# GO AHEAD >

## Contents

# 2016–17 Catalog

## PARKLAND COLLEGE

**Campus Tours** ● 217/351-2482
**General Information** ● 217/351-2200
**Admissions** ● 217/351-2208 ● 1-800-346-8089

# Parkland College: Celebrating 50 Years

Welcome to Parkland College! You have come at an exciting time. This academic year marks Parkland's golden anniversary, and we are celebrating 50 years of accessible, affordable, and comprehensive education and training to you, the student. Since our founding in 1966, more than 300,000 of you have pursued the dream of a better life through higher education within our doors. Thank you for choosing us.

If you are looking for an institution of high academic standards and fully accredited, competitive curricula, you have come to the right place. Parkland is the number one feeder school to the University of Illinois, and we offer associate-degree and certificate programs in more than 120 academic and vocational majors. As thousands of our successful alumni can affirm, Parkland's talented faculty and staff and our exceptional academic and student services will provide just what you need for career and job placement or for transfer to four-year colleges and universities. Along with academic strength, our college remains financially strong despite the recent state budgetary consternation; our students can depend on receiving excellent instruction with no reduction in quality.

At Parkland, 20,000+ students engage in a wide array of co-curricular activities and events each year. We encourage you to participate in our student government, Honors Program, student-run newspaper, radio station, and media promotions firm, NJCAA-championship athletic teams, service-learning projects, cultural clubs, and much more. We engage community members of all walks of life in learning as well, from third-grade College for Kids students to budding entre-preneurs wanting business skills training to older residents looking for ways to increase their mobility. There really is something for everyone at Parkland College.

As we recognize a half-century of student success over these next two semesters, I proudly invite you to take time from your busy schedules to join us in activities and events planned by the Parkland College Foundation. Most importantly, remember that we want your time here to be as successful as you do, so don't hesitate to contact us for help.

Here's to 50 more years of student success,

Thomas R. Ramage, Ed.D.
President

# 2016–2017 Academic Calendar

## Summer Session 2016

*Instruction begins May 16, June 13, and July 11 and ends no later than August 4.*

March 28–April 3 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .Registration for continuing students
April 4 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Open registration begins
July 21 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Deadline for summer graduation application

### Campus holidays and closures

May 30 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Memorial Day (college closed)
July 4 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .Independence Day (college closed)
Fridays, June 17–August 5 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .College offices closed

## Fall Semester 2016

April 4–10 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .Registration for continuing students
April 11 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Open registration begins
August 18 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Last day to register for classes that begin the week of August 22
August 22 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Full-semester and first 8-week classes begin
September 8 . . . . . . . . . . . . . . . . . . . . . . . . . . . . .Last day to register for classes that begin the week of September 12
September 12 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .13-week classes begin
October 13 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Last day to register for classes that begin the week of October 17
October 17 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Second 8-week (midterm) classes begin
November 8 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Deadline to petition for fall graduation

### Campus holidays and closures

August 15 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Faculty and Staff Development (offices closed 8–10 a.m.)
September 5 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .Labor Day (college closed)
November 23–27 . . . . . . . . . . . . . . . . . . . . . Thanksgiving recess (begins at 5 p.m. on November 23; college closed)
December 23–January 2 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Winter break (college closed)

## Spring Semester 2017

October 31–November 6 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .Registration for continuing students
November 7 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Open registration begins
January 12 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Last day to register for classes that begin the week of January 16
January 17 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Full-semester and first 8-week classes begin
February 2 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Last day to register for classes that begin the week of February 6
February 6 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .13-week classes begin
March 7 . . . . . . . . . . . . . . . . . . . . . . . . . . Deadline to petition for spring graduation to participate in commencement
March 9 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Last day to register for classes that begin the week of March 13
March 13 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Second 8-week (midterm) classes begin
April 10 . . . . . . . . . . . . . . . . . . . . . Deadline to petition for spring graduation not participating in commencement
May 19 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Commencement

### Campus holidays and closures

January 16 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .Martin Luther King Jr. Day (college closed)
February 23 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .Professional Development Day (no day or evening classes)
March 18–26 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Spring vacation
March 24 . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Spring holiday (college closed)
)

*Class start and end dates, tuition due dates, add/drop/withdrawal dates, and final exam schedules are published in the Parkland class schedule, on the student portal (my.parkland.edu), and at www.parkland.edu.*

# Tentative 2017–2018 Academic Calendar

## Summer Session 2017

*Instruction begins May 22, June 19, and July 17 and ends no later than August 10.*

| | |
|---|---|
| March 27–April 2 | Registration for continuing students |
| April 3 | Open registration begins |
| July 20 | Deadline for summer graduation application |

**Campus holidays and closures**

| | |
|---|---|
| May 29 | Memorial Day (college closed) |
| July 4 | Independence Day (college closed) |
| Fridays, June 23–August 11 | College offices closed |

## Fall Semester 2017

| | |
|---|---|
| April 3–9 | Registration for continuing students |
| April 10 | Open registration begins |
| August 17 | Last day to register for classes that begin the week of August 21 |
| August 21 | Full-semester and first 8-week classes begin |
| September 7 | Last day to register for classes that begin the week of September 11 |
| September 11 | 13-week classes begin |
| October 12 | Last day to register for classes that begin the week of October 16 |
| October 16 | Second 8-week (midterm) classes begin |
| November 10 | Deadline to petition for fall graduation |

**Campus holidays and closures**

| | |
|---|---|
| August 14 | Faculty and Staff Development (offices closed 8–10 a.m.) |
| September 4 | Labor Day (college closed) |
| November 22–26 | Thanksgiving recess (begins at 5 p.m. on November 22; college closed) |
| December 22–January 1 | Winter break (college closed) |

## Spring Semester 2018

| | |
|---|---|
| October 30–November 5 | Registration for continuing students |
| November 6 | Open registration begins |
| January 11 | Last day to register for classes that begin the week of January 15 |
| January 16 | Full-semester and first 8-week classes begin |
| February 1 | Last day to register for classes that begin the week of February 5 |
| February 5 | 13-week classes begin |
| March 6 | Deadline to petition for spring graduation to participate in commencement |
| March 8 | Last day to register for classes that begin the week of March 12 |
| March 12 | Second 8-week (midterm) classes begin |
| April 6 | Deadline to petition for spring graduation not participating in commencement |
| May 18 | Commencement |

**Campus holidays and closures**

| | |
|---|---|
| January 15 | Martin Luther King Jr. Day (college closed) |
| February 22 | Professional Development Day (no day or evening classes) |
| March 17–25 | Spring vacation |
| March 23 | Spring holiday (college closed) |
| May 11 | Study day (no classes) |

*Class start and end dates, tuition due dates, add/drop/withdrawal dates, and final exam schedules are published in the Parkland class schedule, on the student portal (my.parkland.edu), and at www.parkland.edu.*

# *GENERAL INFORMATION* >



## Contents

# Administrative Directory

**President**
Thomas Ramage                               Room U336
217/351-2231

**Vice President for Academic Services**
Pamela Lau                                  Room U333
217/351-2542

**Vice President for Administrative Services and Chief Financial Officer**
Chris Randles                               Room U331
217/351-2513

**Vice President for Institutional Advancement**
Seamus Reilly                               Room U332
sereilly@parkland.edu                       217/353-2170

**Vice President for Student Services**
Michael Trame                               Room U334
mtrame@parkland.edu                         217/351-2551

# Mission and Purposes

The mission of Parkland College is to engage the community in learning.

The following purposes are of equal importance in fulfilling the mission of Parkland College:

- Serve students by providing
  - high-quality and responsive developmental, technical-vocational, transfer, and lifelong educational programs;
  - high-quality and responsive support services;
  - a climate throughout the college that values and promotes integrity, inquiry, diversity, inclusion, active citizenship, global awareness, and academic freedom;
- Serve employees by providing a supportive and responsive work environment;
- Serve the larger community by providing services and resources that promote the intellectual, cultural, and economic development of Illinois Community College District 505.

# Statement of Core Values

As an institution of learning, Parkland College cultivates inquiry, practical application of knowledge, and broad enrichment across our community. The following values are important to the fulfillment of Parkland College's mission to provide programs and services of high quality to our students and community.

- **Honesty and Integrity.** In our daily operations, our classrooms, and all of our interactions, it is essential that we communicate openly, truthfully, and without hypocrisy.
- **Fairness and Just Treatment.** We advocate and strive for respect, equity, and justice in all of our operations and proceedings.

- **Responsibility.** We believe that employees and students are personally and mutually accountable for their actions as they carry out their duties. We understand the need to balance the pursuit of our own well-being with concern for others. Likewise, we understand the importance of balancing personal accountability with graciousness in the acceptance of help from others.
- **Multiculturalism.** We celebrate the diversity in both our community and our world. Our goal is to recognize, promote, utilize, and educate one another regarding the unique qualities and shared humanity of all people and cultures.
- **Education.** We provide a forum for innovation, critical thinking, open inquiry, and lifelong learning opportunities.
- **Public Trust.** In our efforts to serve the community, we honor the trust placed in us by our citizenry. We also rely on our community to guide and advise us as we continue to serve its needs.

# Civility Statement

Parkland's core values of Fairness and Just Treatment and Responsibility serve as guideposts for civility. Parkland College is committed to campuswide civility by cultivating a community where the faculty, staff, and students:

- Respect people and property
- Show empathy and tolerance
- Demonstrate concern for and fairness towards others
- Employ critical thinking and patience
- Accept accountability for their own actions

# Cultural Diversity

Parkland College's commitment to cultural diversity entails learning more about and respecting cultures other than our own; emphasizing similarities among cultures and appreciating their differences; sensitizing the faculty, staff, administration, and students to the plurality inherent in the term 'culture'; broadening our own personal definitions of culture; and bridging cultures.

Parkland College will help spread the awareness of cultural diversity to the residents of Illinois Community College District 505 by:

- Respecting the inherent right of all persons to live with dignity and freedom.
- Respecting individual rights of expression.
- Setting a standard for the larger community by promoting sensitivity, communication, and understanding among people with differing beliefs, color, gender, cultures, and backgrounds.
- Encouraging equal opportunity for students, faculty, and staff.
- Providing opportunities (e.g., curriculum development, art exhibits, theatrical presentations, and special events) for increasing our awareness of cultural differences and personal lifestyles within our college and within our communities.

# Equal Employment Opportunity

It is Parkland's policy, as an Equal Employment Opportunity (EEO) employer, to assure for all persons freedom from discrimination because of race, color, sex, gender, gender expression, national origin, religion, age, veteran status (including Vietnam veteran), marital status, ancestry, disability, or sexual orientation with respect to all aspects of employment, contractual services, and construction of college facilities. Such discrimination threatens the rights, privileges, opportunities, and freedom of all persons, and menaces the institution and foundations of democracy. The opportunity to be gainfully employed without discrimination because of race, color, sex, gender, gender expression, national origin, religion, age, veteran status (including Vietnam veteran), marital status, ancestry, disability, or sexual orientation are human rights in any free society.

# General Education

Educated persons tend to be inquisitive about all aspects of life; they seek, evaluate, and use information to make informed, reasonable decisions in a complex world of personal, professional, and environmental challenges. Parkland College is committed to equipping students with the knowledge, skills, and values essential for educated persons to realize their potential as learners, workers, and valuable participants in a global society.

The General Education core curriculum requirements in communications, social and behavioral sciences, humanities and fine arts, mathematics, and physical and life sciences are central to the mission of Parkland College. The requirements are designed to provide an enlightening, interrelated program that ensures a wide range of diversified knowledge and promotes lifelong intellectual inquiry. Students enter Parkland with different levels of general knowledge; all of Parkland's academic offerings will help them grow by improving their individual skills and competencies and by providing experiences in areas they have not yet explored.

The Parkland College faculty has developed the following General Education objectives for students organized into six categories:

**Communication**
- Students will demonstrate the ability to read, write, listen, and speak effectively.

**Creativity**
- Students will demonstrate creative and analytical potential and the ability to appraise the quality, value, and significance of cultural components and artifacts, such as literature, sculpture, painting, music, performing arts, media arts, and spoken rhetoric.

**Critical Thinking and Information Literacy**
- Students will demonstrate information literacy and the ability to think critically, which includes identifying biases and selecting and evaluating sources from varying as well as conflicting positions.

**Quantitative Reasoning and Scientific Inquiry**
- Students will demonstrate the ability to compute and to think and express themselves effectively in quantitative terms.
- Students will demonstrate the ability to solve problems, by collecting and evaluating facts and using methods of scientific inquiry.

**Technology**
- Students will demonstrate the ability to use technology, especially computer technology, to access, retrieve, process, and communicate information.

**Civic Engagement and Global Awareness**
- Students will demonstrate an understanding of worldwide political, social, behavioral, environmental, and economic issues and ideas, as well as historical, cultural, and geographical perspectives.
- Students will demonstrate ethical core values in making personal, social, academic, and professional decisions.
- Students will demonstrate an awareness and understanding of diversity and its importance in cultures, ideas, perspectives, ethnicity, religion, gender, and sexual orientation.

# Collegewide Assessment

### Assessing Student Academic Achievement

Parkland's collegewide assessment program ensures continuous improvement in teaching and learning. Student learning is assessed and documented in each program of study the college offers, as well as in each area identified in the General Education objectives. Effective assessment of learning involves establishing goals and desired learning outcomes, measuring students' achievement of those goals and outcomes, changing instructional delivery techniques and components, suggesting appropriate changes in student behavior, and remeasuring students' achievement of goals and outcomes to determine whether the changes are effective.

Assessment is a faculty process, with administrative support, for the benefit of students. Parkland College is committed to fulfilling the promises made in the college's statement of mission and purposes. Collegewide continuous assessment of student academic achievement provides the evidence that Parkland is keeping its educational promises to the people it serves, Illinois Community College District 505.

For more information, see parkland.edu/aac.

## Assessing Support Services Effectiveness

Assessing the effectiveness of institutional support services, measuring how well the college achieves its stated goals, demonstrates Parkland's commitment to excellence. By assessing both student academic achievement and institutional support services, the college continuously strives to improve all its offerings. All Parkland institutional support service areas, including the college bookstore, the Art Gallery, Student Services, WPCD-FM, the Business Office, and building and grounds operations, are engaged in a process to measure their effectiveness and to identify needed improvements. Each service area develops its own mission statement, sets measurable goals, assesses outcomes, and uses the results for continuous improvement.

For more information, see parkland.edu/sa.

# History

Parkland College is a public community college established to serve the needs of District 505 in vocational-technical and academic education. The establishment of the college was authorized by the 74th General Assembly in June of 1965 with the passage of House Bill No. 1710, better known as the Public Community College Act. This bill created the guidelines for the formation of such institutions throughout the state of Illinois.

A steering committee composed of 54 citizens and area school officials worked diligently to promote the passage of the approving referendum. The final result of this effort was a college district covering one of the largest geographic areas in the state. It now includes more than 2,908 square miles, contains 55 communities with approximately 244,000 inhabitants, and serves 25 high school districts in 12 counties. The committee envisioned a college that would offer a comprehensive program based on the needs of the communities it would serve. The program would include courses in liberal arts and sciences, general education, continuing education, and courses in career, technical, and semi-professional fields.

Parkland College was founded on March 12, 1966, when voters overwhelmingly approved the referendum to establish Junior College District 505. A seven-member board of trustees was elected in April, one month after the college district proposal was approved. The board held its first meeting in May 1966 to organize and establish regular meeting times. Its seven members then set down the principles around which the college would be built. The board is responsible for the adoption and enforcement of all policies needed to manage and govern the college.

Dr. William M. Staerkel assumed his duties as Parkland's first president in January 1967. That spring, the name Parkland College was adopted by the board. In September 1967, 1,338 students registered for Parkland's first classes, which were taught in temporary, rented facilities in downtown Champaign.

Construction of the permanent campus began after voters approved a $7.5 million bond referendum in 1968. The permanent campus opened in fall 1973.

