 2 credits

This course introduces the role of the physical therapist assistant and the skills used daily as a physical therapist assistant. Emphasis is on professional behaviors and patient care skills including: lifting methods, basic wheelchair operations, body mechanics, vital signs, standard

precautions, patient positioning and draping, and gait training with ambulation aids. (Prerequisites: ALTH1410, BIOL1005, BIOL1140, ENGL1106, FYE1000, and acceptance to the PTA program) (1 hr lec/2 hrs lab/0 hrs OJT)

PTA 1411 Procedures for PTA's I 2 credits

This course covers basic physical therapy skills with emphasis on thermotherapy, cryotherapy, light agents, and compression techniques. Integration of concurrent patient care skills is combined with the modality techniques. Student awareness of evidence-based practice is emphasized. (Prerequisites: ALTH1410, BIOL1005, BIOL1140, ENGL1106, and Clinical Observation Form) (1 hr lec/2 hrs lab/0 hrs OJT)

PTA 1417 Clinical Experience I 2 credits

This course involves working in an outpatient physical therapy clinic in which first year PTA students will work in partnership with second year students to provide physical therapy services to patients. Skills will begin with those of a physical therapy aide and progress to applying simple physical therapy interventions and data collection techniques under the supervision of a physical therapist. The student will be introduced to legal and ethical practice guidelines, professional behaviors, and therapeutic communication skills. (Prerequisites: Concurrent enrollment in PTA1411 or instructor's consent, liability insurance, evidence of recent Mantoux test, and evidence of current CPR certification (ALTH1430 or equivalent satisfies this requirement)) (0 hrs lec/4 hrs lab/0 hrs OJT)

PTA 1421 Pathophysiology for PTAs I 1 credits

This course provides an introduction to pathophysiology of the musculoskeletal, endocrine, and circulatory systems. The roles of health care professionals involved in the care of persons with disease will also be discussed. A variety of conditions are studied which include arthritis, spine disorders, inflammatory conditions, common orthopedic conditions, nutritional disorders, diabetes, and disorders of the circulatory system. (Prerequisites: BIOL1140, ALTH1410, ENGL1106, MATH0520 and have taken or enrolled in PTA1460, or consent of course instructor) (1 hr lec/0 hrs lab/0 hrs OJT)

PTA 1431 Therapeutic Exercise I **2 credits**
 This course presents theoretical information and instructions for performing range of motion exercises, goniometric measurements of joint range of motion, manual muscle strength testing, and passive stretching techniques. Patient handling skills that are being concurrently learned are integrated into this course. (Prerequisites: ALTH1410, BIOL1140, ENGL1106, and concurrently enrolled in PTA1460) (1 hr lec/2 hrs lab/0 hrs OJT)

PTA 1460 Functional Kinesiology I **2 credits**
 Students study the human musculoskeletal system and principles that influence movement. The course includes studying the location and function of bones and muscles. Students are introduced to palpation skills and observation skills through the analysis of functional movement. (Prerequisites: BIOL1140 or BIOL1150 and ALTH1410) (1 hr lec/2 hrs lab/0 hrs OJT)

PTA 1476 Clinical Skills Review **1 credits**
 This elective course is a supervised, structured open lab for physical therapist assistant students who desire additional skills practice time beyond that available in class and other designated open lab hours. Students work in small groups to review and practice skills taught in required program lab courses. No new content is taught within the course, and skills are not formally assessed by the instructor within this course. The course may be taken for a variety of reasons: review of previous course skills; review/practice of new/concurrent course skills; enhancement and application of clinical skills. The course may also be taken to meet necessary program criteria, including program re-entry or conditions of program probation. (Prerequisites: Currently enrolled in PTA courses or consent of course instructor) (0 hrs lec/2 hrs lab/0 hrs OJT)

PTA 1512 Procedures for PTA's II **2 credits**
 This course covers the theory and application of procedural interventions including ultrasound, spinal traction, biofeedback, continuous passive motion, hydrotherapy, aseptic technique, and taping. Principles of wound etiology, healing, and management are also covered. (Prerequisites: PTA 1410, PTA 1460, PTA 1411, and PTA 1421) (1 hr lec/2 hrs lab/0 hrs OJT)

PTA 1522 Pathophysiology for PTAs II **1 credits**
 This course covers organ transplants, eye and ear disorders, mental health conditions, infectious disease, integumentary system disorders, selected circulatory and cardiac conditions, and the role of physical therapy in treating these conditions. Also included are principles related to pharmacology and diagnostic imaging. (Prerequisites: PTA1411, PTA1410 or consent of course instructor, PTA1421, PTA1431, PTA1460) (1 hr lec/0 hrs lab/0 hrs OJT)

PTA 1527 Clinical Experience II **2 credits**
 This course involves working in an outpatient physical therapy clinic in which first year students treat patients under the supervision of physical therapists. The student will follow the physical therapist's treatment plan and provide physical therapy services learned during concurrent and previous courses. Skills will begin with those practiced during PTA1417 and progress to applying physical therapy interventions and data collection skills as they are learned during the second semester. Students will gain experience working with various types of patient-related equipment. (Prerequisites: PTA1417, concurrent enrollment in PTA1512 or instructor's consent, evidence of current CPR certification and liability insurance) (0 hrs lec/4 hrs lab/0 hrs OJT)

PTA 1532 Therapeutic Exercise II **4 credits**
 This course covers muscle structure and function, along with knowledge and application of various forms of therapeutic exercise including; stretching, muscle strengthening and endurance, aerobic conditioning, coordination, balance, proprioception, PNF diagonals, post-operative joint replacement protocols, and exercise for the spine. Normal and abnormal postures are identified. (Prerequisites: PTA1410, PTA1411, PTA1421, PTA1431, PTA1460, or instructor's consent) (2 hrs lec/4 hrs lab/0 hrs OJT)

PTA 1541 Issues in Physical Therapy Practice I **1 credits**
 This course covers issues the PTA will see in the work setting. Emphasis is on professional behaviors, ethical and legal practice, professional communication, and patient respect issues. (Prerequisites: PTA1410, PTA1411, PTA1421, PTA1431, and PTA1460) (1 hr lec/0 hrs lab/0 hrs OJT)

PTA 1562 Functional Kinesiology II 3 credits

This course covers the structure and function of joints and the spinal nerves. Students build on knowledge from Functional Kinesiology I in analyzing human movement. The course includes data collection and treatment interventions related to dysfunction of the joints and musculoskeletal system, including a unit on acute rehabilitation for conditions that require orthopedic surgery. PTA skills are integrated with therapeutic exercise and modality knowledge. Students learn to observe and describe normal gait and common abnormal gait patterns. (Prerequisites: PTA1411, PTA1410, PTA1431, PTA1421, PTA1460; concurrent enrollment in PTA1564, or consent of instructor) (2 hrs lec/2 hrs lab/0 hrs OJT)

PTA 1564 Manual Therapy Techniques 2 credits

This course covers principles of manual therapy with which the physical therapist assistant may assist the physical therapist. Topics include therapeutic massage and other soft tissue mobilization techniques, as well as an introduction to principles of joint mobilization and muscle energy techniques. Current legal and ethical guidelines regarding manual therapy techniques is emphasized. (Prerequisites: Concurrent enrollment in PTA 1562 or consent of instructor) (1 hr lec/2 hrs lab/0 hrs OJT)

PTA 1576 Clinical Skills Review 1 credits

This elective course is a supervised, structured open lab for physical therapist assistant students who desire additional skills practice time beyond that available in class and other designated open lab hours. Students work in small groups to review and practice skills taught in required program lab courses. No new content is taught within the course, and skills are not formally assessed by the instructor within this course. The course may be taken for a variety of reasons: review of previous course skills; review/practice of new/concurrent course skills; enhancement and application of clinical skills. The course may also be taken to meet necessary program criteria, including program re-entry or conditions of program probation. (Prerequisites: Currently enrolled in PTA courses) (0 hrs lec/2 hrs lab/0 hrs OJT)

PTA 2613 Procedures for PTA's III 2 credits

This course covers the basic principles of electrical currents along with the theory and application of

electrical stimulation procedural interventions, including high-voltage pulsed current, neuromuscular electrical stimulation, functional electrical stimulation, microcurrent, transcutaneous electrical stimulation, interferential current, and iontophoresis. Electrical stimulation for denervated muscle is also included. (Prerequisites: All first year PTA courses and pre-requisites) (1 hr lec/2 hrs lab/0 hrs OJT)

PTA 2623 Pathophysiology for PTAs III 2 credits

This course provides a continuation of concepts related to pathophysiology of various systems of the body. Orthopedic conditions and their rehabilitation are covered in greater depth than in previous courses. In addition, women's health issues; gastrointestinal conditions; cancer; selected disorders of the nervous, respiratory, renal, and genitourinary systems; and selected developmental conditions are covered. This course reinforces that conditions may affect multiple systems of the body and have psychosocial effects for the client. (Prerequisites: PTA1522 or consent of course instructor) (2 hrs lec/0 hrs lab/0 hrs OJT)

