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## GENERAL INFORMATION

Direct all correspondence concerning the following to the offices indicated below:

**ADMISSIONS** - Registrar/Director of Admissions, Itawamba Community College, 602 West Hill Street, Fulton, MS 38843. Telephone: 662.862.8030.

**DAY, EVENING, AFTER-WORK AND WEEKEND CLASSES** - Vice President of Instructional Services, Itawamba Community College, 602 West Hill Street, Fulton, MS 38843. Telephone: 662.862.8051.

**eLEARNING** - Dean of eLearning Instruction, Itawamba Community College, 2176 South Eason Blvd., Tupelo, MS 38804. Telephone: 662.620.5350.

**EARLY REGISTRATION - New Students** - Student Affairs, Telephone: 662.862.8257; **Current Students** - Academic Advising, Telephone: 662.862.8290; Itawamba Community College, 602 West Hill Street, Fulton, MS 38843.

**FINANCIAL AID** - Director of Financial Aid, Itawamba Community College, 602 West Hill Street, Fulton, MS 38843. Telephone: 662.862.8220.

**FALL, SPRING AND/OR SUMMER SEMESTERS** - Vice President of Instructional Services, Itawamba Community College, 602 West Hill Street, Fulton, MS 38843. Telephone: 662.862.8051.

**INSTRUCTION (ACADEMIC, CAREER AND TECHNICAL, HEALTH SCIENCE)** - Vice President of Instructional Services, Itawamba Community College, 602 West Hill Street, Fulton, MS 38843. Telephone: 662.862.8051.

**NON-CREDIT INSTRUCTION (WORKFORCE DEVELOPMENT, ADULT BASIC EDUCATION, HIGH SCHOOL EQUIVALENCY, CONTINUING EDUCATION)** - Dean of Economic and Community Services, Itawamba Community College, 3200 Adams Farm Road, Belden, MS 38826. Telephone: 662.407.1500 for Continuing Education, 662.407.1521 for Workforce Development and 662.407.1510 for Adult Basic Education/High School Equivalency.

**SCHOLARSHIPS** - Director of Scholarships, Itawamba Community College, 602 West Hill Street, Fulton, MS 38843. Telephone: 662.862.8261.

**WORK-STUDY** - Director of Financial Aid, Itawamba Community College, 602 West Hill Street, Fulton, MS 38843. Telephone: 662.862.8222.

**DISCLAIMER:** *The College reserves the right to amend or change policies and procedures stated herein as it deems necessary for the orderly operation of the institution. Addenda will be published in the Web-based Itawamba Community College Catalog at [www.iccms.edu](http://www.iccms.edu).*

Itawamba Community College is an equal opportunity institution. The College strictly prohibits discrimination in its educational programs and activities, employment practices and admissions processes on the basis of race, color, national origin, sex, disability, age, religion, ethnicity, pregnancy, sexual orientation, gender identity, genetic information, status as a U.S. veteran or any other status protected by applicable law. For more information, contact the Dean of Students, 602 West Hill Street, Fulton, MS 38843, 662.862.8271, or email [TitleIXCoordinator@iccms.edu](mailto:TitleIXCoordinator@iccms.edu).

## **MISSION STATEMENT**

Itawamba Community College is an open admission, comprehensive, publicly-supported two-year institution primarily serving Chickasaw, Itawamba, Lee, Monroe, and Pontotoc counties while also being responsive to the instructional and economic development needs of the region.

### **Mission Support**

Itawamba Community College fulfills its mission through

1. College parallel, technical and career programs to prepare students to transfer or enter the workforce;
2. Continuing education and workforce pathways for individuals striving for professional growth or personal enrichment;
3. Strategic partnerships to provide student opportunities, meet business and industry needs, promote economic development;
4. Adult education programs committed to increasing the literacy level of the adult population, providing self-improvement opportunities, workforce readiness, and/or high school equivalency;
5. Resources including financial, physical and technological to advance educational purpose, including traditional and online instructional services, student support services, and business management;
6. Recruiting and hiring qualified personnel and providing ongoing opportunities for leadership training and professional growth to improve skills of faculty and staff; and
7. Services and student engagement opportunities to promote leadership, growth and success in educational, career and personal goals.

# COLLEGE INFORMATION

## ACCREDITATION

Itawamba Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404.679.4500 for questions about the accreditation of Itawamba Community College.

Itawamba Community College's educational programs hold additional accreditations and certifications as indicated below:

- **Associate Degree Nursing Program** – The Associate Degree Nursing program is accredited by the Accreditation Commission for Education in Nursing, Inc. (ACEN), 3343 Peachtree Road Northeast, Suite 850, Atlanta, GA 30326, Phone: 404.975.5000, Fax: 404.975.5020 and the Mississippi Institutions of Higher Learning (IHL), 3825 Ridgewood Road, Jackson, MS 39211, Phone: 601.432.6486
- **EMS-Paramedic Technology Program** – The EMS-Paramedic Technology program is accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). Commission on Accreditation of Allied Health Education Programs, 25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763, 727.210.2350, [www.caahep.org](http://www.caahep.org). To contact CoAEMSP: 8301 Lakeview Parkway, Suite 111-312, Rowlett, TX 75088, Phone: 214.703.8445, Fax: 214.703.8992, [www.coaemsp.org](http://www.coaemsp.org).
- **Health Information Technology Program** – The Health Information Technology program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIM), 233 North Michigan Avenue, 21<sup>st</sup> Floor, Chicago, IL 606015800, Phone: 312.233.1110, Fax: 312.233.1948
- **Occupational Therapy Assistant Technology Program** – The Occupational Therapy Assistant Technology program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational

Therapy Association (AOTA) located at 6116 Executive Boulevard, Suite 200, North Bethesda, MD 20852-4929, Telephone: 301.652.2682, website: [www.acoteonline.org](http://www.acoteonline.org). Last reaffirmation, 2016.

- **Physical Therapist Assistant Program** – The Physical Therapist Assistant Program at Itawamba Community College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: 703.706.3245; email: [accreditation@apta.org](mailto:accreditation@apta.org); website: [www.capteonline.org](http://www.capteonline.org). If needing to contact the program/institution directly, please call 662.620.5025 or email [cbware@iccms.edu](mailto:cbware@iccms.edu).
- **Practical Nursing Program** – The Practical Nursing program is accredited by the Mississippi Community College Board, 3825 Ridgewood Road, Jackson, MS 39211, [www.mccb.edu](http://www.mccb.edu)
- **Radiologic Technology Program** – The Radiologic Technology program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT), 20 North Wacker Drive, Suite 2850, Chicago, IL 60606-3182, Phone: 312.704.5300, [mail@jrcert.org](mailto:mail@jrcert.org)
- **Respiratory Care Technology Program** – The Respiratory Care Technology program is accredited by the Commission on Accreditation for Respiratory Care (CoARC) Program Number 200292: Post Office Box 54876, Hurst, TX 76054-4876, Phone: 817.283.2835 [www.coarc.com](http://www.coarc.com)
- **Surgical Technology Program** – The Surgical Technology program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP [www.caahep.org](http://www.caahep.org)) upon the recommendation of the Accreditation Review Committee on Education in Surgical Technology, 6 West Dry Creek Circle Suite 110, Littleton, CO 80120-8031, Phone: 303.694.9262, [www.arcst.org](http://www.arcst.org)

## **ADMINISTRATION**

Itawamba Community College is governed by a 25-member Board of Trustees, six each chosen from Chickasaw, Itawamba, Lee, Monroe and Pontotoc counties. The Board serves the institution in its role of policy-making and the appraisal of results achieved through its policies. Implementation and administration of institutional policies and the operation of the College are the responsibility of the administration and faculty.

State law requires the Board of Trustees to appoint a President who is to serve as the chief executive officer of the College.

## **COLLEGE CALENDAR**

The academic calendars for Itawamba Community College are available at [www.iccms.edu](http://www.iccms.edu).

## **COLLEGE YEAR**

Itawamba Community College's year begins on the first day of July and ends on the thirtieth day of June.

## **HISTORY**

Itawamba Community College began as an extension of Itawamba County Agricultural High School, one of the largest high schools in Mississippi, which was organized in 1920.

In 1941, the trustees extended the curriculum to provide for two years of college work. However, World War II postponed the plans for buildings and equipment to pursue college status.

In March 1948, the boards of supervisors and school boards of Itawamba, Lee and Monroe counties unanimously and harmoniously agreed to support Itawamba Junior College. A full freshman college curriculum was offered for the first time during the 1948-49 session, and sophomore work, during 1949-50. Pontotoc County began supporting Itawamba Community College in 1953 and Chickasaw County in 1972.

The ICC Tupelo Campus, which was organized in July 1963, operated in vacant buildings and shops procured from businesses of the city of Tupelo. In July 1966, the school relocated into a 65,500-square-foot complex. In the fall of 1987, the name of the institution was changed to Itawamba Community College to more adequately reflect its mission and purpose. Itawamba Community College's Belden Center, which opened in August 2009, houses all non-credit programs within the Economic and Community

Services Division including Adult Education, Continuing Education, WIOA and the WIN Job Center as well as the 80,000 - square - foot manufacturing solutions center. The 250,000 - square - foot facility is situated on a 30-acre site that fronts Highway US 78/I-22.

### **INTELLECTUAL PROPERTY RIGHT**

The College reserves rights of ownership of all intellectual property including, but not limited to, curricular materials, books, Web pages, electronic publications and programs written or otherwise created by a student, instructor or staff member while using College materials or equipment and while working during time that is compensated by the College.

### **LOCATION**

The Fulton Campus is located at 602 West Hill Street, Fulton, Mississippi 38843; the Tupelo Campus, 2176 South Eason Boulevard, Tupelo, Mississippi 38804; and the Belden Center, 3200 Adams Farm Road, Belden, Mississippi 38826.

### **NONDISCRIMINATION**

Itawamba Community College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Dean of Students, 602 West Hill Street, Fulton, MS 38843, 662.862.8271, Title IX Coordinator@iccms.edu.

### **STUDENT EMAIL AND PORTAL AS OFFICIAL COMMUNICATIONS**

Shortly after applying for admission, Itawamba Community College students receive a letter with their ICC ID number to be used to activate their email account by creating a username and password. The activation of the account enables students to check their campus email, access myTribe and Canvas and utilize campus computers.

The ICC email and portal (myTribe) are considered an official method of communication between the student and the College. Students should check both their email and the portal (myTribe) on a regular basis.

### **STUDENT GRIEVANCE PROCEDURE**

Title IX of the Educational Amendment of 1972 and Section 504 of the Rehabilitation Act of 1973 as well as Itawamba Community College policy prohibits institutional discrimination against students based on sex or disability. Students who have reason to believe that their rights under law or

campus policy have been denied in such areas as admission, financial assistance, employment, residence hall assignment, disciplinary actions or other campus matters may seek to resolve them in the following manner:

### **Academic Matters**

1. Student grievances generally originate at the instructor level, and the resolution of these grievances should be sought between the student and instructor.
2. In the event the grievance cannot be resolved at the instructor level, the student should seek resolution with the appropriate dean or division chair.
3. Should further arbitration be needed, the student should submit a written statement of the grievance to the Vice President of Instructional Services setting forth the grievance and the remedy sought.
4. Within one week after receipt of the written statement, the Vice President of Instructional Services will meet with all parties referenced in the statement.
5. In the event the Vice President of Instructional Services cannot resolve the grievance, the Dean of Students will convene the Grievance Committee of the College.
6. In the event the student is not satisfied with the resolution offered by the Grievance Committee, he/she may appeal to the President. The decision of the President will be final.

### **Non-Academic Matters**

1. Student grievances originate at the department level, and the resolution of the grievance should be sought at the department level. address a written statement to the Dean of Students setting forth the grievance and remedy sought.
2. The Dean of Students, within one week after receipt of the statement, will meet with all parties of the statement. In the event the grievance cannot be resolved, the Dean of Students will convene the Grievance Committee of the College. If the student is not satisfied with the resolution of the grievance by the committee, appeal may be made to the President. The President's decision will be final.

## **STUDENTS' RIGHTS AND RESPONSIBILITIES**

Itawamba Community College extends the privilege of admission to those persons who meet the academic qualifications and the standards of health, character and prior conduct. The admission presents privileges beyond those available to all citizens. Commensurate with these additional privileges are

additional responsibilities. The rights and responsibilities of Itawamba Community College students are described in the section which follows.

### **Student Rights**

Among the student's general and specific rights are the following:

1. The right to those educational programs offered in the College *Catalog* for which the student is qualified.
2. The right to join college-approved organizations for educational, political, social, religious and cultural purposes.
3. The right to inquire about and to recommend improvements in policies, regulations and procedures affecting the welfare of students through representation of the Student Government Association or through duly approved student representatives on college committees and through college offices.
4. The right of respect for personal feelings; the right of freedom from indignity of any type; the right of freedom and control by any person, except as may be in accord with the published rules and regulations of the institution and the commonly accepted moral code.
5. The right of freedom of expression as defined by the Bill of Rights of the Constitution of the United States, within the framework of existing statutes limiting the exercise of this freedom.
6. The right of due process in disciplinary procedures when individual or group behavior comes under review by the College.
7. The right of appeal to and review by the President of the College or his/her designees for the purpose of determining whether the student has been provided administrative due process.

### **Student Responsibilities**

Rights in all communities have concomitant responsibilities to respect the laws and regulations of the communities. A student's enrollment at Itawamba Community College is his or her agreement to abide by its rules of community governance.

1. The responsibility of being fully acquainted with the College *Catalog*, the *Student Guide* and other published policies for the guidance of students and the further responsibilities of complying with these policies and regulations in the interest of an orderly, socially responsible community.
2. The responsibility of assuming the consequences of one's own actions and of avoiding conduct detrimental in its effect upon fellow students and the College.
3. The responsibility at all times to recognize constituted authority to conform to ordinary rules of good conduct, to be truthful, to respect

the rights of others, to protect private and public property and to make the best use of the student's time toward an education.

4. The responsibility of supporting the essential order of the College.
5. The responsibility of meeting college financial obligations and deadlines.
6. The responsibility of meeting class regularly.
7. The responsibility of knowledge and observance of those policies not herein enumerated which have been established and promulgated by appropriate college committees, i.e., residence hall rules, traffic regulations, social rules.
8. The responsibility to see that student's dress and personal grooming reflect good taste and personal pride in her/his appearance. No manner of dress will be allowed which would disrupt the normal educational and social process.

# COLLEGE ADMISSIONS

## ADMISSION CRITERIA

Admission to Itawamba Community College is guided by the following admission statements:

1. Itawamba Community College ascribes to an “open admissions” policy consistent with all appertaining laws.
2. Itawamba Community College embraces the philosophy that students be provided opportunities for learning experiences.
3. Itawamba Community College utilizes relevant diagnostic instruments to determine the strengths and needs of students in order to assist the selection of the most appropriate program options to ensure student success.

ACT scores or the Accuplacer Assessment are used to place students at their demonstrated level of academic achievement. Advisers assist students in enrolling in appropriate courses based on the student’s scores.

**NOTE:** There are no programs designed for transfer to senior institutions that require a minimum ACT score for admission.

## ADMISSION PROCEDURES

**Students who plan to attend Itawamba Community College must have on file the following before admission can be granted:**

1. A properly completed application for admission to Itawamba Community College.
2. The results of an ACT or SAT Assessment are required for students 23 years of age and younger and for students who are 23 years of age and older who are seeking admission into a special program requiring the assessment for admission purposes.
3. An acceptable high school, high school equivalency or college transcript. (College transcripts are required from each college previously attended.)

An application for admissions may be completed online at <https://apply.iccms.edu/>.

## RESIDENT REQUIREMENTS

Itawamba Community College observes the following definitions with regard to residential status of applicants and students as interpreted from laws enacted by the Mississippi Legislature.

### **Residence of an Adult**

The residence of an adult is that place where he/she is domiciled, that is, the place where he/she physically resides with the intention of remaining there indefinitely or of returning there permanently when temporarily absent.

### **Resident Status of a Married Student**

A married student may claim the residence status of the spouse or may claim independent residence status under the same regulations set forth above as any other adult.

**NOTE:** Out-of-state military personnel and their children should contact the Registrar/Director of Admissions prior to enrollment for possible exceptions to the above residency statuses.

### **Residence of a Minor**

The residence of a person younger than 21 years of age is that of either parent. If both parents are deceased, the residence of the minor is that of the last surviving parent at the time of that parent's death, unless the minor lives with his or her legal guardian, duly appointed by a proper court of Mississippi, in which case the residence becomes that of the guardian.

## **GENERAL ADMISSION REQUIREMENTS**

### **Academic – Career and Technical**

Candidates for admission to academic, career and technical programs may be admitted by any one of the following methods:

1. By diploma. Students are required to present an official transcript from a high school accredited by the appropriate state or regional accreditation association indicating a regular diploma with a graduation date and signed by the principal.
2. By completing the appropriate number of Carnegie units. Students who earn one fewer unit than is required for high school graduation may be admitted. These students are required to present an official transcript from a high school accredited by the appropriate state or regional accredited association. These students cannot receive financial aid.
3. By successfully completing an acceptable high school equivalency test. Students are required to have an official copy of the high school equivalency transcript mailed to the Director of Admissions.
4. Students graduating without a regular diploma (Occupational Diploma or Special Education Diploma) must successfully complete an acceptable high school equivalency test in order to be eligible for admission to Itawamba Community College.

**NOTE:** Some career and technical programs may have selective criteria for admission as outlined in the Technical Programs section of the catalog.

**NOTE:** The results of an ACT or SAT Assessment are required for students 23 years of age and younger. This requirement is waived for career students and those admitted as university transfer students with 12 credit hours unless they are seeking admission into a special program requiring the assessment for admission purposes.

### **TRANSFER ADMISSION**

A transfer student is defined as one who has attended another regionally-accredited institution and has earned credit hours as evidenced by a transcript. Developmental and/or remedial hours are not considered acceptable, nor are hours from an institution that is not recognized by the Council for Higher Education Accreditation (CHEA) or U.S. Department of Education (USDE). Students who have attended other accredited institutions of higher learning may be admitted to Itawamba Community College by submitting:

1. A completed Itawamba Community College application for admission.
2. Official transcripts from all colleges and/or universities attended indicating the student has completed a minimum of 12 semester hours of academic credit with a 2.0 or higher grade point average (measured on a 4.0 scale) from a single college or university. Credits earned at a degree-granting institution accredited by national or professional organizations which are recognized by CHEA and the USDE may be considered for acceptance by the Registrar/Director of Admissions. These credits will be analyzed in terms of level, content, quality, comparability and degree program relevance. **NOTE:** Acceptable academic courses are English, mathematics, science, social sciences, humanities and fine arts.
3. Students who have not completed a minimum of 12 semester hours of academic credit from an accredited college/university with a 2.0 or higher grade point average (measured on a 4.0 scale) must provide a transcript proving graduation from an approved and/or accredited high school, documentation of a passing score on the high school equivalency test and ACT or SAT scores if the student is age 23 or younger.
4. Additional Information:
  - a. Transfer students are subject to the same academic probation and dismissal policies as returning Itawamba Community College students. Transfer students not meeting the 1.5 GPA requirement will be admitted to ICC on academic probation.

- b. Transfer students placed on suspension or dismissal must appeal to the Admissions and Guidance Committee for immediate admission to ICC following a suspension or dismissal. **NOTE:** Some colleges/universities will not transfer work earned at another college/university during a period of suspension or dismissal. Students should check with the college/university they plan to reenter to determine if coursework earned during a period of suspension or dismissal will transfer.
- c. Students who have been suspended or dismissed from another institution for disciplinary reasons are not eligible for admission to ICC until they are eligible for readmission to the transferring institution.
- d. Full transcripts of transfer grades for freshman- and sophomore-level courses will be reflected on the student's ICC transcript. The 'W' grade will be coded as TW (student withdrawal) and 'F' grades, TF (student failed course). Passing grades will be transcribed without notation. Transfer students must meet the one-semester, 15 hours residency requirement to qualify for an associate's degree.

**NOTE:** All documents such as transcripts should be mailed directly to the Office of the Registrar/Director of Admissions, 602 West Hill Street, Fulton, MS 38843 from the originating institution. In unusual or emergency situations, faxed documents may be accepted with prior approval by the Registrar/Director of Admissions.

- Faxed transcripts cannot be accepted as official documents.
- Military and foreign documents may not be faxed.
- Proof of Residence may be faxed or emailed.

## **HOME SCHOOL ADMISSION**

Home-schooled graduates will be considered for admission if they have:

1. Completed the required number of high school units to graduate in their state of residence at the time of graduation. If there are specific courses required for high school graduation, the student must have satisfactorily completed these courses.
2. The transcript must clearly display the following information and must be mailed by the preparer directly to the College's Registrar/Director of Admissions:
  - a. Student's name (first, middle, last) and date of birth.
  - b. For each course completed, include the following:
    - 1) Specific course title
    - 2) Units of credit for each

- 3) Time frame for semester in which completed
  - 4) Grade received
  - 5) Description of grading system used such as a grade scale or grade key
  - 6) Graduation date (month/day/year) indicating completion of secondary school education.
3. The administrator is the person who organized, taught and evaluated coursework. If the home school administrator is not the parent named in item 5, include the name of the home school administrator.
  4. The transcript must have the following statement, or one very similar, above the parent signature line described in item 5:  
*I, the undersigned, do hereby solemnly attest that this student has completed a secondary school education in a home-school setting on the date indicated and under the laws governing the state and county in which the home schooling occurred.*
  5. The transcript must have the name and address of parent or legal guardian with a space for his/her signature. The transcript is to be signed in the presence of the Notary Public (see item six below).
  6. The transcript must be notarized to include:
    - a. Notary Public signature
    - b. Printed name
    - c. Date
    - d. State/County
    - e. Date commission expires
  7. Home-schooled graduate must have a minimum composite ACT score of 16 or equivalent SAT score, documentation of a passing score on the high school equivalency test or present a portfolio of documents showing the applicant's readiness for college-level classwork. The Enrollment Committee will review the submitted documents provided and use them to determine admission eligibility. If the information submitted does not provide adequate information for the committee to make a decision on eligibility, an achievement test covering basic high school skills will be administered.
  8. Home-schooled students must satisfy all other admission requirements pertaining to academic, technical or career programs of study.

If assistance is needed in creating a home school high school transcript, the following website may be helpful: [www.hslda.org](http://www.hslda.org).

## **NON-ACCREDITED HIGH SCHOOL ADMISSION**

Students who graduate from a high school not accredited by the appropriate state or regional accreditation association must do the following in order to meet admission requirements.

1. Completed the required number of high school units to graduate in their state of residence at the time of graduation. If there are specific courses required for high school graduation, the student must have satisfactorily completed these courses.
2. The transcript must clearly display the following information and must be mailed by the preparer directly to the College's Registrar/Director of Admissions:
  - a. Student's name (first, middle, last) and date of birth.
  - b. For each course completed, include the following:
    - 1) Specific course title
    - 2) Units of credit for each
    - 3) Time frame or semester in which completed
    - 4) Grade received
    - 5) Description of grading system used such as a grade scale or grade key
    - 6) Graduation date (month/day/year) indicating completion of secondary school education.
3. Non-accredited high school graduates must have a minimum composite ACT score of 16 or equivalent SAT score, documentation of a passing score on the high school equivalency test or present a portfolio of documents showing the applicant's readiness for college-level classwork. The Enrollment Committee will review the submitted documents provided and use them to determine admission eligibility. If the information submitted does not provide adequate information for the committee to make a decision on eligibility, an achievement test covering basic high school skills will be administered.
4. Non-accredited high school students must satisfy all other admission requirements pertaining to academic, technical or career programs of study.

## **SPECIAL ADMISSION**

### **Conditional Students Admission**

The Registrar/Director of Admissions may allow provisional admission for those students lacking admission documents (application, ACT score and transcript) for the first 10 days of each semester. Students failing to provide the required document by the 10-day deadline will be notified. Those students who do not comply will:

- Have transcript placed on “hold” until all requirements have been fulfilled.
- Not be permitted to register for succeeding semesters until all admissions have been fulfilled.
- Not be eligible for financial aid.

Students receiving veteran’s assistance benefits will be allowed only the first 10 days of the semester to fulfill these requirements.

### **INTEGRATED CAREER PATHWAY PROGRAM ADMISSION**

Students who have not satisfied requirements for a standard high school diploma or have not passed an acceptable high school equivalency test may be admitted to an Integrated Career Pathway Program.

Students must:

- Submit a high school transcript.
- Successfully complete a federally-approved Ability to Benefit Test.
- Be at least 17 years of age.

The Integrated Career Pathway Program integrates a career program, Adult Education and skills training.

### **DUAL ENROLLMENT**

Current high school students may enroll at Itawamba Community College and their high school simultaneously provided the following requirements are met:

- A minimum of 14 high school core Carnegie units.
- A 2.5 grade point average or better on a 4.0 scale on all high school courses as documented by an official high school transcript or a minimum composite ACT score of 16.
- An unconditional written recommendation from the high school principal and/or guidance counselor. The unconditional recommendation should verify that the student is academically prepared and has the maturity and self-discipline required to benefit from this type of program. A home-schooled student must submit written recommendation from a parent, legal guardian or custodian.
- Students without 14 core Carnegie units may be admitted to the dual enrollment program with a minimum of an overall 3.0 GPA on all high school courses and a minimum composite ACT score of 21 or the equivalent SAT score.
- Dually-enrolled students must follow ICC admission and placement procedures.
- Dually-enrolled students are required to pay full tuition and fees.

## **DUAL CREDIT ENROLLMENT\***

Current high school students may enroll at Itawamba Community College and simultaneously receive credit at their high school per an agreement between the College and the high school.

### **REQUIREMENTS**

- Minimum 14 high school core Carnegie units with a minimum 2.5 grade point average
- Minimum ACT composite score of 16
- Application for admission completed and signed
- Letter of recommendation completed and signed by high school principal or guidance counselor
- High school transcript signed by high school principal or guidance counselor
- Payment of \$100 per course (Itawamba Community College will provide a scholarship for the remainder of tuition and fees in approved classes.)
- Follow placement procedures for classes based on sub scores of the ACT and/or ACCUPLACER as outlined in the ICC *Catalog*.
- Maintain a minimum grade of 'C' on each dual credit course
- Textbooks available by first day of class. (Textbooks and supplies are the responsibility of the student and/or the high school.)

\*Students interested in dual credit should contact their high school counselor prior to enrollment at Itawamba Community College for specific guidelines regarding dual credit requirements. **At least 20 students must be enrolled in each dual credit class.**

### **EARLY ADMISSION**

Students seeking Early Admission are required to meet the following:

- Have completed a minimum of 14 core high school units.
- Have 3.0 grade point average on a 4.0 scale or better on all high school courses as documented by an official high school transcript.
- Have an unconditional written recommendation from their high school principal and/or guidance counselor.
- Have a minimum ACT composite score of 26 or the equivalent SAT score; and
- Have a written recommendation from the principal or guidance counselor that an early submission is in the best interest of the student and that the student's age will not prevent him/her from being successful.
- Required to pay full tuition and fees.

**NOTE:** Grades and college credits earned may be released only after the student has completed one full semester.

## **INTERNATIONAL STUDENTS ADMISSION**

Based on this institution's mission statement, foreign students will be admitted to Itawamba Community College only if they can prove such ties to the College's five-county district as being a family member of an area resident, being a foreign exchange student in a district high school or being recruited as an athlete.

In addition to completing all requirements for admission to Itawamba Community College, international students must meet these additional requirements:

- Pass the English Equivalent Test (TOEFL) with a score of 500 or higher; or pass the Internet-based TOEFL Test with a score of 61 or higher; or pass the Computer-based TOEFL with a score of 173 or higher.
- Provide translated financial statement from a sponsor along with declaration of financial support.
- Provide translated proof of medical insurance coverage.
- Provide translated records of two vaccinations for measles, mumps and rubella and provide evidence of vaccination for hepatitis.
- Provide results of an Interferon Gamma Release Assay (IGRA) (a blood assay for Mycobacterium tuberculosis; i.e., QuantiFERON TB Gold® or T-Sport® and a chest x-ray performed within two months prior to beginning class. The blood assay and x-ray must be performed in the United States. (Students with signs or symptoms of TB or an abnormal x-ray will not be allowed to attend class without clearance from the Health Department.) Students are responsible for all costs associated with the tuberculosis screenings.
- Provide a transcript certified by WES credential services to the Registrar/Director of Admissions by July 15 for the fall semester admission or November 15 for spring semester admission.

**NOTE:** J1 status (Au Pair) international students may submit an official J1 Cultural Exchange Visa and documentation of approved status by the U.S. goAUPAIR Department rather than certifying transcripts through WES credential services.

**NOTE:** An I20 will be issued when admission requirements are met.

**NOTE:** Undocumented international students currently residing in the United States must prove ties to the College's five-county district in order

to meet admission requirements. These ties are the same as those stated for the admission of international students. Undocumented students will be billed at the out-of-country tuition rate and will have to meet standard admission requirements.

**NOTE:** If the high school or college previously attended by an undocumented student is outside the United States, the transcript submitted to Itawamba Community College must be certified by WES credential services.

### **FORMER STUDENTS ADMISSION**

A student, who for any reason has remained out of college for one semester, excluding the summer semester, must apply for readmission. An updated application, together with official transcripts of each college attended since last attending Itawamba Community College, must be forwarded to the Registrar/Director of Admissions.

### **SENIOR CITIZENS ADMISSION**

Senior citizens (age 65 or older) as well as retirees of the Mississippi Public Employees Retirement System (regardless of age) are admitted tuition-free to classes on a space-available basis. However, they assume responsibility for fees, purchase of books and materials.

### **SPECIAL STUDENTS ADMISSION**

Adults (18 years of age or older) who are not eligible for regular admission may be admitted as special students to courses which are not classified as academic transfer and may complete a maximum of 12 semester hours. Financial aid is not available to students under special student admission.

### **TRANSIENT STUDENTS ADMISSION**

Transfer students who wish to attend one or both summer sessions at Itawamba Community College and then re-enter the college last attended the next regular session may do so by completing the following:

- File an application for admission with the Registrar/Director of Admissions, and
- File an official transcript or letter of good standing with the Registrar/Director of Admissions.

Students should also secure permission from the dean of the school or the university to which they will be returning to ensure that school's acceptance of credit earned at Itawamba Community College.

# COLLEGE FEES AND FINANCIAL AID

## INTRODUCTION

Itawamba Community College is a public tax-supported institution. Every effort will be made to keep fees and expenses in accordance with the cost stated in this section; however, the College reserves the right to institute increases should it become necessary. Tuition and all applicable fees are payable at the time of open registration or by the payment deadline for students who take advantage of the early registration process. The payment deadline for each term is specified on the College's website under "Registration Information." Meal cost for resident students may be paid according to the published schedule; however, the resident students are required to purchase a meal ticket. Students who qualify for the Deferred Payment Plan may use this plan as outlined under Payment of Fees and Expenses. Full-time refers to students taking 12 plus hours per semester and part-time, to students taking one-to-11 hours per semester.

<b>Board (Per Semester)</b>	15-Meal Plan .....	\$900
	19-Meal Plan .....	\$1,100

(Payable one-third at the end of registration, one-third at the end of six weeks, one-third at the end of 12 weeks.)

<b>Fees and Expenses (Per Semester)</b> .....	Tuition
In-District (Full-Time) .....	\$1,450
Out-of-District (Full-Time) .....	\$1,450
Out-of-State (Full-Time) .....	\$2,550
Out-of-Country (Full-Time) .....	\$2,650
Overload fee for More than 21 hours .....	\$140 per semester hour
Part-Time Less than 12 hours (Resident) .....	\$140 per semester hour
Part-Time (Out-of-State or Out-of-Country) .....	\$240 per semester hour

## **Residence Halls (Per Semester)**

Chickasaw Hall .....	\$850
Itawamba Hall .....	\$850
Lee Hall .....	\$850
Monroe Annex .....	\$850
Monroe Hall .....	\$800
Pontotoc Hall .....	\$800
Sheffield Hall .....	\$800

### Special Fees (Per Semester)

Audit Fee .....	\$140 per semester hour
I.D. Card/I.D. Activation (Full-Time) .....	\$20
eLearning Fee .....	\$10 per semester credit hour
Late Registration Fee .....	\$15
Music Fee - Private Lessons .....	\$140 per half hour
Registration Fee .....	\$50
Technology Fee .....	\$5 per hour, Max \$60
Course Materials Fee .....	\$30 – Up
Program Fee (Some Career Technical Programs) .....	\$100 – Up

### Special Fees (Per Use)

Challenge Examination Fee .....	\$25
Graduation Fee (For Students Participating in the May Ceremony) .....	\$30
Replacement of I.D. Card .....	\$20
Returned Check Fee .....	\$30
Transcript .....	\$10
Transcription Fee (Challenge Exam) .....	\$20 per semester credit hour
Vehicle Registration (Each Decal) .....	\$20

### PAYMENT METHODS

Payment of fees or arrangements for the payment of fees in accordance with college regulations shall be due on or before the last day of registration. Students will be informed of the specific due date in the respective schedule publication and on all statements. In special hardship cases where fees cannot be paid at registration, the College Deferred Payment Plan as outlined below might be used. Approval for the use of the Deferred Payment Plan must be obtained from the Business Manager. The Deferred Payment Plan is described as follows:

- **Students receiving grants, loans or scholarships** may defer one-half of the amount not covered for tuition, room fees and meal cost for the first pay period.
- **Students who do not receive grants, loans or scholarships** may defer one-half of their fees for tuition, room and meal cost for the first pay period.

Students who wish to use the Deferred Fee Plan shall complete the following:

- Complete application for grant, loan or scholarship (application for financial aid should be made at least 10 weeks before date of registration);
- Present evidence to justify that a financial hardship exists.

**NOTE:** A fee of \$5 will be charged for this service.

Payment of Deferred Fees shall be made by the end of the first six weeks of the semester. Students will be required to sign a Deferred Fee form, which constitutes a legal note and binds the student to repay the fees.

Students who do not pay fees by the due date:

- Could be terminated as a student.
- Will not receive a transcript.
- Will not be allowed to register for succeeding semesters until fees are paid; and
- Will be subjected to the legal process for the collection of fees.

**Payment procedures for Deferred Fees are as follows:**

- Payment is due on or before date shown on Deferred Fee Form (not later than end of the first six weeks).
- The Business office will bill students at their home address at least two weeks prior to the date shown on the note.
- Students not paying fees by the due date will be dropped from classes. The Business office will send a list of students owing fees to the Student Affairs office where the “Drop Slip” will be initiated.

**NOTE:** Deferred Payment Plan is not for use in evening programs or summer school.

**REFUND POLICY**

**Academic and Career and Technical Degree Refunds**

Should a student complete all of the steps for official withdrawal, refund of tuition, audit fees and music fees will be made on the following basis. All other fees are non-refundable.

**Full-Term (15 weeks)**

Tuition for a class (if college cancels class) .....	100 percent
Tuition (withdrawal on or before last day of registration).....	85 percent
Withdrawal during the second week of classes .....	70 percent
Withdrawal during the third week of classes .....	50 percent
Withdrawal during the fourth week of classes.....	25 percent
After the fourth week.....	No Refund

**Room Fee**

First week of classes .....	85 percent
Second week of classes.....	70 percent
Third week of classes .....	50 percent
Fourth week of classes.....	25 percent
After fourth week.....	No Refund

**Room Deposit**

After August 15 ..... All not assessed for damages or key

**Board** (from date of withdrawal from residence hall except for the last two weeks of the semester) ..... Unused portion

**All tuition and fees** (for a student whose registration is cancelled by official college action within one week of the beginning of a term) ..... 100 percent

**Accelerated Term Refunds**

Refunds will be calculated on the percentages shown for Full-Term using a ratio of class meetings for four- and eight-week terms to full-term (15 weeks).

**Career and Certificate Refunds**

Refunds will be computed on a daily basis prorated to the number of days required for the course.

**FINANCIAL AID PROGRAMS**

**NOTE: Financial aid regulations are constantly changing. Contact the ICC Financial Aid office for the latest information.**

Itawamba Community College believes that no qualified student should be denied an education because of financial need. Therefore, through various combinations of scholarships, grants, loans and campus employment, Itawamba Community College provides a comprehensive plan to assist students who establish a definite need.

If a student is interested in study abroad, he/she may be eligible for financial aid if the Vice President of Instructional Services of Itawamba Community College approves the study abroad credit.

**Application:** The Free Application for Federal Student Aid (FAFSA) is the application for federal grants, loans and Work-Study. Students must complete the FAFSA at [www.fafsa.gov](http://www.fafsa.gov) and submit all required documentation to be considered for any type of aid at ICC. All applicants must also have applied for admission as a regular student at Itawamba Community College.

**Priority Deadline for Fall Processing:** In order to have their financial aid completed in time for fall semester registration, students must file the FAFSA and submit all required documentation prior to June 1. This does

not mean that documentation cannot be submitted after June 1, but it does mean that processing may be delayed due to volume.

### **Federal Programs**

[www.studentaid.ed.gov](http://www.studentaid.ed.gov)

<http://www.iccms.edu/financialaid>

For more information on ICC's Financial Aid programs, visit the links listed above for detailed, up-to-date information on the programs in which the College participates.

### **State Financial Aid Programs**

<http://www.mississippi.edu/riseupms>

<http://www.iccms.edu/financialaid>

For more information on state programs, contact Mississippi Student Financial Aid, 3825 Ridgewood Road, Jackson, MS 39211-6453; call 1.800.327.2980 or visit the links listed above.

### **County Guaranteed Tuition Programs**

<http://www.iccms.edu/financialaid>

Benton, Calhoun, Chickasaw, Itawamba, Lafayette, Lee, Monroe and Pontotoc counties offer tuition assistance for those students who do not qualify for enough financial aid to pay the cost of tuition. For more information and applications for County Tuition Grants, visit the link listed above.

### **Payment Schedule**

<http://www.iccms.edu/financialaid>

Each of the financial aid programs disburses at varying intervals throughout the semester. Financial Aid Payment schedules can be found at the link above.

### **Office for America's Veterans**

<http://www.iccms.edu/financialaid>

ICC is a Yellow Ribbon School proudly serving America's Veterans and dependents! Information on education benefits available to Veterans and Service members can be found under Veterans Education Benefits at the link listed above or by calling 1.888.GIBILL1.

## **Consumer Information and Other Required Disclosures**

<http://www.iccms.edu/financialaid>

Itawamba Community College is required to distribute to all enrolled students and current employees a notice of the availability of certain information as required by the Higher Education Act and the U.S. Department of Education. All of those required notifications under Financial Aid Policies have been consolidated at the link listed above. A paper copy can be provided by submitting a request to the Financial Aid office on either the Fulton or Tupelo campus.

### **Incomplete Status Policy**

An Incomplete Status may be established when a student documents the inability to complete course work due to medical, legal or personal hardships, or in the case of military deployment. Approved Incomplete Status will result in the grade of (I) for the duration of the time specified on Request for Incomplete form. Written documentation must be provided to the dean's office prior to the completion of a term. Documentation may include, but is not limited to, personal medical documents, automobile accident reports, legal proceeding documents, loss of residence causing homelessness, military deployment or medical documentation showing caretaker responsibilities to an immediate family member. If documentation is not received prior to the last day of class in the term, the student will receive the grade earned on work completed. The instructor has the authority to establish a deadline for completion of all course work no later than the end of the semester. If no deadline is given on the Request for Incomplete form, the date of March 15 is used for courses taken in the fall semester and October 15 for courses taken in the spring semester or summer session. Work still incomplete at the time of the deadline will be assigned a grade of zero, and the student's grade will be recorded as earned. It is the student's responsibility to contact the instructor about completing course work and meeting established deadlines. While an Incomplete (I) grade is posted, it is computed the same as an "F" grade in the student's GPA. Students should consult the Financial Aid office regarding any impacts to federal financial aid. The dean filing the Incomplete Status form will provide a copy of the form and last date of course activity (LDA) to the Financial Aid Director and Registrar's office. A student granted Incomplete Status who has completed 60% or more of their coursework is not to be considered withdrawn and no return of Title IV calculation is required. If a student has completed less than 60% of the coursework when the Incomplete Status is assigned may still complete their coursework, but the student is considered to have ceased attendance from the institution for the term and a Title IV return of funds calculation is required if the student received federal aid.

## Treatment of Title IV Aid When a Student Withdraws

<http://www.iccms.edu/financialaid>

The Financial Aid office does not recommend that students withdraw from a class; however, it does recognize that there are sometimes extenuating circumstances that merit withdrawal. If that is the case, students should be familiar with the following policies that may affect financial aid. Each of these can be found at the link above under Financial Aid Policies.

- Refund Policy/Return of Title IV Funds
- Payment of Fees and Expenses and Refund Policy
- Satisfactory Academic Progress Policy (SAP Policy)
- Satisfactory Academic Progress Policy (Health Science Programs SAP Policy)
- Student Rights and Responsibilities

## SCHOLARSHIP PROGRAM

Itawamba Community College offers a large number of academic achievement-based scholarships. The following is a list of these scholarships along with the criteria for eligibility. Inquiries concerning these scholarships should be made to the Financial Aid office. Applications for scholarships may be submitted at any time; however, applications on file by July 1 of each year will be given priority. Application deadline for the school year is the first day of classes for the fall semester each year.

The dollar amounts listed below are two-year totals and are awarded for a maximum of four semesters unless otherwise indicated.

### Academic

- **Valedictorian/Salutatorian** (#1 and #2) .....\$12,600 (\$3,150 per semester). Students must be ranked first or second out of a high school class of 10 or more. This scholarship covers the cost of tuition, room and board (if applicable).
- **Presidential: 28+ ACT or National Merit Finalist** .....\$12,600 (\$3,150 per semester). This scholarship covers the cost of tuition, room and board (if applicable).
- **Dean's: 24-27 ACT or National Merit Semifinalist** .....\$5,800 (\$1,450 per semester). This scholarship covers the cost of tuition.
- **Academic Excellence: 22-23 ACT** .....\$2,900 (\$725 per semester). This scholarship covers half the cost of tuition.
- **Merit Award: 18-21 ACT** .....\$2,000 (\$500 per semester for two semesters or \$250 per semester if enrolled part-time).

**Adult Learner Incentive**.....\$1,000  
(\$500 per semester for two semesters or \$250 per semester if enrolled part-time).

The Adult Learner Incentive Scholarship is designed to provide an incentive for new or returning students, age 23 or older, not enrolled in college for the previous two years (not including summer), to pursue a degree at Itawamba Community College. Criteria for selection include enrollment in a minimum of twelve semester hours (scholarship can be reduced to \$250 per semester for part-time status), meeting admission requirements and in good standing with ICC. The scholarship cannot be combined with other ICC institutional scholarships. The deadline for application is the first day of classes for the fall and spring semesters. The application is available at [www.iccms.edu](http://www.iccms.edu).

**Early Career Education**

- **Career and Technical** .....\$5,800  
(\$1,450 per semester). Students must enroll in one of ICC's Career and Technical Education programs and be a first-place state or national winner in a nationally-affiliated career student organization.
- **Career Incentive**.....\$2,900  
(\$725 per semester). Students must enroll in one of ICC's Career and Technical Education programs and be a second- or third-place state or national winner in a nationally-affiliated career student organization.

**Activity Achievement**.....\$200  
(\$50 per semester). Students with a full-tuition scholarship are not eligible. Students must complete the activity scholarship form.

**NOTE:** No scholarship listed above may be packaged together with the exception of the Activity Achievement scholarship. The duration of these scholarships will be for four consecutive semesters unless otherwise indicated beginning with the student's first semester of enrollment. These scholarships will be awarded in the amount of one-fourth each semester unless otherwise indicated and renewable contingent upon the recipient's completing a minimum of 15 hours with a minimum 3.0 GPA for the first semester. Recipients must also complete a minimum of 30 consecutive hours by the end of their second semester and 45 cumulative hours by the third semester with a 3.0 or better cumulative GPA to continue their scholarship each semester. If a scholarship recipient drops below 15 semester hours during the first six weeks of the semester, his/her scholarship will be forfeited for the current semester as well. Total Institutional

Scholarship awards may be used for tuition and room/board, if applicable. ACT, Academic, Career Incentive and Activity scholarships are considered institutional scholarships from Itawamba Community College and are subject to the administrative policies of the College concerning institutionally-funded scholarships. **An application for admission must be completed in order to finalize scholarship awards.**

**Additional Scholarships Competition** - These scholarships are awarded by the coaches or sponsors to qualified students who have special skills, talents or abilities. Most will require auditions, interviews or the submission of material for selection. Interested applicants should contact the appropriate coach or sponsor for details.

**Foundation** - The following scholarships are established and funded for ICC students by individuals, businesses, industries or organizations. The criteria and dollar amount for these scholarships vary according to the donations and specifications of the donor. Students must be enrolled in 15 hours at Itawamba Community College to receive Foundation scholarships. Interested applicants should read the requirements and application procedures for each scholarship. Deadline for application for Foundation scholarships is April 1.

#### **Alvin Ashmore Endowed Pharmacy Scholarship**

First Choice Bank of Pontotoc has established this scholarship in memory of long-time director, Alvin Ashmore, a respected and admired pharmacist in Pontotoc. Mr. Ashmore had a strong belief in education and a desire to give back to the community. The scholarship is for sophomores from Pontotoc County who are enrolled in the pre-pharmacy program at Itawamba Community College. If there is not a qualified candidate from Pontotoc County, other qualified applicants can be considered. Full-time students who have financial need and at least a 3.0 grade point average are eligible to apply.

#### **Anson Aven Memorial Endowed Scholarship**

Family and friends have established this scholarship in memory of Anson Aven, who dedicated his professional career in the TIS department at ICC to students, faculty and staff. The Anson Aven Memorial Endowed Scholarship provides a scholarship to a TIS workstudy student, a computer field of study or a student with exceptional need. Full-time students who have financial need and a 2.0 grade point average are eligible to apply for the scholarship for one year. Interested applicants should complete the online Foundation application by April 1.

### **AT&T Endowed Scholarship**

The AT&T Endowed Scholarship was established as part of a strategic AT&T initiative to enhance educational opportunities for Mississippians. Selection will be based on academic potential and financial need together with a 2.5 GPA. The recipients must be full-time students who maintain a 2.5 GPA in order to retain eligibility for the scholarship.

### **Honorable Sharion R. Aycock Endowed Scholarship**

The Honorable Sharion R. Aycock Endowed Scholarship was established by her family and friends in recognition of her loyal dedication to the residents of Northeast Mississippi. It provides a scholarship each year to a student from the First Judicial District of Mississippi as well as the ICC District which includes the counties of Lee, Itawamba, Monroe, Pontotoc, Alcorn, Prentiss, Tishomingo and Chickasaw. Students applying for the scholarship are required to be in the English, political science or history major of study and must have a stated intent to pursue a law degree. They must have and maintain a minimum 3.0 GPA. It is also necessary for the applicant to have demonstrated a commitment to public service or community service (i.e., Boy Scouts, Girl Scouts, Boys and Girls Club, church, litter cleanup, food pantry, etc.). Interested applicants should complete the online Foundation application by April 1.

### **Donald A. Baker Endowed Scholarship**

The Donald A. Baker Endowed Scholarship was established by his family and friends to commemorate his 80<sup>th</sup> birthday and recognize his 30 years of service to Itawamba Community College. Mr. Baker's service includes more than 20 years as a member of the ICC Board of Trustees and more than 25 years as a member of the ICC Foundation Board. Full-time students from Monroe County who have financial need and who demonstrate potential for success in college are eligible to apply for the half-tuition scholarship. Interested applicants should complete the online Foundation application by April 1.

### **BellSouth Endowed Scholarship**

The BellSouth Scholarship was established as part of a strategic BellSouth initiative to enhance educational opportunities for Mississippians. Three scholarships of \$500 annually (\$250 per semester) are designated for qualified recipients. Selection will be based on academic potential and financial need together with a 2.5 GPA. The recipients must be full-time students who maintain a 2.5 GPA in order to retain eligibility for the scholarship. Interested applicants should complete the online Foundation application by April 1.

### **W.O. Benjamin Memorial Endowed Scholarship**

Alumni and friends have established this scholarship in memory of Dr. W.O. Benjamin, president of Itawamba Community College from 1972 to 1992. Full-time students with a 3.0 grade point average are eligible to apply for a half-tuition scholarship, renewable for up to four semesters. Potential for success in college and financial need will be considered in the selection process. Interested applicants should complete the online Foundation application by April 1.

### **W.E. Boggs Endowed Scholarship**

Alumni and friends have established this scholarship in honor of W.E. Boggs, who served in positions of leadership, including that of interim president, at Itawamba Community College for 30 years. Full-time students who possess a 3.0 grade point average are eligible to apply for this scholarship which is renewable for up to four semesters. Potential for success in college and financial need will be considered in the selection process. Interested applicants should complete the online Foundation application by April 1.

### **Tim Bowens Endowed Scholarship for Excellence**

The Tim Bowens Endowed Scholarship for Excellence is awarded to a graduate of Okolona High School. The selected student must have a regular high school diploma with a minimum of 2.0 grade point average. The award, which will be based on financial need, will be for a maximum of four semesters. In addition, the recipient must pass 24 hours and maintain a minimum grade point average of 2.0 at the end of two semesters. Deadline for application is April 1.

### **Twila Brown Memorial Endowed Scholarship**

Larry Brown and his family have established this scholarship in memory of his wife, Twila. As an educator for 40 years, she taught, inspired and loved her students. The Twila Brown Memorial Endowed Scholarship will be awarded to a rising sophomore in the English or Spanish education field. The applicant must be a full-time student from Itawamba County, possess a 3.0 GPA and plan to attend a university after graduating from ICC. In addition, the applicant must submit a 250-word essay on “Why I Want to Be a Teacher.” Interested applicants should complete the online Foundation application by April 1.

### **Pearl Markham Burch Memorial Endowed Scholarship**

This scholarship was established in memory of Mrs. Pearl Markham Burch by Mr. Clovis Burch so students could be afforded the same opportunity Mrs. Burch had to excel in school. The recipient must be a health science

major and maintain a 2.5 GPA. Full-time students are eligible to apply for this scholarship which is renewable for up to four semesters.

### **Dr. Thomas and Martha Bourland Burch Endowed Scholarship**

Dr. and Mrs. Thomas Burch of Baton Rouge, Louisiana have established this scholarship in memory of their parents. The scholarship provides tuition assistance for a student majoring in agriculture, library science or education. Potential for success in college and financial need will be considered in the selection process. The recipient must be a full-time student and maintain a 2.5 or better GPA. Interested applicants should complete the online Foundation application by April 1.

### **John and Beth Cleveland Endowed Scholarship**

John and Beth Cleveland have established this endowed scholarship to provide educational opportunities to deserving students who seek to further their education at Itawamba Community College. The Clevelands, who are Itawamba County natives, attended ICC where they participated in intercollegiate athletics and pursued majors in the fields of engineering and math and science education. This scholarship, which is for a maximum of four semesters, provides assistance for a full-time student majoring in math, science or engineering field of study. Potential for success in college and financial need will also be considered in the selection process. The recipient must maintain a 3.0 grade point average in order to retain the scholarship. Interested applicants must complete the online Foundation application by April 1.

### **Dana Grissom Cockrell Memorial Endowed Scholarship**

The family of Dana Grissom Cockrell has established this scholarship in her memory. The recipient must be an Itawamba County resident in a medical-related field, a full-time student and maintain a 2.5 grade point average or higher. Priority consideration is given to students who do not qualify for financial aid, but who have demonstrated need. Interested applicants should complete the online Foundation application by April 1.

### **David and Betty Cole Endowed Scholarship**

Rick and Penny Spencer established this scholarship in honor of Dr. and Mrs. David C. Cole, serving respectively as President and "First Lady" of Itawamba Community College from 1993-2013. Full-time students who possess a 3.0 grade point average are eligible to apply for the half-tuition scholarship, renewable for up to four semesters. Potential for success in college and financial need will be considered in the selection process. Interested applicants should complete the online Foundation application by April 1.

### **Jimmie Uval and Hilda Crane Memorial Endowed Scholarship**

The Crane family has endowed this scholarship in memory of Jimmie Uval Crane, one of the founders of F.L. Crane and Sons, Inc. in Fulton, and his wife, Hilda. The Cranes loved children and always wanted to help them better their lives. To continue their efforts, their family established this scholarship for a full-time student with a 2.5 grade point average. The student must maintain at least a 2.5 GPA to retain his or her eligibility for the scholarship. Potential for success in college and financial need will be considered in the selection process. Interested applicants should complete the online Foundation application by April 1.

### **John S. Crubaugh Memorial Endowed Scholarship**

Alumni and friends have established this scholarship in memory of John S. Crubaugh, President of Itawamba Community College from 1960 to 1972. Full-time students with a 3.0 grade point average are eligible to apply for this scholarship, renewable for up to four semesters. Potential for success in college and financial need will be considered in the selection process. Interested applicants should complete the online Foundation application by April 1.

### **Troy York Crubaugh Memorial Endowed Scholarship**

John and Dianne Crubaugh established this scholarship in memory of Troy York Crubaugh, the wife of John S. Crubaugh, the President of Itawamba Community College from 1960-72. Full-time students with a 3.0 grade point average are eligible to apply for this endowed scholarship which is renewable for up to four semesters. Potential for success in college and financial need will be considered in the selection process.

### **Dexter Digby Scholarship**

This scholarship, which is given by the family and friends of Dexter Digby, will be awarded annually to a freshman from Itawamba County.

### **Carolyn Franks Memorial Endowed Scholarship**

The Franks family and friends have established this scholarship in memory of Ms. Carolyn Franks. Full-time students who possess a 2.0 grade point average are eligible to apply for this scholarship for one year. Potential for success in college and financial need will be considered in the selection process. The family established the scholarship in Ms. Franks' memory because of her lifelong love of education.

### **Fulton Lion's Club Endowed Scholarship**

Given by the Fulton Lion's Club, this scholarship is awarded annually to a student from Itawamba Agricultural High School who enrolls at ICC. The

recipient, who is selected by the Education Committee of the Fulton Lion's Club and the Itawamba Agricultural High School Scholarship committee, must be in good standing.

### **Ann Stubblefield Gibbs Endowed Honorary Scholarship**

Mr. T.C. Gibbs has established this scholarship in honor of his wife, Ms. Ann Stubblefield Gibbs, because of her lifelong dedication to education. The scholarship provides assistance for a student majoring in education at Itawamba Community College. Potential for success in college and financial need will also be considered in the selection process. The recipient must maintain a 2.0 GPA in order to retain the scholarship.

### **Dorothy W. Gibbs Memorial Endowed Scholarship**

Mr. T.C. Gibbs of Tupelo has established the Dorothy W. Gibbs Memorial Endowed Scholarship to honor the memory of Mrs. Dorothy White Gibbs, who dedicated much of her life to educating others. The scholarship is awarded to an education major who aspires to excellence as a classroom teacher. Potential for success in college and financial need will also be considered in the selection process. The recipient must maintain a 2.5 grade point average in order to retain his or her eligibility for the scholarship.

### **Chris Hayden Memorial Endowed Scholarship**

Family and friends have established this scholarship in memory of Chris Hayden for an art student at ICC. The family established this scholarship so that students could be afforded the same opportunity Chris had to excel in school. This scholarship is awarded to an art student with a 2.0 grade point average. Full-time students who have financial need and potential for success in college are eligible to apply for the scholarship for one year.

### **Wilson L. and Wanda Heering Memorial Endowed Scholarship**

The Herring family and friends have established this scholarship in memory of Mr. Wilson L. Heering, who served as an employee of Mueller Brass Corporation for some 54 years, and his wife, Wanda. Full-time students who are employed with Mueller Brass of Fulton or are children or grandchildren of a Mueller Brass employee and possess a 2.5 grade point average are eligible to apply for this scholarship for one year. Potential for success in college, financial need and a 150-word essay on the topic, "Why this scholarship is important to you," will be considered in the selection process. The family established the scholarship in the Herrings' memory because of their lifelong love of learning. The essay should be emailed to [foundation@iccms.edu](mailto:foundation@iccms.edu).

### **Herrick Foundation Endowed Scholarship**

The Herrick Foundation Scholarship Endowment Fund was established to provide opportunities for deserving students to further their education at Itawamba Community College. Scholarships will be awarded to students who demonstrate academic merit and financial need. Preference may be given to adult learners (those who are 21 years of age or older and/or those who have been out of high school for one or more years) who have the least financial resources available from private and public sources. Recipients must earn at least a 2.75 grade point average for the first semester of the award and a cumulative 3.0 grade point average thereafter in order to continue to receive the scholarship for up to four semesters.

### **Dorothy Hobson Endowed Scholarship**

Mrs. Dorothy Hobson established this scholarship for a student who has demonstrated a commitment to community service and is a graduate of an Itawamba County high school and/or resident of Itawamba County. The student must maintain a 2.0 GPA and full-time status. Potential for success in college and financial need will be considered in the selection process.

### **Dr. Marshall E. Hollis Endowed Pharmacy Scholarship**

Dr. Marshall E. Hollis endowed this scholarship for sophomores enrolled in the pre-pharmacy program at Itawamba Community College. Full-time students who have financial need and a 3.0 grade point average are eligible to apply for this scholarship, which is awarded for one year.

### **Ernest and Jamie Joyner Adult Learner Endowed Scholarship**

Ernie and Jamie Joyner have established this scholarship because of their passion for education and their desire to provide an opportunity for adult learners to attain their dreams. The scholarship is for adult learners who are beginning their college career and who meet the following criteria: Mississippi resident, full-time or part-time student and maintain a 2.0 grade point average at Itawamba Community College.

### **Ernest and Jamie Joyner Annual Scholarship**

Ernie and Jamie Joyner have established the Ernie and Jamie Joyner Annual Scholarship because of their interest in education and to give adult learners an opportunity to improve their lives through education. The adult learner applicant must meet the following criteria: Mississippi resident, full- or part-time student who maintains a 2.0 grade point average at Itawamba Community College.

### **Tommy and Natalie Kline Endowed Scholarship**

Tommy and Natalie Kline established this scholarship to assist any deserving full-time student with financial need.

### **Land Bank of North Mississippi Annual Scholarship**

The Land Bank of North Mississippi has established the Land Bank of North Mississippi Annual Scholarship to provide scholarships for students in the areas of agriculture, forestry, business and industry. The recipients of the Mississippi Land Bank scholarship shall be students in good standing; be full-time students enrolled in agriculture, forestry, business or business administration; have demonstrated academic achievement and be of good moral character with demonstrated leadership ability. Preference shall be given to students who are children or grandchildren of current stockholders of the Mississippi Land Bank and to students from Alcorn, Attala, Benton, Bolivar, Calhoun, Chickasaw, Choctaw, Clay, Coahoma, DeSoto, Itawamba, Lafayette, Lee, Lowndes, Marshall, Monroe, Noxubee, Oktibbeha, Panola, Pontotoc, Prentiss, Quitman, Sunflower, Tallahatchie, Tate, Tippah, Tishomingo, Tunica, Union, Webster, Winston and Yalobusha counties. Scholarships are awarded on a year-to-year basis. Students who are recipients one year are eligible for consideration in any other year; however, they must again comply with the selection criteria.

### **Maranda Darlene Ray Little Memorial Endowed Scholarship**

Randy and Rhonda Ray established this scholarship in memory of their daughter, Maranda Darlene Ray Little, to provide a scholarship for deserving students from Itawamba Agricultural High School. Recipients must have earned a grade point average of 2.5 or better and must maintain this average in order to retain the scholarship. All candidates must make formal application for the scholarship through the counselor's office at Itawamba Agricultural High School.

### **Margaret Gurley Loden Memorial Endowed Scholarship**

The family of Margaret Gurley Loden has established this scholarship in her memory. The recipient must be an Itawamba County resident majoring in a medical-related field and a full-time student who maintains a 2.5 grade point average or higher. Priority consideration is given to students who do not qualify for financial aid, but who have demonstrated need.

### **Robert Loden Endowed Scholarship**

The family of Robert Loden established this scholarship. The recipient must be an Itawamba County resident who is majoring in one of the following areas: medical, business or education. The recipient must be a full-time student and maintain a 2.5 grade point average or higher. Priority consideration is given to students who do not qualify for financial aid, but who have demonstrated need.

### **Charlie and Terry McCarthy Endowed Scholarship**

The Charlie and Terry McCarthy families have established this scholarship in memory of L.L. "Pat" McCarthy for a nursing student from Itawamba County. Full-time students who possess a 3.0 grade point average are eligible to apply for this scholarship for one year. Potential for success in college and financial need will be considered in the selection process.

### **Ouida Kennedy McDaniel Academic Endowed Scholarship**

This scholarship was established in memory of Mrs. Ouida Kennedy McDaniel by Mr. Walter H. McDaniel of Tremont. Mr. McDaniel attended ICC and later served as an instructor at the College. Recipients must maintain a 4.0 GPA in order to receive the scholarship for up to four semesters.

### **Dixie Medlin Memorial Endowed Scholarship**

The Medlin family has established this scholarship in memory of Dixie Medlin because of her overflowing love for Itawamba Community College, its needy students whom she helped with countless personal obligations and her love for the Health Information Technology program. This scholarship is available for sophomores enrolled in the Health Information Technology program. Full-time students who have financial need and a 3.0 grade point average are eligible to apply.

### **Pat Miles Memorial Endowed Scholarship**

The Miles family and friends have established this scholarship in memory of Patricia Reed (Pat) Miles. It is intended to provide a stipend for two semesters of study (preferably incoming freshman) at ICC. Recipient of the second semester grant is contingent upon evidence of satisfactory academic achievement during the initial semester.