The Physical Education Building was completed in January 1976 and a significant renovation including the addition of a fitness center was completed in 2012. Parkland's playing fields, including a 400-meter running track, baseball and softball diamonds, and tennis courts, were completed in 1980. The South Building was completed in January 1983. The A Wing, which contains administrative offices and classrooms, was completed in 1984. Parkland's Theatre and the William M. Staerkel Planetarium were completed in 1987. The Child Development Center was completed in 1995. The D Wing was completed in January 2002. The Tony Noel Agricultural Technology Applications Center was completed in 2001 and a 17,000 square foot expansion was opened in late 2010. The Parkhill Applied Technology Center, a 68,000 square foot free-standing instructional building, opened in 2012. The Student Union was completed and opened in 2014.

The planetarium was named in honor of Parkland's founding president, William M. Staerkel, who retired in 1987 with the distinguished title of president emeritus. Dr. Paul J. Magelli served as Parkland's second president from July 1, 1987, to September 14, 1989. After an interim period during which Dr. Robert Poorman directed Parkland, Dr. Zelema Harris became Parkland's third president on July 1, 1990.

Dr. Harris was successful in leading passage of a tax transfer referendum; introducing a team leadership/collaborative style of management; establishing new initiatives such as a retention program; expanding international education; implementing operational planning; and leading support for the Center for Excellence in Teaching and Learning. In addition to her work at Parkland, Dr. Harris served on the board of the American Association of Community Colleges and on the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools.

Dr. Robert Exley served as the fourth president of Parkland College from July 1, 2006 to May 21, 2007. Dr. Thomas Ramage was named interim president on June 26, 2007, and president on January 16, 2008. Under his leadership, the college saw the successful completion of its Master Plan, which included construction of the Parkhill Applied Technology Center, Fitness Center, Second Stage Theatre, and Student Union.

# Accreditation

Since 1972, Parkland College has been accredited by the Higher Learning Commission, 30 N. LaSalle Street, Suite 2400, Chicago, IL 60602-2504, www.ncahlc.org, 800/621-7440.

Parkland College is committed to offering quality programs to help students achieve their academic goals. This commitment to quality means the college continually assesses the goals and objectives of each program and gathers data to determine how successful we are in meeting these goals

and objectives. The support of our students, alumni, and their employers in helping us gather data for this assessment process is essential. This input helps us to refine and improve programs to meet high standards in a changing world. These assessment activities are summarized in Parkland College's assessment program, a crucial component of an effective institution of higher learning. If you have questions or comments about our academic assessment activities, please contact the vice president for academic services, 217/351-2542.

The following Parkland career programs are accredited by these agencies: Automotive Ford ASSET, National Automotive Technician Education Foundation (NATEF); Automotive Technology, National Automotive Technician Education Foundation (NATEF), Automotive Youth Education System (AYES); CNA, Illinois Department of Public Health; Dental Hygiene, Commission on Dental Accreditation of the American Dental Association; Diesel Technology, Association of Equipment Dealers (AED); Medical Assisting, American Registry of Medical Assistants; Nursing, Accreditation Commission for Education in Nursing (ACEN); Occupational Therapy Assistant, The Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association; Radiologic Technology, Joint Review Committee on Education in Radiologic Technology; Respiratory Care, Commission on Accreditation for Respiratory Care (CoARC); Surgical Technology, Joint Review Committee on Education of the Surgical Technologist of the Commission on Accreditation of Allied Health Education Programs (CAAHEP); Veterinary Technology, Committee on Veterinary Technician Education and Activities of the American Veterinary Medical Association.

## Parkland College Association

The purpose of the Parkland College Association (PCA) is to provide advice, counsel, and assistance to the president of the college and to the Board of Trustees in order to advance the mission and purposes of Parkland College. The PCA has the authority and responsibility to participate fully in the formulation and implementation of policies and practices concerning the general development and enrichment of the academic life of the college, the development and review of the curricula of the college, the discussion and resolution of matters of concern to students and staff, and the promotion of cooperation and communication with the student body.

The PCA serves as the instrument of shared governance for the college through open dialogue, recommending policies and procedures, and the substantive work of its many committees, including academic assessment, college planning, curriculum, diversity, support assessment, professional development, student affairs, and sustainable campus.

## Parkland Campus and Facilities

Parkland's unique campus is one of the finest and most advanced community college facilities in the nation. The New York Museum of Modern Art included the college's architectural design in its 1979 "Transformations in Modern Architecture," an exhibit and book featuring examples of outstanding late twentieth-century architecture.

The 255-acre campus is located in the center of District 505, near the intersection of interstate highways 57, 72, and 74 (see maps on pp. 13–14).

The brick exterior walls and sloping roofs of the campus add to the interior design where comfortable furnishings suggest a "home-away-from-home" atmosphere for the many students commuting daily from nearby communities. Special features of the building include slanted, open-ceiling lines; planned intermingling of career and transfer curriculum areas; and faculty-student modules (lounge and study areas located near classrooms and faculty offices). All college facilities are fully accessible to students with disabilities.

Parkland's instructional classroom-laboratory wings, student services wing, and administrative offices are interconnected and joined to the centrally located College Center. This design enables travel between wings and the College Center without going out-of-doors, with the exception of the Donald C. Dodds, Jr. Athletic Center, the Tony Noel Agricultural Technology Applications Center, the Parkhill Applied Technology Center, and Parkland College on Mattis. The interior traffic patterns of the campus promote a mix of people with maximum student and faculty contacts. A close cooperation and working relationship exist between faculty and students in both transfer and technical areas. The overall openness and integration of laboratories and classrooms enhance both kinds of programs.

A new instructional wing was completed in January 2002 and joins the College Center on the first floor and the C Wing through a second floor bridge. Second floor connections to improve student flow between three other wings and the College Center were completed in fall 2001.

The Tony Noel Agricultural Technology Applications Center, on the west side of campus, opened for instruction in February 2001. The multi-purpose facility contains classrooms, computer lab, and a large laboratory for demonstrating agricultural equipment for Agriculture Training Institute workshops, short courses, and programs to serve the agricultural community in east central Illinois, as well as a training facility for the Diesel Power Equipment Technology programs. The Prairie Gardens Plant Lab opened for horticulture instruction fall semester 2006. A second building on the west side of campus, the 68,000 square foot Parkhill Applied Technology Center opened in fall 2012. In 2007 Parkland acquired the property at 1307–1319 N. Mattis Avenue. The building, called Parkland College on Mattis, is home to Parkland Business Training and Community Education, the Construction Education Alliance, the Illinois workNet Center, and several Parkland Health Professions programs.

## Center for Academic Success

The Center for Academic Success (CAS) in D120 is Parkland's one-stop learning center providing academic support for all students. CAS offers four primary kinds of academic and student support to help college students succeed: walk-in learning assistance and tutoring; modules and tutorials; advising and personal planning; and student orientation, advising, and registration (S.O.A.R.). CAS also provides programming focused on first year college success and beyond. Most services are free and available on a walk-in basis or by appointment. For hours, call 217/353-2005 or see parkland.edu/cas.

## Child Development Center

The Child Development Center is an accredited lab school located on the south side of the campus. The center provides a quality, affordable, individualized program for young children and their families in Parkland College District 505. One of the center's goals is to provide developmentally and educationally appropriate activities that meet the social, emotional, physical, and cognitive needs of the individual child. Enrollment is open to children, ages two through five years old, whose parents are residents of District 505 or are employees or students of Parkland College. For tuition rates, payment policies, enrollment procedures, hours, or to submit an online application go to parkland.edu/childdev. For other questions, please call 217/373-3777.

## College Bookstore

The Parkland College Bookstore is located on the first floor of the Student Union. It offers new and used textbooks, general school supplies, and a wide variety of student-oriented merchandise such as college-imprint sportswear, academically priced computers and related accessories as well as computer software, gifts, general books, and snack foods. Call 217/351-2212 or visit parklandbookstore.com to check selection and book prices, to place an order, or for information about returns, book buy back, or hours.

## Computer Technology Center

The Computer Technology Center was created to serve District 505 residents who want to complete computer training courses using a self-paced format. CTC courses are open enrollment, which means students may begin and complete coursework at their own pace. Courses range from keyboarding to advanced-level Microsoft Office applications. Students may visit the open classroom to complete coursework, study online, or both. An instructor is available during open classroom hours (Monday-Thursday, 10 a.m. to 7 p.m.; Friday, 9 a.m. to noon). Students choosing to complete the work online are welcome to come to the open classroom for help. For specific information about courses and hours, call the Business/Computer Science and Technologies department office at 217/353-2099, the CTC director at 217/351-2506, or visit us online at CSIT.parkland.edu/ctc.

## Donna Hyland Giertz Gallery

The Giertz Gallery at Parkland College is located on the first floor of the College Center. It features exhibits of works by local, regional, and national artists. In conjunction with the monthly exhibits, there are gallery receptions and artist talks, offering Parkland students and faculty the opportunity to speak with artists about their work. The gallery has rotating exhibits each year, including a Parkland art faculty exhibit in the fall and two juried student exhibits in the spring. Other exhibitions include solo, two-person, and group exhibitions by nationally recognized artists. The handicapped-accessible gallery is free and open to the public. For additional information about exhibits and programming, please call the gallery office, 217/351-2485.

## Library

Parkland Library connects students with the information they need in school, work, and life. Located on the second and third floors of the College Center, the library offers space for quiet studying, group work, class preparation, and research. The library owns an extensive collection of books, magazines, newspapers, videos, and other materials. There are over 75 computers with Internet access, and the library is a campus wi-fi hotspot. iPads, Chromebooks, Kindles, and other loanable technology are available for check-out. Librarians teach research and information literacy skills in the 24-seat library classroom (R227), which serves as an open computer lab when not otherwise scheduled. Professional assistance in the use of library resources is available all hours the library is open. Online full-text resources are available 24/7. Questions can be sent by e-mail any time to "Ask a Librarian" at Library@parkland.edu or text 217/615-0079. For more information see the library web page at library.parkland.edu or call the Research Help Desk at 217/373-3839.

## Parkland College Theatres

The Harold and Jean Miner Theatre, a flexible proscenium theatre with 315 seats, is the performance home for Parkland theatre, choral, and instrumental groups and is also used by community arts organizations, speakers, guest professional artists, and theatre classes.

Parkland's Second Stage, a black box theatre, offers a flexible space for student learning and community engagement. More information about theatre facilities and tickets to events can be obtained by calling the ticket office, 217/351-2528 or at parkland.edu/theatre.

## Professional Development and Instructional Technology

Professional Development and Instructional Technology facilitates the adoption of innovative and effective practices in teaching, learning, and instructional technology; and promotes the college's culture of excellence, lifelong learning, and continuous improvement among all Parkland faculty and staff.

PDIT staff work with input from faculty, staff, administration, and the PCA Professional Development Committee

to facilitate the award-winning professional development program of the Center for Excellence in Teaching and Learning. Professional development funds are administered by PDIT and are available on a limited basis to full-time faculty, part-time faculty, and staff.

### Center for Excellence in Teaching and Learning

The Center for Excellence in Teaching and Learning facilitates and enhances quality teaching, student learning, and excellence in the workplace. It empowers professionals to address challenges while fostering the scholarship of teaching and student service. Scholarship incorporates the reading of relevant literature and conducting systematic classroom investigations for the study of teaching and learning within a supportive academic community. The center uses faculty and staff feedback to design and implement an ongoing professional development system for all faculty and staff at Parkland College.

For more information, call 217/373-3767 or e-mail centerforexcellence@parkland.edu.

### Online Courses

In online courses, students interact with their instructor and classmates through the Internet. There are usually no campus visits required. Students who take an online class will read lectures, submit assignments, take quizzes, and do other course activities online. Parkland online courses follow the same semester schedule as traditional classes, and students are required to complete work each week.

Online courses are the most convenient delivery method at Parkland, but also require the most time, self-discipline, and time-management skills. Because students never attend class on-campus (except in special circumstances) they need to be extremely motivated to do well in the course.

Online students are expected to have good reading, writing, and study skills. Students must keep up with the class reading; must meet assignment deadlines; and must read assignments and directions carefully. Online students should have good computer and Internet skills. Students should feel comfortable using a browser, know how to save files from the Internet to a local computer, and then open them using a different software program.

### Hybrid Courses

Hybrid courses are designed for students who can be successful in online courses but wish to maintain personal contact with the instructor and other students. Hybrid courses are convenient but require more dedication and time-management skills than traditional classroom learning.

Hybrids are courses in which a significant portion of the learning activities have been moved online, and time spent in the classroom is reduced but not eliminated. Hybrid courses combine the best features of in-class teaching with the best features of online learning. Hybrid courses promote active, independent learning and reduce class seat time. Studentsare required to participate in class each week and to complete weekly coursework online.

Questions about online or hybrid courses may be directed as follows:

Registration questions: contact Admissions, U214, 217/351-2489, e-mail admissions@parkland.edu.

Technology questions: contact Tech Service Desk, 217/353-3333, techhelp@parkland.edu.

### PCTV

Parkland College Television (PCTV) is a 24-hour cable and online streaming channel that delivers locally-produced educational programming, and community interest programming about the college to District 505 households. PCTV also offers satellite programming from Classic Arts Showcase, NASA-TV, and DW-TV. PCTV can be viewed online at online.parkland.edu/PCTVStream and over cable on Comcast Cable channel 9, some Mediacom outlets on channel 10, and AT&T Cable channel 99. For a program schedule visit parkland.edu/pctv. For additional information call 217/351-2475. PCTV also operates a video production facility that provides training for students and instructional support for faculty.

## Student Union

When entering the front door of the new Student Union on the east side of campus, students, employees, and visitors step into the middle of an outstanding, student-centered experience from application to enrollment to graduation. Whether meeting with an academic advisor, applying for financial aid, veterans benefits, participating in a student organization, studying, or dining, students enjoy spacious, bright, comfortable surroundings and smooth access to services designed to support their success.

## The William M. Staerkel Planetarium

The William M. Staerkel Planetarium is the second largest planetarium in Illinois. It is home to both a Carl Zeiss M1015 projector and a Digistar 4 full-dome projection system. This well-equipped multimedia facility provides unique educational programs and unusual audiovisual entertainment to the college and the community. Special programs are presented for school groups on weekdays during the school year. Programs for the public are shown on Friday and Saturday evenings. For more information, call 217/351-2446 or visit parkland.edu/planetarium.

## WPCD

WPCD 88.7, the radio voice of Parkland College, broadcasts 24 hours a day, 7 days a week, and streams online worldwide. With a power output of 10,500 watts, its signal covers much of east central Illinois, reaching close to 200,000 people. WPCD gives students the opportunity to participate in daily radio operations and learn about radio and the music industry. WPCD airs a variety of indie alternative college rock with the best hits of alternative music from the '90s, 2000s, and today. For more information call 217/351-2450 or visit wpcd.parkland.edu.

## Parkland College on Mattis

Parkland maintains offices and offers classes, workshops, and other events at facilities located at 1307–1319 N. Mattis Ave., Champaign, IL 61821

- **Business Training**
  217/351-2235
- **Community Education**
  217/353-2055
- **Construction Education Alliance (CEA)**
  217/351-2481
- **Health Professions**
  217/353-2240
- **Workforce Development**
  217/353-2119

# Parkland College Foundation

The Parkland College Foundation was established in 1969 as a nonprofit, tax-exempt corporation to fill several critical needs at Parkland College and the communities Parkland serves. To meet the demands of the constantly changing educational climate, the foundation provides scholarships to deserving students, state-of-the-art technical equipment and program enhancements to the academic departments, capital for additional college buildings and wings, and funds to broaden educational and cultural opportunities and services to citizens of Parkland College District 505. By administering these resources to the college, the foundation seeks to enhance the economic development of communities within Parkland College's district as well as the quality of life of its residents. Inquiries concerning the foundation should be addressed to the foundation executive director or program manager, 217/373-3789 or 217/351-2458. The foundation office is located in the Student Union, U340.

## Foundation Mission

The Parkland College Foundation generates funds to support student scholarships and fund academic excellence to benefit the communities served by Parkland College District 505.