PTA 2637 Clinical Experience III 2 credits

This course involves working in an outpatient physical therapy clinic in which second year PTA students work in partnership with first year students to provide physical therapy services to patients under the supervision of a physical therapist. The student will continue to apply physical therapy skills learned during the first year in the program and add new skills as learned in the second year. The student will mentor first year students regarding legal and ethical practice, role of the PTA, interviewing, therapeutic communication, basic physical therapy interventions, and data collection skills. (Prerequisites: PTA1527, concurrent enrollment in PTA2613 or instructor's consent, evidence of current CPR certification [ALTH1430 or equivalent satisfies this requirement], evidence of recent Mantoux test, and liability insurance) (0 hrs lec/4 hrs lab/0 hrs OJT)

PTA 2642 Issues in Physical Therapy Practice II 1 credits

This course covers legal and ethical issues the PTA will be exposed to or involved with in the physical therapy profession. Emphasis is on issues such as sexuality and disability, intercultural competence, reimbursement, mandatory reporting, quality

assurance/risk management, legal and ethical issues related to long-term care, and death and dying. Students will begin the job-seeking process this semester through development of a resume. (Prerequisite: PTA1541)(1 hr lec/0 hrs lab/0 hrs OJT)

PTA 2650 Rehabilitation and Functional Therapy 4 credits

This course covers movement theories and therapeutic exercise techniques to meet the needs of adult and pediatric patients with neurological impairments in order to return to a functional lifestyle. Content includes adaptive equipment, wheelchair seating and mobility, facilitation and inhibition techniques to manage abnormal tone and promote motor control, adult and pediatric positioning and handling, introduction to vestibular rehabilitation, and motor development, motor control and motor learning theories. Conditions covered in depth include: myelomeningocele, cerebral palsy, traumatic brain injury, multiple sclerosis, Parkinsons disease, cerebrovascular accidents and spinal cord injuries. Previously learned patient handling skills are integrated. (Prerequisites: All first year PTA courses) (2 hrs lec/4 hrs lab/0 hrs OJT)

PTA 2651 Advanced Physical Therapy Techniques 3 credits

This course covers special techniques and treatment protocols with which the PTA will assist the physical therapist. These include cardiac rehab, pulmonary rehabilitation, care of geriatric clients, aquatic therapy, care of the patient with an amputation, health promotion and wellness, complementary and alternative medicine interventions, relaxation/breathing techniques, and the components of industrial medicine. The use of splints, orthotics and prosthetics is also covered. Previously learned skills are integrated. (Prerequisites: All first year PTA courses or consent of course instructor) (2 hrs lec/2 hrs lab/0 hrs OJT)

PTA 2680 Physical Therapy for Special Populations 3 credits

This course provides detail regarding physical therapy treatment for a variety of special populations, including pediatrics, geriatrics, bariatrics, women's health, acute care, bone disease, industrial medicine, and selected orthopedic and neurological conditions.

The course also includes discussion of medical treatment and physical therapy implications for patients with psychiatric illness, sensory disorders, skin conditions, infectious disease, gastrointestinal conditions, organ failure, and blood/circulatory disease. Prerequisites: College-level reading, writing and math. Graduate of an accredited PTA program, concurrent enrollment in an accredited PTA program, or consent of instructor. (3 hrs lec/0 hrs lab/0 hrs OJT)

PTA 2682 Legal and Ethical Aspects of Physical Therapy Practice 2 credits

This course includes ethical and legal issues facing the physical therapist assistant. Concepts covered include billing and reimbursement, abuse/neglect, mandatory reporting, quality assurance/risk management, physical therapy in long-term care settings, conflict resolution, confidentiality, disability, and guiding APTA documents. Students will discuss legal aspects of job seeking and develop a resume. (Prerequisites: College-level reading, writing and math. Graduate of an accredited PTA program, concurrent enrollment in an accredited PTA program, or consent of instructor.) (2 hr lec/0 hrs lab/0 hrs OJT)

PTA 2727 Clinical Experience V 4 credits

This course is the student's second of three full-time clinical internships in a physical therapy facility. The student will function as a second-year PTA student in the facility for five consecutive weeks and will be responsible for patient care compatible to the role of the PTA. (Prerequisites: PTA2717, CPR certification, liability insurance) (0 hrs lec/0 hrs lab/12 hrs OJT)

PTA 2750 Specialty Clinical Experience 1 credits

This course provides the physical therapist assistant student with exposure to and experience in specialty areas of physical therapy. Specialty areas will vary by semester and may include but are not limited to pediatrics, sports medicine, and acute care, with the student providing patient care in the designated specialty area under the supervision of a physical therapist and/or physical therapy assistant. Specialty areas will be announced in the course schedule. (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT and MATH0460, or equivalent, or 71 or higher on the

Elementary Algebra portion of the CPT) (0 hrs lec/2 hrs lab/0 hrs OJT)

PTA 2752 Selected Project 1 credits

This is a course in which the student independently studies and explores in detail a physical therapy topic of interest which has been presented in previous courses. The student will give a presentation on the selected topic. (1 hrs lec/0 hrs lab/0 hrs OJT)

PTA 2780 Physical Therapist Assistant Basic Refresher 2 credits

This course is designed to assist physical therapist assistants in reviewing and/or updating concepts fundamental to physical therapy as well as new theories about practice. It will also be helpful to those preparing to take the national licensure exam and those who have not actively practiced physical therapy in the recent past. (Prerequisites: Graduate of CAPTE accredited physical therapist assistant program, enrolled in final semester of PTA Military Bridge program, or consent of instructor) (2 hrs lec/0 hrs lab/0 hrs OJT)

PTA 2790 Clinical Internship I 6 credits

This course is the student's first full-time clinical internship in a physical therapy facility. The student will function as a second-year PTA student in the facility for seven weeks and will be involved in patient care compatible to the role of the PTA and skills learned. (Prerequisites: PTA2613, PTA2623, PTA2637, PTA2642, PTA2650, PTA2651, CPR Certification, and liability insurance) (0 hrs lec/0 hrs lab/18 hrs OJT)

PTA 2792 Clinical Internship II 6 credits

This course is the student's final full-time clinical internship in a physical therapy facility. The student will function as a second-year PTA student in the facility for seven weeks and will be involved in patient care compatible to the role of the PTA and skills learned. (Prerequisites: PTA2790, CPR certification, and liability insurance) (0 hrs lec/0 hrs lab/18 hrs OJT)

PTA 2840 Professional Integration 1 credits

This capstone course is designed to help PTA students transition from full-time clinical experiences to post-graduation practice. Students will review major concepts taught throughout the program and during full-time clinical experiences. Students will take a

comprehensive written examination which will help prepare them to take the national licensing exam. The course also emphasizes job-seeking skills necessary for finding employment as a PTA. (Prerequisites: Concurrent enrollment in PTA2717, PTA2727, and PTA2747) (1 hr lec/0 hrs lab/0 hrs OJT)

PTA 2999 Special Topics in Physical Therapist Assistant 1-3 credits

Study of special topics in physical therapist assistant. Special course topics will be announced in the class schedule.

Radiologic Thechnology

RADT 1402 Introduction to Medical Imaging 1 credits

This introductory course is designed for students who are interested in a career in Radiologic Technology and students accepted in the Radiologic Technology program. Medical Imaging serves a unique niche in health care today. Students will have an opportunity to explore the job duties, professional requirements and career advancement opportunities in Medical Imaging. Students are introduced to the RADT curriculum with emphasis on the physical science involved with x-ray equipment and x-ray production. (Prerequisites: ALTH1410, ALTH1440 or concurrent enrollment; BIOL1005 or concurrent enrollment; College-level reading and writing) (1 hrs lec/0 hrs lab/0 hrs OJT)

RADT 1404 Patient Care in Medical Imaging 1 credits

This core Radiologic Technology course will cover basic concepts of patient care, physical and psychological needs of the patient, and routine and emergency patient care. Patient assessment, infection control procedures, emergency and safety procedures, communication and patient interaction skills, and basic pharmacology are included. Standards of ethical performance and patient's rights will be studied. (Prerequisites: Admission to the Radiologic Technology program; RADT 1402 or concurrent enrollment) (1 hrs lec/0 hrs lab/0 hrs OJT)

RADT 1453 Radiographic Procedures I 3 credits

This course reviews the architectural plan of the body with emphasis on the structure and function of the skeleton. The student will learn the basics of

positioning to obtain radiographs of the chest, thoracic cage, abdomen and upper extremities including shoulder girdle. The lab component will stress patient positioning and radiographic evaluation. (Prerequisites: Admission to the Radiologic Technology program or instructor consent) (2 hr lec/2 hrs lab/0 hrs OJT)

RADT 1455 Concepts of Image Production I 1 credits

Explore the creation and physical properties of x-radiation along with the specialized equipment that produces this form of electromagnetic radiation. This course is the first in a three-part series and serves as an introduction to x-ray equipment and the physical science involved in medical imaging. Students will study the components of, and the physics behind, the x-ray machine and accessories used for image production. Contents include: history, essential concepts of radiologic science, structure of matter as it relates to medical imaging, and the study of various forms of energy including electromagnetic energy. Students will perform math and algebraic calculations that control the radiographic exposure.