### **Dudley Miller Memorial Athletic Endowed Scholarship**

Under the leadership of Thomas E. Childs Jr., the friends of well-known and admired former Itawamba Community College football coach Dudley Miller endowed this scholarship in his memory. The purpose of the scholarship is to provide assistance to full-time student-athletes who need

additional resources to meet their basic needs. First consideration for awarding the scholarship is in-district football players, followed by out-of-district and out-of-state football players and then athletes in other sports. Criteria for selection include potential for success in college, financial need and involvement in athletics for four semesters. In addition, the recipient must pass 30 hours with a 2.0 GPA at the end of two semesters to remain eligible for the last two semesters. Three letters of recommendation must be submitted with the application, including coach, counselor and other.

### **Mississippi Manufacturers Association Endowed Scholarship**

This scholarship was established by the Mississippi Manufacturers Association to encourage students to choose an early career option in a two-year program in order to promote economic development throughout Mississippi. Criteria for selection include scholastic ability and financial need.

### **North Mississippi Education Consortium Endowed Scholarship**

The North Mississippi Education Consortium endowment has been established for students majoring in education. Eligible students must maintain a 2.5 GPA and show potential for success.

### **Edgar Irwin Moore and Ruth Moore Endowed Forestry Scholarship**

The Moore family has established this scholarship in memory of Mr. Edgar Irwin Moore and in honor of Mrs. Ruth Moore. Full-time students with a 2.5 grade point average are eligible to apply for a one-year scholarship. The student must maintain a 2.5 GPA to retain his or her scholarship eligibility. Potential for success in college and financial need will be considered in the selection process.

### **Stanley D. Moses Endowed Scholarship**

The Stanley D. Moses Endowed Scholarship was established by Ms. Sammie Flaherty of Augusta, Georgia to benefit students who graduate from either Itawamba Agricultural High School or Tremont High School. The student must maintain a 2.0 GPA and be enrolled full time. Potential for success in college and financial need will be considered in the selection process.

### **“The Next Level” Endowed Scholarship by Hassell Franklin**

Hassell H. Franklin established this scholarship to provide an opportunity for an Itawamba Community College student from Chickasaw County to reach the next level in attaining his/her educational goals. Full-time students who are employed with Franklin Corporation or are children of employees of Franklin Corporation and possess a 2.5 grade point average are eligible

to apply. Potential for success in college and financial need will also be considered.

### **George W. Owens and Mae H. Owens Endowed Scholarship**

Established through the estate of Senator and Mrs. George W. Owens of Pontotoc, this endowment offers scholarships for students who (a) are worthy of trust, (b) have a goal of service to mankind and (c) show promise of success. Each applicant must submit an original essay of no more than two typed pages addressing these qualifications as well as two letters of recommendation from non-family members. This scholarship provides opportunities for advancement in education for worthy students who would have difficulty securing an education without financial assistance. Essays should be emailed to [foundation@iccms.edu](mailto:foundation@iccms.edu).

### **Bonnie Ruth Gibbs Owings Memorial Endowed Scholarship**

Mr. T.C. Gibbs has established this scholarship to honor the memory of his sister, Bonnie Ruth Gibbs Owings, who dedicated much of her life to teaching others. The scholarship, which is for a maximum of four semesters, is provided annually for a full-time education major who aspires to excellence as a classroom teacher. Potential for success in college and financial need will also be considered in the selection process. The recipient must maintain a 2.5 grade point average in order to retain eligibility for the scholarship.

### **A.J. Pitts Annual Memorial Scholarship**

Established in memory of Mr. A.J. Pitts, this scholarship is awarded to a full-time student from Itawamba County. Potential for success in college and financial need will also be considered in the selection process. The recipient must maintain a 2.5 grade point average in order to retain his or her eligibility for the scholarship.

### **Kelly Wade Prestage Memorial Endowed Scholarship**

The family and friends of Kelly Wade Prestage have established this scholarship in his memory. The scholarship shall be awarded for a maximum of four semesters to a graduate of Itawamba Agricultural High School who has a minimum 2.00 grade point average, demonstrated self-supporting activities and financial need. The recipient must maintain full-time enrollment status. Interested applicants should apply at the IAHS counselor's office.

### **Quail Annual Scholarship**

Quail Chapter 497 awards this scholarship annually to a student from the counties of Itawamba, Lee, Monroe and Tishomingo who enrolls at

Itawamba Community College. The student will be chosen by Quail Chapter 497 and the scholarship committee of the recipient's high school.

### **Tom and Fredda Robinson Family Annual Scholarship**

The Tom Robinson family has established this scholarship in its honor. The scholarship provides assistance for a student at Itawamba Community College after other scholarships and grants have been applied for a minimum of two semesters. Potential for success in college and financial need will be considered in the selection process. The recipient must maintain a 2.0 GPA in order to retain the scholarship.

### **Winford Junior Rogers Scholarship**

Mr. Rogers established this scholarship to provide financial assistance to students from the Ozark and Mantachie communities in Itawamba County. The scholarship is available for freshmen or sophomores with a 2.0 grade point average, financial need and the potential to be successful in college.

### **DD Nicolau for the Ruff Foundation Career Technical Endowed Scholarship**

DD Nicolau established this scholarship to provide financial support to career and technical education students at ICC, preferably one who will strive to achieve an automotive degree at ICC. This scholarship covers two years or four semesters. Application criteria include Mississippi resident, a 2.5 grade point average the first semester and a 2.75 grade point average for the duration of the scholarship. Scholastic ability, leadership potential and financial need will be considered in the selection process.

### **Dorothy D. and George H. Ruff Career and Technical Endowed Scholarship**

The Dorothy D. and George H. Ruff Foundation established this scholarship to provide financial support to career and technical education students at ICC, preferably in an automotive program. Otherwise, individuals in any career and technical education program with the desire to have a successful career in their particular field of study will be considered. The scholarship is renewable for two years or four semesters. Application criteria include Mississippi resident, a 2.5 grade point average the first semester and a 2.75 GPA for the duration of the scholarship. Scholastic ability, leadership potential, financial need, as well as the desire to own or run a business will be considered in the selection process.

### **Dorothy D. and George H. Ruff Foundation Vocational Technical Special Needs Scholarship**

The Dorothy D. and George H. Ruff Foundation established this scholarship to provide financial support to career and technical education students at ICC, preferably in an automotive program. Otherwise, individuals in any career and technical education program with the desire to have a successful career in their particular field of study will be considered. The scholarship shall be for four semesters and will be administered on a special circumstances basis meaning that the scholarship could be to a different recipient each semester. Application criteria include Mississippi resident, a 2.5 grade point average the first semester and a 2.75 GPA for the duration of the scholarship. Scholastic ability, leadership potential, financial need, as well as the desire to own or run a business will be considered in the selection process.

### **The Rev. Dr. Roy H. and Doris Finney Ryan Endowed Scholarship**

The Rev. Roy H. and Doris F. Ryan, both members of the first class at Itawamba Junior College (1948-50), have established this scholarship in appreciation for their years at the College. The scholarship provides tuition assistance for a full-time student in good standing who maintains a 2.5 or better GPA. Potential for success in college and financial need will be considered in the selection process.

### **Nick Sabine Endowed Scholarship**

The Sabine family and friends have established this scholarship in memory of Nick Sabine. Recipients shall be full-time students, graduates of Itawamba Agricultural High School and Mississippi residents. The scholarship is awarded for two semesters to a freshman. A committee appointed by the family will make the selection for the scholarship. Interested students should complete an application available in the counselor's office at IAHS and write a 150-word essay on the subject, "Three Things for Which You Are Thankful."

### **Phillip A. Sheffield Memorial Endowed Scholarship**

Alumni and friends have established this scholarship in memory of Phillip A. Sheffield, the first President of Itawamba Community College, who served from 1948 to 1960. Full-time students who possess a 3.0 grade point average are eligible to apply for the scholarship, renewable for up to four semesters. Potential for success in college and financial need will be considered in the selection process.

### **Jo and Travis Staub Endowed Scholarship**

The children of Jo and Travis Staub established this scholarship to provide books and supplies to a BancorpSouth employee or child or grandchild of a BancorpSouth employee. First preference will be to an Itawamba County resident. A 2.0 grade point average must be maintained to continue to receive the stipend.

### **Sherry Senter Stubblefield and Nancy Senter Presley Endowed Scholarship**

This scholarship was established by Hillman and Gola Senter in honor of their daughters, both of whom attended ICC. A grade point average of 2.5 is required for maintaining the scholarship for up to four semesters.

### **Suzanne Summerford Endowed Scholarship**

The Suzanne Summerford Endowment was established by a donor who wishes to remain anonymous. The scholarship, which honors Suzanne Summerford, is awarded to "a worthy student who has a medically discernible impairment." An appropriate selection committee, in consultation with Ms. Summerford, will name the recipients.

### **Christopher Neil Thomas Memorial Endowed Scholarship**

Mr. and Mrs. Clifton "Bug" Thomas of Okolona established this scholarship in memory of their son, Christopher Neil Thomas, to provide a scholarship each semester to a deserving student from Nettleton High School. Christopher was a member of the Nettleton High School football team and scheduled to graduate with the class of 2008 before his tragic death in an automobile accident. Full-time students who possess a 2.5 grade point average are eligible to apply for the scholarship. The student must maintain a 2.5 grade point average in order to retain the scholarship for four semesters. The Nettleton High School scholarship committee will select the recipient. Interested students should complete an ICC scholarship application available in the counselor's office at NHS and write a 150-word essay on the subject, "How will this scholarship fill a financial void and allow me to attend college?" and submit it to the NHS scholarship committee.

### **Gene M. Tilghman "Gone Fishing" Endowed Scholarship**

This scholarship is established in memory of Gene M. Tilghman by his family. Mr. Tilghman retired from ICC after 35 years of teaching American history. He is remembered by his coworkers as being the teacher who would always joke about cancelling class on a beautiful day just so he could spend some time in the water. The students sometimes picked at him by hanging a note on his classroom door that said, "Class Cancelled - Gone Fishing." This

memorial scholarship will be awarded to a student who will be a member of the Itawamba Community College Bass Fishing Team. The recipient must demonstrate acceptable academic achievement and show promise of leadership skills. The student must display professional and ethical behavior and be cooperative and service-minded. Applicants must also submit an essay according to the following guidelines.

**1. Written Essay**

- a. Describe your involvement in religious and civic activities.
- b. Describe your participation and role in activities involving your love for fishing (favorite lakes, lures and fishing techniques).
- c. Describe your fishing achievements.
- d. Describe your academic achievements, emotional, spiritual and fishing development in your high school years.
- e. Describe your intended area of study, your career path and how you feel it will contribute to society.

- 2. Recommendation Letter** (to be completed by the applicant's parent, guardian or other individual selected by the applicant). Describe the applicant's inspirational contribution and love for fishing and why you feel the applicant should receive this award.

**Edna Fisher Todd Scholarship**

The family and friends of Edna Fisher Todd give this scholarship which is awarded annually to a deserving student in the field of business. The scholarship is for one school year, and the recipient must be from Chickasaw, Itawamba, Lee, Monroe or Pontotoc county and an incoming freshman.

**Matthew Turner Memorial Scholarship**

This scholarship was established in memory of Matthew Turner, a member of Tremont High School Class of 2001, to honor his children and his legacy. Applicants must be graduating seniors of Tremont High School with at least a 3.0 GPA and ACT score of 16 or higher and Mississippi residents who demonstrate academic merit and financial need. In addition, applicants must submit an essay entitled "The Importance of God's Grace in a Young Person's Life." The scholarship will be awarded for one year. The recipient must maintain full-time status at ICC and earn at least a 2.75 GPA for the first semester to retain eligibility for this scholarship. To apply, contact the guidance counselor at Tremont High School.

**Adam N. Wages Memorial Endowed Scholarship**

Denise and Rickey Wages established this scholarship endowment in memory of their son, Adam Nicholas Wages. The scholarship is provided

for a deserving student who has a 3.0 GPA, with priority given to North Pontotoc High School graduates.

### **Walmart Endowed Scholarship**

The Walmart Endowed Scholarship was established by local Walmart stores and the Walmart Foundation to provide educational opportunities for deserving students at Itawamba Community College. Recipients must maintain a 2.5 grade point average in order to retain the scholarship for up to four semesters.

### **R.T. (Mickey) West Endowed Scholarship**

An endowed scholarship in memory of Mickey West has been established for needy and deserving students majoring in forestry at Itawamba Community College. The student must be from Chickasaw, Itawamba, Lee, Monroe or Pontotoc County, enrolled full-time and maintain a 2.25 GPA. The scholarship is renewable for up to four semesters.

### **Billy Wheeler Memorial Endowed Scholarship**

The family and friends of Billy Wheeler have established this scholarship in his memory to commemorate his overflowing love for Itawamba Community College. The scholarship is awarded to a student who maintains a 2.5 grade point average. Full-time students who demonstrate financial need and potential for success in college are eligible to apply.

### **Mitch Wheeler Memorial Annual Scholarship**

The scholarship is given by the family and friends in memory of Mitch Wheeler, a member of the IAHS class of 1987. Applicants must be a student at IAHS, have a 2.5 GPA or better and submit to the IAHS Guidance Counselor an essay entitled "Why Nothing Is Impossible." Interested applicants should contact IAHS.

### **Pam Wheeler "Life of Service" Scholarship**

The Pam Wheeler "Life of Service" Scholarship was established by the Itawamba Agricultural High School faculty, clubs and athletic teams to honor her 34 years of service at IAHS. The recipient of this one-year scholarship will be a graduating senior at IAHS and will be selected by the IAHS Faculty Association. Interested applicants should apply at the IAHS counselor's office.

### **Glyn and Martha Wiygul Endowed Scholarship**

The scholarship has been established at Itawamba Community College by family and friends to honor Glyn and Martha Wiygul for their valuable contributions in the surrounding communities. Criteria for selection include a 2.0 grade point average and financial need.

# **STUDENT SERVICES**

## **ADULT LEARNER ORIENTATION**

An “adult learner” is classified as any student who is not a recent high school graduate who is planning to attend ICC. These students can learn more about ICC by completing online orientation on ICC’s website or by attending one of its mini orientation sessions offered on both the Fulton and Tupelo campuses at various times throughout the year. More information is available by contacting the Student Affairs office on either campus.

## **ADVISING AND CAREER SERVICES**

The Itawamba Community College Advising Center promotes that academic advising is a teaching and learning process that is dedicated to student success. Academic advising at ICC emphasizes investing in the student by fostering an adviser/advisee relationship committed to student success through degree completion while collaboratively working with advisers through structured professional development programs and promoting career options for all students. Services offered include advising, eAdvisor, student seminars, advising resources and change in major.

## **AWARDS**

Itawamba Community College believes in the recognition of students who demonstrate outstanding abilities and characteristics. The more coveted awards are Hall of Fame and department and division awards at the honors ceremony sponsored by Phi Theta Kappa and the Honors Council.

## **CAMPUS POLICE**

Itawamba Community College maintains Campus Police departments at the Fulton, Tupelo and Belden locations to provide an extra measure of security for students and to provide traffic control on the campuses. The Campus Police department on the Fulton Campus is open seven days a week, 24 hours per day. The Tupelo Campus department is open from 6 a.m.-11 p.m., Monday through Friday, and 6 a.m.-5 p.m., Saturday and Sunday. Campus Police officers are available at the Belden Center from 7 a.m. until 10 p.m., Monday through Friday. All campus police officers are certified by the Mississippi Board on Law Enforcement Officer Standards and Training and have full arrest powers. Officers work in conjunction with other local, municipal, county, state and federal agencies in the exercise of their responsibilities. The Campus Police departments can be accessed by phone or in person.

Itawamba Community College is committed to providing a safe and secure campus environment for students, employees and visitors and to comply with the Student Right-To-Know and Clery Acts of 1998. It is the policy of Itawamba Community College that any criminal act, act or threat of violence, injury or other situation which may occur on college property or any site operated by the College and which may constitute an emergency, a danger to the health, safety or property of any person or threat to the public order must be reported immediately. Law enforcement is the responsibility of the total college community.

**EMERGENCY** - Fulton Campus - 662.862.8300 or 662.687.2750

**EMERGENCY** - Tupelo Campus - 662.620.5300 or 662.687.2751

**EMERGENCY** - Belden Center - 662.407.1570 or 662.687.2752

### **CAREER AND COLLEGE ASSISTANCE**

Itawamba Community College provides resources for students who need direction in choosing a field of study, planning a career or making a career change. CHOICES is a computerized career exploration program available to assist students in the process of self-assessment. Written interest inventories, career information files, labor market information, college applications and catalogs are resources students may use as aids in developing a career plan. In addition, a computerized résumé program can provide students with a finished résumé.

### **EARLY REGISTRATION**

Currently enrolled students who plan to re-enroll at Itawamba Community College may register early for their classes for the coming semester during the period that is set by the Registrar/Director of Admissions. Transfer and former students can register early as well. Dates and procedures for online and traditional early registration can be found at the following link: <http://www.iccms.edu/RegistrationInformation>.

In order to be eligible to register, a student must complete all admission or readmission requirements.

All students entering for the first time are required to subscribe to the general schedule of registration as outlined in the Itawamba Community College calendar.

### **FOOD SERVICE**

The College operates cafeterias and grills (contracted by Sodexo) on both campuses, which serve well-balanced meals in a dining room atmosphere.

All students residing in residence halls are required to purchase a meal ticket for each boarding period.

### Fulton Campus

#### **Cafeteria (David C. Cole Student Services Building)**

Monday-Thursday: 6:45-8:30 a.m., 10:45 a.m.-1:15 p.m., 5-7 p.m.

Friday: 6:45-8:30 a.m., 10:45 a.m.-1:15 p.m., closed on Saturday.

Sunday: 11 a.m.-2 p.m., 5-7 p.m.

#### **Grill (Student Activities Center)**

Monday-Wednesday: 7:30 a.m.-9 p.m., Thursday: 7:30 a.m.-2 p.m.,

Friday: 7:30 a.m.-2 p.m., 5-7 p.m., Saturday: 11 a.m.-2 p.m., 5-7

p.m., closed on Sunday.

### Tupelo Campus

#### **Cafeteria (Student Support Center)**

Monday-Friday: 7:30-10:30 a.m., 11 a.m.-1 p.m., closed Saturday-

Sunday.

## **FRESHMAN ORIENTATION**

Freshman orientation is available online and at both the Fulton and Tupelo campuses. Students who graduate from high school in the spring are required to attend on-campus orientation during the summer before their freshman year. Online orientation is available to all other students and those recent high school graduates who register late or graduate in December. Students who plan to attend Freshman Orientation during the summer can register for these sessions online ([www.iccms.edu](http://www.iccms.edu)) beginning May 1. During the sessions, students are provided detailed information concerning academics, business services, financial aid and student services. Students will also meet with an adviser to plan a program of study and to schedule classes. It is highly encouraged that all students complete an ACT or ACCUPLACER test prior to attending the session. Scores from one of these tests will be required for placement when developing their schedule. Parents are invited to attend a special session designed especially for them.

## **HEALTH SERVICES**

Itawamba Community College does not have a health center or a health nurse. Students who are sick or injured should contact the Campus Police office, Student Affairs office or call North Mississippi Nurse Link — 1.800.882.6274. Students who need emergency care or treatment are transported to local physicians or to the local hospital. In emergency

situations, the College will obtain the services of a physician and then contact parents or nearest relatives. Expenses for professional care or treatment are the responsibility of the student.

## **HOUSING**

Housing is available on the Fulton Campus for students who wish to reside on campus. The Tupelo Campus has no facilities for housing; however, students may live in residence halls on the Fulton Campus and attend classes on the Tupelo Campus or at the Belden Center.

### **Itawamba Community College Housing and Residence Life**

The Department of Housing and Residence Life at Itawamba Community College includes a central office and seven residence halls at the Fulton Campus: Chickasaw, Itawamba, Lee, Monroe, Monroe Annex, Pontotoc and Sheffield.

The central office is staffed by an administrative assistant and director. Each residence hall has an adult hall director, who lives in the building, and a student staff of resident assistants (RAs). These staff members are responsible for the day-to-day operation of the hall, which includes discipline, programming and social activities.

All residence halls are modern facilities with a wide variety of amenities including laundry facilities, vending areas and security cameras. Each room is furnished with a bed, mattress, three-drawer chest, desk, chair, closet or wardrobe, free cable TV, personal computer access and a smoke detector. Also, free post office boxes are available. Proximity card access is utilized in six of the seven buildings to provide added security for residents. Resident students have access to the Internet using ICC's network. ICC offers wireless Internet in the residence hall rooms. Neither TIS nor Itawamba Community College accepts responsibility for damages or other operating failure of the student's computer while it is connected to the ICC network or thereafter. Any violation of the ICC Telecommunication Policy will result in the student's losing access without any type of refund.

Additional information is available by contacting the Housing office at 662.862.8233 or accessing ICC's website at [www.iccms.edu](http://www.iccms.edu).

**Housing Office  
Itawamba Community College  
602 West Hill Street  
Fulton, MS 38843  
662.862.8233 or 662.862.8232**

## **INTERCOLLEGIATE SPORTS**

Itawamba Community College offers participation in 10 intercollegiate sports: football, men's and women's basketball, baseball, men's and women's tennis, women's fast pitch softball, men's and women's soccer and golf.

All sports are governed by membership in the Mississippi Junior College Athletic Association and the National Junior College Athletic Association. The philosophy of the athletic department is to develop, review and promote the idea that athletes recognize the physical, mental and social benefits learned in athletic competition and offer opportunities to develop a sense of fair play and sportsmanship. The athletic programs exist to enhance participant fitness, personal skills and enjoyment (fans and players) by providing a) opportunities for a variety of sports that contribute to individual physical fitness; b) opportunities for cooperative and competitive play in the same form; c) a medium through which students can learn and practice leadership and interpersonal skills; d) access to quality facilities and programs; and e) opportunities to participate in special interest programs.

It is the goal of the Itawamba Community College athletic department to run, insofar as possible, a drug-free athletic program. It is the College's position that a drug-free program will benefit the College, the community and especially each of the athletes, which contributes to the total athletic program. The athletic program will conduct drug tests on all participants in varsity athletics at Itawamba Community College.

## **PARKING ON CAMPUS**

Each student must register and purchase a decal for vehicles to be parked on campus. Decals may be purchased during registration or at the Campus Police office, Fulton or Tupelo, by the last date to register. All parking and traffic regulations are stated in the student handbook, the *Student Guide*.

## **PERSONAL CHECKS**

As a special service, students presenting valid I.D. cards may cash personal checks. Bank verification by phone will be required for any check exceeding \$25. If a student has two returned checks, the privilege of cashing checks is withdrawn. A charge of \$10 is made for each returned check. When a check is returned for insufficient funds or for other reasons, the person who wrote the check will be notified immediately by letter, telephone or in person. If the check has not been redeemed within seven days after the second notice, the person who wrote the check will be subject to the same action as that prescribed for unpaid fees.

## **PERSONAL COUNSELING**

College students seek counseling to work through academic, personal and interpersonal challenges. Complimentary personal counseling sessions are available to all ICC students, faculty and staff. To schedule an appointment, email [personalcounseling@iccms.edu](mailto:personalcounseling@iccms.edu) or call 662.620.5015 or 662.862.8232.

## **TOBACCO-FREE**

Itawamba Community College is tobacco-free at all three locations.

## **PLACEMENT SERVICES**

For the benefit of Itawamba Community College students, a placement service is offered to provide assistance in finding temporary and part-time jobs locally. The placement office regularly receives requests from local businesses and industries seeking student employees. These requests are posted on the placement bulletin boards in Student Affairs on both campuses. Also, students who graduate from the College's applied science and technology programs are offered assistance in finding full-time employment in the area. Interested students should contact the Student Affairs office (Fulton, 662.862.8260) or (Tupelo, 662.620.5310) to complete an application to be considered for positions as they become available.

## **POST OFFICE**

Mail services are available for the Itawamba Community College students on the Fulton Campus. Boxes are provided to all residence hall students.

## **REQUEST FOR TRANSCRIPT**

Official transcripts are issued by the office of Admissions/Registrar. There are three ways to order an official transcript from Itawamba Community College.

- Internet
- In person
- Telephone

## **Transcript Policies**

Transcripts will not be sent until all financial obligations to the College are cleared and all admission requirements have been met.

In accordance with the Family Educational Rights and Privacy Act of 1974, records may not be released to a third party without the written, signed authorization of the student.

## Transcript Costs

Transcripts cost \$10.

### Option 1 - Internet Request

Order ONLINE 24/7, the quickest and most convenient method to order a transcript.

Itawamba Community College has partnered with Credentials, Inc. to accept transcript orders via the Internet through a secured site. TranscriptsPlus® will facilitate a request 24 hours per day, 365 days per year. **NOTE:** All fees must be paid by credit or debit card. TranscriptsPlus® uses current Web encryption technology, and all information is secure. Requesting transcripts through Credentials, Inc. will:

- Provide 24/7 access. A request may be submitted from any computer connected to the Internet anywhere in the world.
- Provide faster service. A transcript may be mailed as early as one business day after submitting the request (instead of 2-3 business days when requesting in person).
- Provide easy address look-up. A search feature connects the requestor to a database of many college and university mailing addresses.
- Provide exact pricing. When the request is submitted, the individual who orders will know the total cost of the request, and this amount will be charged to his/her credit card.
- Eliminate the need to visit ICC to place an order.
- Eliminate the delay created by submitting requests by mail.
- Authorize and process the credit card payment.
- Facilitate the authorization to release student records, as required by law.
- Provide email or text with the requestor while the order is being processed.
- Provide operator assistance from 7 a.m. to 7 p.m. (CST), Monday through Thursday, and 7 a.m. to 5:30 p.m. (CST) on Friday, by calling 1.847.716.3005. **NOTE: This number is for transcript orders only.** Contact the office of Admissions/Registrar at 662.862.8034 for all other matters.

**NOTE:** Internet ordering accommodates three types of requests:

- Regular Service: The transcript will be mailed within approximately 2-3 working days after receipt of signature authorization.
- Federal Express option: Using this new option the requestor can keep track of the transcript enroute to the destination. Additional

fees apply (\$18 to the main 48 States, \$21 to Alaska/Hawaii, \$41 to international addresses).

- Electronic – Whenever possible, an electronic (EDI/PDF) transcript will be sent to Itawamba Community College’s higher education partners accepting these transcript formats. Others will be mailed.

### **Ordering Transcripts Online (Current Students)**

Through TranscriptsPlus<sup>®</sup>, individuals are able to submit a transcript request 24 hours/day, 7 days/week. Those who know their ICC login and password should click on the link to use the system. Once logged in, the requestor will be directed to the TranscriptsPlus<sup>®</sup> website managed by Credentials, Inc.

- Sign in to myTribe.
- Click on the School Services tab.
- Click on Student Services.
- Click on Student Records.
- Click on Order Official Transcript.

### **Ordering Transcripts Online (Former Students)**

If the student’s last enrollment at Itawamba Community College was in the last two years, he/she may be able to order by signing into myTribe (See Ordering Transcripts Online – Current Students).

If the individual’s last enrollment at ICC has been longer than two years, he/she will be required to provide the school with a signed form authorizing release of the academic transcript before the order can be processed. Some orders may qualify for “Automatic Authorization” without a signature. To qualify, the order must meet the following criteria:

- The name on the requestor’s credit card exactly matches his/her name as it appears on college records and
- A specific number of fields in this order such as student ID, Social Security number and date of birth match the information in his/her records

If the order is not eligible for “Automatic Authorization,” a form will be available at the end of the order process. The individual should print, sign and mail or fax that form and any attachments to the College. The order will be processed upon receipt of the form. In most cases, authorization forms will be routed to Credentials for processing, and students will be able to fax, mail or scan and upload them to ICC. When attachments are “ready as is,” they will also be sent to Credentials (by fax or by scan and upload) for processing. ICC will only process authorization forms for Pay in Person orders or if the student brings it into the office. Attachments will be

processed by ICC any time the student indicates his/her form must be signed or completed by someone at the College.

Individuals may order a transcript at the following link:

<https://www.credentials-inc.com/tplus/?ALUMTRO002409>

### **Option 2 - Walk-In Requests**

Current or former students may request a transcript in a sealed envelope from the office of Admissions/Registrar located on the Fulton and Tupelo Campuses. Office hours are Monday through Friday from 8 a.m. to 4:30 p.m. (CST) on the days that the College is open. Those who are coming in person must have a picture ID. If a third party will pick up the transcript, that person must have written permission for its release. Payment must be made upon receipt of the transcript.

### **Option 3 - Telephone Requests**

Students who want to place an order over the telephone may do so by calling Credentials, Inc. and using the TranscriptsPlus® order system. Operators are available Monday through Thursday from 7 a.m. to 7 p.m. (CST) and on Friday from 7 a.m. to 5 p.m. (CST). There is a \$10 charge for using this service plus an additional \$10 surcharge for telephone requests. Users must use a credit card and have access to either an email account or fax machine in order to provide a written authorization for release of the transcript. The number to call is 800.646.1858.

## **STUDENT ACTIVITIES**

### **Band**

The Itawamba Community College All-American Band is a service organization representing the College in various public appearances during the year. The band is open to all students with skills in the areas of instrumental music, dance and guard. Scholarships are awarded to full-time students participating in the band program. ICC has a Jazz Band, Pep Band and several ensembles.

### **CenterStage**

CenterStage is a highly-choreographed vocal and instrumental ensemble that represents ICC through performances of popular music to area and regional audiences. Members are selected by audition and are awarded scholarships.

### **Cheerleaders**

ICC's squad includes 12 students dedicated to promoting school spirit at college sports and other events. Tryouts are held each spring for the next

year's squad. These individuals are expected to demonstrate the finest qualities of ICC students and be exemplary representatives of the College.

### **Choir**

This performing musical group makes numerous appearances during the year, both on campus and throughout the area. Members are selected by audition and are awarded scholarships.

### **Entertainment and Speakers**

Periodically during the year, special days are scheduled for the enjoyment of the students, including speakers and entertainment jointly sponsored by clubs and the office of Student Activities.

### **Indian Delegation**

The Indian Delegation is a student recruiting team established to serve as goodwill ambassadors for Itawamba Community College. Members are involved in activities directly related to recruiting, orientation and public relations. To apply for Indian Delegation, interested students must complete an Indian Delegation application and submit it by April 1. Applicants will be interviewed and rated by an ICC selection committee. A scholarship of \$300 per semester will be awarded, and one semester hour credit will be given each semester. Indian Delegation members must be enrolled in 15 hours or more per semester and must maintain a 2.5 grade point average.

### **Intramural Activities**

Itawamba Community College provides a variety of programming including the major areas of informal sports (self-directed), intramural sports (structured), club sports (interest groups) and special events. Programs emphasizing comprehensive personal wellness are provided for both men and women. Fitness development through exercise is encouraged.

### **Publications**

The students produce a newspaper, the *Chieftain*, which is designed to record the life of the College as well as to offer instruction in journalism. The students also produce a college yearbook, the *Mirror*, which presents a cross-section of student life. Registration fees normally include the cost of the yearbook, however, if a student registers for only one semester, half the cost must be paid in order to receive the *Mirror*. Students must present I.D. cards when receiving the yearbook. In addition, during the academic year, the College sends a weekly electronic newsletter, *StudentNotes*, to communicate student activities.

## **STUDENT ACTIVITIES CENTER**

Itawamba Community College provides a Student Activities Center on the Fulton Campus, which is a place for students to relax between classes and to enjoy the company of other students. The center also has vending machines. The Student Activities Center's hours are Monday through Thursday, 7:30 a.m.-11 p.m., and on Fridays, 7:30 a.m.-4 p.m.

## **STUDENT ORGANIZATIONS**

### **Archery Club**

The Archery Club is a non-NJCAA sanctioned program which provides a unique co-ed extracurricular activity open to all students in good academic standing.

### **Art Club**

The Art Club, "After Images," is open to students interested in all phases of art. The club promotes an interest in and a better understanding of art on the campus and in surrounding communities.

### **Bass Fishing Club**

The club presents the sport of bass fishing in a positive manner, provides opportunities for students to engage in a bass fishing sports club and to participate in competitive bass fishing on a collegiate level as well as to promote bass fishing and cooperation with other organizations on campus. Membership is open to all full-time students at both the Fulton and Tupelo campuses in good standing, regardless of bass fishing ability.

### **Book Club**

The purpose of the ICC Book Club is to gather students who enjoy reading and to give them an opportunity to discuss what they read. Members will have an opportunity to meet other students who share common interests and to form friendships. Meetings will be held monthly in the Fulton Campus Library study room.

### ***Chieftain***

The *Chieftain* is Itawamba Community College's student newspaper, which is issued online three times each semester. Student staff members write one story for each issue. No experience is necessary. One hour nontransferable credit is awarded for successful completion.

### **Communications Chiefs**

The club is an organization for students interested in fields related to communication, public relations, graphic design, advertising, marketing, etc.

### **Computer Programming and Networking Association**

CPNA supports and contributes to the increased awareness and utilization of computer programming and networking technology.

### **Computer Science Club**

The purpose of the Computer Science Club is to promote an understanding and appreciation of computers. The club meets monthly in room 209 of the Crubaugh Technical Education Building on the Fulton Campus.

### **Diversity Club**

The Diversity Club provides a safe, inclusive and respectful place for students/teachers to share their experiences with diversity. The members connect and discuss topics regarding race, culture, religion, sexual orientation, gender identity, socioeconomic status, disabilities, abilities, etc. The goal of the Diversity Club is to promote harmony on campus and to encourage tolerance and respect of others.

### **Early Educators Club**

This club is composed of students in Early Childhood Education Technology. Affiliated with the Mississippi Early Childhood Association, the club promotes the growth of professionalism among early childhood providers as well as quality education and child care for all children.

### **Film Club**

All interested students are invited to join this organization, which focuses on video production.

### **Forestry Club**

The Forestry Club promotes interest in forestry and fellowship among the forestry students.

### **Future Educators of America**

The FEA is for students who plan to teach. Information regarding requirements for certification, scholarship opportunities and employment is shared with members.

### **Future Radiologic Technologists**

Membership consists of those pursuing a career in Radiologic Technology. Members explore opportunities available in the profession, encourage professional activities and promote scholarship within the radiologic technology community.

### **Future Respiratory Therapists**

This is an organization designed to further the ideals and concepts of Respiratory Therapy based on understanding, knowledge and confidence within the field.

### **Gospel Sounds**

This organization plans activities and promotes the interest of gospel music.

### **Honors Program**

The mission of the Honors Program at Itawamba Community College is to provide an innovative learning environment for gifted students by incorporating a rigorous curriculum, expanding knowledge through research, strengthening leadership abilities and fostering a sense of service to communities. For more information, call 662.862.8166.

### **Indian Delegation**

The Indian Delegation is a student recruiting team organized to serve as goodwill ambassadors for Itawamba Community College. Members are involved in activities directly related to recruiting, orientation and public relations, conducting campus tours, assisting with summer orientation and early registration participating in community outreach projects, assisting with special meetings and events on campus, participating in phone calling campaigns to recruit prospective students and many other recruiting and public relations activities.

### **Legal Education Association**

The Legal Education Association (LEA) is an organization that is devoted to supporting the success of ICC students currently enrolled in Criminal Justice, Law Enforcement Technology, Paralegal Studies or Paralegal Technology.

### **LIN Report**

The LIN Report provides an “on air” opportunity for students to share campus news.

### ***Mirror***

The College yearbook presents a cross-section of student life. Staff members must have yearbook experience. One hour of nontransferrable credit is awarded for successful completion of a minimum of six pages.

### **Mississippi Organization for Associate Degree Nursing Students**

The mission of this organization is to promote the image of Associate Degree Nursing at local, state and national levels; to promote Associate

Degree Nursing as the entry into nursing practice; and to maintain both the Registered Nurse title and the current scope of practice.

### **Modern Language Club**

This club is for students in the foreign languages field of study or taking foreign language courses.

### **Nurses' Christian Fellowship**

The Itawamba Community College chapter of the Nurses' Christian Fellowship unites student nurses in Christian fellowship. NCF meetings are held monthly during activity period.

### **Phi Theta Kappa**

Phi Theta Kappa is the international honor society for the two-year college. Its hallmarks are leadership, scholarship, fellowship and service. Members are afforded opportunities for personal and professional growth and to provide service to the community and society at-large. Membership entitles graduates to significant financial scholarship opportunities at many institutions of higher learning.

### **Physical Therapist Assistant Club**

The organization is composed of Physical Therapist Assistant students. Its purpose is to enhance educational experiences outside the classroom through selected activities and promote professionalism.

### **Political Science Club**

This association promotes the analysis and critique of politics and discussion of current social issues; performs functions beneficial to the students, the College and the community and provides congenial company for those showing interest in the organization.

### **Religious Organizations**

Students at Itawamba Community College have opportunities to support the faith of their choice. These include the Baptist Student Union, an organization designed to link campus life with the life of the church; and the Wesley Foundation, a Methodist organization that attempts to create Christian fellowship and Bible study. In addition, the Fellowship of Christian Athletes, which is open to all ICC students, meets weekly.

### **Science Club**

The Science Club is designed to acquaint students with descriptions of different vocations related to the sciences and to enhance student interest and knowledge of various scientific areas of endeavor. The organization

meets monthly beginning in September and is open to all students regardless of the field of study. Officers are elected during the September meeting. Free pizza and soft drinks are provided for each meeting. Guest speakers are invited.

### **Sigma Kappa Delta**

Sigma Kappa Delta is the English Honor Society for Two-Year Colleges. Members have the opportunity to share their love of literature and linguistics with like-minded peers, participate in rewarding activities and be recognized for their accomplishments. They may also apply, or in some cases instantly qualify, for one or more of the Society's numerous awards and scholarships

### **Social Media Ambassadors**

Social Media Ambassadors maintain ItawambaCC-branded social media platforms and make regular posts that give followers a taste of life at ICC, from the day-to-day details to major events and milestones. All posts should be approved by the adviser, who will also discuss the types of appropriate posts, times to post and which social platforms to post.

### **Student Government Association**

The SGA, which is composed of elected officers and representatives, plans wholesome recreational and social activities, encourages student discussion of campus concerns, presents recommendations to the faculty and administration and acts in an advisory capacity to the students of each campus/location. The SGA serves through executive and advisory functions as the voice of the students.

### **Student Health Information Management Association**

SHIMA is an organization for students in Health Information Management Technology.

### **Student Occupational Therapy Association**

Members of this organization include Occupational Therapy Assistant Technology students. SOTA is affiliated with the American Occupational Therapy Association. Its purpose is to provide valuable experiences that will promote personal and professional growth for students entering the field of occupational therapy.

### **Theatre Productions**

Theatre Productions involves student participation in the Dinner Theatre each year. For more information, call 662.862.8307.

**Travel Club**

Students can travel with Itawamba Community College to exciting destinations each year and earn college credit for their experience. For more information, call 662.862.8056, 662.862.8308 or 662.862.8169.

# INSTRUCTIONAL PROGRAMS

## ACADEMIC FORGIVENESS

The ratio of Quality Points to Hours Attempted is called grade point average (GPA). For example, if students have attempted 15 semester hours and have earned 36 quality points, their GPA is 2.4 and is determined by dividing 36 by 15.

In calculating GPA, the following will apply:

- When a student repeats a course, the grade received each time the course is taken will be recorded on the transcript, and the quality points will be used in calculating the current term GPA.
- The best grade will be used to compute the cumulative GPA and the cumulative GPA for graduation requirements, graduation with honors and class rank for all courses taken from spring 1986 forward and then repeated from spring 1998 forward.
- The above criteria apply to courses taken and retaken at ICC only.

All courses repeated prior to spring 1998 are calculated by the former method — calculation of the cumulative GPA based upon all work attempted.

Hours Attempted are determined on the basis of semester hours scheduled in which grades of 'A,' 'B,' 'C,' 'D' and 'F' are recorded. Hours scheduled in which grades of 'W,' 'IP,' 'X' and 'Z' are recorded will not count as hours attempted.

## ACADEMIC PROBATION AND DISMISSAL

The probation and dismissal policy at ICC for academic and career and technical education students is based on the philosophy that the College has an obligation to assist students who, due to unsatisfactory academic performance, may experience difficulty in realizing their goals. Specifically, the probation and dismissal policy is concerned with:

- Protecting the student from prolonged unsatisfactory performance which might result in forfeiting his/her opportunity to earn a college degree or certificate at ICC or elsewhere and
- Helping the student reevaluate his/her strengths and weaknesses in selecting a program of study in keeping with interest, aptitude, needs and ability.

## **Probation Criteria**

Students will be considered to be making less than satisfactory progress whenever their current grade point average for the preceding semester is less than 1.00 and/or less 1.50 for the preceding two consecutive semesters.

Students not meeting the above stated standards of progress at the end of a semester will be placed on probation for one semester. During the academic probation semester, a grade point average of 1.5 on all work attempted must be earned. Only one semester of probation will be allowed. After the probationary period, students not meeting the minimum standards of progress will not be permitted to register the following semester.

A student dismissed for academic reasons may petition the Enrollment Committee for an exception to minimum readmission requirements. After a student has been dismissed for one semester, he/she may apply for readmission the following semester.

## **ACADEMIC HONESTY POLICY**

Itawamba Community College is committed to academic honesty and scholarly integrity. Cheating and plagiarism erode the educational and social values of the College and deprive students of knowledge, skills and character traits valued in the community. Cheating is the act of deception by which a student misleadingly demonstrates that he/she has mastered information or skills on an academic exercise. Cheating includes, but is not necessarily limited to:

- Submitting of work that is not the student's own, including papers, assignments or exams.
- Supplying or receiving in any way unauthorized information for the preparation of a test, exam or assignment.
- Communicating during a test/exam with the intent of copying from or supplying information to another student.
- Taking an exam with the aid of cheat sheets, notes or other unauthorized assistance.
- Improperly using technology including copying or receiving information from others, accessing computer files without authority and altering records.
- Assisting any person committing an act of academic dishonesty.

Plagiarism is the representation of previously written, published or creative work as one's own. Examples include, but are not limited to:

- Representing any scholarly work of others, such as musical compositions, computer programs and visual arts, as one's own.

- Offering as one's own work the words, idea or arguments of other persons without appropriate credit.
- Falsifying bibliographies

**First offense...**The student will receive a '0' for the assignment, test, project, etc. The student may not drop this grade.

**Second offense...**The student will receive an 'F' for the course. Student may not drop the course with a 'W.'

**Third offense...**The student will be suspended from the College for two calendar years. The student may appeal the decision through the Student Grievance Procedure for Academic Matters, beginning at step three in the procedure.

## **ADVANCED PLACEMENT**

### **Advanced Placement — Academic Programs**

Itawamba Community College awards credit to students who have enrolled and successfully completed courses in the **College Entrance Examination Board (CEEB) Advancement Placement Program** offered through their high schools. Students who earn scores of three or higher on the final examinations will be given credit for the course(s), and a 'Z' grade will be inscribed on the student's transcript indicating credit without further qualification of the student's performance. Advanced placement and corresponding semester hours of credit are awarded in American history, art, biology, calculus, chemistry, computer science, economics, English (literature/composition), French, government, mathematics, music, psychology, physics, Spanish and western civilization.

Requests for permission to take such examinations should be made initially to the Vice President of Instructional Services.

Permission may be given subject to the following conditions:

- Credit by advanced placement examinations is limited to 30 semester hours. This credit cannot be used to reduce the minimum residence requirement.
- Credit will be given only to those students who have been admitted to Itawamba Community College.
- Credit will not be given in courses in which failing grades have been earned.
- Credit earned through advanced standing examination will not be used in the computation of grade point averages.
- The grade 'Z' will be issued for advanced standing credit.

Students should consult with the Registrar of the university to which they plan to transfer for information on acceptable Advanced Placement scores.

## **Articulated Credit — Career and Technical Education Programs**

Itawamba Community College grants credit for selected courses in career and technical education programs based upon educational experiences at the high school level. The procedure used to grant such credit relies on the verification of occupational competencies mastered at the high school level that are also found in courses of study at the community college level. Advanced placement credit is awarded only when it promotes the continuity of study between high school and community college programs of study, broadens and enhances the total educational experience of the student and prevents unnecessary duplication of instruction. Credit will be awarded for applicable courses under the following conditions:

- Applicant must have completed an articulated program of study at a secondary center located in a school district that maintains a signed articulation agreement with the Itawamba Community College district.
- Applicant must submit an Advanced Placement Credit Application that includes a recommendation from the high school instructor.
- Applicant for credit must meet **all requirements for admission** to Itawamba Community College and **be enrolled as a student** in good standing.
- Applicant must enroll at the community college within 18 months of graduation.
- Applicant must score at the 80<sup>th</sup> percentile or higher on the Mississippi Career Planning and Assessment System (MSCPAS) in his/her secondary programs of study.
- Students must complete 12 non-developmental credit hours in the articulated program of study before the articulated credit is transcribed. A grade of 'Z' will be given on the transcript for articulated courses.
- No cost will be assessed on hours earned through articulated credit.

## **ATTENDANCE REQUIREMENT**

It is the intent of the Itawamba Community College Board of Trustees that opportunities for student success and the development of personal responsibility be a high priority for the College. One of the key factors in this endeavor is class attendance. In keeping with this intent, Itawamba Community College's faculty maintain attendance records for all classes offered by the College. It is the student's responsibility to attend class.

### **Class Attendance**

Students are expected to attend all classes and complete all coursework prescribed by the instructor. Attendance is counted from the first scheduled

class meeting following enrollment. If a student is absent more than 15 percent of the class time, he/she will be dropped from the class. Every three tardies will count as one absence. A tardy is recorded if a student enters the classroom after instruction begins or leaves during class time. It is the student's responsibility to monitor his/her class attendance to avoid being dropped from class.

### **Absences in Special Admission Programs**

Some of the College's educational programs have special attendance requirements because of the nature of the subject matter taught, clinical components and/or state or national accreditation. Where this is the case, these requirements will be communicated to the student in the course syllabus.

### **Work Missed Because of College-Sanctioned Activity**

It is the student's responsibility to notify the instructor when attending a college-sanctioned activity and to make arrangements for missed notes, assignments and/or tests. These arrangements should be made prior when possible. If arrangements are not made prior to the activity, the student is responsible for contacting the instructor upon returning to class to determine what missed assignments and/or tests will be completed.

### **Class Reinstatement**

A student who has been dropped from class because of excessive absences may request reinstatement to the instructor prior to the next scheduled meeting after the student has been notified of the drop. If the instructor denies admission, the student may appeal to the appropriate dean or Vice President of Instructional Services within 24 hours following the request to the instructor.

### **Appeals**

Students who are not readmitted to class may appeal the decision to the Vice President of Instructional Services who will convene a committee to hear the appeal if the appeal is not otherwise resolved. The appeal must be made in writing to the appropriate dean or Vice President of Instructional Services within two school days following denial of readmission. The appeal must include documentation that absences resulted from by an emergency or an extenuating circumstance. The decision of the committee may be appealed to the President of the College whose decision will be final.

## **AUDITING COURSES**

Students may be admitted to the College to audit courses on the same basis as a regular student. To audit, a student must have permission from the instructor, appropriate dean or Vice President of Instructional Services and Registrar/Director of Admissions. Audited courses are counted at full value in computing the student's load for fee purposes, and the last day to register and audit a course is the same as that for other courses. Upon completion of a course that has been audited, the student will receive an 'X' designation on his/her transcript to indicate the course was audited. If a student auditing a course withdraws or is dropped due to excessive absences, a 'W' grade will be posted to the transcript. Online classes may not be audited.

No credit is granted for courses taken on an audit basis. **Students are not permitted to receive credit at any future date for their participation in a course on this basis.**

## **CLASSES**

### **Fall and Spring**

Itawamba Community College offers classes on its Fulton and Tupelo campuses and Belden Center in 16-week and shortened, mini terms. The fall semester normally begins about mid-August and concludes prior to mid-December. The spring semester normally begins in early January and concludes about mid-May.

Class schedules for the summer, fall and spring semesters are located at [www.iccms.edu](http://www.iccms.edu) to assist students in class planning and registration.

### **eLearning**

In order to meet the needs of area students, Itawamba Community College offers online classes. These classes are listed in the ICC schedules and may be accessed at eLearning via the ICC website, [www.iccms.edu](http://www.iccms.edu). The academic calendar of the Mississippi Virtual Community College is followed. Credit is transcribed the same for online and traditional classes. Students are responsible for contacting the university to which they plan to transfer regarding acceptance of online courses. See [www.msvcc.org](http://www.msvcc.org) for a complete listing of MSVCC courses.

### **Evening, After-Work and Weekend**

Itawamba Community College offers a wide variety of evening, after-work and weekend classes on its Tupelo and Fulton campuses and Belden Center during the fall and spring semesters. The College's partnership with The University of Mississippi in Tupelo provides students with a unique

opportunity to take lower level courses with ICC and then continue their studies with The University of Mississippi on the Tupelo Campus.

## **Summer**

Itawamba Community College offers two traditional four-week summer day class sessions, one eight-week summer evening class session and online summer classes. Traditional classes during summer school meet more frequently than courses during the fall and spring semesters; instruction is more intense and time for study is limited. Summer classes are an option for students who want to get an early start in college, earn additional credit toward their degree or take lower level courses to strengthen their skills in selected academic areas.

## **CHALLENGE EXAMINATIONS**

Itawamba Community College's Challenge Examination Policy has been developed to allow students to receive credit for experiential learning. Successful completion of a Challenge Examination will result in a 'Z' grade recorded on student's transcript. The Challenge Examination must be administered by the instructor of record for the course.

### **Student Application/Request Procedure**

- The candidate must be currently admitted to the College.
- The candidate must demonstrate to the instructor of record for the course that he/she has mastered the subject matter in a prior learning environment.
- The candidate must complete a Challenge Examination Application Form. The application must be signed by the faculty member and the student and then forwarded to the appropriate dean.
- The candidate must pay \$25 at the Business office to sit for the Challenge Examination. The Business office will issue a receipt for the Challenge Examination fee.
- The candidate will take the receipt to the instructor and arrange the date and time of the Challenge Examination. If the course being challenged has a performance component, the student must successfully pass both the written and the performance components.
- Licensed Practical Nurses who attempt to challenge NUR 1119 must meet the challenge exam eligibility standards that are detailed on the National League of Nursing website ([www.NLN.org](http://www.NLN.org)). Once they are accepted to the Associate Degree Nursing program, a date will be set for the challenge exam administration. The student will be sent instructions on registration and payment at that time. The fee for the examination is established by the National League for Nursing and must be paid before the examination can be scheduled.

## **Grading Procedures**

- A minimum grade of 75 on the written examination is required to receive credit for the course. For the NLN challenge examination, the candidate must score at or above or the national average score.
- Upon successful completion of the Challenge Examination, the instructor of record will complete the Challenge Examination Grade Report Form and forward to the Vice President of Instructional Services.
- The Vice President of Instructional Services will send notification to the Business office and the Registrar that the student has passed the Challenge Examination and is eligible to receive a 'Z' grade following payment of the transcription fee for the course.
- The candidate will pay a transcription fee of \$20/semester credit hour and present the receipt to the Registrar.
- The Registrar will award the 'Z' credit for the course.

## **Limitations**

- Challenge Examinations are available in many courses at Itawamba Community College and can be taken only one time.
- A candidate may not challenge a course in which he/she is currently enrolled or one in which they have previously been unsuccessful.
- The total amount of credit that may be transcribed by Challenge Examination is 25 percent of the total credits of the program.
- Charges for Challenge Examinations are non-refundable and are not covered by financial aid. Credits earned by the Challenge Examination cannot be used to determine financial aid eligibility.

## **COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)**

Itawamba Community College recognizes and encourages individual initiative and self-improvement. To help students reach these goals, the College participates in the College Level Examination Program (CLEP). It is the procedure of Itawamba Community College to charge a fee of \$20 to students who wish their CLEP scores entered on their official transcript. Only those tests that are successfully completed will be entered as a part of the official transcript. Credit on the CLEP Subject Examination will be awarded only to those students who make a scaled score of 50 or more. ICC does not administer this examination. A student can receive credit for a maximum of 30 semester hours of approved CLEP subject examinations. For more information on the CLEP, check [www.collegeboard.com/clep](http://www.collegeboard.com/clep).

**NOTE:** Students should consult with the Registrar of the university to which they plan to transfer for information on acceptable CLEP scores.

## Subject Examination

## Itawamba Community College Credit

American Government.....	PSC 1113 American Government
American Literature.....	ENG 2223 and 2233 American Literature I and II
Calculus .....	MAT 1613 Calculus I
College Algebra.....	MAT 1313 College Algebra
College Composition .....	ENG 1113 English Composition I
English Literature .....	ENG 2323 and 2333 British Literature I and II
Financial Accounting.....	ACC 2213 Principles of Accounting I
French Language: Levels 1 and 2.....	MFL 1113 and 1123 French I and II
General Psychology I.....	PSY 1513 General Psychology I
History of the United States I .....	HIS 2213 American (U.S.) History I
History of the United States II .....	HIS 2223 American (U.S.) History II
Human Growth and Development .....	EPY 2533
	Human Growth and Development
Information Systems and Computer Applications.....	CSC 1113
	Computer Concepts
Introductory Business Law .....	BAD 2413 Legal Environment of Business I
Introductory Psychology.....	PSY 1513 General Psychology
Introductory Sociology .....	SOC 2113 Introduction to Sociology
Principles of Macroeconomics.....	ECO 2113 Principles of Macroeconomics
Principles of Microeconomics .....	ECO 2123 Principles of Microeconomics
Spanish Language: Levels 1 and 2 ....	MFL 1213 and 1223 Spanish I and II
Western Civilization I: Ancient Near East to 1648 .....	HIS 1113
	Western Civilization I
Western Civilization II: 1648 to the Present.....	HIS 1123
	Western Civilization II

## COURSE CREDIT

Credit for academic and career and technical education courses is awarded in terms of semester hours. Generally, for each hour of credit earned, the student must attend class one hour per week for one semester. Should the student attend class three hours per week for one semester, credit earned would be three semester hours. A majority of the classes at Itawamba Community College meet three hours per week.

## COURSE LOAD

The normal course load per semester is 12-to-20 semester hours. Nine semester hours is considered a three-fourths normal load; six semester hours, a one-half normal load. The Vice President of Instructional Services or his/her designee must approve course loads in excess of 20 semester hours.

## **DEGREES AND CERTIFICATES**

### **Associate of Arts Degree**

This degree is conferred on students who complete requirements for graduation in various arts and science programs, the pre-professional programs and programs designed for transfer from Itawamba Community College to senior colleges and universities. The completion of a minimum of 60 semester credit hours with a grade point average of 2.0 is required for the degree. Specific requirements for graduation are included in this catalog.

### **Associate of Applied Science Degree**

This degree is conferred on students who complete requirements for graduation in various two-year career and technical education and health science programs offered at Itawamba Community College. The completion of a minimum of 60 semester hours with an overall grade point average of 2.0 is required for the degree. Specific requirements for graduation are included in this catalog.

### **Career Certificate**

A Career Certificate is awarded to students who have satisfactorily completed curriculum requirements as set forth in career and technical education programs. A minimum grade point average of 2.0 on all coursework taken is required for the certificate.

## **DIRECTED STUDY**

Directed Study is designed to serve the needs of the community college and student when extenuating circumstances prevent the student from enrolling in a regularly scheduled class. It is a contractual agreement between an instructor and a student that gives the student an opportunity to complete the required work for a class on an individual basis. Credit earned in a Directed Study course is equivalent to credit earned in a regular class. The last day to register for a Directed Study course is the same as that for other courses.

The following conditions should be met in order for a Directed Study Application Form to be initiated:

1. The lack of enrollment in the course desired precludes its being offered as a scheduled class or
2. Extenuating circumstances exist which preclude an individual in enrolling in a scheduled class appropriate to his or her program of study. (In such cases, the Directed Study must be approved by the faculty member who will supervise the directed student, the appropriate dean and Vice President of Instructional Services.)
3. Students who have previously taken the course and made below a 'C' grade will not be allowed to repeat a course by Directed Study.

4. Students who desire to take a course by Directed Study should discuss this option with their faculty adviser and have his/her support.
5. Beginning and ending dates for the Directed Study contract must coincide with the published academic calendar for any given semester.
6. Instructors must agree to provide at least two progress reports in addition to the final grade.
7. Instructors may only teach the Directed Study course if it is a part of his/her normal teaching discipline, a course he/she has recently taught and a course for which he/she has a current syllabus on file.
8. Directed Study contracts must be approved by the appropriate dean and the Vice President of Instructional Services.

The maximum amount of college credit that may be earned from enrollments in Directed Study classes is 30 semester credit hours.

### **EVALUATION OF EDUCATIONAL EXPERIENCES IN THE ARMED FORCES**

Itawamba Community College will grant to all veterans four semester hours' credit for physical education upon submission to the office of the Registrar/Director of Admissions a certified copy of D.D. 214 which indicates a period of continuous active duty for at least 90 days.

Additional credit for training in formal service schools will be granted based upon submission of an official copy of the Joint Services Transcript (JST). Credits from this transcript are evaluated based on recommendations published in *A Guide to the Evaluation of Educational Experiences in the Armed Services* insofar as the recommended credit can be evaluated in terms of level, content, quality, comparability and degree program relevance.

A student can receive credit for a maximum of 30 semester hours of approved military training. A grade of 'Z' is recorded for credit granted. No quality points are granted. Credits granted are not used in computing grade point average.

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974**

Itawamba Community College is in compliance with provisions granted under the Family Educational Rights and Privacy Act of 1974. Under this law, students enrolled in any educational institution receiving federal funds are given certain rights concerning school records.

The following rights are accorded under this act:

1. The right to inspect and review the student's education records within 45 days of the day the College receives a request for access. A student should submit to the Registrar a written request that identifies the record(s) the student wishes to inspect. The College official will make arrangements for access and notify the student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the student believes are inaccurate, misleading or otherwise in violation of the student's privacy rights under FERPA. A student who wishes to ask the College to amend a record should write the College Registrar for the record, clearly identify the part of the record the student wants changed and specify why it should be changed.

If the College decides not to amend the record as requested, the College will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the College discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

The College discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research or support staff position (including law enforcement unit personnel); a person or company with whom the College has contracted as its agent to provide a service instead of using College employees or officials (such as an attorney, auditor or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the College.

Upon request, the College also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

**Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901**

The law allows directory information about students to be made public without specific permission. Directory information includes, but is not limited to:

- Name
- Address
- Year of birth
- Permanent telephone number
- Dates of attendance
- Degrees and awards received
- Student college-sponsored email address
- Major and fields of study
- Most recent previous institution attended
- Participation in officially recognized activities/sports
- Weight and height of individuals on athletic teams

Students have the right to withhold the disclosure of directory information to non-personnel. Forms requesting to opt out of directory information may be secured from the office of the Registrar/Director of Admissions. All inquiries pertaining to records should be made to the Registrar/Director of Admissions.

## **GRADING SYSTEM**

### **Academic and Career and Technical Education**

At the end of a course, students receive one of the following grade designations:

- A** This grade is given for consistently superior work on assignments and examinations.

- B** This grade is earned as a result of better-than-average performance on required assignments and examinations.
- C** This grade is earned by performance considered average or satisfactory on required assignments and examinations.
- D** This grade, although passing, indicates that the student's work has been substandard and that he/she has met only the minimum requirements on required assignments and examinations.
- F** This grade, a failing grade, indicates that the student has failed to meet the minimum requirements of the course.
- I** This designation indicates that the student has failed to complete, through some unavoidable circumstances, at least one of the required course assignments or examinations.  
**The grade of 'I' is recorded as an 'F' if the required assignments and/or tests are not completed by mid-semester of the following semester.**
- IP** An In-Progress ('IP') grade may be assigned to a student who is in a developmental course and who does not complete course requirements before the end of the semester. A student who is assigned an 'IP' grade at the end of a semester must complete coursework during the following semester (excluding summer school) or withdraw from the course and receive a 'W.' Exemptions to this procedure must be approved by the Vice President of Instructional Services. **The grade 'IP' is not used in computing grade point average.**
- W** Students who withdraw from a course by the Friday before the examination schedule begins or are dropped for excessive absences will receive a 'W' grade for the course(s). If withdrawal occurs after the day indicated above, yet prior to course completion, the student will receive a grade based on the coursework completed.
- X** This designation is used when a student audits a course. No credit is awarded when a course is audited.
- Z** This grade authorizes credit without further qualification of the student's performance. The 'Z' grade does not affect the student's grade point average in any way and is not used in determining whether a student qualifies to graduate with academic hours. The 'Z' grade is awarded to veterans for two-hour credit in physical education and in certain courses for advanced placement credit.  
**The 'Z' grade is not used in computing grade point average.**

All students pursuing a course and enrolled in such course at the end of a semester will be assigned a grade of 'A,' 'B,' 'C,' 'D,' 'F,' 'I,' 'IP,' 'W,' 'X' or 'Z.'

## Quality Point/Grade Point Average

The overall quality of a student's work is measured by Quality Points.

Quality points are acquired according to the following schedule:

Grade	Quality Points Per Semester Hour
A .....	4
B.....	3
C.....	2
D .....	1
F.....	0
W .....	0
I.....	0
IP.....	0
X.....	0
Z.....	0

Quality points have been awarded on the four-point system to all students at Itawamba Community College since the beginning of the fall semester of 1970.