## Foundation Guiding Principles

- Appreciation
- Character
- Commitment
- Fairness
- Integrity
- Stewardship
- Transparency
- Trust

# Parkland College Crest
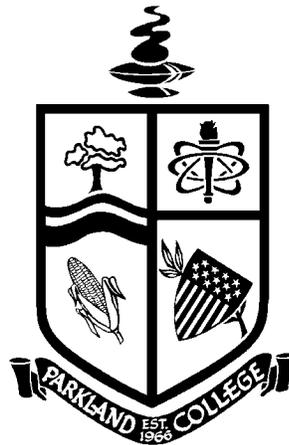


*Parkland College, established 1966*

### The Lamp of Learning — Parkland College

Dedicated to teaching — an open, comprehensive community college, giving full regard to the needs of the individual student.

### The Torch and Atomic Rings — Learning and the Sciences

Knowledge, as an ancient tradition, passing man to man, encircled by the symbols of today — achievements of our technical world — seeking order and meaning in learning and in society.

### The Olive Branch and the Shield — Peace and Civic Concern

The individual student becoming an active, responsible, self-disciplined citizen, knowing his or her abilities and interests, preparing for employment and improving skills and understanding; the institution serving in community economic and cultural growth.

### The Ear of Corn — The Community and its People

Reflecting the needs and interests of all its citizens, planted and nourished by a committed public; the greater classroom for learning, a laboratory for out-of-class experiences; the present and future home of its students and alumni.

### The Tree on a Hill — The Institution and its Setting

Growing at the heart of the district and at the high point of the terrain, sensitive to its neighbors and environment, taking as its name "a community of learning in the open, public land."

## Access to Parkland

The Parkland College campus is located in northwest Champaign near the intersection of interstate highways 57, 72, and 74.

**To reach Parkland from Interstates 57 and 72:**

From I-57, take Exit 235A to Champaign;

- On I-72, proceed east into Champaign (I-72 ends in Champaign);
- At the first traffic light, turn left onto Country Fair Drive;
- At the second traffic light, turn left onto Bradley Avenue;
- At the first traffic light, turn right into the Parkland College entrance.

**To reach Parkland from Interstate 74:**

- Take Exit 181 to Champaign;
- At the first traffic light, turn south (left from the east and right from the west) onto Prospect Avenue;
- Travel south to Bradley Avenue and turn right;
- At the third traffic light, turn right into the Parkland College entrance.
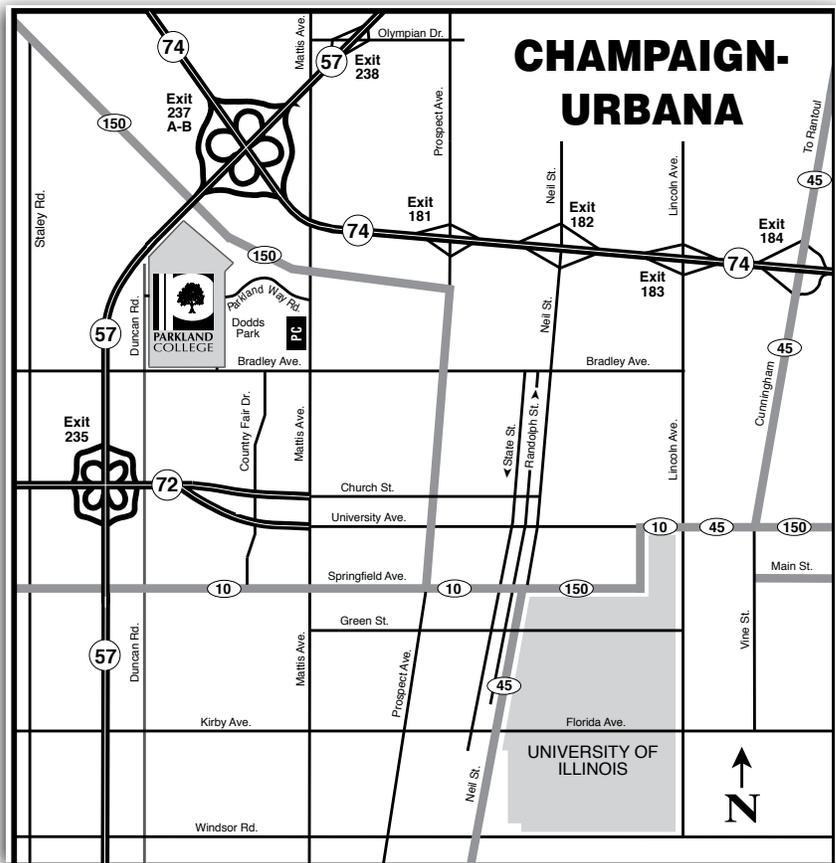
## Parkland College District 505
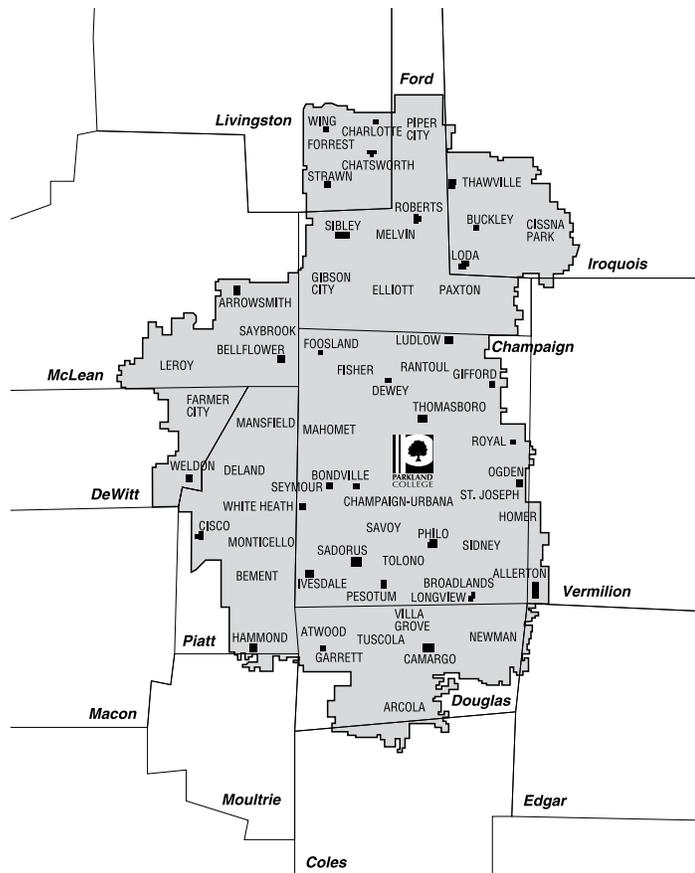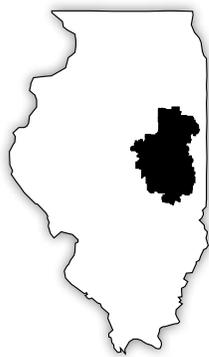
# Campus Map
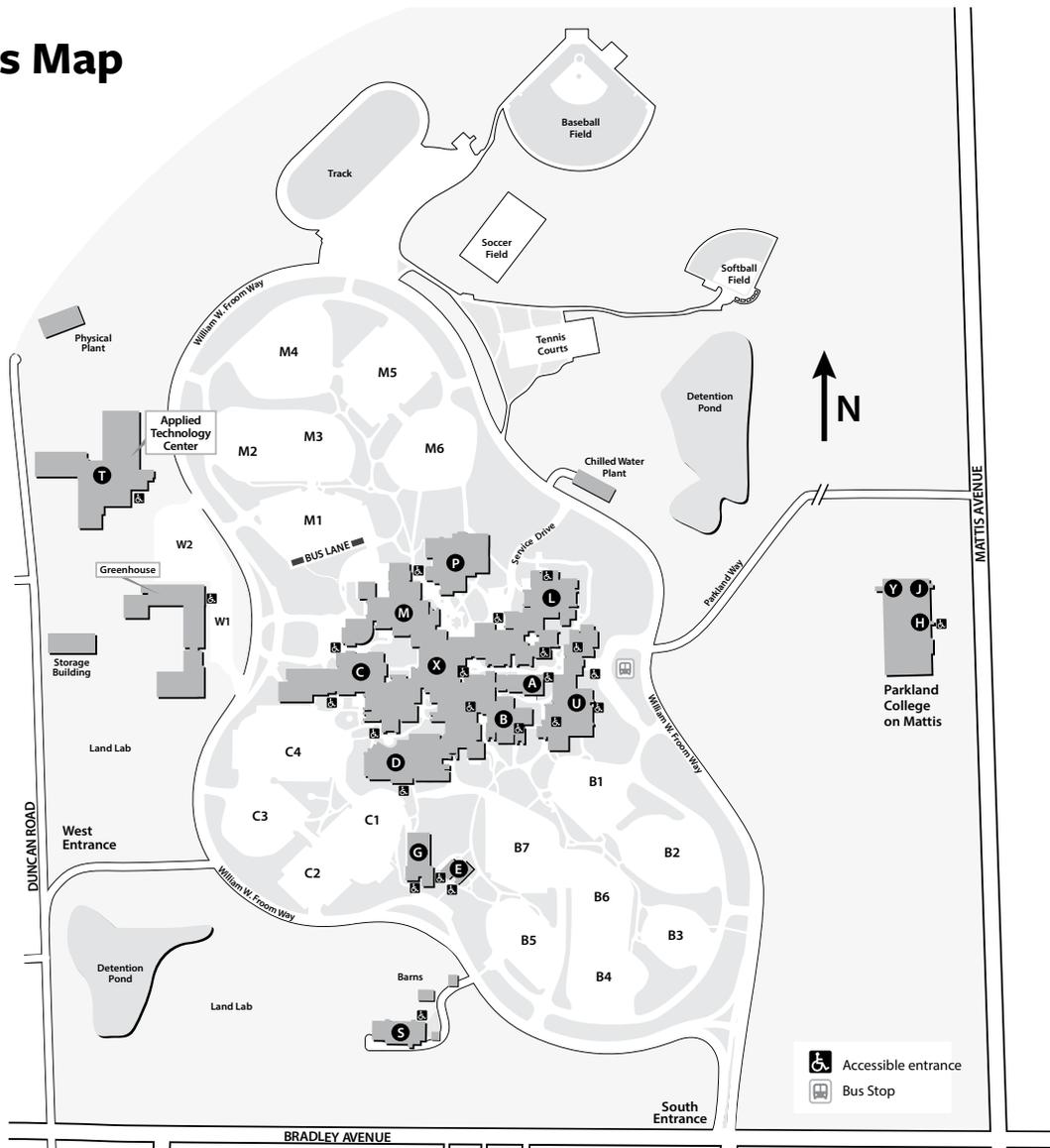


**A** Business Office, Public Safety, Human Resources

**B** Business/Computer Science and Technologies Department

**C** Fine and Applied Arts Department, Humanities Department

**D** Campus Technologies, Center for Academic Success, Center for Excellence in Teaching and Learning, Computer Technology Center, Conference Center, Learning Support Division, Professional Development and Instructional Technology, Social Sciences and Human Services Department, Photography and Graphic Design

**E** Adult Basic Education/Literacy Center

**G** Child Development Center

**L** Health Professions Division

**M** Agriculture/Engineering Science and Technologies Department

**P** Donald C. Dodds, Jr. Athletic Center (Gymnasium, Athletics, Fitness Center)

**R** Library (Above X)

**S** South Building

**T** Parkhill Applied Technology Center (Agricultural/Engineering Science and Technologies Department)

**U** Student Union (Administrative Offices, Admissions and Records, Assessment Center, Bookstore, Cafeteria, Career Center, Career and Technical Education Division, Cashier Office, Counseling and Advising Center, Dean of Enrollment Management, Dean of Students, Disability Services, Dual Credit, Financial Aid and Veteran Services, Foundation, Grants and Contracts, Institutional Accountability and Research, Student Life, TRiO/Student Support Services, Wellness Center)

**W** West Building (Tony Noel Agricultural Technology Applications Center, Diesel Power Equipment Technology, Prairie Gardens Plant Lab/Greenhouse Complex)

**X** Arts and Sciences Division, College Center, Giertz Gallery, Educational Video Center, Mathematics Department, Natural Sciences Department, PCTV, WPCD

**Parkland College on Mattis** — Business Training and Community Education (**J**), Construction Education Alliance (**Y**), Health Professions (**H**), Workforce Development (**I**)

## Accessibility

Location of mechanical doors for persons with disabilities:
• Entrance X-2 southwest of B wing, between B and X
• Southwest entrance to C Wing • West entrance to D Wing
• North entrance to M Wing • West entrance to P Wing
• Door to lobby A wing • East entrances to U Wing

# *INSTITUTIONAL ADVANCEMENT*
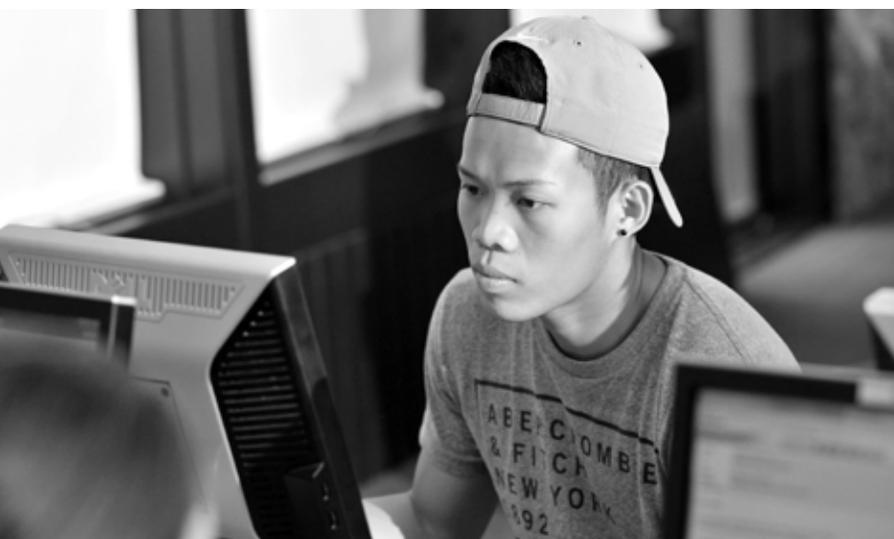
## Contents

# Institutional Advancement Directory

**Vice President for Institutional Advancement**
Seamus Reilly                                    room U332
sereilly@parkland.edu                    217/353-2170

**Dean of Adult Education and Workforce Development**
Tawanna Nickens                              room I113
tnickens@parkland.edu                    217/351-2390

---

**OFFICE / DIRECTOR**

**Institutional Accountability, Research, and Grants**
Kevin Knott                                       room U323
kknott@parkland.edu                      217/351-2239

**Business Training**
Triss Henderson              Parkland College on Mattis
thenderson@parkland.edu             217/353-2101

**Community Education**
Amy Fleshner                 Parkland College on Mattis
afleshner@parkland.edu               217/353-2054

**Marketing and Public Relations**
Seamus Reilly                                    room U332
sereilly@parkland.edu                    217/353-2170

**INTERNATIONAL EDUCATION**

**International Education Director**
Seamus Reilly                                    room U332
sereilly@parkland.edu                    217/353-2170

**Study Abroad Coordinator**
Jody Littleton                                    room C129
jlittleton@parkland.edu                   217/351-2532

# Adult Education and Workforce Development

*1307 N. Mattis Ave., Champaign, IL 61821*

As the largest provider of workforce training in the community, Parkland College provides the vital service of "improving the educational level of working-age adults"–a benchmark of workforce progress in the state of Illinois[1]. As a community college, however, Parkland takes an even more dynamic approach to workforce development, continually seeking new industry partnerships and state, regional, and national resources that boost the public's access to higher-paying jobs and advancing technologies while meeting the needs of district employers.

The dedicated focus on community workforce development permeates the efforts of specific Parkland units (Adult Education, Business Training, and Workforce Development), and also serves as a guiding force for many who support the college, from its academic departments to the Parkland foundation with its multifaceted entrepreneurial program to the college's career advisory boards of area business and technology leaders. These groups work individually and collaboratively to build stronger local economies and produce more highly skilled employees in east central Illinois.

[1]Illinois Workforce Investment Board, Measuring Progress: Benchmarking Workforce Development in Illinois. June 2009.

## Workforce Innovation and Opportunity Act (WIOA)

The Workforce Innovation and Opportunity Act, signed into law on July 22, 2014, aligns federal workforce development and adult education services that prepare low-income workers for economic and career success. The unemployed, dislocated workers, out-of-school youth, and re-entry population receive comprehensive support through a seamless provision of services across core program agencies.