(Prerequisites: MATH0460 and college-level reading. Admission to the Radiologic Technology Program or instructors consent) (1 hr lec/0 hrs lab/0 hrs OJT)

RADT 1463 Radiographic Procedures II 4 credits

A continuation of RADT1453 and a study of the anatomy and positioning of the lower extremities, hip, pelvis, spine and contrast studies of the GI and GU systems. (Prerequisites: RADT1453 concurrent with RADT1568) (3 hrs lec/2 hrs lab/0 hrs OJT)

RADT 1480 Radiation Biology & Protection 2 credits

The study of radiation and the effects of radiation exposure on the human body. Acute and chronic responses will be discussed in regard to molecules, cells, tissues, and organs. The principles of radiation protection including the responsibility of the technologist to the patient, personnel, and public will be addressed. The regulations and regulatory commissions governing exposure of ionizing radiation to humans will also be examined. (Prerequisites: Entrance into the Radiologic Technology Program or instructor's consent) (2 hrs lec/0 hrs lab/0 hrs OJT)

RADT 1508 Radiography Refresher 1 – 3 credits
Designed to assist Radiologic Technology students in reviewing and/or updating concepts fundamental to clinical radiography. Students who are readmitted into the Radiologic Technology program, after a stop-out, will be required to meet with the program director to develop a contract for successful completion. (Prerequisites: Program director's consent) (0 hrs lec/0 hrs lab/3-9 OJT)

RADT 1552 Image Production I 3 credits

An introduction to radiation safety and x-ray exposure. This course will include study of: the prime factors of radiographic exposure with its effect on the radiographic image; anatomy and characteristics of radiographic film and film processing; methods of radiation safety; general radiographic equipment and accessories for image production. The student will calculate adjustment of various factors that control radiographic exposure. (Prerequisite: Admission to the Radiologic Technology program; MATH0460 or placement test scores) (3 hrs lec/0 hrs lab/0 hrs OJT)

RADT 1558 Clinical Radiography I 4.5 credits

This course runs concurrent with RADT1559. To acquaint the student with a hospital or clinic environment through supervised participation of theories presented in the classroom. . Emphasis on patient environment through supervised participation of theories presented in the classroom. Emphasis on patient care, patient transport, protocol in a hospital or clinic radiology department; identification of radiographic equipment and supplies. Students will observe and participate in patient radiographic procedures. (Prerequisites: Entry into the Radiologic Technology program. Current mantoux and current CPR certification) (0 hrs lec/0 hrs lab/13.5 hrs OJT)

RADT 1559 Clinical Radiography Theory I 0.5 credits

This course runs concurrent with RADT1558. It is a structured film critique/review of the chest and abdomen. (Prerequisites: Entry into the Radiologic Technology program. Current mantoux and current CPR certification.) (0 hrs lec/1 hr lab/0 hrs OJT)

RADT 1560 Concepts of Image Production II 3 credits

This is the second component of the three-part Image Production series. This course requires an integration

of all exposure and technical factors previously learned while focusing on the structure, function and operation of imaging equipment. Discussion topics cover concepts of electricity and magnetism, physical components required to convert kinetic energy into x-ray photons, x-ray emissions and identifying the classic interactions between x-rays and matter. As the student progresses in the course, the focus will switch from x-ray creation to image detail, quality and evaluation. The student will perform math and algebraic calculations that control the radiographic quality and exposure. (Prerequisites: RADT1455) (3 hrs lec/0 hrs lab/0 hrs OJT)

RADT 1568 Clinical Radiography II 7.5 credits

This course provides the student with the opportunity to operate more independently in all areas of basic radiography. Competency testing begins as well as weekend, surgical, and evening clinical experience. Clinical objectives, specific to each rotation, are found in the clinical portfolio. Course runs concurrent with RADT1569. (Prerequisites: RADT1558 and RADT1559) (0 hrs lec/1 hrs lab/21 hrs OJT)

RADT 1569 Clinical Radiography Theory II 0.5 credits

This course runs concurrent with RADT1568. It is a structured film critique/review of the upper extremity and shoulder girdle. (Prerequisites: RADT1558 and RADT1559) (0 hrs lec/1 hr lab/0 hrs OJT)

RADT 1578 Clinical Radiography III 2.5 credits

A continuation of Clinical Radiography II, this course provides the student with the opportunity to operate more independently in all areas of general radiography. Competency testing continues as well as weekend and evening clinical rotations. (Prerequisites: RADT1558, RADT1559, RADT1568 & RADT1569) (0 hrs lec/0 hrs lab/7.5 hrs OJT)

RADT 1579 Clinical Radiography Theory III 0.5 credits

This course runs concurrent with RADT1578. It is a structured film critique/review of the lower extremities and pelvic girdle. (Prerequisites: RADT1558, RADT 1559, RADT1568 and RADT1569) (0 hrs lec/1 hr lab/0 hrs OJT)

RADT 2453 Radiographic Procedures III 4 credits

This course provides a structured methodology of problem solving clinical scenarios for mobile, surgical, and trauma situations as well as special considerations for pediatric and geriatric imaging. Students will build upon their radiographic knowledge by developing an organized, systematic approach for image analysis. The course includes a lab covering sterile technique, pediatric, and skull imaging. (Prerequisites: RADT1463) (3.5 hrs lec/1 hr lab/0 hrs OJT)

RADT 2455 Radiologic Pathology 1 credits

This study of the disease as it relates to radiographic studies. Pathological conditions of each body system will be demonstrated using general radiology and advanced imaging modalities. Comparisons will be made between normal and abnormal anatomy due to the presence of pathology. (Prerequisites: RADT1463) (1 hr lec/0 hrs lab/0 hrs OJT)

RADT 2552 Advanced Medical Imaging 2 credits

An introduction to computed tomography (CT) will include fundamentals of the equipment components, image creation, and manipulation. This course will also prepare students to identify anatomical structures on sectional images. (Prerequisites: RADT2453 or current ARRT certification) (2 hrs lec/0 hrs lab/0 hrs OJT)

RADT 2555 Concepts of Image Production III 3 credits

This is the third and final component of the Image Production series. This course is designed as a comprehensive analysis of factors affecting image quality by integration of all exposure and technical factors previously learned. Students will compare/contrast imaging systems (Film/Screen, Computed Radiography and Direct Digital Radiography) and become familiar with the Quality Control requirements of those systems. Content also includes components, principles and operation of digital imaging systems, factors that impact image acquisition, display and archival, and digital communications in medicine. This course will also identify the specialized components of fluoroscopic and tomographic radiography equipment. (Prerequisites: RADT 1560) (3 hrs lec/0 hrs lab/0 hrs OJT)

RADT 2558 Clinical Radiography IV 7.5 credits

This course provides the student with the opportunity to operate more independently in all areas of basic radiography. Competency testing continues as well as weekend and evening clinicals. Exposure is given to specialized modalities in medical imaging. Clinical objectives, specific to each rotation, are found in the clinical objective handbook. Course runs concurrent with RADT2559. (Prerequisites: RADT1578 and RADT1579) (0 hrs lec/1 hrs lab/21 hrs OJT)

RADT 2559 Clinical Radiography Theory IV 0.5 credits

This course runs concurrent with RADT2558. It is a structured film critique/review of all the body systems. (Prerequisites: RADT1578 and RADT1579) (0 hrs lec/1 hr lab/0 hrs OJT)

RADT 2568 Clinical Radiography V 7.5 credits

A continuation of Clinical Radiography IV, this course provides the student with the opportunity to operate more independently in all areas of basic radiography. Competency testing continues as well as weekend and evening clinical. Exposure is given to specialized modalities in medical imaging. Course runs concurrent with RADT2569. (Prerequisites: RADT2558 and RADT2559) (0 hrs lec/1 hrs lab/14 hrs OJT)

RADT 2569 Clinical Radiography Theory V 0.5 credits

This course runs concurrent with RADT2568. It is a structured film critique/review of all the body systems. (Prerequisites: RADT2558 and RADT2559) (0 lec hours/1 lab hour/0 hours OJT)

RADT 2572 Directed Studies in Radiologic Technology 1 credits

This course will help prepare the student for the American Registry of Radiologic Technology exam by assisting with a long term study plan, developing testing strategies, review of calculations and formulas, and mock testing. In addition, a workshop will be held to prepare the student for entry in the radiology job market. (Prerequisites: RADT2550) (1 hr lec/0 hrs lab/0 hrs OJT)

RADT 2578 Clinical Radiography VI 2.5 credits

This term the student has opportunity to complete and correlate all clinical and didactic experiences to a high degree of efficiency and proficiency. The student shall work independently with indirect supervision in all areas of proven competent. Direct supervision is required in all areas that competency has not been proven. Once all graduation requirements have been reached, and during the last 4 weeks of this term, the student can request to be rescheduled in any area of interest. (Prerequisites: RADT2568 and RADT2569) (0 hrs lec/0 hrs lab/7.5 hrs OJT)

RADT 2579 Clinical Radiography Theory VI 0.5 credits

This course runs concurrent with RADT2578. It is a structured film critique/review of all the body systems. (Prerequisites: RADT2568 and RADT2569) (0 hrs lec/1 hr lab/0 hrs OJT)

RADT 2580 Expanded Horizons in Medical Imaging - Mammography 2 credits

This EHMI course offers 32 hours of education in mammography through online education, fulfilling MQSA didactic requirements*. EHMI in Mammography covers the following components of mammography education: 1) patient care including education and assessment; 2) equipment, quality assurance/control techniques and MQSA requirements; 3) anatomy, physiology and pathology of the breast; 4) mammography positional technique to include compression and image evaluation; and 5) breast imaging procedures for localization/identification of pathologic anatomy and imaging techniques for patients with implants. Students will be given the opportunity to learn breast self-examination techniques as a patient education tool and for personal health. Other topics include MQSA requirements for ARRT certification criteria in mammography. A 4-6 hour observation, in a mammography department, will be required. It is the student's responsibility to make all arrangements for this observation. Sites may require current state background clearance and a copy of immunizations. This process could take some time to complete so plan accordingly and schedule the observation early. (Prerequisites: RADT2453 or current ARRT certification) (2 hrs lec/0 hrs lab/0 hrs OJT)

*This course does not include MQSA required performance of 25 supervised mammography exams (equivalent to 12.5 required hours of mammography experience for certification in mammography.)