Records of students attending Itawamba Community College prior to the fall semester of 1970 and re-enrolling at this time will be converted to the four-point system by adding the number of hours attempted to the total number of quality points the student has attained.

The ratio of Quality Points to Hours Attempted is called grade point average (GPA). For example, if students have attempted 15 semester hours and have earned 36 quality points, their GPA is 2.4 and is determined by dividing 36 by 15.

In calculating GPA, the following will apply:

1. When a student repeats a course, the grade received each time the course is taken will be recorded on the transcript, and the quality points will be used in calculating the current term GPA.
2. The **best grade** will be used to compute the **cumulative GPA** and the **cumulative GPA for graduation requirements, graduation with honors** and **class rank for all courses taken from spring 1986 forward and then repeated from spring 1998 forward.**
3. The above criteria apply to courses taken and retaken at ICC only.

All courses repeated prior to spring 1998 are calculated by the former method — calculation of the cumulative GPA based upon all work attempted.

Hours Attempted are determined on the basis of semester hours scheduled in which grades of ‘A,’ ‘B,’ ‘C,’ ‘D’ and ‘F’ are recorded. Hours scheduled in which grade of ‘W,’ ‘IP,’ ‘X’ and ‘Z’ are recorded will not count as hours attempted.

## **GRADUATION REQUIREMENTS**

Normally, students may meet graduation requirements and receive the A.A. or A.A.S. degree by completing all course requirements of a chosen field of study specified in the college catalog at the date of the student’s first entrance. Exceptions would include:

1. Curriculum changes required by the Mississippi Community College Board curriculum frameworks.
2. Programs that require that content in a specific course or courses be current.

**IMPORTANT NOTE:** It is the responsibility of students to consult with their adviser or the Registrar/Director of Admissions to ensure that all coursework can be applied toward graduation requirements. This especially applies to students who are returning to college after a lapsed period of time or who are transferring credit from another institution to be applied toward meeting graduation requirements.

### **Associate of Arts Degree**

Candidates for the Associate of Arts degree at Itawamba Community College must complete a minimum of 60 semester hours with a grade point average of 2.0 on those hours applied toward graduation. College Life (LLS 1152), a first-year experience course, is required beginning with 2012 graduates and must be taken within the first year of enrollment. Three non-academic hours may be applied toward meeting graduation requirements. (Non-academic hours include one-hour physical education, band, choir, drama production, publications and leadership.) Developmental credit may not be counted toward the requirements for graduation. Completion of the basic core of General Education as outlined below is a requirement of the Associate of Arts degree.

Candidates for the Associate of Arts degree must complete 35 semester credit hours of general education core courses as a part of their program of study. The general education core courses must include the following courses:

College Algebra or higher math .....	3 sem. hrs.
English Composition .....	6 sem. hrs.
Fine Arts .....	3 sem. hrs.
(Art/Art History I or Art History II/Dance/Music/Theatre)	

Appreciation)	
Humanities .....	6 sem. hrs.
[Foreign Language, History*, Literature, Philosophy (PHI 2113, 2143, 2613)]	
Natural Science with Lab .....	8 sem. hrs.
(Anatomy and Physiology, Astronomy, Biology, Botany, Chemistry, Microbiology, Physical Science, Physics, Zoology)	
Public Speaking I .....	3 sem. hrs.
Social or Behavioral Science.....	6 sem. hrs.
[Economics, Geography, History*, Political Science, Philosophy (PHI 2113, 2143, 2613, 2623), Psychology, Sociology]	

\* A maximum of six hours of history may be used in the categories of Humanities and Social or Behavioral Science to meet general education requirements.

A student must earn at least 25 percent of the degree requirements within a prescribed curriculum at Itawamba Community College to be eligible for an Associate of Arts degree or Associate of Applied Science degree.

Candidates for the Associate of Arts degree must also demonstrate basic computer competency prior to graduation from Itawamba Community College. The computer competency requirement may be satisfied by one of the following:

1. Successfully complete a course which is approved for computer competency credit.
2. Demonstrate existing computer competency through a skills demonstration procedure endorsed by the College.
3. Pass an online course with a 'C' or better.

Substitutions of any courses to satisfy degree requirements must have the approval of the appropriate dean or the Vice President of Instructional Services and the Registrar/Director of Admissions. The Course Substitution Form must be approved and become a part of the student's permanent record for this to be valid.

### **Associate of Applied Science Degree**

Candidates for the Associate of Applied Science degree at Itawamba Community College must complete a minimum of 60 semester credit hours in a prescribed curriculum in a career and technical education or health science program with an overall grade point average of 2.0 on those hours to be applied toward graduation. The College Life course (LLS 1152) is required beginning with 2012 graduates and must be taken within the first year of enrollment. Three non-academic hours may be applied toward

meeting graduation requirements. (Non-academic hours include one-hour physical education, band, choir, drama production, publications and leadership.) Developmental credit may not be counted toward the requirements for graduation.

Candidates for the Associate of Applied Science degree must complete 15 semester credit hours of general education core courses as a part of their program of study. The general education core courses must include the following courses:

- College Algebra or higher math ..... 3 sem. hrs.
- or
- Natural Science with Lab .....4 sem. hrs.  
(Anatomy and Physiology, Survey of Anatomy and Physiology, Astronomy, Biology, Botany, Chemistry, Microbiology, Physical Science Survey, Physics, Zoology)
- English Composition.....3 sem. hrs.
- Humanities or Fine Arts Elective.....3 sem. hrs.  
[Foreign Language, Literature, Art/Dance/Music/Theatre Appreciation, History, Philosophy (PHI 2113, 2143, 2613)]
- Communication Elective
- Public Speaking I.....3 sem. hrs.
- or
- Interpersonal Communications..... 3 sem. hrs.  
*(This course is program specific please refer to curriculum.)*
- Social or Behavioral Science Elective ..... 3 sem. hrs.  
[Economics, Geography, History\*\*, Political Science, Philosophy (PHI 2113, 2143, 2613), Psychology, Sociology]

A student must earn at least 25 percent of the degree requirements within a prescribed curriculum at Itawamba Community College to be eligible for an Associate of Arts degree or Associate of Applied Science degree.

Candidates for the Associate of Applied Science degree must demonstrate basic computer competency prior to graduation from Itawamba Community College. The computer competency requirement may be satisfied by passing an approved course or by demonstrating existing computer competency through a skills-based demonstration procedure endorsed by the College.

Substitutions of any courses to satisfy degree requirements must have the approval of the appropriate dean or the Vice President of Instructional Services and the Registrar/Director of Admissions. The Course Substitution Form must be approved and become a part of the student’s permanent record for the substitution to be valid.

## **RESIDENT REQUIREMENTS FOR GRADUATION**

### **Associate of Arts Degree and Associate of Applied Science Degree**

A student must earn at least 25 percent of the degree requirements within a prescribed curriculum at Itawamba Community College to be eligible for an Associate of Arts degree or Associate of Applied Science degree.

### **Certificates**

To be eligible for a Certificate, a student must earn 25 percent of the credit hours required for the Certificate at Itawamba Community College.

## **HONORS**

### **President's**

Full-time students with a grade point average between 3.80 and 4.00 will be placed on the President's List.

### **Dean's List**

Full-time students with a grade point average between 3.50 and 3.79 will be placed on the Dean's List.

### **"Special Honors"**

Students with a cumulative grade point average between 3.70 and 4.00 will be graduated with "special honors."

### **"Honors"**

Students with a cumulative grade point average between 3.30 and 3.69 will be graduated with "honors."

**NOTE: Students who graduate with hours pending will not be eligible for the 'honors' designation in the commencement ceremony.**

## **SCHEDULE CHANGE**

Schedule changes may be made with approval of the Student Affairs office or advisers on either the Fulton/Tupelo campus or the Belden Center according to the dates indicated in the Academic Calendar. After the date stated in the Academic Calendar, courses may not be added without permission from the instructor and the appropriate dean or Vice President of Instructional Services. Grade assignments associated with schedule changes will be made in accordance with stated policies listed under "Grading System." Students are not permitted to drop a course following the Friday before final semester examinations begin. Drop dates for summer terms are included in the summer schedule.

Procedures for schedule changes are as follows:

1. Students who have met with their adviser may make schedule changes online during the registration period.
2. After the registration period, students must see their adviser to drop a course. The adviser then completes an online drop request form and submits it to the Student Affairs office for processing.

### **STUDENT CLASSIFICATION**

All students are classified during the first semester of each year according to the following standards:

**Freshmen** – Those who have completed fewer than 24 semester hours.

**Sophomores** – Those who have completed 24 or more semester hours.

### **STUDENT EXPECTATIONS**

Itawamba Community College is dedicated not only to learning and the advancement of knowledge but also to the development of ethically sensitive and responsible persons. It seeks to achieve these goals through a sound educational program and policies governing student conduct that encourage independence and maturity. College students are considered to have reached the age of responsibility and discretion. Students must realize that the responsibility for their success in college work rests largely upon themselves and that they will achieve maturity so far as they assume that responsibility. Enrollment in Itawamba Community College is a contract to abide by all rules and regulations, cooperating with the entire staff and the student body to facilitate learning at the College.

### **TESTS AND EXAMINATIONS**

Tests are given periodically throughout the semester, and final examinations are given at the end of each semester. Academic and career and technical students view progress reports online at the end of the first eight weeks during the fall and spring semesters and receive final grades at the end of the semester.

### **WITHDRAWAL FROM CLASSES**

If it becomes necessary for a student to drop a class, he/she should officially drop the class. The responsibility for withdrawal resides with the student. Students failing to officially withdraw by the date of the last allowable absence will be dropped by the instructor at the next class meeting. These students will receive a grade of ‘W’ according to catalog regulations and college grading system guidelines.

Procedures for dropping a class are as follows:

1. Students who have previously met with their adviser may drop a class online during the registration period.

2. The student may initiate by seeing his/her adviser to drop a course. The adviser then completes an online drop request form and submits it to the Student Affairs office for processing.
3. An instructor may initiate a drop for excessive absences by completing and submitting an online form.
4. Students must initiate a drop for a class in the fall and spring semesters no later than the Friday prior to the examination schedule in order to receive a 'W' for the course.
5. Students must withdraw from the first and second summer terms two days before the examination schedule begins and the Friday before the examinations begin for the full summer term in order to receive a 'W' for the course.
6. The eLearning Office will complete the withdrawal process by observing the MSVCC guidelines and the student will receive notification via email from MSVCC. No student may be dropped after the established last official date for withdrawal on the ICC Calendar.

### **WITHDRAWAL FROM COLLEGE**

If it becomes necessary for a student to withdraw from college, he/she should officially withdraw. The responsibility for withdrawal resides with the student, and failure to officially withdraw could impact the student's scholastic record. The student may initiate withdrawal by:

1. Contacting her/his adviser. The adviser will initiate the withdrawal process.
2. Once the adviser has submitted the withdrawal request, the student then logs into the myTribe portal using his/her username and password to proceed with withdrawing from all classes.
3. Step-by-step instructions for withdrawing from college can be found on the Advising Center Web page: <http://www.iccms.edu/Portals/0/docs/AdvisingCenter/HowtoWithdrawfromCollege.pdf>

# **INSTRUCTIONAL SUPPORT SERVICES**

## **ACADEMIC COUNSELING**

Academic counselors are available in the Student Affairs offices on both the Fulton and Tupelo campuses from 8 a.m.-4:30 p.m., Monday through Friday, on the Fulton Campus and from 8 a.m.-6 p.m., Monday through Thursday, and 8 a.m.-4:30 p.m., Friday, on the Tupelo Campus. Limited services available to Itawamba Community College students include academic advising, social counseling and career counseling. All matters will be treated individually on a confidential basis.

## **ACADEMIC SUPPORT CENTER**

The Academic Support Center (ASC) is designed to assist students who are involved and enrolled in developmental English or math courses. Students involved in the program attend weekly tutoring and study hall sessions. For more information please contact 662.862.8336.

## **BOOKSTORE**

The Bookstore is owned and operated by Itawamba Community College to provide textbooks and related instructional supplies.

The Bookstore is located in the Student Services buildings on both the Fulton and Tupelo campuses. Hours of operation are posted at the entrance to each store. Additional hours are observed to accommodate students enrolled in evening, summer or special classes.

New and used books are sold at prices standard to most college bookstore operations. Used books are purchased at specified times at standard prices. Books and other items are sold on a cash basis or charged only to an approved student grant.

## **COLLEGE LIFE**

The College Life program is a first-year experience course focusing on students, implementing college study techniques, learning how to manage and utilize their time, developing financial planning and budgeting skills, navigating technology utilized at the College and emphasizing life goals and success. Small classes are offered with excellent faculty teaching a curriculum designed to quickly engage students into the learning process and have a lasting impact.

The program is designed to expose students to campus organizations, activities and the importance of community awareness. The College Life

faculty teach students to understand their success in college and that life is a combination of academics, wellness and engagement. The College's experience working with college students and recognized national research acknowledge the foundation built during the first year in college is the cornerstone for all future academic success.

College Life (LLS 1152) became a requirement beginning with 2012 graduates and must be taken within the first year of enrollment.

### **L.E.A.P. (LEARN, EXCEL, ACHIEVE AND PREPARE) SUMMER INSTITUTE**

The five-week summer program, which is located on the Fulton Campus, provides an opportunity for a select group of entering freshmen to complete six semester hours before starting their fall semester at ICC. The program is designed to support transition from high school to college, offer a head start toward credits for ICC graduation and prepare participants for English composition I or college algebra by the fall semester.

### **LIBRARY**

The mission of the Library is to serve as an integral support component of the total teaching-learning enterprise for the students of Itawamba Community College. By providing appropriate resources for students, faculty and administration, the Library promotes the philosophy of lifelong learning and encourages all to achieve to the maximum of their potential as learners, citizens and human beings. The Library seeks educational excellence for all members of the college community.

Students and faculty of Itawamba Community College, as well as students enrolled in eLearning classes through the College, are allowed to check out materials from the Library. Community patrons and students from area schools in the Itawamba Community College district who are at least 16 years of age may check out materials on a limited basis. All books except those especially designated may be checked out for a two-week period. A fine of five cents per day is charged for overdue books. A limited checkout period may be assigned for some books during a time of heavy demand. Students with fines or overdue books will not be permitted to check out additional materials. In addition, they may be prohibited from taking examinations or having transcripts mailed to other colleges. If books or other library materials are lost, students and faculty are expected to pay for the cost of replacement. Library materials which are not available in the Library may often be obtained from other libraries or agencies through Interlibrary Loan. The resources of the ICC Library should be exhausted before ILL requests are made. Persons should consult a member of the

library staff to determine the location, time required to obtain and any possible charges for the items desired.

The meeting rooms and equipment of the library may be scheduled for use by the faculty and staff of the College. Because of the heavy demand for this equipment and space, reservations should be made as far ahead as practical.

For the convenience of Library patrons, copy machines and computer printers are housed in the library. Copies may be obtained at a cost of 10 cents per page. Computers equipped with several integrated office software packages are available for student use in the Library's computer labs during the regular hours of service. While these computers are primarily provided for the use of ICC students, other adults or high school students who are at least 16 years of age may use them as available with proper identification. Time limits for the library computers may be imposed during periods of heavy usage. Wireless Internet service is available to all students in the Library. Availability of wireless access may be limited to guest patrons as not to deny access to a paying students. Therefore, wireless access may not be available to guests at peak times. All Internet users must sign in at the Circulation Desk and must adhere to the ICC Acceptable Use Policy. Registration at ICC implies agreement with the Internet Acceptable Use Policy of the College. Internet access will be denied to anyone observed watching inappropriate websites. None of the equipment in the Library, including computers, printers, scanners, copy machines, etc., can be used on a regular basis or on a large scale in support of another organization such as a church or business or for any individual user's profit-making activities.

The *Mississippi Library Security Act of 1978* states, "It shall be unlawful for any persons to remove library materials, without authorization, from the premises wherein such materials are maintained or to retain possession of library materials without authorization. It shall be unlawful for any person to willfully mutilate library materials." This means that it is a violation of state law to remove books or other library materials without checking them out or to damage them by cutting out sections, writing in them or otherwise defacing them.

The *United States Copyright Act of 1976* states that it is a crime to photocopy any and all copyrighted materials. Certain portions of copyrighted articles may be photoduplicated for study and other educational purposes.

No food or drink is permitted in the Library. Cell phones should be deactivated.

Students are expected to work independently without constant supervision and must conduct themselves in such a manner that others will not be disturbed. Noisy or disruptive students or community patrons will be asked to leave. Children must not be left unattended in the library. Young children and babies are not allowed in the library.

The Fulton and Tupelo Libraries house a print collection of books and subscribes to various library databases. The Fulton Library is open from 7:30 a.m.-9 p.m., Monday through Thursday; and from 7:30 a.m.-4:30 p.m. on Fridays, and Sundays from 5-9 p.m. During the summer, the Library closes at 4:30 p.m., Monday through Friday. However, the Library will remain open at night when requested by faculty for special classes.

The Tupelo Campus Library serves the students of Itawamba Community College and the University of Mississippi Tupelo Campus. The Tupelo Campus Library is open from 7:30 a.m.-8:45 p.m., Monday and Tuesday, 7:30a.m.-6:00 p.m. on Wednesday and Thursday. Friday hours are 7:30 a.m.-4 p.m. During the summer, the Library closes at 4:30 p.m.

## **PLACEMENT TESTING**

ICC embraces the philosophy that students should be provided opportunities for learning experiences that will help them succeed in achieving their educational goals. To best position students to reach their goals, ICC uses placement testing to determine the strengths and needs of students. The enhanced version of the ACT and the ACCUPLACER assessments are used for academic course placement purposes. Upon their first registration at ICC, all students are subject to mandatory placement. Students must have complete ACT scores on file with the Registrar/Director of Admissions, or at the time of registration they must take a placement test to determine the appropriate courses for which they need to enroll. Students are encouraged to take the ACCUPLACER Assessment prior to open registration dates. A student may take the ACCUPLACER assessment more than once. Only the highest score for each segment is used in determining placement.

Itawamba Community College offers developmental courses in English/reading and mathematics. Each course is designed to strengthen students' basic skills to enable them to be successful in other college classes. Institutional credit is awarded for developmental courses and does not count toward graduation.

**CRITERIA FOR PLACEMENT  
ACT AND ACCUPLACER SUB-SCORES**

To best position students to be successful, Itawamba Community College uses placement testing to determine the strengths and needs of students. ICC uses the enhanced version of the ACT and the ACCUPLACER assessment to determine what courses a student should take upon registration. ACT scores posted prior to October 1989 may be used; however, students are urged to take the ACCUPLACER on campus for a more current assessment of their skills.

**ENGLISH**

<b>English/Reading ACT Sub-Score</b>	<b>Class Placement</b>	<b>English/Reading ACCUPLACER Sub-Score</b>
13 or below	<b>ENG 0113</b> Beginning English/Reading	400-473
14-16	<b>ENG 0123</b> Intermediate English/Reading	474-501
17 or above or a 'C' or higher in ENG 0123	<b>ENG 1113</b> English Composition I	502 or above

**MATHEMATICS**

<b>Mathematics ACT Sub-Score</b>	<b>Class Placement</b>	<b>Mathematics ACCUPLACER Sub-Score</b>
16 or below	<b>MAT 0124</b> Beginning Algebra	237
19 or above	<b>MAT 1313</b> College Algebra	254 or above
17-18 or above or a 'C' or higher in MAT 0124	<b>MAT 1314</b> College Algebra with Lab	238-253
19 or above or a 'C' or higher in MAT 1313 or 1314-Corequisite MAT 1313	<b>MAT 1323</b> Trigonometry	Not Applicable

21 or above or 'C' or higher in MAT 1313	<b>MAT 1343</b> Pre-Calculus	Not Applicable
22 or above or a 'C' or higher in MAT 1313	<b>MAT 1513</b> Business Calculus I	Not Applicable
24 or above or a 'C' or higher in both MAT 1313 or 1314 and MAT 1323 or a 'C' or higher in MAT 1343	<b>MAT 1613</b> Calculus I	Not Applicable
22 or above or a 'C' or higher in MAT 1313, 1314 or 1323	<b>MAT 2323</b> Statistics	Not Applicable

#### NATURAL SCIENCE

<b>English ACT Sub-Score or ACT Composite Score</b>	<b>Class Placement</b>	<b>English ACCUPLACER Sub-Score</b>
13 or below	<b>ENG 0113</b> Beginning English/Reading	400-473
14-16 A grade of 'C' or corequisite in English 0123 is required	<b>BIO 1114 and BIO 1124</b> Principles of Biology I and II w/lab <b>BIO 1214</b> Environmental Science w/lab <b>BIO 1314</b> Botany I w/lab <b>BIO 1514</b> Principles of Anatomy and Physiology I w/lab <b>BIO 1534</b> Survey of Anatomy and Physiology w/lab <b>PHY 1114</b> Introduction to Astronomy w/lab <b>PHY 2244 and 2254</b>	474-501

	Physical Science I and II w/lab	
16 or above or a 'C' or higher in ENG 0123	<b>BIO 2414 Zoology I w/Lab</b>	502 and above
18 composite score or higher or corequisite ENG 1113	<b>BIO 1134 General Biology I w/lab</b>	502 and above
18 composite score or a "C" or higher in BIO 1534	<b>BIO 2514 Anatomy and Physiology I w/lab</b>	502 and above
18 composite score or higher or corequisite ENG 1113	<b>BIO 2924 Microbiology w/lab</b>	502 and above

The ACCUPLACER Assessment is available on the Fulton and Tupelo campuses.

Fulton Campus – eLearning building, room 11

Monday-Friday – 8 a.m.-4 p.m.

or by appointment 662.862.8466

Tupelo Campus – Advanced Education building, First floor, room 132

Monday-Thursday – 8 a.m.-6 p.m.; Friday – 8 a.m.-4 p.m.

or by appointment 662.620.5356

\*Students are encouraged to take the ACCUPLACER Assessment prior to open registration dates. **Only the highest score for each segment is used in determining placement.**

## **SUPPORTIVE SERVICES**

The office of Supportive Services is the official contact for students with disabilities who request special services or accommodations to gain an equal opportunity for academic success. Students must contact the office of Supportive Services and provide documentation of their disability from the appropriate source. Supportive Services serves as a referral source and an advocate for students with disabilities and assists students in achieving equal access to all college programs and services.

The office of Supportive Services coordinators serve as liaisons between instructors, students and school officials; facilitate student learning and assist students with the transition from school to work. Supportive Services

may be accessed by visiting [www.iccms.edu](http://www.iccms.edu) or by calling 662.862.8173 (Fulton Campus) or 662.620.5314 (Tupelo Campus).

## UNIVERSITY PARALLEL PROGRAMS

Students must follow either the program of study in the catalog of the institution of higher learning to which they plan to transfer or the guidelines of the *Articulation Agreement*, <http://www.sbcjc.cc.ms.us/publication/publ.aspx> to ensure transfer of credits. Students who earn the Associate of Arts degree may transfer a minimum of 30 core academic hours\* to any Mississippi institution of higher learning. A student who is working toward a bachelor's degree but has not yet decided on a degree program is advised to follow the academic core requirements during the freshman year. All students should choose a field of study before beginning the sophomore year. Failure to do so may result in the student's taking courses that do not apply toward the chosen bachelor's degree program.

\*With a 'C' or better

## ACADEMIC DIVISION CHAIRS

<b>Programs</b>	<b>ICC Contacts</b>
Business Administration.....	Edana Nail, 662.862.8056
Accounting, Economics, Legal Environments of Business, Business Statistics	
Communications .....	Anna Britt-Begnaud, 662.862.8292
English/Reading, Foreign Languages	
Computer Science.....	Delores Tull, 662.862.8138
Fine Arts .....	Cass Patrick, 662.862.8313
Art, Music/Band, Mass Communications, Public Speaking, Theatre	
Health/Physical Education/Recreation .....	Beth Nolan, 662.620.5346
Learning and Life Skills .....	Bronson Prochaska, 662.862.8250
Mathematics.....	Rob Francis, 662.862.8141
Natural Science.....	Jada Mills, 662.862.8369
Social Science.....	Chris Stevenson, 662.862.8169
Criminal Justice, Geography, Government, History, Philosophy, Educational Psychology/Psychology, Social Work, Sociology	

## HEALTH SCIENCE PROGRAMS

Itawamba Community College offers ten health science programs that prepare individuals for employment in the healthcare industry. The Emergency Medical Services program is housed at the Belden Center, while the remaining eight programs are located on the Tupelo Campus in the state-of-the-art Health Science Education Center. The programs award either a Career Certificate or an Associate of Applied Science degree.

ICC's Belden Center offers several short-term health programs, including EMT-Basic, phlebotomy, certified nursing assistant and pharmacy technician. Contact the office of Continuing Education at 662.407.1500 for more information on these programs.

### Health Science Program Admissions

Entry into a health science program is highly competitive. There are usually far more applications than available slots. While the published ACT score, GPA and grades in the prerequisite courses meet the minimum criteria for program admission, much higher scores and grades are often required. ***Additionally, students accepted into a health science program will be required to pass a drug screen and a criminal background check. Certain criminal offenses may also prevent admission;*** therefore, it is highly recommended that the student contact his/her adviser, the program director or the office of the Dean of Health Science Instruction for guidance related to specific thresholds for admission.

**How to Apply:** With the exception of students currently enrolled at ICC, candidates for admission must first apply and be accepted to the College by completing an *Itawamba Community College Application*. Once a student has been accepted to the College, the student can then make application to specific health science programs via the online application process.

**Note:** *Students must complete an ICC application (if not currently enrolled at ICC) and complete a separate online Health Science Application for each program. It is highly recommended that transfer students make application to ICC at least 10 business days prior to submitting the program-specific Health Science Application.*

Detailed program admission requirements and health science program applications can be found on the ICC website. **Go to [www.iccms.edu](http://www.iccms.edu)**, select ***Programs of Study***, select the program of interest and then the link ***Health Science Program Information***.

**Applications will not be considered after the published application deadline.**

### **Readmission**

As specific readmission requirements may vary by program, contact the appropriate program director. Program faculty will determine the appropriateness of readmission to the program. Consideration will include such factors as reasons for non-progression, justification for readmission and potential for success.

### **Special Fees**

In addition to regular college fees, health science students are responsible for additional expenses that may include, but are not limited to, uniforms, equipment (watch with second hand, stethoscope, etc.), liability insurance, standardized examinations, transportation for clinical experiences, health examination, campus lab supplies, immunizations (including Hepatitis B), yearly TB skin tests, drug screens, criminal background checks, licensure fees and CPR-Healthcare Provider Certification. Visit the specific health science program information page for estimated costs of attendance.

### **Progression**

The student must earn a minimum grade of ‘C’ in each program-specific course in order to continue in the program. This includes:

- A satisfactory clinical evaluation in the clinical component of program-specific courses
- A satisfactory evaluation of laboratory skills

\*Students must complete all academic-related courses with at least a grade of ‘C’ in order to *graduate* from the program.

### **Policy Changes**

The College reserves the right to change policy as necessary. Written notification to the students and applicants approved for admission is sufficient to effect policy change.

# EMERGENCY MEDICAL SCIENCES TECHNOLOGY-PARAMEDIC

**Belden Center**

**Contact:** Debbie Roebuck, 662.407.1403

## **The Career**

Emergency Medical Technicians (EMTs), Advanced Emergency Medical Technicians(AEMTs) and Paramedics are certified medical professionals who provide emergency care to the sick and injured in an effort to promote health, alleviate suffering, and conserve human life. Itawamba Community College offers three levels of Emergency Medical Services training and education.

## **Emergency Medical Technician (EMT)**

The EMT's focus is to provide basic emergency medical care for critical and emergent patients. This individual possesses basic knowledge and skills necessary to provide basic patient care and transportation. The EMT program is offered by Itawamba Community College's *Continuing Education Department*. The EMT level is a one-semester course which may be taken for non-credit. Upon completion of this course students will be eligible to sit for the National Registry examination and apply for a State of Mississippi EMT certification. Upon successful completion of the EMT National Registry Exam, the student will be eligible to apply to the AEMT or Paramedic program *For more information about the EMT program, contact Itawamba Community College's Continuing Education Department at (662) 407-1500.*

## **Advanced Emergency Medical Technician (AEMT)**

The AEMT's focus is to provide *limited* advanced emergency medical care for critical and emergent patients. This individual possesses knowledge and skills necessary to provide *limited* advanced patient care and transportation. Advanced EMT training consists of an additional 24 weeks of training beyond initial EMT training. Student must already be a Nationally Registered EMT prior to admission to the Advanced EMT program. Students who complete the Advanced EMT course will be eligible to sit for the Advanced EMT National Registry examination, qualifying them to apply for a State of Mississippi Advanced EMT Certification.

## **Paramedic**

The Paramedic's focus is to provide advanced emergency medical care for critical and emergent patients. This individual possesses the complex knowledge and skills necessary to provide advanced patient care and

transportation. Paramedic training is a 13-month (three-semester) program. This program consists of the Advanced EMT curriculum as well as an additional 24 weeks of training beyond the Advanced EMT curriculum. Students must be a *Nationally Registered EMT-Basic* to be eligible for admission into the selective-admission Paramedic program. Upon successful completion of this training, graduates who have completed the required general education requirement will receive an Associate of Applied Science degree. Candidates who choose not to take the general education requirements will be eligible for a Career Certificate. The Paramedic graduate may take the National Registry exam and apply for State of Mississippi Paramedic Certification.

*The courses required for Advanced EMT are built into the Paramedic program. The student will have the option of opting out upon completion of the Advanced EMT courses and receiving a Certificate **OR** continuing in the Paramedic program. Should a student choose to exit the program when the AEMT is complete, they will receive a Career Certificate at the AEMT level. The student will have two years to request reentry into the Paramedic program at the level they completed. After two years have lapsed, the candidate must repeat the Advanced EMT portion of the Paramedic program prior to being admitted into the Paramedic program.*

### **Accreditation**

The EMS-Paramedic Technology program is accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). Commission on Accreditation of Allied Health Education Programs, 25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763, 727.210.2350, [www.caahep.org](http://www.caahep.org). To contact CoAEMSP: 8301 Lakeview Parkway, Suite 111-312, Rowlett, TX 75088, Phone: 214.703.8445, Fax: 214.703.8992, [www.coaemsp.org](http://www.coaemsp.org).

### **Advanced EMT-Paramedic Admissions**

1. Must be 18 years of age.  
Must be a high school graduate or have a high school equivalency diploma.
3. Must have minimum ACT score of 16.
4. Must submit an ICC application and be accepted to the College (if not a current ICC student).
5. Submit an application to the program director by the **August 1 deadline**.
6. Must be a *Nationally Registered Emergency Medical Technician*.

7. Complete information about admissions requirements and the program application are available on the ICC website, [www.iccms.edu](http://www.iccms.edu). *Select Programs of Study, Health Science Programs* and then, *Emergency Medical Sciences-Paramedic*

### ADVANCED EMERGENCY MEDICAL TECHNICIAN (AEMT)

<b>First Semester</b>		<b>Hours</b>
EMS 1133	Foundations of Paramedicine .....	3
EMS 1213	Concepts of Airway and Respiratory Medicine.....	3
EMS 1324	Concepts of Cardiovascular Medicine .....	4
EMS 1514	Practicum I.....	4
EMS 2912	Concepts of EMS Operations .....	2
	Total Hours .....	16
<b>Second Semester</b>		
EMS 2212	Fundamentals of Advanced EMT-Practicum Clinical II ...	2
EMS 2312	Fundamentals of Advanced EMT .....	2
EMS 2714	Concepts of Traumatic Medicine.....	4
	Total Hours .....	8
	Total Hours Required .....	24

### PARAMEDIC

#### Career Certificate Option

<b>First Semester</b>		<b>Hours</b>
EMS 1133	Foundations of Paramedicine .....	3
EMS 1213	Concepts of Airway and Respiratory Medicine.....	3
EMS 1324	Concept of Cardiovascular Medicine .....	4
EMS 1514	Practicum I.....	4
EMS 2912	Concepts of EMS Operations .....	2
BIO 2514	Anatomy and Physiology I, Lecture and Laboratory.....	4
	Total Hours .....	20
<b>Second Semester</b>		
EMS 1525	Practicum II .....	5
EMS 1713	Concepts of Neurological Medicine .....	3
EMS 2315	Medical Emergencies of the Secondary Assessment.....	5
EMS 2714	Concepts of Traumatic Medicine.....	4
BIO 2524	Anatomy and Physiology II, Lecture and Laboratory .....	4
	Total Hours .....	21
<b>Third Semester</b>		
EMS 1913	Concepts of Reproductive Medicine.....	3
EMS 2566	Practicum III .....	6
EMS 2934	Paramedic Capstone.....	4

Total Hours .....	13
Total Hours Required .....	54

**PARAMEDIC**  
**Associate of Applied Science Degree Option**

<b>First Semester</b>		<b>Hours</b>
EMS 1133	Foundations of Paramedicine .....	3
EMS 1213	Concepts of Airway and Respiratory Medicine.....	3
EMS 1324	Concept of Cardiovascular Medicine .....	4
EMS 1514	Practicum I.....	4
EMS 2912	Concepts of EMS Operations .....	2
BIO 2514	Anatomy and Physiology I, Lecture and Laboratory.....	4
	Total Hours .....	20
<b>Second Semester</b>		
EMS 1525	Practicum II .....	5
EMS 1713	Concepts of Neurological Medicine .....	3
EMS 2315	Medical Emergencies of the Secondary Assessment.....	5
EMS 2714	Concepts of Traumatic Medicine.....	4
BIO 2524	Anatomy and Physiology II, Lecture and Laboratory .....	4
	Total Hours .....	21
<b>Third Semester</b>		
EMS 1913	Concepts of Reproductive Medicine.....	3
EMS 2934	Paramedic Capstone.....	4
EMS 2566	Practicum III .....	6
	Total Hours .....	13
<b>Fourth Semester</b>		
ENG 1113	English Composition I .....	3
SPT 1113	Public Speaking I	
	or	
SPT 2173	Interpersonal Communications .....	3
	Fine Arts/Humanities Elective.....	3
	Social/Behavioral Science Elective .....	3
	Total Hours .....	12
	Total Hours Required .....	66

**NOTE:** Computer competency requirements must be met. (For degree option)

**NOTE:** Students must attain at least a 'C' grade in all Emergency Medical Sciences Technology and required academic courses to remain in the program.

**NOTE:** If an Advanced EMT is admitted into the Paramedic program, the student must complete Anatomy and Physiology I (BIO 2514 or 2514H) and Anatomy and Physiology II (BIO 2524) with a 'C' grade or higher to receive

a Paramedic Career Certificate OR Associate of Applied Science Degree in Paramedic Technology. Completion of a certificate or degree is required to take the Paramedic National Registry Examination.

## **HEALTH INFORMATION TECHNOLOGY**

### **Tupelo Campus**

**Contact:** Donna Vaughn, 662.620.5123

### **The Career**

Health Information Technologists organize and manage health information data. They ensure its quality, accuracy, accessibility and security in both paper and electronic systems. They use various classification systems to code and categorize patient information for insurance reimbursement purposes, for databases and registries and to maintain patients' medical and treatment histories. Most HITs work in hospitals, clinics and physicians' offices.

### **The Program**

Health Information Technology is a two-year (four-semester) program. Graduates receive an Associate of Applied Science degree and are eligible to sit for the national certification exam to become a Registered Health Information Technician (RHIT). The program accepts one class per year beginning each fall. Health Information Technology is a hybrid program with several classes per semester taught online.

### **Accreditation**

The HIM/HI (degree level) program is accredited by the Commission on the Accreditation for Health Informatics and Information Management Education (CAHIIM). CAHIIM, 233 North Michigan Avenue, 21st Floor, Chicago, IL 60601-5800, Phone: 312.233.1100, Fax: 312.233.1948.

### **Admission**

- Must be a high school graduate or have a high school equivalency diploma.
- Must have a minimum ACT score of 16.
- Must submit an ICC Admissions Application and be accepted to the College (if not a current ICC student).
- Submit an online Health Science Application by the **April 1 deadline**.
- Complete information about admissions requirements and the program application are available on the ICC website,

[www.iccms.edu](http://www.iccms.edu). Select *Programs of Study, Health Science Programs* and then, the *Health Information Technology* link.

<b>Prerequisites</b>		<b>Hours</b>
BIO	2514	Anatomy and Physiology I, Lecture and Laboratory* ..... 4
BIO	2524	Anatomy and Physiology II, Lecture and Laboratory* ..... 4
Total Hours .....		8

### **FIRST YEAR**

<b>First Semester</b>		<b>Hours</b>
HIT	1114	Health Record Systems I ..... 4
HIT	1213	Medical Terminology ..... 3
HIT	2253	Pathophysiology and Pharmacology I ..... 3
IST	1113	Fundamentals of Information Technology ..... 3
ENG	1113	English Composition I ..... 3
Total Hours .....		16

<b>Second Semester</b>		<b>Hours</b>
HIT	1323	Healthcare Law and Ethics ..... 3
HIT	2123	Alternate Care Systems..... 3
HIT	2453	Pathophysiology and Pharmacology II ..... 3
HIT	2913	Computers in Healthcare ..... 3
Humanities/Fine Arts Elective** ..... 3		
Total Hours .....		15

### **SECOND YEAR**

<b>First Semester</b>		<b>Hours</b>
HIT	2133	Healthcare Statistics..... 3
HIT	2142	Electronic Health Records ..... 2
HIT	2512	Professional Practice Experience I ..... 2
HIT	2615	Coding Systems I..... 5
HIT	2812	Performance Improvement Techniques ..... 2
SPT	1113	Public Speaking I..... 3
Total Hours .....		17

<b>Second Semester</b>		<b>Hours</b>
HIT	2522	Professional Practice Experience II ..... 2
HIT	2625	Coding Systems II..... 5
HIT	2633	Reimbursement Methodologies ..... 3
HIT	2713	Healthcare Supervision..... 3
HIT	2921	Certification Fundamentals for HIT ..... 1
Social/Behavioral Science Elective** ..... 3		
Total Hours .....		17
Total Hours Required .....		73

\*Prerequisites to first-year, first-semester courses

**\*\*Electives must be approved by the program adviser.**

**NOTE:** Students must attain at least a 'C' grade in all Health Information Technology and required academic courses to remain in the program.

## **NURSING - ASSOCIATE DEGREE**

### **Tupelo Campus**

**Contact:** Dana Walker, 662.620.5205

### **The Career**

Registered Nurses (RNs) work in collaboration with physicians and other members of the healthcare team. They plan and intervene to promote health, prevent disease and help patients cope with illness. When providing direct care, nurses perform physical assessments which establish the basis for care planning and intervention. RNs are also health educators and advocates for patients, families and communities. The role of the Registered Nurse may also include case management, nursing practice, quality management, directing complex nursing care systems and conducting clinical research. Registered Nurses work in hospitals, physicians' offices, home healthcare services and nursing care facilities. Others work in correctional facilities or schools or serve in the military.

### **The Program**

Associate Degree Nursing is a two-year (five-semester) program. Graduates receive an Associate of Applied Science degree in nursing and are eligible to take the national nursing exam (NCLEX-RN<sup>®</sup>) to become a Registered Nurse. The program admits students once per year in the fall.

### **Accreditation**

The Itawamba Community College Associate Degree Nursing program is accredited by the Accreditation Commission for Education in Nursing, Inc. (ACEN), 3343 Peachtree Road Northeast, Suite 850, Atlanta, GA 30326, Phone: 404.975.5000, Fax: 404.975.5020 and by the Mississippi Institutions of Higher Learning (IHL), 3825 Ridgewood Road, Jackson, MS 39211, Phone: 601.432.6486.

### **Admission**

1. Must be a high school graduate or have a high school equivalency diploma.
2. Must have a minimum ACT score of 18.
3. Must have a minimum 2.0 GPA on a 4.0 scale.
4. Must submit an ICC application and be accepted to the College (if not already a current ICC student).

5. Must submit an online Health Science Application by the **April 1 deadline**.
6. Must submit a *Letter of Good Standing* (only if the student has ever been enrolled in an LPN or RN program) from all nursing programs previously attended.
7. Complete information about admissions requirements and the program application are available on the ICC website, [www.iccms.edu](http://www.iccms.edu). Select ***Programs of Study, Health Science Programs*** and then, the ***Associate Degree Nursing*** link.

### **Advanced Placement (LPN-RN)**

The Associate Degree Nursing program provides an opportunity for currently Licensed Practical Nurses (LPNs) to obtain advanced standing. This option allows LPNs the opportunity to receive credit for first semester nursing courses. The LPN's knowledge and skills are validated by an examination including both challenge and skills competency. After successful challenge, the LPN can join other Associate Degree Nursing students in second semester nursing courses. Advanced placement applicants must meet the same admission criteria as traditional Associate Degree Nursing applicants. Admission to the program is not guaranteed.

### **Challenge Examination**

- Submit online application to the College and the nursing program and be accepted to be eligible to sit for the challenge examination.
- To be eligible to sit for the challenge examination, the candidate requesting to challenge must have an active, unencumbered LPN license by the first day of class.
- The candidate must pass the challenge examination with a score at or above the national average in order to obtain advanced standings.
- The challenge examination may be taken only once.
- The challenge examination, which will include content from NUR 1119 – Fundamentals of Nursing and NUR 1111 – Dosage and Pharmacology I, will be administered in July in the Health Science Education Center on the Tupelo Campus.
- Skills competency will be demonstrated in the nursing skills laboratory throughout the fall semester. A lab calendar including dates and times for practice and check-offs will be issued to students. LPNs will attend practice sessions and check-off with traditional students. Skills are validated after admission to the program.

<b>Prerequisites</b>		<b>Hours</b>
BIO	2514	Anatomy and Physiology I, Lecture and Laboratory* ..... 4
BIO	2524	Anatomy and Physiology II, Lecture and Laboratory* ..... 4
MAT	1313	College Algebra*
		or
MAT	1314	College Algebra with Lab* ..... 3/4
		Total Hours ..... 11/12

### **FIRST YEAR**

<b>First Semester</b>		<b>Hours</b>
NUR	1111	Dosage and Pharmacology I ..... 1
NUR	1119	Fundamentals of Nursing** ..... 9
BIO	2924	Microbiology, Lecture and Laboratory*** ..... 4
ENG	1113	English Composition I ..... 3
		Total Hours ..... 17

#### **Second Semester**

NUR	1121	Dosage and Pharmacology II ..... 1
NUR	1129	Medical-Surgical and Mental Health Nursing I ..... 9
ENG	1123	English Composition II ..... 3
PSY	1513	General Psychology I ..... 3
		Total Hours ..... 16

### **SECOND YEAR**

#### **First Semester**

NUR	2111	Nursing Seminar I ..... 1
NUR	2119	Family-Centered Care ..... 9
EPY	2533	Human Growth and Development ..... 3
SPT	1113	Public Speaking I ..... 3
		Total Hours ..... 16

#### **Second Semester**

NUR	2211	Nursing Seminar II ..... 1
NUR	2218	Medical-Surgical and Mental Health Nursing II ..... 8
		Humanities or Fine Arts Elective ..... 3
		Total Hours ..... 12
		Total Hours Required ..... 72/73

\*Prerequisites to first-year, first-semester courses

\*\*Computer competency is satisfied in NUR 1119.

\*\*\*Prerequisite to NUR 1129

**NOTE:** Students must attain at least a ‘C’ grade in all Associate Degree Nursing courses to remain in the program. At least a ‘C’ grade is required in all academic coursework.

# NURSING – PRACTICAL

## Tupelo Campus

**Contact:** Lisa Pearson, 662.620.5230

### The Career

Licensed Practical Nurses (LPNs) work under the direction of registered nurses, nurse practitioners and physicians. They provide direct patient care including treatments and medication delivery. Licensed Practical Nurses work in many settings, including nursing homes, extended care facilities, hospitals, physicians' offices, schools and private homes.

### The Program

Practical Nursing is a 12-month (three-semester) program. Upon completion, the graduate will receive a Career Certificate and will be eligible to take the national board exam (NCLEX-PN<sup>®</sup>) to become a Licensed Practical Nurse. The program admits students twice a year.

### Accreditation

The Practical Nursing program is accredited by the Mississippi Community College Board, 3825 Ridgewood Road, Jackson, MS 39311, [www.mccb.edu](http://www.mccb.edu).

### Admissions

1. Must be a high school graduate or have a high school equivalency diploma.
2. Must have a minimum ACT score of 16.
3. Must submit an ICC application and be accepted to the College (if not a current ICC student).
4. Submit an online Health Science Application by the **April 1 deadline** for the fall (August) class and **November 1 deadline** for the spring (January) class.
5. Must submit a *Letter of Good Standing* (only if the student has ever been enrolled in an LPN or RN program) from all nursing programs previously attended.
6. Complete information about admissions requirements and the program application are available on the ICC website, [www.iccms.edu](http://www.iccms.edu). Complete information about admissions requirements and the program application are available on the ICC website, [www.iccms.edu](http://www.iccms.edu). Select ***Programs of Study, Health Science Programs*** and then, the ***Practical Nursing*** link.

<b>Prerequisites</b>		<b>Hours</b>
BIO	2514	Anatomy and Physiology I, Lecture and Laboratory* ..... 4
BIO	2524	Anatomy and Physiology II, Lecture and Laboratory* ..... 4
		Total Hours ..... 8

**First Semester**

PNV	1426	Fundamentals of Nursing Theory ..... 6
PNV	1437	Fundamentals of Nursing Lab/Clinical ..... 7
		Total Hours ..... 13

**Second Semester**

PNV	1524	IV Therapy and Pharmacology ..... 4
PNV	1614	Medical-Surgical Nursing Theory ..... 4
PNV	1622	Medical-Surgical Nursing Clinical ..... 2
PNV	1634	Alterations in Adult Health Theory ..... 4
PNV	1642	Alterations in Adult Health Clinical ..... 2
		Total Hours ..... 16

**Third Semester (Summer)**

PNV	1714	Maternal-Child Nursing ..... 4
PNV	1814	Mental Health Nursing ..... 4
PNV	1914	Nursing Transition ..... 4
		Total Hours ..... 12
		Total Clock Hours ..... 935
		Total Hours Required ..... 49

\*Prerequisites to all first-semester courses.

**NOTE:** Students must attain at least a ‘C’ grade in all Practical Nursing and required academic courses to remain in the program.

# OCCUPATIONAL THERAPY ASSISTANT TECHNOLOGY

## Tupelo Campus

**Contact:** Dee Dee Lomenick, 662.620.5026

### The Career

Occupational Therapy Assistants (OTAs) help patients recovering from debilitating injuries and illnesses develop and improve the skills needed for engaging in daily activities. Occupational Therapy Assistants are involved in direct patient care under the direction of an Occupational Therapist. Activities range from helping a child develop skills for play and school activities to teaching senior adults energy conservation and joint protection during home management tasks like cooking and laundry. Occupational Therapy Assistants primarily work in hospitals, clinics, rehabilitation centers, nursing homes and school systems.

### The Program

Occupational Therapy Assistant Technology is a two-year (five-semester) program. Graduates will receive an Associate of Applied Science degree and will be eligible to take the national credentialing exam to become a Certified Occupational Therapy Assistant. The program accepts one class per year beginning each fall.

### Accreditation

The Occupational Therapy Assistant Technology program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA) located at 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449, Phone: 301.652.2682, [www.acoteonline.org](http://www.acoteonline.org).

### Admissions

1. Must be a high school graduate or have a high school equivalency diploma.
2. Must have a minimum ACT score of 16.
3. Must submit an ICC application and be accepted to the College (if not a current ICC student).
4. Must submit an online Health Science Application by the **April 1 deadline**.
5. Must submit two reference forms.
6. Complete information about admissions requirements and the program application are available on the ICC website, [www.iccms.edu](http://www.iccms.edu). Select *Programs of Study, Health Science*

**Programs** and then, the **Occupational Therapy Assistant Technology** link.

- Complete information about admissions requirements and the program application are available on the ICC website, [www.iccms.edu](http://www.iccms.edu). Select **Programs of Study**, the program of interest and then, the **Health Science Program Information** link.

<b>Prerequisites</b>		<b>Hours</b>
BIO	2514 Anatomy and Physiology I, Lecture and Laboratory* .....	4
BIO	2524 Anatomy and Physiology II, Lecture and Laboratory* .....	4
ENG	1113 English Composition I* .....	3
MAT	1313 College Algebra*	
	or	
MAT	1314 College Algebra with Lab* .....	3/4
	Total Hours .....	14/15

### FIRST YEAR

<b>Other Academic Courses</b>		<b>Hours</b>
PSY	1513 General Psychology I*** .....	3
SPT	1113 Public Speaking I*** .....	3
	Total Hours .....	6

#### **First Semester**

OTA	1113 Foundations of Occupational Therapy .....	3
OTA	1121 Medical Terminology .....	1
OTA	1132 Therapeutic Anatomy .....	2
OTA	1213 Pathology of Psychiatric Conditions .....	3
OTA	1423 Occupational Therapy Skills I .....	3
OTA	1513 Group Process .....	3
	Total Hours .....	15

#### **Second Semester**

OTA	1223 Pathology of Physical Disability Conditions .....	3
OTA	1233 Pathology of Developmental Conditions .....	3
OTA	1315 Kinesiology .....	5
OTA	1413 Therapeutic Media .....	3
OTA	1433 Occupational Therapy Skills II .....	3
OTA	1913 Fieldwork IA: Psychosocial/Specialty .....	3
	Total Hours .....	20

#### **Summer Semester**

CSC	1113 Computer Concepts**	
	or	
IST	1113 Fundamentals of Information Technology** .....	0/3
	Fine Arts/Humanities Elective .....	3
	Total Hours .....	3/6

## SECOND YEAR

### First Semester

OTA 2443	Occupational Therapy Skills III.....	3
OTA 2714	Concepts in Occupational Therapy.....	4
OTA 2812	Healthcare Systems.....	2
OTA 2935	Fieldwork IB: Physical Dysfunction/Pediatrics.....	5
OTA 2961	Occupational Therapy Transitions I .....	1
	Total Hours .....	15

### Second Semester

OTA 2946	Fieldwork IIA .....	6
OTA 2956	Fieldwork IIB .....	6
OTA 2971	Occupational Therapy Transitions II .....	1
	Total Hours .....	13
	Total Hours Required .....	86/90

\*Students who have not completed the prerequisites may be accepted on a provisional basis provided they complete the courses in the summer prior to starting the program in the fall.

\*\*This course will be waived if the student demonstrates basic computer competency by completing an approved course or skills demonstration procedure.

\*\*\*Prerequisites to first year, second semester. Students accepted into the program are strongly encouraged to take the following courses in the summer prior to starting the program in the fall.

**NOTE:** Students must attain at least a 'C' grade in all Occupational Therapy Assistant Technology and required academic courses to remain in the program.

# PHYSICAL THERAPIST ASSISTANT TECHNOLOGY

## Tupelo Campus

**Contact:** Cheryl Ware, 662.620.5025

### The Career

Physical Therapist Assistants (PTAs) work under the direction and supervision of physical therapists. They help patients who are recovering from injuries and illnesses regain movement and manage pain. PTAs help patients and clients who have movement difficulties due to injury or disease by assisting the PT with therapies designed to improve mobility, relieve pain, prevent or limit permanent physical disability and promote overall fitness and wellness. Patients may include accident victims and individuals with short- and long-term disabling conditions, such as low back pain, fractures, head injuries, arthritis, heart disease and cerebral palsy. Physical Therapist Assistants primarily work in hospitals, clinics, rehabilitation centers, nursing homes and home health agencies.

### The Program

Physical Therapist Assistant Technology is a two-year (four-semester) program. Graduates will receive an Associate of Applied Science degree and will be eligible to take the national credentialing exam to become a licensed Physical Therapist Assistant. The program accepts one class per year beginning each fall.

### Accreditation

The Physical Therapist Assistant Program at Itawamba Community College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; Phone: 703.706.3245; email: [accreditation@apta.org](mailto:accreditation@apta.org); website: [www.capteonline.org](http://www.capteonline.org). If needing to contact the program/institution directly, please call 662.620.5025 or email [cbware@iccms.edu](mailto:cbware@iccms.edu).

### Admissions

1. Must be a high school graduate or have a high school equivalency diploma.
2. Must have an ACT score on file.
3. Must submit an ICC application and be accepted to the College (only for students not currently enrolled at ICC).
4. Must submit an online Health Science Application by the **April 1 deadline**.

5. Must submit two *ICC PTA Reference Forms* from individuals not related to the applicant.
6. Submit a *Verification of Physical Therapy Experience Form* which documents at least eight hours of observation of direct patient care provided by a PT or PTA in at least two different physical therapy settings.
7. Complete information about admissions requirements and the program application are available on the ICC website, [www.iccms.edu](http://www.iccms.edu). Select ***Programs of Study, Health Science Programs*** and then, the ***Physical Therapist Assistant Technology*** link.

<b>Prerequisites</b>		<b>Hours</b>
BIO	2514	Anatomy and Physiology I, Lecture and Laboratory* ..... 4
BIO	2524	Anatomy and Physiology II, Lecture and Laboratory* ..... 4
ENG	1113	English Composition I* ..... 3
MAT	1313	College Algebra*
		or
MAT	1314	College Algebra with Lab* ..... 3/4
		Total Hours ..... 14/15

### **FIRST YEAR**

<b>First Semester</b>		<b>Hours</b>
PTA	1123	Fundamental Concepts of Physical Therapy ..... 3
PTA	1213	Fundamental Skills of Physical Therapy ..... 3
ENG	1123	English Composition II..... 3
PHY	2244	Physical Science Survey I, Lecture and Laboratory ..... 4
PSY	1513	General Psychology I..... 3
		Total Hours ..... 16

<b>Second Semester</b>		<b>Hours</b>
PTA	1223	Therapeutic Modalities I..... 3
PTA	1314	Kinesiology..... 4
PTA	1324	Therapeutic Exercise/Rehab I..... 4
PTA	1413	Clinical Education I..... 3
SPT	1113	Public Speaking I..... 3
		Total Hours ..... 17

### **SECOND YEAR**

<b>First Semester</b>		<b>Hours</b>
PTA	2233	Therapeutic Modalities II (Electrotherapy) ..... 3
PTA	2334	Therapeutic Exercise/Rehab II ..... 4
PTA	2423	Clinical Education II..... 3
PTA	2513	Medical Conditions/Related Pathologies..... 3
CSC	1113	Computer Concepts**

		or	
CSC	1113	Computer Applications I**	
		or	
IST	1113	Fundamentals of Microcomputer Applications**	3
		Total Hours	16

**Second Semester**

PTA	2433	Clinical Education III	3
PTA	2443	Clinical Education IV	3
PTA	2526	Physical Therapy Seminar	6
		Humanities//Fine Arts Elective	3
		Total Hours	15
		Total Hours Required	78/79

**Optional Elective**

PTA 111 (1-6) PTA Practicum (Courses may be taken during the fall and spring semesters of the freshman year.)

\*Students who do not have A & P I, A & P II, English Composition I and College Algebra may be accepted on a provisional basis, provided they complete these courses in the summer prior to starting the program in the fall.

\*\*Students who pass the ICC Computer Competency Assessment test rather than completing a computer course must substitute an approved program elective to gain the three semester hours required for graduation.

**NOTE:** Students must attain at least a ‘C’ grade in all Physical Therapist Assistant Technology and required academic courses to remain in the program.

**PUBLIC HEALTH TECHNOLOGY**

(Online)

**Contact:** Cassie Alexander, 662.407.1504 – Belden Center

**The Career**

Graduates of the Public Health Technology online program work in collaboration with other healthcare providers and public health officials to improve the health and wellness of the local, state and national citizenry. Increasing complexities of the healthcare system, healthcare reform, an aging population and the region’s high morbidity and mortality rates from smoking, obesity, high blood pressure and type II diabetes has created a need for this occupation. An Associate of Applied Science degree in Public Health Technology would qualify program graduates to hold positions such as community health worker, insurance navigator, healthcare advocate and healthcare educator.

## The Program

Public Health Technology is a two-year (four-semester) program. Graduates will receive an Associate of Applied Science degree. The two-year program integrates online lecture courses with real-life practical experience in the clinical setting. Successful completion of the first 30 hours in selected discipline entitles the individual to receive a Career Certificate. Successful completion of 45 hours in selected discipline entitles the individual to receive a Technical Certificate. The program accepts one class each year beginning in the fall.

## Admissions

1. Must be a high school graduate or have a high school equivalency diploma.
2. Must have a minimum ACT score of 18.
3. Must submit an ICC application and be accepted to the College (if not a current ICC student).
4. Must submit an online Health Science Application by the **April 1 deadline**.
5. Complete information about admissions requirements and the program application are available on the ICC website, [www.iccms.edu](http://www.iccms.edu). Select *Programs of Study*, the program of interest and then, the *Health Science Program Information* link.

## FIRST YEAR

First Semester		Hours
PHT	1113	Introduction to Healthcare and Public Health..... 3
PHT	1123	Healthcare Delivery ..... 3
BIO	1534	Survey of Anatomy and Physiology, Lecture and Laboratory* ..... 4
ENG	1113	English Composition I ..... 3
LLS	1152	College Life** ..... 2
Total Hours		15
Second Semester		
PHT	1213	Prevention and Community Health..... 3
PHT	1223	Health Insurance ..... 3
PHT	1233	Public Health Statistics and Analysis ..... 3
TAH	1113	Medical Terminology in Allied Health..... 3
ENG	1123	English Composition II..... 3
Total Hours		15

## SECOND YEAR

### First Semester

PHT	2113	Introduction to Epidemiology.....	3
PHT	2123	Health Information Access and Analysis.....	3
PHT	2133	Practicum I.....	3
SPT	1113	Public Speaking I.....	3
Fine Arts/Humanities Elective.....			3
Total Hours .....			15

### Second Semester

PHT	2213	Healthcare Advocacy.....	3
PHT	2223	Public Health Education Communication.....	3
PHT	2233	Practicum II .....	3
PHT	2243	Public Health and Aging.....	3
EPY	2533	Human Growth and Development .....	3
Total Hours .....			15
Total Hours Required .....			60

**NOTE:** Basic computer competency is met with the online program.

\*BIO 2514 or 2514H Anatomy and Physiology I with Lab and BIO 2524 Anatomy and Physiology II with Lab may be substituted for BIO 1534 Survey of Anatomy and Physiology, Lecture and Laboratory.

\*\*This course is required if high school graduation was after May 2012. If this is not applicable, see an adviser for an approved elective.

**NOTE:** Students must attain at least a 'C' grade in all Public Health Technology and required academic courses to remain in the program.

## RADIOLOGIC TECHNOLOGY

### Tupelo Campus

**Contact:** Paul Crum, 662.620.5233

### The Career

Radiologic Technologists are the healthcare professionals who perform diagnostic imaging procedures, such as X-ray examinations, magnetic resonance imaging (MRI) scans and computed tomography (CT) scans. Some of them specialize in specific techniques such as cardiovascular-interventional radiography, mammography or sonography. Radiologic Technologists are responsible for accurately positioning patients and ensuring that a quality diagnostic image is produced. They work closely with radiologists, the physicians who interpret medical images to either diagnose or rule out disease or injury. For the images to be interpreted correctly by the radiologist, the imaging examination must be performed

properly by a Radiologic Technologist. Radiologic Technologists work in hospitals, clinics and physician offices.

### The Program

Radiologic Technology is a two-year (five-semester) program. Graduates will receive an Associate of Applied Science degree and will be eligible to take the American Registry of Radiologic Technologists (ARRT) exam to become a Registered Radiologic Technologist. The program accepts one class each year beginning in the fall.

### Accreditation

The ICC Radiologic Technology program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). The JRCERT coordinates site visits of programs according to a regular schedule and is responsible for the overseeing of adherence with the “Standards for an Accredited Educational Program in Radiologic Sciences.” Joint Review Committee on Education in Radiologic Technology (JRCERT), 20 N. Wacker Drive, Suite 2850, Chicago, IL 60606, Phone: 312.704.5300, [www.jrcert.org](http://www.jrcert.org).

### Admissions

1. Must be a high school graduate or have a high school equivalency diploma.
2. Must have a minimum ACT score of 18.
3. Must submit an ICC application and be accepted to the College (if not a current ICC student).
4. Must submit an online Health Science Application by the **April 1 deadline**.
5. Complete information about admissions requirements and the program application are available on the ICC website, [www.iccms.edu](http://www.iccms.edu). Select *Programs of Study*, the program of interest and then, the *Health Science Program Information* link.

### Prerequisites

		<b>Hours</b>
BIO	2514	Anatomy and Physiology I, Lecture and Laboratory* ..... 4
BIO	2524	Anatomy and Physiology II, Lecture and Laboratory* ..... 4
ENG	1113	English Composition I* ..... 3
MAT	1313	College Algebra*
		or
MAT	1314	College Algebra with Lab* ..... 3/4
RGT	1213	Fundamentals of Radiography* (*) ..... 3
		Total Hours ..... 17/18

## FIRST YEAR

<b>First Semester</b>		<b>Hours</b>
RGT	1113 Clinical Education I .....	3
RGT	1222 Patient Care and Radiography .....	2
RGT	1312 Principles of Radiation Protection .....	2
RGT	1323 Principles of Exposure and Image Production.....	3
RGT	1513 Radiographic Procedures I.....	3
SPT	1113 Public Speaking I or	
SPT	2173 Interpersonal Communications .....	3
	Total Hours .....	16
<b>Second Semester</b>		
RGT	1123 Clinical Education II.....	3
RGT	1333 Digital Image Acquisition and Display .....	3
RGT	1523 Radiographic Procedures II .....	3
RGT	1614 Physics of Imaging Equipment.....	4
	Total Hours .....	13
<b>Summer Semester</b>		
RGT	1136 Clinical Education III .....	6
	Total Hours .....	6

## SECOND YEAR

<b>First Semester</b>		
RGT	2131 Ethical and Legal Responsibilities.....	1
RGT	2147 Clinical Education IV .....	7
RGT	2532 Radiographic Procedures III .....	2
RGT	2912 Radiation Biology.....	2
RGT	2922 Radiographic Pathology.....	2
PSY	1513 General Psychology I.....	3
	Total Hours .....	17
<b>Second Semester</b>		
RGT	2157 Clinical Education V.....	7
RGT	2542 Radiographic Procedures IV .....	2
RGT	2934 Certification Fundamentals.....	4
	Fine Arts/Humanities Elective** .....	3
	Total Hours .....	16
	Total Hours Required .....	85/86

\*Prerequisites to all first year, first-semester courses.