**WIOA Title I – Adult, Youth and Dislocated Worker Employment and Training:** Parkland College's workforce development initiatives annually serve Local Workforce Investment Area (LWIA) #17 and portions of LWIA #23. Title I funding from the Workforce Innovation and Opportunity Act (WIOA) provides eligible students with financial support to access career and technical education training that leads to postsecondary credentials aligned with in-demand industry sectors.

**WIOA Title II – Adult Education and Family Literacy Act:** Title II funding provides basic literacy and language services to English Language Acquisition (ELA) learners and adults seeking a high-school equivalency credential. Services emphasize transition to postsecondary education and employment through the use of integrated education and training instructional models.

**Career Pathways:** Designed to meet the needs of both adult learners and employers, career pathway programs provide sequenced education coursework leading to credentials for in-demand occupations.

**Bridge Programs:** Bridge programs prepare adults with limited academic or limited English skills to enter and succeed in credit-bearing postsecondary education and training leading to career-path employment in high-demand, middle- and high-skilled occupations.

**Integrated Career and Academic Preparation System (I-CAPS):** Through I-CAPS programming, adult learners receive both basic skills and professional technical training for specific career pathways, leading to both technical credentials and high school equivalency (HSE) preparation. Upon program completion, adults earn college credit and stackable credentials that can be applied to further training or and industry-recognized certification to demonstrate workforce readiness.

# Business Training

*1315 N. Mattis Ave., Champaign, IL 61821*
*217/351-2235, www.parkland.edu/businesstraining*

Business Training provides training and education for professional and personal growth. Services include corporate and customized training and consulting for business and industry, government, nonprofit agencies, schools, and universities; courses for individuals who want to upgrade their job skills or train for a new career; special programs for the under- and unemployed, specifically, the Highway Construction Construction Careers Training Program; and the Traffic Safety Program.

***Corporate and customized training and consulting classes*** can be held at Business Training or the customer's location. Topics include training in math, English, science, manufacturing or other academic areas; workplace diversity; corporate leadership including management, supervision, teambuilding, and communication; Command Spanish and English as a Second Language; workplace safety/proficiency including forklift, confined space entry, crane operator, industrial maintenance, and defensive driving; topics for health professionals such as nitrous oxide sedation and IV insertion; computer skills including Microsoft software and programming languages; quality assurance and project management programs including Lean implementation, ISO certifications, Statistical Process Control, Six Sigma; and training and/or consulting specific to the customer's needs.

***Open Enrollment classes*** are scheduled in advance and open to the public, including:

- Certifications and re-certifications (CPR for Healthcare Providers, EPA Section 608, Food Service Sanitation, and more);
- Continuing education for dental hygienists and assistants, massage therapists, and nurses;
- Pre-license education for Home Inspection, Real Estate Brokers, and Tractor Trailer Driver Training (Class A CDL);

- Professional development and career training (Computer Applications, Grant Writing, Leadership, Medical Coding, Medical Billing, Professional Pharmacy Technician, Dietary Manager, Veterinary Assistant, Property Management, Spanish, Workplace Safety);
- Online career training programs offered through ed2go and UGotClass.

***Highway Construction Careers Training Program*** is a pre-apprenticeship program grant funded by the Illinois Department of Transportation, and is designed to prepare individuals to enter into an apprenticeship with any of the trade unions. This ongoing program runs classes two times a year at no cost to the student. Classes run Tuesday through Friday from 7:50 a.m. to 4:30 p.m. for 14 weeks. Training includes Math for the Trades, Life and Interviewing Skills, Safety, Equipment, Construction Job Site Readiness, and Introduction to the Skilled Trades.

***Traffic Safety Program*** provides two types of four-hour defensive driving courses: DDC-4 and Alive at 25, certified by the National Safety Council for those individuals who receive a moving violation and want to maintain a clean driving record through court supervision. For individuals from 16–21 years old with a suspended driver's license, a six-hour Graduate to Safety Driver Remedial Education course is also available.

# Community Education

*1315 N. Mattis Ave., Champaign, IL 61821*
*217/353-2055, www.parkland.edu/communityed*

Community Education provides enrichment classes for all ages. Classes are noncredit and directed towards individuals interested in pursuing hobbies, exploring new interests, and enriching their personal lives. Short-term workshops range from one hour to several weeks. Topics include cooking, floral design, photography, woodworking, painting, drawing, glass work, or creative writing. A variety of fitness, wellness, and money management classes keep participants physically healthy and financially sound. For those interested in seeing new or familiar places, Community Education offers monthly travelogues, day trips, overnight adventures, and week-long travel to destinations both near and far. If participants prefer to stay close to home, there are online noncredit classes. New subjects and trending topics are added each term.

***SAT/ACT Preparation.*** SAT/ACT prep classes for high school juniors and seniors small group classroom instruction, study materials, and progress-tests.

***College for Kids.*** College for Kids (grades 3–8) offers summer sessions with fun-filled classes encouraging youth to engage in hands-on learning and exploration of new topics. Classes include math, science, engineering, technology, the visual arts, languages, writing, drama, cooking, and more. Small classes are taught by innovative and creative teachers, and are designed to instill a desire for lifelong learning.

*Lifelong Learners.* Special daytime programming for those retired or nearing retirement, including travelogues, lectures, workshops, tours, and events.

# International Education

Parkland College recognizes the profound importance of changes in the world's political, economic, cultural, and natural environments. Parkland College's international efforts assist faculty in internationalizing the content and perspective of their curriculum; help develop and promote opportunities for faculty, staff, and students to work and study abroad; sponsor international study-travel tours; welcome international students and visitors to Parkland's campus; and sponsor events providing information about international issues to members of the college community.

Parkland maintains memberships in several international education consortia and other organizations. The International Center (www.parkland.edu/international) website serves as a portal for Parkland faculty and students into the world of international possibility. For more information, call 217/353-2170.

### Pre-college ESL

The ESL program offers a series of 3-credit-hour and 4-credit-hour courses in multiple skill areas for academic preparation. Students can enroll part-time or full-time; course placement is based on scores from either the ACCUPLACER/ESL test or TOEFL. The courses are available from beginning through advanced levels in grammar/writing, reading/vocabulary, and listening/speaking/pronunciation. Supplemental instruction through computer-based assignments and specialized electives may be available depending on student need. International students can apply to this program from their home countries or from other colleges in the United States Students do not need a TOEFL score to apply to the ESL program. For more information call 217/351-2217.

### International Admissions

The International Admissions Office provides admission services and immigration advising for international students and applicants. For further information or assistance, call 217/351-2890.

### Illinois Consortium for International Studies and Programs (ICISP)

Parkland College encourages students to explore the benefits of living and studying in a foreign culture. Students may choose a semester program in Canterbury, England, at Christ Church University College; a semester program in Salzburg, Austria, at Salzburg College; five-week summer sessions in Kyoto, Japan; Munich, Germany; or San Jose, Costa Rica; four-week summer sessions in Dijon, France; or short term study in Senegal, Denmark, or Ecuador. Students and community members who wish to set up an independent study abroad experience may use Parkland's Study Abroad resources by making an appointment with the study abroad coordinator, 217/351-2532.

To be eligible for these programs, the student must have completed a minimum of 12 credit hours, including ENG 101, with a cumulative grade point average of at least 2.75. Final determination of acceptance rests with Parkland. Information on Study Abroad can be found at parkland. edu/international/studyabroad, or call 217/351-2532 or e-mail studyabroad@parkland.edu.

ICISP programs are available for study abroad in:

- Canterbury, England
- Carlow, Ireland
- Dijon, France
- Salzburg, Austria
- San Jose, Costa Rica
- Seville, Spain
- Sydney, Australia

Students may earn Parkland College credit through these ICISP-endorsed programs. Those who are interested in Study Abroad through ICISP should contact Jody Littleton at 217/351-2532 or jlittleton@parkland.edu.

### Parkland Study Abroad

Parkland College faculty offer short-term study abroad opportunities in a number of different countries including Costa Rica, Japan, and Senegal. Interested students should contact Jody Littleton, study abroad coordinator, at 217/351-2532 or jlittleton@parkland.edu. Descriptions of programs are at www.parkland.edu/international/studyabroad.

# STUDENT SERVICES

## Contents

# Student Services Directory

**Vice President for Student Services**

Michael Trame — room U334
mtrame@parkland.edu — 217/351-2551

**Dean of Enrollment Management**

Julie Marlatt — room U245
jmarlatt@parkland.edu — 217/351-2535

**Dean of Students**

Marietta Turner — room U243
mturner@parkland.edu — 217/351-2505

**Office/Director**

**Assessment Center**

Michael T. Behrens — room U206
mbehrens@parkland.edu — 217/351-2433

**Athletics**

Rod Lovett — room P204
rlovett@parkland.edu — 217/351-2409
> Baseball, Men's and Women's Basketball, Golf, Softball, Men's and Women's Soccer, Volleyball

**Career Center**

Sandy Spencer — room U241
sspencer@parkland.edu — 217/353-2637

**Counseling and Advising Center**

John Sheahan — room U276
jsheahan@parkland.edu — 217/351-2555
> Academic Advising; Counseling

**Disability Services**

Cathy Robinson — room U264
crobinson@parkland.edu — 217/353-2082

**Enrollment Services**

Tim Wendt — room U291
twendt@parkland.edu — 217/353-2673
> Admissions and Records; Adult Re-entry; Financial Aid and Veteran Services; International Admissions

**Public Safety**

William P. Colbrook — room A160
wcolbrook@parkland.edu — 217/351-2369

**Student Life**

Thomas Caulfield — room U119
tcaulfield@parkland.edu — 217/351-2477
> Housing; Orientation; Student Activities; Student Government; Student Publications; IDs; Wellness Center

**TRiO/Student Support Services**

Mary Catherine Denmark — room U252
mcdenmark@parkland.edu — 217/353-2267

# Admission/Registration Information

## Admission Policy

Admission is open to anyone who is a graduate of an accredited high school or is at least 18 years of age and able to benefit from college-level instruction. High school students under the age of 18 who have not earned a high school diploma or GED may request an exception to the admissions policy of the college. They must complete, prior to registration, the Underage Enrollment Approval form which may be obtained from the Office of Admissions and Records (U214; 217/351-2482).

All students seeking a credential (degree or certificate) at Parkland must be assessed according to the Comprehensive Assessment Policy (see p. 41). Students who qualify for Adult Education classes will not be considered eligible for degree or certificate-seeking status, but instead will be changed to a "Course Enrollee" status by the Office of Admissions and Records.

Admission to the college does not ensure admission to a particular course or program of study; some students may be required to enroll in specific courses before taking others. Admission to health career programs is selective; see Health Career Program Admission information (see p. 21).

Because of state regulations, students who apply to Associate in Arts, Associate in Science, Associate in Engineering Science, or Associate in Fine Arts degree transfer programs will be accepted to the college but may be admitted to the program on a provisional basis until certain minimum entrance requirements are satisfied. See Transfer Program Admission on p. 21.

Should it be necessary to limit enrollment, priority will be given to residents of Parkland College District 505.

International students are welcome at Parkland. The college is authorized under federal law to enroll non-immigrant students. Prospective international students should contact the international admissions advisors in U233 (217/351-2890) to discuss eligibility for admission.

Parkland does not discriminate in the admission of students on the basis of race, color, national origin, age, gender, gender expression, sexual orientation, religion, veteran status, Vietnam veteran era, marital status, ancestry, or disability. Information regarding admission to the college and to specific programs may be obtained from the Office of Admissions and Records (U214; 217/351-2482).

Each student is encouraged to consult with a Parkland counselor or advisor in the selection of a program consistent with the student's interests and abilities.

# Transfer Program Admission

Illinois state law (Public Act 86-0954) specifies that 15 units of high school course work or the equivalent are required for admission to all public institutions. This act affects students at Parkland who wish to be admitted to an Associate in Arts, Associate in Science, Associate in Engineering Science, or Associate in Fine Arts (transfer) program.

Parkland College's minimum entrance requirements for students who wish to enroll in A.A., A.S., A.E.S., or A.F.A. programs are the following units of high school course work:

- Four years of English — written and oral communications, literature
- Three years of mathematics — minimum of one year of Algebra I, one year of geometry, and one year of Algebra II (intermediate algebra)
- Two years of science — laboratory science
- Two years of social studies — history and/or government
- Two years of electives — foreign language, music, art, or vocational education
- Two flexible academic units — two additional courses (years) from any one or two of the science, social studies, and/or electives categories in addition to approved courses in mathematics and English such as advanced mathematics, computer science, journalism, speech, and creative writing.

This requirement pertains only to A.A., A.S., A.E.S., and A.F.A. degree transfer programs; it does not affect the career programs (A.A.S. or certificates) or the Associate in General Studies (A.G.S.) program.

# Health Career Program Admission

Admission to Parkland's health career programs (Dental Hygiene, EMT-Basic, EMT-Paramedic, Massage Therapy, Medical Assisting, Nursing, Practical Nursing, Occupational Therapy Assistant, Radiologic Technology, Respiratory Care, Surgical Technology, and Veterinary Technology) involves special procedures and deadlines. Those considering applying to a health career program should obtain a copy of the checklist explaining admission procedures for their specific program from the Office of Admissions and Records. The application deadline for most health professions programs is March 1 prior to fall semester enrollment. Programs with spring semester admissions also have an October 1 application deadline.

Most programs require a $20 nonrefundable processing fee that must be submitted with the checklist and Health Career Application. The application will be processed only after this fee has been paid. This fee will be assessed only once, unless a period of five years or more has elapsed since the last fee assessment. NOTE: Students seeking admission to Kankakee's Medical Laboratory Technology program must apply through Kankakee Community College.

Persons seeking admission to a health career program are encouraged to submit all required credentials as early as possible. Once the selection process begins, qualified applicants will continue to be accepted on a monthly basis until programs are filled.

Students considering application to a health career program need to be aware of potential legal limitations on licensure. Upon making application for the licensure exam, graduates may be required to provide personal history information by answering the following questions:

1. Have you been convicted of any criminal offense in any state or in federal court (other than minor traffic violations)?

2. Do you now suffer, have you suffered from, been diagnosed as having, or been treated for any disease or condition which is generally regarded by the medical community as chronic, i.e., (1) mental or emotional disease or condition, (2) alcohol or other substance abuse, (3) physical disease or condition that presently interferes with your ability to practice your profession?

3. Have you been denied a professional license or permit, or privilege of taking an examination, or had a professional license or permit disciplined in any way by any licensing authority in Illinois or elsewhere?

4. Have you ever been discharged other than honorably from the armed service or from a city, county, state, or federal position?

5. Are you a U.S. citizen or a lawfully admitted alien of the United States?

The Illinois Nurse Practice Act and Nursing Rules state that the Illinois Department of Professional Regulation may refuse to issue a license because of any "deceptive statement in any document connected with the practice of nursing pursuant to this Act." Students should also be aware that many health care institutions now require drug and alcohol screening as well as a national criminal background check.

Nurse Assistant (CNA) course (NAS 111) students are required to complete and pass a live scan fingerprint background check prior to enrolling in the course.

More information can be found online at parkland.edu/academics/departments/health.

# Application Procedure

## Degree/Certificate Students

The applicant who intends to earn a degree or certificate from Parkland must submit the following credentials to the Office of Admissions and Records and complete the admission process before registering for courses:

1. A completed Admission Form, which is available at the Office of Admissions and Records (U214; 217/351-2482) or online at parkland.edu/getstarted.

2. An official high school transcript forwarded by the high school last attended or a General Educational Development (GED) Score Report.

3. Official transcripts forwarded from colleges and universities previously attended, if credit earned there is to be used toward a degree or certificate at Parkland. *Hand-carried or "Issued to Student" transcripts are not acceptable for admission to Parkland College.* Transfer credit may be accepted from another college or university accredited by a regional accrediting association (e.g., Higher Learning Commission, etc.). If the credit is not earned from such an institution, the transcript will not be evaluated nor will transfer credit be accepted. In addition, for credit to be applied toward a degree or certificate at Parkland, the credit must have been earned at the time the institution was accredited. Transcript Evaluation Request forms may be obtained from the Office of Admissions and Records.