RADT 2999 Special Topics in Radiologic Technology 1-3 credits

Study of special topics in radiologic technology. Special course topics will be announced in the class schedule.

Reading

READ 0950 Read/Write College Prep: Intermediate 5 credits

This course provides comprehensive practice in reading and writing skills necessary for success in college-level courses. Students need a "C" or better in this course to enroll in ENGL1106, Composition I. (Prerequisites: none) (5 hrs lec/0 hrs lab/0 hrs OJT)

READ 0955 Read/Write College Prep: Advanced 4 credits

This course provides comprehensive practice in reading and writing skills necessary for success in college-level courses. Students need a "C" or better in this course to enroll in ENGL1106, Composition I. (Prerequisites: 56-77 on the Reading portion of the Accuplacer or a "D" in ENGL0950 or READ0950) (4 hrs lec/0 hrs lab/0 hrs OJT).

Respiratory Therapy

RESP 1400 Introduction to Respiratory Therapy 1 credits

This course introduces students to the respiratory therapy profession. There will be an overview of respiratory pathophysiology and pharmacology to ready the student for clinical. (Prerequisites: Concurrent enrollment or completion of all semester I courses on the RT planner or instructor's consent) (1 hr lec/0 hrs lab/0 hrs OJT)

RESP 1405 Introduction to Respiratory Therapy Clinical 2 credits

This course will introduce and prepare the respiratory therapy student for clinical. (Prerequisites: Concurrent enrollment in, or completion of, all semester one courses on the RT planner, or instructor consent.) (1.5 hr lec/1 hr lab/0 hrs OJT)

RESP 1410 Cardiopulmonary Anatomy and Physiology 4 credits

This course focuses on cardiopulmonary anatomy and physiology topics pertinent to the respiratory therapy. (Prerequisites: Concurrent enrollment in semester one RT courses or instructor's consent) (4 hrs lec/0 hrs lab/0 hrs OJT)

RESP 1420 Principles and Practice of Respiratory Therapy I 3 credits

This course covers respiratory equipment and theory pertaining to oxygen therapy, aerosol therapy, and lung expansion therapy. Respiratory procedures will be performed in the lab setting to confirm competence and prepare the student for direct patient care in clinical. Prerequisites: Concurrent enrollment or completion of all semester I courses on the RCP planner or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

RESP 1430 Assessment of the Pulmonary Patient 3 credits

This course covers assessment of the cardiopulmonary patient including vital signs, physical assessment, symptoms, and basic lab values. There will be a focus on integrating the assessed outcomes to determine causes. (Prerequisite: Concurrent enrollment in, or completion of, all semester one courses on the RT planner, or instructor consent.) (3 hrs lec/0 hrs lab/0 hrs OJT)

RESP 1520 Principles and Practice of Respiratory Therapy II 4 credits

This course covers the principles and theory pertaining to bronchial hygiene, airway management, introduction to mechanical ventilation, and arterial blood gas sampling. Respiratory procedures will be performed in the lab setting to confirm competence and to expand the students skills in order to provide advanced direct patient care in clinical. (Prerequisites: Completion of all prior semesters' courses on the RT planner or instructor's consent) (3 hrs lec/2 hrs lab/0 hrs OJT)

RESP 1530 Pathophysiology for Respiratory Therapy 4 credits

This course covers respiratory diseases with an emphasis on physical assessment. In addition, the course will cover some common non-respiratory

conditions. (Prerequisites: Completion of all prior semesters' courses on the RT planner, or instructor consent) (4 hrs lec/0 hrs lab/0 hrs OJT)

RESP 1540 Diagnostic Testing 3 credits

This course covers respiratory physiology related to pulmonary function testings and stress testing. Basic interpretation of chest X-ray and electrocardiogram will be covered. (Prerequisites: Completion of all semester one courses on the RT planner or instructor's consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

RESP 1560 Respiratory Therapy Clinical I 3 credits

This course will provide the student an opportunity to integrate and practice respiratory therapy theory and laboratory applications in a clinical environment. (Prerequisites: College-level reading, writing, and math and completion of all Semester I courses on the RT planner or instructor's consent) (0 hrs lec/6 hrs lab/0 hrs OJT)

**RESP 1578 Respiratory Therapy Refresher 1 credits
Clinical I**

This course will provide the student an opportunity to integrate and practice first year respiratory therapy theory and laboratory applications in a clinical environment. This course is intended for students who have stopped out of the RT program after having completed one semester or more of clinical courses. Before the student reenters the clinical courses on the RT planner, they need to review and practice clinical procedures. (Prerequisites: Completion of one or more RT clinical courses and current CPR certification) (0 hrs lec/2 hrs lab/0 hrs OJT)

**RESP 1620 Pharmacology for Respiratory 3 credits
Therapy**

This course covers general pharmacology principles, dose calculations, and methods of administration for drugs commonly given by the respiratory therapist. This course will also cover drugs commonly given to the respiratory patient such as antibiotics, analgesics, cardiovascular agents, and others. (Prerequisites: Completion of all semesters courses on the RT planner, or instructor consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

RESP 1660 Respiratory Therapy Clinical II 3 credits

This course will provide the student an opportunity to integrate and practice respiratory care theory and laboratory applications in a clinical environment. (Prerequisites: Completion of all semester one and two courses on the RCP planner, or instructor consent) (0 hrs lec/0 hrs lab/9 hrs OJT)

RESP 2410 Mechanical Ventilation 5 credits

This course will cover mechanical ventilation indications, physics, complications, management, monitoring, devices, and weaning. There will be discussion of advanced modes of mechanical ventilation. (Prerequisites: Completion of all prior semesters' courses on the RT planner or instructor consent) (4 hrs lec/2 hrs lab/0 hrs OJT)

RESP 2420 Adult Critical Care 3 credits

This course covers invasive hemodynamic monitoring and noninvasive monitoring. Chest tubes, fluid and electrolyte balance, and other critical care content will be covered. (Prerequisites: Completion of all semester one, two, and three courses on the RT planner or instructor's consent) (3 hr lec/0 hrs lab/0 hrs OJT)

**RESP 2430 Special Topics in Respiratory 2 credits
Therapy**

This course covers pulmonary rehabilitation and home care as it applies to respiratory therapists and their patients. Other topics that are current to the profession will be discussed in this class. A focus on medical ethics and legal aspects as it pertains to respiratory therapy will be addressed. (Prerequisites: Completion of Semesters I, Semesters II, and Semesters III of the RT planner or instructor consent) (2 hr lec/0 hrs lab/0 hrs OJT)

**RESP 2440 Neonatal/Pediatric 2 credits
Respiratory Therapy**

This course covers developmental anatomy and physiology, neonatal/pediatric diseases, assessment, oxygen therapy, airway care, and mechanical ventilation of the neonatal and pediatric patient. (Prerequisite: Completion of all prior semesters courses on the RT planner, or instructor consent) (2 hrs lec/0 hrs lab/0 hrs OJT)

RESP 2460 Respiratory Therapy Clinical III 6 credits

This course will provide the student an opportunity to integrate and practice respiratory therapy theory and laboratory applications in a clinical environment.

(Prerequisites: Completion of all Semester II, II, and III courses on the RT planner or instructor's consent) (0 hrs lec/6 hrs lab/9 hrs OJT)

**RESP 2478 Respiratory Therapy Refresher 1 credits
Clinical II**

This course will provide the student an opportunity to integrate and practice second year respiratory therapy theory and laboratory applications in a clinical environment. This course is intended for students who have stopped out of the RT program after having completed one semester or more of clinical courses. Before the student reenters the clinical courses on the RT planner, they need to review and practice clinical procedures.

(Prerequisites: Completion of RESP1560, RESP1578, RESP1660, and RESP2460 and current CPR certification) (0 hrs lec/2 hrs lab/0 hrs OJT)

**RESP 2510 Directed Studies in 3 credits
Respiratory Therapy**

This course will review respiratory therapy with emphasis on areas of need for administration of the self assessment exams. The course will cover advanced analysis of clinical data and integration of data into clinical management plans. The course prepares the student for the NBRC, CRTT, and RRT exams they will be taking after graduation for national credentialing. (Prerequisites: Completion of semesters I, II, III, and IV courses on the RT planner or instructor's consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

RESP 2560 Respiratory Therapy Clinical IV 6 credits

This course will provide the student an opportunity to integrate and practice respiratory care theory and laboratory applications in a clinical environment.