(\*) This course meets the basic computer competency.

\*\*Before choosing specific courses, students should consult with an adviser and follow the catalog of the institution to which they are transferring.

**NOTE:** Students must attain at least a 'C' grade in all Radiologic Technology and required academic courses to remain in the program.

# RESPIRATORY CARE TECHNOLOGY

## Tupelo Campus

**Contact:** Adam Denton, 662.620.5238

### The Career

Respiratory Therapists apply scientific principles to prevent, identify and treat acute or chronic dysfunction of the cardiopulmonary system. Their knowledge of the scientific principles underlying cardiopulmonary physiology and pathophysiology, as well as biomedical engineering and technology, enables them to effectively assess, educate and treat patients with cardiopulmonary disorders. Their patients range from premature infants with undeveloped lungs to elderly patients who have diseased lungs. They also provide emergency care to patients suffering from heart attacks, drowning or shock. Respiratory Therapists primarily work in hospitals, critical care units, emergency rooms, pulmonary function labs, rehabilitation centers and home care settings.

### The Program

Respiratory Care Technology is a two-year (five-semester) program. Graduates will receive an Associate of Applied Science degree and will be eligible to take the national credentialing exam to become a Registered Respiratory Therapist (Respiratory Care Practitioner).

### Accreditation

Itawamba Community College, CoARC Program #200292, awards the Associate of Applied Science degree in Respiratory Care Technology (2176 South Eason Boulevard, Tupelo, MS 38804) and is accredited by The Commission on Accreditation for Respiratory Care ([www.coarc.com](http://www.coarc.com)). CoARC has completed the verification of the Outcomes data from the current Annual Report of Current Status (RCS). This data is self-reported by Respiratory Care Programs to CoARC and reflects the aggregate data for the three-year period being reported. (<http://www.coarc.com/Students/Programmatic-Outcome-Data.aspx>). Last reaffirmation, 2009.

### Admissions

1. Must be a high school graduate or have a high school equivalency diploma.
2. Must have a minimum ACT score of 18.
3. Must submit an ICC application and be accepted to the College (if not a current ICC student).
4. Must submit an online Health Science Application by the **April 1 deadline**.

5. Complete information about admissions requirements and the program application are available on the ICC website, [www.iccms.edu](http://www.iccms.edu). Select *Programs of Study*, the program of interest and then, the *Health Science Program Information* link.

<b>Prerequisites</b>			<b>Hours</b>
BIO	2514	Anatomy and Physiology I, Lecture and Laboratory*	4
BIO	2524	Anatomy and Physiology II, Lecture and Laboratory*	4
MAT	1313	College Algebra*	
		or	
MAT	1314	College Algebra with Lab*	3/4
		Total Hours	11/12

### **FIRST YEAR**

<b>First Semester</b>			<b>Hours</b>
RCT	1212	Respiratory Care Science	2
RCT	1223	Patient Assessment and Planning	3
RCT	1313	Cardiopulmonary Anatomy and Physiology	3
RCT	1416	Respiratory Care Technology I	6
RCT	1613	Respiratory Care Pharmacology	3
		Total Hours	17

<b>Second Semester</b>			<b>Hours</b>
RCT	1424	Respiratory Care Technology II	4
RCT	1516	Clinical Practice I	6
RCT	2613	Neonatal and Pediatric Management	3
		Psychology Elective	3
		Total Hours	16

<b>Summer Semester</b>			<b>Hours</b>
RCT	1523	Clinical Practice II	3
		Total Hours	3

### **SECOND YEAR**

<b>First Semester</b>			<b>Hours</b>
RCT	2334	Cardiopulmonary Pathology	4
RCT	2434	Respiratory Care Technology III	4
RCT	2534	Clinical Practice III	4
ENG	1113	English Composition I	3
SPT	1113	Public Speaking I	
		or	
SPT	2173	Interpersonal Communications	3
		Total Hours	18

<b>Second Semester</b>			<b>Hours</b>
RCT	1323	Pulmonary Function Testing	3

RCT	2545	Clinical Practice IV.....	5
RCT	2714	Respiratory Care Seminar.....	4
CSC	1113	Computer Concepts**	
		or	
IST	1113	Fundamentals of Information Technology** .....	0/3
		Humanities/Fine Arts Elective*** .....	3
		Total Hours .....	15/18
		Total Hours Required .....	80/84

\*Prerequisites to first-year, first-semester courses

\*\*This course may be waived if the student can demonstrate basic computer competency via an approved skills demonstration procedure.

\*\*\*Before choosing specific courses, students should consult with an adviser and follow the catalog of the institution to which they are transferring.

**NOTE:** Students must attain at least a ‘C’ grade in all Respiratory Care Technology and required academic courses to remain in the program.

## **SURGICAL TECHNOLOGY**

### **Tupelo Campus**

**Contact:** Tonya Vaughn, 662.620.5121

### **The Career**

Surgical Technology is an instructional program that prepares an individual to serve as a member of the surgical team to work with surgeons, anesthesiologists and certified registered nurse anesthetists, registered nurses and other surgical personnel in delivering patient care and assuming appropriate responsibilities before, during and after surgery. Surgical Technologists assist the surgeons in surgical procedures by preparing the room, instruments and equipment. Before a surgical procedure, they assist in preparing the operating room for the procedure by pulling the sterile items necessary, setting up the surgical instruments and equipment, accepting sterile solutions, applying sterile drapes and gowning and gloving the surgeon and his/her assistants. During the operative procedure, the Surgical Technologist passes the appropriate instruments to the surgeon and is responsible for ensuring the surgical counts of instruments, sharps and sponges is accurate. Most Surgical Technologists work in the hospital setting in an operating room.

### **The Program**

Surgical Technology is a one-year (three-semester) program. Graduates will receive a Career Certificate or with some additional academic courses may

receive the Associate of Applied Science degree. The graduate is eligible to take the national credentialing exam to become a Certified Surgical Technologist.

**Accreditation**

Surgical Technology is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP, [www.caahep.org](http://www.caahep.org)) upon the recommendation of the Accreditation Review Committee on Education in Surgical Technology, 6 West Dry Creek Circle, Suite 110, Littleton, CO 80120-8031, Phone: 303.694.9262 ([www.arcst.org](http://www.arcst.org)).

**Admission**

1. Must be a high school graduate or have a high school equivalency diploma.
2. Must have a minimum ACT score of 16.
3. Must submit an ICC application and be accepted to the College (if not a current ICC student).
4. Must submit an online Health Science Application by the **April 1 deadline**.
5. Complete information about admissions requirements and the program application are available on the ICC website, [www.iccms.edu](http://www.iccms.edu). Select *Programs of Study*, the program of interest and then, the *Health Science Program Information* link.

**Certificate Option**

<b>First Semester</b>	<b>Hours</b>
SUT 1113 Fundamentals of Surgical Technology .....	3
SUT 1217 Principles of Surgical Technique.....	7
SUT 1314 Surgical Anatomy .....	4
SUT 1413 Surgical Microbiology .....	3
ENG 1113 English Composition I.....	3
Total Hours .....	20
 <b>Second Semester</b>	
SUT 1518 Basic and Related Surgical Procedures .....	8
SUT 1528 Specialized Surgical Procedures.....	8
Total Hours .....	16
 <b>Summer Term (8 weeks)</b>	
SUT 1539 Advanced Surgical Procedures .....	9
Total Hours .....	9
Total Hours Required .....	45

## Associate of Applied Science Degree

### FIRST YEAR

<b>First Semester</b>		<b>Hours</b>
BIO	2514	Anatomy and Physiology I, Lecture and Laboratory..... 4
SPT	1113	Public Speaking I or
SPT	2173	Interpersonal Communications ..... 3
Social/Behavioral Science Elective* .....		3
Total Hours .....		10
<b>Second Semester</b>		
BIO	2524	Anatomy and Physiology II, Lecture and Laboratory ..... 4
EPY	2533	Human Growth and Development ..... 3
IST	1113	Fundamentals of Information Technology** ..... 3
Humanities/Fine Arts Elective* .....		0/3
MAT	1313	College Algebra or
MAT	1314	College Algebra with Lab..... 3/4
Total Hours .....		13/17

### SECOND YEAR

<b>First Semester</b>		
SUT	1113	Fundamentals of Surgical Technology ..... 3
SUT	1217	Principles of Surgical Technique..... 7
SUT	1314	Surgical Anatomy ..... 4
SUT	1413	Surgical Microbiology ..... 3
ENG	1113	English Composition I..... 3
Total Hours .....		20
<b>Second Semester</b>		
SUT	1518	Basic and Related Surgical Procedures ..... 8
SUT	1528	Specialized Surgical Procedures..... 8
Total Hours .....		16
<b>Summer Term (8 weeks)</b>		
SUT	1539	Advanced Surgical Procedures ..... 9
Total Hours .....		9
Total Hours required.....		68/72

\*Electives must be approved by program adviser.

\*\*This course may be waived if the student can demonstrate basic computer competency via an approved skills demonstration procedure.

If seeking the Associate of Applied Science degree, it is suggested that students complete all academics prior to entering the program.

**NOTE:** Students must attain at least a 'C' grade in all Surgical Technology and required academic courses to remain in the program.

# CAREER AND TECHNICAL EDUCATION PROGRAMS

Itawamba Community College’s career and technical education programs are designed to prepare individuals for employment in the technical field. Programs are offered on the Fulton and Tupelo campuses and the Belden Center. Upon completion of the program of study, a student is awarded a Career Certificate or an Associate of Applied Science degree.

## AUTOMOTIVE TECHNOLOGY

### Tupelo Campus

**Contact:** Brad Crowder, 662.620.5155 – Ritchie Burton, 662.260.5153

Automotive Technology is an instructional program that prepares individuals to service and maintain all types of automobiles. Instruction includes the diagnosis of malfunctions in and repair of engines; fuel, electrical, cooling, brake systems and drive train and suspension systems. Instruction is also provided in the adjustment and repair of individual components such as transmissions and fuel injection systems. Upon completion of the two-year curriculum, the student will be awarded an Associate of Applied Science degree in Automotive Technology. Successful completion of 30 hours in the selected discipline entitles the individual to receive a Career Certificate. According to the Mississippi Department of Employment Security, entry-level wage for automotive technicians is \$20,120, and those with experience can earn an average of \$52,649.

### FIRST YEAR

<b>First Semester</b>	<b>Hours</b>
ATT 1124 Basic Electrical/Electronic Systems .....	4
ATT 1134 Advanced Electrical/Electronic Systems .....	4
ATT 1715 Engine Repair .....	5
ATT 1811 Introduction, Safety and Employability Skills.....	1
Total Hours .....	14
 <b>Second Semester</b>	
ATT 1214 Brakes .....	4
ATT 1424 Engine Performance I .....	4
ATT 2334 Steering and Suspension Systems.....	4
ATT 2434 Engine Performance II.....	4
ENG 1113 English Composition I.....	3
Total Hours .....	19

## SECOND YEAR

### First Semester

ATT	1313	Manual Drive Trains/Transaxles .....	3
ATT	2444	Engine Performance III.....	4
		Social/Behavioral Science Elective .....	3
		Humanities/Fine Arts Elective.....	3
		Total Hours .....	13

### Second Semester

ATT	2324	Automatic Transmissions/Transaxles .....	4
ATT	2614	Heating and Air Conditioning .....	4
MAT	1313	College Algebra or higher or Natural Science with Lab.....	3/4
SPT	1113	Public Speaking or	
SPT	2173	Interpersonal Communications .....	3
		Total Hours .....	14/15
		Total Hours Required .....	60/61

**Note:** Computer competency requirements must be met.

## BUSINESS AND MARKETING MANAGEMENT TECHNOLOGY

(Online)

**Contact:** Jodi McCrimon, 662.620.5144 – Tupelo Campus

The primary objective of the Business and Marketing Management Technology online program is to prepare students for full-time employment in the sales, marketing and management fields. Students are provided the opportunity to acquire the background and skills necessary to enter the business and community workforce in positions leading to the mid-management level and higher. Courses in areas such as marketing, advertising, management, sales, retail management, E-commerce and entrepreneurship are included in the curriculum. Upon completion of the two-year curriculum, students will be awarded an Associate of Applied Science degree in Business and Marketing Management Technology. Starting salaries for students completing the Business and Marketing Management Technology program at ICC will range from \$20,000-\$30,000. Beginning salaries and future earnings are dependent upon the place of employment, job responsibilities, experience and abilities.

## FIRST YEAR

<b>First Semester</b>			<b>Hours</b>
MMT	1113	Principles of Marketing .....	3
MMT	1223	Consumer Behavior .....	3
MMT	1313	Selling .....	3
IST	1113	Fundamentals of Information Technology .....	3
ENG	1113	English Composition I .....	3
Total Hours .....			15

### **Second Semester**

MMT	1123	Marketing Management.....	3
MMT	2213	Principles of Management .....	3
MMT	2323	Internet Marketing .....	3
BOT	1313	Applied Business Math.....	3
Social/Behavioral Science Elective .....			3
Total Hours .....			15

## SECOND YEAR

### **First Semester**

MMT	2233	Human Resource Management.....	3
MMT	2423	Retail Management .....	3
MMT	2523	Event Management .....	3
MAT	1313	College Algebra or higher or Natural Science with Lab.....	3/4
SPT	1113	Public Speaking I or Interpersonal Communications .....	3
SPT	2173	Interpersonal Communications .....	3
Total Hours .....			15/16

### **Second Semester**

MMT	2513	Entrepreneurship.....	3
MMT	1323	Advertising .....	3
MMT	2343	Marketing Web Page Design .....	3
BAD	2413	Legal Environment of Business.....	3
Humanities/Fine Arts Elective .....			3
Total Hours .....			15
Total Hours Required .....			60/61

# COLLISION REPAIR TECHNOLOGY

## Tupelo Campus

**Contact:** Dylan Baldwin, 662.620.5156

Collision Repair Technology is an instructional program that prepares individuals in automotive body and fender repair. Instruction in automotive body welding, sheet metal repair, major metal repair, surface preparation, refinishing, detailing and frame alignment and repair is included. Upon completion of the two-year curriculum, the student will be awarded an Associate of Applied Science degree in Collision Repair Technology. Successful completion of 30 hours in the selected discipline entitles the individual to receive a Career Certificate. According to the Mississippi Department of Employment Security, entry-level wage for autobody technicians is \$22,293, and those with experience can earn an average of \$52,649.

### FIRST YEAR

<b>First Semester</b>			<b>Hours</b>
ABT	1146	Structural Analysis and Damage Repair I.....	6
ABT	1223	Non-Structural Analysis and Damage Repair I .....	3
ABT	1313	Refinishing I .....	3
ENG	1113	English Composition I.....	3
Total Hours .....			15
<b>Second Semester</b>			
ABT	1153	Structural Analysis and Damage Repair II .....	3
ABT	1236	Non-Structural Analysis and Damage Repair II.....	6
ABT	1443	Mechanical and Electrical Components I.....	3
Humanities/Fine Arts Elective.....			3
Total Hours .....			15

### SECOND YEAR

<b>First Semester</b>			
ABT	1323	Refinishing II.....	3
ABT	1453	Mechanical and Electrical Components II.....	3
ABT	2163	Structural Analysis and Damage Repair III.....	3
MATH or Natural Science with Lab .....			3/4
Social/Behavioral Science .....			3
Total Hours .....			15/16
<b>Second Semester</b>			
ABT	2243	Non-Structural Analysis and Damage Repair III.....	3
ABT	2336	Refinishing III.....	6
ABT	2713	Collision Analysis and Estimation.....	3
SPT	1113	Public Speaking I	

	or		
SPT	2173	Interpersonal Communications .....	3
		Total Hours .....	15
		Total Hours Required .....	60/61

**NOTE:** Computer competency requirements must be met.

## **DIESEL EQUIPMENT TECHNOLOGY**

### **Tupelo Campus**

**Contact:** Jason Gholston, 662.620.5159

Diesel Equipment Technology is an instructional program that prepares students with competencies required to maintain and repair a variety of industrial diesel equipment, including agricultural tractors, commercial trucks and construction equipment. The program includes instruction in inspection, repair and maintenance of engines, power trains, hydraulic systems and other components. Upon completion of the two-year curriculum, the student is awarded an Associate of Applied Science degree in Diesel Technology. Successful completion of 30 hours in the selected discipline entitles the individual to receive a Career Certificate. According to the Mississippi Department of Employment Security, entry-level wage for diesel equipment technicians is \$26,375, and those with experience can earn an average of \$45,651.

### **FIRST YEAR**

<b>First Semester</b>			<b>Hours</b>
DET	1113	Fundamentals of Equipment Mechanics .....	3
DET	1223	Electrical/Electronic Systems I .....	3
DET	1363	Diesel Systems I .....	3
DET	1373	Diesel Systems II .....	3
ENG	1113	English Composition I .....	3
		Total Hours .....	15

### **Second Semester**

DET	1263	Electrical/Electronic Systems II .....	3
DET	1513	Hydraulics I .....	3
DET	1613	Preventive Maintenance and Service .....	3
DET	1813	Air Conditioning and Heating Systems .....	3
		Fine Arts/Humanities Elective .....	3
		Total Hours .....	15

## SECOND YEAR

### First Semester

DET	1713	Transportation Power Train.....	3
DET	2253	Steering and Suspension Systems.....	3
DET	2273	Electrical/Electronic Systems III.....	3
DET	2623	Advanced Brake Systems (Air).....	3
Math or Natural Science with Lab.....			3/4
Total Hours.....			15/16

### Second Semester

DET	2383	Diesel Systems III.....	3
DET	2513	Hydraulics/Hydrostats II.....	3
DET	2523	Heavy Equipment Power Trains.....	3
SPT	1113	Public Speaking I	
or			
SPT	2173	Interpersonal Communications.....	3
Social/Behavioral Science Elective.....			3
Total Hours.....			15
Total Hours Required.....			60/61

**NOTE:** Computer competency requirements must be met.

## EARLY CHILDHOOD EDUCATION TECHNOLOGY

(Online)

**Contact:** Holly Kirk, 662.620.5344 – Tupelo Campus

Societal changes have created an increasing need for care of pre-school children outside the home. This online program is designed to equip students with the knowledge and skills needed for employment in day care centers, kindergartens, nursery schools and as teacher aides. Emphasis is placed on creating and maintaining a healthy, stimulating educational environment for program growth and development of children. \*\*Successful completion of these 18 hours of coursework entitles an individual to receive an Early Childhood Education Certificate. Upon completion of the two-year program, the student will receive an Associate of Applied Science degree in Early Childhood Education Technology. According to the Mississippi Department of Employment Security, entry-level wage for early childhood technicians is \$20,187, and those with experience can earn an average of \$31,027.

## Certificate

<b>First Semester</b>		<b>Hours</b>
CDT	1113	Early Childhood Profession .....3
CDT	1313	Creative Arts for Young Children.....3
CDT	1343	Child Health, Safety and Nutrition .....3
CDT	1713	Language and Literacy Development for Young Children.....3
CDT	2233	Guiding Social and Emotional Behavior .....3
CDT	2613	Methods, Materials and Measurement .....3
		Total Hours ..... 18

## Associate of Applied Science

### FIRST YEAR

<b>First Semester</b>		<b>Hours</b>
CDT	1113	Early Childhood Profession ..... 3
CDT	1214	Infant and Toddler Development ..... 4
CDT	1313	Creative Arts for Young Children ..... 3
CDT	1343	Child Health, Safety and Nutrition ..... 3
ENG	1113	English Composition I ..... 3
		Total Hours ..... 16

### **Second Semester**

CDT	1224	Preschool Development ..... 4
CDT	1713	Language and Literacy Develop. for Young Children ..... 3
CDT	2613	Methods, Materials and Measurement..... 3
CDT	2714	Social Studies, Math and Science for Young Children ..... 4
MAT	0124	Beginning Algebra or
MAT	1723	Real Number System ..... 3/4
		Total Hours ..... 17/18

### SECOND YEAR

#### **First Semester**

CDT	2233	Guiding Social and Emotional Behavior ..... 3
CDT	2413	Development of the Exceptional Child..... 3
CDT	2914	Initial Practicum ..... 4
MAT	1313	College Algebra or higher or Natural Science with Lab..... 3/4
		Social/Behavioral Science Elective ..... 3
		Total Hours ..... 16/17

## Second Semester

CDT	2513	Family Dynamics and Community Involvement.....	3
CDT	2813	Administration of Programs for Young Children.....	3
CDT	2944	Advanced Practicum.....	4
SPT	1113	Public Speaking I	
		or	
SPT	2173	Interpersonal Communications.....	3
		Humanities/Fine Arts Elective.....	3
		Total Hours.....	16
		Total Hours Required.....	65/67

Students must attain a 'C' or better in CDT 2613, CDT 2914 and CDT 2944 (all of which must be taken at Itawamba Community College). Before choosing specific courses, students should consult with their adviser and follow the catalog of the institution to which they are transferring.

## ELECTRICAL TECHNOLOGY

### Belden Center

**Contact:** Doug Ferguson, 662.407.1405 – Jeff Franks, 662.407.1408

The Electrical Technology program prepares students to install, operate, maintain and repair electrical systems such as residential, commercial and industrial wiring; D.C. and A.C. motors; electrical controls and electrical distribution panels. The program offers extensive hands-on training in electrical troubleshooting and the development of problem-solving skills in industrial electrical procedures, programmable logic controllers and process control. Upon completion of the two-year curriculum, the student will be awarded an Associate of Applied Science degree in Electrical Technology. Successful completion of 30 hours in the selected discipline entitles the individual to receive a Career Certificate. According to the Mississippi Department of Employment Security, entry-level wage for electrical technicians is \$34,555, and those with experience can earn an average of \$56,446.

## FIRST YEAR

First Semester			Hours
ELT	1113	Residential/Light Commercial Wiring.....	3
ELT	1193	Fundamentals of Electricity	
		or	
CTE	1143	Construction Fundamentals.....	3
IMM	1313	Principles of Hydraulics and Pneumatics.....	3
IMM	1813	Industrial Electric Level I.....	3
ENG	1113	English Composition I.....	3

Total Hours ..... 15

**Second Semester**

ELT	1143	AC and DC Circuits for Electrical Technology.....	3
IMM	1173	Motor Maintenance and Troubleshooting.....	3
IMM	1323	Motor Control Systems.....	3
IMM	1823	Industrial Electrical Level II.....	3
Fine Arts Elective .....			3
Total Hours .....			15

**SECOND YEAR**

**First Semester**

IMM	1383	Industrial Robotics.....	3
IMM	2423	Solid State Motor Control.....	3
IMM	2613	Programmable Logic Controllers .....	3
MAT	1313	College Algebra or higher or Natural Science with Lab.....	3/4
Social/Behavioral Science Elective .....			3
Total Hours .....			15/16

**Second Semester**

IMM	2113	Systems Troubleshooting.....	3
IMM	2623	Advanced Programmable Logic Controllers .....	3
ELT	2913	Special Project (PLC Option) .....	3
ELT	1253	Branch Circuit and Service Entrance Calculations.....	3
SPT	1113	Public Speaking I or Interpersonal Communications .....	3
SPT	2173	Interpersonal Communications .....	3
Total Hours .....			15
Total Hours Required .....			60/61

**NOTE:** Computer competency requirements must be met.

# FORESTRY TECHNOLOGY

## Fulton Campus

**Contact:** Emily Loden-Jones, 662.862.8147

This program prepares individuals to assist foresters in the management and production of forest resources. It includes instruction in woods and field skills, tree identification, timber measurement, logging and timber harvesting, forest preparation and regeneration, forest fire fighting, resource management, equipment operation and maintenance, record keeping, sales and purchasing operations and personnel supervision. Upon completion of the two-year curriculum, the student will be awarded an Associate of Applied Science degree in Forestry Technology. According to the Mississippi Department of Employment Security, entry-level wage for forestry technicians is \$41,467, and those with experience can earn an average of \$69,998.

### FIRST YEAR

<b>First Semester</b>		<b>Hours</b>
FOT	2124 Forest Surveying and Spatial Applications.....	4
FOT	1813 Introduction to Forestry .....	3
FOT	1714 Applied Dendrology .....	4
MAT	1313 College Algebra or higher or	
	Natural Science with Lab.....	3/4
	Total Hours .....	14/15
<b>Second Semester</b>		
FOT	1114 Forest Measurements I.....	4
FOT	2214 Advanced GIS/GPS in Forestry.....	4
AGR	2314 Basic Soils .....	4
ENG	1113 English Composition I.....	3
	Total Hours .....	15

### SECOND YEAR

<b>First Semester</b>		
FOT	1124 Forest Measurements II .....	4
FOT	2614 Silviculture I .....	4
AGR	2713 Principles of Agricultural Economics.....	3
SPT	1113 Public Speaking I.....	3
	Approved Elective .....	3
	Total Hours .....	17
<b>Second Semester</b>		
FOT	1414 Forest Products Utilization .....	4
FOT	2424 Timber Harvesting .....	4

Social/Behavioral Science Elective .....	3
Humanities/Fine Arts Elective.....	3
Total Hours .....	14
Total Hours Required .....	60/61

**NOTE:** Computer competency requirements must be met.

## **HEATING AND AIR CONDITIONING TECHNOLOGY**

**Belden Center**

**Contact:** Charles Spencer, 662.407.1401

Heating, Ventilation, Air-Conditioning and Refrigeration Technology is a postsecondary instructional program that prepares individuals to work in engineering departments or private firms installing, maintaining and operating small or medium air-conditioning, heating and refrigeration systems. Instruction prepares individuals to work in a commercial setting performing special tasks relating to designing ductwork, assembly, installation, servicing, operation and maintenance of heating, cooling and refrigeration systems according to the standards of the American Society of Heating, Refrigeration and Air Conditioning Engineers, Inc.; Air Conditioning Contractors of America (ACCA); Air Conditioning Heating Refrigeration Institute (AHRI) and others. Included are air conditioning, heating and refrigeration devices; equipment, techniques and systems; and maintenance and operation of these systems. Upon completion of the two-year curriculum, the student is awarded an Associate of Applied Science degree in Heating and Air Conditioning Technology. Successful completion of 30 hours in the selected discipline entitles the individual to receive a Career Certificate. According to the Mississippi Department of Employment Security, entry-level wage for heating and air conditioning technicians is \$30,496, and those with experience can earn an average of \$48,569.

### **FIRST YEAR**

<b>First Semester</b>	<b>Hours</b>
ACT 1003 Introduction to Heating and Air Conditioning Tech.....	3
ACT 1123 Basic Compression Refrigeration .....	3
ACT 1713 Electricity for Heating/Ventilation/AC/Refrigeration .....	3
ELT 1193 Fundamentals of Electricity/Electronics.....	3
ENG 1113 English Composition I.....	3
Total Hours .....	15

**Second Semester**

ACT	1133	Brazing and Piping .....	3
ACT	1313	Refrigeration System Components .....	3
ACT	1213	Controls .....	3
MAT	1313	College Algebra or higher	
		or	
		Natural Science with Lab.....	3/4
		Technical Elective (Choose from the list below)* .....	3
		Total Hours .....	15/16

**SECOND YEAR**

**First Semester**

ACT	2413	Heating/Ventilation/Air Conditioning/Refrigeration I .....	3
ACT	2513	Heating Systems .....	3
ACT	2623	Heat Load and Air Properties .....	3
SPT	1113	Public Speaking I	
		or	
SPT	2173	Interpersonal Communications .....	3
		Humanities/Fine Arts Elective .....	3
		Total Hours .....	15

**Second Semester**

ACT	2323	Commercial Refrigeration .....	3
ACT	2423	Heating/Ventilation/Air Conditioning/Refrigeration II .....	3
ACT	2433	Refrigerant, Retrofit and Regulations .....	3
		Social/Behavioral Science .....	3
		Technical Elective (Choose from the list below)* .....	3
		Total Hours .....	15
		Total Hours Required .....	60/61

**Note:** Computer competency requirements must be met.  
\*Technical Electives (Program adviser must approve electives.)

ELT	1113	Residential/Light Commercial Wiring
ELT	1213	Electrical Power
ELT	1123	Commercial and Industrial Wiring
ELT	1413	Motor Control Systems
ELT	1223	Motor Maintenance and Troubleshooting
DDT	1113	Fundamentals of Drafting

# HOSPITALITY MANAGEMENT TECHNOLOGY

(Online)

Contact: Billy Carson, 662.620.5367 – Tupelo campus

The Hospitality Management online program provides specialized occupational instruction in all phases of hotel and restaurant management to prepare students for careers as managers and supervisors in the hotel and restaurant industry. Students can earn a 30-hour Career Certificate, a 45-hour Technical Certificate or a 60-hour Associate of Applied Science degree. Graduates are eligible to obtain ManageFirst Certification from the National Restaurant Association Educational Foundation, certifications from the Educational Institute of the American Hotel and Lodging Association in Specialized Food and Beverage Management and/or Hospitality Operations, and ServSafe® Sanitation certification from the National Restaurant Association. According to the Mississippi Department of Employment Security, entry-level wage for hospitality management technicians is \$35,197, and those with experience can earn an average of \$68,784.

## FIRST YEAR

<b>First Semester</b>		<b>Hours</b>
HRT	1123	Introduction to Hospitality and Tourism Industry ..... 3
HRT	1213	Sanitation and Safety ..... 3
BAD	1113	Introduction to Business ..... 3
BOT	1313	Applied Business Math..... 3
ENG	1113	English Composition I ..... 3
Total Hours .....		15

### Second Semester

HRT	1223	Restaurant and Catering Operations ..... 3
HRT	1413	Rooms Division Management ..... 3
ECO	2123	Principles of Microeconomics ..... 3
MMT	2213	Principles of Management ..... 3
Humanities/Fine Arts Electives .....		3
Total Hours .....		15

## SECOND YEAR

### First Semester

HRT	2613	Hospitality Supervision ..... 3
HRT	2713	Marketing Hospitality Services ..... 3
HRT	2623	Hospitality Human Resources Management..... 3
Math/Science Elective .....		3/4
SPT	2173	Interpersonal Communication ..... 3

Total Hours ..... 15/16

**Second Semester**

HRT	2233	Food and Beverage Control.....	3
HRT	2423	Hospitality Security Management and Law.....	3
HRT	2853	Convention and Meeting Planning .....	3
HRT	2913	Supervised Work Experience in Hospitality Management.	3
SPT	1113	Public Speaking I.....	3
		Total Hours .....	15
		Total Hours Required .....	60/61

**INDUSTRIAL MAINTENANCE TECHNOLOGY**

**Belden Center**

**Contact:** Ashley Brown, 662.407.1407– Chris Moses, 662.407.1410 – Jimmy Whitehead, 662.407.1406

The Industrial Maintenance Technology curriculum is a career and technical education program designed to prepare students for entry-level employment as multi-skilled maintenance technicians. Industrial maintenance trade technicians are responsible for assembling, installing, maintaining and repairing machinery used in the manufacturing or industrial environment. Students receive basic instruction in a wide variety of areas including safety, machinery maintenance and troubleshooting/service, blueprint reading, basic welding and cutting operations, basic machining operations, fundamentals of piping and hydro-testing and fundamentals of industrial electricity. Upon completion of this two-year curriculum, the student is awarded an Associate of Applied Science degree in Industrial Maintenance Technology. Successful completion of 30 hours in the selected discipline entitles the individual to receive a Career Certificate. According to the Mississippi Department of Employment Security, entry-level wage for industrial maintenance technicians is \$30,853, and those with experience can earn an average of \$49,636.

**FIRST YEAR**

**First Semester**

			<b>Hours</b>
IMM	1213	Introduction to Industrial Maintenance.....	3
IMM	1243	Mechanical Industrial Maintenance.....	3
IMM	1813	Industrial Electricity Level I.....	3
CTE	1143	Fundamentals of Construction and Manufacturing .....	3
ENG	1113	English Composition I.....	3
		Total Hours .....	15

## Second Semester

IMM	1173	Motor Maintenance and Troubleshooting.....	3
IMM	1323	Motor Control Systems.....	3
IMM	1823	Industrial Electricity Level II.....	3
ROT	2613	Mechanical Systems .....	3
MAT	1313	College Algebra or higher or Natural Science with Lab.....	3/4
Total Hours .....			15/16

## SECOND YEAR

### First Semester

IMM	1313	Principles of Hydraulics and Pneumatics .....	3
IMM	1733	Maintenance Welding and Metals .....	3
IMM	2423	Solid State Motor Controls .....	3
IMM	2613	Programmable Logic Controllers .....	3
Social/Behavioral Science Elective .....			3
Total Hours .....			15

### Second Semester

IMM	1383	Industrial Robotics.....	3
IMM	2113	Systems Troubleshooting.....	3
IMM	2623	Advanced Programmable Logic Controllers .....	3
SPT	1113	Public Speaking I or Interpersonal Communications .....	3
SPT	2173	Interpersonal Communications .....	3
Humanities/Fine Arts Elective.....			3
Total Hours .....			15
Total Hours Required .....			60/61

**NOTE:** Computer competency requirements must be met.

\*\*Approved Electives:

- WLT 1115 Shielded Metal Arc Welding I
- WLT 1124 Gas Metal Arc Welding
- WLT 1135 Gas Tungsten Arc Welding
- WLT 1143 Flux Cored Arc Welding
- WLT 1173 Introduction to Welding and Safety
- WLT 1225 Shielded Metal Arc Welding II
- WLT 1232 Blueprint Reading, Welding and Metallurgy
- WLT 1313 Cutting Processes

# INFORMATION SYSTEMS TECHNOLOGY

## Tupelo Campus

### Computer Programming Technology Option

**Contacts:** Tanya Cox, 662.620.5114 – Delena Hukle, 662.620.5163 – Doris McCreary, 662.620.5117

Computer Programming Technology is a two-year program designed to prepare students for employment in computer operations, computer programming, Web development and system analysis. Focus is placed on midrange and personal computer programming on the most up-to-date equipment. The curriculum includes concepts in application programming, business application software, Web development, scripting languages, basic computer hardware and security. Upon completion of the two-year curriculum, the student will be awarded an Associate of Applied Science degree in Computer Programming Technology. Successful completion of 30 hours in the selected discipline entitles the individual to receive a Career Certificate. According to the Mississippi Department of Employment Security, entry-level wage for computer programming technicians is \$30,853, and those with experience can earn an average of \$49,636.

## FIRST YEAR

<b>First Semester</b>			<b>Hours</b>
IST	1123	IT Foundations.....	3
IST	1313	Visual Basic Programming .....	3
IST	1433	Web Development Using HTML and CSS.....	3
IST	2393	Enterprise Resource Planning Concepts .....	3
ENG	1113	English Composition I .....	3
Total Hours .....			15

### Second Semester

IST	1133	Fundamentals of Data Communications.....	3
IST	1143	Principles of Information Security.....	3
IST	1163	Database and SQL Concepts .....	3
IST	1713	Java Programming Language .....	3
IST	2343	Database Programming and Design.....	3
Total Hours .....			15

## SECOND YEAR

### First Semester

IST	1323	RPG Programming Language.....	3
IST	2323	Script Programming Language .....	3
IST	2583	C# Programming Language .....	3
MAT	1313	College Algebra or higher	

	or		
		Natural Science with Lab.....	3/4
Social/Behavioral Science Elective .....			3
		Total Hours .....	15/16

**Second Semester**

IST	2353	Advanced PRG Programming .....	3
IST	2453	Mobile Application Development .....	3
IST	2593	Advanced C# Programming Language.....	3
SPT	1113	Public Speaking I	
		or	
SPT	2173	Interpersonal Communications .....	3
Fine Arts/Humanities Elective.....			3
		Total Hours .....	15
		Total Hours Required .....	60/61

**INFORMATION SYSTEMS TECHNOLOGY**

**Tupelo Campus**

**Computer Networking Technology Option**

**Contact:** Cindy Layman, 662.620.5116

The Computer Networking Technology option offers training in telecommunications, network technologies, administration, hardware maintenance, operating systems and network planning and implementation. Computer Networking graduates will have opportunities for employment as computer support specialists, network technicians and network managers or administrators. Upon completion of the two-year curriculum, the student will be awarded an Associate of Applied Science degree in Computer Networking Technology. Successful completion of 30 hours in the selected discipline entitles the individual to receive a Career Certificate. According to the Mississippi Department of Employment Security, entry-level wage for computer networking technicians is \$45,360, and those with experience can earn an average of \$80,971.

**FIRST YEAR**

<b>First Semester</b>			<b>Hours</b>
IST	1123	IT Foundations.....	3
IST	1133	Fundamentals of Data Communications.....	3
IST	1143	Principles of Information Security.....	3
IST	1163	Database and SQL Concepts .....	3
ENG	1113	English Composition I.....	3
		Total Hours .....	15

**Second Semester**

IST	1213	Client Installation and Configuration .....	3
IST	1223	Network Components .....	3
IST	1244	Network Administration Using MS Windows Server .....	4
IST	1313	Visual Basic Programming language.....	3
Social/Behavioral Science Elective .....			3
Total Hours .....			16

**SECOND YEAR****First Semester**

IST	2213	Network Security .....	3
IST	2223	Network Planning and Design .....	3
IST	2524	Linux Operating System Fundamentals.....	4
MAT	1313	College Algebra or higher or Natural Science with Lab.....	3/4
SPT	1113	Public Speaking I or	
SPT	2173	Interpersonal Communications .....	3
Total Hours .....			16/17

**Second Semester**

IST	1613	Computer Forensics .....	3
IST	2233	Network Implementation .....	3
IST	2254	Advanced Network Administration Using Microsoft Windows Server .....	4
IST	2923	Special Problem in Information Systems Technology .....	3
Humanities/Fine Arts Elective .....			3
Total Hours .....			16
Total Hours Required .....			63/64

# LAW ENFORCEMENT TECHNOLOGY

(Online and Traditional)

Contact: Charles Rowland, 662.620.5340 – Tupelo campus

Law Enforcement Technology is a two-year degree traditional and online program designed to provide specialized training in law enforcement. The program provides training in a number of areas, including traffic law, community policing, criminal investigation and criminal law. A graduate of this program may expect to enter the job market at an entry-level position in a police, sheriff or highway patrol department. Many state and local agencies encourage applicants to take courses or training related to law enforcement subjects after high school. Employment in law enforcement is expected to grow eight percent over the 2010-2020 decade. Upon completion of the two-year curriculum, the student will be awarded an Associate of Applied Science degree in Law Enforcement Technology. Successful completion of 30 hours in the selected discipline entitles the individual to receive a Career Certificate. According to the Mississippi Department of Employment Security, entry-level wage for law enforcement technicians is \$20,986, and those with experience can earn an average of \$38,787.

## FIRST YEAR

<b>First Semester</b>			<b>Hours</b>
CRJ	1313	Introduction to Criminal Justice .....	3
CRJ	1323	Police Administration and Organization.....	3
CRJ	1343	Police and Community Relations .....	3
CRJ	1363	Introduction to Corrections.....	3
CRJ	1373	Introduction to Homeland Security .....	3
Total Hours .....			15

### **Second Semester**

CRJ	1383	Criminology.....	3
CRJ	2213	Traffic Law .....	3
CRJ	2313	Police Operations.....	3
CRJ	2323	Criminal Law .....	3
CRJ	2333	Criminal Investigation .....	3
Total Hours .....			15

## SECOND YEAR

### **First Semester**

CRJ	2513	Juvenile Justice .....	3
CRJ	2393	Survey of Criminalistics .....	3
ENG	1113	English Composition I.....	3
MAT	1313	College Algebra or higher	

		or	
		Natural Science with Lab.....	3/4
SOC	2113	Introduction to Sociology .....	3
		Total Hours .....	15/16

**Second Semester**

CRJ	1353	Internship in Criminal Justice .....	3
CRJ	2713	Foundations in Terrorism .....	3
HPR	2213	First Aid and CPR.....	3
PSC	1113	American National Government.....	3
SPT	1113	Public Speaking I.....	3
		Humanities/Fine Arts Elective.....	3
		Total Hours .....	18
		Total Hours Required .....	63/64

**NOTE:** Computer competency requirements must be met.

**PARALEGAL TECHNOLOGY**

(Online)

**Contact:** Jamie Hall, 662.620.5342 – Tupelo campus

Paralegal Technology is a two-year associate degree program online designed to prepare individuals to perform specifically delegated substantive legal work for which a lawyer is responsible. The program provides training in a number of areas including civil litigation, legal research and writing, family law and other legal areas. Growth in the paralegal field is anticipated both regionally and nationally. According to the U.S. Bureau of Labor Statistics, the paralegal occupation is expected to grow 17 percent over the 2012-2022 decade. Most paralegals in today’s marketplace have an associate’s degree from a two-year college or a certificate in paralegal studies for those who have a bachelor’s degree in another discipline (BLS, 2014). The program provides an excellent background for entry-level positions in law firms, corporations, government agencies and other entities. After completion of this program, an individual will earn an Associate of Applied Science degree. Successful completion of 30 hours in the selected discipline entitles the individual to receive a Career Certificate. According to the Mississippi Department of Employment Security, entry-level wage for paralegal technicians is \$26,591, and those with experience can earn an average of \$43,018.

## FIRST YEAR

<b>First Semester</b>			<b>Hours</b>
LET	1123	Introduction to Law .....	3
LET	1213	Legal Research .....	3
LET	1513	Family Law.....	3
CSC	1123	Computer Applications I	
	or		
IST	1113	Fundamentals of Information Technology .....	3
ENG	1113	English Composition I .....	3
		Total Hours .....	15

### **Second Semester**

LET	1523	Wills and Estates.....	3
LET	2323	Torts.....	3
BAD	2413	Legal Environment of Business I .....	3
ENG	1123	English Composition II.....	3
		Criminal Justice Elective .....	3
		Total Hours .....	15

## SECOND YEAR

### **First Semester**

LET	1713	Legal Writing.....	3
LET	2313	Civil Litigation I.....	3
LET	2453	Real Property I.....	3
LET	2653	Law Office Management .....	3
MAT	1313	College Algebra or higher	
		or	
		Natural Science with a Lab.....	3/4
		Total Hours .....	15/16

### **Second Semester**

LET	2333	Civil Litigation II.....	3
LET	2463	Real Property II	
		or	
LET	2923	Internship for Paralegal.....	3
LET	2911	Special Problems in Paralegal Technology .....	1
SPT	1113	Public Speaking I	
		or	
SPT	2173	Interpersonal Communications .....	3
		Humanities or Fine Arts Elective.....	3
		Social Science Elective (ECO 2113, ECO 2123, PSC 1113, PSY 1513 or SOC 2113) .....	3
		Total Hours .....	16
		Total Hours Required .....	61/62

**NOTE:** Computer competency requirements must be met.

# PRECISION MANUFACTURING AND MACHINING TECHNOLOGY

**Belden Center**

**Contact:** Jerry Pettigrew, 662.620.5125 – Don Spurgeon, 662.407.1412

This program is designed to prepare individuals for various-level positions in the exciting and energetic field of precision high-tech manufacturing. It includes instruction and practice in manufacturing techniques and processes, including standard conventional machining, computer-numerical-control machining and computer-aided-drafting and manufacturing (CAD/CAM). Also included are topics related to the fundamentals of manufacturing, such as blueprint reading, precision layout, maintenance and various calculations used in industry. Students will develop skill-sets that are valued by manufacturers nationwide and validated by national accrediting agencies such as the National Institute for Metalworking Skills (NIMS) and the National Association of Manufacturers (NAM).

The curriculum was developed by utilizing the national industry standards for machining skills as developed and approved by the National Institute for Metalworking Skills (NIMS). Outcomes are competency-based and measured in accordance with NIMS national standards and competencies. Completion of each course provides students with the necessary competencies to obtain stackable credentials as they progress through the program. Upon completion of the program of study, the student will be awarded an Associate of Applied Science degree in Precision Manufacturing and Machining Technology. Successful completion of 30 hours in the selected discipline entitles the individual to receive a Career Certificate. According to the Mississippi Department of Employment Security, entry-level wage for precision manufacturing and machining technicians is \$26,782, and those with experience can earn an average of \$44,977.

## FIRST YEAR

<b>First Semester</b>		<b>Hours</b>
MST	1115 Power Machinery I .....	5
MST	1313 Machine Tool Mathematics .....	3
MST	1413 Blueprint Reading.....	3
MST	1613 Precision Layout .....	3
ENG	1113 English Composition I .....	3
Total Hours .....		17

## Second Semester

MST	1125	Power Machinery II .....	5
MST	2715	Computer Numerical Control Operations I .....	5
MAT	1313	College Algebra or higher	
		or	
		Natural Science with Lab.....	3/4
Humanities/Fine Arts Elective.....			3
Total Hours .....			16/17

## SECOND YEAR

### First Semester

MST	2135	Power Machinery III.....	5
MST	2725	Computer Numerical Control Operations II .....	5
Technical Elective*.....			3
SPT	1113	Public Speaking I	
		or	
SPT	2173	Interpersonal Communications .....	3
Total Hours .....			16

### Second Semester

MST	2145	Power Machinery IV.....	5
Technical Electives* .....			6
Social/Behavioral Science Elective .....			3
Total Hours .....			14
Total Hours Required .....			63/64

#### \*Technical Electives

DDT	1313	Principles of CAD	
DDT	1323	Intermediate CAD	
MST	2733	Fundamentals of CAD/CAM	
TDT	2183	Jigs, Fixtures and Tools	
TDT	2233	Computer Numerical Control Operations III	

## WELDING AND CUTTING TECHNOLOGY

### Belden Center

**Contact:** Kent Lewis, 662.407.1402

The Welding and Cutting Technology curriculum is designed to prepare the student for entry-level employment in the field of welding and cutting. The curriculum includes Shielded Metal Arc Welding (SMAW), Gas Metal Arc Welding (GMAW), Flux Cored Arc Welding (FCAW), Plasma Arc Cutting (PAC), Carbon Arc Cutting, Oxyfuel Cutting and Gas Tungsten Arc

Welding (GTAW). Electives may be available in advanced levels of welding and cutting through the College’s non-credit division. The welding competencies required in this curriculum were developed to coincide with the Guide for the Training and Qualification of Welding Personnel: Entry Level Welders (AWS EG 2.0-95) and Specification for Qualification and Certification for Entry Level Welders (AWS QC 10-95), developed by the American Welding Society and funded by the U.S. Department of Education under Grant V.244 B 3006. The contributions of this resource are hereby acknowledged. Upon successful completion of the one-year curriculum, the student will be awarded a Career Certificate. According to the Mississippi Department of Employment Security, entry-level wage for welding and cutting technicians is \$28,064, and those with experience can earn an average of \$44,290.

**Admission Requirements:**

Admission to the College does not guarantee enrollment in any specific course or program. Selective admission programs have a limited number of openings each year and have specific entry-level admission requirements that must be met before selection for admission to the program. Those who are interested in this program may apply online at <https://web.iccms.edu/cteapp/>. Students should contact the adviser as early as possible to obtain specific up-to-date selection criteria.

**FIRST YEAR**

<b>First Semester</b>		<b>Hours</b>
WLT 1115	Shielded Metal Arc Welding I.....	5
WLT 1124	Gas Metal Arc Welding (GMAW) .....	4
WLT 1173	Introduction to Welding and Safety.....	3
WLT 1313	Cutting Processes.....	3
	Total Hours .....	15
<b>Second Semester</b>		
WLT 1135	Gas Tungsten Arc Welding (GTAW).....	5
WLT 1143	Flux Cored Arc Welding (FCAW) .....	3
WLT 1225	Shielded Metal Arc Welding II.....	5
WLT 1232	Blueprint Reading, Welding and Metallurgy.....	2
	Total Hours .....	15
	Total Hours Required .....	30

## **NON-CREDIT PROGRAMS**

The Workforce and Education Act of 1994 created a paradigm of service for Mississippi's employers and workforce participants. The legislation provided for the creation and development of regionally-based systems for non-credit education and training that can respond to Mississippi's workforce and employer needs in a timely, well-coordinated manner while maximizing the use of resources.

The act established a **State Workforce Development Council** composed of **District Workforce Development Councils** affiliated with each of Mississippi's 15 community and junior colleges and **Workforce Development Centers** designed to meet almost any workforce assessment, training or placement services need. Perhaps more importantly, it promotes the collaboration with and among agencies and entities to increase the system's potential for corporate training at a time when it is needed most.

Itawamba Community College is a participant in this service to business, industry and government. The sections that follow describe the non-credit programs and services available from ICC and delivered through its Workforce Development Center.

### **DIVISION OF ECONOMIC AND COMMUNITY SERVICES**

**Belden Center  
3200 Adams Farm Road  
Belden, MS 38826  
662.407.1141**

#### **Programs and Services**

- Adult Education/High School Equivalency/ESL Department
  - Adult Education Classes/General Educational Development Classes
  - English as a Second Language Classes
  - HSE (High School Equivalency) Testing Center Services
  - Workforce Basic Skills Training
- Continuing Education and Community Services Department
  - Center for Creative Retirement
- Workforce Development and Training Department
  - Advanced Skills Training
  - Customized Training
  - Commercial Truck Driving Training

- Computer Skills Training
- Leadership Skills Training
- Workforce Innovation and Opportunity Act Services Department
  - Basic Career Services
  - Individualized Career Services
  - Training Services

## ADULT EDUCATION

**Adult Education** classes provide instruction in reading, math and writing, as well as preparation for high school equivalency exams. Employability skills are included in class instruction. The tuition-free program provides books, materials and instructors for classes offered during the day, evening and weekends. Flexible schedules are offered to accommodate learners. A Mississippi High School Equivalency Diploma may be earned through successful completion of the program once the GED<sup>®</sup>, TASC<sup>®</sup> or HiSET<sup>®</sup> exams have been passed. Transitional services are offered to assist individuals in enrolling in postsecondary education programs/training or employment. Classes are offered in each of the College's district counties of Chickasaw, Itawamba, Lee, Monroe and Pontotoc.

**English as a Second Language (ESL)** classes are offered through the Adult Education department for individuals seeking to improve their English skills in the areas of speaking, reading, writing, listening and conversation. Citizenship and basic living skills are also part of available instruction through the classes, which are offered as needed in both day and evening schedules.

**Assessment Center** services through the Adult Education department include computer-based and paper-based exams. The following high school equivalency exams are currently offered: GED<sup>®</sup>, TASC<sup>®</sup> or HiSET<sup>®</sup>. Other exams currently offered are NCCER, ASE, ACT WorkKeys and TABE. Registration for exams may be completed online or through the Adult Education office.

**MI-BEST** (Mississippi Integrated Basic Education Skills and Training) is a program offering individuals who may not hold a high school credential an opportunity to pursue a high school equivalency diploma and college credit/training simultaneously. The program offers participants a navigator, basic skills instructor and other supportive services throughout the training experience. Current MI-BEST Career Pathways at the College are Certified

Nursing Assistant, Welding Technology and HVAC (Heating, Ventilation and Air Conditioning) Technology.

## **COMMERCIAL TRUCK DRIVING**

### **Belden Center**

Commercial Truck Driving is an instructional program that prepares individuals to drive trucks and other commercial vehicles. It includes instruction in operating diesel powered vehicles, loading and unloading cargo, reporting delays or accidents on the road, verifying loads against shipping records and keeping necessary records.

The truck driver training program is designed to provide complete and thorough knowledge of log books, trip records and the motor carrier safety regulations of the U.S. Department of Transportation and the Federal Highway Administration.

Students must first obtain all driving skills necessary for certification for the four-week program. Students completing the Commercial Truck Driver Training program will be awarded a Certificate of Achievement and will be prepared to write and earn a commercial license upon completion of the training.

The requirements for admission include:

- Must be a U.S. citizen or permanent resident.
- Must have a valid driver's license.
- Must have a clean driving record.
- Must pass DOT physical and drug screening.
- Must obtain Mississippi Commercial Driver Learner's Permit (CDLP).
- Must be at least 21 years of age.

Placement is also available with consideration of the following:

- No Driving Under the Influence of alcohol (DUI) or Driving While Intoxicated (DWI) violations within the last five years,
- No reckless driving, failure to heed a traffic control device or failure to yield violation within the last three years,
- No more than two speeding tickets and no speeding violations 15 miles per hour in excess of the posted limit in the last three years,
- Never have been convicted of a felony.

**NOTE:** Participants must be 21 years of age or older by program completion.

**Course Description:** Fundamental instruction on safety, rules and regulations, driving practices, air brakes, hazardous materials and emergencies. Includes instruction and practice in performing vehicle inspections, coupling and uncoupling, maneuvering, backing and driving a tractor-trailer truck under varying road and climate conditions.

## **EMERGENCY MEDICAL TECHNICIAN-EMT (Basic)**

### **Belden Center**

Emergency Medical Technician (EMT-Basic) is an instructional course that prepares individuals to function in the pre-hospital environment. The EMT course provides instruction in basic life support care of sick and injured persons. This includes airway assessment; communications; documentation; general pharmacology; hemorrhage control; ambulance operations; splinting of adult, pediatric and infant patients and special care of patients exposed to heat, cold, radiation or contagious diseases. Participants in the program intern with an ambulance service providing advanced life support services to the community.

- Admission Requirements
  - Must be 18 years of age
  - High school graduate or high school equivalent
  - 16 ACT Score
- Training
  - 16 weeks, two nights per week
  - 135 clock hours
- Degree
  - Career Certificate awarded
- Scope of Practice
  - Not allowed to give shots or start intravenous lines, usually restricted to using oxygen, oral glucose, asthma inhalers and epinephrine auto-injectors.

After completion of the EMT Basic program, participants must pass the National Registry Exam to become a Nationally Registered Emergency Medical Technician (EMT), which is a requirement for admission into the Emergency Medical Sciences Technology – Paramedic Program in the Health Science division at Itawamba Community College.

## **CONTINUING EDUCATION AND COMMUNITY SERVICES**

Continuing education is for everyone. It includes personal and professional development for general self-improvement or learning new skills and upgrading skills for career advancement.

The objectives of continuing education are accomplished through classes, workshops, seminars and camps.

The Center for Creative Retirement, which is a component of the Continuing Education department, provides self-development classes, educational programs series, lecture series and tours for persons 50 years of age and above.

### **General Admission**

With the exception of non-credit career training classes, there are no general education requirements to enroll in continuing education courses. Most classes have a low enrollment fee with attendance being the only criterion that determines credit received by the student. Also, most continuing education classes are open to all individuals with or without a high school diploma and include a wide variety of special interest courses.

### **Continuing Education Units**

Students receive credit for continuing education courses in the form of Continuing Education Units (CEUs). The CEU serves as a unit of measure to give recognition for an individual's participation in non-credit activities that meet the appropriate criteria.

### **Fees and Registration for Continuing Education**

Students may preregister by calling the Department of Continuing Education, making a personal visit to the Belden Center, mailing in registration information or via the College's website, [www.iccms.edu](http://www.iccms.edu).

**Telephone:** To preregister, call the Department of Continuing Education, Itawamba Community College at 662.407.1500. Those who preregister may mail class/seminar fees or use MasterCard or VISA.

**In Person:** To personally register for a Continuing Education class, visit the Department of Continuing Education.

**By Mail:** To register and pay fees by mail, send in the required registration information along with the fee for the appropriate class. Make check payable to Itawamba Community College and mail to ICC, Continuing Education, 3200 Adams Farm Road, Belden, MS 38826.

**Online Registration:** Go to [www.iccms.edu](http://www.iccms.edu). Click on Workforce, then Continuing Education for more information. Print the enrollment form for mailing or faxing. The fax number is 662.407.1502.

**Until fees are paid** the registration process is incomplete, and there is no guarantee of space in a class.

### **Refund Policy**

No refunds will be made after the first class meeting for any noncredit class. If a continuing education class is cancelled due to lack of enrollment, a full refund will be made unless the student elects to transfer to another course. Requests for refunds must be made to the Director of Continuing Education, Itawamba Community College, 3200 Adams Farm Road, Belden, MS 38826.

### **Cancellations**

Classes with insufficient enrollment are subject to cancellation, and students will be notified before the class meeting. Since the College must call participants during the day, students must provide a day phone number for messages. Full refund of course fees will be given for courses that are cancelled unless the students elect to transfer to another course.

### **Instructors**

All classes will be taught by qualified instructors who are selected on the basis of education, ability, special skills, expertise and competence in the class to be taught.

### **Procedure for Starting a Class**

A schedule of proposed classes will be announced at the beginning of each semester with the exception of non-credit career training. Continuing Education non-credit courses are short-term, and most last an average of six weeks. Classes can begin each month at any time of the year.

### **Location of Classes**

Classes may be taught at any location in the ICC five-county area; however, most will be taught at the Belden Center.

### **Conferences and Workshops**

The Department of Continuing Education will assist any department of the College, state and local agencies, educational and professional groups and civic organizations in the development and presentation of conferences, workshops and programs that provide educational opportunities to the residents of this area.

## **WORKFORCE DEVELOPMENT AND TRAINING DEPARTMENT SERVICES**

### **Belden Center**

The Workforce Development and Training program at ICC provides a variety of opportunities and services for business, industry, government and community organizations including, but not limited to, the following:

- Customized training programs
- Facilities and training support
- Non-credit training transcripts
- Tax credit certification
- Resource access and consulting services
- Public classes

State training projects provide more than \$1 million each year in reimbursements to area organizations to offset their training expenses. The WD&T program is a cost-effective way to improve the area workforce as a result of the state's commitment to support this program and each company's contribution. Partnering to share costs creates a winning situation for both the companies and the state.

### **Advanced Technology Training**

The Workforce Development Center offers non-credit courses of study in a variety of advanced manufacturing-related technologies. These courses are typically short-term and intensified in format.

### **Business Office Specialist**

The 120-hour Business Office Specialist program is designed for students to develop basic office, communication and computer technology skills. Through intensive lab instruction, students will have the opportunity to attain an Intuit Quickbooks® certification and will receive training and instruction to prepare for the Microsoft Office Specialist (MOS®) certification examinations for Microsoft® Excel and Word. In addition, participants will receive instruction and training in performance of technical office tasks, basic math, fundamentals of bookkeeping and basic human resource management.

Participants will learn the basic components of a computer system and how to navigate the basic screens. They will complete a series of exercises to help them familiarize with using the keyboard, creating and using an email account, creating a Microsoft Word document, creating and manipulating

Microsoft Excel spreadsheet and creating accounts with Intuit QuickBooks™. The modules within this course include:

- Basic Computer Skills
  - Overview: mouse, keyboard, browser, file directory, navigate basic screens
- Microsoft® Word
  - Parts of MS Word for Windows
  - Create and manage documents, format text, paragraph and sections, create tables and lists, page layout, insert and format graphic element
- Basic Human Resource Management
  - Basic understanding of EEOC, HIPAA compliance
  - Roles and responsibilities of employers and employees
- Microsoft® Excel
  - Parts of MS Excel for Windows
  - Create and manage worksheets and workbooks, manage data cells and ranges, create tables, perform operations with formulas and functions, create charts and objects
- Basic Accounting
  - Cash flow, accounts payable
- Intuit QuickBooks™.
  - Create sales order, backtrack orders, track costs, setup invoices, reports
- Employability/Interviewing Skills
  - Tips on Interviewing: resumé, cover letter, dress code

This course builds the foundational knowledge for entry-level students. Students with an adequate proficiency with using the software can take the Microsoft Office Specialist (MOS®) certification examinations for Microsoft® Excel and Word.

### **Certified Nursing Assistant (CNA)**

The 96-hour program prepares participants to take the exam to become a Certified Nursing Assistant. Upon successful completion of the program and the examination, nursing assistants can find employment with nursing homes, medical centers, home healthcare providers and clinics. Becoming a CNA provides an excellent foundation for those who want to advance in the nursing profession.

Students will participate in clinicals in a healthcare environment, master the skills required to pass the NACES board and complete Healthcare Provide BLS CPR certification.

The modules covered in this course:

- Medical terminology
- Introduction to anatomy and physiology
- Safety in the medical office
- Basic nutrition
- Patient charting 101
- Medical ethics
- Patient Care: From dressing to feeding patients
- Patient Care: Moving and assisting patients
- Patient cleanliness
- Vital signs

### **Computer Skills Program**

ICC's Computer Skills program offers a wide variety of training designed to enhance student performance in the use of various computer applications. For some applications, both comprehensive and advanced classes are offered. Typical class offerings include the entire set of Microsoft applications (Word, Excel, Access, Outlook, PowerPoint, Project, etc.). All of these courses utilize hands-on, instructor-guided curricula and provide a very comfortable learning environment for students. Public classes are offered throughout the year at ICC's Belden Center. In addition, training can be provided onsite at the plant location.