It is recommended that the applicant also submit ACT/SAT scores forwarded from the American College Testing program/College Board. If the Parkland code of 1015 is listed as a college choice when the ACT, or SAT code of 1619 is selected, the results will be sent automatically to the college. While not required for admission, the ACT/SAT scores are recommended because they can be used in certain cases instead of placement tests and can be used as an aid to students and counselors in selecting a program of study at Parkland College.

## Non-degree Students

The applicant who does not intend to earn a degree or certificate from Parkland must submit an Admission Form to the Office of Admissions and Records and complete any required assessment before registering for courses. ***Students enrolling as non-degree are not eligible for financial aid.*** To change from non-degree to degree-seeking, a new application must be filed and supporting documentation presented (see Application Procedure Degree/Certificate Students).

## Returning Students

Before registering for classes, students who have discontinued their attendance at Parkland should make an appointment with an admissions advisor (U214; 217/351-2482) to begin the reinstatement process.

## International Students

The international admissions advisors provide admission services to all international. For further information and assistance, call 217/351-2890. Academic advising and assistance with placement into Intensive English as a Second Language (ESL) or college ESL is provided by the international student academic advisor in the Counseling and Advising Center. Call 217/351-2219.

# Advising Guidelines

Academic advising at Parkland is a shared responsibility. The faculty, department chairs, the Center for Academic Success, and the Counseling and Advising Center each share the task of providing academic advice to students.

All Parkland students who are seeking a degree or certificate and who have not yet earned 30 hours of credit or are in selected programs regardless of number of hours earned must obtain advising prior to registering for classes. The following guidelines identify whom students should see for advice prior to registration:

- Students enrolled in an A.A.S. or Certificate program should see the faculty program advisor for their program or the appropriate department chair. If students are in a career program and are currently enrolled in a Critical Comprehension Skills (CCS) class, they should seek advice from the Counseling and Advising Center.

- Students enrolled in an A.A., A.S., A.E.S., or A.F.A. transfer program may seek advice from a faculty program counselor or an advisor. Agriculture transfer students must see a faculty program advisor or the Agriculture/Engineering Science and Technologies department chair. Students enrolled in Fine and Applied Arts transfer programs (A.A. and A.F.A.) as well as A.A.S. programs should see the faculty program advisor for their program or the department chair.

- Students enrolled as applicants in a health professions program may seek advice from the Counseling and Advising Center.

- Students currently enrolled in CCS 098 should seek advice from the Center for Academic Success. Students currently enrolled in CCS 099 should seek advice from the Counseling and Advising Center or the Center for Academic Success.

- Students who are new to Parkland and are seeking a degree or certificate must see a counselor or advisor. New student athletes receive initial academic advice through the athletic department.

Parkland students who are not seeking a degree (course enrollees) and students who have earned more than 30 credit hours are not required to see a faculty program advisor, department chair, advisor, or counselor prior to registration. However, students in the Health Professions programs must see a faculty program advisor regardless of the number of credit hours they have earned.

# Registration Procedure

## Assessment and Registration

Before new students can register for classes, their reading, writing, and mathematics skills must be assessed. See the Comprehensive Assessment Program (CAP) on p. 41 Using their placement test results and in consultation with an advisor or counselor, students then select and reserve courses. All degree-seeking students are required to complete S.O.A.R.—Student Orientation, Advising, and Registration. Registration is complete upon payment of tuition and fees.

## Registration Guidelines

Students are encouraged to plan for classes and register early. Check class schedule for specific dates and times.

## Auditing a Class

Students planning to audit a class may register for that class on a space-available basis at any time during the registration period. Students must meet the admission requirements of the college and the course prerequisites and pay the same tuition and fees as students enrolled for credit. Once registered, a student may not change from audit to credit status or vice versa. Students who are Monetary Award Program recipients should be sure to check with the Office of Financial Aid and Veteran Services before signing up to audit a course.

## My.parkland.edu

Parkland College's online system, my.parkland.edu, allows students to register and obtain information even when campus offices are closed. The registration and drop options are not available at all times.

## Student Responsibility

Students bear full responsibility for any complications that arise because of their failure to follow established policies, procedures, course requirements and prerequisites, or the advice of counselors or academic advisors. The college does not consider lack of student awareness as sufficient reason to waive any requirement or make exception to any policy or practice.

## Class Schedule Information

Detailed registration procedures are described in the Parkland College class schedule published for each semester. Students are responsible for becoming familiar with all dates, deadlines, and procedures related to registration.

# Release of Information about Students

## Student Records

Educational records are maintained by the Office of Admissions and Records in U214. In accordance with the college policy and state and federal regulations, student records are maintained in a manner that protects the privacy of students and provides eligible students access to the information recorded. For further information, consult the Family Educational Rights and Privacy Act (FERPA) — What You Should Know booklet available in the Office of Admissions and Records.

## Privacy Act

The Family Educational Rights and Privacy Act (PL 93-380) includes provisions that protect the privacy of students. These include: 1) The right to inspect and review their education records within 45 days of the day the college receives a request for access. 2) The right to request the amendment of their education records that they believe are inaccurate. 3) The right to consent to disclosures of personally identifiable information contained in their education record, except to the extent that FERPA authorizes disclosure without consent. An exception is disclosure to school officials within the college who have a legitimate educational interest. 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.

When a student seeks or intends to enroll in another academic institution, officials of that institution may request educational records of the student from the college and the college may disclose these records without the consent of the student.

## Public Directory Information

Parkland defines public directory information as name; address; telephone numbers; major field of study; dates of attendance; enrollment status (full- or part-time); degrees, honors, certificates received or anticipated; e-mail address; weight and height if athletic team member; participation in officially recognized activities and sports; institutions previously attended; photo ID.

One provision of the Family Educational Rights and Privacy Act requires educational institutions to allow students who are currently enrolled to suppress certain information regarded as public directory information. Only a student who is currently enrolled at Parkland College may suppress the above public information items by completing and submitting a Public Directory Information form *prior to the second week of class (fifth day of class for summer sessions)*. Forms may be obtained from the Office of Admissions and Records in U214, or online at parkland.edu/admissions/forms.

# Concurrent Enrollment at Parkland and the University of Illinois

The University of Illinois at Urbana-Champaign (Illinois) and Parkland College have a concurrent enrollment agreement that permits Parkland students to enroll in university courses that are not available at Parkland. Similarly, Illinois students may enroll in selected Parkland courses. Enrollment is on a space-available basis at each institution.

During each semester for which concurrent enrollment is sought, the student must register for at least as many (and normally more) semester hours at the principal institution and meet the admission requirements of the cooperating college. Students are required to pay the tuition and fees regularly assessed at each institution in accordance with the number of semester hours taken. The application fee for the University of Illinois, however, will be waived for Parkland students. International students will be assessed tuition and fees according to the residency regulations as established by Parkland College. To determine the appropriate rate of tuition and fees, international students should contact the Office of Admissions and Records (217/351-2482; U214) for information on residency classification before registering.

## Parkland Students

Parkland students wishing to enroll on a concurrent basis at the University of Illinois should do the following for each semester they wish to attend:

1. Enroll at Parkland for the semester being considered.
2. Consult their counselor or advisor to discuss the procedures and advisability of concurrent enrollment and determine the course desired and its availability.
3. Request the director of Parkland's Counseling and Advising Center (U276) to sign the completed Concurrent Enrollment form.
4. Request the appropriate assistant or associate dean of the University of Illinois college which offers the desired course to sign the completed Concurrent Enrollment form.
5. Once the request is approved, the Concurrent Enrollment form and a completed non-degree application for admission must be presented to the Office of Admissions at the University of Illinois, 901 W. Illinois, Urbana, Illinois.
6. Students seeking concurrent enrollment may register during the late registration period. If registration is completed by the end of the first week of late registration, the late registration fee will be waived.
7. This procedure must be followed at the beginning of each semester the student wishes to concurrently enroll. If a student was concurrently enrolled during the previous semester at Illinois, the student may not need to complete a non-degree application for admission. (Check with the University of Illinois Office of Admissions.)

## University of Illinois Students

University of Illinois students wishing to enroll on a concurrent basis at Parkland College should do the following for each semester they wish to attend:

1. Enroll at the University of Illinois for the semester being considered.
2. Consult their academic advisor to discuss the procedures and advisability of concurrent enrollment and determine the course desired and its availability.
3. Download a Concurrent Enrollment form from the Parkland College website, http://webapp.parkland.edu/concurrentenrollment. Submit the completed Concurrent Enrollment form electronically with the student's Academic History attached.
4. Students seeking concurrent enrollment may register during the open registration period. (Check the class schedule for dates and times.)
5. This procedure must be followed at the beginning of each semester the student wishes to concurrently enroll. If a student was concurrently enrolled during the previous semester at Parkland College, the student will not need to complete an application for admission.
6. To receive fee adjustment, students must submit concurrent enrollment forms within 30 days of the beginning of the semester in which the student enrolls. Forms submitted after that time will not be valid for fee purposes.

# Reserve Officers Training Corps (ROTC) Registration

The University of Illinois at Urbana-Champaign has three ROTC detachments (Air Force, Army, and Navy). Parkland College students who are interested in enrolling for ROTC classes at the university may do so through the concurrent enrollment agreement between Parkland College and the University of Illinois.

Students who enroll in first- and second-year ROTC classes while attending Parkland College, transfer the following semester to an Illinois college or university, and commit to the third- and fourth-year Air Force, Army, or Naval ROTC program, are eligible to apply for one of the three Illinois State ROTC Community College Trasfer Scholarships. Contact the Office of Admissions and Records (217/351-2482; U214) for additional information.

# Financial Information

## Tuition and Fees

### General Information

Parkland College is a public institution supported by both district and state tax funds. Because of this, resident students can further their education without incurring large financial obligations. Courses are available to all residents of District 505 at a tuition rate of $136.50 per credit hour. (Tuition and fees as indicated in this catalog are subject to change by the Parkland College Board of Trustees.) The following fees per credit hour are charged in addition to tuition: $1.75 activity fee, $1.75 registration fee, $5 facility fee, and $12 technology fee. Residents of District 505 will pay a total of $157 per credit hour in tuition and fees.

In addition, course fees are charged for most courses to help defray costs of supplies, equipment, maintenance, and unusual expenses associated with the course. The fee is indicated for each course in the Parkland College class schedule.

A clinial fee is charged for the following health career programs: Dental Hygiene, Nursing, Practical Nursing, Occupational Therapy Assistant, Radiologic Technology, Respiratory Care, Surgical Technology, and Veterinary Technology. A $25 per credit hour fee is added to classes with these course prefixes: DHG, LPN, NUR, XRA, RTT, SUR, and VTT.

Note: All classes taken in preparation for the GED test are free. Refer to the section on Adult Education on p. 16 for more information.

When students register for classes, they agree to assume financial responsibility for all related tuition and fee charges billed to their student accounts. If tuition and fees are not paid by published deadlines, it is likely that classes will be dropped from the student's schedule. However, students should not assume that classes are automatically dropped for non-payment or non-attendance. If they decide not to attend classes, they must officially drop the classes within the stated refund period to ensure cancellation of tuition and fees. Classes not dropped will be graded and students are responsible for all associated tuition and fees.

Students may elect to pay their account balances with Financial Aid, Nelnet Deferred Payment Plan, and/or outside agencies. However, students are responsible for making these financial arrangements and staying on top of their account balances. Students receiving, or anticipating receipt of, tuition assistance from agencies outside of Parkland or out-of-district chargeback authorizations must have written authorizations from the agency on file at the Cashier Office prior to registration or must have the written authorization in hand when they come to register. Authorizations for tuition assistance should be renewed through the agency at the end of each authorized period. Students will be required to pay their own tuition and fees to register if authorizations for tuition assistance have expired.

For all checks returned by the bank for nonsufficient funds, a $15 service charge is assessed. Failure to pay nonsufficient funds checks could result in students being administratively withdrawn from their classes. In addition, if collection on the checks is turned over to a collection agency, the collection agency fee will be added.

If Cashier Office records show that a student owes money to the college, college policy prohibits the release of grades, academic records, and processing of graduation for that student. In addition, students will be denied permission to register for classes. A student who owes money to the college should contact the cashier (U247; 217/351-2233 or 217/351-2420) for more information.

### Nelnet Deferred Payment Plan

Students may sign up with Nelnet to budget tuition and fees for up to five months per semester, interest-free. Payments are automatically deducted from checking, savings, or credit card. For more information see parkland.edu/nelnet or call the Cashier Office at 217/351-2233.

### Course Repeat Fee

Illinois community colleges receive state apportionment support for each student who is in certified attendance at midterm in a course plus one repeat enrollment under certain conditions. However, when a student exceeds the limit of Illinois Community College Board-approved repeat enrollments in a course, the student will be assessed a course repeat fee equal to the state apportionment for the course, rounded to the nearest dollar.

#### Non-repeatable Courses

If a student earns an **A**, **B**, or **C** in a course identified as non-repeatable and wishes to repeat the given course, the student will be assessed a course repeat fee in addition to the tuition and course fees.

For a grade of **D**, **F**, or **W** (any grade other than A, B, or C) in first enrollment, the student is not assessed a course repeat fee for the first repeat, but is assessed the course repeat fee for the second or any subsequent repeat of the course.

#### Repeatable Courses

The student will be charged a course repeat fee in addition to the tuition and course fees as soon as the repeat-enrollment limit has been exceeded for the given course. Exceptions may be recommended by a department chair or the director of counseling and advising.

## Tuition and Fee Charges

| Residence Classification | Charge Per Credit Hour |
|---|---|
| Parkland College District 505 (see map on p. 13) | $157 |
| Nonresident of District 505, but resident of Illinois | $370 |
| Nonresident of Illinois, but United States resident | $529 |
| Nonresident alien Non-U.S. Resident | $529 |
| Nonresident in Ford ASSET program | $213.50 |
| Nonresident in Case New Holland program | $213.50 |

| Residence Classification for Online Classes | Charge Per Credit Hour |
|---|---|
| Resident of Parkland College District 505 (see map on p. 13) | $157 |
| Nonresident of District 505, but resident of Illinois | $213.50 |
| Nonresident of Illinois, but United States resident | $300.50 |
| Non-U.S. Resident | $300.50 |

## Residence Classification

A resident of District 505 is one who has established a permanent dwelling place (domicile) in the district and shows evidence of continuing intent to remain in the district. Individuals must prove they reside in District 505 for other than educational purposes, and if they are under 21 years of age, must prove they are independent of parents or guardians. A map of District 505 appears on p. 13. Evidence of the applicant's residency should be submitted to the Office of Admissions and Records.

A student who takes exception to nonresidency ruling should pay the applicable fee and then file an Application for Change of Residence Classification, claiming a refund of the portion in excess of the resident rate. Appeals must be made within 30 calendar days (15 days for summer terms) from the date instruction begins for the term for which the rate is assessed. Requests for current semester consideration filed after the 30 calendar day period will not be accepted. All appeals must be accompanied by documentation to support the request. A refund will be provided only if a change of residence classification is granted.

Information on residence classification is available from the Office of Admissions and Records (U214) and online.

## Nonresident Students

Illinois students who are not residents of District 505 must pay an additional charge to cover the difference between the regular tuition and state support and what it costs the college to provide instruction. The additional charge is not assessed for students who obtain an approved Authorization for Partial Student Support (commonly called a chargeback) from their local community college district. A chargeback may be obtained to attend Parkland if the program of study the student wants is not available at his or her community college. To obtain chargebacks, students should apply to their local community college at least 30 days before the start of the term they expect to enroll at Parkland.

If the community college in a student's district has a cooperative agreement with Parkland for the student's program of study, the proper forms should be obtained from the community college in the student's district and submitted to the Parkland Office of Admissions and Records. See p. 50 for a list of community colleges and cooperative agreements.

For the 2016-2017 academic year, Illinois students who are not residents of District 505 will be assessed an additional $213 per semester hour. For out-of-state students and International citizens, the total additional assessment is $372 per semester hour.

## Tuition for Senior Citizens

Residents of District 505 who are 65 years of age or older may enroll in classes (excluding workshops and noncredit classes) by paying a semester registration fee of $5 in addition to any course fee required. Details of the program may be obtained from the Office of Admissions and Records.