(Prerequisites: Completion of all prior semesters courses on the RT planner or instructor consent.) (0 hrs lec/0 hrs lab/18 hrs OJT)

Sheet Metal**SMET 1400 Environmental Health and 1 credits
Safety**

Apprentices will cover OSHA 10 requirements and other safety information. The apprentice will be able

to match the six types of OSHA inspections with their descriptions, identify citations, and describe job-hazard analysis; recognize electrical hazards; describe methods of fall protection; describe safety guidelines when using hand and power tools; describe scaffold safety; identify stairway and ladder safety; describe personal protective equipment components; describe safe handling, storage, and disposal of materials; and fire safety and hazard communication. This course will also cover job-site safety and confined spaces. (Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

**SMET 1410 Sheet Metal Tools and 3 credits
Fabrication**

The apprentice will be able to identify and use hand tools; form seams, locks, and edges; describe shop procedures; and identify and use shop equipment. (Prerequisites: SMET1400 or concurrent enrollment; or instructor consent) (1 hr lec/4 hrs lab/0 hrs OJT)

SMET 1420 Sheet Metal Drafting I 2 credits

The course introduces the apprentice to the use of drafting tools, lines and lettering, orthographic projection, pictorial drawings and sketches, and plans and specifications. (Prerequisites: SMET1410 or concurrent enrollment) (1 hr lec/2 hrs lab/0 hrs OJT)

**SMET 1430 Sheet Metal Layout, 2 credits
Fabrication, and Installation I**

The apprentice will be able to describe the principles of layout, layout construction lines, use layout tools, and understand layout terms. Layout on metal, parallel and radial line layout, and triangulation will also be covered. (Prerequisites: SMET1420 or concurrent enrollment) (1 hr lec/2 hrs lab/0 hrs OJT)

SMET 1460 OJT-Technical Concentration I 2 credits

The sheet metal apprentice must complete a minimum of 2000 hours of on-the-job training at an approved sheet metal job site. (Prerequisites: Instructor consent) (0 hrs lec/0 hrs lab/6 hrs OJT)

**SMET 1500 Applied Sheet Metal 2 credits
Mathematics**

The apprentice will be able to calculate problems using whole number, fractions, decimals, and percentages; measure using the metric and imperial system; calculate powers and roots; calculate area, volume, perimeter, and circumference; calculate

angles; use measurement tools; calculate sides and lengths of triangles; use geometric construction; use layout tools; apply math principles to layout on metal; apply parallel line basics; and utilize pattern development. (Prerequisites: SMET1430 and SMET1460) (2 hrs lec/0 hrs lab/0 hrs OJT)

SMET 1510 Sheet Metal Layout, Fabrication, and Installation II **3 credits**

The apprentice will be able to make the transition from an idea on paper to a real three-dimensional object and apply the proper math, drafting, and fabrication procedures necessary to layout sheet metal projects. The apprentice will also be able to layout and fabricate round tees, elbows, and tapers; and layout offset square-to-rounds, rectangular transitions, duct-change elbows, regular and change-ogee offsets, square heel and throats, square throat and radius heels, and radius heel and throat layouts. (Prerequisites: SMET1500 or concurrent enrollment; or instructor consent) (0 hrs lec/0 hrs lab/6 hrs OJT)

SMET 1520 Sheet Metal Drafting II **3 credits**

The apprentice will apply the basics learned in SMET1420 Sheet Metal Drafting I to develop orthographic projections, pictorial drawings and sketches, plans, and specifications. Apprentices will also learn how to field measure. (Prerequisites: SMET1510 or concurrent enrollment; or instructor consent) (0 hrs lec/6 hrs lab/0 hrs OJT)

SMET 1530 Sheet Metal Welding I **1 credits**

The apprentice will be able to perform oxy-acetylene safety inspections; make minor external repairs; set up oxy-acetylene for cutting operations; operate oxy-fuel gas cutting equipment; perform straight, shape, and bevel operations; and weld metal removal and pierce operations. The apprentice will also be able to perform shielded metal arc welding safety inspections, make minor external repairs, set up and operate shielded metal arc welding equipment, deposit beads on flat plate, and deposit lap beads on flat plate. (Prerequisites: SMET1520 or concurrent enrollment; or instructor consent) (0 hrs lec/2 hrs lab/0 hrs OJT)

SMET 1560 OJT-Technical Concentration II **2 credits**

The sheet metal apprentice must complete a minimum of 2000 hours of on-the-job training at an

approved sheet metal job site. (Prerequisites: Instructor consent) (0 hrs lec/0 hrs lab/6 hrs OJT)

SMET 2400 HVAC Fundamentals, Heat Loads, and Psychometrics **2 credits**

The apprentice will be introduced to HVAC systems and be able to describe air patterns and properties of air; use psychrometric charts; determine the difference between positive and negative building pressure; identify sources of infiltration and exfiltration; identify methods of measuring ventilation; describe warm air and hydronic heating systems; use Fahrenheit and Celsius scales; use BTU's; explain basic principles of cooling air; use equations to calculate air quantity, velocity and duct size; use fan laws; sketch and describe duct systems; size duct runs; explain friction loss; use good design principles when fabricating and installing; describe grills, registers, and diffusers; explain air movement terms; describe contract documents; and explain purpose and organization of specifications. (Prerequisites: SMET1530 and SMET1560; or instructor consent) (1 hr lec/2 hrs lab/0 hrs OJT)

SMET 2410 Sheet Metal Drafting III **3 credits**

The apprentice will be able to develop orthographic projections; gore elbow, offset square to round, ninety degree boot, wye branch, and drop cheek elbow layouts; isometric drawings and corner views; and demonstrate CAD basics. (Prerequisites: SMET2400 or concurrent enrollment; or instructor consent) (0 hrs lec/6 hrs lab/0 hrs OJT)

SMET 2420 Sheet Metal Blueprint Reading I **1 credits**

The apprentice will be able to interpret parts of plans and specifications used for sheet metal jobs; identify symbols and specifications; interpret sheet metal information on architectural, structural, mechanical, and electrical drawings; and identify and calculate costs for bids. (Prerequisites: SMET2410 or concurrent enrollment; or instructor consent) (1 hr lec/0 hrs lab/0 hrs OJT)

SMET 2430 Sheet Metal Welding II **1 credits**

The apprentice will be able to perform gas metal arc welding safety inspections, make minor external repairs, set up and operate gas metal arc welding equipment and deposit beads on sheet metal joints; make fillet and groove welds; and perform short circuit transfer and make groove welds with spray

transfer in the flat position. The apprentice will also be able to make shielded metal arc welding fillet welds and single V groove welds in the 2G, 3G, and 4G positions. (Prerequisites: SMET2420 or concurrent enrollment; or instructor consent) (0 hrs lec/2 hrs lab/0 hrs OJT)

SMET 2440 Sheet Metal Layout, Fabrication, and Installation III **3 credits**

The apprentice will layout and fabricate double seam can, pipelock and elbow edge, one-sided taper straight, five gore elbow, three piece elbow, square to round offsets, ninety degree angle boots, wye branches, drop cheek elbows, and takeoff cubes. (Prerequisites: SMET2430 or concurrent enrollment; or instructor consent) (0 hrs lec/6 hrs lab/0 hrs OJT)

SMET 2460 OJT-Technical Concentration III **2 credits**

The sheet metal apprentice must complete a minimum of 2000 hours of on-the-job training at an approved sheet metal job site. (Prerequisites: Instructor consent) (0 hrs lec/0 hrs lab/6 hrs OJT)

SMET 2500 Basic Electricity **1 credits**

The apprentice will be able to define and show the relationship between volts, amps, and ohms in an electrical circuit; identify series and parallel circuits; explain how components of circuits react to different circuit conditions; and explain inductance and inductive reactance. (Prerequisites: SMET2450 and SMET2460; or instructor consent) (1 hr lec/0 hrs lab/0 hrs OJT)

SMET 2510 Sheet Metal Drafting IV **2 credits**

The apprentice will be able to interpret architectural, civil, structural, and mechanical drawings in relation to sheet metal installation. (Prerequisites: SMET2500 or concurrent enrollment; or instructor consent) (1 hr lec/2 hrs lab/0 hrs OJT)

SMET 2520 Sheet Metal Blueprint Reading II **1 credits**

The apprentice will be able to interpret architectural, civil, structural, and mechanical drawings in relation to sheet metal installation. (Prerequisites: SMET2510 or concurrent enrollment; or instructor consent) (1 hr lec/0 hrs lab/0 hrs OJT)

SMET 2530 HVAC Air Systems **1 credits**

The apprentice will be able to explain the need for testing, adjusting and balancing air flow, describe the skills and knowledge that a TAB technician needs, and assemble documents and information needed for TAB job; explain the difference between proportional air balancing and sequential air balancing, balance air flow in a single zone, and constant volume system; explain why filters are used, describe types of filters and other air cleaners, and install and service filters properly; explain the importance of good indoor air quality; and explain the need for clean rooms and maintain standards required to fabricate and install clean rooms. (Prerequisites: SMET2420 or concurrent enrollment; or instructor consent) (1 hr lec/0 hrs lab/0 hrs OJT)

SMET 2540 Sheet Metal Layout, Fabrication, and Installation IV **3 credits**

The apprentice will utilize all layout techniques for pattern development. Accuracy and productivity will be emphasized. (Prerequisites: SMET2530 or concurrent enrollment; or instructor consent) (0 hrs lec/6 hrs lab/0 hrs OJT)