### **Customized Training**

Customized training is used to describe training unique to a specific business or industry. Itawamba Community College provides training to meet a broad range of workforce development and continuous improvement needs. This training can take any form and can be crafted around resources available from the business or industry, vendors, the College and/or other sources. Training is provided when specific skills need to be developed, improved or enriched for production or technological advances. These training programs prepare individuals for advancements in responsibility or changes in job classifications.

Retraining and upgrade training cover a wide variety of areas and are usually unique from industry to industry. Instruction can be designed and structured for delivery at any time, any day of the week at almost any site. A majority of training usually takes place in-plant; however, classrooms and laboratories are available at the College.

### **Food Service Pathway**

The 160-hour Food Service Pathway program provides instruction and skill

building in proper food handling standards, kitchen safety practices and culinary techniques. Students will receive hands-on instruction and participate in internship program with local restaurants. Students will build their resumés and enhance their interview skills. As part of the course, students are prepared to take and pass the ServeSafe® certification examination.

The program is designed to give students knowledge and skills to enter into and be successful in the food service industry and/or to become a restaurant or food service business owner.

The topics covered in this course include:

- Food handling techniques
- Kitchen safety practices
- Culinary techniques
- Customer service skills
- Resumé and interviewing skills

Students learn to prepare food for lunch sales at the ICC Belden Center, operate a cafeteria to serve lunches to the public three days a week as well as operate a food catering service.

### **Leadership Skills Program**

ICC's Leadership Skills program offers training designed to connect supervisors and general employees with work groups. Both professional and customized materials are used in the delivery of training to precisely address individual leadership skill development.

### **Manufacturing Skills Basic Certification**

No place in today's economy are the skills needed to do a job changing faster than they are in the manufacturing world. ICC's Workforce Development and Training Division strives to help business and industry keep up in this ever-changing world. The Manufacturing Skills Basic Certification program is designed to provide a better, more educated pool of applicants for production and general manufacturing positions.

- OSHA safety
- Blueprint reading
- CPR training
- Precision measurement, basic math and metric
- High-performance manufacturing
- Career readiness certificate
- WorkKeys employment system

## **Pharmacy Technician**

This 48-hour program prepares students for an entry-level pharmacy technician position in both institutional and community pharmacy setting. A pharmacy technician is an individual who, under the supervision of a pharmacist, assists in the day-to-day pharmacy operations that do not require the professional judgment of a pharmacist. Graduates are eligible to take the National Pharmacy Technician Certification Examination.

Students will learn:

- General pharmacy technology
- Medical terminology
- Essentials of anatomy and physiology
- Prescriptions and medication orders
- Drug actions and interactions
- Medication errors and poisons
- Managing inventory
- Vaccines and analgesics
- Nutrition and vitamins
- Neurological and anesthetic agents
- Respiratory agents, cardiovascular agents, musculoskeletal agents, gastrointestinal agents and endocrine agents
- To perform pharmacy calculations and compounding
  - Introduction to pharmacy math
  - Routes and dosage forms

## **Phlebotomy Technician**

The 48-hour Phlebotomy Technician course prepares individuals to obtain blood and all other specimens for laboratory analysis. Participants successfully completing the program will be eligible for employment as phlebotomy technicians in Mississippi hospitals, clinics, physicians' offices and other healthcare settings; and with successful completion of classroom and clinicals, students are eligible to test for national certification as phlebotomy technicians.

In addition to 48 hours of coursework, students are expected to complete 100 clinical hours at various clinics and complete Healthcare Provide BLS CPR certification.

Students will learn:

- Past and present and the healthcare setting
- Quality assurance and legal issues
- Infection control, safety, First Aid and personal wellness

- Medical terminology
- Human anatomy and physiology review
- The circulatory system
- Blood collection procedures
- Blood collection equipment, additives and order of draw
- Venipuncture procedures
- Pre-analytical considerations
- Capillary puncture equipment and procedures
- Special collections and point-of-care testing
- Computers and specimen handling and processing
- Nonblood specimens and tests
- Arterial puncture procedures

## **WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

Itawamba Community College is the area one-stop operator for the delivery of Workforce Innovation and Opportunity Act programs and services in the counties of Chickasaw, Itawamba, Lee, Monroe and Pontotoc. WIOA services are offered at a comprehensive WIN Job Center site in Tupelo and at affiliate sites in Amory, Houston and Pontotoc.

WIOA services include Basic Career Services, Individualized Career Services, On-The-Job Training (OJT) and Individual Training Accounts (ITAs). Determination of eligibility and initial job services are initiated in **basic services**. More comprehensive job search, placement assistance, career counseling and training options are available if one qualifies for **individualized career services** such as paid internships.

**Individual Training Accounts** provide individuals with various training at designated WIOA sites in Mississippi. ITAs are offered for career and technical training to provide individuals with employability skills.

**On-The-Job Training** is available to unemployed and underemployed adults determined to be unable to obtain or retain employment providing a self-sufficient wage through such service. OJT provides individuals with training in a business/industry setting.

**Gateway Youth Program** offers career coach-assisted essential employability skills training coupled with paid work experience for qualified applicants. Participants learn vital work skills that lead not only to employment but also increased job retention. Fundamentals of career exploration, interviewing skills and workplace performance are examples of

topics covered. These services are available in Chickasaw, Itawamba, Lee, Pontotoc and Monroe counties.

## COURSE DESCRIPTIONS

**ABT 1146 STRUCTURAL ANALYSIS AND DAMAGE REPAIR I.** A course to provide skills and practice in structural analysis and repair procedures that are used in the collision repair industry. This course also covers the complete inspection and non-structural analysis of damaged vehicles. It is designed to enable the student to determine the conditions and severity of the damage, the repair or replacement of parts, the estimated repair time and correct use of reference manuals. Four lecture hours. Three lab hours. Six semester hours credit.

**ABT 1153 STRUCTURAL ANALYSIS AND DAMAGE REPAIR II.** A continuation of Structural Analysis and Damage Repair I. This course provides instruction and practice in the removal and installation of glass. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: ABT 1146.

**ABT 1223 NON-STRUCTURAL ANALYSIS AND DAMAGE REPAIR I.** A course in the procedures and practices for metal finishing and body filling. This course also covers the complete inspection and non-structural analysis of damaged vehicles and is designed to enable the student to determine the conditions and severity of the damage, the repair or replacement of parts, the estimated repair time and correct use of reference manuals. Two lecture hours. Two lab hours. Three semester hours credit.

**ABT 1236 NON-STRUCTURAL ANALYSIS AND DAMAGE REPAIR II.** This course is a continuation of Non-Structural Analysis and Damage Repair I. This course provides instruction for preparation principles and practices, instruction for outer body panel repair, replacement and adjustment principles and practices. Four lecture hours. Three lab hours. Six semester hours credit. Prerequisite: ABT 1223.

**ABT 1313 REFINISHING I.** A course to provide skills and practice in vehicle preparation, cleaning, sanding, metal treatment and masking. Included is determining imperfections in paint jobs. Emphasis is placed upon personal safety and environmental concerns. Two lecture hour. Two lab hours. Three semester hours credit.

**ABT 1323 REFINISHING II.** A continuation of Refinishing I. Included are types of paint defects and paint gun application and maintenance procedures. Two lecture hour. Two lab hours. Three semester hours credit. Prerequisite: ABT 1313.

**ABT 1443 MECHANICAL AND ELECTRICAL COMPONENTS I.** A course designed to provide theory and practice in the areas of restraint systems, cooling systems and air conditioning/heating systems. This course is an introduction to small business management techniques as applied to the collision repair shop. It includes computerized information and record

systems, financial responsibilities, shop layout, inventory and employee-employer relations. Three lecture hours. Three semester hours credit.

**ABT 1453 MECHANICAL AND ELECTRICAL COMPONENTS II.** A course designed to provide theory and practice in the areas of brakes and electrical. Three lecture hours. Three semester hours credit. Prerequisite: ABT 1443.

**ABT 2163 STRUCTURAL ANALYSIS AND DAMAGE REPAIR III.** A continuation of Structural Analysis and Damage Repair II. It provides instruction and practice in unibody inspection, measurement and repair. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: ABT 1153.

**ABT 2243 NON-STRUCTURAL ANALYSIS AND DAMAGE REPAIR III.** A continuation of Non-Structural Analysis and Damage Repair II. It provides instruction for outer body repair, replacement and adjustment principles and practices. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: ABT 1236.

**ABT 2336 REFINISHING III.** A continuation of Refinishing II with emphasis on advanced painting techniques including paint mixing, matching and applying. Two lecture hours. Five lab hours. Six semester hours credit. Prerequisite: ABT 1323.

**ABT 2713 COLLISION ANALYSIS AND ESTIMATION.** This course covers the complete inspection and analysis of damaged vehicles. It is designed to enable the student to determine the conditions and severity of the damage, the repair or replacement of parts, the estimated repair time and correct use of reference manuals. Two lecture hours. Two lab hours. Three semester hours credit.

**ACC 2213 PRINCIPLES OF ACCOUNTING I.** A study of the fundamentals and application of financial accounting principles that relate to business. The topics to be covered include the accounting cycle and accounting systems for service and merchandising businesses. Three lecture hours. Three semester hours credit.

**ACC 2223 PRINCIPLES OF ACCOUNTING II.** A continuation of ACC 2213. The topics to be covered include corporate accounting concepts, managerial accounting concepts and internal business decision-making. Three lecture hours. Three semester hours credit. Prerequisite: ACC 2213.

**ACT 1003 INTRODUCTION TO HEATING AND AIR CONDITIONING TECHNOLOGY.** This course is designed to introduce students to the fundamental skills associated with all HVAC courses. Safety, basic tools, special tools and equipment, communication skills, employability skills and materials handling topics are included. Two lecture hours. Two lab hours. Three semester hours credit.

**ACT 1123 BASIC COMPRESSION REFRIGERATION.** An introduction to the field of refrigeration and air conditioning. Emphasis is

placed on principles of safety, thermodynamics and heat transfer. Two lecture hours. Two lab hours. Three semester hours credit.

**ACT 1133 BRAZING AND PIPING.** This course includes various tools and pipe connecting techniques as well as specialized tools and test equipment required in heating, ventilation, air conditioning and refrigeration. Two lecture hours. Two lab hours. Three semester hours credit.

**ACT 1213 CONTROLS.** Fundamentals of gas, fluid, electrical and programmable controls. Two lecture hours. Two lab hours. Three semester hours credit.

**ACT 1313 REFRIGERANT SYSTEM COMPONENTS.** An in-depth study of the components and accessories of a sealed system, including metering devices, evaporators, compressors and condensers. Two lecture hours. Two lab hours. Three semester hours credit.

**ACT 1713 ELECTRICITY FOR HEATING, VENTILATION, AIR CONDITIONING AND REFRIGERATION.** Basic knowledge of electricity, power distribution, components, solid state devices and electrical circuits. Two lecture hours. Two lab hours. Three semester hours credit.

**ACT 2323 COMMERCIAL REFRIGERATION.** A study of various commercial refrigeration systems. It includes installation, servicing and maintaining systems. Two lecture hours. Two lab hours. Three semester hours credit.

**ACT 2413 HEATING, VENTILATION, AIR CONDITIONING AND REFRIGERATION I.** This course includes residential air conditioning including indoor air quality. This course includes modules on basic maintenance, air quality equipment, troubleshooting cooling and troubleshooting gas heating. Two lecture hours. Two lab hours. Three semester hours credit.

**ACT 2423 HEATING, VENTILATION AND AIR CONDITIONING REFRIGERATION II.** This course includes a continuation of Heating, Ventilation and Air Conditioning I with modules related to introduction to hydronic systems, troubleshooting heat pumps and troubleshooting accessories. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: ACT 2413.

**ACT 2433 REFRIGERANT, RETROFIT AND REGULATIONS.** Regulations and standards for new retrofit and government regulations. Includes OSHA regulations, EPA regulations, local and state codes. Two lecture hours. Two lab hours. Three semester hours credit.

**ACT 2513 HEATING SYSTEMS.** Various types of residential and commercial heating systems. Includes gas, oil, electric, compression and hydroponic heating systems. Two lecture hours. Two lab hours. Three semester hours credit.

**ACT 2623 HEAT LOAD AND AIR PROPERTIES.** Introduction to heat load calculations for residential and light commercial heating, ventilation,

air conditioning and refrigeration systems. Included are air distribution, duct sizing, selection of grills and registers, types of fans, air velocity and fan performance. An introduction is provided to air testing instruments and computer usage. Two lecture hours. Two lab hours. Three semester hours credit.

**AGR 1112 SURVEY OF AGRICULTURE.** An introductory course covering the general functions, organization and operation of the agricultural industry in both national and international settings. Three lecture hours. Two semester hours credit.

**AGR 1214 ANIMAL SCIENCE.** Fundamental principles and practical application of livestock, dairy and poultry science. Origin, history, characteristics, market classes and grades of the major breeds of livestock and poultry. Three lecture hours. Two lab hours. Four semester hours credit.

**AGR 1313 PLANT SCIENCE.** Scientific principles as the basis for practice in producing, handling, processing, marketing and utilizing agronomic and horticultural crops. Two lecture hours. Two lab hours. Three semester hours credit.

**AGR 2314 BASIC SOILS.** A general course in soils designed to give the student a basic understanding of all important phases of the subject, including soil genesis, morphology, classification and the physical, chemical and biological aspects of soils as applied to soil fertility. Soil management, including fertilization and liming of soils, is also included. Three lecture hours. Two lab hours. Four semester hours credit.

**AGR 2413 FARM MANAGEMENT.** Decision-making in the organization and operation of the farm business. Basic principles of farm management, including records, finance, taxation and budgeting. Three lecture hours. Three semester hours credit.

**AGR 2713 PRINCIPLES OF AGRICULTURAL ECONOMICS.** Economics principles applied to production, value, prices, credit, taxation, land tenure, marketing, international trade and related problems affecting agriculture. Three lecture hours. Three semester hours credit.

**ART 1113 ART APPRECIATION.** A course designed to provide an understanding and appreciation of the visual arts. Three lecture hours. Three semester hours credit.

**ART 1313 DRAWING I.** Includes the study of the basic elements and principles of organization in two dimensions and the selection, manipulation and synthesis of these components to create an organized visual expression. Students will apply overlapping foreshortening and diminished scale. Black and white media will be stressed. Six lab hours. Three semester hours credit.

**ART 1323 DRAWING II** Continuation of skills from Drawing I with an introduction to color and further study of composition. Six lab hours. Three semester hours credit. Prerequisite: ART 1313.

**ART 1383 PHOTOGRAPHY I.** An introduction to the theory, practice and history of photography with emphasis on basic camera and darkroom processes. Three lecture hours. Three lab hours. Three semester hours credit.

**ART 1433 DESIGN I.** Introduction to the fundamentals of two-dimensional design with emphasis in black and white media. Required for students in the arts field of study. Six lab hours. Three semester hours credit.

**ART 1443 DESIGN II.** Continuation of Design I with emphasis in color theory. Six lab hours. Three semester hours credit.

**ART 1453 THREE DIMENSIONAL DESIGN.** To provide students with an understanding of spatial form in three dimensions through the use of applied design elements and principles to studio problems in mixed media. Six lab hours. Three semester hours credit.

**ART 1513 COMPUTER ART.** An introduction to the theory and practice of using the computer to create art. A study of methods and application utilizing the computer and selected software applications. Six lecture hours. Three semester hours credit.

**ART 1811, 1821, 2811, 2821 EXHIBIT CLASS.** Attendance at 75 percent of all college art exhibitions during the semester the student is enrolled. The intended requirement is for art majors to monitor and encourage independent research in career practices and promotion. Submission of individual art work to at least one local, regional or national exhibition is required. Required of all art majors: 'Z' grade. ART 2811, 2821. A continuation of ART 1811, 1821. One semester hour credit.

**ART 1913 ART FOR ELEMENTARY TEACHERS.** Development of essential concepts of children's art education in compliance with the National Standards for Arts Education. Three semester hours credit.

**ART 2353 FIGURE DRAWING I.** A study of proportion in the human figure through the use of gesture, contour and value. Six lab hours. Three semester hours credit.

**ART 2513 PAINTING I.** An introduction to painting compositions and techniques. Six lab hours. Three semester hours credit.

**ART 2613 CERAMICS I.** This course is directed toward an introduction to different aspects and materials of ceramic design. Instruction covers forming and shaping by hand and by mechanical means, various kiln operations, understanding the nature of clay and glazes and an appreciation of the functional and nonfunctional forms. Six lab hours. Three semester hours credit.

**ART 2713 ART HISTORY I.** A survey course of historical background of art forms from Prehistoric to Renaissance. Emphasis is on painting, architecture and sculpture as related to history. Three lecture hours. Three semester hours credit.

**ART 2723 ART HISTORY II.** A survey course of historical background of art forms from Renaissance to present with special emphasis on contemporary expression. Three lecture hours. Three semester hours credit.

**ART 2913 SPECIAL STUDIO.** This course is an independent study in an area of special interest. Course designed for the exceptional student. Instructor approval dependent on discipline. Can only take twice. Six lab hours. Three semester hours credit. Prerequisite: Twelve semester hours in art.

**ATT 1124 BASIC ELECTRICAL/ELECTRONIC SYSTEMS.** This is a course designed to provide advanced skills and knowledge related to all components of the vehicle electrical system including lights, battery and charging components. Two lecture hours. Four lab hours. Four semester hours credit.

**ATT 1134 ADVANCED ELECTRICAL/ELECTRONIC SYSTEMS.** This is a course designed to provide advanced skills and knowledge related to all components of the vehicle's electrical system including gauges, driver information systems, horn, wiper/washer systems and accessories. Two lecture hours. Four lab hours. Four semester hours credit. Prerequisite: ATT 1124.

**ATT 1214 BRAKES.** This is a course designed to provide advanced skills and knowledge related to the repair and maintenance of brake systems on automobiles. It includes instruction and practice in diagnosis of braking systems problems and the repair of brake systems. Two lecture hours. Four lab hours. Four semester hours credit.

**ATT 1313 MANUAL DRIVE TRAINS/TRANSAXLES.** This is a course designed to provide advanced skills and knowledge related to the maintenance and repair of manual transmissions, transaxles and drive train components. It includes instruction and the diagnosis of drive train problems and the repair and maintenance of transmissions, transaxles, clutches, CV joints, differentials and other components. One lecture hour. Four lab hours. Three semester hours credit.

**ATT 1424 ENGINE PERFORMANCE I.** This is a course designed to provide advanced skills and knowledge related to the maintenance and adjustment of gasoline engines for optimum performance. It includes instruction, diagnosis and correction of problems associated within these areas. Two lecture hours. Four lab hours. Four semester hours credit. Prerequisite: ATT 1124.

**ATT 1715 ENGINE REPAIR.** This is a course designed to provide advanced skills and knowledge related to the repair and rebuilding of automotive-type engines. It includes instruction and practice in the diagnosis and repair of engine components including valve trains, blocks, pistons and connecting rods, crankshafts and oil pumps. Two lecture hours. Six lab hours. Five semester hours credit.

**ATT 1811 INTRODUCTION, SAFETY AND EMPLOYABILITY SKILLS.** This is a course designed to provide knowledge of classroom and lab policies and procedures as well as safety practices and procedures associated with the automotive program and automotive industry. One lecture hour. One semester hour credit.

**ATT 2324 AUTOMATIC TRANSMISSIONS/TRANSAXLES.** This is a course designed to provide skills and knowledge related to the diagnosis of automatic transmissions and transaxles. Includes instruction and practice of testing, inspecting and repairing of these devices. Two lecture hours. Four lab hours. Four semester hours credit.

**ATT 2334 STEERING AND SUSPENSION SYSTEMS.** This is a course designed to provide advanced skills and knowledge related to the inspection and repair of steering and suspension systems on automobiles. It includes instruction and practice in the diagnosis of steering system problems and the repair/replacement of steering systems components. Two lecture hours. Four lab hours. Four semester hours credit.

**ATT 2434 ENGINE PERFORMANCE II.** This is a course designed to provide advanced skills and knowledge related to the ignition system, fuel, air induction and exhaust systems. It includes instruction, diagnosis and correction of problems associated with these areas. Two lecture hours. Four lab hours. Four semester hours credit. Prerequisites: ATT 1124 and 1424.

**ATT 2444 ENGINE PERFORMANCE III.** This is a course designed to provide advanced skills and knowledge related to the emissions control systems and engine-related services. It includes instruction, diagnosis and correction of problems associated within these areas. Two lecture hours. Four lab hours. Four semester hours credit. Prerequisites: ATT 1124, 1424 and 2434.

**ATT 2614 HEATING AND AIR CONDITIONING.** This course is designed to provide advanced skills and knowledge associated with the maintenance and repair of automotive heating and air conditioning systems. It includes instruction and practice in the diagnosis and repair of heating and air conditioning system components and control systems. This course also provides instruction and practice in the correct handling and recycling of automotive type refrigerants. Two lecture hours. Four lab hours. Four semester hours credit.

**BAD 1113 INTRODUCTION TO BUSINESS.** This course is designed to introduce students to the basic concepts of business. Main topics include current business and economic environment, entrepreneurship, marketing, management, financial management and business careers. Three lecture hours. Three semester hours credit.

**BAD 2323 BUSINESS STATISTICS.** Introduction to statistical methods of collecting, presenting, analyzing and interpreting data for business management and control. Topics include central tendency and dispersion,

probability, discrete and continuous distributions, estimation and hypothesis testing. Three lecture hours. Three semester hours credit. Prerequisite: MAT 1313 or 1313H or 1314 or 1513 or 1523.

**BAD 2413 LEGAL ENVIRONMENT OF BUSINESS.** An introduction to interrelationships of law and society, jurisprudence and business. Topics include an introduction to law, law of contracts, agency and employment. Three lecture hours. Three semester hours credit.

**BIO 1114 PRINCIPLES OF BIOLOGY I, Lecture and Laboratory.** A combined lecture and laboratory course for non-science majors that provides an introduction to the basic principles of modern biology and their relevance to modern life. Emphasis is placed on the nature and history of scientific thought, basic biological chemistry, cell structure and processes and genetics. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT English sub-score of 14-16 or a grade of 'C' or corequisite in ENG 0123.

**BIO 1114H PRINCIPLES OF BIOLOGY I HONORS, Lecture and Laboratory.** A combined lecture and laboratory course for non-science majors that provides an introduction to the basic principles of modern biology and their relevance to modern life. Emphasis is placed on the nature and history of scientific thought, basic biological chemistry, cell structure and processes and genetics. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT English sub-score of 14-16 or a grade of 'C' or corequisite in ENG 0123. Corequisite: Honors Forum.

**BIO 1124 PRINCIPLES OF BIOLOGY II, Lecture and Laboratory.** A combined lecture and laboratory course for non-science majors that emphasizes the survey of the diversity of life, ecology, evolution and an overview of organ systems. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT English sub-score of 14-16 or a grade of 'C' or corequisite in ENG 0123.

**BIO 1124H PRINCIPLES OF BIOLOGY II, Lecture and Laboratory HONORS.** A combined lecture and laboratory course for non-science majors that emphasizes the survey of the diversity of life, ecology, evolution and an overview of organ systems. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. This course includes the general course objectives, and any honors

activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT English sub-score of 14-16 or a grade of 'C' or corequisite in ENG 0123. Corequisite: Honors Forum.

**BIO 1134 GENERAL BIOLOGY I, Lecture and Laboratory.** A combined lecture and laboratory course for science majors that covers the major themes of biology, the scientific method, chemistry relevant to biological systems, cell processes including photosynthesis and cellular respiration, cell division, genetics and molecular genetics. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT composite score of 18 or higher or corequisite ENG 1113, 1113A or 1113H.

**BIO 1134H GENERAL BIOLOGY I HONORS, Lecture and Laboratory.** A combined lecture and laboratory course for science majors that covers the major themes of biology, the scientific method, chemistry relevant to biological systems, cell processes including photosynthesis and cellular respiration, cell division, genetics and molecular genetics. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT composite score of 18 or higher or corequisite ENG 1113, 1113A or 1113H. Corequisite: Honors Forum.

**BIO 1144 GENERAL BIOLOGY II, Lecture and Laboratory.** A combined lecture and laboratory course for science majors that reinforces themes and concepts introduced in BIO 1134, General Biology I, while emphasizing the diversity of life. Topics covered include evolution, classification, ecology, detailed consideration of major groups of organisms, viruses and the study of animals and plants including their anatomy and physiology. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: BIO 1134 or 1134H.

**BIO 1214 ENVIRONMENTAL SCIENCE, Lecture and Laboratory.** A combined lecture and laboratory course covering the relevance of ecological principles to environmental problems and the relationship of humans to their environment with emphasis on preservation of environmental quality. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT English sub-score of 14-16 or a grade of 'C' or corequisite in ENG 0123.

**BIO 1314 BOTANY I, Lecture and Laboratory.** A combined lecture and laboratory course covering the representative groups of the plant kingdom, their anatomy, physiology, taxonomy and economic importance. Labs associated with this course contain experiments and exercises that reinforce

the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT English sub-score of 14-16 or a grade of 'C' or corequisite in ENG 0123.

**BIO 1514 PRINCIPLES OF ANATOMY AND PHYSIOLOGY I, Lecture and Laboratory.** A combined lecture and laboratory course that provides an introduction to the anatomical and physiological study of the human body at the molecular, cellular, tissue, organ and organ system levels. Organ systems covered in this course are the integumentary, muscular, skeletal and nervous systems. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT English sub-score of 14-16 or a grade of 'C' or higher or corequisite in ENG 0123.

**BIO 1524 PRINCIPLES OF ANATOMY AND PHYSIOLOGY II, Lecture and Laboratory.** A combined lecture and laboratory course that provides an introduction to the anatomical and physiological study of human endocrine, circulatory, respiratory, digestive and urinary systems, as well as reproduction and development. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit.

**BIO 1534 SURVEY OF ANATOMY AND PHYSIOLOGY, Lecture and Laboratory.** A combined lecture and laboratory course covering essential principles of human anatomy and physiology are presented, including basic chemistry, cell and tissue studies and an overview of all the body systems. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT English sub-score of 14-16 or a grade of 'C' or higher or corequisite in ENG 0123.

**BIO 2414 ZOOLOGY I, Lecture and Laboratory.** A combined lecture and laboratory course that includes in-depth studies of phylogeny and classification systems, protozoa and major invertebrate phyla. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT English sub-score of 16 or above or grade of "C" or better in ENG 0123 or lab-based science.

**BIO 2424 ZOOLOGY II, Lecture and Laboratory.** A combined lecture and laboratory course that includes in-depth studies of vertebrate taxonomy and animal systems. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisites: BIO 2414.

**BIO 2514 ANATOMY AND PHYSIOLOGY I, Lecture and Laboratory.** A combined lecture and laboratory course that covers the

anatomical and physiological study of the human body as an integrated whole. The course includes detailed studies of biological principles; tissues and the integumentary, skeletal, muscular and nervous systems. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT composite score of 18 or a “C” or higher in BIO 1534.

**BIO 2514H ANATOMY AND PHYSIOLOGY I HONORS, Lecture and Laboratory.** A combined lecture and laboratory course that covers the anatomical and physiological study of the human body as an integrated whole. The course includes detailed studies of biological principles; tissues and the integumentary, skeletal, muscular and nervous systems. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT composite score of 18 or a “C” or higher in BIO 1534. Corequisite: Honors forum.

**BIO 2524 ANATOMY AND PHYSIOLOGY II, Lecture and Laboratory.** A combined lecture and laboratory course that includes detailed studies of the anatomy and physiology of human special senses, endocrine, cardiovascular, lymphatic and immune, respiratory, digestive and urinary systems, as well as reproduction and development. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: 2514 or 2514H.

**BIO 2924 MICROBIOLOGY, Lecture and Laboratory.** A combined lecture and laboratory course providing a comprehensive study of microbial agents to include taxonomy, metabolism, physiology and genetics, concepts of pathogenesis and immunity. Labs in this course provide experiments that reinforce principles introduced in the lecture to include fundamental laboratory techniques in lab safety, microscopy, culturing and identification of microbes and effectiveness of antimicrobial agents. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT composite score of 18 or higher or corequisite ENG 1113 or 1113A or 1113H.

**BOA 1413 KEYBOARDING.** This course provides an introduction to basic word processing commands and essential skill development using the touch system on the alphabetic keyboard. Course emphasis will be on speed and accuracy when keying documents and timed writings. Two lecture hours. Two lab hours. Three semester hours credit.

**BOA 2613 BUSINESS COMMUNICATIONS.** This course develops communication skills among multicultural audiences with emphasis on

principles of writing business correspondence, generating reports and presentations and preparing for the job interview process. Three lecture hours. Three semester hours credit. Prerequisite: ENG 1113 or 1113A or 1113H.

**BOT 1313 APPLIED BUSINESS MATH.** This course is designed to develop competency in mathematics for business use. The course will address mathematical computations that will include such items as interest and finance charges, percentage increases and decreases, payroll, taxes, markups, selling prices and bank reconciliations. Three lecture hours. Three semester hours credit.

**CDT 1113 EARLY CHILDHOOD PROFESSION.** This course is an introduction to the profession of early childhood, types of early childhood programs and theories of child development. Students are required to develop observational skills through laboratory experience. Two lecture hours. Two lab hours. Three semester hours credit.

**CDT 1214 INFANT AND TODDLER DEVELOPMENT.** This course provides knowledge concerning the care and development of infants and toddlers in early childhood programs. Practice is given in infant and toddler caregiving (birth to 36 months) in group settings through classroom laboratory or collaborative centers. Three lecture hours. Two lab hours. Four semester hours credit.

**CDT 1224 PRESCHOOL DEVELOPMENT.** This course provides knowledge concerning the care and development of preschool children in group settings. Practice is given in preschool children caregiving in group settings through classroom laboratory or collaborative centers (ages 3-8). Three lecture hours. Two lab hours. Four semester hours credit.

**CDT 1313 CREATIVE ARTS FOR YOUNG CHILDREN.** This course is designed to plan and develop creative art activities with children (birth to age eight). Activities will be implemented during Initial Practicum and Advanced Practicum. Three lecture hours. Three semester hours credit.

**CDT 1343 CHILD HEALTH, SAFETY AND NUTRITION.** This course emphasizes health, safety and nutrition practices in the care and education of young children that includes health and safety issues required by the Mississippi Department of Health (MDH) Regulations Governing Licensure of Childcare Facilities and referenced in the Infant Toddler Environmental Rating Scale Revised (ITERS-R) and Early Childhood Environmental Rating Scale Revised (ECERS-R). Three lecture hours. Three semester hours credit.

**CDT 1713 LANGUAGE AND LITERACY DEVELOPMENT FOR YOUNG CHILDREN.** This course includes the study of oral and written language development of young children and the implementation of a developmentally appropriate language arts curriculum. The Mississippi Early Learning Guidelines, Infant Toddler Environmental Rating Scale

Revised (ITERS-R) and Early Childhood Environmental Rating Scale Revised (ECERS-R) are utilized. Three lecture hours. Three semester hours credit.

**CDT 2233 GUIDING SOCIAL AND EMOTIONAL BEHAVIOR.** This course focuses on the identification of developmental stages and environmental influences on young children's behavior. Positive guidance principles are discussed and practiced to ensure a productive learning environment. Resources include the Mississippi Department of Health Regulations Governing Licensure of Childcare Facilities, Mississippi Early Learning Standards and Guidelines, Infant Toddler Environmental Rating Scale Revised (ITERS-R) and Early Childhood Environmental Rating Scale Revised (ECERS-R). Lab activities will be implemented during Initial Practicum and Advanced Practicum. Three lecture hours. Three semester hours credit.

**CDT 2413 DEVELOPMENT OF THE EXCEPTIONAL CHILD.** This course focuses on the identification of atypically developing children, family and classroom intervention strategies and available support services. Legal, ethical, legislative and family issues will be explored. Resources include Mississippi Early Learning Guidelines, Infant Toddler Environmental Rating Scale Revised (ITERS-R) and Early Childhood Environmental Rating Scale Revised (ECERS-R). Two lecture hours. Two lab hours. Three semester hours credit.

**CDT 2513 FAMILY DYNAMICS AND COMMUNITY INVOLVEMENT.** This course prepares students for successful partnerships with children's families and communities. They explore ways to create respectful, reciprocal relationships that support and empower families and to involve all families in their children's development and learning (ages birth to 8 years). Three lecture hours. Three semester hours credit.

**CDT 2613 METHODS, MATERIALS AND MEASUREMENTS.** This course specializes in an integrated approach to planning, preparing, implementing and evaluating early childhood curriculum and environments. As students gain a broader understanding of young children, this knowledge will be reflected in their curriculum planning. Students will gain strategies for organizing, analyzing and interpreting observation data to improve program quality and meet the needs of individual children. The learning experiences will be implemented during Initial Practicum and Advanced Practicum. Three lecture hours. Three semester hours credit.

**CDT 2714 SOCIAL STUDIES, MATH AND SCIENCE FOR YOUNG CHILDREN.** This course provides instructional and hands-on techniques in planning developmentally appropriate activities in social studies, math and science for young children. Lab activities with the children are implemented

during Initial and Advanced Practicum. Four lecture hours. Four semester hours credit.

**CDT 2813 ADMINISTRATION OF PROGRAMS FOR YOUNG CHILDREN.** This course provides an overview of the development and administration of early childhood education programs. Emphasis is placed on evaluation of policies and procedures, organizational structure, management and the quality measures through state agencies. Three lecture hours. Three semester hours credit.

**CDT 2914 INITIAL PRACTICUM.** This course is a supervised practicum which includes a minimum of 120 clock hours of observation and supervised teaching in an approved early childhood setting. The course provides the application of evidence based on best practices of early education principles and theories. Students work to create an environment that is safe, healthy and developmentally appropriate to promote an optimum learning environment for young children. Eight lab hours. Four semester hours credit. Prerequisite: CDT 2613.

**CDT 2944 ADVANCED PRACTICUM.** This course is a supervised practicum which includes a minimum of 180 clock hours of supervised teaching in an approved early childhood setting. The course is a capstone course which focuses on the student's demonstration of competencies throughout the daily routine using a unit of study for young children. It is usually the last course taken before completion of the program. Eight lab hours. Four semester hours credit. Prerequisite: CDT 2914.

**CHE 1114 CHEMISTRY SURVEY, Lecture and Laboratory.** A combined lecture and laboratory basic chemistry course that covers terminology, measurements, atomic structure, nomenclature, chemical equations and basic stoichiometry. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit.

**CHE 1214 GENERAL CHEMISTRY I, Lecture and Laboratory.** A combined lecture and laboratory course that covers the fundamental principles of chemistry and their application. Chemical nomenclature, chemical reactions, stoichiometry, atomic structure, bonding theories, energy, periodic properties and gas laws are among the topics discussed in depth. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Three lab hours. Four semester hours credit. Pre/Corequisite: MAT 1313 or 1313H or 1314, concurrently enrolled or higher level of math.

**CHE 1224 GENERAL CHEMISTRY II, Lecture and Laboratory.** A combined lecture and laboratory course that covers solutions, kinetics, equilibria, thermodynamics, acid-base chemistry and electrochemistry. Labs associated with this course contain experiments and exercises that

reinforce the principles introduced in lecture classes. Three lecture hours. Three lab hours. Four semester hours credit. Prerequisite: CHE 1214.

**CHE 2424 ORGANIC CHEMISTRY I, Lecture and Laboratory.** A combined lecture and laboratory course that covers carbon chemistry, bonding structure and behavior, aliphatic compounds, stereochemistry, reaction mechanisms and spectroscopy. Labs associated with this course acquaint students with important manipulations and procedures and the preparation and study of organic compounds. Three lecture hours. Three lab hours. Four semester hours credit. Prerequisite: CHE 1224.

**CHE 2434 ORGANIC CHEMISTRY II, Lecture and Laboratory.** A combined lecture and laboratory course that covers spectroscopy, aromatic compounds, carbonyl compounds and other complex compounds with emphasis on reactions and their mechanisms. Labs associated with this course acquaint students with important manipulations and procedures, as well as the preparation and study of aromatic and complex organic compounds. Three lecture hours. Three lab hours. Four semester hours credit. Prerequisite: CHE 2424.

**COM 2483 INTRODUCTION TO MASS COMMUNICATIONS.** A study of the history, organization and mechanics of various mass media. Designed to help the student understand the role of mass media in life and in society. Three lecture hours. Three semester hours credit.

**CPT 1323 SURVEY OF MICROCOMPUTER APPLICATIONS.** This course will introduce word processing, spreadsheet, database management and presentation software with integration of these applications. Two lecture hours. Two lab hours. Three semester hours credit.

**CRJ 1313 INTRODUCTION TO CRIMINAL JUSTICE.** History, development and philosophy of law enforcement in a democratic society, introduction to agencies involved in the administration of criminal justice; career orientation. Three lecture hours. Three semester hours credit.

**CRJ 1323 POLICE ADMINISTRATION AND ORGANIZATION.** Principles of organization and administration in law enforcement as applied to law enforcement agencies and introduction to concepts of organizational behavior. Three lecture hours. Three semester hours credit.

**CRJ 1343 POLICE AND COMMUNITY RELATIONS.** An overview of current issues between police and community. Role and influence of officer in community relations, crime prevention and conflict resolution. Three lecture hours. Three semester hours credit.

**CRJ 1353 PRACTICUM IN CRIMINAL JUSTICE.** Practicum in an approved criminal justice agency under supervision of the agency concerned and college instructor. Written evaluation required of agency. Three lecture hours. Three semester hours credit.

**CRJ 1363 INTRODUCTION TO CORRECTIONS.** An overview of the correctional field, its origins, historical and philosophical background,

development, current status, relationship with other facets of the criminal justice system. Three lecture hours. Three semester hours credit.

**CRJ 1373 INTRODUCTION TO HOMELAND SECURITY.** The issues pertaining to the role and mission of the Department of Homeland Security and related agencies, both domestic and international. Three lecture hours. Three semester hours credit.

**CRJ 1383 CRIMINOLOGY.** The study of criminal behavior to include theories, statistics, and trends of criminal behavior. Three lecture hours. Three semester hours credit.

**CRJ 2213 TRAFFIC LAW.** An examination of the role of law enforcement in coping with traffic problems. Emphasis is placed on the history, development and enforcement of statutes pertaining to motor vehicles. Three lecture hours. Three semester hours credit.

**CRJ 2313 POLICE OPERATIONS.** A study of the operation of law enforcement agencies. Particular emphasis is placed on the functions of the patrol division. Three lecture hours. Three semester hours credit.

**CRJ 2323 CRIMINAL LAW.** A study of the basic elements of substantive criminal law including defenses to criminal liability. Three lecture hours. Three semester hours credit.

**CRJ 2333 CRIMINAL INVESTIGATION.** A study of principles of investigation, proper collection, documentation, and preservation of evidence. Three lecture hours. Three semester hours credit.

**CRJ 2393 SURVEY OF CRIMINALISTICS.** The study and application of scientific evidence collection through various projects. Two lecture hours. Two lab hours. Three semester hours credit.

**CRJ 2513 JUVENILE JUSTICE.** Organization, functions and jurisdiction of juvenile agencies. Processing, detention and disposition of cases. Statutes and court procedures applied to juveniles. Three lecture hours. Three semester hours credit.

**CRJ 2713 FOUNDATIONS OF TERRORISM.** Survey of the role of the criminal justice professional in combating terrorism in the modern world. Three lecture hours. Three semester hours credit.

**CSC 1113 COMPUTER CONCEPTS.** This is an introductory digital competency course which includes concepts, terminology, operating systems, electronic communications, security risks, digital ethics and applications. Concepts are demonstrated and supplemented by hands-on computer use. Two lecture hours. One lab hour. Three semester hours credit.

**CSC 1113H COMPUTER CONCEPTS HONORS.** This is an introductory digital competency course which includes concepts, terminology, operating systems, electronic communications, security risks, digital ethics and applications. Concepts are demonstrated and supplemented by hands-on computer use. This course includes the general course objectives and any honors activities/projects are subject to approval of the

vice president of Instructional Services, Honors director, department chair and the instructor. Two lecture hours. One lab hour. Three semester hours credit. Corequisite: Honors Forum.

**CSC 1123 COMPUTER APPLICATIONS I.** This course is designed to teach computer applications to include word processing, electronic spreadsheet, database management, presentation design and electronic communications. Two lecture hours. One lab hour. Three semester hours credit.

**CSC 1213 VISUAL BASIC COMPUTER PROGRAMMING I.** This course is designed to introduce the writing of event-driven programs using the Visual Basic computer programming language with emphasis on problem-solving, documentation, program statements, algorithms and common routines. Course has lecture with integrated lab components. Two lecture hours. One lab hour. Three semester hours credit.

**CSC 2134 PROGRAMMING I WITH “C++”.** An introduction to problem solving methods, algorithm development, designing, debugging, and documentation in C++ language with a variety of applications including I/O statements, operators, conditional, looping, methods/functions, and array processing. (Course has a required lab component.) Three lecture hours. Two lab hours. Four semester hours credit.

**CSC 2144 PROGRAMMING II WITH “C++”.** This course is designed to be a continuation of program and algorithm development and analysis, search/sort methods, dynamic memory management, abstract data types and object-oriented design, designing and debugging larger programs. (Course has a required lab component.) Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: CSC 2134.

**CSC 2833 DISCRETE STRUCTURES.** This course includes topics from logic and mathematical reasoning, set theory, recursion, combinatorics, number theory, Boolean algebra, digital logic and graph theory, which are fundamental to the study of Computer Science. Three lecture hours. Three semester hours credit. Prerequisites: MAT 1313 or 1313H or 1314 or higher and a structured computer programming course.

**CSC 2844 DATA STRUCTURES.** This course includes advanced data abstraction and corresponding algorithms, memory management, searching and sorting techniques, hash tables and algorithm analysis. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisites: CSC 2134 and 2144.

**CTE 1143 FUNDAMENTALS OF CONSTRUCTION AND MANUFACTURING.** This course includes basic safety, an introduction to construction math, an introduction to hand and power tools, an introduction to construction drawings, employability skills and communications. Two lecture hours. Two lab hours. Three semester hours credit.

**DAN 1113 DANCE APPRECIATION.** A survey of dance as an importance of worldwide phenomenon of human behavior and its function in human society, past and present. Three lecture hours. Three semester hours credit.

**DDT 1313 PRINCIPLES OF CAD.** This course will introduce the student to CAD equipment, software and computer operating system. Performing basic drafting skills on the CAD is a primary course objective. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: Prior drafting training or experience. Consent of instructor.

**DDT 1323 INTERMEDIATE CAD.** This course is designed as a continuation of Principles of CAD. Subject areas will include dimensioning, sectional views and symbols. Three lecture hours. Two lab hours. Three semester hours credit. Prerequisite: DDT 1313.

**DET 1113 FUNDAMENTALS OF EQUIPMENT MECHANICS.** Review and update of safety procedures, tools and equipment usage; handling, storing and disposing of hazardous materials; operating principles of diesel engines; and selection of fuels, oils, other lubricants and coolants. Two lecture hours. Two lab hours. Three semester hours credit.

**DET 1223 ELECTRICAL/ELECTRONIC SYSTEMS I.** Diagnosis, service and repair of electrical and electronic systems on diesel engines. Includes instruction in general systems diagnosis, starting and charging systems. Two lecture hours. Two lab hours. Three semester hours credit.

**DET 1263 ELECTRICAL/ELECTRONIC SYSTEMS II.** Diagnosis, service and repair of electrical and electronic systems on diesel engines. Includes instruction on lighting systems, gauges and warning devices and related electrical systems. Two lecture hour. Two lab hours. Three semester hours credit.

**DET 1363 DIESEL SYSTEMS I.** Diagnosis, service and repair of basic engine operating principles with an emphasis on cylinder head and valve train engine block. Two lecture hours. Two lab hours. Three semester hours credit.

**DET 1373 DIESEL SYSTEMS II.** This is a course designed to provide skills and knowledge related to the diagnosis, service and repair of lubrication systems, cooling systems and air induction and exhaust systems. Two lecture hours. Two lab hours. Three semester hours credit.

**DET 1513 HYDRAULICS I.** This is a course designed to provide knowledge of basic operation and maintenance of hydraulic systems associated with diesel powered equipment, including instruction in safety, system components, operation and repair. Two lecture hour. Two lab hours. Three semester hours credit.

**DET 1613 PREVENTIVE MAINTENANCE AND SERVICE.** A course to provide practice in the preventive maintenance of diesel powered equipment. Includes instruction in general preventive maintenance of

vehicles and equipment. Two lecture hours. Two lab hours. Three semester hours credit.

**DET 1713 TRANSPORTATION POWER TRAINS.** This is a course designed to provide diagnosis, service, maintenance and repair of power train units on transportation equipment and includes instruction on clutch, manual transmissions, drive shafts and drive axles. Two lecture hours. Two lab hours. Three semester hours credit.

**DET 1813 AIR CONDITIONING AND HEATING SYSTEMS.** This is a course designed to provide skills and knowledge related to the operation, maintenance and repair of air conditioning and heating systems used in commercial equipment, including theories and operating principles, A/C system diagnosis and repair, clutch and compressor repair, evaporator and condenser repair and heating system repair. Two lecture hour. Two lab hours. Three semester hours credit.

**DET 2253 STEERING AND SUSPENSION SYSTEMS.** A course to provide skills and knowledge related to operation, maintenance and repair of heavy-duty steering and suspension systems. Includes instruction in steering column and steering gear, power steering unit, steering linkage, suspension, wheel alignment and related components diagnosis and repair. Two lecture hours. Two lab hours. Three semester hours credit.

**DET 2273 ELECTRICAL/ELECTRONIC SYSTEMS III.** Diagnosis, service and repair of electrical and electronic systems on diesel engines. Includes instruction in electronic fuel management systems. Two lecture hour. Two lab hours. Three semester hours credit.

**DET 2383 DIESEL SYSTEMS III.** Diagnosis, service and repair of general engine operations and fuel system operations. Two lecture hours. Two lab hours. Three semester hours credit.

**DET 2513 HYDRAULIC/HYDROSTATS II.** This is a course designed to provide diagnosis and repair of hydraulic brake systems, includes instruction in hydraulic and mechanical systems, power assist units, and antilock braking systems. Two lecture hours. Two lab hours. Three semester hours credit.

**DET 2523 HEAVY EQUIPMENT POWER TRAINS.** A basic course to provide students with maintenance and repair of fluid power and hydrostat transmissions used on heavy equipment to include operation and diagnosis and repair of system components. Two lecture hours. Two lab hours. Three semester hours credit.

**DET 2623 ADVANCED BRAKE SYSTEMS (AIR).** A course to provide instruction and practice in the maintenance and repair of air brake systems commonly used on commercial diesel powered equipment. Includes instruction in maintenance and repair of the air supply system, mechanical system, anti-lock braking system and traction control system. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: DET 1213.

**DET 291 (1-6) SPECIAL PROBLEM/PROJECTS IN DIESEL EQUIPMENT TECHNOLOGY.** A course to provide students with an opportunity to utilize skills and knowledge gained in other Diesel Equipment repair and service courses. The instructor and student work closely together to select a topic and establish criteria for completion of the project. Two-to-12 lab hours. One-to-six semester hour(s) credit. Prerequisite: Sophomore status in Diesel Equipment Technology.

**ECO 2113 PRINCIPLES OF MACROECONOMICS.** The study of a nation's economy to include the following topics: supply and demand, production possibilities, monetary and fiscal policies, factors of production, GDP/business cycles and economic growth and circular flow of market economies. Three lecture hours. Three semester hours credit.

**ECO 2113H PRINCIPLES OF MACROECONOMICS HONORS.** The study of a nation's economy to include the following topics: supply and demand, production possibilities, monetary and fiscal policies, factors of production, GDP/business cycles and economic growth and circular flow of market economies. This course includes the general course objectives and any honors activities/projects are subject to approval of the vice president of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisites: Honors Forum.

**ECO 2123 PRINCIPLES OF MICROECONOMICS.** The study of firms, industries and consumers to include the following topics: supply and demand, elasticity of demand and supply, consumer choice theory, production and cost theory and market structures. Three lecture hours. Three semester hours credit.

**ECO 2123H PRINCIPLES OF MICROECONOMICS HONORS.** The study of firms, industries and consumers to include the following topics: supply and demand, elasticity of demand and supply, consumer choice theory, production and cost theory and market structures. This course includes the general course objectives and any honors activities/projects are subject to approval of the vice president of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisites: Honors Forum.

**EDU 1613 FOUNDATIONS IN EDUCATION.** Survey of the history and philosophies of American education with special emphasis on current issues and problems in education. Includes a minimum of 30 hours field experience. Three lecture hours. Three semester hours credit.

**EDU 2513 INTRODUCTION TO ELEMENTARY EDUCATION.** An introduction to elementary schools and the role of teachers. Study of and formulation of philosophical thought in relation to educational assumptions, questions, problems and alternatives. Includes a minimum of 30 hours field

experience in the elementary schools and/or middle schools. Three lecture hours. Three lab hours. Three semester hours credit.

**EGR 2413 ENGINEERING MECHANICS I: STATICS.** A lecture course that covers the equilibrium of point objects and extended objects in two and three dimensions using vector algebra. Also discussed are distributed forces, structures, friction and moments of inertia in two and three dimensions. Three lecture hours. Three semester hours credit. Corequisite: PHY 2514 and MAT 2613.

**EGR 2433 ENGINEERING MECHANICS II: DYNAMICS.** A lecture course that covers kinematics of particles and rigid bodies, using force-mass-acceleration, energy and momentum methods. Three lecture hours. Three semester hours credit. Prerequisite: EGR 2413.

**ELT 1113 RESIDENTIAL/LIGHT COMMERCIAL WIRING.** This course provides advanced skills related to the wiring of multi-family and small commercial buildings. It includes instruction and practice in service entrance installation, specialized circuits and use of commercial raceways. Two lecture hours. Two lab hours. Three semester hours credit.

**ELT 1143 AC AND DC CIRCUITS FOR ELECTRICAL TECHNOLOGY.** Principles and theories associated with AC and DC circuits used in the electrical trades. Includes the study of electrical circuits, laws and formulas and the use of test equipment to analyze AC and DC circuits. Two hours lecture. Two lab hours. Three semester hours credit.

**ELT 1163 DRAFTING FOR ELECTRICAL TECHNOLOGY.** This course is designed to provide basic drafting instruction to electrical students. Basic information related to drafting instruments, equipment, principles and practices is included in instruction. Two lecture hours. Two lab hours. Three semester hours credit.

**ELT 1193 FUNDAMENTALS OF ELECTRICITY.** This class is designed to provide fundamental skills associated with all Electrical Technology classes. The class encompasses the study of electrical safety, use of the electronic calculator to perform basic circuit calculations, use of electrical test equipment, soldering, electrical symbols and electrical terminology. Two lecture hours. Two lab hours. Three semester hours credit.

**ELT 1253 BRANCH CIRCUIT AND SERVICE ENTRANCE CALCULATIONS.** This course covers calculation of circuit sizes for branch circuits and service entrances in residential and commercial installation. Standards from the National Electrical Code are used in calculation. Two lecture hours. Two lab hours. Three semester hours credit.

**ELT 2153 INDUSTRIAL ROBOTICS FOR ELECTRICAL TECHNOLOGY.** This course teaches the operating systems and advanced programming methods of industrial robots. Actual industrial-grade robots are used to train the student in the areas of operation, maintenance,

troubleshooting, service procedures, and robotics applications. Two lecture hours. Two lab hours. Three semester hours credit.

**ELT 2163 SERVO CONTROL SYSTEMS FOR ELECTRICAL TECHNOLOGY.** This course is designed to teach servo components; servo valves; velocity servos; positional servos; force, pressure, and torque servos; servo amplifiers; programmers; and servo analysis. Emphasis is placed on servo trim and maintenance and the applications of servo systems. Two lecture hours. Two lab hours. Three semester hours credit.

**ELT 2623 ADVANCED PROGRAMMABLE LOGIC CONTROLLERS.** This course begins with a short review of the Level I PLC course. The Level II course will quickly move to cover such areas as PanelView 900 and 1000 terminal. This course will cover such areas as RSLogix 5, RSLogix 5000, ControlLogix sequence, program control instruction, as well as block transfer used in analog input and analog output programming. This course also provides the necessary skills to use RSNetworkx to maintain and configure a ControlNet and DeviceNet network in a ControlLogix system. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: ELT 1413 and 2613.

**ELT 2913 SPECIAL PROJECT (PLC OPTION).** This course provides the necessary skills to use RSLogix 5000 software to design, configure and maintain a ControlLogix system. This course will cover the memory configuration for the ControlLogix 5000 processor and the necessary skills to use RSNetworkx, ControlNet and DeviceNet. This course also provides the skills to configure and program Logix 5000 applications specifically for integrated motion control functionality using ladder logic and RSView Machine Edition Software. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: ELT 2613 and 2623.

**EMS 1133 FOUNDATIONS OF PARAMEDICINE.** This course consists includes a comprehensive review of the knowledge base and skill set of the Emergency Medical Technician. History of EMS, Well-Being of the EMT, medical legal issues, communication and documentation will be expanded to the role of the paramedic. This course includes the theory related to intravenous/intraosseous access, medication administration, patient assessment, and introductory pharmacological calculations. It also includes a laboratory experience designed to give psychomotor experience to the theoretical concepts developed in the lecture. Two lecture hours. Two lab hours. Three semester credit hours. All EMS courses must be taken in curriculum display sequence.

**EMS 1213 CONCEPTS OF AIRWAY AND RESPIRATION MEDICINE.** This course integrates complex knowledge of anatomy, physiology, and pathophysiology into the assessment to develop and implement a treatment plan with the goal of assuring a patient airway, adequate mechanical ventilation, and respiration for patients of all ages. This

course also includes a lab that will integrate comprehensive knowledge of anatomy, physiology, and pathophysiology into the assessment to develop and implement a treatment plan with the goal of ensuring a patent airway, adequate mechanical ventilation, and respirations for patients of all ages. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: All EMS courses must be taken in curriculum display sequence.

**EMS 1324 CONCEPTS OF CARDIOVASCULAR MEDICINE.** This course consists of the theory, anatomy, physiology, pathophysiology and treatments associated with the conditions of the cardiovascular system. This includes the theory of introductory, advanced, and multi-lead electrocardiogram interpretation. Changes in the lifespan will also be included. It is also a laboratory experience designed to give psychomotor experience to the theoretical concepts developed in the lecture. Two lecture hours. Four lab hours. Four semester hour credit. Prerequisites: All EMS courses must be taken in curriculum display sequence.

**EMS 1514 PRACTICUM I.** Using supervised rotations in a definitive care setting, the students will apply the concepts developed in the didactic and laboratory courses to live patients. This will include, but not be limited to rotations in the emergency department, ICU, OR, respiratory therapy, and pediatrics. Four semester hours credit. Prerequisites: All EMS courses must be taken in curriculum display sequence.

**EMS 1525 PRACTICUM II.** A continuation of EMS – 1514. Using supervised rotations in a definitive care setting, the students will continue to develop assessment and treatment skills. The student will transition to field experience upon achieving competencies in the definitive care setting. Five semester credit hours. Prerequisites: All EMS courses must be taken in curriculum display sequence.

**EMS 1713 CONCEPTS OF NEUROLOGICAL MEDICINE.** This course consists of the theory, anatomy, physiology, pathophysiology, and treatments associated with conditions of the nervous system. This includes conditions related to structure and those associated with organic and non-organic brain disease. Changes in the lifespan will be included. It is also a laboratory experience designed to give psychomotor experience to the theoretical concepts developed in the lecture. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: All EMS courses must be taken in curriculum display sequence.

**EMS 1913 CONCEPTS OF REPRODUCTIVE MEDICINE.** This course consists of the theory, anatomy, physiology, pathophysiology, and treatments associated with conditions of the reproductive system. The course includes care of the newborn as part of the concepts in reproductive medicine. Changes in the lifespan will be included. It is also a laboratory experience designed to give psychomotor experience to the theoretical

concepts developed in the lecture. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: All EMS courses must be taken in curriculum display sequence.

**EMS 2212 FUNDAMENTALS OF ADVANCED EMT-PRACTICUM CLINICAL II.** Using supervised rotations in a definitive care setting, the students will apply the concepts of developed in the didactic course to live patients in the out of hospital setting. Two semester hours credit. Prerequisites: All EMS courses must be taken in curriculum display sequence.

**EMS 2312 FUNDAMENTALS OF ADVANCED EMT.** This course is required to apply for certification as an Advanced Emergency Medical Technician (AEMT). This course introduces the theory and application of concepts related to the profession of the AEMT. The primary focus of the AEMT is to provide basic and limited advanced emergency medical care and transportation for critical and emergent patients across the lifespan who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide patient care and transportation. Topics include: extending the knowledge of the EMT to a more complex breadth and depth, intravenous access and fluid therapy, medication administration, blind insertion airway devices, as well as the advanced assessment and management of various medical illnesses and traumatic injuries. This course is based on the NHTSA National Emergency Medical Services Education Standards. Requires licensure or eligibility for licensure at the AEMT level and the EMS course sequence listed before eligibility to test NREMT AEMT exam is granted. Two lecture hours. Two semester hours credit. Prerequisites: All EMS courses must be taken in curriculum display sequence.

**EMS 2315 MEDICAL EMERGENCIES OF THE SECONDARY ASSESSMENT.** This course will integrate patient assessment and assessment findings with principles of epidemiology and pathophysiology across the lifespan. At the conclusion of this course, the student will be able to formulate a field impression and implement a comprehensive treatment/disposition plan for a patient with a medical complaint. Three lecture hours. Four lab hours. Five semester hours credit. Prerequisites: All EMS courses must be taken in curriculum display sequence.

**EMS 2566 PRACTICUM III.** Under the supervision of an approved program preceptor, the student will continue to apply the concepts developed in the didactic, laboratory, and clinical settings to the care of patients in the environment of EMS. Six Semester hours credit. Prerequisites: All EMS courses must be taken in curriculum display sequence.

**EMS 2714 CONCEPTS OF TRAUMATIC MEDICINE.** This course will develop the basis for the pathophysiology, identification, and treatment of traumatic emergencies including coverage of concepts related to trauma

systems and shock management. These concepts will be examined in patients across the life span. It also includes the trauma laboratory experience is designed to give psychomotor experience to the theoretical concepts developed in the lecture. Two lecture hours. Four lab hours. Four semester hours credit. All EMS courses must be taken in curriculum display sequence.

**EMS 2912 CONCEPTS OF EMS OPERATIONS.** Knowledge of operational roles and responsibilities to ensure safe patient, public, and personnel safety. Two lecture hours. Two semester hours credit. Prerequisites: All EMS courses must be taken in curriculum display sequence.

**EMS 2934 PARAMEDIC CAPSTONE.** This course serves as a capstone experience course at the end of the Paramedic Program. This course will include the following topics: special needs patient populations, EMS research, principles of public health, integration of leadership, and emerging roles in EMS. It will also serve as a comprehensive review of the program. This course will provide the student with a final opportunity to incorporate their cognitive knowledge and psychomotor skills through cumulative practical skill evaluations and a comprehensive Final Examination. Two lecture hours. Four lab hours. Four semester hours credit. Prerequisites: All EMS courses must be taken in curriculum display sequence.

**ENG 0113 BEGINNING ENGLISH AND READING.** This integrated course designed to develop basic writing skills and reading strategies. Three lecture hours. Three semester hours Institutional credit. Prerequisite: Course is required if the ACT English or reading sub-score is 13 or below. A grade of 'C' or higher is required to advance to the next course in sequence.

**ENG 0123 INTERMEDIATE ENGLISH AND READING.** This integrated course designed to advance students to college level writing skills and reading strategies. Three lecture hours with a lab component. Three semester hours Institutional credit. Prerequisite: Course is required if the ACT English or reading sub-score is 14-16. A grade of 'C' or higher is required to advance to the next course in sequence.

**ENG 0131 ENGLISH AND READING LAB 3.** This course provides supplemental instruction/practice/support in a structured lab environment. Lab may accompany ENG 1113A. This lab is for institutional credit only.

**ENG 1033 TECHNICAL ENGLISH** A course designed specifically for Career Tech students who are pursuing the A.A.S. degree. In this course, students will focus on appropriate writing for business and industry and will produce technical documents, which may include resumes, letters, emails, memos/reports, proposals, multimedia presentations, and other related documents. Three semester hours Institutional credit.

**ENG 1113 ENGLISH COMPOSITION I.** This course prepares the student to think critically and compose texts for academic and professional

rhetorical situations. Three lecture hours. Three semester hours credit. Prerequisite: An ACT English sub-score of 17 or above or a 'C' or higher in ENG 0123.

**ENG 1113A ENGLISH COMPOSITION I.** This course prepares the student to think critically and compose texts for academic and professional rhetorical situations. Three lecture hours. Three semester hours credit. Prerequisite: An ACT English sub-score of 17. Corequisite: ENG 0131.

**ENG 1113H ENGLISH COMPOSITION I HONORS.** This course prepares the student to think critically and compose texts for academic and professional rhetorical situations. This course includes the general course objectives and any honors activities/projects are subject to approval of the vice president of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Prerequisite: An ACT English sub-score of 17 or above or a 'C' or higher in ENG 0123. Corequisite: Honors Forum.

**ENG 1123 ENGLISH COMPOSITION II.** A continuation of ENG 1113 with emphasis on research, argumentation and composition. Readings, essays and research paper are required. Three lecture hours. Three semester hours credit. Prerequisite: ENG 1113 or 1113A or 1113H.

**ENG 1123H ENGLISH COMPOSITION II HONORS.** A continuation of ENG 1113 with emphasis on research, argumentation and composition. Readings, essays and research paper are required. This course includes the general course objectives and any honors activities/projects are subject to approval of the vice president of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Prerequisite: ENG 1113 or 1113A or 1113H. Corequisite: Honors Forum.