## Refund Policies: Tuition and Fees

- There will be a full refund of tuition and fees for any course cancelled by the college.
- If a student owes money to the college, the refund will be withheld.
- No refund will be granted when a student is dismissed or suspended from the college for disciplinary reasons.

A student who believes an exception should be made to the refund policy should complete a Request for Billing Adjustment form available from the cashier (U250).

### Credit Courses

The following refund policies apply to fall and spring full-semester and part-semester courses and summer courses.

- A 100 percent refund of tuition and fees will be made if an official drop without record occurs during the first week of the class session regardless of when the first class meeting is scheduled.
- No refund of tuition and fees will be made for official withdrawal from credit courses after the first week of the semester.

### Noncredit Courses

- There will be a full refund for any noncredit workshops/courses cancelled by the college.
- A 100 percent refund of tuition will be made if an official drop is made before the first day of the workshop/course.
- No refund will be made if the drop is made after the workshop/course has started.

### American Opportunity Tax Credit and Other Educational Tax Benefits

The American Opportunity Tax Credit originally modified the existing Hope Credit for tax years 2009 and 2010. This was later extended through 2017, making the benefit available to a broader range of taxpayers, including those with higher incomes and those who owe no tax. It also adds required course materials to the list of qualifying expenses and allows the credit to be claimed for four post-secondary education years instead of two. There are a variety of tax credits, deductions, and savings plans available to taxpayers to assist with the expense of higher education.

- A tax credit reduces the amount of income tax a student or family may have to pay.
- A deduction reduces the amount of personal income that is subject to tax, thus generally reducing the amount of tax the student may have to pay.
- Certain savings plans allow the accumulated interest to grow tax-free until money is taken out (known as a distribution), or allow the distribution to be tax-free, or both.
- An exclusion from income means that the student won't have to pay income tax on the benefit the student is receiving, but the student will also not be able to use that same tax-free benefit for a deduction or credit.

Other tax benefits include the Lifetime Learning Credit, Exemption of Employer-Provided Assistance, Exemption of Scholarships and Tuition Remission, and Deduction of Student Loan Interest. Visit the Tax Benefits for Education: Information Center online at irs.gov for more information.

# Financial Assistance

Parkland College administers comprehensive financial aid programs that include grants, loans, scholarships, and part-time employment. The purpose of these programs is to assist students who, without such aid, would be unable to attend college.

However, Parkland strongly believes that students and their families have primary responsibility for providing financial support in acquiring a college education. Information may be obtained from the Office of Financial Aid and Veteran Services (U286; 217/351-2222) or by visiting parkland.edu/financialaid.

### Eligibility

To be eligible for most financial assistance programs from Parkland, a student must:

1. Be degree-seeking and enrolled or accepted into an eligible degree or certificate program at Parkland.
2. Complete a Free Application for Federal Student Aid (FAFSA) and list Parkland as one of the school choices. The FAFSA may be completed online at www.fafsa.gov. Campus-based aid is distributed to eligible applicants on a first-come, first-served basis. Parkland's school code is 007118.

3. If requested, forward to the Office of Financial Aid and Veteran Services signed copies of requested verification forms, applicant's federal tax transcript and, if a dependent, his or her parents' federal tax transcript. Students and parents who complete the FAFSA using the IRS Data Retrieval Tool may not be required to submit federal tax transcripts.
4. Maintain satisfactory academic progress. (see p. 29)
5. Demonstrate financial need. Financial need is considered to be the difference between one academic year's educational expenses (tuition, books, fees, room and board, commuting costs, etc.) and the applicant's resources for the same period (aid from parents, savings, trusts, grants, personal earnings, etc.) as documented in the applicant's Free Application for Federal Student Aid.

### Student Rights and Responsibilities

Some important factors should be considered when contacting Parkland for information concerning enrollment. Education is a large investment of time, money, and effort, and every student should carefully evaluate his or her potential commitment. In making this decision, the student should find out about the school's academic programs, facilities, cost, job placement services, refund policy, and financial aid programs.

The student has the right to ask the college:

- what the cost of attending is and what the refund policy for students who drop or withdraw is
- what financial assistance is available, including information on all federal, state, local, private, and institutional financial aid programs
- what the procedures and deadlines for submitting applications for each available financial aid program are
- what criteria are used to select financial aid recipients
- how it determines financial need, that is, how costs (tuition and fees, room and board, travel, books and supplies, and personal and miscellaneous expenses) and what resources (such as parental contribution, other financial aid, assets, etc.) are considered in the calculation of need
- how much of a student's financial need, as determined by the institution, has been met
- to explain each type and amount of assistance in a financial aid package
- in the case of a loan, what the interest rate is, the starting date of repayment, the duration of repayment, and any cancellation and deferment provisions
- in the case of work-study, the type of job available, its working hours, duties, and the rate, time, and frequency of payment
- to reconsider a financial aid package, if a mistake has been made
- how the school determines if a student is making satisfactory progress and the consequences of unsatisfactory progress

- what special facilities and services are available to a student with disabilities

Along with these consumer rights, students must realize there are responsibilities assumed in order to qualify for and receive any award.

It is the student's **responsibility** to:

- review and consider all information about a school's program before enrollment
- pay special attention to the application for student financial aid, completing it accurately and submitting it on time to the right place (errors can delay financial aid payments)
- provide all additional documentation, verification, corrections, and/or new information requested by either the Office of Financial Aid and Veteran Services or the agency to which the application was submitted
- read, understand, and keep copies of all forms that must be signed
- accept responsibility for the promissory note and all other agreements that are signed
- notify the lender, in the case of a loan, of changes in name, address, or educational status
- perform in a satisfactory manner the work that is agreed upon in accepting a Federal Work-Study job
- know and comply with the school's refund/repayment policy
- know and comply with the school's satisfactory progress policy (see p. 29) for financial aid recipients

## Release of Financial Information

The Office of Financial Aid and Veteran Services will release information about the financial status of a student to those parties within the college concerned with financial welfare as related to the student's attendance at Parkland. Inquiries from off-campus agencies and individuals such as landlords will be answered only if the student has completed a Consent to Release Information form, which is available from the Office of Financial Aid and Veteran Services in U286.

## Major Financial Aid Programs

Parkland administers a variety of federal and state programs, along with many special scholarships just for Parkland students.

***Monetary Award Program (MAP).*** The MAP is awarded by the Illinois Student Assistance Commission (ISAC) and is designed to pay tuition and mandatory fees at Parkland for Illinois students, subject to funding levels by the state of Illinois.

***Federal Pell Grant.*** The Federal Pell Grant is designed to help pay college-related expenses. The exact dollar award is determined by the student's class load and the Expected Family Contribution (EFC) as calculated by the federal government.

NOTE: The amount of Federal Pell Grant funds a student may receive over the student's lifetime is limited by a new federal law to the equivalent of six years of Pell Grant funding.

***Federal Work-Study (FWS).*** As a campus-based program, FWS is awarded through the Office of Financial Aid and Veteran Services in the form of part-time employment. Students who participate generally work from 10-19 hours per week and are paid twice a month. The actual FWS award is based on demonstrated financial need.

***Federal Supplemental Educational Opportunity Grant (FSEOG)***. As a campus-based program, the SEOG is award-ed to students who have exceptional financial need. SEOG awards depend on the amount of funds available.

***William D. Ford Direct Loan Program.*** Students enrolled in eligible college transfer or vocational/technical programs may apply for this loan. Depending upon demonstrated financial need and academic program length, dependent/independent freshman students may borrow up to $5,500/$9,500. Dependent/independent sophomores may borrow up to $6,500/$10,500 with demonstrated financial need. Repayment begins six months after the student drops below half-time student status, but there are deferment provisions. Monthly repayment varies with the total amount borrowed.

Application for the Direct Loan at Parkland begins when applying for financial aid on the Free Application for Federal Student Aid. All applicants must have a Federal Pell Grant eligibility determination made before loan processing can be completed. First-time borrowers must complete loan entrance counseling before receiving their first check. Direct loans are made through the U.S. government.

NOTE: If a student is a first-time borrower on or after July 1, 2013, there is a limit on the maximum period of time (measured in academic years) that the student can receive Direct Subsidized Loans. This time limit does not apply to Direct Unsubsidized Loans or Direct PLUS Loans. If this limit applies to a student, the student may not receive Direct Subsidized Loans for more than 150 percent of the published length of the student's program. This is called the "maximum eligibility period." A student's maximum eligibility period is based on the published length of the student's current program. The student can find the published length of any program of study in the college catalog.

***Direct Parental Loan for Undergraduate Students (PLUS).*** PLUS loans are available to parents of dependent students who are enrolled at least half-time. Repayment begins within 60 days of signing a promissory note unless deferment is requested. Application for the Direct PLUS loan begins when completing a PLUS Application, which is is available online at www.studentloans.gov. Direct PLUS loans are made through the U.S. government.

***Parkland College Foundation Scholarships/Special Scholarships.*** Students may also apply for special scholarships and scholarships available through the Parkland

College Foundation. A list of these scholarships begins on p. 32.

## Selective Service Registration Status

Under Title IV of the Higher Education Act of 1965 as amended, any person required to register with selective service who fails to do so is ineligible for federal and state financial aid.

Those persons not required to register with selective service must, nevertheless, indicate why they do not have to be registered. These persons include females, persons born before 1960, armed forces personnel on active duty, and persons under age 18.

## Retaking Coursework

In accordance with Part 668 Student Assistance General Provisions Retaking Coursework (§ 668.2), upon successful completion of a class (with a D or better), students may repeat the course once and receive financial assistance.

## Tax Reform Act of 1986 and Financial Aid

For tax years beginning on or after January 1, 1987, portions of any financial aid awards (excluding loans) not used directly for tuition and course-related expenses are considered taxable income by the IRS.

Financial aid recipients are encouraged to confer with the Internal Revenue Service or an income tax consultant regarding their potential tax liability. For more information, visit the Tax Benefits for Education: Information Center at www.irs.gov/uac/Tax-Benefits-for-Education:-Information-Center

## Satisfactory Academic Progress Policy for Financial Aid Recipients

In accordance with the U.S. Department of Education, Parkland College is required by federal regulations (Federal Regulations 34CFR Parts 668.32f and CFR 668.34) to establish satisfactory academic progress standards for federal and state financial aid recipients enrolled in eligible degree and certificate programs. These minimum standards ensure that only those recipients demonstrating satisfactory progress toward the completion of their educational objective continue to receive financial assistance.

The following are minimum standards required by a student to be eligible for the following types of student financial aid regardless if a student has previously received student financial aid: Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work-Study Program (FWS), Federal Direct Stafford/Ford Loans, Federal Parental Loan for Undergraduate Students (PLUS), and Illinois Monetary Award Program (MAP).

### Minimum Standards Regarding Maximum Hours Attempted

- Students enrolled in eligible *degree programs* cannot exceed 150 percent of the number of credits needed to complete the program. Attempted hours include all Parkland 100–299 level classes, developmental coursework, repeated hours, all transfer credit, military credit and proficiency exam credit. Withdrawals, failures, incompletes, and "N" grades are also considered attempted hours. Note: Military Withdrawal grades are excluded from attempted hours.

- Students enrolled in eligible *certificate programs* cannot exceed 150 percent of the number of credits needed to complete the program. Attempted hours include all Parkland 100–299 level classes, developmental coursework, repeated hours, all transfer credit, military credit, and proficiency exam credit. Withdrawals, failures, incompletes, and "N" grades are also considered attempted hours. Note: Military Withdrawal grades are excluded from attempted hours.

### Minimum Standards for Satisfactory Course Completion Rate

- *All degree/certificate students* must comply with the minimum standards for Satisfactory Course Completion Rate of *67 percent* regardless of the student previously receiving financial aid at Parkland or any other institution of higher education. The 67 percent Satisfactory Completion Rate refers to the percentage of *cumulative* hours successfully completed (earned) in relation to *cumulative* hours attempted (*including transfer hours*). Attempted hours include all Parkland 100–299 level classes, developmental coursework, repeated hours, proficiency exam credit, and transfer hours. Withdrawals, failures, incompletes, and "N" grades are also considered attempted hours. Note: Military Withdrawal grades are excluded from attempted hours.

Successfully completed (earned) hours are those classes for which there is a letter grade of A, B, C, D, or proficiency exam credit.

Example: To meet the minimum completion rate of 67 percent, a student who has attempted 28 cumulative hours at the end of a semester must have successfully completed (earned) a minimum of 19 cumulative hours (round up).

### Minimum Standards Regarding GPA

- Students who have attempted 60 or more credit hours (including transfer and military credit) must maintain a minimum cumulative college GPA 2.0 or better.

### Review Period

Every student who receives financial aid for the first time at Parkland will be reviewed to determine if the student has met the three minimum standards set by this policy (i.e., minimum completion rate, GPA, and maximum hours attempted). Students who have not successfully completed 67 percent of previous attempted hours will be placed on Financial Aid Warning; students who have attempted 60 or more hours with less than a 2.0 cumulative college GPA will be placed on Financial Aid Warning. Degree seeking students who have attempted 150 percent of the number of credits needed to complete the program (including all

transfer credit hours and military credit) will be placed on Financial Aid Suspension at the beginning of that semester and not eligible for financial aid. Certificate seeking students who have attempted 150 percent of the number of credits needed to complete the program (including all transfer credit hours and military credit) will be placed on Financial Aid Suspension at the beginning of that semester and not be eligible for financial aid.

At the end of each semester, the record of every student who has completed a FAFSA and received financial aid requiring satisfactory academic progress will be reviewed to determine if the student has made progress according to the three minimum standards set by this policy.

The Office of Financial Aid and Veteran Services is NOT notified when a student finishes an incomplete class or receives a grade change. Therefore, it is the student's responsibility to notify the Office of Financial Aid and Veteran Services when incomplete courses are finished and/or grade changes are made.

### Financial Aid Warning

If a student is not making satisfactory progress under the minimum completion rate standards, he/she will be placed on Financial Aid Warning and allowed the following semester of enrollment to achieve the minimum satisfactory completion rate of 67 percent of all cumulative hours attempted. If at the end of that semester the student has not met the minimum completion rate of 67 percent of all cumulative attempted hours, the student will be placed on Financial Aid Suspension status.

If a student is not making satisfactory progress under minimum cumulative college GPA requirement, he/she will be placed on Financial Aid Warning and allowed the following semester of enrollment to achieve the minimum cumulative college GPA of 2.0 or better. If at the end of that semester the student has not met the minimum GPA requirement, the student will be placed on Financial Aid Suspension status.

Note: There is no Financial Aid Warning period for degree or certificate seeking students who have attempted the maximum of 150 percent of the number of credits needed to complete the program (immediate financial aid suspension occurs).

### Financial Aid Suspension

A student who has not met the minimum completion rate of 67 percent after one semester on Financial Aid Warning will be placed on Financial Aid Suspension and not eligible to receive financial aid funds covered under this progress policy.

A student who has attempted 60 or more credit hours and does not have a cumulative college GPA of 2.0 or better after one semester on Financial Aid Warning will be placed on Financial Aid Suspension and not eligible to receive financial aid funds covered under this progress policy.

A student enrolled in a degree program who has exceeded 150 percent of the number of credits needed to complete the program (including all transfer credit hours and military credit) will be placed on Financial Aid Suspension status without a period of Financial Aid Warning.

A student enrolled in a certificate program who has exceeded 150 percent of the number of credits needed to complete the program (including all transfer credit hours and military credit) will be placed on Financial Aid Suspension status without a period of Financial Aid Warning.

### Financial Aid Reinstatement

There are two ways a student's eligibility can be reinstated from suspension status:

1. Meet minimum cumulative completion rate and/or cumulative college GPA requirement standard(s) as set forth in this policy; or

1. Submit an appeal that is approved by the Financial Aid Appeals Committee placing the student on Financial Aid Probation or Extension.

### Financial Aid Probation Status

A student who submits a Minimum Course Completion Rate and/or GPA appeal that is approved by the Financial Aid Appeals Committee will be placed on Financial Aid Probation, and financial aid will be reinstated. While on Financial Aid Probation, students must complete 100 percent of the semester attempted hours with a minimum of a 2.0 semester college GPA. Failure to do so will result in Financial Aid Suspension.