SMET 2550 Sheet Metal Welding III **1 credits**

The apprentice will learn the basics of plasma arc cutting, flux core arc welding, gas tungsten arc welding, carbon arc welding, and gas metal arc welding; pulsed spray transfer; and gas tungsten pulsed arc welding. Basic electricity as it relates to welding is also covered. (Prerequisites: SMET2540 or concurrent enrollment; or instructor consent) (0 hrs lec/2 hrs lab/0 hrs OJT)

SMET 2560 OJT-Technical Concentration IV **2 credits**

The sheet metal apprentice must complete a minimum of 2000 hours of on-the-job training at an approved sheet metal job site. (Prerequisites: Instructor consent) (0 hrs lec/0 hrs lab/6 hrs OJT)

Supervisory Management

SMGT 1400 Supervisory Leadership **3 credits**

This course teaches participants current principles, concepts, responsibilities and practical application skills fundamental to success as a supervisor. Students will participate in hands-on projects in class and at work dealing with topics such as leadership, communication, employee motivation, delegation,

planning, team building, quality and productivity, problem-solving, organizing, and managing performance. (Prerequisites: College level reading and writing.) (3 hrs lec/0 hrs lab/0 hrs OJT)

Sociology

SOC 1111 Introduction to Sociology 3 credits

This course involves both an explanation of and active practice in using the sociological perspective to examine the world around us. It introduces Sociology as a discipline and sociological ways of understanding human social interaction and processes such as socialization, deviance, culture/society, and social change. This class teaches the use of Sociology in class via small-group exercises and the use of computers to explore questions about the social world. This is a required course for the Minnesota State Sociology Transfer Pathway. MTC goal areas: (5) History and the Social and Behavior Sciences, and (7) Human Diversity. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 1114 Criminal Justice in Society 3 credits

This course will explore the development of the U.S. criminal justice system, focusing both on the social values which form the basis for this institution and on the particular institutional arrangements through which society aspires to foster responsible behavior among its citizens. It will examine the broad ideals of justice and the underlying assumptions about the personal rights and obligations that come with membership in a society. It will analyze the workings of the criminal justice system within the context of a free society characterized by broad human diversity. The course meets the Elective A Learning Outcome of the Minnesota State Sociology Transfer Pathway. MTC goal areas: (5) History and Social and Behavioral Sciences and (9) Ethic and Civic Responsibility. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 1125 Social Deviance 3 credits

This course examines how societies come to define social deviance as well as how societies influence their members to conform. It explores social and behavioral science research addressing the question: Is anything inherently deviant? The course prepares students to take their places as global citizens, respecting the enormous diversity of what is

considered socially acceptable behavior. In this class, students explore the various theories of deviance, comparatively analyze their own and other societies' responses to deviance, and consider the role that social deviance plays in widespread social change in today's world. MTC goal areas: (5) History and Social and Behavior Sciences and (8) Global Perspective. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 1130 Juvenile Delinquency 3 credits

This course will explore the concepts of childhood and delinquency and their social construction. Students will examine the measurement of delinquent behavior along with competing theories of delinquency. The course addresses the relationship between delinquency and various influences such as gender, family, peers, schools, and media. It examines the intersection of social institutions as they both facilitate and attempt to control delinquency. Finally, students will evaluate programs for the prevention and treatment of delinquency, and examine the development and operation of the juvenile justice system in the United States. MTC goal areas (5) History and Social and Behavior Sciences (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 1140 Marriages and Families 3 credits

This course is an examination of marriage and family as a form of social organization existing within a larger social system. Both the larger social system and differences in individuals are emphasized as factors that create wide diversity in families within each culture and across cultures. Cultural beliefs about and perceptions of "the family" i.e., myths, ideals, and values are critically analyzed. Diverse families are studied in their functioning around intimacy, work, children, violence, marriage, divorce, economics, race, and gender. MTC goal areas: (5) History and the Social and Behavioral Sciences and (7) Human Diversity. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 1145 Race, Class, and Gender 3 credits

This course uses the sociological perspective to explore issues of race, class, and gender as they intersect in the lives of individuals and in society at large. It addresses both disadvantage and privilege

and concludes with an examination of social activism. This course meets the Elective B Learning Outcome of the Minnesota State Sociology Transfer Pathway. MTC goal areas: (5) History and the Social and Behavioral Sciences, and (7) Human Diversity. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 1155 Human Sexuality 3 credits

This course is an introduction to human sexuality as a social behavior in a social context, influenced by both biology and culture. Class discussion examines cross-cultural sexual variation sexual anatomy and functioning, sexual coercion, commercialization, and issues related to sexual orientation, sexual health, variations in sexual behavior within a culture, sexual abuse. MTC goal areas: (5) History and the Social and Behavioral Sciences, and (7) Human Diversity. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 1165 Patterns of Domestic Violence 3 credits

This course examines the social context of violence in a domestic setting. It focuses on the commonalities in strategies used by perpetrators of violence and survival mechanisms common to those victimized. The course introduces local domestic violence services. Finally, the course connects students with state and national-level policy debates and legislative initiatives dealing with domestic violence. This course meets the Elective B Learning Outcome of the Minnesota State Sociology Transfer Pathway. MTC goal areas: (5) History and Social and Behavioral Sciences, and (9) Ethic and Civic Responsibilities. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 1170 Drugs and Society 3 credits

This course uses sociology to analyze the varied responses of societies around the world to substances, from socially accepted substances like caffeine to tolerated substances like alcohol and nicotine all the way to more controversial substances like marijuana and heroin. The course will examine the ways in which these substances have been defined and regulated historically and cross-culturally. Major themes will include public drug policy, drug countercultures, social movements for prohibition, legalization and reform, harm reduction approaches,

subcultural drug use within a society, and, finally, wars on drugs. MTC goal areas: (5) History and Social and Behavioral Sciences and (8) Global Perspective. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 1185 Gender, Power and Society 3 credits

This course examines gender issues from the sociological perspective. It explores the development of gender roles across cultures and the consequences of gender roles on individuals and society. Topics for discussion include: the social construction of gender; gender role socialization; the impact of race and class on gendered experiences; gender and communication styles; gender issues related to family, work, education, and the media; patterns of gender-based violence; and past and present strategies used to achieve social change. This course meets the Elective B Learning Outcome of the Minnesota State Sociology Transfer Pathway. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 2103 Body Culture 3 credits

This course explores the ways social forces and culture shape the human body as well as the way the human body is experienced. Because bodies can significantly influence our opportunities, abilities, and experiences, we will examine the human body as a source of power, repression, and subjugation, a medium for expression, and an entity that can be controlled. This course will examine the meanings attached to the body and particular body parts, and the ways in which we experience our own bodies in contemporary society. We will consider aspects such as body size, race/ethnicity, sex/gender, and physical ability, along with the ways in which individuals may choose (or be forced to participate in) body modification through exercise, illness, eating disorders, plastic surgery, piercing, tattooing, and other methods. MTC goal areas: (5B) History and Social and Behavioral Sciences and (7) Human Diversity. (Prerequisites: College-level reading and writing) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 2120 Social Problems 3 credits

This course uses the topic of social problems to teach sociological concepts and processes coupled with civic responsibility. It examines a range of social problems and the diverse views of the common good that affect our perceptions of these problems. It encourages

students to understand their own and others' positions and to define social justice in light of those positions. MTC goal areas: (5) History and the Social and Behavioral Sciences and (9) Ethic and Civic Responsibility. This course meets the Elective A Learning Outcome of the Minnesota State Sociology Transfer Pathway. (Prerequisites: College-level reading) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 2123 People and the Environment 3 credits

This course examines the relationship of people to their environment from a social and behavioral science perspective. It explores the impact of socio-cultural systems on the bio-physical environment and focuses on alternative solutions to the environmental challenges caused by individual social behaviors and broader societal policies. MTC goal areas: (5) History & Social and Behavioral Sciences and (10) People and the Environment. (Prerequisites: College-level reading and writing and SOC1111) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 2125 Social Movements 3 credits

This course explores the dynamics of social movements from a sociological perspective. It examines both national and global social movements and their impact on societies within the framework of social change analysis. MTC goal areas: (5) History and Social and Behavioral Sciences and (8) Global Perspective (Prerequisites: ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT) (3 hrs lec/0 hrs lab/0 hrs OJT)

SOC 2779 Community Service Collaboration 1-2 credits

This course is designed to engage students in providing service to identified individuals or groups in order to facilitate the accomplishment of specific learning outcomes. MTC goal areas: (9) Ethic and Civic Responsibility. (Prerequisites: SOC1145; college-level reading and writing) (1-2 hrs lec/0 hrs lab/0 hrs OJT)

SOC 2999 Special Topics in Sociology 1-3 credits

Study of special topics in sociology. Special course topics will be announced in the class schedule.