**ENG 2133 CREATIVE WRITING I.** This course involves reading and writing poetry, short fiction, and/or other genres. Three lecture hours. Three semester hours credit. Prerequisite: ENG 1113 or 1113A or 1113H.

**ENG 2133H CREATIVE WRITING I HONORS.** This course involves reading and writing poetry, short fiction, and/or genres. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Prerequisite: ENG 1113 or 1113A or 1113H. Corequisite: Honors Forum.

**ENG 2153 TRADITIONAL GRAMMAR.** A course that focuses on the basic elements of English grammar and mechanics. Three lecture hours. Three semester hours credit.

**ENG 2153H TRADITIONAL GRAMMAR HONORS.** A course that focuses on the basic elements of English grammar and mechanics. This course includes the general course objectives, and any honors

activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**ENG 2223 AMERICAN LITERATURE I.** Surveys representative prose and poetry of the United States from its beginnings to the Civil War. Three lecture hours. Three semester hours credit.

**ENG 2223H AMERICAN LITERATURE I HONORS.** Surveys representative prose and poetry of the United States from its beginnings to the Civil War. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**ENG 2233 AMERICAN LITERATURE II.** Surveys representative prose and poetry of the United States from the Civil War to the present. Three lecture hours. Three semester hours credit.

**ENG 2233H AMERICAN LITERATURE II HONORS.** Surveys representative prose and poetry of the United States from the Civil War to the present. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**ENG 2323 BRITISH LITERATURE I.** Surveys British literature from the Anglo-Saxon Period through the Restoration and Eighteenth Century. Three lecture hours. Three semester hours credit.

**ENG 2323H BRITISH LITERATURE I HONORS.** Surveys British literature from the Anglo-Saxon Period through the Restoration and Eighteenth Century. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**ENG 2333 BRITISH LITERATURE II.** Surveys British literature from the Romantic Period to the present. Three lecture hours. Three semester hours credit.

**ENG 2333H BRITISH LITERATURE II HONORS.** Surveys British literature from the Romantic Period to the present. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**ENG 2423 WORLD LITERATURE I.** This course surveys texts representative of global, historical, and cultural diversity from the ancient world through the early modern world. Three lecture hours. Three semester hours credit.

**ENG 2423H WORLD LITERATURE I HONORS.** This course surveys texts representative of global, historical, and cultural diversity from the ancient world through the early modern world. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisites: Honors Forum.

**ENG 2433 WORLD LITERATURE II.** This course surveys texts representative of global, historical, and cultural diversity from the Enlightenment Period to the present. Three lecture hours. Three semester hours credit.

**ENG 2433H WORLD LITERATURE II HONORS.** This course surveys texts representative of global, historical, and cultural diversity from the Enlightenment Period to the present. This course includes the general course objectives, and any honors activities/projects are subject to approval of the vice president of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisites: Honors Forum.

**ENG 2613 FILM AS LITERATURE.** This course involves the study of current and classic motion pictures as a form of literary, historic and cinematic expression. Three lecture hours. Three semester hours credit.

**ENG 2923 WRITING FOR PUBLICATION.** This course is designed for students who are interested in writing for publication. Emphasis is given to meeting specific publishing requirements for novels, short fiction, poetry, drama, television scripts and newspaper and magazine articles. Three lecture hours. Three semester hours credit.

**EPY 2533 HUMAN GROWTH AND DEVELOPMENT.** A study of various aspects of human growth and development from conception through death. Topics include biological, psychosocial and cognitive development. Three lecture hours. Three semester hours credit.

**FCS 1233 PRINCIPLES OF NUTRITION.** A lecture course covering the practical application of nutrients required for growth and optimal health emphasizing nutrient intake and food selection. Three lecture hours. Three semester hours credit.

**FCS 1253 NUTRITION.** A lecture course covering the nutrients for normal growth and reducing the risks of major chronic disease and applied to the selection of food for ingestion, the processes of digestion, assimilation, absorption, metabolism and the applications for healthcare providers. Three lecture hours. Three semester hours credit.

**FOT 1114 FOREST MEASUREMENTS I.** A course covering fundamentals of forest measurements. Includes instruction in locating land on a map, applying sampling techniques and processing and summarizing field data. Two lecture hours. Four lab hours. Four semester hours credit.

**FOT 1124 FOREST MEASUREMENTS II.** A continuation of Forest Measurements I with emphasis on electronic and computer applications in forest measurement. Two lecture hours. Four lab hours. Four semester hours credit. Prerequisite: FOT 1114.

**FOT 1414 FOREST PRODUCTS UTILIZATION.** A course covering wood and forest products processing. Includes instruction in grading hardwood and pine lumber. Two lecture hours. Four lab hours. Four semester hours credit.

**FOT 1714 APPLIED DENDROLOGY.** A study of trees including their classification and commercial uses. Two lecture hours. Four lab hours. Four semester hours credit.

**FOT 1813 INTRODUCTION TO FORESTRY.** A study of the development of the forest industry in Mississippi and the United States. An exploration of occupational careers in forestry including forest product industries. Includes common terms used in forest occupations. Three lecture hours. Three semester hours credit.

**FOT 2124 FOREST SURVEYING AND SPATIAL APPLICATIONS.** A course to provide land surveying skills required in the forest industry. Includes instruction in interpreting legal descriptions, deeds, map and aerial photographs and demonstration of equipment use and surveying practices. Two lecture hours. Four lab hours. Four semester hours credit.

**FOT 2214 ADVANCED GIS/GPS IN FORESTRY.** A course to provide skills in using the Global Positioning System (GPS) to collect and process locational data for the purpose of navigation, acreage determination, developing property maps, digitizing stand maps and other applications in forestry. GPS will be used as the primary data source for Geographic Information Systems (GIS). The course will include using remote sensing, interpretation and application of aerial photos and other remotely sensed images in forestry. Two lecture hours. Four lab hours. Four semester hours credit.

**FOT 2424 TIMBER HARVESTING.** A course dealing with harvesting practices including development of timber harvesting, regulations, harvesting plans, best management practices and timber contracts. Includes observations of logging operations. One lecture hour. Six lab hours. Four semester hours credit.

**FOT 2614 SILVICULTURE I.** A course dealing with the growth and development of trees and timber stands. Includes instruction in principles of trees and stand growth and development, regeneration and intermediate cuttings. Two lecture hours. Four lab hours. Four semester hours credit.

**GEO 1113 WORLD REGIONAL GEOGRAPHY.** A regional survey of the basic geographic features and major new developments of the nations of the world. Three lecture hours. Three semester hours credit.

**GEO 1213 INTRODUCTION TO METEOROLOGY.** A descriptive study of weather, the variety of atmospheric phenomena, and the effect of weather and climate on human activities. Three lecture hours. Three semester hours credit.

**GRA 1143 GRAPHIC COMMUNICATION I.** Instrumental drawing, geometric construction, orthographic projection and descriptive geometry. Includes computer aided design (CAD) in 2-dimensional and 3-dimensional construction. One lecture hour. Five lab hours. Three semester hours credit.

**HIS 1113 WESTERN CIVILIZATION I.** A general survey of Western Civilization from ancient times to the mid-seventeenth century. Three lecture hours. Three semester hours credit.

**HIS 1123 WESTERN CIVILIZATION II.** A general survey of Western Civilization since the seventeenth century. Three lecture hours. Three semester hours credit.

**HIS 1163 WORLD CIVILIZATIONS I.** A general survey of world history from ancient times to the 1500s. Three lecture hours. Three semester hours credit.

**HIS 1173 WORLD CIVILIZATIONS II.** A general survey of world history from the 1500s. Three lecture hours. Three semester hours credit.

**HIS 1613 AFRICAN-AMERICAN HISTORY.** This is a survey of African-American history from African origins to modern times. Three lecture hours. Three semester hours credit.

**HIS 2213 AMERICAN (U.S.) HISTORY I.** This is a survey of American (U.S.) history to 1877. Three lecture hours. Three semester hours credit.

**HIS 2213H AMERICAN (U.S.) HISTORY I HONORS.** This is a survey of American (U.S.) history to 1877. This course includes the general course objectives and any honors activities/projects are subject to approval of the vice president of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**HIS 2223 AMERICAN (U.S.) HISTORY II.** This is a survey of American (U.S.) history since 1865. Three lecture hours. Three semester hours credit.

**HIS 2223H AMERICAN (U.S.) HISTORY II HONORS.** This is a survey of American (U.S.) history since 1865. This course includes the general course objectives and any honors activities/projects are subject to approval of the vice president of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**HIT 1114 HEALTH RECORDS SYSTEM.** This course is an introduction to health record systems, including an overview of health data structure,

content and standards, healthcare information requirements and standards and healthcare delivery systems. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: BIO 2514 or 2514H and 2524, acceptance into the Health Information Technology program.

**HIT 1213 MEDICAL TERMINOLOGY.** This course is a study of medical language relating to various body systems including diseases, procedures, clinical specialties and abbreviations. In addition to term definitions, emphasis is placed on correct spelling and pronunciation. Three lecture hours. Three semester hours credit. Prerequisite: BIO 2514 or 2514H and 2524, acceptance into the Health Information Technology program.

**HIT 1323 HEALTHCARE LAW AND ETHICS.** This course is a study of the principles of law as applied to health information systems with emphasis on health records, release of information, confidentiality, consents and authorizations. Three lecture hours. Three semester hours credit. Prerequisite: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2123 ALTERNATE CARE SYSTEMS.** This course is a study of health record systems in alternative settings, cancer program records, medical staff organization and accreditation and licensure standards. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2133 HEALTH STATISTICS.** This course includes sources and use of health data, definitions of statistical terms and computation of commonly used rates and percentages used by healthcare facilities. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2142 ELECTRONIC HEALTH RECORDS.** This course covers the aspects of electronic health records (ERH) in the healthcare environment. In addition, it explores implementation of ERH in various healthcare settings. Two lecture hours. Two semester hours credit. Prerequisites: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2253 PATHOPHYSIOLOGY AND PHARMACOLOGY I.** This course covers structural and functional changes caused by disease in tissues and organs, clinical manifestations and principles of treatment with emphasis on general concepts and diseases affecting the body as a whole. In addition, common medications used to treat disease processes will be addressed. Three hours lecture. Three semester hours credit. Prerequisites: BIO 2514 or 2514H and 2524, Acceptance into the Health Information Technology program.

**HIT 2453 PATHOPHYSIOLOGY AND PHARMACOLOGY II.** This course is a continuation of Pathophysiology and Pharmacology I with emphasis on conditions relating to specific body systems, manifestations and principles of treatment. In addition, common medications used to treat disease processes will be addressed. Three hours lecture. Three semester hours credit. Prerequisites: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2512 PROFESSIONAL PRACTICE EXPERIENCE I.** In this course, students rotate through health information management areas in hospitals and other health facilities for application of principles and procedural practice to attain competency. Specific content is dependent on placement in curriculum and site availability. Six clinical hours. Two semester hours credit. Prerequisites: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2522 PROFESSIONAL PRACTICE EXPERIENCE II.** In this course, students rotate through health information management areas in hospitals and other health facilities for application of principles and procedural practice to attain competency. Specific content is dependent on placement in curriculum and site availability. Six clinical hours. Two semester hours credit. Prerequisites: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2615 CODING SYSTEMS I.** This course includes principles of coding and classification systems with emphasis on ICD-9-CM, including lab application and practice. Three lecture hours. Four lab hours. Five semester hours credit. Prerequisites: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2625 CODING SYSTEMS II.** This course is a continuation of the study of principles of ICD-9-CM coding, introduction to coding with Health Care Financing Administration's Common Procedure Coding System (HCPCS) with emphasis on Current Procedure Coding (CPT) and review of current reimbursement mechanisms. Three lecture hours. Four lab hours. Five semester hours credit. Prerequisites: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2633 REIMBURSEMENT METHODOLOGIES.** This course is designed to identify the uses of coded data and health information in reimbursement and payment systems appropriate to all healthcare settings and managed care. Three lecture hours. Three semester hours credit. Prerequisites: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2713 HEALTHCARE SUPERVISION.** This course includes basic principles of management and supervision with emphasis on the health information setting. Three lecture hours. Three semester hours credit.

Prerequisites: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2812 PERFORMANCE IMPROVEMENT TECHNIQUES.** This course covers principles of performance improvement techniques in healthcare facilities, trends in utilization and risk management and the use of quality monitors in the health information department. One lecture hour. Two lab hours. Two semester hours credit. Prerequisite: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2913 COMPUTERS IN HEALTHCARE.** This course is an overview of computer use in healthcare facilities with emphasis on applications for health information services. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: All Health Information Technology courses must be taken in curriculum display sequence.

**HIT 2921 CERTIFICATION FUNDAMENTALS FOR HIT.** This course is an in-depth study and review of material covered in the HIT curriculum designed to prepare students for the national registry exam. One lecture hour. Two lab hours. One semester hour credit. Prerequisites: All Health Information Technology courses must be taken in curriculum display sequence.

**HON 1911 HONORS FORUM I.** Interdisciplinary studies of selected issues confronting the individual and society with discussions led by scholars, faculty and/or students. Admission is by invitation only. One lecture hour. One semester hour credit.

**HON 1921 HONORS FORUM II.** Interdisciplinary studies of selected issues confronting the individual and society with discussions led by scholars, faculty and/or students. Admission is by invitation only. One lecture hour. One semester hour credit.

**HON 2911 HONORS FORUM III.** Interdisciplinary studies of selected issues confronting the individual and society with discussions led by scholars, faculty and/or students. Admission is by invitation only. One lecture hour. One semester hour credit.

**HON 2921 HONORS FORUM IV.** Interdisciplinary studies of selected issues confronting the individual and society with discussions led by scholars, faculty and/or students. Admission is by invitation only. One lecture hour. One semester hour credit.

**HPR 111A, 1121A, 2111A, 2121A AEROBIC EXERCISE I, II, III, IV.** This course is designed to give students a current concept of physical education and recreation by developing body skills while engaging in various anaerobic and aerobic activities. Two lab hours. One semester hour credit (non-academic).

**HPR 1111B, 1121B, 2111B, 2121B INDIVIDUAL FITNESS AND JOGGING I, II, III, IV.** This course is designed to give students a current

concept of physical education and recreation by developing body skills while engaging in various anaerobic and aerobic activities. Two lab hours. One semester hour credit (non-academic).

**HPR VARSITY SPORTS.** Participation in (name sport) varsity sports. One semester hour credit (non-academic).

**HPR 1131A, 1141A, 2131A, 2141A BASEBALL**

**HPR 1131B, 1141B, 2131B, 2141B MEN'S BASKETBALL**

**HPR 1131C, 1141C, 2131C, 2141C WOMEN'S BASKETBALL**

**HPR 1131D, 1141D, 2131D, 2141D CHEERLEADERS I, II, III, IV.**

Cheerleaders are elected in the spring prior to entering their freshman year at ICC. Cheerleaders may serve for both their freshman and sophomore years if they are selected at each tryout. Cheerleaders must attend all ballgames, pep sessions (pep rallies) and any other event the sponsor deems mandatory (e.g., fundraisers, camps, etc.). During football and basketball seasons, cheerleaders are required to attend two practice sessions per week and two fitness/conditioning sessions per week. Two lab hours. One semester hour credit (non-academic).

**HPR 1131E, 1141E, 2131E, 2141E DIAMOND GIRL (Baseball)**

**HPR 1131F, 1141F, 2131F, 2141F FOOTBALL**

**HPR 1131G, 1141G, 2131G, 2141G GOLF**

**HPR 1131H, 1141H, 2131H, 2141H MANAGERS**

**HPR 1131I, 1141I, 2131I, 2141I WOMEN'S VOLLEYBALL**

**HPR 1131J, 1141J, 2131J, 2141J MEN'S SOCCER**

**HPR 1131K, 1141K, 2131K, 2141K WOMEN'S SOCCER**

**HPR 1131L, 1141L, 2131L, 2141L SOFTBALL**

**HPR 1131M, 1141M, 2131M, 2141M MEN'S TENNIS**

**HPR 1131N, 1141N, 2131N, 2141N WOMEN'S TENNIS**

**HPR 1131P, 1141P, 2131P, 2141P TENNIS (Student Body)**

**HPR 1213 PERSONAL AND COMMUNITY HEALTH.** Application of principles and practices of healthful living to the individual and community; major health problems and the mutual responsibilities of home, school and health agencies. Three lecture hours. Three semester hours credit.

**HPR 1313 INTRODUCTION TO KINESIOLOGY/HEALTH, PHYSICAL EDUCATION AND RECREATION.** Introduction to the various fields of study within kinesiology/health, physical education and recreation. Discussion of the responsibilities and opportunities of professional personnel. Orientation of student to opportunities in the field. Three lecture hours. Three semester hours credit.

**HPR FITNESS AND CONDITIONING TRAINING I, II, III, IV.** Instruction and practice of basic principles of fitness and conditioning through a variety of exercises and activities. One semester hour credit (non-academic).

**HPR 1551A, 1561A, 2551A, 2561A BASEBALL**

**HPR 1551B, 1561B, 2551B, 2561B MEN'S BASKETBALL**  
**HPR 1551C, 1561C, 2551C, 2561C WOMEN'S BASKETBALL**  
**HPR 1551D, 1561D, 2551D, 2561D CHEERLEADERS**  
**HPR 1551E, 1561E, 2551E, 2561E DIAMOND GIRL (Baseball)**  
**HPR 1551F, 1561F, 2551F, 2561F FOOTBALL**  
**HPR 1551G, 1561G, 2551G, 2561G GOLF**  
**HPR 1551H, 1561H, 2551H, 2561H MANAGERS**  
**HPR 1551I, 1561I, 2551I, 2561I WOMEN'S VOLLEYBALL**  
**HPR 1551J, 1561J, 2551J, 2561J MEN'S SOCCER**  
**HPR 1551K, 1561K, 2551K, 2561K WOMEN'S SOCCER**  
**HPR 1551L, 1561L, 2551L, 2561L SOFTBALL**  
**HPR 1551M, 1561M, 2551M, 2561M MEN'S TENNIS**  
**HPR 1551N, 1561N, 2551N, 2561N WOMEN'S TENNIS**  
**HPR 1551P, 1561P, 2551P, 2561P STUDENT BODY**

**HPR 1571 DANCE I.** An overview of dance techniques to include instruction in various styles of dance. Instruction may include classical dance, ballet, jazz, folk dance, contemporary and/or dance line. One semester hour credit (non-academic). (Instructor approval required.)

**HPR 1581 DANCE II.** An overview of dance techniques to include instruction in various styles of dance. Instruction may include classical dance, ballet, jazz, folk dance, contemporary and/or dance line. One semester hour credit (non-academic). (Instructor approval required.)

**HPR 1613 PHYSICAL EDUCATION AND THE ELEMENTARY SCHOOL.** This is a study of the growth and development of children including their interests and tendencies as it relates to elementary physical education. Educational and physical education philosophy and objectives are stressed, as well as methods of teaching. Emphasis is placed on creating developmentally appropriate physical education for elementary students. Theory and laboratory. Three lecture hours. Three semester hours credit.

**HPR 2213 FIRST AID AND CPR.** Instruction and practice in methods prescribed in the American Red Cross or American Heart Association standard and advanced courses. Three lecture hours. Three semester hours credit.

**HPR 2323 RECREATIONAL LEADERSHIP.** Planning and leadership techniques for conducting organized park and recreation programs for all ages. Three lecture hours. Three semester hours credit.

**HPR 2423 FOOTBALL THEORY.** Explores the theories, practices, tactics and strategies involved in coaching football. Emphasis will be placed upon the objectives, rules, regulations and policies of competitive athletics, as well as on individual skills, team tactics, organization and management practices. Three lecture hours. Three semester hours credit.

**HPR 2433 BASKETBALL THEORY.** Explores the theories, practices, tactics and strategies involved in coaching basketball. Emphasis will be

placed upon the objectives, rules, regulations and policies of competitive athletics, as well as individual skills, team tactics, organization and management practices. Three lecture hours. Three semester hours credit.

**HPR 2443 SOCCER THEORY.** Explores the theories, practices, tactics and strategies involved in coaching soccer. Emphasis will be placed upon the objectives, rules, regulations and policies of competitive athletics, as well as on individual skills, team tactics, organization and management practices. Three lecture hours. Three semester hours credit.

**HPR 2453 BASEBALL THEORY.** Explores the theories, practices, tactics and strategies involved in coaching baseball. Emphasis will be placed upon the objectives, rules, regulations and policies of competitive athletics, as well as on individual skills, team tactics, organization and management practices. Three lecture hours. Three semester hours credit.

**HPR 2493 SOFTBALL THEORY.** Explores the theories, practices, tactics and strategies involved in coaching softball. Emphasis will be placed upon the objectives, rules, regulations and policies of competitive athletics, as well as on individual skills, team tactics, organization and management practices. Three lecture hours. Three semester hours credit.

**HPR 2571 DANCE III.** A continuation of dance techniques to include instruction in various styles of dance. Instruction may include classical dance, ballet, jazz, folk dance, contemporary and/or dance line. One semester hour credit (non-academic). (Instructor approval required.)

**HPR 2581 DANCE IV.** A continuation of dance techniques to include instruction in various styles of dance. Instruction may include classical dance, ballet, jazz, folk dance, contemporary and/or dance line. One semester hour credit (non-academic). (Instructor approval required.)

**HPR 2711 ATHLETIC TRAINING TERMINOLOGY.** A course to develop students' knowledge of musculoskeletal and orthopedic terminology related to athletic training and other related health professions. One semester hour credit (non-academic).

**HPR 2723 PREVENTION AND CARE OF ATHLETIC INJURIES.** Theory and practice for the prospective athletic trainer or coach in the prevention and care of athletic injuries. Three lecture hours. Three semester hours credit.

**HPR 2733 INTRODUCTION TO ATHLETIC TRAINING.** Introduction to the profession, including but not limited to, procedural aspects of the athletic training room operations, role delineations, preparation and competencies with 100 observational/experience hours under a Board of Certification (BOC) certified athletic trainer. This course is recommended for athletic training majors. Three lecture hours. Three semester hours credit.

**HRT 1123 INTRODUCTION TO THE HOSPITALITY AND TOURISM INDUSTRY.** This course is designed as an introduction to the

hospitality and tourism industry. The course includes discussions and industry observations to discover the opportunities, trends, problems and organizations in the field. Three lecture hours. Three semester hours credit.

**HRT 1213 SANITATION AND SAFETY.** Basic principles of microbiology, sanitation and safety procedures for a foodservice operation. Implementation of sanitation procedures, cost control and risk reduction standards in a hospitality operation are covered. ServSafe® Sanitation Certification from the National Restaurant Association or equivalent is offered as a part of this course. Three lecture hours. Three semester hours credit.

**HRT 1223 RESTAURANT AND CATERING OPERATIONS.** This course focuses on principles of organizing and managing food and beverage facilities and catering operations. Three lecture hours. Three semester hours credit.

**HRT 1413 ROOMS DIVISION MANAGEMENT.** This course offers an operational approach to rooms division management in the hospitality industry, including front office management and housekeeping operations. Three lecture hours. Three semester hours credit.

**HRT 2233 HOSPITALITY COST CONTROL.** This course focuses on principles and procedures involved in an effective food and beverage control system, including standards determination, the operating budget, cost-volume-profit analysis, income and cost control, menu pricing, labor cost control and computer applications. Three lecture hours. Three semester hours credit.

**HRT 2423 HOSPITALITY SECURITY MANAGEMENT AND LAW.** This course explains issues surrounding the need for individualized security programs, examines a variety of security equipment and procedures and discusses internal security for foodservice and lodging operations. This course provides awareness of the rights and responsibilities that the law grants to or imposes upon a hotelier and consequences of failure to satisfy legal obligations. Three lecture hours. Three semester hours credit.

**HRT 2613 HOSPITALITY SUPERVISION.** This course focuses on supervisory skills in leadership styles, communication skills, motivational techniques, employee training techniques and evaluation methods. Three lecture hours. Three semester hours credit.

**HRT 2623 HOSPITALITY HUMAN RESOURCE MANAGEMENT.** This course is designed to explore the principles of hospitality human resource management with an emphasis placed on the study of human behavior and human relations in the hospitality industry. Three lecture hours. Three semester hours credit.

**HRT 2713 MARKETING HOSPITALITY SERVICES.** This course covers the application of marketing methodologies and terms to the hospitality and tourism industry, the use of sales techniques for selling to

targeted markets and developing marketing plans for hospitality and tourism operations. Three lecture hours. Three semester hours credit.

**HRT 2853 CONVENTION AND MEETING PLANNING.** This course offers simulations of activities related to travel and tourism, including reservation tasks and services. Three lecture hours. Three semester hours credit.

**HRT 2913 INTERNSHIP IN HOTEL AND RESTAURANT MANAGEMENT.** This course is a cooperative program between industry and education and is designed to integrate the student's technical studies with industrial experience. Variable credit is awarded on the basis of one semester hour per 45 industrial contact hours. Three lecture hours. Three semester hours credit.

**HUM 1113 HUMANITIES I.** This course provides an overview of history's most memorable achievements spanning the major world civilizations of Africa, the Americas, Asia, Europe, and the Middle East from the Prehistoric Era to the Renaissance. A global perspective is presented through a survey of history, literature, music, philosophy and the visual arts. Three lecture hours. Three semester hours credit.

**HUM 1113H HUMANITIES HONORS I.** This course provides an overview of history's most memorable achievements spanning the major world civilizations of Africa, the Americas, Asia, Europe, and the Middle East from the Prehistoric Era to the Renaissance. A global perspective is presented through a survey of history, literature, music, philosophy and the visual arts. This course includes the general course objectives and any honors activities/projects are subject to approval of the vice president of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**HUM 1123 HUMANITIES II.** A continuation of Humanities I, the course provides an overview of history's most memorable achievements spanning the major world civilizations of Africa, the Americas, Asia, Europe and the Middle East from the Renaissance to present day. A global perspective is presented through a survey of history, literature, music, philosophy and the visual arts. Three lecture hours. Three semester hours credit. Prerequisite: HUM 1113 or 1113H

**HUM 1123H HUMANITIES HONORS II.** A continuation of Humanities I, the course provides an overview of history's most memorable achievements spanning the major world civilizations of Africa, the Americas, Asia, Europe and the Middle East from the Renaissance to present day. A global perspective is presented through a survey of history, literature, music, philosophy and the visual arts. This course includes the general course objectives and any honors activities/projects are subject to approval of the vice president of Instructional Services, Honors director,

department chair and the instructor. Three lecture hours. Three semester hours credit. Prerequisite: HUM 1113 or 1113H. Corequisite: Honor Forum. **IAT 1173 CONTROL SYSTEMS I FOR AUTOMATION AND CONTROL.** This is an introductory course to provide information on various instrumentation components and processes. Topics include analyzing pressure processes, temperatures, flow, and level. Two lecture hours. Two lab hours. Three semester hours credit.

**IAT 2913 SPECIAL PROJECTS IN AUTOMATION AND CONTROL.** A course to provide students with an opportunity to utilize skills and knowledge gained in other Automation and Control Technology courses. The instructor and student work closely together to select a topic and establish criteria for completion of the project. Two lecture hours. Two lab hours. Three semester hours credit.

**IED 2413 HISTORY AND APPRECIATION OF THE ARTCRAFTS.** The study of the growth and development of the artcrafts through the ages using historical lecture and other instructional methods, practical design and construction of projects in pottery, leathercraft, wood carving and stained glass. Three lecture hours. Three semester hours credit.

**IMM 1173 MOTOR MAINTENANCE AND TROUBLESHOOTING.** This course includes the principles and practice of electrical motor repair. Topics on the disassembly/assembly and preventive maintenance of common electrical motors are discussed. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: IMM 1813 or ELT 1213.

**IMM 1213 INTRODUCTION TO INDUSTRIAL MAINTENANCE.** This course includes basic tools of the trade, fasteners and anchors, oxyfuel cutting, gaskets and packing, craft-related mathematics, construction drawings, pumps and drivers, introduction to valves and test equipment, material handling, mobile and support equipment and lubrication. Instructors for this course must be certified as an NCCER Instructor. Two lecture hours. Two lab hours. Three semester hours credit.

**IMM 1243 MECHANICAL INDUSTRIAL MAINTENANCE.** This course includes advanced trade math, precision measuring tools, precision layout and basic operating procedures of lathes and milling machines. Instructors for this course must be certified as an NCCER Instructor if administering the certification. Two lecture hours. Two lab hours. Three semester hours credit.

**IMM 1313 PRINCIPLES OF HYDRAULICS AND PNEUMATICS.** Instruction in basic principles of hydraulics and pneumatics, inspection, maintenance and repair of hydraulic/pneumatic systems. Two lecture hours. Two lab hours. Three semester hours credit.

**IMM 1323 MOTOR CONTROL SYSTEMS.** This course includes the installation of different motor control circuits and devices. Emphasis is placed on developing the student's ability to diagram, wire and troubleshoot

the different circuits and mechanical control devices. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: IMM 1813 or ELT 1213.

**IMM 1383 INDUSTRIAL ROBOTICS.** This course teaches the operating systems and advanced programming methods of industrial robots. Actual industrial-grade robots are used to train the student in the areas of operation, maintenance, troubleshooting, service procedures and robotics applications. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: IMM 2423 OR ELT 2423.

**IMM 1733 MAINTENANCE WELDING AND METALS.** Instruction in different metals and their properties and basic SMAW welding and oxy-fuel cutting and brazing. Two lecture hours. Two lab hours. Three semester hours credit.

**IMM 1813 INDUSTRIAL ELECTRICITY LEVEL I.** This course includes basic safety, an introduction to construction math, an introduction to hand and power tools, an introduction to construction drawings, employability skills and communications. Advanced skills and knowledge associated with electrical systems in an industrial setting. Content includes instruction in the National Electrical Code, electrical circuits, motors and estimating expenses for a given project. Two lecture hours. Two lab hours. Three semester hours credit.

**IMM 1823 INDUSTRIAL ELECTRICITY LEVEL II.** Instruction in terminology and basic principles of electricity, use of test equipment, safety practices for working around and with electricity and basic electrical procedures. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: IMM 1813 or ELT 1213.

**IMM 1933 MANUFACTURING SKILLS.** This initial course is designed to provide the student with the basic skills needed to be successful in a high-performance manufacturing environment. The course covers five major areas of knowledge that are considered critical for employment in a high-performance manufacturing company. The topics covered include basic computer literacy, safety and CPR, blueprint reading, precision measurement and an introduction to manufacturing improvement methods that covers Lean Manufacturing, Quick Changeover, 5S, teamwork and problem-solving. Three lecture hours. Three semester hours credit. Prerequisite: Consent of instructor.

**IMM 2113 SYSTEMS TROUBLESHOOTING.** Maintenance and troubleshooting techniques, use of technical manuals and test equipment and inspection/evaluation/repair of equipment. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: IMM 1223 and ELT 1413.

**IMM 2423 SOLID STATE MOTOR CONTROLS.** This course includes principles and operation of solid state motor control. Additionally, the course includes the design, installation and maintenance of different solid

state devices for motor control. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: IMM 1323 or ELT 1413.

**IMM 2613 PROGRAMMABLE LOGIC CONTROLLERS.** This course includes programmable logic controllers (PLCs) in modern industrial settings. This course also includes the operating principles of PLCs and practice in the programming, installation and maintenance of PLCs. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: IMM 1323 or ELT 1413.

**IMM 2623 ADVANCED PROGRAMMABLE LOGIC CONTROLLERS.** Advanced PLC course that provides instruction in the various operations, installations and maintenance of electric motor controls. Also, information in such areas as sequencer, program control, introduction to function blocks, sequential function chart, introduction to HMI and logical and conversion instructions. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: IMM 2613 or ELT 2613.

**IST 1113 FUNDAMENTALS OF INFORMATION TECHNOLOGY.** This course introduces the microcomputer operation, word processing, spreadsheets, database management, presentation and online applications. It is designed for students with limited computer proficiency and is to be taken by those students in addition to the courses listed in the course sequence. **NOTE:** This course is not for students in the Computer Programming Technology field of study. Two lecture hours. Two lab hours. Three semester hours credit.

**IST 1123 IT FOUNDATIONS.** This course covers the diagnosis, troubleshooting and maintenance of computer components and interpersonal communications for IT professionals. Topics include hardware compatibility, system architecture, memory, input devices, video displays, disk drives, modems, printers, safety and environmental issues, communication and professional behavior. Two lecture hours. Two lab hours. Three semester hours credit.

**IST 1133 FUNDAMENTALS OF DATA COMMUNICATIONS.** This course presents basic concepts of telephony, local area networks, wide area networks, data transmission and topology methods. Two lecture hours. Two lab hours. Three semester hours credit.

**IST 1143 PRINCIPLES OF INFORMATION SECURITY.** This course is an introduction to the various technical and administrative aspects of information security and assurance. This course provides the foundation for understanding the key issues associated with protecting information assets, determining the levels of protection and response to security incidents and designing a consistent, reasonable information security system with appropriate intrusion detection and reporting features. Two lecture hours. Two lab hours. Three semester hours credit.

**IST 1163 DATABASE AND SQL CONCEPTS.** This course is an introduction to the design and manipulation of relational databases. Emphasis is placed on creation, manipulation, extraction and display of data from existing databases. QBE and SQL are explored. Two lecture hours. Two lab hours. Three semester hours credit.

**IST 1213 CLIENT INSTALLATION AND CONFIGURATION.** This course is designed to help the student install, support and troubleshoot a current client operating system. Emphasis will be placed on common user operations as well as the network administrator's support of the client. Two lecture hours. Two lab hours. Three semester credit hours.

**IST 1223 NETWORK COMPONENTS.** This course presents local area network and wide area network connectivity. It focuses on architectures, topologies, protocols and transport methods of a network. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: IST 1133.

**IST 1244 NETWORK ADMINISTRATION USING MICROSOFT WINDOWS SERVER.** This course focuses on the management of a computer network using the Microsoft Windows Server network operating system. Emphasis will be placed on daily administrative tasks performed by a network administrator. Two lecture hours. Four lab hours. Four semester hours credit. Prerequisite: IST 1123.

**IST 1313 VISUAL BASIC PROGRAMMING LANGUAGE.** This introduction to the Visual BASIC programming language introduces the student to object-oriented programming and a graphical integrated development environment. Two lecture hours. Two lab hours. Three semester hours credit.

**IST 1323 RPG PROGRAMMING LANGUAGE.** This course is designed to introduce the student to the RPG language for the creation of business applications. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: IST 2343.

**IST 1433 WEB DEVELOPMENT USING HTML AND CSS.** This course involves the application of various professional and personal Web design techniques. Students will work with the latest WYSIWYG editors, HTML editors, animation/multimedia products and photo editors. Two lecture hours. Two lab hours. Three semester hours credit.

**IST 1613 COMPUTER FORENSICS.** This course is an introduction to the various technical and administrative aspects of computer forensics and laws pertaining to cybercrime. This course provides the foundation for understanding the key issues associated with computer forensic investigations, understanding the boot processes and disk structure for multiple operating systems and understanding the processes related to data acquisition during investigations. Two lecture hours. Two lab hours. Three semester hours credit.

**IST 1713 JAVA PROGRAMMING LANGUAGE.** This introduction to the Java Programming Language is to include sort, loops, arrays and applets. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: Successful completion of any IST programming language course or permission of instructor.

**IST 2213 NETWORK SECURITY.** This course provides an introduction to the network and computer security. Topics such as ethics, security policies, legal issues, vulnerability testing tools, firewalls and operating system hardening will be discussed. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: IST 1223.

**IST 2223 NETWORK PLANNING AND DESIGN.** This course involves applying network concepts in planning and designing a functioning network. Emphasis is placed on recognizing the network for a network, conducting an analysis and designing a solution. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: IST 1223.

**IST 2233 NETWORK IMPLEMENTATION.** This course is the culmination of all concepts learned in the network curriculum. Topics include planning, installation, evaluation and maintenance of a network solution. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: IST 2223.

**IST 2254 ADVANCED NETWORK ADMINISTRATION USING MICROSOFT WINDOWS SERVER.** This course is a continuation of Network Administration Using Microsoft Windows Server. Emphasis is placed on installation, configuration and implementation of a functional server. Two lecture hours. Four lab hours. Four semester hours credit. Prerequisite: IST 1244.

**IST 2323 SCRIPT PROGRAMMING LANGUAGE.** This course is an introduction to the use of integrating scripts to add functionality to Web pages. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: IST 1434 or instructor approval.

**IST 2343 DATABASE PROGRAMMING AND DESIGN.** This course will introduce programming using a database management software application. Emphasis will be placed on menus and file maintenance. Two lecture hours. Two lab hours. Three semester hours credit.

**IST 2353 ADVANCED RPG PROGRAMING LANGUAGE.** This course is a continuation of the RPG programming language. Emphasis is placed on RPG ILE, advanced table processing, file maintenance and interactive programming. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: IST 1324, 2343.

**IST 2393 ENTERPRISE RESOURCE PLANNING (ERP) CONCEPTS.** To gain a basic understanding of the different parts involved with an ERP system and how these are used by businesses. Two lecture hours. Four lab hours. Four semester hours credit.

**IST 2453 MOBILE APPLICATION DEVELOPMENT.** The emergence of a new generation of highly-capable mobile devices and platforms such as the Apple iPhone and Google Android has opened up new opportunities for application developers. However, mobile development differs from conventional desktop development in that mobile devices operate in a constrained world with smaller screens, slower network connections, as well as limited memory and processing power. Three lecture hours. Two lab hours. Three semester hours credit.

**IST 2524 LINUX OPERATING SYSTEM FUNDAMENTALS.** In this course, students develop proficiency in using and customizing a Linux operating system for common command line processes and desktop productivity roles. Two lecture hours. Four lab hours. Four semester hours credit. Prerequisite: IST 1123.

**IST 2583 C# PROGRAMMING LANGUAGE.** This course is designed to introduce the student to the C# programming language and its basic functions. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: Successful completion of any IST Programming Language course or instructor approval.

**IST 2593 ADVANCED C# PROGRAMMING LANGUAGE.** This course is a continuation of the C# Programming Language course. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: IST 2584.

**IST 2923 SPECIAL PROBLEM IN INFORMATION SYSTEM TECHNOLOGY.** This course provides students with an opportunity to utilize skills and knowledge gained in other Information Systems Technology courses. The instructor and student work closely together to select a topic/project and establish criteria or completion of the project. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: Consent of instructor.

**JOU 1111A, 1121A, 2111A, 2121A COLLEGE PUBLICATION-CHIEFTAIN I, II, III, IV.** A laboratory course designed to give practical experience in working with college newspaper production. News, feature and editorial writing; make-up and layout; editing; advertising and photography will be emphasized according to student need. Two labs per week. One semester hour credit (non-academic).

**JOU 1111B, 1121B, 2111B, 2121B COLLEGE PUBLICATION-MIRROR I, II, III, IV.** A laboratory course designed to give practical experience in working with college yearbook production. News, feature and editorial writing; make-up and layout; editing; advertising and photography will be emphasized according to student need. Two labs per week. One semester hour credit (non-academic).

**LEA 1811 LEADERSHIP AND ORGANIZATIONAL SKILLS I.** A study of leadership styles and skills, roles and functions of officers of

student organizations. Includes parliamentary procedure, chain of command, communication, conducting effective meetings, role of constitution/bylaws, principle of ethics, etiquette and working with volunteers. One lecture hour. One semester hour credit. Prerequisites: Cumulative GPA of 3.5 or higher and invitation from instructor.

**LEA 1821 LEADERSHIP AND ORGANIZATIONAL SKILLS II.** A continued study of LEA 1811, ice breakers, nonverbal communication, role of functions in groups, power, time management, stress management, role of constitution, personal style type indicator, planning and goal setting, leadership mentoring. One lecture hour. One semester hour credit. Prerequisites: Cumulative GPA of 3.5 or higher and invitation from instructor.

**LEA 1911, 1921, 2911, 2921 LEADERSHIP AND COMMUNICATION SKILLS DEVELOPMENT — RECRUITING AND PUBLIC RELATIONS I, II, III, IV.** These courses familiarize the student with his/her responsibilities as a member of the recruiting/public relations team. They explore leadership skills, communication and factual information about the College. Through these courses the student will be able to function as a representative in recruitment and in public relations. One lecture hour. One semester hour credit (non-academic).

**LEA 2811 LEADERSHIP AND ORGANIZATIONAL SKILLS III.** A continued study of LEA 1811, LEA 1821, participates fully in class, experiential roles chairing committees and events, lead decision-making techniques, consensus, brainstorming, observe and give feedback to group on role functions in group, lead planning and goal-setting groups and presentation of leadership topics. One lecture hour. One semester hour credit. Prerequisites: PTK and invitation from instructor.

**LEA 2821 LEADERSHIP AND ORGANIZATIONAL SKILLS IV.** A continuation of activities and events of LEA 1811, LEA 1821 and LEA 2811, emphasizing servant leadership. One lecture hour. One semester hour credit. Prerequisites: PTK and invitation from instructor.

**LET 1123 INTRODUCTION TO LAW.** This course provides an overview of major principles and functions of the state and federal legal systems, introduces various legal fields for professional opportunities, presents legal vocabulary, gives an overview of different areas of law and presents ethics. Three lecture hours. Three semester hours credit.

**LET 1213 LEGAL RESEARCH.** This course is an introduction to basic sources of law and the methods of legal research, including ethics. Three lecture hours. Two lab hours. Three semester hours credit.

**LET 1513 FAMILY LAW.** This course is a study of the areas of law pertaining to domestic relations, emphasizing ethics. Three lecture hours. Three semester hours credit.

**LET 1523 WILLS AND ESTATES.** This course is an introduction to the laws of inheritance and estates, basic concepts of estates and wills, probate procedures and preparation of documents while emphasizing ethics. Three lecture hours. Three semester hours credit.

**LET 1713 LEGAL WRITING.** This course includes composition of legal communications, briefs, memoranda and other legal documents with an emphasis on ethical considerations. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: LET 1123 and 1213.

**LET 2313 CIVIL LITIGATION I.** This course presents the litigation process. Emphasis is on the structure of the Mississippi Court System and on gathering information and evidence, summarizing and arranging materials, maintaining docket and file control, developing a litigation case and interviewing clients and witnesses using ethical standards. Three lecture hours. Three semester hours credit. Prerequisites: LET 1123 and 1213.

**LET 2323 TORTS.** This course provides instruction in the area of law that deals with civil wrongs and injuries, including intentional wrongs, negligence and strict liability. It concentrates on the elements of a tort, type of tort, damages, ethics and remedies. Three lecture hours. Three semester hours credit. Prerequisite: LET 1123.

**LET 2333 CIVIL LITIGATION II.** This course is designed to continue the study of the litigation process from discovery through appeal. Emphasis is placed on collecting and organizing discovery materials and demonstrating knowledge of the limits placed on discovery by the federal and state rules of civil procedure. The course also includes the trial and appeal phases of litigation with emphasis on trial preparation and appellate procedure. Three lecture hours. Three semester hours credit. Prerequisite: LET 2313.

**LET 2453 REAL PROPERTY I.** This course is an introduction to real property law including ownership, transfer of property, liens and encumbrances and the various types of deeds. Three lecture hours. Three semester hours credit.

**LET 2463 REAL PROPERTY II.** This course examines legal documents related to real property as recorded in the chancery clerk's office, the tax assessor's office and the circuit clerk's office. It includes compiling a title abstract and completing an assignment to prepare a real estate file from transaction through closing and post-closing implementing ethics. Three lecture hours. Three semester hours credit. Prerequisite: LET 2453.

**LET 2653 LAW OFFICE MANAGEMENT.** This course provides practical application of daily legal office skills needed in the legal field, professional enrichment presentations, history of the profession, professional ethics through fact analysis and an overview of law office management. Three lecture hours. Three semester hours credit.

**LET 2911 PROBLEMS IN PARALEGAL TECHNOLOGY.** A course to provide students with an opportunity to utilize skills and knowledge gained in other Paralegal Technology courses. The instructor and student work closely together to select a topic and establish criteria for completion of the project. Two lab hours. One semester hour credit.

**LET 2923 INTERNSHIP FOR PARALEGAL.** Supervised practical experience in a private law office, courts, government offices or businesses. Provides students the opportunity to apply theory presented in the classroom in a supervised work setting. 135 clock hours. Three semester hours credit. Prerequisite: Program director approval.

**LIS 1111 LIBRARY SCIENCE I.** Introduction to the Digital Library. One lecture hour. One semester hour credit.

**LIS 1121 BASIC LIBRARY RESEARCH.** Students will learn the skills necessary to navigate various information resources and evaluate materials found. This includes using state-provided resources like MAGNOLIA and MELO. The course will focus on the paper writing process by finding and evaluating sources, discussing plagiarism and copyright, citing information and annotating bibliographies. One lecture hour. One semester hour credit.

**LLS 0113 ESSENTIAL COLLEGE SKILLS I.** This course is designed to aid in the development of the student potential in the following fundamental areas: improving student confidence, setting life goals, developing effective study skills and habits and developing classroom learning skills. The course emphasizes reasoning skills, interpersonal skills and personal and social adjustment. Three lecture hours. Three semester hours Institutional credit.

**LLS 1152 COLLEGE LIFE.** College Life offers group experiences in study skills and career exploration. This course is designed to assist the first-time student in achieving academic success. Two lecture hours. Two semester hours credit.

**LLS 1152A COLLEGE LIFE.** College Life offers group experiences in study skills and career exploration. This course is designed to assist the high school equivalency graduate in achieving academic success. Two lecture hours. Two semester hours credit.

**LLS 1152H COLLEGE LIFE HONORS.** College Life offers group experiences in study skills and career exploration. This course is designed for students earning a 24 or higher ACT composite score and is one of the Honors Program courses. Two lecture hours. Two semester hours credit.

**LLS 1311 ORIENTATION.** This course is designed to help the new college student adjust to college life. It includes a study of personal and social adjustments and gives the student guidance in collegiate life. One lecture hour. One semester hour credit.

**LLS 1311A ORIENTATION.** This course is designed to help the new college student adjust to college life. It includes a study of personal and

social adjustments and gives the student guidance in collegiate life. Course for fall semester. One lecture hour. One semester hour credit.

**LLS 1311B ORIENTATION.** This course is designed to help the new college student adjust to college life. It includes a study of personal and social adjustments and gives the student guidance in collegiate life. Course for spring semester. One lecture hour. One semester hour credit.

**LLS 1322 CAREER EXPLORATION.** This course is designed to assist students in determining career goals. Interest tests, personality inventories and aptitude tests are administered to help students determine career choices. Two lecture hours. Two semester hours credit.

**LLS 1332 INTRODUCTION TO HEALTH PROFESSIONS I.** This course examines specific allied health professions, describes the education necessary, certification requirements and expected salary. The course discusses all levels of healthcare professionals from those requiring a certificate or diploma to those requiring an associate's, bachelor's or doctoral degree. One lecture hour. Two semester hours credit.

**LLS 1412 IMPROVEMENT OF STUDY.** This course is designed to aid the student in study skills, promote student success in basic reading and note-taking techniques, critical thinking, time management, test-taking strategies and listening and memory enhancement. Two lecture hours. Two semester hours credit.

**LLS 1423 COLLEGE STUDY SKILLS.** An advanced course in study skills that fosters insight and practice of critical reading skills and study techniques needed for efficient and effective mastery of college-level courses, both graduate and undergraduate. Three lecture hours. Three semester hours credit.

**LLS 1723 EMPLOYMENT READINESS.** This course is designed to prepare students for employment by teaching the importance of interviewing skills, employer expectations, employability skills, work ethic and job retention skills. Three lecture hours. Three semester hours credit.

**MAT 1033 TECHNICAL MATHEMATICS.** A course intended for students enrolled in career and technical education programs. It includes a review of basic mathematics and topics from algebra, geometry, statistics and trigonometry with an emphasis on real-world applications and measurement. Topics covered should relate to the student's program area. This course will satisfy the mathematics requirement for the Certificate of Proficiency or Associate of Applied Science degree. Three semester hours Institutional credit.

**MAT 0124 BEGINNING ALGEBRA.** A course in algebra to include operations with real numbers, linear equations, the coordinate system, linear inequalities, laws of exponents, operations with polynomials and factoring. Four lecture hours with a lab component. Four semester hours Institutional

credit. Prerequisite: Course is required if the ACT math sub-score is 16 or below.

**MAT 1313 COLLEGE ALGEBRA.** This course includes inequalities, functions, linear and quadratic equations, circles and their graphs, rational, radical and higher-order equations, applications, polynomial and rational functions, logarithmic and exponential functions and systems of equations. Three lecture hours. Three semester hours credit. Prerequisite: An ACT math sub-score of 19 or above.

**MAT 1313H COLLEGE ALGEBRA HONORS.** This course includes inequalities, functions, linear and quadratic equations, circles and their graphs, rational, radical and higher-order equations, applications, polynomial and rational functions, logarithmic and exponential functions and systems of equations. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Prerequisite: An ACT math sub-score of 21. Corequisite: Honors Forum.

**MAT 1314 COLLEGE ALGEBRA WITH A LAB.** This course includes inequalities; functions; linear and quadratic equations, circles and their graphs; rational, radical and higher-order equations; applications; polynomial and rational functions; logarithmic and exponential functions; systems of equations. Four lecture hours with lab component. Four semester hours credit. Prerequisite: An ACT math sub-score of 17-18 or a grade of "C" or higher in MAT 0124.

**MAT 1323 TRIGONOMETRY.** This course includes trigonometric functions and their graphs, trigonometric identities, trigonometric equations, radian measurements, solutions of right and oblique triangles, inverse trigonometric functions and applications. Three lecture hours. Three semester hours credit. Prerequisite: An ACT math sub-score of 19 or above or a grade of 'C' or higher in MAT 1313 or 1313H or 1314. Corequisite: MAT 1313 or 1313H.

**MAT 1333 FINITE MATHEMATICS.** An introduction to sets, functions, matrices, linear programming and probability with applications in business decision-making and the behavioral sciences. Three lecture hours. Three semester hours credit.

**MAT 1343 PRE-CALCULUS.** A review of college algebra and trigonometry in preparation for Calculus I. Topics include functions; solving equations; logarithmic and exponential functions; trigonometric functions; solving trigonometric equations and graphic functions. Three lecture hours. Three semester hours credit. Prerequisite: An ACT math sub-score of at least 21 or above or a grade of 'C' or higher in MAT 1313 or 1313H or 1314.

**MAT 1513 BUSINESS CALCULUS I.** A study of functions, limits, continuity, derivatives and their applications to business and economics. Three lecture hours. Three semester hours credit. Prerequisite: An ACT math sub-score of 22 or above or a grade of 'C' or higher in MAT 1313 or 1313H or 1314.

**MAT 1523 BUSINESS CALCULUS II.** A study of antiderivatives, techniques of integration, applications of the definite integral, extrema and applications to business and economics. Three lecture hours. Three semester hours credit. Prerequisite: MAT 1513.

**MAT 1613 CALCULUS I.** This course includes the following topics: limits, continuity, the definition of the derivative, differentiation, applications and antiderivatives. Three lecture hours. Three semester hours credit. Prerequisite: An ACT math score of 24 or above or a grade of 'C' or higher in MAT 1313 or 1313H or 1314 and MAT 1323 or a 'C' or higher in MAT 1343.

**MAT 1623 CALCULUS II.** This course includes the following topics: the definite integral, differentiation and integration of transcendental functions, techniques of integration and applications. Three lecture hours. Three semester hours credit. Prerequisite: MAT 1613 with a grade of 'C' or higher.

**MAT 1723 REAL NUMBER SYSTEM.** Designed for elementary and special education majors, this course includes set theory, numeration systems, foundations of number theory and properties and operations of real numbers. Three lecture hours. Three semester hours credit.

**MAT 1733 GEOMETRY, MEASUREMENT AND PROBABILITY.** Designed for elementary and special education majors, this course includes geometric definitions, shapes and formulas; linear and angular measurements; unit conversions; statistics and probability. Three lecture hours. Three semester hours credit.

**MAT 1743 PROBLEM SOLVING WITH REAL NUMBERS.** Designed for elementary and special education majors, this course includes logic, applications of real numbers, probability and statistics. Three lecture hours. Three semester hours credit. Prerequisite: MAT 1723.

**MAT 1753 QUANTITATIVE REASONING.** Designed for students who need only three hours of unspecified mathematics. Includes basic mathematical concepts from logic, algebra, set theory, probability, descriptive statistics and finance. Three lecture hours. Three semester hours credit.

**MAT 2113 INTRODUCTION TO LINEAR ALGEBRA.** This course includes the following topics: systems of linear equations, matrices, determinants, vector spaces, linear transformations, applications, eigenvalues and eigenvectors. Three lecture hours. Three semester hours credit. Prerequisite: MAT 1623.

**MAT 2323 STATISTICS.** Introduction to statistical methods of describing, summarizing, comparing and interpreting data to include probability distributions; sampling; estimation; confidence intervals and hypothesis testing. Three lecture hours. Three semester hours credit. Prerequisite: An ACT math sub-score of 22 or above or a grade of 'C' or higher in MAT 1313 or 1313H or 1314 or 1323.

**MAT 2323H STATISTICS HONORS.** Introduction to statistical methods of describing, summarizing, comparing and interpreting data to include probability distributions; sampling; estimation; confidence intervals and hypothesis testing. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Prerequisite: An ACT math sub-score of 22 or above or a grade of 'C' or higher in MAT 1313 or 1313H or 1314 or 1323. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**MAT 2613 CALCULUS III.** This course includes the following topics: analytical geometry, parametric equations, polar coordinates, improper integrals, infinite series, vectors and geometry of space. Three lecture hours. Three semester hours credit. Prerequisite: A grade of 'C' or higher in MAT 1623.

**MAT 2623 CALCULUS IV.** This course includes the following topics: partial differentiation; optimization; multiple integration; vector calculus; quadric surfaces and line integrals; divergence theorem; Stokes' Theorem. Three lecture hours. Three semester hours credit. Prerequisite: A grade of 'C' or higher in MAT 2613.

**MAT 2913 DIFFERENTIAL EQUATIONS.** This course includes the following topics: solution of first and higher order differential equations, existence theorems, Laplace transforms and applications. Three lecture hours. Three semester hours credit. Prerequisite: MAT 2613.

**MFL 1113 FRENCH I.** This course is an oral-aural approach which stresses conversation, pronunciation, comprehension, reading, writing and functional grammar with emphasis on the practical aspects of the language. Three lecture hours. One lab period per week. Three semester hours credit.

**MFL 1123 FRENCH II.** This course is a continuation of MFL 1113 with wider vocabulary and more complex structures and functions. Three lecture hours. One lab period per week. Three semester hours credit. Prerequisite: MFL 1113 or consent of the instructor if the student has one or more years of high school French.

**MFL 1213 SPANISH I.** This course is an oral-aural approach which stresses conversation, pronunciation, listening comprehension, reading, writing and functional grammar with emphasis on communication. Three lecture hours. One lab per week. Three semester hours credit.

**MFL 1213H SPANISH I HONORS.** This course is an oral-aural approach which stresses conversation, pronunciation, listening comprehension, reading, writing and functional grammar with emphasis on communication. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. One lab per week. Three semester hours credit. Corequisite: Honors Forum.

**MFL 1223 SPANISH II.** This course is a continuation of MFL 1213 with wider vocabulary and more complex structures and functions. Three lecture hours. One lab per week. Three semester hours credit. Prerequisite: MFL 1213 or 1213H or consent of the instructor if the student has one or more years of high school Spanish.

**MFL 1223H SPANISH II HONORS.** This course is a continuation of MFL 1213 with wider vocabulary and more complex structures and functions. This course includes the general course objectives and any honors activities/projects are subject to approval of the vice president of Instructional Services, Honors director, department chair and the instructor. Prerequisite: MFL 1213 or consent of the instructor if the student has one or more years of high school Spanish. Three lecture hours. One lab per week. Three semester hours credit. Prerequisite: MFL 1213 or 1213H or consent of the instructor if the student has one or more years of high school Spanish. Corequisite: Honors Forum.

**MFL 2113 FRENCH III.** This course is a continuation of MFL 1123 with additional materials of literary and cultural value. Three lecture hours. One lab period per week. Three semester hours credit. Prerequisite: MFL 1123 or consent of instructor if the student has two or more years of high school French.

**MFL 2123 FRENCH IV.** This course is a continuation of MFL 2113 with additional literary and cultural readings and compositions as well as a review of essential elements of grammar. Three lecture hours. One lab period per week. Three semester hours credit. Prerequisite: MFL 2113.

**MFL 2213 SPANISH III.** This course is a continuation of MFL 1223 with additional materials of literary and cultural value. Three lecture hours. One lab period per week. Three semester hours credit. Prerequisite: MFL 1223 or 1223H or consent of instructor if the student has had two or more years of high school Spanish.

**MFL 2223 SPANISH IV.** This course is a continuation of MFL 2213 with additional literary and cultural readings and compositions as well as a review of essential elements of grammar. Three lecture hours. One lab period per week. Three semester hours credit. Prerequisite: MFL 2213 or consent of instructor if the student has had three or more years of high school Spanish.

**MFL 2243 SPANISH CONVERSATION I.** Conversational Spanish I is an advanced-level course designed to further develop conversational language proficiency. Three lecture hours. Three semester hours credit.

**MMT 1113 PRINCIPLES OF MARKETING.** Study of principles and problems of marketing goods and methods of distribution from producer to consumer. Types, functions and practices of wholesalers and retailers in the American marketing system and efficient techniques in the development and expansion of markets. Three lecture hours. Three semester hours credit.

**MMT 1123 MARKETING MANAGEMENT.** A continuation of MMT 1113. Three lecture hours. Three semester hours credit. Prerequisite: MMT 1113.

**MMT 1223 CONSUMER BEHAVIOR.** This course introduces the fundamentals of Consumer Behavior patterns and motivations of the buying process and their relationship in the marketplace. Consumer Behavior is the study of individuals, groups or organizations and the processes they use to select, secure use, and dispose of products, services, experiences or ideas to satisfy needs and the impacts that these processes have on the consumer and society. Three lecture hours. Three semester hours credit.

**MMT 1313 SELLING.** Basic principles and techniques of salesmanship and their practical application. Topics include basic elements of consumer behavior, developing, selling strategies, closing and servicing a sale and developing consumer relations. Three lecture hours. Three semester hours credit.

**MMT 1323 ADVERTISING.** The role of advertising as a promotional tool. Topics included are product and consumer analysis, media selection and creation of advertising. Three lecture hours. Three semester hours credit.

**MMT 2213 PRINCIPLES OF MANAGEMENT.** Study of the basic principles and functions of management. Special emphasis on planning, organizing, directing, staffing and controlling. Three lecture hours. Three semester hours credit.

**MMT 2233 HUMAN RESOURCE MANAGEMENT.** Objectives, organization and functions of human resources management. Emphasis is placed on selection and placement, job evaluation, training, education, safety, health, employer-employee relationships and employee services. Three lecture hours. Three semester hours credit.

**MMT 2323 INTERNET MARKETING.** This course introduces the online application of marketing communications. Topics include basic website design, search engine optimization, digital promotions, email and social media marketing and opportunities and challenges associated with e-commerce activities. Three lecture hours. Three semester hours credit.

**MMT 2343 MARKETING WEB PAGE DESIGN.** Use creative marketing strategies, concepts and techniques to design websites that will

reach designated target markets. Three lecture hours. Three semester hours credit.

**MMT 2423 RETAIL MANAGEMENT.** Study of retailing processes including functions performed, principles governing effective operation and managerial problems resulting from current economic and social trends. Three lecture hours. Three semester hours credit.

**MMT 2513 ENTREPRENEURSHIP.** Overview of activities that are involved in planning, establishing and managing a small business enterprise. Three lecture hours. Three semester hours credit.

**MMT 2523 EVENT MANAGEMENT.** An overview of event management to include the design of a plan for special events, trade and consumer shows, exhibitions, and conventions. Three lecture hours. Three semester hours credit.

**MST 1115 POWER MACHINERY I.** This course is composed of fundamental skills related to machine tool operation. Topics covered include safety, measurement, hand and benchwork and operations of saws, drills, lathes and milling machines. Two hours lecture. Six lab hours. Five semester hours credit.

**MST 1125 POWER MACHINERY II.** This course is a continuation of Power Machinery I with instruction and practice in the use of specialized tools, shop theory and advanced machine setups and processes. Two lecture hours. Six lab hours. Five semester hours credit. Prerequisite: MST 1115.

**MST 1313 MACHINE TOOL MATHEMATICS.** This an applied mathematics course designed for machinists that includes instruction and practice in algebraic and trigonometric operations. Two lecture hours. Two lab hours. Three semester hours credit.

**MST 1413 BLUEPRINT READING.** This course is designed to develop the basic skills required for visualizing and interpreting industrial prints with special emphasis on machining, tooling and manufacturing details. In addition to lecture and instruction, included is extensive practice in reading and applying specifications found in typical manufacturing environments. Two lecture hours. Two lab hours. Three semester hours credit.

**MST 1613 PRECISION LAYOUT.** This course serves as an introduction to the precision machining field with primary emphasis on the fundamental concepts used in a machining and/or manufacturing environment. Topics include shop safety, measurement, manufacturing materials/heat-treatment, job planning, benchwork and layout. Two lecture hours. Two lab hours. Three semester hours credit.