### Financial Aid Extension Status

A student who submits a Maximum Hours Attempted appeal that is approved by the Financial Aid Appeals Committee will be placed on Financial Aid Extension and have his/her aid reinstated for one semester of enrollment.

### Appeal Process

Students who fail to meet the Parkland Satisfactory Progress requirements defined by this policy may submit a written appeal to the Satisfactory Progress Appeals Committee. Appeal forms are available from the Office of Financial Aid and Veteran Services website. Appeals must clearly explain why the minimum standard was not met, and what has changed that would allow the student to be successful. The Committee will take circumstances, such as medical reasons, family crisis, personal problems, or other circumstances which adversely affected academic performance, under consideration. Supporting documentation must be included with the appeal. The appeal and supporting documentation should be sent to the Appeals Committee in care of the Parkland Office of Financial Aid and Veteran Services.

The Appeals Committee meets at least three times each semester to review appeals. The Office of Financial Aid and Veteran Services will email notification of the Committee's decision to the student's college email account. The Appeals Committee is comprised of staff members from other departments within Parkland College.

A student who submits a *Minimum Course Completion Rate and/or GPA* appeal that is not approved by the Financial Aid Appeals Committee must meet the minimum cumulative completion rate and/or cumulative college GPA requirement standard(s) as set forth in this policy. Note: The decision of the committee is final.

A student who submits a *Maximum Hours Attempted* appeal that is not approved by the Financial Aid Appeals Committee will be placed on Financial Aid Cancellation Status. The committee will not accept future appeals for review. Note: The decision of the committee is final.

### Return of Title IV Funds Policy

The Higher Education Amendment of 1998 requires institutions to calculate the amount of Title IV aid earned by students who totally withdraw from the institution before completing 60 percent of the enrollment term. Parkland must calculate the amount of Title IV funds the student earned for the period enrolled before withdrawing. This process requires Parkland to determine whether any Title IV funds received by or on behalf of that student must be returned or if the student is entitled to further disbursements of awarded Title IV funds. A student who attended more than 60 percent of the payment period earns 100 percent of his or her aid.

The return of Title IV funds formula calculates the amount of Title IV aid to which a withdrawn student is entitled in direct proportion to the percentage of the period that the student attended.

Parkland will notify the student that he or she must repay the overpayment or make satisfactory repayment arrangements within 30 days of determining that a student has completely withdrawn from all classes.

# Financial Assistance for Veterans, Reservists, and Servicemembers

### Assistance Programs

***Veterans Benefits (G.I. Bill).*** Parkland College is approved for G.I. Bill benefits. Veterans and servicemembers should contact the Office of Financial Aid and Veteran Services for information concerning the financial assistance and/or benefits available to them. For additional information about assistance for veterans, servicemembers, and reservists, see p. 35.

***Selective Reserve Benefits (Chapter 1606–1607).*** Parkland is approved for selective reserve benefits. Reservists and members of the National Guard should contact the Office of Financial Aid and Veteran Services for information concerning the financial assistance and/or benefits available to them.

***Survivor/Dependent Benefits.*** Parkland is approved for survivor/dependent education benefits. Spouses and children of veterans who were either killed in action, missing in action, a prisoner of war, or were 100% disabled due to a service-connected cause should contact the Office of Financial Aid and Veteran Services for information concerning the financial assistance/benefits available to them.

***Illinois Veterans Grant (IVG***). A veteran who entered the armed forces while a resident of Illinois may be entitled to an IVG, which covers tuition and mandatory fees. Applications for the IVG may be obtained from the Illinois Student Assistance Commission.

***Illinois National Guard Grant (ING).*** Enlisted persons who have served at least one year in the Illinois National Guard or Naval Militia may apply for the ING. The ING covers tuition and mandatory fees. Persons are eligible for the ING only during the period they are enlisted in the guard or militia. Applications for the ING may be obtained from the Illinois Student Assistance Commission.

***Servicemembers Tuition Assistance.*** All servicemembers and their dependents (if U.S. citizens) who are stationed and living within the college district are authorized to attend Parkland and pay tuition and fees at the in-district rate.

***Illinois MIA/POW Scholarship.*** The spouse or child of an Illinois Veteran who was either killed in action, missing in action, a prisoner of war, or was 100% disabled due to a service-connected cause may be entitled to the Illinois MIA/POW scholarship, which covers in-district tuition and mandatory fees. Applications for the MIA/POW scholarship may be obtained from the Illinois Department of Veterans Affairs or the Parkland Office of Financial Aid and Veteran Services.

### Policy on Satisfactory Academic Progress

Students who are receiving educational benefits through the VA must continue to make satisfactory progress in their academic major. Satisfactory progress will be measured in terms of a student's college (cumulative) grade point average (GPA). Students receiving benefits are expected to maintain a college GPA that does not subject them to academic probation (see p. 43). If a student maintains a probationary GPA for two consecutive terms, or is academically suspended or dismissed from Parkland College, the student's future enrollment certification will be suspended and the VA will be notified of the student's unsatisfactory progress.

Students who are receiving the Illinois Veterans Grant or Illinois National Guard Grant must maintain a cumulative GPA of 2.0 or higher once they have attempted 60 credit hours or their benefits will be suspended.

A student receiving benefits is expected to complete all of the credit hours he or she is certified for each semester. In some situations, a student who does not achieve this course completion schedule may be charged with overpayment.

Students may only enroll in classes that apply to their declared major if they expect to receive G.I. benefits.

# Scholarships

Information on available scholarships may be found in the scholarship search in my.parkland.edu.

## Special Scholarships

ACADEMIC OPPORTUNITY SCHOLARSHIP FOR UNDER-REPRESENTED STUDENTS. This two-year merit scholarship is awarded to District 505 graduating seniors who represent a cultural, ethnic, or racially underrepresented group at Parkland College, or in a specific career/degree field. Covers 50% of full-time in-district tuition and fees, but does not cover books, supplies, or noncredit course costs. Eligibility is contingent upon a 3.0 cumulative GPA on a 4.0 scale or a 4.0 on a 5.0 scale and demonstrated participation in high school and/or community activities.

INTELLECTUAL FREEDOM AWARD. Awarded to a student for the best essay (1,000-1,500 words) on intellectual freedom. The essay will be published in the commencement edition of the Prospectus.

PARKLAND COLLEGE ATHLETICS SCHOLARSHIP. Tuition and fee waivers for athletes in the men's and women's basketball, men's baseball, women's softball, women's volleyball, men's golf, and men's and women's soccer.

PARKLAND COLLEGE GENERAL EDUCATION DEVELOPMENT SCHOLARSHIP. Please see the Office of Financial Aid and Veteran Services for information related to this scholarship.

PARKLAND COLLEGE MUSIC SCHOLARSHIP. 50% tuition and fee waivers to students who are majoring in music. May be renewed for an additional year.

PARKLAND COLLEGE FAA STUDENT ACTIVITIES SCHOLARSHIP. 50% tuition waivers for high school graduates, or those with high school equivalency, who participate in student activities.

PARKLAND COLLEGE STUDENT TRUSTEE AND STUDENT GOVERNMENT PRESIDENT. In recognition of the responsibilities of the Student Trustee and President of Student Government in representing the Parkland College student body, and their attendance at IBHE and ICCB student advisory meetings throughout the academic year, students holding these elected positions will be awarded a partial tuition waiver. This waiver will be in effect during the fall and spring semesters, and will not exceed the value of six credit hours of in-district tuition and fees for each semester.

PARKLAND COLLEGE THEATRE SCHOLARSHIP. 50% tuition and fee waivers to high school graduates who are majoring in theatre. May be renewed for an additional year.

PARKLAND COLLEGE TRUSTEES SCHOLARSHIP. Awarded to the top 10 percent of graduating seniors from each high school in District 505 who attend Parkland full-time immediately after graduation from high school. Pays 50% all resident tuition and fees for two academic years.

Note: Tuition and fees covered by tuition waivers and/or scholarship awards do not include additional course fees (flight instruction fees) charged for aviation (AVI) courses.

## Parkland College Foundation Scholarships

The following scholarships are available to Parkland students from funds contributed by individuals and organizations. Some scholarships may not be awarded every year. Information on available scholarships may be found in the scholarship search in my.parkland.edu.

### Accounting

Billy Byers Accounting Scholarship
Faculty Choice Accounting Scholarship
Jack L. James Clifton Gunderson Excellence in Accounting Scholarship
Arthur H. Winakor Memorial Scholarship
William D. Yaxley Memorial Scholarship

### Agriculture

AgReliant Genetics Scholarship
Agriculture Business Management Scholarship
John and Marge Albin Scholarship
Brokish Family Scholarship
Robert Ralph Ford Memorial Agriculture Scholarship
Cargill, Inc. Scholarship
Champaign County Farm Bureau Scholarship
Ehler Brothers Company Scholarship
Illinois Foundation Seed, Inc. Scholarship
Farm Credit Illinois Scholarship
Floyd and Marian Ingersoll Ag Scholarship
John Mathews Memorial Scholarship
Mike Mettler and Priscilla Atkins Scholarship for Horticulture
Donald M. Nelson Agriculture Transfer Scholarship
O'Dell Family Scholarship
Rachel J. and Vernie A. Schroeder Scholarship for Agriculture
Vitoux Family Agriculture Scholarship
Murray Wise Associates, LLC Agricultural Scholarship
Murray Wise Associates, LLC Land Appraisal Contest

### Automotive

William C. Annin Memorial Scholarship
Champaign County Sports Car Club Scholarship
Richard P. Karch Memorial Scholarship
Parts Plus Scholarship
Sullivan Family Scholarship
Jordan Taylor Automotive Scholarship

### Aviation

Experimental Aircraft Association Chapter 29 Scholarship
Omer Benn Aviation Scholarship
Tom Emanuel Aviation Scholarship
Frasca International Scholarship

### Business

Kathleen J. and Thomas M. Bennett Scholarship
Fisher National Bank Scholarship
Elva Hensley Greeson Business Scholarship
August C. Meyer, Sr. Scholarship
Theresa L. Golaszewski Women in Business Scholarship
Thomas James Neal and Lynnie May Rice Neal Scholarship
Office Careers Scholarship

## Computer Science and Technologies

Computer Science and Information Technology Scholarship
Irma H. Ebert Scholarship
Women in Computer Science and Information Technology Scholarship

## Criminal Justice

Champaign County Sheriff's Office Criminal Justice Scholarship
Criminal Justice Memorial Scholarship
Peter McLaughlin Memorial Scholarship

## Disability

Eugene and Dane Bundy Memorial Scholarship
Jimm V. Scott Memorial Scholarship

## Education

Roby Gregory Barnes Memorial Scholarship
Laura Hughes Memorial Scholarship
Kristine Rotzoll Memorial Scholarship
Timothy Collins Stafford Scholarship

## Engineering Science and Technologies

Forging the Future Birkey's Scholarship
Rita Rogers Head Scholarship
David O. Lawrence Fire Service Technology Scholarship
Frasca International Industrial Technology Scholarship
Jerry Monigold Memorial Scholarship
Walter H. Miller Memorial Scholarship
Dorothea Fredrickson Smith Scholarship
Joseph B. Summers-Henneman Engineering Technology Scholarship
Gayle Wright Memorial Scholarship

## English

Joanna Tenneh Diggs Hoff Memorial Scholarship
Diana P. McDonald Scholarship
Mike Mettler and Priscilla Atkins Scholarship for English Literature

## Entrepreneurship

Entrepreneurial Development Scholarship
Entrepreneurial Development Award
Murray Wise Associates, LLC PEN Award Scholarship

## Fine and Applied Arts

Scott Alender Memorial Scholarship
Robert Ralph Ford Memorial Art Scholarship
Juanita L. Gammon Graphic Design Scholarship
David M. Jones Memorial Scholarship
Dr. David M. and Shirley A. Jones Student Art Award
Don Lake Art Scholarship
Kenda Lawless Memorial Fund
Lykins Family Art Scholarship
Memory Lane Scholarship
Underwood-Alger Art Scholarship
David Jones Persuasive Speech Contest

## GED Student

Adult Education Fund GED
Ernest Vassar Memorial Scholarship

## General

Astronomy Club Scholarship
Jac Bruno Scholarship
Donald C. Dodds, Jr. Scholarship
Champaign Rotary Vo-Tech Scholarship
Jay Downey Scholarship
Joyce and Dale Ewen Family Scholarship
First Mid-Illinois Bank Scholarship
Patricia K. Flessner Scholarship
Habeeb Family Scholarship
Zelema Harris Endowed Scholarship
The Frank and Priscilla Hettler Scholarship
Illinois American Water Company Scholarship
Albert Isaac, Sr. Memorial Scholarship
Karen M. Keener Scholarship
Amy Kummerow Memorial Scholarship
Norman Lambert Memorial Scholarship
David Maxwell Memorial Scholarship
McMillan Family Scholarship
Zachary McNabney Scholarship
Carl R. Meyer Endowed Scholarship
Meyer Charitable Foundation Scholarship
Richard D. Norris Student Government Scholarship
Parkland College Faculty and Staff Scholarship
Parkland College Study Abroad Scholarship
Power of the Purse Scholarship
Rantoul Community Scholarship
SuperValu Scholarship
Southwood VanEs of AAUW Scholarship
MG and Gladys Snyder Scholarship
Technology Scholarship
Together We Achieve Scholarship
University of Illinois Employees Credit Union Scholarship
Women's Studies Scholarship

## Health Professions

Alpha-Care Scholars Program at Parkland
Tonia Anding Memorial Scholarship
Charles R. and Louise M. Bash Scholarship
Joseph S. and Sarah E. Bash Nursing Scholarship
Mary Elizabeth Bash Memorial Nursing Scholarship
Homer Harrison Bash Memorial Scholarship
Latasha Brize Scholarship
Julia F. Burnham Scholarship
Carle Scholars at Parkland College
Champaign County Nursing Home Scholarship
F. Lorene Christians Nursing Scholarship
The Greater Champaign County Chapter of AMBUCS Respiratory/Occupational Therapy Scholarship
Jean and Lloyd Helper Nursing Scholarship
Fran Hill Memorial Scholarship
Catherine and Leo Huff Memorial Scholarship
Lykins Family Nursing Scholarship
Theda Seaton Marley Single Mother Nursing Scholarship

Maurer Family Scholarship
McGrain-Huff Nursing Scholarship
Bill and Anna Mettler Nursing Scholarship
Sister Julia Moriarty Nursing Scholarship
Sandra W. Reifsteck Nursing Scholarship
Rachel J. and Vernie A. Schroeder Scholarship for Nursing
Ted Silver Scholarship
George T. Shapland Health Careers Scholarship
Star for Education Foundation, Inc. Scholarship
Charles Thomas Memorial Scholarship
Lauretta Turner Memorial Scholarship
Thomas Wagner Memorial Scholarship
Judi Davis Weatherall Scholarship

### High School

Jodi Brandon Scholarship
Busey Bank Scholarship
Clive Hornstein Memorial Scholarship
Marilyn Huckaba Alpha Xi Delta Scholarship
Robert and Barbara Pope Memorial Scholarship
Jennifer Sinclair Arnold Smith Memorial Scholarship

### Hospitality

William Myers Hospitality Management Scholarship

### Illinois workNet Center

David L. Miller Memorial Scholarship

### Liberal Arts and Sciences

Vitoux Family Liberal Arts and Sciences Scholarship

### Master's Degree

Karen Keener PROF Scholars

### Mathematics

Jayne Ryoti Memorial Scholarship
Strides Scholarship

### Music

Norma Lou Dudley Memorial Scholarship
Susan and Derek Kraybill Musical Theatre Award
Vitoux Family Music Scholarship

### Theatre

Randy A. Millas Theatre Scholarship
Theatre Production Award

### UI Transfer

Hites Family Endowment Scholarship

### Veteran

Commander Leonard Nettnin Memorial Scholarship
Seymour American Legion Post 1256 Scholarship

### Veterinary Technology

Dr. and Mrs. Paul F. Cook Veterinary Technician Scholarship
Founder's Scholarship
Melissa Bailey Wolfram Memorial Scholarship
Vet Tech Faculty and Staff Scholarship

## Student Services/Activities/Policies

# Student Services

## Counseling and Advising Center

The Counseling and Advising Center (U267) welcomes students seeking academic advising, educational planning and career and personal counseling. Counselors and advisors assist students in the attainment of their educational goals through academic advisement and intervention, and guidance through the transfer process. Counselors are available for short-term mental health counseling for currently enrolled students. Discussions between counselors and students are confidential.