Spanish

SPAN 1010 Beginning Spanish I 4 credits

Beginning Spanish is a grammatical approach to introductory vocabulary and verb tenses with emphasis on vocabulary building, listening comprehension, verbal response, and writing skills. MTC goal areas: (8) Global Perspective. (Prerequisites: College-level reading) (4 hrs lec/0 hrs lab/0 hrs OJT)

SPAN 1020 Beginning Spanish II 4 credits

A continuation of SPAN1010, a first course grammatical approach. MTC goal area: (8) Global Perspective. (Prerequisites: SPAN1010 or instructor's consent) (4 hrs lec/0 hrs lab/0 hrs OJT)

SPAN 2010 Intermediate Spanish I 4 credits

A grammatical approach to intermediate level reading, writing, listening and speaking. Readings deal with social and cultural topics of Spanish speaking countries with emphasis on vocabulary building. MTC goal area: (8) Global Perspective. (Prerequisites: College-level reading and writing and computer skills) (4 hrs lec/0 hrs lab/0 hrs OJT)

SPAN 2020 Intermediate Spanish II 4 credits

Intensified study of the Spanish language through listening, speaking, and composition. MTC goal areas: (8) Global Perspective. (Prerequisites: College-level reading, writing, and computer skills) (4 hrs lec/0 hrs lab/0 hrs OJT)

SPAN 2999 Special Topics in Spanish 1-3 credits

Study of special topics in Spanish. Special course topics will be announced in the class schedule.

Surgical Technology

SURG 1400 Pharmacology for the Surgical Technologist 2 credits

This twelve week online course is designed to provide knowledge of various routes of drug administration, effects, and adverse effects. It will encompass a comprehensive knowledge of the many classifications of drugs. Included in this course will be instruction in the values for fluid and weight measures. Emphasis will be placed on legal as well as safe aspects of drug administration. (Prerequisites: All pre-technical course requirements, and concurrent enrollment in

SURG1411 and SURG1412) (2 hrs lec/0 hrs lab/0 hrs OJT)

SURG 1411 Operating Room Practice 4 credits

This twelve-week course will provide an overview of the total operating room setting as it relates to the hospital and patient. It will encompass comprehensive knowledge of aseptic technique as it relates to the surgical setting. The student will have an opportunity to observe and proficiently demonstrate fundamental clinical operating room skills inherent in the role of the surgical technologist in the operating room setting. (Prerequisites: All pre-technical course requirements, and concurrent enrollment in SURG1400, SURG1411, and SURG1412) (0 hrs lec/11.5 hrs per week lab/0 hrs OJT)

SURG 1412 Operating Room Theory 5 credits

This twelve week course will provide an overview of the total operating room setting as it relates to the hospital and patient. This course will enable students to recognize the surgical technologist as an essential part of the medical team providing surgical care to patients in an operating room setting. Students will study the total operating room environment which includes preoperative, intraoperative and postoperative care. It will encompass a comprehensive knowledge of aseptic technique and safety of the surgical patient in the operating room setting. (Prerequisites: All pre-technical course requirements, and concurrent enrollment in SURG1400 and SURG1411) (7 hrs lec/0 hrs lab/0 hrs OJT)

SURG 1420 Operating Room Lab I 4 credits

In this a five week clinical laboratory course in the hospital setting. The student will be scrubbing for a variety of surgical procedures. The student will also be working with central processing, unit support, and instrument room personnel. The complexity of duties will increase as the semester progresses. (Prerequisites: All pre-technical course requirements; current CPR certification for the Professional Rescuer; completion of SURG1400, SURG1411, and SURG1412 with a "C" or better and concurrent enrollment in SURG1428) (0 hrs lec/24 hrs lab/0 hrs OJT)

SURG 1428 Operating Room Procedures I 2 credits

This is a five week course introduces concepts to basic surgical procedures performed in the operating room. Included in this course is information on: anatomy and physiology, pathophysiology, diagnostic procedures as well as the intraoperative process for various surgical procedures. Students will relate the knowledge learned in previous theory courses to specific surgical procedures. (Prerequisites: All pre-technical course requirements; completion of SURG1400, SURG1411, and SURG1412 with a "C" or better and concurrent enrollment in SURG1420) (6 hrs lec/0 hrs lab/0 hrs OJT)

SURG 1520 Operating Room Lab II 12 credits

This is an advanced clinical laboratory course in the hospital setting. The student will sharpen the skills learned in prior surgical technology theory and lab courses. Students will become independent practitioners by performing all of the duties of a surgical technologist in the cases they are assigned to scrub. (Prerequisites: All semester II courses) (0 hrs lec/24 hrs lab/0 hrs OJT)

SURG 1528 Operating Room Procedures II 6 credits

This course is a sequel to SURG1428 Operating Room Procedures I. Students will continue to learn information on: anatomy and physiology, pathophysiology, diagnostic procedures as well as the intraoperative process for various surgical procedures. Students will relate the knowledge learned in previous theory courses to specific surgical procedures. (Prerequisites: All semester II courses) (6 hrs lec/0 hrs lab/0 hrs OJT)

SURG 1600 Clinical Refresher 3 credits

This course is designed for the student who has completed SURG1420 and SURG1520 but has not completed all program course work and has been away from the clinical setting for one semester or more. The course is designed to refresh the student's clinical skills in the hospital setting. (Prerequisites: All Semester I courses and completion of SURG1520 over one semester prior to completing all program course work.) (0 hrs lec/6 hrs lab/0 hrs OJT)

SURG 2999 Special Topics in Surgical Technology 1-3 credits

Study of special topics in surgical technology. Special course topics will be announced in the class schedule.

Truck Driving**TDT 1840 Basic Vehicle Operation and Control 9 credits**

This course covers instruction in truck driving techniques, procedures, vehicle inspection, and DOT regulations. (Prerequisites: Students must be able to possess a Class A CDL Permit. The CDL Permit must be obtained prior to the first day of class. The student must also pass a DOT Physical and Drug Screen under FMCSR's 391.41 prior to the start of class. If these criteria are not obtained, the student will not be allowed to start class.)

TDT 1841 Truck Driving Internship 1 4 credits

This course provides the student with work site experience in which skills and knowledge learned in previous coursework may be applied. These internship experiences include safety procedures, quality control, personnel procedures, company organization, contractual agreements, and other employer expectations. Technical skills and knowledge will include basic vehicle operation and control. (Prerequisites: Class A commercial drivers license (CDL)) (0 hrs lec/0 hrs lab/12 hrs OJT)

TDT 1842 Truck Driving Internship 2 3 credits

This course provides the student with work site experience in which skills and knowledge learned in previous coursework may be applied. These internship experiences include safety procedures, quality control, personnel procedures, company organization, contractual agreements, and other employer expectations. Technical skills and knowledge will include advanced vehicle operation and control. (Prerequisites: Class A commercial drivers license (CDL)). (0 hrs lec/0 hrs lab/9 hrs OJT)

TDT 1999 Special Topics in Truck Driving 1-3 credits

Special course topics will be announced in the class schedule.

Theater**THTR 1100 Theatre Production 1 credits**

A course with supervised practical training in performance and technical production through participation in Lake Superior College Theatre productions or professional theatre company productions. One credit each semester, but may be repeated six times for a total of six credits. MTC goal area: (6) Humanities and Fine Arts. (Prerequisites: None) (1 hr lec/0 hrs lab/0 hrs OJT)

THTR 1210 Theatre Appreciation 3 credits

An introduction to the appreciation and practices of the theatre arts. Students will view great plays and live theatrical performances, explore theatre practices of the past and present, and examine how theatre practice is influenced by the culture and time period in which the play is written. Students will develop an understanding of the variety of types of plays so they are more prepared to attend a theatrical production and can become a more critically observant and discriminating theatergoer. Students will be expected to attend one theatre production outside scheduled class time. MTC goal areas: (6) Humanities and Fine Arts and (8) Global Perspectives (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

THTR 1211 Acting I 3 credits

This course introduces the student to the process of exploring the inner and outer resources of the beginning actor and bringing these resources to bear upon the art of creating a believable stage image. MTC goal area: (6) Humanities and Fine Arts. (Prerequisites: None) (3 hrs lec/0 hrs lab/0 hrs OJT)

THTR 2999 Special Topics in Theatre 1-3 credits

Study of special topics in theatre. Special course topics will be announced in the class schedule. (1-3 hrs lec/0 hrs lab/0 hrs OJT)

Welding**WLDG 1380 Auto Body Welding 3 credits**

This course provides the student with an understanding of auto body repair welding fundamentals and the ability to properly and safely use gas and electric welding equipment to perform welding and cutting procedures in flat, vertical, and

overhead positions. (Prerequisites: None) (1 hr lec/4 hrs lab/0 hrs OJT)

WLDG 1408 Layout and Fabrication 3 credits

Students will learn fabrication procedures to fabricate or repair various types of weldments using proper layout procedures. (Prerequisites: INMG 1410, Mechanical Blueprint Reading, WLDG 1400, Gas Metal Arc Welding (MIG) or WLDG 1404, Shielded Metal Arc Welding (STIK)) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1500 Blueprint Reading for Welders 3 credits

This course provides students with the knowledge and skills necessary to identify welding symbols and manipulate fractions, decimals, and metric units. Students will be able to convert measurements and determine weld specifications from engineering drawings. Students will also be able to fit-up and weld an assembly or weldment given a bill of materials and a drawing. (Prerequisites: (ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT; MATH0520; may be taken concurrently or instructor consent) (3 hrs lec/0 hrs lab/0 hrs OJT)