**MST 2135 POWER MACHINERY III.** This course is a continuation of Power Machinery II with advanced applications and concepts using machine tools. Two lecture hours. Six lab hours. Five semester hours credit. Prerequisite: MST 1125.

**MST 2145 POWER MACHINERY IV.** This course is a continuation of Power Machinery III with advanced applications and concepts using machine tools. Two lecture hours. Six lab hours. Five semester hours credit. Prerequisite: MST 2135

**MST 2715 COMPUTER NUMERICAL CONTROL OPERATIONS I.** This course is an introduction to the application of computer numerical control (CNC) and computer assisted manufacturing (CAM) techniques and practices. It includes instruction and practice related to the use of the Cartesian coordinate system, programming codes and command and tooling requirements for CNC/CAM machines. Two lecture hours. Six lab hours. Five semester hours credit.

**MST 2725 COMPUTER NUMERICAL CONTROL OPERATIONS II.** This course is a continuation of Computer Numerical Control Operations I. It includes instruction in writing and editing CNC programs, machine setup and operation and the use of CAM equipment to program and operate CNC machines (CNC lathes, CNC mills, CNC machine centers and wire EDM). Two lecture hours. Six lab hours. Five semester hours credit. Prerequisite: MST 2715.

**MST 2733 FUNDAMENTALS OF CAD/CAM.** This course is designed to provide the students with the fundamental knowledge and skills of Computer Aided Design/Manufacturing using various CAD/CAM software packages as they relate to Machine Tool Technology. Two lecture hours. Two lab hours. Three semester hours credit.

**Students who have chosen music as their field of study MUST remain enrolled in ALL music courses required for the music concentration. Instructors will monitor student attendance and drop noncompliant students according to established college and departmental guidelines. Any music major dropped from any required music class (Piano, Theory, Applied, Major Ensemble, Recital, Survey) will not be allowed to enroll in ANY sequential music core classes the following semester. Students may opt to take other core academic courses until the deficient music course can be retaken. Once the deficient course has been completed, the student may then enroll in the remainder of the sequential music courses. Students in the music field of study MUST adhere strictly to the music curriculum guidelines. The only exceptions will be for those transferring to degree programs that have differing music course requirements.**

**MUA 1141, 1151, 2141, 2151 ELECTIVE BRASS I, II, III, IV.** Brass instruction for non-brass/music education majors and non-music majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature and develop the student's interest in playing. One 25-

minute lesson and six hours practice per week required. One semester hour credit. Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUA 1172, 1182, 2172, 2182 BRASS FOR MUSIC EDUCATION MAJORS I, II, III, IV.** Brass instruction for music education majors and advanced non-music majors with an emphasis on brass instrumental playing. Designed to teach the fundamental principles of playing, explore moderate-to-advanced levels of literature, develop the student's interest in playing and strengthen the student's playing ability. One 50-minute lesson and 12 hours practice per week required. Two semester hours credit. (Instructor approval required). Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUA 1241, 1251, 2241, 2251 ELECTIVE GUITAR I, II, III, IV.** Guitar instruction for non-music majors and music majors who wish to take guitar as an elective. Introduction to guitar technique, repertoire and performance of standard literature. One 25-minute lesson and six hours practice per week required. One semester hour credit. Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUA 1272, 1282, 2272, 2282 GUITAR FOR MUSIC EDUCATION MAJORS I, II, III, IV.** Guitar for music education majors with guitar as their area of emphasis. Introduction to guitar technique, repertoire and performance of standard literature. One 50-minute lesson and 12 hours practice per week required. Two semester hours credit. (Instructor approval required.) Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUA 1311, 1321, 2311, 2321 JAZZ IMPROVISATION I, II, III, IV.** This course provides instruction in the skills and technique of jazz improvisation for those with little or no previous experience. Two lecture hours. One semester hour credit. Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUA 1441, 1451, 2441, 2451 ELECTIVE PERCUSSION I, II, III, IV.** Percussion instruction for music majors and non-music majors. Designed to teach the fundamental principles of playing, explore varied levels of literature and develop the student's interest in playing. One 25-minute lesson and six hours practice per week required. One semester hour credit. Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUA 1472, 1482, 2472, 2482 PERCUSSION FOR MUSIC EDUCATION MAJORS I, II, III, IV.** Percussion instruction for music majors and advanced non-music majors with an emphasis on percussion instrumental playing. Designed to teach the fundamental principles of playing, explore moderate-to-advanced levels of literature and develop the student's interest in playing. One 50-minute lesson and 12 hours practice

per week required. Two semester hours credit. (Instructor approval required.) Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUA 1511, 1521, 2511, 2521 CLASS PIANO FOR MUSIC MAJORS I, II, III, IV.** Class piano instruction for music majors with no previous piano training. This curriculum is designed to prepare students for their piano proficiency examination upon transfer to university. Two class sessions and six hours practice per week required. One semester hour credit. Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUA 1541, 1551, 2541, 2551 PIANO FOR NON-MAJORS I, II, III, IV.** Individual piano instruction for non-music majors. One 25-minute lesson and six hours practice per week required. One semester hour credit. (Instructor approval required.) Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUA 1572, 1582, 2572, 2582 PIANO FOR KEYBOARD MAJORS (Music Education) I, II, III, IV.** Individual piano instruction including technique, appropriate repertoire and memorization. Two semester hours credit. (Instructor approval required.) Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUA 1672, 1682, 2672, 2682 STRINGS FOR MUSIC EDUCATION MAJORS I, II, III AND IV.** Bowed string instrument instruction for music majors with strings as their area of emphasis. Introduction to string technique, literature, etudes and performance standard literature. Two semester hours credit.

**MUA 1741, 1751, 2741, 2751 VOICE FOR NON-VOCAL MAJORS I, II, III, IV.** Voice for non-vocal majors is designed to teach the fundamental principles of singing, explore vocal literature and develop and improve the student's vocal ability. One semester hour credit.

**MUA 1772, 1782, 2772, 2782 VOICE FOR VOCAL MUSIC EDUCATION MAJORS I, II, III, IV.** Voice for vocal music education majors is designed to teach the fundamental principles of singing, explore varied vocal literature, and develop and improve the student's singing ability. Two semester hours credit. (Instructor approval required.) Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUA 1841, 1851, 2841, 2851 ELECTIVE WOODWINDS I, II, III, IV.** Woodwind instruction for music majors and non-music majors. Designed to teach the fundamental principles of playing, explore varied levels of literature and develop the student's knowledge of woodwind instruction and performance. One semester hour credit. Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUA 1872, 1882, 2872, 2882 WOODWINDS FOR MUSIC EDUCATION MAJORS I, II, III, IV.** Woodwind instruction for music education majors and advanced non-music majors with an emphasis on woodwind instrumental playing. Designed to teach the fundamental principles of playing, explore moderate-to-advanced levels of literature, develop the student's interest in playing and strengthen the student's playing ability. Two semester hours credit. Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUO 1111, 1121, 2111, 2121 BAND I, II, III, IV.** Designed to teach principles of playing musical instruments, explore varied levels of literature and develop the student's knowledge of performance techniques. One semester hour credit (non-academic).

**MUO 1111A, 1121A, 2111A, 2121A WIND BAND I, II, III, IV.** Designed to teach principles of playing musical instruments, explore varied levels of literature and develop the student's knowledge of performance techniques. One semester hour credit (non-academic).

**MUO 1131A, 1141A, 2131A, 2141A BRASS ENSEMBLES I, II, III, IV.** Designed to explore varied levels of literature and develop the student's knowledge of performance technique in small ensembles and auxiliary groups. Two rehearsals per week. One semester hour credit (non-academic).

**MUO 1131B, 1141B, 2131B, 2141B SMALL ENSEMBLE-STEEL DRUM BAND I, II, III, IV.** Designed to explore varied levels of literature and develop the student's knowledge of performance technique in small ensembles and auxiliary groups. Two rehearsals per week. One semester hour credit (non-academic).

**MUO 1131C, 1141C, 2131C, 2141C WOODWIND ENSEMBLES I, II, III, IV.** Designed to explore varied levels of literature and develop the student's knowledge of performance technique in small ensembles and auxiliary groups. Two rehearsals per week. One semester hour credit (non-academic).

**MUO 1151A, 1161A, 2151A, 2161A COLOR GUARD.** Designed to explore varied levels of literature and develop the student's knowledge of performance technique in small ensembles and auxiliary groups. Two rehearsals per week. One semester hour credit (non-academic).

**MUO 1151B, 1161B, 2151B, 2161B PERCUSSION INDOOR MARCHING ENSEMBLES I, II, III, IV.** Designed to explore varied levels of literature and develop the student's knowledge of performance technique in small ensembles and auxiliary groups. Two rehearsals per week. One semester hour credit (non-academic).

**MUO 1151C, 1161C, 2151C, 2161C PERCUSSION CHOIR ENSEMBLES I, II, III, IV.** Designed to explore varied levels of literature and develop the student's knowledge of performance technique in small

ensembles and auxiliary groups. Two rehearsals per week. One semester hour credit (non-academic).

**MUO 1151D, 1161D, 2151D, 2161D SMALL BAND GROUPS-PEP BANDS I, II, III, IV.** Designed to explore varied levels of literature and develop the student's knowledge of performance technique in small ensembles and auxiliary groups. Two rehearsals per week. One semester hour credit (non-academic).

**MUO 1151E, 1161E, 2151E, 2161E WOODWIND CHOIR ENSEMBLES I, II, III, IV.** Designed to explore varied levels of literature and develop the student's knowledge of performance technique in small ensembles and auxiliary groups. Two rehearsals per week. One semester hour credit (non-academic).

**MUO 1171, 1181, 2171, 2181 LARGE JAZZ BAND ENSEMBLE I, II, III, IV.** A course designed to give students the opportunity to perform jazz and a variety of music styles in a "big band" setting or similar instrumentation. Three rehearsals per week. One semester hour credit (non-academic).

**MUO 1211, 1221, 2211, 2221 CHOIR I, II, III, IV.** A course for music majors and non-majors focused on performing choral music from a variety of style periods. One semester hour credit (non-academic). (Instructor approval required.)

**MUO 1241A, 1251A, 2241A, 2251A CENTERSTAGE I, II, III, IV.** A course for select singers focused on performing from one or more genres of music. Three rehearsals per week. One semester hour credit (non-academic). (Instructor approval required.)

**MUO 1241B, 1251B, 2241B, 2251B CHAMBER CHOIR ENSEMBLE I, II, III, IV.** A course for select singers (selected from the Choir) focused on performing from one or more genres of music. Three rehearsals per week. One semester hour credit (non-academic). (Instructor approval required.)

**MUS 1113 MUSIC APPRECIATION.** A course designed to give the student, through listening and written work, the ability to understand, appreciate and evaluate music of Western culture. Three lecture hours. Three semester hours credit.

**MUS 1113H MUSIC APPRECIATION HONORS.** A course designed to give the student, through listening and written work, the ability to understand, appreciate and evaluate music of Western culture. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**MUS 1133 FUNDAMENTALS OF MUSIC.** Study of basic knowledge of music fundamentals to prepare students for music theory. Concepts include: notation, scales, keys, rhythm, intervals, triads and their inversions **NOTE:**

MUS 1133 may not be used for a degree in music but may substitute for Music Appreciation and/or Music in the Elementary Classroom at some colleges and universities. Students taking MUS 1133 and planning to continue as music majors in a senior college should follow this course with MUS 1214, 1224. Three semester hours credit.

**MUS 1214 MUSIC THEORY I LECTURE/LAB.** Study of functional harmony through analysis and part-writing. Lab instruction. Development of music sight-singing, ear training and dictation skills. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: Successful completion of Theory Entrance Exam and concurrent enrollment in piano and band or piano and choir.

**MUS 1224 MUSIC THEORY II LECTURE/LAB.** Continued study and review of functional harmony through analysis and part-writing. Lab instruction. Development of music sight-singing, ear training and dictation skills. Two lab hours. Three lecture hours. Four semester hours credit. Prerequisite: Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUS 1811, 1821, 2811, 2821 MUSIC THEATRE WORKSHOP I, II, III, IV.** The workshop is designed to introduce and engage students in all facets of music theatre. One performance will be given each semester. Open to music majors and non-music majors. Two lab hours. One semester hour credit.

**MUS 1911, 1921, 2911, 2921 RECITAL CLASS I, II, III, IV.** Performances of solo and ensemble literature by students majoring in music. Attendance at a prescribed minimum number of departmentally-approved musical performances per semester also required. One semester hour credit. Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUS 2123 MUSIC SURVEY (Majors).** Advanced listening course, designed to acquaint the music major with a broad overview of musical style and repertoire from antiquity to the present. Three lecture hours. Three semester hours credit.

**MUS 2214 MUSIC THEORY III LECTURE/LAB.** Continued study and review of functional harmony through analysis and part-writing. Lab instruction. Development of music sight-singing, ear training and dictation skills. Three lecture hours. Two lab hours. Four semester hours credit. This course will satisfy the computer proficiency requirements of the College. Prerequisite: Students must make a grade of 'C' or higher in order to advance to the next course in sequence.

**MUS 2224 MUSIC THEORY IV LECTURE/LAB.** Continued study and review of functional harmony through analysis and part-writing. Introduction to twentieth century techniques. Lab instruction. Development of music sight-singing, ear training and dictation skills. Three lecture hours.

Two lab hours. Four semester hours credit. This course will satisfy the computer proficiency requirements of the College.

**MUS 2513 MUSIC FOR ELEMENTARY TEACHERS.** Designed for the needs of the elementary education student. Essentials of public school music, study of the fundamentals of music, reading music notations and terminology. Three semester hours credit.

**NUR 1111 DOSAGE AND PHARMACOLOGY I.** This course will provide a review of basic mathematics — numerals, fractions, decimal fractions, percents and ratio and proportion. The student will calculate dosages and solutions for the safe preparation and administration of medications for the adult and pediatric client. One theory hour. One semester hour credit. Acceptance into the NUR program; BIO 2514 or 2514H and 2524, MAT 1313. Corequisite: NUR 1119.

**NUR 1113 SKILLS FOR NURSING SUCCESS.** This elective course is designed to assist students in developing success strategies as they are preparing for or are currently enrolled in a nursing program. A general overview of expectations, challenges and the development of specific success strategies will be introduced to facilitate success in the nursing program. Three lecture hours. Three semester hours credit.

**NUR 1119 FUNDAMENTALS OF NURSING AND NUR 1110 LAB/CLINICAL.** This introductory course orients the student to the role of the nurse and is a foundation for the other nursing courses. The major concepts of basic human needs, growth and development and the nursing process are introduced. Emphasis is placed on the assessment, analysis and planning phases of the nursing process as the student begins to develop skills in helping clients meet basic needs. The campus laboratory and clinical areas such as hospitals and nursing homes are used to provide learning experiences in caring for clients with common health problems. Six theory hours. Three lab/clinical hours. Nine semester hours credit. Prerequisites: Acceptance into the NUR program; BIO 2514 or 2514H and 2524, MAT 1313. Corequisite: NUR 1111.

**NUR 1121 DOSAGE AND PHARMACOLOGY II.** This course continues to provide the student the opportunity to apply more complex mathematic principles when calculating safe dosages for the preparation and administration of medications. Part II continues to provide pharmacologic principles, the legal and ethical aspects of medication administration and selected medication classifications. One theory hour. One semester hour credit. Prerequisites: BIO 2924, NUR 1111 and 1119. Corequisite: NUR 1129.

**NUR 1123 GENETICS AND GENOMICS IN NURSING.** The elective course is designed to introduce students to the most important content areas for incorporating genetic information and genomics into practice and interactions with patients, families and the general public. A general

overview of genetics and genomics will be covered through textual assignments and research in current scientific literature. Three lecture hours. Three semester hours credit.

**NUR 1129 MEDICAL-SURGICAL AND MENTAL HEALTH NURSING I.** This course expands on the use of the nursing process with emphasis on the phases of implementation and evaluation. The student applies knowledge of basic human needs and growth and development in providing care for clients with selected medical-surgical and mental health conditions. The major nursing roles of provider, member of a profession and manager are further developed. Clinical areas include hospitals, outpatient and community agencies. Six semester hours of theory. Three semester hours of lab/clinical. Nine semester hours credit. Prerequisites: BIO 2924, NUR 1111 and 1119. Corequisite: NUR 1121.

**NUR 1133 STUDENT NURSE EXTERNSHIP.** This elective course provides nursing students the opportunity to strengthen clinical skills through practice and direct supervision by experienced registered preceptor nurses in a hospital setting. Such skills as assessment, decision-making, organization, interaction and self-evaluation are enhanced through performance in accordance with established policies and procedures. Collaboration between nursing faculty and nursing service ensures appropriate clinical objectives, experiences and guidelines for student performance and evaluation. This is a six-week elective course offered during the summer with limited enrollment. Two and one-half lecture hours. Thirty clinical hours. Three semester hours credit. Prerequisites: NUR 1121 and 1129.

**NUR 1143 DOCUMENTATION FOR NURSES.** This elective course provides the student with information regarding documentation of client care in acute and long-term care facilities. A variety of formats and techniques are presented and discussed along with the relationship of quality documentation with the nursing process and other areas such as continuity of care, legal issues, financial reimbursement and accreditation. Three lecture hours. Three semester hours credit. Prerequisite: NUR 1111 and 1119.

**NUR 1213 GERONTOLOGY.** This elective course involves the human aging process focusing on the progression from middle adulthood to older adulthood. The physiological/psychosocial integrity involved in adjustments to the aging process, family, retirement, social life, loss of peers, loneliness and death will be discussed. Special concerns of the older adult such as health problems, sexuality, religion, finances and loss of spouse will be examined. Aging will be viewed from a multidisciplinary approach and developmental perspective to include nursing assessment and interventions. Three lecture hours. Three semester hours credit. Prerequisite: NUR 1111 and 1119.

**NUR 1223 PRINCIPLES OF WOUND MANAGEMENT.** This elective course on acute and chronic wound management enables healthcare providers to function effectively to provide acute and chronic wound care to clients with complex health issues. This course includes nutritional recommendations appropriate for clients and families with chronic illness. Three lecture hours. Three semester hours credit. Prerequisite: NUR 1111 and 1119.

**NUR 2111 NURSING SEMINAR I.** This course explores management and leadership principles as they apply to the practice of nursing, as well as discussion of legal and ethical principles and their effects on healthcare delivery. Students investigate societal issues and trends affecting nursing practice and healthcare delivery. This course also introduces fundamental elements of the transition from student to practitioner. Student participation is emphasized through discussion, written work and individualized and group projects. One theory hour. One semester hour credit. Prerequisites: NUR 1121 and 1129. Corequisite: NUR 2119.

**NUR 2119 FAMILY-CENTERED CARE.** This family-centered approach focuses on providing nursing care throughout the lifespan. The content progresses from normal growth and development to complex processes that may occur in clients during childbearing (antepartal, intrapartal, postpartal and neonatal) as well as the pediatric and geriatric populations. The student applies the nursing process in providing and promoting interventions to achieve optimum well-being in acute and community-based settings. Six theory hours. Three semester clinical hours. Nine semester hours credit. Prerequisites: NUR 1121 and 1129. Corequisite: NUR 2111.

**NUR 2211 NURSING SEMINAR II.** This course begins the transition from student to practitioner. The course is designed, in part, to assist the student in preparation for the National Council Licensure Examination. Student participation is emphasized through discussion, written work and individual and group activities. One theory hour. One semester hour credit. Prerequisite: NUR 2111 and 2119. Corequisite: NUR 2218.

**NUR 2218 MEDICAL-SURGICAL AND MENTAL HEALTH NURSING II.** This course is a continuation of Medical-Surgical and Mental Health Nursing I. Emphasis is placed on the provision and management of nursing care for clients or groups of clients in increasingly complex care environments. Various methods of instruction are used to promote critical thinking in problem-solving and decision-making skills. Four semester hours of theory. Four semester hours of lab/clinical. Eight semester hours credit. Prerequisite: NUR 2111 and 2119. Corequisite: NUR 2211.

**OTA 1113 FOUNDATIONS OF OCCUPATIONAL THERAPY.** This intake course is an introduction to the field of occupational therapy including history, role orientation, professional organization structure, legal and ethical implications, legislation, practice arenas and the process of

service delivery. Three lecture hours. Three semester hours credit. Prerequisites: Acceptance into the OTA program, BIO 2514 or 2514H and 2524, ENG 1113 or 1113A or 1113H, MAT 1313, or 1313A or 1313H or 1314 or higher. All OTA courses must be taken in curriculum display sequence.

**OTA 1121 MEDICAL TERMINOLOGY.** This intake course is a study of medical language relating to body systems including diseases, physical conditions, abbreviations and symbols as applied to occupational therapy. Professional language for occupational therapy will be included. One lecture hour. One semester hour credit. Prerequisites: Acceptance into the OTA program, BIO 2514 or 2514H and 2524, ENG 1113, MAT 1313 or 1313A or 1313H or 1314 or higher. All OTA courses must be taken in curriculum display sequence.

**OTA 1132 THERAPEUTIC ANATOMY.** This intake course will focus on the structures of the human body and their respective functions. Emphasis will be placed upon the muscular, skeletal and nervous systems. Professional language for occupational therapy will be included. Two lecture hours. Two semester hours credit. Prerequisites: Acceptance into the OTA program, BIO 2514 or 2514H and 2524, ENG 1113 or 1113A or 1113H, MAT 1313 or 1313A or 1313H or 1314 or higher. All OTA courses must be taken in curriculum display sequence.

**OTA 1213 PATHOLOGY OF PSYCHIATRIC CONDITIONS.** This intake course provides a basic knowledge of psychiatric disorders encountered in occupation therapy practice. Emphasis is on etiology, prognosis and management of various psychiatric conditions. The role and function of the OTA in the treatment process is also emphasized. Three lecture hours. Three semester hours credit. Prerequisites: Acceptance into the OTA program, BIO 2514 or 2514H and 2524, ENG 1113 or 1113A or 1113H, MAT 1313 or 1313A or 1313H or 1314 or higher. All OTA courses must be taken in curriculum display sequence.

**OTA 1223 PATHOLOGY OF PHYSICAL DISABILITY CONDITIONS.** This intake course provides a basic knowledge of selected diseases and conditions encountered in occupational therapy practice. Emphasis is on etiology, prognosis and management of various pathological physical conditions. The role and functions of the OTA in the treatment process is also emphasized. Three lecture hours. Three semester hours credit. Prerequisites: All OTA courses must be taken in curriculum display sequence.

**OTA 1233 PATHOLOGY OF DEVELOPMENTAL CONDITIONS.** This intake course provides a basic knowledge of selected diseases and conditions encountered in occupational therapy practice. Emphasis is on etiology, prognosis and management of various pathological developmental conditions. The student will compare and contrast normal and abnormal

developmental patterns. The role and function of the OTA in the treatment process is also emphasized. Three lecture hours. Three semester hours credit. Prerequisites: All OTA courses must be taken in curriculum display sequence.

**OTA 1315 KINESIOLOGY.** This intake course studies individual muscles and muscle functions, biomechanical principles of joint motion, gait patterns, normal movement patterns and goniometry. Four lecture hours. Two lab hours. Five semester hours credit. Prerequisite: All OTA courses must be taken in curriculum display sequence.

**OTA 1413 THERAPEUTIC MEDIA.** This manipulation course provides knowledge and use of tools, equipment and basic techniques of therapeutic media. Emphasis is given to analyzation and instruction of activities frequently used as occupational therapy media in multiple community and clinical settings. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: All OTA courses must be taken in curriculum display sequence.

**OTA 1423 OCCUPATIONAL THERAPY SKILLS I.** This manipulative course provides fundamental knowledge of practice skills used with patients/clients across the life span and with various diagnoses. Observation and documentation techniques will be introduced. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: Acceptance into the OTA program, BIO 2514 or 2514H and 2524, ENG 1113 or 1113A or 1113H, MAT 1313 or 1313A or 1313H or 1314 or higher. All OTA courses must be taken in curriculum display sequence.

**OTA 1433 OCCUPATIONAL THERAPY SKILLS II.** This manipulative course provides intermediate practice skills used with patients/clients across the lifespan and with various diagnoses. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: All OTA courses must be taken in curriculum display sequence.

**OTA 1513 GROUP PROCESS.** This manipulative course introduces theory and research findings explaining group dynamics. The course teaches the student how to facilitate group effectiveness and the skills to apply that knowledge in practical situations. Methods and skills necessary to plan, write, lead and evaluate an occupational therapy group will be taught. The course focuses on the importance of group activity intervention primarily with the psychiatric population. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: Acceptance into the OTA program, BIO 2514 or 2514H and 2524, ENG 1113 or 1113A or 1113H, MAT 1313 or 1313A or 1313H or 1314 or higher. All OTA courses must be taken in curriculum display sequence.

**OTA 1913 FIELDWORK IA: PSYCHOSOCIAL/SPECIALTY.** This course is designed to provide the student with an opportunity to observe and participate in clinical field work. The student will also begin to develop

professional work habits. Students are expected to function as participant observers in the psychosocial or specialty setting. One lecture hour. Six clinical hours. Three semester hours credit. Prerequisite: All OTA courses must be taken in curriculum display sequence.

**OTA 2443 OCCUPATIONAL THERAPY SKILLS III.** This manipulative course provides advanced practice skills used with patients/clients across the life span and with various diagnoses. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: All OTA courses must be taken in curriculum display sequence.

**OTA 2714 CONCEPTS IN OCCUPATIONAL THERAPY.** This manipulative course studies the theoretical basis for occupational therapy treatment techniques for a variety of diagnoses while incorporating theoretical concepts. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisites: All OTA courses must be taken in curriculum display sequence.

**OTA 2812 HEALTHCARE SYSTEMS.** This intake course is designed to examine the context of service delivery for occupational therapy. Various models of healthcare, education, community and social systems will be examined. Two lecture hours. Two semester hours credit. Prerequisites: All OTA courses must be taken in curriculum display sequence.

**OTA 2935 FIELDWORK IB: PHYSICAL DYSFUNCTION/PEDIATRICS.** This application course is designed to provide students with an opportunity to apply their knowledge in clinical fieldwork. The student will also begin to develop professional work habits. Students are expected to function as participant observers in the clinical setting. One lecture hour. Twelve clinical hours. Five semester hours credit. Prerequisite: All OTA courses must be taken in curriculum display sequence.

**OTA 2946 FIELDWORK IIA.** This application course synthesizes previous didactic instruction and clinical experiences obtained in Fieldwork I. In Level IIA, the student may encounter a wide variety of populations in a traditional or nontraditional based setting. Student will assume increasing responsibilities under supervision as appropriate for the setting. Eighteen clinical hours. Six semester hours credit. Prerequisites: All OTA courses. All OTA courses must be taken in curriculum display sequence.

**OTA 2956 FIELDWORK IIB.** This application course synthesizes previous didactic instruction and clinical experiences obtained in Fieldwork IIA. In Fieldwork IIB, the student may also encounter a variety of populations in a traditional or non-traditional setting. The student will be placed in a setting different from Fieldwork IIA. Student will assume increasing responsibilities under supervision as appropriate for the setting. Eighteen clinical hours. Six semester hours credit. Prerequisites: All OTA courses must be taken in curriculum display sequence.

**OTA 2961 OCCUPATIONAL THERAPY TRANSITIONS I.** This course provides information and guidance to the students for their transitional process of becoming an Occupational Therapy Practitioner. It will encompass a variety of professional skills and concepts. In addition, vital life skills will be discussed. One lecture hour. One semester hour credit. Prerequisites: All OTA courses must be taken in curriculum display sequence.

**OTA 2971 OCCUPATIONAL THERAPY TRANSITIONS II.** This course provides final preparation to the student for the transitional process of becoming an Occupational Therapy Practitioner. One lecture hour. One semester hour credit. Prerequisites: All OTA courses must be taken in curriculum display sequence.

**PHI 1113 OLD TESTAMENT SURVEY.** The student will survey the Old Testament (Hebrew Bible) with regard to its worth as a literary work along with significant dates, themes, concepts and contributions of its characters to history and literature. Three lecture hours. Three semester hours credit.

**PHI 1133 NEW TESTAMENT SURVEY.** A study of the New Testament covering the life of Jesus of Nazareth and the establishment of the early church as presented in the Gospels, Acts and the other New Testament books. Three lecture hours. Three semester hours credit.

**PHI 1153 JESUS AND THE GOSPELS.** A study of the life and ministry of Jesus of Nazareth as recorded in the four canonical gospels with specific consideration of the geographical, political and social conditions of the first century and recognition of various early interpretations of the meaning of the life and person of Jesus. Three lecture hours. Three semester hours credit.

**PHI 1163 ACTS AND EPISTLES.** A survey of the work of the apostles as portrayed in the book of Acts and the Epistles. Attention is given to the development of the first century Christian Church and the historical background of the various Epistles. Three lecture hours. Three semester hours credit.

**PHI 2113 INTRODUCTION TO PHILOSOPHY I.** An introduction to the major themes and history of the discipline of philosophy with an emphasis on the development of critical thinking skills. Three lecture hours. Three semester hours credit.

**PHI 2113H INTRODUCTION TO PHILOSOPHY I HONORS.** An introduction to the major themes and history of the discipline of philosophy with an emphasis on the development of critical thinking skills. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**PHI 2143 INTRODUCTION TO ETHICS.** An introduction to moral philosophy with the investigation of selected moral problems. Three lecture hours. Three semester hours credit.

**PHI 2613 INTRODUCTION TO WORLD RELIGIONS.** An introduction to the beliefs and development of Buddhism, Christianity, Hinduism, Islam, Judaism and other religious traditions. Three lecture hours. Three semester hours credit.

**PHI 2713 INTRODUCTION TO LOGIC.** An introduction to the discipline of logic including formal and informal logic, as well as the development of critical thinking skills. Three lecture hours. Three semester hours credit.

**PHT 1113 INTRODUCTION TO HEALTHCARE AND PUBLIC HEALTH.** This course will provide students with an overview of the population health approach to community and public health. Course topics include history, terminology, philosophy and ethical principles of community and public health. This course includes a review of public health policy, healthcare systems and the roles of health professionals. Three lecture hours. Three semester hours credit. Prerequisites: Acceptance into the PHT program. All PHT courses must be taken in curriculum display sequence.

**PHT 1123 HEALTHCARE DELIVERY.** This course will provide a review of the U.S. healthcare delivery system including topics such as the changing role of healthcare providers, hospitals, other facilities and governmental agencies and the relationships among such entities. Three lecture hours. Three semester hours credit. Prerequisites: Acceptance into the PHT program. All PHT courses must be taken in curriculum display sequence.

**PHT 1213 PREVENTION AND COMMUNITY HEALTH.** This course provides opportunity for study in personal and community health problems as well as steps that can be taken by individuals and groups to reduce risk of health problems for individuals, families and communities. It also provides an in-depth review of the nature of community health services and resources. The course will emphasize the need for multidimensional approaches that community/public health professionals can use to help individuals overcome barriers. Three lecture hours. Three semester hours credit. Prerequisites: All PHT courses must be taken in curriculum display sequence.

**PHT 1223 HEALTH INSURANCE.** This course will provide an overview of public and private health insurance products, services and delivery methods. Emphasis will be placed on health insurance/financing principles, access to care and terminology. Three lecture hours. Three semester hours credit. Prerequisites: All PHT courses must be taken in curriculum display sequence.

**PHT 1233 PUBLIC HEALTH STATISTICS AND ANALYSIS.** This course provides instruction in basic mathematical concepts, including the ability to interpret statistical data, gather and report statistical data. Emphasis will be placed on common statistical computations and their use in public health settings. Topics that will be covered include basic math and statistical computations, census and occupancy rates, vital statistics and mortality rates. Three lecture hours. Three semester hours credit. Prerequisites: All PHT courses must be taken in curriculum display sequence.

**PHT 2113 INTRODUCTION TO EPIDEMIOLOGY.** This course will cover applications of epidemiologic methods and procedures to the study of the distribution and determinants of health and diseases, morbidity, injuries, disability and mortality in populations. A study of the causes, incidence and distribution of common diseases, including the humanistic and economic implications of these diseases. Three lecture hours. Three semester hours credit. Prerequisites: All PHT courses must be taken in curriculum display sequence.

**PHT 2123 HEALTH INFORMATION ACCESS AND ANALYSIS.** This course will provide a brief overview of healthcare law, introduction to health information systems as well as system integrations and provides knowledge of health record content and reporting requirements. Topics will include HIPAA, record content, electronic health record, data sets and reporting requirements. Three lecture hours. Three semester hours credit. Prerequisites: All PHT courses must be taken in curriculum display sequence.

**PHT 2133 PRACTICUM I.** This course is designed for Public Health majors as a pre-professional field experience to broaden the student's public health perspectives and provide experience in applying the theory and content learned in their public health coursework. It is expected that the field experience will afford students the opportunity to interact and collaborate with public health professionals and participate in actions that constitute public health. Integral to closing the loop on the learning process is the opportunity for students to reflect on the field experience. Students will collaborate on the different infrastructures and approaches they observed at each field location. Consent of the Public Health Technology program director required. Eight hours clinic per week. Three semester hours credit. Prerequisites: All PHT courses must be taken in curriculum display sequence.

**PHT 2213 HEALTHCARE ADVOCACY.** This course provides an overview of the assessment, development, implementation and evaluation of public health programming. Students will learn and demonstrate skills in community assessment and organization techniques including stakeholder identification, coalition-building, advocacy and the identification of funding

sources. Three lecture hours. Three semester hours credit. Prerequisites: All PHT courses must be taken in curriculum display sequence.

**PHT 2223 PUBLIC HEALTH EDUCATION COMMUNICATION.**

This course will provide students with a practical approach to understanding and applying principles of health education communication to a range of public health issues and diverse populations. Students will employ these concepts and skills for analyzing and evaluating current public health education communication campaigns. Students will create a health education communication campaign in both written and oral format. Three lecture hours. Three semester hours credit. Prerequisites: All PHT courses must be taken in curriculum display sequence.

**PHT 2233 PRACTICUM II.** This course is designed for Public Health majors as a pre-professional field experience to broaden the student's public health perspectives and provide experience in applying the theory and content learned in their public health coursework. It is expected that the field experience will afford students the opportunity to interact and collaborate with public health professionals and participate in actions that constitute public health. Integral to closing the loop on the learning process is the opportunity for students to reflect on the field experience. Students will collaborate on the different infrastructures and approaches they observed at each field location. Consent of the Public Health Technology program director required. Eight hours clinical per week. Three semester hours credit. Prerequisite: All PHT courses must be taken in curriculum display sequence.

**PHT 2243 PUBLIC HEALTH AND AGING.** This course is an overview of the interactive nature of biological and cognitive processes that occur in aging. Basic instruction related to public health include age-related changes in core human systems, common disease and the ramification related to the aging process. Three lecture hours. Three semester hours credit. Prerequisites: All PHT courses must be taken in curriculum display sequence.

**PHY 1114 INTRODUCTION TO ASTRONOMY, Lecture and Laboratory.** A combined lecture and laboratory course that includes surveys of the solar system, our galaxy and the universe. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. An ACT English sub-score of 14-16 or grade of 'C' or corequisite in ENG 0123.

**PHY 1214 SURVEY OF PHYSICS, Lecture and Laboratory.** A combined lecture and laboratory course covering the concepts of mechanics, sound, light, fluids and waves. Non-calculus based. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four

semester hours credit. Prerequisites: MAT 1313 or 1313A or 1313H or 1314 or prior approval from instructor.

**PHY 2244 PHYSICAL SCIENCE I, Lecture and Laboratory.** A combined lecture and laboratory course that includes studies of measurements and units, electricity, mechanics, heat, sound, light and astronomy. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT English sub-score of 14-16 or a grade of 'C' or corequisite in ENG 0123.

**PHY 2244H PHYSICAL SCIENCE I, Lecture and Laboratory HONORS.** A combined lecture and laboratory course that includes studies of measurements and units, electricity, mechanics, heat, sound, light and astronomy. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT English sub-score of 14-16 or a grade of 'C' or corequisite in ENG 0123. Corequisites: Honors Forum.

**PHY 2254 PHYSICAL SCIENCE II, Lecture and Laboratory.** A combined lecture and laboratory course that includes studies of chemistry, geology and meteorology. Labs associated with this course include experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisite: An ACT English sub-score of 14-16 or a grade of 'C' or corequisite in ENG 0123.

**PHY 2414 GENERAL PHYSICS I, Lecture and Laboratory.** A combined lecture and laboratory course covering mechanics and conservation laws. This is a non-calculus based course primarily for pre-professional majors. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Three lab hours. Four semester hours credit. Prerequisites: MAT 1313 or 1313A or 1313H or 1314 and 1323 or 1343 or 1613 or consent of instructor with approval of the Vice President of Instructional Services.

**PHY 2424 GENERAL PHYSICS II, Lecture and Laboratory.** A combined lecture and laboratory course covering electricity, magnetism, and optics. This is a non-calculus based course primarily for pre-professional majors. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes.

Three lecture hours. Three lab hours. Four semester hours credit. Prerequisites: PHY 2414.

**PHY 2514 GENERAL PHYSICS I-A, Lecture and Laboratory.** A combined lecture and laboratory course covering mechanics and conservation laws. This is a calculus-based course primarily for students of engineering, science or mathematics. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Three lab hours. Four semester hours credit. Prerequisite: MAT 1623.

**PHY 2524 GENERAL PHYSICS II-A, Lecture and Laboratory.** A combined lecture and laboratory course covering electricity, magnetism and optics. This is a calculus-based course primarily for students of engineering, science or mathematics. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Three lecture hours. Three lab hours. Four semester hours credit. Prerequisite: PHY 2514.

**PNV 1426 FUNDAMENTALS OF NURSING THEORY.** This course provides the student with the basic knowledge and skills necessary to care for the individual in wellness and illness and is applicable across the life span. 90 lecture clock hours. Six semester hours credit. Pre/Corequisite: This course requires concurrent registration in PNV 1437. It also requires a passing grade in PNV 1426 and 1437 to receive credit for these courses. If a passing grade is not maintained, both courses must be repeated concurrently upon readmission.

**PNV 1437 FUNDAMENTALS OF NURSING LAB/CLINICAL.** This course provides demonstration of and supervised practice of the fundamental skills related to practical nursing. 150 lab clock hours. 90 clinical clock hours. Seven semester hours credit. Corequisite: Concurrent registration in PNV 1426 is required. A passing grade in PNV 1426 and 1437 is required in order to progress in the Practical Nursing program. If a passing grade is not maintained, both courses must be repeated concurrently upon readmission.

**PNV 1524 IV THERAPY AND PHARMACOLOGY.** This course is designed to prepare the practical nurse to perform the expanded role of IV therapy as outlined in the Mississippi Nursing Practice Law, Rules and Regulations. The student, upon completion of the Practical Nursing program and successful passage of the licensure examination, is eligible to apply for IV certification as outlined in the above-mentioned rules and regulations. 45 lecture clock hours. 30 lab clock hours. Four semester hours credit. Prerequisites: All first-semester Practical Nursing courses.

**PNV 1614 MEDICAL-SURGICAL NURSING THEORY.** This course provides the student with the basic nursing theory and skills to provide safe and effective care for a client experiencing an alteration in health in systems

selected from the following: vascular; respiratory; sensory and integumentary; musculoskeletal; gastrointestinal; blood, lymphatic and immunosuppressive; urinary; reproductive; endocrine and neurological. The systems not covered in this course are taught in Alterations in Adult Health (PNV 1634). Pharmacological and nutritional therapy, as well as oncological considerations for various disorders are included. 60 lecture clock hours. Four semester hours credit. Prerequisites: All first semester courses. Concurrent registration in PNV 1622 is required. A passing grade in PNV 1614 and 1622 is required in order to progress in the Practical Nursing program. If a passing grade is not maintained, both courses must be repeated concurrently upon readmission.

**PNV 1622 MEDICAL-SURGICAL NURSING CLINICAL.** This course includes supervised clinical experiences for application of medical-surgical theory, the development of skills and the use of nursing process. 90 clinical clock hours. Two semester hours credit. Pre/Corequisites: All first semester courses. Concurrent registration in PNV 1614 is required. It also requires a passing grade in PNV 1614 and 1622 in order to progress in the Practical Nursing program. If a passing grade is not maintained, both courses must be repeated concurrently upon readmission.

**PNV 1634 ALTERATIONS IN ADULT HEALTH THEORY.** This course provides the student with the basic nursing theory and skills to provide safe and effective care for a client experiencing an alteration in health in systems selected from the following: vascular; respiratory; sensory and integumentary; musculoskeletal; gastrointestinal; blood, lymphatic and immunosuppressive; urinary; reproductive; endocrine and neurological. The systems not covered in this course are taught in Medical-Surgical Nursing (PNV 1614). Pharmacological and nutritional therapy as well as oncological considerations for various disorders are included. 60 lecture clock hours. Four semester hours credit. Pre/Corequisites: All first semester courses. Concurrent registration in PNV 1642 is required. A passing grade in PNV 1634 and 1642 is required in order to progress in the Practical Nursing program. If a passing grade is not maintained, both courses must be repeated concurrently upon readmission.

**PNV 1642 ALTERATIONS IN ADULT HEALTH CLINICAL.** This course includes supervised clinical experiences for application of medical-surgical theory, the development of skill and the use of nursing process. 90 clinical clock hours. Two semester hours credit. Pre/Corequisites: All first semester hour courses. Concurrent enrollment in PNV 1634 is required. Passing grades in PNV 1634 and 1642 are required in order to progress in the Practical Nursing program. If passing grades are not maintained, both courses must be repeated concurrently upon readmission.

**PNV 1714 MATERNAL-CHILD NURSING.** This course provides the student with basic knowledge and skills to provide safe and effective care

for clients and families during pregnancy, postpartum, infancy and childhood. 55 lecture clock hours. 15 clinical clock hours. Four semester hours credit. Prerequisites: All first semester PNV courses.

**PNV 1814 MENTAL HEALTH NURSING.** This course provides an introduction to mental health concepts. Clinical experience will provide application of learned theory. 55 lecture clock hours. 15 clinical clock hours. Four semester hours credit. Prerequisites: First semester PNV courses.

**PNV 1914 NURSING TRANSITION.** Nursing Transition promotes the development of clinical decision-making skills and an interest in continued professional development. Legal aspects of nursing and employment opportunities and responsibilities as well as preparation for the National Council Licensure Examination (NCLEX-PN®) are included. 45 lecture clock hours. 45 clinical clock hours. Four semester hours credit. Prerequisites: All first and second semester PNV courses.

**PSC 1113 AMERICAN NATIONAL GOVERNMENT.** Survey of the foundations, institutions and political aspects of American national government. Three lecture hours. Three semester hours credit.

**PSC 1123 AMERICAN STATE AND LOCAL GOVERNMENT.** Survey of the relationship among American local, state and national governments and the organization, function and operation of different levels of government. Three lecture hours. Three semester hours credit.

**PSY 1513 GENERAL PSYCHOLOGY.** An introduction to the scientific study of human behavior and mental processes. This includes history and theories of psychology, research methods, biological basis of behavior, principles of learning, personality and abnormal behavior. Three lecture hours. Three semester hours credit.

**PSY 1513H GENERAL PSYCHOLOGY HONORS.** An introduction to the scientific study of human behavior and mental processes. This includes history and theories of psychology, research methods, biological basis of behavior, principles of learning, personality and abnormal behavior. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisites: Honors Forum.

**PSY 2113 LABORATORY I PSYCHOLOGY: COGNITION AND BEHAVIOR.** Students will experience discussion and application of descriptive (survey, case study, archival, and observational) correlation and experimental research methods. Specifically, the purpose is to train students to understand and use research principles, ethics, issues, and methodology for conducting entry-level independent research projects by studying specific areas of human behavioral, perceptual, and cognitive functioning. The student will be introduced to research ethics and issues. Three lecture

hours. Three semester hours credit. Prerequisite: PSY 1513 and Corequisites: PSY 2323 or MAT 2323 or MAT 2323H.

**PSY 2323 STATISTICS FOR BEHAVIORAL SCIENCES.** This course is an introduction to descriptive and inferential statistics, including measures of central tendency and variability, correlation, t-test and analysis of variance. Three lecture hours. Three semester hours credit. Prerequisite: PSY 1513 or 1513H, successful completion of MAT 1313 or 1313A or 1313H or 1314, D grade or higher or ACT Math score of 16 or Higher.

**PSY 2513 CHILD PSYCHOLOGY.** A study of various aspects of human growth and development during childhood and emerging adolescence. Topics include biological, psychosocial and cognitive development. Three lecture hours. Three semester hours credit.

**PSY 2523 ADOLESCENT PSYCHOLOGY.** A study of various aspects of human growth and development during adolescence. Topics include biological, psychosocial and cognitive development. Three lecture hours. Three semester hours credit.

**PTA 111(1-6) PTA PRACTICUM.** These courses are designed to provide the student with extended observational time with limited participation in physical therapy activities. The student will have the opportunity to gain a knowledge of the healthcare delivery system and physical therapy's place within that system. Three-to-18 clock hours. One-to-six semester hour(s) credit. Prerequisites: Acceptance into the PTA program. May be taken in the fall and spring semesters of the freshman year. Prerequisites: Acceptance into the PTA program. May be taken in the fall and spring semesters of the freshman year.

**PTA 1123 FUNDAMENTAL CONCEPTS OF PHYSICAL THERAPY.** An introductory course defining the role of the PTA in the healthcare system and the purpose, philosophy and history of the profession of PT and the APTA. Includes the study of medical terminology utilizing an anatomical and physiological approach to body systems. Also includes orientation to professional literature. Three lecture hours. Three semester hours credit. Prerequisites: Acceptance into the PTA program, BIO 2514 or 2514H and 2524, ENG 1113 or 1113A or 1113H, MAT 1313 or 1313H or 1314. All PTA courses must be taken in curriculum display sequence.

**PTA 1213 FUNDAMENTAL SKILLS OF PHYSICAL THERAPY.** Development of early PT skills and the understanding of basic procedures. Specific emphasis is placed on lifting and handling patients, transfers, positioning, bed mobility, ambulation, assistive devices, wheelchairs, architectural barriers, vital signs, safety and related basic physical therapy and patient care equipment. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: Acceptance into the PTA program, BIO 2514H and 2524, ENG 1113 or 1113A or 1113H, MAT 1313 or 1313A or

1313H or 1314. All PTA courses must be taken in curriculum display sequence.

**PTA 1223 THERAPEUTIC MODALITIES I AND PTA 1220 LAB.**

Involves the application of massage, superficial thermal agents and hydrotherapy. The treatment of burns and open wounds is discussed. Lectures on topical and systemic medications used in treatment and demonstration and practice of bandaging skills are included. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: All PTA courses must be taken in curriculum display sequence.

**PTA 1314 KINESIOLOGY.** This course is designed to study normal motor and movement patterns. Based on structural and functional aspects of the human body with emphasis on functional measurements, including manual muscle testing, goniometry, posture and gait. Two lecture hours. Four lab hours. Four semester hours credit. Prerequisites: All PTA courses must be taken in curriculum display sequence.

**PTA 1324 THERAPEUTIC EXERCISE AND REHABILITATION I**

**AND PTA 1320 LAB.** This course centers on various treatment programs involving therapeutic exercises with emphasis on orthopedics and selected musculoskeletal, medical and surgical conditions. Includes instruction on chest PT, intermittent venous compression, cardiac rehabilitation, modification of various treatment techniques and methods of instructing other healthcare providers. Also includes exposure to advanced techniques such as peripheral joint mobilization. Two lecture hours. Four lab hours. Four semester hours credit. Prerequisites: All PTA courses must be taken in curriculum display sequence.

**PTA 1413 CLINICAL EDUCATION I.** Opportunity to work with a variety of patients in a clinical setting and to begin developing competence as a medical team member. Involves clinical introduction to various medical diagnoses and the practice of skills learned during the program. Instruction regarding clinical policies and objectives, documentation, progress note writing, communication skills, case studies and other classroom preparations for the clinical experience is included. One and one-half lecture hours. Eight clinical hours. Three semester hours credit. Prerequisites: All PTA courses must be taken in curriculum display sequence.

**PTA 2233 ELECTROTHERAPY (THERAPEUTIC MODALITIES**

**II).** A continuation of PTA 1223. Discusses the general principles of electrotherapeutic modalities used in the physical therapy setting including basic principles of physics and cell physiology. Muscle spasm, edema reduction and wound healing treatment are discussed among other desired outcomes of treatment. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: All PTA courses must be taken in curriculum display sequence.

**PTA 2334 THERAPEUTIC EXERCISE AND REHABILITATION II AND PTA 2330 LAB.** Complements PTA 1324. Addresses common neurological pathologies, concepts of rehabilitation and accepted treatment techniques, normal movement, abnormal movement and the developmental sequence. Includes techniques for the PTA and exposure to advanced techniques used by the physical therapist. Two lecture hours. Four lab hours. Four semester hours credit. Prerequisites: All PTA courses must be taken in curriculum display sequence.

**PTA 2423 CLINICAL EDUCATION II.** A continuation of PTA 1413. Students integrate knowledge learned during the fall semester of the sophomore year with prior knowledge and skills and continue to develop competencies with a greater variety of patients and treatments in a clinical setting. Includes continued work on progress notes, review of prior clinical experience and a more advanced discussion of healthcare systems. One and one-half lecture hours. Eight clinical hours. Three semester hours credit. Prerequisites: All PTA courses must be taken in curriculum display sequence.

**PTA 2433 CLINICAL EDUCATION III.** The first of two six-week, full-time clinical affiliations following the completion of all didactic coursework. The student has the opportunity to practice advanced applications with indirect supervision on a variety of patients and to develop competence as a full-time member of the medical team. Fifteen clinical hours. Three semester hours credit. Prerequisites: All PTA courses must be taken in curriculum display sequence.

**PTA 2443 CLINICAL EDUCATION IV.** Continuation of PTA 2433. Final six-week affiliation. Final preparation of student for entry into the physical therapy profession. Emphasis on variety of diagnoses and patients, refinement of treatment skills. Fifteen clinical hours. Three semester hours credit. Prerequisites: All PTA courses must be taken in curriculum display sequence.

**PTA 2513 MEDICAL CONDITIONS AND RELATED PATHOLOGIES.** Discusses the areas of disease processes, traumatic disorders and medical conditions which affect the musculoskeletal, neurological and various other body systems. Includes incidence, etiology, clinical signs and symptoms, diagnostic procedures and the management of selected disorders. Two and one-half lecture hours. One-half laboratory hour. Three semester hours credit. Prerequisites: All PTA courses must be taken in curriculum display sequence.

**PTA 2526 PHYSICAL THERAPY SEMINAR.** Includes clinical experience synthesis, presentations of case studies and independent study projects and preparations for board exam, licensure and final clinical experiences. Six lecture hours. Six semester hours credit. Prerequisites: All PTA courses must be taken in curriculum display sequence.

**RCT 1212 RESPIRATORY CARE SCIENCE.** An integrated study of the fundamental laws and theories of chemistry, physics, math, pharmacology, microbiology and decontamination. Two lecture hours. Two semester hours credit. Prerequisites: Acceptance into the RCT program, BIO 2514 or 2514H and 2524, MAT 1313 or 1313A or 1313H or 1314. All RCT courses must be taken in curriculum display sequence.

**RCT 1223 PATIENT ASSESSMENT AND PLANNING.** Fundamental approach to subjective and objective evaluation, assessment and care plan formation. An introduction to cardiopulmonary diseases including etiology, pathophysiology, complications, occurrences, clinical manifestations, treatment and prevention. Three lecture hours. Three semester hours credit. Prerequisites: Acceptance into the RCT program, BIO 2514 or 2514H and 2524, MAT 1313 or 1313A or 1313H or 1314. All RCT courses must be taken in curriculum display sequence.

**RCT 1313 CARDIOPULMONARY ANATOMY AND PHYSIOLOGY.** A study of cardiopulmonary physiology in relation to the practice of respiratory care. Three lecture hours. Three semester hours credit. Prerequisites: Acceptance into the RCT program, BIO 2514 or 2514H and 2524, MAT 1313 or 1313A or 1313H or 1314. All RCT courses must be taken in curriculum display sequence.

**RCT 1323 PULMONARY FUNCTION TESTING.** This course is an introduction to pulmonary function technique and testing equipment. One lecture hour. Two lab hours. Three semester hours credit. Prerequisites: All RCT courses must be taken in curriculum display sequence.

**RCT 1416 RESPIRATORY CARE TECHNOLOGY I AND RCT 1400/1410 LAB.** A study of respiratory therapy treatments and equipment design and operation related to non-critical care procedures. Four lecture hours. Four lab hours. Six semester hours credit. Prerequisites: Acceptance into the RCT program, BIO 2514 or 2514H and 2524, MAT 1313, 1313A, 1313H or 1314. All RCT courses must be taken in curriculum display sequence.

**RCT 1424 RESPIRATORY CARE TECHNOLOGY II AND RCT 1420 LAB.** A continuation of Respiratory Care Practitioner I. A study of general classifications of adult and neonatal mechanical ventilators to include identification and treatment of respiratory failure and methods of ventilator weaning processes. Three lecture hours. Two hours lab. Four semester hours credit. Prerequisites: All RCT courses must be taken in curriculum display sequence.

**RCT 1516 CLINICAL PRACTICE I.** Patient assessment and care plan formation are presented in the hospital environment. Student competency and performance of respiratory care procedures are evaluated. Twenty-four clinical hours. Six semester hours credit. Prerequisites: All RCT courses must be taken in curriculum display sequence.

**RCT 1523 CLINICAL PRACTICE II.** Students rotate through various respiratory care subspecialty areas for evaluation of competence and performance of respiratory care procedures. Twelve clinical hours. Three semester hours credit. Prerequisites: All RCT courses must be taken in curriculum display sequence.

**RCT 1613 RESPIRATORY CARE PHARMACOLOGY.** This course is designed to introduce the student to pharmacology related to cardiopulmonary disorders. Three lecture hours. Three semester hours credit. Prerequisites: Acceptance into the RCT program, BIO 2514 or 2514H and 2524, MAT 1313, 1313A, 1313H, 1314. All RCT courses must be taken in curriculum display sequence.

**RCT 2113 RESPIRATORY CARE NEONATAL PEDIATRIC EXTERNSHIP.** This course is designed to strengthen the student's knowledge and skills in the specialty area of neonatal and pediatric respiratory care. Clinical practice will occur under the supervision of a qualified preceptor. Patient care, interpersonal time management and decision-making skills will be emphasized. Twelve hours clinical per week. Three semester hours credit.

**RCT 2334 CARDIOPULMONARY PATHOLOGY.** A study of the anatomical alterations of the lungs caused by different disease processes. Includes etiology, clinical manifestations, diagnostics and treatment of various cardiopulmonary disease. Four lecture hours. Four semester hours credit. Prerequisites: All RCT courses must be taken in curriculum display sequence.

**RCT 2434 RESPIRATORY CARE TECHNOLOGY III.** A study of adult mechanical ventilation and cardiac/pulmonary monitoring techniques that are used in the critical care setting with an emphasis on hemodynamics and advanced cardiac life support. Three lecture hours. Two lab hours. Four semester hours credit. Prerequisites: All RCT courses must be taken in curriculum display sequence.

**RCT 2534 CLINICAL PRACTICE III.** Students rotate through the various adult, pediatric and neonatal intensive care units. Emphasis will be placed on mechanical ventilation, hemodynamic monitoring and data collection for a daily respiratory care assessment. Sixteen clinical hours. Four semester hours credit. Prerequisites: All RCT courses must be taken in curriculum display sequence.

**RCT 2545 CLINICAL PRACTICE IV.** Students rotate through the various adult, pediatric and neonatal intensive care units. Emphasis will be placed on mechanical ventilation, hemodynamic monitoring and data collection for a daily respiratory care assessment. Sixteen clinical hours. Three hours lab. Five semester hours credit. Prerequisites: All RCT courses must be taken in curriculum display sequence.

**RCT 2613 NEONATAL/PEDIATRIC MANAGEMENT.** A study of fetal development and the transition to extrauterine environment. Includes the most common cardiopulmonary birth defects, neonatal and pediatric disease process and the mode of treatment. Three lecture hours. Three semester hours credit. Prerequisites: All RCT courses must be taken in curriculum display sequence.

**RCT 2714 RESPIRATORY CARE SEMINAR.** This course is designed to integrate the essential elements of respiratory care practice through the use of care plans, case studies and clinical simulations in a laboratory environment. Students develop an analytical approach to problem-solving. Critical thinking is emphasized. Four lecture hours. Four semester hours credit. Prerequisites: All RCT courses must be taken in curriculum display sequence.

**RGT 1113 CLINICAL EDUCATION I.** This course includes practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment and radiographic procedures. Sixteen clinical hours. Three semester hours credit. Prerequisites: Acceptance into the RGT program, BIO 2514 or 2514H and 2524, ENG 1113 or 1113A or 1113H, MAT 1313 or 1313A or 1313H or 1314, RGT 1213. All RGT courses must be taken in curriculum display sequence.

**RGT 1123 CLINICAL EDUCATION II.** This course includes clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment and radiologic procedures. Sixteen clinical hours. Three semester hours credit. Prerequisites: All RGT courses must be taken in curriculum display sequence.

**RGT 1136 CLINICAL EDUCATION III.** This course includes clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment and radiologic procedures. Forty clinical hours. Six semester hours credit. Prerequisites: All RGT courses must be taken in curriculum display sequence.

**RGT 1213 FUNDAMENTALS OF RADIOGRAPHY.** This course is an introduction to Radiologic Technology including professional, departmental and historical aspects. Included are terminology, medical ethics and fundamental legal responsibilities. Three lecture hours. Three semester hours credit.

**RGT 1222 PATIENT CARE AND RADIOGRAPHY.** This course will provide the student with the basic concepts of patient care, including consideration for the physical and psychological needs of the patient and family. Routine and emergency patient care procedures will be described as well as infection control procedures utilizing standard precautions. The role

of the radiographer in patient education will be identified. Two lecture hours. Two semester hours credit. Prerequisites: Acceptance into the RGT program; BIO 2514 or 2514H or 2514H and 2524, ENG 1113 or 1113A or 1113H, MAT 1313 or 1313A or 1313H or 1314, RGT 1213. All RGT courses must be taken in curriculum display sequence.

**RGT 1312 PRINCIPLES OF RADIATION PROTECTION.** This course is a study of the effects of ionizing radiation, principles of patient and personnel protection and personnel monitoring. Two lecture hours. Two semester hours credit. Prerequisite: Acceptance into the RGT program. BIO 2514H and 2524, ENG 1113 or 1113A or 1113H, MAT 1313 or 1313A or 1313H or 1314, RGT 1213. All RGT courses must be taken in curriculum display sequence.

**RGT 1323 PRINCIPLES OF EXPOSURE AND IMAGE PRODUCTION.** This course is a study of the principles involving manipulation of factors controlling and influencing exposure and radiographic quality. Included are the prime factors of radiographic exposure, beam limiting devices, filtration, production and control of scatter and secondary radiation, exposure systems, technical conversions, and problem solving. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: Acceptance into the RGT program; BIO 2514 or 2514H and 2524, ENG 1113 or 1113A or 1113H, MAT 1313 or 1313A or 1313H, RGT 1213. All RGT courses must be taken in curriculum display sequence.

**RGT 1333 DIGITAL IMAGE ACQUISITION AND DISPLAY.** Content imparts an understanding of the components, principles and operation of digital imaging systems found in diagnostic radiology. Factors that impact image acquisition, display, archiving and retrieval are discussed. Principles of digital system quality assurance and maintenance are presented. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: All RGT courses must be taken in curriculum display sequence.

**RGT 1513 RADIOGRAPHIC PROCEDURES I AND RGT 1510 LAB.** This course includes terminology as well as principles and procedures involved in routine radiographic positioning for demonstration of the chest, abdomen, upper extremities, digestive system and urinary system. Included is a review of radiographic anatomy on each procedure. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: Acceptance into the RGT program, BIO 2514 or 2514H and 2524, ENG 1113 or 1113A or 1113H, MAT 1313 or 1313A or 1313H or 1314, RGT 1213. All RGT courses must be taken in curriculum display sequence.

**RGT 1523 RADIOGRAPHIC PROCEDURES II AND RGT 1520 LAB.** This course includes principles and procedures involved in the radiographic positioning of the spinal column, pelvic girdle, lower extremities, body

thorax and the routine skull including mobile and trauma radiography procedures. Included is a review of radiographic anatomy on each procedure. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisites: All RGT courses must be taken in curriculum display sequence.

**RGT 1614 PHYSICS OF IMAGING EQUIPMENT.** This course is designed to establish a knowledge base in radiographic, fluoroscopic, mobile and tomographic equipment requirements and design. The content will also provide a basic knowledge of quality control. Computer applications in the radiologic sciences related to image capture, display, storage and distribution are presented. Four lecture hours. Four semester hours credit. Prerequisites: All RGT courses must be taken in curriculum display sequence.

**RGT 2131 ETHICAL AND LEGAL RESPONSIBILITIES.** Legal terminology, concepts and principles will be presented in this course. Topics include misconduct, malpractice, legal and professional standards and the ASRT scope of practice. The importance of proper documentation and informed consent is emphasized. This course will prepare students to better understand their patient, the patient's family and professional peers through comparison of diverse populations based on their value systems, cultural and ethnic influences, communication styles, socioeconomic influences, health risks and life stages. One lecture hour. One semester hour credit. Prerequisites: All RGT courses must be taken in curriculum display sequence.

**RGT 2147 CLINICAL EDUCATION IV.** This course includes clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment and radiologic procedures. Twenty-four clinical hours. Seven semester hours credit. Prerequisites: All RGT courses must be taken in curriculum display sequence.

**RGT 2157 CLINICAL EDUCATION V.** This course includes clinical practice and instruction in a clinical affiliate. Areas included are patient care and management, radiation protection, operation of equipment and radiologic procedures. Twenty-four clinical hours. Seven semester hours credit. Prerequisite: All RGT courses must be taken in curriculum display sequence.

**RGT 2532 RADIOGRAPHIC PROCEDURES III and RGT 2530 LAB.** This course includes principles and procedures involved in radiographic positioning of the entire cranium, facial bones, reproductive systems and sensory organs. Included is a review of radiographic anatomy on each procedure. One lecture hour. Two lab hours. Two semester hours credit. Prerequisites: All RGT courses must be taken in curriculum display sequence.

**RGT 2542 RADIOGRAPHIC PROCEDURES IV.** This course is a study of special radiographic procedures, which utilize sterile techniques and/or specialized equipment. It also includes patient preparation and contrast media utilized for these procedures. Two lecture hours. Two semester hours credit. Prerequisites: All RGT courses must be taken in curriculum display sequence.

**RGT 2912 RADIATION BIOLOGY.** This course is a study of the biological effects of radiation upon living matter. It includes genetic and somatic effects, instrumentation for detection and measurement and calculation of dosage. Two lecture hours. Two semester hours credit. Prerequisites: All RGT courses must be taken in curriculum display sequence.

**RGT 2922 RADIOGRAPHIC PATHOLOGY.** This course is an introduction to the concepts of disease. Pathology and disease as it relates to various radiographic procedures will be discussed. Two lecture hours. Two semester hours credit. Prerequisites: All RGT courses must be taken in curriculum display sequence.

**RGT 2934 CERTIFICATION FUNDAMENTALS.** This course is designed to correlate scientific components of radiography to entry-level knowledge required by the profession. Four lecture hours. Four semester hours credit. Prerequisites: All RGT courses must be taken in curriculum display sequence.

**ROT 2613 MECHANICAL SYSTEMS.** This course introduces the students to mechanical components and drive systems commonly used in the industry. Emphasis is placed on installation, maintenance and troubleshooting of these components and systems. Two lecture hours. Two lab hours. Three semester hours credit.

**SOC 2113 INTRODUCTION TO SOCIOLOGY.** This course introduces the scientific study of human society and social interaction and examines social forces on individuals and groups. Three lecture hours. Three semester hours credit.

**SOC 2113H INTRODUCTION TO SOCIOLOGY HONORS.** This course introduces the scientific study of human society and social interaction and examines social forces on individuals and groups. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**SOC 2133 SOCIAL PROBLEMS.** This course is a study of the theoretical analysis, nature, scope and effects of contemporary social problems and policy measures used to address them. Three lecture hours. Three semester hours credit.

**SOC 2143 MARRIAGE AND FAMILY.** A study of the development of marriage and family as social institutions within society. Three lecture hours. Three semester hours credit.

**SOC 2313 COMMUNITY INVOLVEMENT.** This course provides students with experience in a public or non-profit organization, or other appropriate work environment, to encourage them to recognize the value of their active participation in the service/learning process. This course requires up to 16 hours of seminar, 40-60 hours of field experience and reflective work. Three semester hours credit.

**SPT 1113 PUBLIC SPEAKING I.** Study and practice in making speeches for a variety of public forums. Major emphasis is placed on effective speech preparation and delivery. Three lecture hours. Three semester hours credit.

**SPT 1113H PUBLIC SPEAKING I HONORS.** Study and practice in making speeches for a variety of public forums. Major emphasis is placed on effective speech preparation and delivery. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honors Forum.

**SPT 1123 PUBLIC SPEAKING II.** A continuation in the study of public speaking with emphasis on research, organization and delivery techniques. Three lecture hours. Three semester hours credit.

**SPT 1131 FORENSICS I.** Forensics is an activity course which includes public speaking, oral interpretation and debate. Students participate in intercollegiate or community forensic contests and debate tournaments. One semester hour credit.

**SPT 1153 VOICE, DICTION AND PHONETICS.** A study of the International Phonetic Alphabet and training in the phonetic transcription of speech for the improvement of voice and diction. Includes physical characteristics and production of sounds in American English, auditory training, articulation and standard pronunciations and voice production. Three lecture hours. Three semester hours credit. Open to all students. Required for all students in the speech and theatre field of study.

**SPT 1241, 1251, 2241, 2251 DRAMA PRODUCTION I, II, III, IV.** These courses consist of participation in college drama productions that are required for theatre majors. Two hours lab. One semester hour credit.

**SPT 2143 ORAL INTERPRETATION.** Training is given in the techniques of oral interpretative presentation, its theories and practices. Three lecture hours. Three semester hours credit.

**SPT 2173 INTERPERSONAL COMMUNICATION.** Theory and analysis of dyadic relationships (one-on-one interactions). The course explores topics such as perception, listening, conflict management,

relationship building and maintenance and relational power. Three lecture hours. Three semester hours credit.

**SPT 2233 THEATRE APPRECIATION.** An introduction of the cultural, historical and social aspects of drama. Class content provides an appreciation of theatre and performance art to develop audience standards through demonstration of the unique characteristics of theatre. A fine arts elective. Three lecture hours. Three semester hours credit.

**SPT 2233H THEATRE APPRECIATION HONORS.** An introduction of the cultural, historical and social aspects of drama. Class content provides an appreciation of theatre and performance art to develop audience standards through demonstration of the unique characteristics of theatre. A fine arts elective. This course includes the general course objectives, and any honors activities/projects are subject to approval of the Vice President of Instructional Services, Honors director, department chair and the instructor. Three lecture hours. Three semester hours credit. Corequisite: Honor Forum.

**SUT 1113 FUNDAMENTALS OF SURGICAL TECHNOLOGY.** This is a basic introductory course including hospital and surgical suite organization and environment, history, legal responsibilities, terminology, interpersonal relationships and biomedical science. Three lecture hours. Three semester hours credit. Prerequisite: Acceptance into the SUT program. All SUT courses must be taken in curriculum display sequence.

**SUT 1217 PRINCIPLES OF SURGICAL TECHNIQUE.** This course is a comprehensive study of aseptic technique, safe patient care and surgical techniques, pharmacology and anesthesia. Three lecture hours. Eight lab hours. Seven semester hours credit. Prerequisites: Acceptance into the SUT program. All SUT courses must be taken in curriculum display sequence.

**SUT 1314 SURGICAL ANATOMY.** Emphasis is placed on the structure and function of the human body as related to surgery. Application of the principles of surgical anatomy to participation in clinical experience. Four lecture hours. Four semester hours credit. Prerequisites: Acceptance into the SUT program. All SUT courses must be taken in curriculum display sequence.

**SUT 1413 SURGICAL MICROBIOLOGY.** This is an introduction to pathogenic microorganisms related to surgery and their effect on wound healing and infection. Includes principles of sterilization and disinfection. Three lecture hours. Three semester hours credit. Prerequisites: Acceptance into the SUT program. All SUT courses must be taken in curriculum display sequence.

**SUT 1518 BASIC AND RELATED SURGICAL PROCEDURES.** This course includes instruction in regional anatomy, pathology, instrumentation and surgical techniques in general surgery, gynecology, obstetrics and urology. Four lecture hours. Twelve clinical hours. Eight semester hours

credit. Prerequisites: SUT 1113, 1217, 1314 and 1413. All SUT courses must be taken in curriculum display sequence.

**SUT 1528 SPECIALIZED SURGICAL PROCEDURES.** This course includes instruction in regional anatomy, pathology, instrumentation and techniques in surgical specialty areas of ear, nose and throat; ophthalmology; oral and maxillofacial; pediatrics and plastic. This course requires clinical experience in an area hospital surgical suite and related departments. Four lecture hours. Twelve clinical hours. Eight semester hours credit. Prerequisites: SUT 1113, 1217, 1314 and 1413. All SUT courses must be taken in curriculum display sequence.

**SUT 1539 ADVANCED SURGICAL PROCEDURES.** This course provides instruction in regional anatomy, pathology, instrumentation and techniques in surgical specialty areas of orthopedics, neurosurgery, thoracic and vascular, cardiovascular and employability skills. This course requires clinical experience in area hospital surgical suites and related departments and a comprehensive final examination. Four lecture hours. Fifteen clinical hours. Nine semester hours credit. Prerequisites: All SUT courses must be taken in curriculum display sequence.

**SWK 1113 SOCIAL WORK: A HELPING PROFESSION.** The course exposes students to a “helping” profession that plays a central role in addressing human needs. Students are exposed to personal/lived experiences of social work clients and successes of “real” social workers in respective practices such as mental health, child welfare, disaster, corrections, faith-based, military, international relief and industry. Three lecture hours. Three semester hours credit.

**TAH 1113 MEDICAL TERMINOLOGY IN ALLIED HEALTH.** A general medical terminology course applicable to students seeking a career in allied health, word structure, pronunciation and application of medical terms of the body and system of the body. Three lecture hours. Three semester hours credit.

**TAH 1123 FOUNDATIONS OF ALLIED HEALTH.** This course covers a wide range of topics related to the healthcare profession. Included are medical ethics, healthcare economics, healthcare politics and legal issues. Managerial and supervisory skills are also discussed. Three lecture hours. Three semester hours credit.

**TDT 2233 COMPUTER NUMERICAL CONTROL OPERATIONS III.** This course is designed as a continuation of Computerized Numerical Operations II with special emphasis on die making operations. This course includes instruction and practice in the use of the traveling wire electrical discharge machine. Two lecture hours. Two lab hours. Three semester hours credit. Prerequisite: MST 2725.

**TMA 1023 TECHNICAL MATH I.** This course is designed to provide instruction in mathematical concepts found in occupational and apprentice

programs. The course includes instruction in applied arithmetic, elementary algebra and geometry. Three lecture hours. Three semester hours Institutional credit.

**TMA 1063 APPLIED MATH FOR HEALTH PROFESSIONALS.**

This course provides instruction in basic mathematical concepts, including the ability to interpret statistical data, gather and report statistical data. Emphasis will be placed on the medical metric system, drug calculations, dosing standards, medication administration records, distinguish household and apothecary terms and other healthcare-related functions requiring mathematical competency. Three lecture hours. Three semester hours Institutional credit.

**WBL 191(1-3) WORK-BASED LEARNING.** The Work-Based Learning course is designed for freshmen enrolled during the fall semester in career and technical education programs and employed in parallel workplace environments for a minimum of 15 hours per week. Course content is based upon the model technology course curriculum, specific workplace needs and specific objectives addressing competent workplace performance. 90-270 lab hours. One-to-three semester hour(s) credit.

**WBL 192(1-3) WORK-BASED LEARNING.** The Work-Based Learning course is designed for freshmen enrolled during the spring semester in career and technical education programs and employed in parallel workplace environments for a minimum of 15 hours per week. Course content is based upon the model technology course curriculum, specific workplace needs and specific objectives addressing competent workplace performance. 90-270 lab hours. One-to-three semester hour(s) credit.

**WBL 193(1-3) WORK-BASED LEARNING.** The Work-Based Learning course is designed for freshmen enrolled during the summer semester in career and technical education programs and employed in parallel workplace environments for a minimum of 15 hours per week. Course content is based upon the model technology course curriculum, specific workplace needs and specific objectives addressing competent workplace performance. 90-270 lab hours. One-to-three semester hour(s) credit.

**WBL 291(1-3) WORK-BASED LEARNING.** The Work-Based Learning course is designed for sophomores enrolled in fall semester career and technical education programs and employed in parallel workplace environments for a minimum of 15 hours per week. Course content is based upon the model technology course curriculum, specific workplace needs and specific objectives addressing competent workplace performance. 90-270 lab hours. One-to-three semester hour(s) credit.

**WBL 292(1-3) WORK-BASED LEARNING.** The Work-Based Learning course is designed for sophomores enrolled in fall semester career and technical education programs and employed in parallel workplace environments for a minimum of 15 hours per week. Course content is based

upon the model technology course curriculum, specific workplace needs and specific objectives addressing competent workplace performance. 90-270 lab hours. One-to-three semester hour(s) credit.

**WBL 293(1-3) WORK-BASED LEARNING.** The Work-Based Learning course is designed for sophomores enrolled in fall semester career and technical education programs and employed in parallel workplace environments for a minimum of 15 hours per week. Course content is based upon the model technology course curriculum, specific workplace needs and specific objectives addressing competent workplace performance. 90-270 lab hours. One-to-three semester hour(s) credit.

**WLT 1115 SHIELDED METAL ARC WELDING I.** This course is designed to teach students introductory welding techniques using the SMAW process. Three lecture hours. Three lab hours. Five semester hours credit.

**WLT 1124 GAS METAL ARC WELDING (GMAW).** This course is designed to give the student experience in various welding applications with the GMAW process using various modes of transfer. Two lecture hours. Four lab hours. Four semester hours credit.

**WLT 1135 GAS TUNGSTEN ARC WELDING (GTAW).** This course is designed to give the student experience in various welding applications using the GTAW process. Three lecture hours. Three lab hours. Five semester hours credit.

**WLT 1143 FLUX CORED ARC WELDING (FCAW).** This course is designed to give the student experience using FCAW process. Two lecture hours. Two lab hours. Three semester hours credit.

**WLT 1173 INTRODUCTION TO WELDING AND SAFETY.** This course is designed to give student an introduction to the welding profession and experience in safety procedures related to welding. Three lecture hours. Three semester hours credit.

**WLT 1225 SHIELDED METAL ARC WELDING II.** This course is designed to teach students advanced welding techniques using the SMAW process. Three lecture hours. Three lab hours. Five semester hours credit.

**WLT 1232 BLUEPRINT READING, WELDING AND METALLURGY.** This course is designed to give the student experience in blueprint reading, welding symbols and metallurgy. Two lecture hours. Two semester hours credit.

**WLT 1313 CUTTING PROCESSES.** This course is designed to give the student experience in oxyfuel cutting principles and practices, air carbon cutting and gouging and plasma arc cutting. Two lecture hours. Two lab hours. Three semester hours credit.

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Robbins, Danny ..... Pontotoc County

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McFarland, Anderson.....	Houston

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Johnson, Steve.....	Fulton
Moore, Steve .....	Fulton

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McKnight, Dan.....	Pontotoc
Stokes, Wayne.....	Ecu
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Wright, Ernie.....	Belden

# OFFICERS OF ADMINISTRATION

## ADMINISTRATION AND ADMINISTRATIVE SERVICES

**Allen, Jay** .....President  
Ph.D., University of Mississippi

**Boggs, Brad** ..... Dean of Students  
Itawamba Community College; B.S., M.S., Ph.D., Mississippi State University

**Camp, Tyler**..... Special Assistant to the President  
A.A., Itawamba Community College; B.A., Mississippi State University

**Haab, Melissa** ..... Dean of Enrollment Services  
B.A., M.S., Mississippi State University; Ph.D., University of South Alabama

**Lowder, Joe** ..... Dean of Economic and Community Services  
A.A. Itawamba Community College; B.S., M.S., Mississippi State University; Ed.D., College of William and Mary

**Senter, Timothy**..... Executive Director of Human Resources and Administration, B.S., University of Memphis; M.A., Mississippi State University

**South, Sandi**..... Executive Director of Finance  
A.A., Itawamba Community College; B.B.A., M.Accy., University of Mississippi; Certified Public Accountant; Chartered Global Management Accountant

**Strother, Nina**.....Director of Community Relations  
A.A., Copiah-Lincoln Community College; B.S., Mississippi College

**Sumerel, Michelle** ..... Vice President of Instructional Services  
B.S., University of North Alabama; M.S., Ph.D., Mississippi State University

**Upton, Michael**.....Director of Advancement  
B.A., M.A., University of Mississippi

**White, Brandy** .....Administrative Assistant  
A.A., Itawamba Community College

**BUSINESS SERVICES** – **Tim Senter**, Executive Director of Human Resources and Administration, and **Sandi South**, Executive Director of Finance

**Aven, Rene**..... Post Office

**Bradley, Debra**..... Administrative Assistant  
A.A., Itawamba Community College

**Bowen, John** ..... Print Shop Manager

**Clements, Brenda**..... Bookstore

**Coleman, Jinnie**..... Business Manager  
B.A., M.A., University of Mississippi; Certified Public Accountant

**Dunn, LaTangela** ..... Payroll Clerk, Tupelo  
A.A., Itawamba Community College; B.S., Mississippi University for Women

**Garrett, Debbie** ..... Student Accounts

**Harrison, Annette** ..... Administrative Assistant/Inventory Clerk

**Humphries, Billy**..... Bookstore Manager  
A.A., Itawamba Community College

**Little, Karen** ..... Assistant Bookstore Manager

**Midkiff, Rhonda**.....Accounts Payable  
A.A., Itawamba Community College

**Minor, Tiara**.....Human Resources Office Assistant

**Nichols, Patricia**..... Bookstore

**Norris, Angie** .....Payroll, Fulton  
A.A., Itawamba Community College; B.B.A., Faulkner University

**Pharr, Ponda** ..... Post Office

**Staggs, Barbara**.....General Bookkeeper  
A.A.S., Northeast Mississippi Community College

**Timms, Dana** ..... Bookstore

**Turner, Kevin**..... Director of Transportation

**Turner, Tanya** ..... Bookstore

**Watson, Karen** ..... Bookstore

**West, Michael**..... Transportation

**White, Daris**..... Transportation

**Wilburn, Lisa** .....Business Office Manager, Tupelo A.A., Itawamba Junior College

**Wood, Shanda** ..... Accounts Receivable Specialist A.A., Itawamba Community College

**COMMUNITY RELATIONS – Nina Strother, Executive Director**

**Adams, Clinton** .....Media Specialist A.A.S., Itawamba Community College

**Adams, Brandon** ..... Assistant Director of Sports Information A.A., Itawamba Community College

**Brown, Amy** .....Graphic Design Specialist A.A., Itawamba Junior College

**Caldwell, Maggie**.....Digital Media Specialist A.A., Itawamba Community College; B.S., Mississippi State University

**Gore, Adam** ..... Director of Sports Information/Media Relations A.A., Itawamba Community College; A.A., Northwest Mississippi Community College

**Henry, Raphael** ..... Video Operations Coordinator B.A., Rust College

**Thomas, Donna** .....Director of Communications  
A.A., Northeast Mississippi Community College; B.A., University of Mississippi

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Early Childhood Academy, A.A., Itawamba Community College; B.A.E.,  
M.Ed., University of Mississippi

**Basham, Delores**..... WIOA Office Assistant, Amory WIN Center

**Bell, Sanders** ..... WIOA Youth Coordinator  
B.S., Mississippi State University

**Bishop, Cathy** ..... WIOA Career Coach/Bookkeeper  
A.A., A.A.S., Itawamba Community College; B.S., Union University

**Bonner, Bethany** .....SNAP E&T Pilot Navigator  
B.S., Jacksonville State University; M.Ed., University of Mississippi

**Bridges, Aquilla**..... WIOA Career Coach, Houston WIN Center  
A.A.S. (3), Itawamba Community College; B.S., University of Phoenix

**Chism, Rena** .....WIOA Greeter/Navigator

**Curry, Angenett** .....Resource and Referral Center Associate,  
Early Childhood Academy, A.A.S., Itawamba Community College

**Dickinson, Amanda S.** .....Adult Education Instructor  
B.S., Mississippi State University; M.Ed., University of Mississippi

**Duckworth, Deanna** .....Adult Education Instructor  
B.A., M.E., University of Mississippi

**Fleming, Natalie** ..... WIN Office Assistant

**Gammill, Josh** .....Incentives to Success Career Navigator  
B.S., Mississippi State University

**Gates, Bradley** ..... WIOA Career Services Director  
B.B.A., Mississippi State University; M.A., University of Mississippi

**Houston, Julia** ..... Adult Education Director and MI-BEST Coordinator  
B.S.E., Mississippi State University; M.A., University of Mississippi

**Kelley, Letitia** ..... WIOA Career Coach  
A.A., Itawamba Community College; B.B.A., Mississippi State University

**Kelly, Rebecca** ..... Continuing Education Specialist  
MOUS (Microsoft Office User Specialist)

**Kinard, Irijah** ..... WIOA Career Coach  
A.A., Itawamba Community College; B.S., M.A., University of Mississippi

**Kitchens, Stephanie** ..... WIOA Career Coach  
A.A., A.A.S., Itawamba Community College; B.S., M.S., Mississippi State University

**Lawrence, Emily** ..... Workforce Office Specialist – Data Specialist  
A.A., A.A.S., Itawamba Community College; B.S., Mississippi University for Women

**Linville, Heather** ..... Coach and Professional Development Specialist  
B. S., Blue Mountain College; M.S., The University of Mississippi

**Loden, Stacey** ..... Workforce Accountability and Information Specialist  
A.A., Itawamba Community College; B.B.A., University of Mississippi

**Martin, Debi** .. Director of Continuing Education and Community Services  
B.S., University of North Alabama; J.D., University of Mississippi

**McAnally, Karey** ..... Manufacturing Instructor  
A.A.S., Northeast Mississippi Community College; B.S., Union University

**Parish Smith, Kathy** ..... Administrative Assistant, Economic and Community Services, A.A.S., Itawamba Community College

**Patterson, Linzy** ..... Adult Education Instructor  
A.A., Itawamba Community College; B.S., University of Tennessee at Martin; M.S., Arkansas State University

**Roberts, Tammy** ..... WIOA Career Coach, Pontotoc WIN Center  
B.S., University of Mississippi

**Sappington, Bonnie**..... WIOA Office Assistant, Houston WIN Center  
B.S., Mississippi State University

**Scheuer, Christy**..... Director of Food Service Pathway  
A.A., Itawamba Community College; B.B.A., University of Mississippi

**Shannon, Angeelas**..... Administrative Assistant/Bookkeeper for Adult  
Education, B.S., University of Southern Mississippi

**Sherman, Tatiana** ..... Workforce Project Specialist/MMS-MEP Manager  
B.A., Moscow State University; B.A., Ulyanovsk Pedagogical University;  
M.B.A., Mississippi State University

**Spradlin, Jason**..... Workforce Project Manager  
B.B.A., University of Mississippi

**Standifer, Chasity** ..... Admissions Record Clerk  
A.A., Itawamba Community College

**Taylor, Donald** ..... Commercial Truck Driving Instructor

**Trice, Priscilla** ..... Adult Education Assessment Coordinator  
A.A.S. (3), Itawamba Community College; B.S., Mississippi University for  
Women

**Tutor, Marion Dunn**..... Mississippi Corridor Consortium Director  
B.A., Mercer University; M.S., Jackson State University; Ph.D., University  
of Mississippi

**Wade, Erica** ..... Adult Education Assessment Center Proctor

**Wallace, Gloria** ..... Adult Education Instructor  
B.B.A., University of Mississippi

**Walton, Joan** ..... Adult Education Instructor  
B.A., Oglethorpe University

**Waters, Tzer Nan**..... Director of Workforce Training and Pathways  
B.S., M.S., Mississippi State University

**Whitfield, Shundria** .....Adult Education Instructor  
B.A. (2), University of Mississippi

**Williams Janes, Amanda**..... Adult Education Program Coordinator and  
MI-BEST Navigator, B.A., M.S., Mississippi State University

**Yarbrough, Greg**..... WIOA Career Coach, Amory WIN Center  
B.A., California Baptist University; M.P.A., Jacksonville State University

**FOUNDATION – Michael Upton, Director of Advancement**

**Bouchillon, Tilda**..... Administrative Assistant  
Arkansas State University

**Ingram, Jim** ..... Director of Institutional Advancement  
B.B.A., University of Mississippi

**INSTRUCTIONAL SERVICES – Michelle Sumerel, Vice President**

**Alexander, Cassie**..... Public Health Technology Director/  
Health Science Instructor, B.H.S., Baptist Memorial College of Health  
Sciences; M.A.T., University of West Alabama

**Armour, Janet** ..... Director of Libraries  
B.B.A., University of Mississippi; M.L.I.S, University of Southern  
Mississippi

**Armstrong, Jonathan**.....English Instructor  
B.A., University of North Alabama; M.A.T., Mississippi State University

**Armstrong, Toni** ..... Associate Degree Nursing Instructor  
B.S.N., University of North Alabama; M.S.N., University of Alabama in  
Huntsville; D.N.P., Samford University

**Arnold, Dana** .....Art Instructor  
B.S., University of Montevallo; M.A., Mississippi College; Ph.D.,  
Mississippi State University

**Arnold, John**..... Political Science Instructor  
B.S., University of Montevallo; M.S.S., Mississippi College; Ph.D.,  
Mississippi State University

**Asters, Lauren**..... Associate Degree Nursing Instructor  
B.S.N., Mississippi University for Women; M.S.N., University of North  
Alabama

**Bailey, Jessica**..... Library Technical Assistant  
B.A., University of Mississippi

**Baldwin, Dylan**..... Collision Repair Instructor  
A.A.S., Itawamba Community College; B.A., University of Mississippi;  
M.S., Mississippi State University

**Bennett, Sherry** ..... Learning Life Skills Instructor  
Fulton Campus, A.A.S., Itawamba Community College; B.A., Mississippi  
University for Women; M.L.I.S., University of Southern Mississippi

**Bond, Linda** ..... Associate Degree Nursing Instructor  
A.S.N., B.S.N., Mississippi University for Women; M.S.N., Delta State  
University

**Bowers, Beth**..... Director of Clinical Education,  
Respiratory Care, A.A.S., Tallahassee Community College; B.S., Blue  
Mountain College

**Bowers, Jenny** ..... English Instructor  
B.A., M.A., Mississippi State University

**Boykin, Carrie**..... Chemistry/Physics Instructor  
B.S., M.S., Delta State University

**Bray, Melanie** ..... Mathematics Instructor  
B.S., M.S., University of Mississippi

**Britt-Begnaud, Anna** ..... Communications Division Chair/  
Instructor, B.A., Lipscomb University; M.A., University of Alabama

**Brown, Cheree** ..... Accounting Instructor  
B.P.A., Mississippi State University; M.Accy., University of Mississippi;  
Certified Public Accountant

**Brown, John Ashley**..... Industrial Maintenance Instructor  
A.A.S., Itawamba Community College; B.S., Excelsior College

**Burton, Charles**.....Automotive Technology Instructor  
A.A.S., Itawamba Community College

**Campbell, Beth**..... Biology Instructor  
B.S., M.S., Mississippi State University; postgraduate work, University of  
New Hampshire, University of Mississippi

**Campbell, Jason**..... Biology Instructor  
B.S., Mississippi State University; M.A.T., University of West Alabama

**Cappleman, Amy** ..... Director of Strategic Planning  
and Institutional Effectiveness, B.B.A., M.B.A., University of Mississippi

**Carson, Billy** ..... Hospitality Management Technology Director/Business  
Administration Instructor, B.B.A., M.B.A., Mississippi State University

**Cash, Bridgett** ..... Mathematics Instructor  
A.A., Itawamba Community College; B.S., Mississippi State University;  
M.Ed., University of Mississippi

**Cheesman, Brian**.....Music Instructor/Assistant Band Director  
B.M., University of Mississippi; M.M., Wichita State University; D.M.A.,  
University of Southern Mississippi

**Coker, Jill** ..... Public Speaking Instructor  
B.A., University of Central Florida; M.A., University of Alabama

**Colburn, Christy**.....Music Instructor/Assistant Band Director  
A.A., Itawamba Community College; B.M., M.M., University of Mississippi

**Cox, Chris**..... Mathematics Instructor  
B.A.E., M.Ed., University of Mississippi

**Cox, Tanya**.....Information Systems Technology Instructor  
A.A.S., Itawamba Community College; B.S., M.Ed., Mississippi State  
University; Certified Novell Administrator

**Crowder, Bradley** .....Automotive Technology Instructor  
A.A.S., Itawamba Community College

**Crum, Paul** .....Director/Instructor of Radiologic Technology  
B.H.S., Baptist Memorial College of Health Science; B.S., M.Ed.,  
Mississippi State University

**Crump, Idell** ..... Child Development Technician  
A.A.S., Itawamba Community College

**Cummings, Allyson** .....Public Speaking Instructor  
A.A., Itawamba Community College; B.S., M.S., Mississippi State  
University

**Cutturini, Morgan** .....English Instructor  
B.A., M.A., Mississippi State University

**Davis, Kyle**.....Choir Director/Music Instructor  
B.A., Blue Mountain College; M.M., University of Mississippi

**Davis, Martha**..... Associate Degree Nursing Instructor  
A.A.S., Northeast Mississippi Community College; B.S.N., Mississippi  
University for Women; M.S.N., Alcorn State University; D.N.P., Union  
University

**Davis, Sherry** ..... Biology/Physical Science Instructor  
A.A., Itawamba Community College; B.A., M.Ed., University of  
Mississippi

**Denton, Adam** .....Program Director/Instructor, Respiratory Care  
A.A.S., Itawamba Community College; B.S., University of Mississippi  
Medical Center

**Dilworth, Aquilla** ..... Child Development Technician  
A.A.S., Itawamba Community College

**Dye, Martha**.....Administrative Assistant, eLearning  
A.A.S., Itawamba Community College

**Edwards, Elizabeth**.....Director of Institutional Research, Effectiveness  
and Accountability, B.B.A. (2), University of Mississippi; M.B.A., Delta  
State University

**Eidt, Megan** .....History Instructor  
B.A., University of Mississippi; M.A., Mississippi College

**Emison, Barry** ..... Dean of Career and Technical Instruction  
A.A.S., Itawamba Community College; B.S., Mississippi State University;  
M.A., University of Mississippi

**Ferguson, Douglas** .....Electrical Technology Instructor  
B.S., M.S., Ph.D., Mississippi State University

**Fleming-Parker, Mary**..... Associate Degree Nursing Instructor  
B.S., Mississippi University for Women; M.S.N., University of Mississippi;  
D. N. P., Samford University

**Foster, Tammy** .....Computer Science Instructor  
A.A., Itawamba Community College; B.S., M.Ed., Mississippi State  
University

**Fraiser, Shannon**.....OTA Fieldwork Coordinator  
B.S., Mississippi State University; B.S., University of Mississippi Medical  
Center

**Francis, Melanie**.....English Instructor  
A.A., Itawamba Community College; B.S., Mississippi University for  
Women; M.S.I.T., Mississippi State University

**Francis, Robert** .....Mathematics Division Chair/Instructor  
B.A., M.Ed., University of Mississippi

**Franks, Jeffrey** .....Electrical Technology Instructor  
A.A.S., Itawamba Junior College

**Galjour, Mary** .....Foreign Language Instructor  
B.A., College of William and Mary; M.A., Mississippi State University

**Garrett, Phillip**..... Physical Science Instructor  
B.A., M.Ed., Ed.S., University of Mississippi

**Gary, Tina** ..... Early Childhood Education Instructor  
A.A., Itawamba Junior College; B.S., Mississippi State University; M.S.,  
Walden University

**Gholston, Jason**..... Diesel Equipment Technology Instructor  
A.A.S., Itawamba Community College

**Gillespie, Denise** ..... Dean of eLearning Instruction  
A.A., Northeast Mississippi Community College; B.B.A., M.B.A.,  
University of Mississippi

**Glasson, Kristi** ..... EMT-Paramedic Instructor  
Northwest Mississippi Community College; A.A.S., Itawamba Community  
College; B.S., Blue Mountain College

**Gray, Emily** ..... Librarian, Fulton Campus  
A.A., Itawamba Community College; B.A., University of Mississippi; M.S.,  
Mississippi State University; M.L.I.S., The University of Alabama

**Hagan, Janae** ..... Psychology Instructor  
A.A., Itawamba Community College; B.S., Mississippi University for  
Women; M.S., Ph.D., Mississippi State University

**Hall, Jamie** ..... Director, Paralegal Instructor  
B.A., J.D., University of Mississippi

**Hallmark, Rhonda** ..... Sociology Instructor  
B.A., M.S.S., University of Mississippi

**Hancock, Heather** ..... Associate Degree Nursing Instructor  
A.A.S., Northeast Mississippi Community College; B.S.N., University of  
North Alabama; M.S.N., University of Alabama in Huntsville; D.N.P.,  
Samford University

**Hand, Joy** ..... Associate Degree Nursing Instructor  
B.S.N., M.S.N., University of Mississippi Medical Center; D.N.P., Samford  
University

**Hendricks, Michael** ..... Biology Instructor  
B.S., M.S., Delta State University

**Henley, Brandi** ..... Academic Coordinator of Clinical Education, Physical  
Therapist Assistant, B.S., University of Mississippi Medical Center

**Howard, Bradley** ..... Computer Science Instructor  
B.S., M.S., University of Mississippi

**Huckaby, Timothy** ..... Music Instructor  
B.M.E., M.M., University of Mississippi

**Hughes, Stacey** ..... eLearning Adviser and Lab Coordinator  
A.A., Itawamba Community College; B.S., Mississippi University for  
Women

**Hukle, Delena** .....Information Systems Technology Instructor  
A.S., Northern Oklahoma College; B.B.A., University of Central Oklahoma;  
M.B.A., Phillips University; Ph.D., Mississippi State University; CISCO  
Certified Network Associate

**Humphries, Jay** .....English Instructor  
A.A., Itawamba Community College; B.S., M.A., University of North  
Alabama

**Hussey, Amy** ..... Associate Degree Nursing Instructor  
B.S.N., Mississippi University for Women; M.S.N., University of South  
Alabama; D.N.P., American Sentinel University

**Ingram, Bruce** ..... History Instructor  
B.A., Blue Mountain College; M.A., Ph.D., University of Mississippi

**Inmon, Lauren** ..... Administrative Assistant, Associate Degree Nursing  
A.A.S., Itawamba Community College; B.S., Mississippi University for  
Women

**Jarrell II, Bobby**..... Mathematics Instructor  
B.S., M.S., Mississippi State University

**Jett, Allison**..... Child Care Technician  
A.A.S., Itawamba Community College

**Jimenez, Jessica**..... Child Development Technician  
A.A.S., Itawamba Community College

**Jones, Rilla**..... Dean of Health Science Instruction  
B.S., University of Mississippi; M.Ed., Mississippi State University

**Jones, Tammy** ..... Practical Nursing Instructor  
A.A.S., Itawamba Community College; B.S.N., University of North  
Alabama

**Karr, Holly** ..... Librarian, Fulton Campus  
B.S., Faulkner University; M.L.I.S., University of Alabama

**Kennedy, Paige**..... Administrative Assistant  
Instructional Services, A.A., Itawamba Community College; B.S., M.A.T.,  
Mississippi State University

**Kinard, Ira Lindsay** ..... Mathematics Instructor  
B.A., M.Ed., University of Mississippi; Ph.D, Mississippi State University

**King, Amber** ..... English Instructor  
B.A., Mississippi University for Women; M.A., University of Alabama

**Kirk, Holly** ..... Director, Early Childhood Education Technology  
B.S., Blue Mountain College; M.A., University of Phoenix

**Knight, Wilson** ..... eLearning Development Coordinator  
A.A., Itawamba Community College; B.A., University of Mississippi;  
M.A.T., Mississippi State University

**Lamb, Emily** ..... Supportive Services Coordinator  
A.A.S., Itawamba Community College; B.S., M.S., Mississippi University  
for Women

**Lancaster, Ashley** ..... English Instructor  
B.A., Mississippi State University; M.A., Ph.D., University of Mississippi

**Langford, Shawna** ..... Associate Degree Nursing Instructor  
B.S.N., Mississippi University for Women; M.S.N., University of North  
Alabama; D.N.P., American Sentinel University

**Lay, David** ..... Sociology Instructor  
B.S., M.S., Mississippi State University

**Layman, Cindy** ..... Information Systems Technology Instructor  
B.S. (2), Mississippi State University; CISCO Certified Network Associate;  
Certified Novell Administrator

**Lence, Sheree** ..... Music Instructor  
B.M., Mississippi State University; M.M., University of Mississippi

**Lentz, Melinda** ..... Assessment Center Testing Proctor, eLearning  
Fulton Campus

**Lewis, William** ..... Welding and Cutting Instructor  
A.A., Holmes Community College, B.B.A., Mississippi State University

**Lindsey, Carrie** .....Administrative Assistant, Career and Technical Instruction, A.A., Itawamba Community College; B.S., Mississippi University for Women

**Little, Lori** .....Health Science Programs Adviser Health Information Technology, A.A.S., Itawamba Community College; B.S., University of Mississippi Medical Center; M.S.W., Union University

**Lochridge, Tammy** ..... Psychology Instructor B.A., M.Ed., University of Mississippi

**Loden-Jones, Emily** .....Forestry Instructor B.S., M.S., Mississippi State University

**Lomenick, Dee Dee** ..... Occupational Therapy Assistant Technology Director/Instructor, A.A., Edison Community College; B.S., Florida International University; M.A., University of Alabama; Ph.D., University of St. Augustine-Health Sciences

**Lowe, Robin**.....English Instructor A.A., Itawamba Community College; B.S., M.S., Mississippi State University

**Lucas, Tamar** Associate Degree Nursing Instructor A.A.S., Northeast Mississippi Community College; B.S., University of North Alabama; M.S.N., University of Alabama; Ed.D., University of Phoenix

**Martin, Richard** ..... Biology Instructor B.S., M.S., Mississippi State University

**McBride, Laurie**..... Speech/Theatre Instructor B.S., Tennessee Temple University; M.A., Bob Jones University; Ph.D., University of Mississippi

**McCormick, Heather** ..... Mathematics Instructor B.S., Mississippi College; M.S., University of Mississippi

**McCoy, Jennifer**.....Surgical Technology Instructor A.A.S., Itawamba Community College; B.S., University of Mississippi Medical Center

**McCraw, Brandi** ..... Instructional Coordinator  
A.A., Itawamba Community College; B.B.A., University of Mississippi;  
M.A.T., Ph.D., Mississippi State University;

**McCreary, Doris** ..... Information Systems Technology Instructor  
A.A.S., Itawamba Junior College; B.S., University of Southern Mississippi;  
M.A.T., Mississippi State University

**McCrimon, Jodi** ..... Business Marketing Management Technology  
Instructor, A.A., Itawamba Community College; B.B.A., Mississippi State  
University

**McFerrin, Jennifer**..... Library Technical Specialist, Fulton Campus  
A.A., Itawamba Junior College; B.S., Mississippi University for Women;  
Library Support Staff Certification

**McNeese, Lisa**..... Director/Instructor - Practical Nursing  
B.S.N., Mississippi University for Women; M.S.N., University of North  
Alabama

**Meggison, Nita**..... Clinical Coordinator, Radiologic Technology  
A.A.S., Itawamba Junior College; B.S., University of Mississippi

**Millender, Julia** ..... Criminal Justice Instructor  
B.S., M.S., Delta State University

**Mills, Jada** ..... Natural Science Division Chair/Biology Instructor  
B.A., M.Ed., Ph.D., University of Mississippi

**Milner, Michelle** ..... Biology Instructor  
B.S., Delta State University; M.S., University of Mississippi

**Mitchell, Rachel** ..... History Instructor  
B.A., Maryville College; M.P.P.A., Mississippi State University

**Moffett, Regina** ..... Learning Life Skills Instructor,  
A.A., Itawamba Community College; B.A., Ellis College of the New York  
Institute of Technology; M.Ed., Mississippi College

**Morris, Angie** ..... Associate Degree Nursing Instructor  
B.S.N., Mississippi University for Women; M.S.N., Alcorn State  
University; D.N.P., Samford University

**Morris, Keith**.....English Instructor  
B.A. (2), University of Mississippi; M.A., Mississippi State University

**Moses, Christopher**..... Industrial Maintenance/Electrical  
Technology Instructor, A.A.S., Itawamba Community College

**Murphree, Renee** .....Instructional Technology Specialist  
A.A., Itawamba Community College

**Nail, Edana**..... Business Administration Division Chair/  
Economics Instructor, B.B.A., Mississippi State University; M.A.,  
University of Memphis; Ph.D., Mississippi State University

**Nevins, Terri**..... Child Development Technician  
A.A.S., Itawamba Community College

**Newsome, Kayla**.....Child Care Manager, Tupelo Campus  
A.A., Itawamba Community College; B.S., Mississippi State University

**Nichols, Diann** ..... Assessment Coordinator  
B.B.A., M.S., Mississippi State University

**Nolan, Beth**..... Health/Physical Ed/Recreation Division Chair/Instructor  
B.S., M.S., Mississippi State University

**Orrick, Cindy** ..... Administrative Assistant, Dean of Health Science  
Instruction, A.A., Itawamba Community College; B.S., University of  
Alabama

**Pannell, Laura**..... Psychology Instructor  
B.A., M.Ed., University of Mississippi; Ph.D., University of Southern  
Mississippi

**Patrick, Cass**..... Fine Arts Division Chair/Music Instructor/  
Assistant Band Director, B.B.A., B.A., M.M., D.A., University of  
Mississippi

**Patterson, Angela**.....Director, Early Childhood Center, Fulton Campus  
A.A.S., Itawamba Community College

**Patterson, Lindsey** ..... Biology Instructor  
B.S., University of Mississippi; M.A.T., University of West Alabama

**Pearce, Nicole** ..... Biology Instructor  
B.H.S., University of Mississippi Medical Center; M.A.T., University of  
West Alabama

**Pearson, Lisa** ..... Practical Nursing Director/Instructor  
A.A.S., Northeast Mississippi Community College; B.S.N., Mississippi  
University for Women; M.S.N., University of North Alabama; D.N.P.,  
Union University

**Pearson, Megan** ..... Librarian, Tupelo Campus  
A.A., Itawamba Community College; B.S., Mississippi State University;  
MLS, Sam Houston State University

**Peters, Leah** ..... Library Technical Assistant  
M.L.I.S., The University of Southern Mississippi; B. A., Mississippi  
University for Women

**Pettigrew, Jerry** ..... Precision Manufacturing and Machining Technology  
Instructor; A.A.S., Itawamba Community College

**Pickens, Tonya** ..... Coaching and Professional Development Specialist  
B.S., Mississippi State University; M.S. (2) University of West Alabama

**Poole, Ann** ..... Administrative Assistant, Vice President of  
Instructional Services, A.A., Itawamba Community College

**Potts, Suzette** ..... English Instructor  
B.S., M.A., Mississippi University for Women; postgraduate work,  
University of Mississippi

**Prochaska, Bronson** ..... Division Chair/Instructor-Learning Life Skills,  
Director of Summer Institute, B.B.A, M.Ed., Ph.D., Mississippi State  
University

**Rakestraw, Denise** ..... Biology Instructor  
A.A., Northeast Mississippi Community College; B.A., University of  
Mississippi; M.S., Delta State University

**Ramey, Tracie** ..... Associate Degree Nursing Instructor  
B.S.N., University of North Alabama; M.S.N., Delta State University

**Richardson, Dori** ..... Mathematics Instructor  
B.S., M.Ed., Delta State University; M.S., University of Mississippi

**Robbins, Patricia**..... Practical Nursing Instructor  
A.A.S., Itawamba Community College; B.S.N., Mississippi University for  
Women; M.S.N., William Carey University

**Roberson, James** ..... Physical Science Instructor  
B.A.E., M.Ed., Ph.D., University of Mississippi

**Roebuck, Deborah** ..... Program Director, EMT-Paramedic Technology  
A.S.N., Northeast Mississippi Community College; B.S.N., Mississippi  
University for Women

**Ross, Timothy** ..... Chemistry Instructor  
B.S., University of South Alabama; Ph.D., University of Georgia

**Rowland, Charles**..... Director, Law Enforcement Program  
B.S., Mississippi University for Women; M.S., Capella University; Ph.D.,  
Mississippi State University

**Ruth, Marla** ..... Biology Instructor  
B.S., Alcorn State University; M.S., Jackson State University

**Scott, Deborah**..... Associate Degree Nursing Instructor  
B.S.N., Mississippi University for Women; M.S.N., Alcorn State  
University; D.P.N., Samford University

**Schrock, Cheyenne** ..... Child Development Technician  
C.C., A.A., A.A.S., Itawamba Community College

**Shelnut, Seth**..... Events Technical Coordinator  
A.A., Itawamba Community College; B.S., Mississippi State University

**Sherrill, Anna** ..... Music Instructor/Music Accompanist  
A.A., Itawamba Community College; B.M.E., Mississippi State University;  
M.A., Middle Tennessee State University

**Simmons, Eric** ..... Assistant Band Director/Instructor  
B.M., University of Mississippi; M.S., Arkansas State University

**Simmons, Marcus** ..... Supportive Services Coordinator  
B.A.E., M.Ed., University of Mississippi; additional coursework, University  
of Mississippi; IC3 Certification; Career Pathways Leadership Certification

**Sims, Robin**..... Associate Degree Nursing Instructor  
A.A.S., Northeast Mississippi Community College; B.S.N., Mississippi  
University for Women; M.S.N., Alcorn State University; D.N.P., Samford  
University

**Spencer, Charles** .....Heating and Air Conditioning  
Technology Instructor, A.A.S, Itawamba Community College; additional  
work, University of Mississippi, Mississippi State University

**Spencer, Justin** ..... Mathematics Instructor  
B.S., M.A., Ph.D., University of Mississippi

**Spurgeon, Don Jr.** ..... Precision Manufacturing and Machining Instructor  
A.A.S., Itawamba Community College

**Staub, Maria**.....English Instructor  
A.A., Itawamba Junior College; B.S.P.E., M.Ed., University of Mississippi

**Steele, Rachel**.....Coordinator of Support Services  
M.S., Arkansas Tech University

**Stevenson, Christopher** ..Social Science Division Chair/History Instructor  
B.S., Mississippi State University; M.A., University of Mississippi

**Stevenson, Jessi** .....Public Speaking/Theatre Instructor  
A.A., Itawamba Community College; B.A., M.A.T., Mississippi State  
University

**Sunrise, Tequila** .....DLC/LMS Coordinator  
Tupelo Campus, B.A., University of Mississippi

**Swanson, Robert** ..... Physical Science Instructor  
B.S., University of Scranton; M.S., Penn State-University Park Campus

**Tentoni, Patricia** ..... Mathematics Instructor  
A.A., Itawamba Community College; B.S., M.S., Mississippi State  
University

**Todd, Cathy**..... Associate Degree Nursing Instructor  
B.S.N., Mississippi University for Women; M.S.N., University of  
Mississippi Medical Center; D.N.P., Samford University

**Todd, Ryan** ..... Director of College Bands/Instructor  
B.M.Ed., M.M.Ed., University of Mississippi

**Tolbert, Debbie** ..... Library Technical Assistant, Tupelo Campus  
Northeast Mississippi Community College, Itawamba Community College

**Tooley, Misti** ..... Associate Degree Nursing Instructor  
B.S.N., M.S.N., University of North Alabama; D.N.P., Samford University

**Tubb, Tiffany** ..... Health Information Instructor  
A.A.S., Itawamba Community College; B.S., University of Alabama-  
Birmingham

**Tull, Delores** ..... Computer Science Division Chair/Instructor  
B.S., M.S., University of Mississippi

**Tullos, James** ..... Philosophy Instructor  
B.A., M.A., University of Southern Mississippi; Ph.D., University of  
Georgia

**Vaughn, Donna** ..... Health Information Technology Director  
A.A., Holmes Community College; B.S., University of Mississippi Medical  
Center

**Vaughan, Tonya** ..... Program Director, Surgical Technology  
A.A.S., Itawamba Community College; B.S.N., University of North  
Alabama; M.S., Western Governors University

**Walker, Dana** ..... Associate Degree Nursing Program Director  
A.A.S., Itawamba Community College; B.S.N, M.S.N., University of North  
Alabama; D.N.P., Samford University

**Wallis, Lisa** ..... Administrative Assistant, Health Science  
A.A., Northeast Mississippi Community College; B.S., University of North  
Alabama; M.S.M., Colorado Technical University

**Ward, Nathaniel** ..... English Instructor  
B.A., M.Ed., University of Mississippi

**Ware, Cheryl** ..... Program Director  
Physical Therapist Assistant Technology, B.S., Millsaps College; B.S.,  
University of Mississippi; D.P.T., University of Mississippi Medical Center

**Watson, Richard** ..... Mathematics Instructor  
B.S., Blue Mountain College; M.A., Mississippi State University

**White, Holli** ..... Academic Support Center Technician

**Whitehead, Jimmy** ..... Industrial Maintenance/Electrical Technology  
Instructor, A.A.S., Northeast Mississippi Community College

**Whitten, Timothy** ..... Mathematics Instructor  
B.S.E.E., M.S., University of Mississippi

**Whittington, Shawn** ..... Art Instructor  
B.F.A, Delta State University; M.F.A., University of Mississippi

**Wilson, Doug** ..... History Instructor  
B.A., Delta State University; M.Div., Baptist Missionary Association  
Theological Seminary; D. Min., Reformed Theological Seminary

**Yielding, Connie** ..... Library Technical Assistant  
A.A., Itawamba Community College

**PHYSICAL PLANT - Tim Senter**, Executive Director of Human  
Resources and Administration

**Adams, Jimmy** ..... Housekeeping, Tupelo

**Adams, Lisa** ..... Housekeeping, Fulton

**Allbee, Pauline** ..... Housekeeping, Fulton

**Barrett, Denise** ..... Housekeeping, Fulton

**Bonds, Thomas** ..... Director of Physical Plant and Grounds  
B.S., Auburn University

**Brophy, Jeri Lynn** ..... Housekeeping, Fulton

**Brown, Bart** ..... Grounds, Fulton

**Brumley, Teresa** ..... Housekeeping, Fulton

**Bruce, Mark** .....Maintenance, Tupelo

**Burleson, Natchez** ..... Housekeeping Supervisor Fulton/Tupelo/Belden  
A.A., Itawamba Community College

**Devall, Jennifer** ..... Housekeeping, Fulton

**Eads, Daniel** ..... Grounds, Fulton

**Earnest, Candy** ..... Housekeeping, Fulton

**Evans, Melissa** ..... Housekeeping, Tupelo

**Faucett, Dakota** ..... Grounds, Fulton

**Fields, Jeff** .....Supervisor, Grounds/Landscaping, Fulton

**Goff, Phillip** .....Maintenance, Tupelo

**Graham, Jeryl** ..... Housekeeping, Fulton

**Green, Demetrist** ..... Housekeeping, Fulton

**Grimes, Mary** ..... Housekeeping, Fulton

**Guinn, Tina** ..... Housekeeping, Belden

**Hadley, Roy** ..... Housekeeping, Fulton

**Harris, John Wayne** ..... Director of Projects and  
Energy Management Systems, Fulton/Tupelo/Belden, A.A.S., Itawamba  
Community College

**Hendrix, Heather** ..... Housekeeping, Belden

**Hill, Darrell** .....Carpenter, Belden, Fulton, Tupelo

**Hill, Keith** ..... Grounds, Fulton

**Holliman, Eula** ..... Housekeeping, Tupelo  
A.A.S., Itawamba Community College

**Holmes, Sherry** ..... Housekeeping, Tupelo

**Hood, Amber** ..... Housekeeping, Fulton  
**Jones, Keith** ..... Grounds, Belden  
**Kelly, Ronnie** ..... Housekeeping, Belden  
**Kirk, Jacob** ..... Grounds, Tupelo  
**Lansdell, Nash** .....Plumber Fulton/Tupelo/Belden  
**Lindley, Rickey** ..... HVAC/Maintenance, Fulton  
**Melton, Corey** ..... Grounds, Fulton  
**Mitchell, Clymeta** ..... Housekeeping, Fulton  
**Montgomery, Tina** ..... Housekeeping, Tupelo  
**Moore, Kimberly** ..... Housekeeping, Fulton  
**Nanney, Jeff** .....Carpenter, Belden/Fulton/Tupelo  
**Patterson, Rodney** ..... Housekeeping, Belden  
**Phillips, Todd** ..... Grounds, Fulton  
**Pope, Khiry** ..... Housekeeping, Fulton  
**Ragsdale, Megan** ..... Housekeeping, Fulton  
**Reese, Keith** ..... Maintenance, Fulton  
**Reich, Chris** ..... Grounds, Tupelo  
**Sheffield, Kirk** ..... Athletic Fields, Fulton  
**Steele, Madonna** ..... Housekeeping, Fulton  
**Sullivan, Michele** ..... Housekeeping, Tupelo  
**Thompson, Summer** ..... Housekeeping, Tupelo  
**Thornton, Pam** ..... Housekeeping, Belden

**Trice, Chris**..... Housekeeping, Tupelo

**Tucker, Freddie**.....Maintenance, Tupelo

**West, Jason**..... Grounds, Fulton

**Wileman, Donna** ..... Administrative Assistant, Physical Plant

**Witt, Jonathon**..... Grounds, Fulton

**Wooten, Athena**..... Housekeeping, Tupelo

**STUDENT SERVICES – Brad Boggs, Dean of Students**

**Adams, Audureay** ..... Assistant Women’s Basketball Coach  
B.S., Rust College; M.S., Arkansas State University

**Abbott, Ronnie** ..... Campus Police

**Ball-Williamson, Carrie** ..... Director of Athletics/Event Center  
B.S., Mississippi University for Women; M.Ed., University of Mississippi

**Blaylock, Mitzi** ..... Resident Manager, Chickasaw Hall

**Bozeman, Eric** ..... Assistant Men’s Basketball Coach/Instructor  
B.S., Arkansas Tech University; M.S., Henderson State University

**Brasel, Ricky** ..... Chief of Campus Police

**Cannon, Sean**..... Head Football Coach/PE Instructor  
B.S., M.Ed., Delta State University

**Case, Chad**.....Director of Housing/Resident Life  
A.A., Itawamba Community College; B.S., University of West Alabama;  
M.S., Ph.D, Mississippi State University

**Chamblee, Sylvia**.....Administrative Assistant, Athletic Director  
B.B.A., University of Mississippi

**Collier, Rick**.....Head Baseball Coach/Instructor  
B.S., M.Ed., Delta State University

- Cook, Steven**.....Assistant Football Coach/Student Activities  
B.A.E., University of Mississippi
- Cooper, Wilton**..... Campus Police
- Crawford, Whitney**.....Resident Hall Director, Sheffield Hall  
B.S., Mississippi State University; M.S., Mississippi College
- Crow, Douglas**..... Campus Police
- Cruse, Ethan**.....Residence Hall Director, Pontotoc Hall  
A.A., Itawamba Community College; B.A., University of Mississippi
- Earnest, Dylan**..... Assistant Baseball Coach/Student Activities  
A.A., Itawamba Community College; B.S., Blue Mountain College
- Fancher, Willa Dean**.....Resident Manager, Monroe Hall
- Fleming, Christy**..... Secretary, Campus Police  
A.A., Northeast Mississippi Community College
- Hardin, Sherry**..... Campus Police
- Hartfield, Jake**..... Director of Student Activities  
B.A., M.S., Mississippi State University
- Hollingsworth, Joshua**..... Assistant Football Coach  
B.A., Faulkner University
- Johnson, Amanda**..... Campus Police
- Kirk, Andy**..... Head Women’s Softball Coach/Instructor  
and Recruiter, B.S., Union University; M.Ed., Delta State University
- Mabus, Jerry**..... Campus Police  
A.A.S., Itawamba Community College
- Morgan, Priscilla**.....Head Women’s Volleyball Coach  
B.S., Belhaven University
- McCray, Emmanuel**..... Assistant Football Coach  
B.S., University of Mississippi

**Metz, Michael**..... Head Men’s and Women’s Tennis Coach/Instructor  
B.S., M.S., Mississippi State University

**Nanney, Michael** .....Head Golf Coach  
A.A., Itawamba Community College; B.S., Delta State University; M.Ed.,  
University of Mississippi

**Pate, Grant** ..... Head Men’s Basketball Coach/Instructor  
B.S., University of Mississippi; M.A.T., University of West Alabama

**Porter, Robin**.....Basketball Coach/Instructor  
B.S., M.S., Mississippi State University

**Posey, Timothy** ..... Campus Police

**Pruitt, Michelle** ..... Director of the Fitness Center  
B.S., Nicholls State University; M.S., University of Mississippi

**Russell, Sharon**.....Resident Manager, Lee Hall

**Senter, Andrea** ..... Administrative Assistant  
A.A.S. (2), Itawamba Community College

**Shumpert, Chaka** ..... Resident Manager, Monroe Annex

**Smith, Reunda**.....Resident Manager, Itawamba Hall

**Speaks, Marcellus** ..... Assistant Football Coach  
B.S., Jackson State University; M.S., University of Arkansas Monticello

**Strickland, Doug** ..... Campus Police

**Strother, David**.....Head Women’s Soccer Coach/Student Activities  
A.A., Copiah-Lincoln Community College; B.S., Belhaven University

**Sullivan, Michael**..... Head Men’s Soccer Coach/Instructor  
B.S., M.S., Mississippi State University

**Thompson, Haley** ..... Assistant Softball Coach/Student Activities  
B.S., Mississippi College

**Tucker, Brandon** ..... Campus Police

**Weeks, Kaitlyn** ..... Campus Police  
A.A., Itawamba Community College

**Williams, Ray** ..... Assistant Football Coach  
B.S., University of Tennessee; M.S., Western Kentucky University

**STUDENT SERVICES – Melissa Haab**, Dean of Enrollment Services

**Adams, Cynthia**..... Adviser/Counselor  
B.S., Jackson State University; M.A., Clark Atlanta University

**Bailey, Nima** ..... Financial Aid Assistant  
A.A., A.A.S. (2), Itawamba Community College

**Bland, Terry** ..... Financial Aid Director  
B.S., Union University; M.S., Walden University

**Bowens, Myra**..... Financial Aid Assistant  
A.A., Mississippi University for Women

**Bunch, Will**..... Athletic Academic Adviser  
B.B.A., Delta State University; M.S., Mississippi State University

**Heitger, Laura**.....Admission Records Specialist  
A.A., Itawamba Community College

**Holloway, Michael** ..... Recruitment Coordinator and Adviser  
B.B.A., M.A., University of Mississippi

**Kelley, Taylor** .....Recruiter  
A.A., Itawamba Community College; B.S. University of Mississippi

**Lee, Tony** ..... Financial Aid Assistant  
A.A., A.A.S. (2), Itawamba Community College; B.S., Mississippi  
University for Women

**Lucius, Shannon**..... Degree Audit/International Admissions Specialist  
A.A., A.A.S. (3), Itawamba Community College; B.S., M.B.A., Franklin  
University

**Martin, Sonya**..... Adviser/Counselor  
A.A., Itawamba Community College; B.B.A., Faulkner University; M.A.,  
University of Mississippi

**McCoy, Cristin**..... Dual Credit Admissions Specialist  
A.A.S., Itawamba Community College

**Miller, Mandie**..... Director of Tupelo Campus and Advising  
B.B.A., Delta State University; M.A., University of Mississippi

**Moore, Mandy**..... Financial Aid Assistant  
A.A., Itawamba Community College

**Murrell, Valerie** .....Enrollment Services Specialist  
A.A.S., Northwest Technical College

**Pitts, Candice**..... Administrative Assistant, Advising  
A.A., Itawamba Community College

**Pounders, Marilyn** ..... Secretary for Student Affairs

**Rose, Carla** ..... Adviser/Counselor  
B.S., M.A., University of Mississippi

**Solomon, Robert** ..... Registrar/Director of Admissions  
B.S., Tuskegee University; M.S., Troy University; D.B.A., Walden  
University

**Smith, Jordan**.....Recruiter  
B.B.A., Mississippi State University

**Spencer, Nita** ..... Administrative Assistant, Financial Aid

**Stephenson, Laurie** ..... Call Center Supervisor  
A.A.S., Itawamba Community College; B.G.S., The University of  
Mississippi

**Storey, Evie**..... Recruitment Specialist  
B.A., Mississippi State University

**Thomas, Candace**..... Associate Financial Aid Director/Scholarships  
A.A., Itawamba Community College; B.B.A., Mississippi State University;  
M.B.A. Delta State University

**Tucker, Emily**..... Recruitment Coordinator and Adviser  
B.A., M.A., Ed.D., University of Mississippi

**Weatherford, Olga**..... Admissions and Records Imaging Assistant  
A.A., Itawamba Community College

**Wildmon, Brittne**..... Admissions Specialist  
A.A., Itawamba Community College

## **TELECOMMUNICATIONS AND INFORMATION SYSTEMS**

**Sandi South**, Executive Director of Finance

**Brownlee, Jeff**..... Webmaster/System Administrator  
A.A.S., Northeast Mississippi Community College; B.C.A., M.Ed., Delta State University; Microsoft Certified Professional; Certified Novell Administrator

**Clingan, Jeff**..... Systems Administrator  
A.A., A.A.S. (3), Itawamba Community College; B.B.A., Faulkner University; M.B.A., Delta State University

**Clingan, Mark**..... PC and Network Technician  
A.A.S., Itawamba Community College

**Coleman, Allen**..... Director of Telecommunications/Information Systems  
B.S., M.S., Mississippi State University

**Guntharp, Jason**..... Network Engineer/Project Manager  
A.A.S., Itawamba Community College; Microsoft Certified Systems Engineer; Microsoft Certified Systems Administrator; Microsoft Certified Professional; Cisco Certified Network Associate; CompTIA A+; CompTIA Network+

**Hannon, Colby**..... PC and Network Technician  
A.A.S., Itawamba Community College

**Lucius, Tim**..... PC and Network Technician  
A.A., Itawamba Community College; CompTIA A+; CompTIA Network+

**Roberts, Jeffrey**..... PC and Network Technician  
A.A.S., Itawamba Community College

**Warner, Melissa**.....Helpdesk Specialist  
A.A., Itawamba Community College

**West, Steven** .....Programmer/Systems Analyst  
A.A.S. (2), Itawamba Community College

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