WLDG 1520 Gas Tungsten Arc Welding I 3 credits

This course introduces students to the gas tungsten arc welding process including equipment, terms, and safety procedures. Students will learn how to setup, adjust, and shut down gas tungsten arc welding equipment. Students will be able to deposit stringer beads in the flat position, produce fillet weld lap joints in the flat and horizontal position, and produce fillet weld outside corner joints in the flat position. The metallurgy and weldability of carbon steel will also be covered. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1522 Gas Tungsten Arc Welding II 3 credits

This course expands on the knowledge and skills learned in GTAW I. This course covers the proper fit-up and welding of fillet T-Joint welds and square-groove welds using carbon steel, and the GTAW process. Students will learn about the characteristics of stainless steel and aluminum as it relates to the GTAW process. Students will learn how to use the GTAW process to produce lap, butt, and t-joints, in the flat and horizontal positions using both aluminum

and stainless steel. Visual and destructive testing will be performed on all weldments. (Prerequisites: WLDG1520 or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1524 Gas Tungsten Arc Welding III 3 credits

This course expands on the knowledge and skills learned in GTAW I and II. This course covers fillet T-Joint welds and square-groove welds using carbon steel, aluminum, and stainless steel, in vertical and overhead positions. Students will be orientated on how to properly prep and assemble open root pipe joints to be welded using the GTAW process, and use the GTAW process to weld pipe. Students will produce single V-groove butt joint welds in pipe in 2G, 5G, and 6G positions. Visual inspection and destructive tests will be performed on pipe and weldments. (Prerequisites: WLDG 1520 and WLDG1522 or instructor consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1540 Shielded Metal Arc Welding I 3 credits

This course introduces students to the shielded metal arc welding process including equipment, terms, and safety procedures. Students will learn how to strike and control arc to produce quality welds. Students will learn how to deposit a pad of beads in the flat position. Students will be able to produce lap joint fillet welds in the horizontal position and E6010 pad of beads in the flat position. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1542 Shielded Metal Arc Welding II 3 credits

This course will teach students how to produce single and multiple pass fillet welds in the vertical up and overhead positions. Students will also learn how to produce square groove welds in the vertical up and overhead positions. Electrode selection, power sources, destructive testing, and distortion control will be included. (Prerequisites: WLDG1500 and WLDG1540) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1544 Shielded Metal Arc Welding III 3 credits

This course will teach students how to perform open root V groove welds in the flat, horizontal, vertical, and overhead positions with multiple electrodes. Students will also learn how to perform open root V groove welds on 6 inch schedule 80 pipe with a 6010 root pass and 7018 fill and cover passes. Students will

understand pipe welding nomenclature, positions, and tools. Students will become familiar with welding codes, documents, preheat, interpass heat, and welding procedures. Students will understand and follow safety guidelines for shielded metal arc welding. (Prerequisites: WLDG1542) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1550 CNC Plasma and Cutting Processes 3 credits

This course introduces students to the plasma cutting and CNC methods. Students will plan, design, and produce parts with hand-controlled and CNC plasma cutters. Students will have the option to further develop their knowledge and skills in CNC programming. (Prerequisites: WLDG1500) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1560 Gas Metal Arc Welding I 3 credits

This course introduces students to the gas metal arc welding process including equipment, terms, and safety procedures. Students will learn how to setup, adjust, and shut down gas metal arc welding equipment. Students will be able to deposit surface welds in the flat position. Square groove and fillet butt, lap, and T-joints welds in the flat and horizontal position will also be covered. Students will be introduced to welding variables as it affects the quality of welds. (Prerequisites: None) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1562 Gas Metal Arc Welding II 3 credits

Students will learn how to produce square groove and fillet butt, lap, and T-joint welds in the flat, horizontal, vertical, and overhead positions to the Guided Test Bend standard. Students will also be able to produce single V-groove butt joint welds in the horizontal and vertical position to the Guided Bend Test standard. The effect of shielding gases on metal transfer will be examined. (Prerequisites: WLDG1560 or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1564 Gas Metal Arc Welding III 3 credits

Students will learn how to produce single V-groove butt joint welds in the vertical up, flat, and overhead position. Fillet lap and T-joint welds in the horizontal and vertical down position will be included. Students will also be able to utilize the spray transfer method to produce fillet lap joint welds in the flat and

horizontal position and single V-groove welds in the flat position. Students will have the option to further develop their knowledge and skills to prepare for the Gas Metal Arc Welding Welder Qualification Test. (Prerequisites: WLDG1562 or concurrent enrollment; college-level reading, writing, and math) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1570 Flux Cored Arc Welding I 3 credits

This course introduces students to the flux cored arc welding process including equipment terms and safety procedures. Students will learn how to setup, adjust, and shut down flux cored arc welding equipment. Students will be able to produce fillet T-joint welds in the horizontal, vertical, and overhead position and single-V-groove butt joint welds in the horizontal and vertical position. Students will also be able to classify electrodes and conduct single-V-groove tests. (Prerequisites: WLDG1560) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1572 Flux Cored Arc Welding II 3 credits

Students will learn how to produce single-V-groove butt joint welds using gas-shielded tubular electrode wire. Students will also produce fillet weld lap joints and single-V-groove butt joints with metal-cored wire and single-V-groove welds in butt joints on pipe. Destructive tests will be performed on selected welds. Students will have the option to further develop their knowledge and skills to prepare for the flux-cored Welder Qualification Test. (Prerequisites: WLDG1500 and WLDG1570) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1580 GMAW Fabrication Methods 3 credits

In this course, you will learn to combine your gas metal arc welding skills to fabricate various types of weldments using proper layout procedures. Complete drawings with welding symbols, bill of materials, and cost estimates will also be required. (Prerequisites: WLDG1562 or concurrent enrollment or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1582 GTAW Fabrication Methods 3 credits

In this course, you will learn to combine your gas tungsten arc welding skills to fabricate various types of weldments using proper layout procedures. Complete drawings with welding symbols, bill of materials, and cost estimates will also be required.

(Prerequisites: WLDG1522 or concurrent or instructor's consent) (2 hrs lec/2 hrs lab/0 hrs OJT)

WLDG 1590 Introduction to Robotic Welding 2 credits

This course will involve the introduction to basic robotic welding operations, and programming. This course will also look at the electrical systems, along with the fluid power components of robotic welding. The final component will be the maintenance, and daily operations of robotic welding. (Prerequisites: WLDG1560, CADE1468, ENGL0950 or ENGL0955 or READ0950 or READ0955, or equivalent, or 78 or higher on the reading comprehension portion of the CPT, and MATH0520) (1 hr lec/2 hrs lab/0 hrs OJT)

WLDG 1999 Special Topics in Welding 1-3 credits
Special topics in welding. Special course topics will be announced in the class schedule.

WLDG 2502 Weld Qualification 1 credits

This course offers students opportunity to develop their welding skills through performance qualification tests that align with American Welding Society (AWS) entry level welder certification. Students learn about the AWS qualification process, proper material preparation, testing procedures, and performance requirements. (Prerequisites: WLDG1500, WELD1520, WELD1540, WELD1562, and WELD1570) (.05 hrs lec/1 hr lab/0 hrs OJT)

Administration and Faculty Credentials

LSC students quickly discover that the faculty and staff of the college are friendly, helpful, and concerned about students. Each member of the faculty brings a wealth of education and experience to LSC's classrooms and labs. These dedicated professionals are eager to help students meet their goals. Whether you are planning to transfer to a four-year institution or preparing for a new career, LSC staff members are ready to help. In fact, everyone at LSC - faculty, administration, maintenance, and clerical staff - is committed to student success!

Administration Credentials

Tamara Arnott, Executive Director of Workforce and Community Development/ Dean
Ph.D., Education Administration, The University of Southern Mississippi
Ed.S., Higher Education Administration, The University of Southern Mississippi
M.A., Liberal Studies, State University of New York, Stony Brook
B.M., Education, State University of New York, Potsdam

Hanna Erpestad, Dean of Liberal Arts and Sciences
M.A., English, University of Minnesota Duluth
B.A., English, University of Minnesota Duluth
A.A., Hibbing Community College, Duluth Community College Center
Diploma, Home Economics, Tampere College of Services, Finland

Daniel Fanning, Director of Institutional Advancement
M.S., Advocacy and Political Leadership, University of Minnesota Duluth
B.S., Broad Field Social Studies with Political Science Concentration, University Wisconsin-Superior

Al Finlayson, Vice President of Administration
B.S., Accounting, University of Minnesota
C.P.A.

Wade Gordon, Dean of Student Affairs
B.A., Psychology, University of Wisconsin-Superior
A.A., Fond du Lac Tribal and Community College

Laurie E. Jensen, Dean of Allied Health and Nursing
Ph.D, Education, Capella University
M.B.A., University of Minnesota Duluth
B.A., Secondary Education/Biology/Life Science, University of Wisconsin-Superior
B.A., Medical Technology, University of Wisconsin-Superior
A.A.S., Medical Assistant, Lac Courte Oreilles Ojibwa Community College

Patrick M. Johns, President
Ed.D., Educational Administration/Adult and Higher Education, University of South Dakota
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IFSAC Certified Fire Inspector
IFSAC Certified Fire Officer 1
IFSAC Certified Fire Driver/Operator-Pumper
IFSAC Certified Fire Fighter 1
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