Students may make appointments in advance in non-peak times or may be seen as walk-ins on a space available basis. Students in crisis are seen as soon as possible. For office hours, to make an appointment or for more information, call 217/351-2219.

## Assessment Center

The Assessment Center (U203) administers a wide variety of exams and evaluations for Parkland students and community members. New students take placement tests in reading, writing, mathematics, or English as a Second Language. The staff also administer certification exams on behalf of Pearson VUE, Castle Worldwide, and PSI, while still providing board exams, and standardized tests such as the GED and CLEP exams. Distance learners can request proctoring for their paper- and computer-based exams. Appointments are required for all assessments, and a valid photo ID must be presented to test. For appointments, please start with the website, www.parkland.edu/assessment. For more information, call 217/351-2432.

## Career Center

Parkland's Career Center helps students select their college major based on their interests, skills, and values. After meeting with a career counselor and taking an assessment, students will have a better idea of why they are in college. Counselors are also available to help with resume writing, interviewing skills, and other job search strategies.

The Career Center also posts regional job openings, coordinates the on-campus student employment program, and holds two job fairs each year. For more information, call 217/351-2462, stop by U238, or see www.parkland.edu/careercenter.

## Adult Re-entry Services

Parkland's Adult Re-entry Services, located in the Admissions and Records Office (U214), helps busy adults find a convenient way to finish their college degrees. Guidance is provided through the development of individualized

learning plans, which outline exactly what is needed and which courses are necessary for degree completion. Several four-year universities offer advanced degrees that can be earned by taking courses through Parkland or online. For information, call 217/353-2666 or e-mail adultreentry@parkland.edu.

## Students with Disabilities

In accordance with the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973, Parkland College provides auxiliary aids and services for students who self-identify their disability. Students with disabilities who desire academic accommodations must register with the Office of Disability Services. They should provide appropriate documentation of their disability and schedule an intake appointment by visiting U260, emailing disabilityservices@parkland.edu, or calling 217/353-2338 (TTY 217/353-2251).

Parkland offers academic accommodations for students with documented disabilities. These can include but are not limited to alternate testing arrangements, note takers, textbooks in alternate format, sign language interpreters and captioning services, and adaptive aids and equipment.

Students with disabilities, like all students, are expected to comply with all standards and policies of the college, including admission procedures, behavior/conduct, assessment testing, attendance, auditing a class, and others. More information about Parkland's policies and procedures can be found in this catalog (see index for specific listings).

Students who feel they have been excluded from participation in, or denied the benefits of, any program, service, or activity due to their disability are encouraged to contact the director of disability services at the above number. Parkland's Student Policies and Procedures Manual contains the ADA Grievance Policy and Procedures. This information is available at www.parkland.edu/studentpolicy, from the director of disability services (U260), or the vice president for student services (U334).

## Vocational Education Perkins Grant Program

The Carl D. Perkins Vocational and Technical Education Act has allocated federal monies to Parkland College for students in career/technical education programs. Services include purchase of class supplies tools, uniforms, and adaptive equipment. For further information, contact 217/351-2218 or visit U305.

## Assistance for Veterans, Reservists, and Servicemembers

Parkland has been designated a "Servicemember's Opportunity College" by the American Association of Community Colleges. This designation is a recognition of the special efforts extended by the college to meet the postsecondary educational needs of servicemembers.

Servicemembers, veterans, and reservists who lack adequate preparation for college-level study may enroll in remedial courses. However, Applied Learning Skills (ALS) courses are not approved by the Veterans Administration. For further information, contact the Office of Financial Aid and Veteran Services, 217/351-2228.

A maximum of 75 percent of graduation requirements may be completed at other colleges and/or through non-traditional means. The remaining 25 percent must be completed in courses offered by Parkland, but need not be earned in consecutive terms. Among the methods of earning credit are Parkland College proficiency tests, College Level Examination Program (general and subject tests), Defense Activity for Non-Traditional Educational Support (DANTES) tests, and credit based on the completion of service schools that have been evaluated by the Commission on Accreditation of Service Experiences (CASE) of the American Council on Education. Servicemembers, veterans, and their dependents are encouraged to consult with their Base Education Services Office or with Parkland's Office of Admissions and Records concerning the possible award of credit earned through nontraditional means.

## TRiO/Student Support Services

TRiO/Student Support Services is a federally-funded program open to first-generation college students, students with demonstrated financial need, and/or students with documented disabilities. TRiO/SSS provides a welcoming environment, and is committed to encouraging and supporting students along their academic journey toward graduation and transferring to a four-year university. The TRiO/SSS program provides opportunities for academic development and personal growth to individuals who are members of groups that are typically underrepresented in post-secondary education. These opportunities include academic advising; academic, career, and personal development workshops; financial and economic literacy programs; cultural and social events to help students become actively involved in the college community; and tutoring. For more information, call the TRiO/SSS office at 217/353-2267, e-mail TRiO@parkland.edu, or visit U252.

## Student Life

The Office of Student Life (U111) coordinates and administers programs, activities, and services that facilitate the student's academic, social, cultural, and personal adjustment to college as well as support the academic mission through co-curricular programming.

Services and programs offered through the Office of Student Life include Parkland IDs, leadership development, honors organizations, new student orientation, volunteer opportunities, co-curricular and extracurricular activities, wellness programs, and commencement.

***Housing.*** The Office of Student Life refers students and parents seeking off-campus housing to the webpage parkland.edu/studentlife. The linked information providing

off-campus housing sites in the Parkland area is not intended to be an endorsement by Parkland College for any housing site.

**Student ID cards.** Parkland ID cards are issued free of charge to all students through the Office of Student Life, and are valid as long as the student is enrolled at Parkland. To obtain a Parkland ID, students must show a photo ID and proof of enrollment. Parkland ID cards are required to check out library materials and for many other on-campus activities and services. A charge applies for replacement ID cards. For ID office hours and other information, see parkland.edu/studentlife.

# Student Organizations and Activities

Parkland College offers many extracurricular activities for all Parkland students. These activities provide opportunities for self-expression and to make new friends, learn new skills, develop lifelong interests, and learn through practical experiences. For more information, please call the activities program manager in the Office of Student Life, 217/353-2627, or visit room U120.

## Student Association

All Parkland students are members of the Student Association and can vote in Student Government elections. The Student Government, composed of the executive officers (president, vice president, treasurer, and secretary) and 10 senators, represents the Student Association in developing and recommending policies and procedures regarding the welfare of students; establishes a budget for student activities; develops cultural, social, and educational activities; and promotes student organizations. The Student Association also elects a student trustee to serve as a representative with an advisory vote on the college Board of Trustees.

All students are encouraged to be candidates for Student Government and student trustee. Elections and qualifications are detailed in the Student Association Constitution available in the Student Government office, U117, or the Office of Student Life in U111.

## Student Organizations

ACCESS—students with disabilities and allies
African Students Organization
Alpha Phi Omega—service and philanthropy
Astronomy Club
Brother to Brother
Business Club
Catholics @ Parkland
Chess Club
Club Latino
Computer Science Club
Cru—formerly Campus Crusade for Christ
English Conversation Club—international cultures
Equine/Riding Team

German Club
International Students Association
Japanese Culture Club
Muslim Students Association
Parkland College Student Education Association
Parkland Motorsport—Automotive Technologies
Parkland Pride!—LGBT students and allies
Parkland Scholars Group—Honors Program
Phi Alpha Chi—Agriculture Club
Phi Theta Kappa—Honor Society
Pre-Law Club
P.U.S.H.—Parkland United for Student Health
Respiratory Therapy Students Association
S.A.D.H.A.—Student American Dental Hygienists Association
Science Club
S.N.A.P.—Student Nurses Association at Parkland College
S.V.A.P.—Student Veterans at Parkland College
Surgical Technology Club
Veterinary Technicians Association

Students interested in participating in any of these organizations, or in starting a new group, should contact the Office of Student Life in U111. To start a new club students need 10 peers and a faculty/staff advisor.

## Phi Theta Kappa Honor Society

Phi Theta Kappa, international honor society of the two-year college, invites applications from students who have earned 12 semester credit hours at Parkland in courses numbered 100-299 toward an A.A., A.S., A.E.S., A.F.A., or A.A.S. degree and have achieved a minimum of a 3.5 (on a 4.0 scale) college (cumulative) GPA. Phi Theta Kappa promotes scholarship, leadership and service, and fellowship among members.

Parkland's chapter is Alpha Psi Eta. New members are in-ducted in the fall and spring. For more information, please call the chapter advisor at 217/353-2131.

## Parkland College Alumni Association

The Parkland College Alumni Association was established in 1984 to promote alumni involvement with the college by keeping members informed about activities, programs, services, and the continued growth of Parkland College. The association supports the goals and objectives of the college through fellowship and group activities, both on and off campus. For more information on membership benefits, please call the Alumni Association at 217/351-2458.

## Student Publications

*The Prospectus,* a weekly print and digital format newspaper, offers students experience in reporting, writing, photography, advertising, production, layout, design, and online design.

Student writers and editors use Macintosh computer equipment to produce the paper. Positions are open to all students; those majoring in mass communications, and visual arts find this experience particularly helpful in building

their portfolios of published material. Paid positions and scholarships are available pending budget approval. For information, call 217/353-2627.

*Images* is the literary and visual fine arts magazine published by the Prospectus, featuring short fiction, nonfiction, poetry, and visual and digital arts created by Parkland students. Submissions for inclusion in the publication are accepted January through March each year. For more information, call 217/353-2627.

All student publications are governed by a student-faculty board (Publications Board) and by the Student Government. For information, call 217/353-2627.

### Intramural Activities

Intramural activities are provided for all Parkland students and staff. Funded and staffed by students, the intramural program offers bowling; volleyball; basketball; running; and other sports, contests, activities, and special events.

Individuals interested in participating in Intramurals can obtain information in Room P204. For information call 217/351-2226.

### Art, Music, Speech/Debate, and Theatre

The Fine and Applied Arts department provides students with opportunities to enrich their artistic and performance skills through a variety of activities. Art students participate in juried shows held annually in the Donna Hyland Giertz Gallery, and the music program offers a variety of vocal and instrumental ensembles. The Harold and Jean Miner Theatre and Parkland Second Stage provide beautiful settings for music and theatre productions that range from comedies to Broadway-style musicals to serious contemporary plays. Communication students may participate in an annual David Jones persuasive speech contest for scholarship awards, and the Speech/Debate Team competes with other colleges and universities in team and individual events.

### Equestrian Team

Parkland students may join the Equestrian Team which provides an opportunity to participate in horse riding competitions. Full-time students in any program can join the team and no prior experience is needed. Horse ownership is not required and some of the costs to participate are covered by student activity fees. For more information contact the Agriculture/Engineering Science and Technologies department at 217/351-2290.

### Wellness Center

The Wellness Center (U116) provides health education programs and presentations that help Parkland students and employees develop healthy lifestyles while cultivating a culture of wellness on campus through knowledge and behavioral change. The Wellness Center guides individuals towards healthy living initiatives by providing community referrals, smoking cessation education, stress management techniques, general wellness consultations, and alcohol and other drug education. Social medial and interactive technology is used for fun wellness challenges throughout the year. Illness, first-aid, and medical emergencies should be directed to Public Safety. Call 217/373-3879 or 217/353-2323 for more information.

## Department of Public Safety

Parkland's Department of Public Safety is made up of the Division of Police and the Division of Security. The Division of Police provides a law enforcement function to the college, to assure a safe and secure environment. All law enforcement officers are certified by the Illinois Law Enforcement Training and Standards Board, and all sworn officers in the department maintain basic Emergency Medical Technician (EMT) or First Responder level training. Public Safety provides such services as unlocking and jump-starting vehicles, and safety patrols.

The main Public Safety office is located in A160, and includes a Lost and Found. A college center substation is in X110 and the Student Union substation is in U136. You can reach the department by calling 217/351-2369; using emergency call boxes located throughout campus; dialing 2369 from house phones; or dialing 911 from faculty-staff office phones. Visit parkland.edu/police for more information.

## Intercollegiate Athletics

Intercollegiate athletics provide an opportunity for students to participate in state and national competition. The intercollegiate program includes varsity competition for men in baseball, basketball, golf, and soccer; and for women in basketball, soccer, softball, and volleyball. In 2015, the Parkland Volleyball team capped an undefeated (57-0) season by winning their second NJCAA title, their first since 1999. This title came on the heels of back-to-back runner-up finishes. Also in 2015, the women's basketball team placed second at the NJCAA finals. In addition to their national success, six different Parkland teams won Mid-West Athletic Conference titles in 2015. The college is a member of the National Junior College Athletic Association (NJCAA) and Region 24, as well as the Mid-West Athletic Conference.

Parkland athletic teams have experienced tremendous success at the national, regional, state, and conference levels in recent years. Since 1999, Cobra sports teams have won four national titles (volleyball 1999 and 2015) and baseball (2002 and 2009) and finished as the national runner-up on eight occasions. Each year, many Parkland athletes earn All-Conference, All-Region, and NJCAA All-American recognition. Contact the Athletic department at 217/351-2226 for more information on tryouts and scholarship opportunities.

**The Equity in Athletics Disclosure Act (EADA) Report is available upon request from the director of athletics in P204.**

# Policies Governing Student Life

## Student Policies and Procedures Manual

The following policies are published in the Parkland College Student Policies and Procedures Manual:

Academic Honesty
Academic Standards
ADA Grievance Policy and Procedures
Alcohol and Other Drug Use
Chronic Communicable Diseases
Computer and E-mail Use Policies
Financial Aid and Satisfactory Progress
Grade Appeal
Harassment/Discrimination of Students
Refund: Tuition and Fees
Right to Assembly
Sexual Assault
Student Conduct Code
Student Grievance Procedure
Student Records
Students with Disabilities

Copies of the manual or revised policies and procedures may be obtained from the dean of students, U243; director of Student Life, U119; vice president for student services, U334; or online at parkland.edu/studentpolicy.

## Safety Glasses Policy

The Illinois School Code, Chapter 122, "Eye Protection Devices," states:

All individuals will wear industrial quality eye protection devices at all times while in a room or other enclosed area where they and others are participating in any phase of activity of such course which may subject the student or teacher to the risk of hazard of eye injury from the materials or processes used in said course. These activities may be defined as experiences involving hot molten metals; milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid metal, wood, or plastic; heat treatment, tempering, or kiln firing of any metal or other materials; gas or electric welding; repair or servicing of any vehicle; and caustic or explosive materials.

Visitors to shops or laboratories will be furnished with and required to wear industrial-quality eye protection.

## Bringing Children to Class

The learning environment must be as free as possible from disruptions. Policy 5.04 states that children are not permitted in classes and are not to be left unattended anywhere on campus.

# ACADEMIC INFORMATION



## Contents

# Academic Services Directory

**VICE PRESIDENT FOR ACADEMIC SERVICES**
Pamela Lau room U333
plau@parkland.edu 217/351-2542

**DEAN OF ARTS AND SCIENCES**
Nancy Sutton room X220
nsutton@parkland.edu 217/351-2402

**Chair, Fine and Applied Arts**
Julie Weishar room C121
jweishar@parkland.edu 217/351-2402

**Chair, Humanities**
Wendy Patriquin room C122
wpatriquin@parkland.edu 217/351-2582

**Chair, Mathematics**
Brian Mercer room X211
bmercer@parkland.edu 217/351-2273

**Chair, Natural Sciences**
Scott Siechen room X210
ssiechen@parkland.edu 217/351-2280

**Chair, Social Sciences and Human Services**
Joseph Walwik room D178
jwalwik@parkland.edu 217/351-2385

**INTERIM DEAN OF
CAREER AND TECHNICAL EDUCATION**
Catherine Stalter room U309
cstalter@parkland.edu 217/353-2182

**Chair, Business/Computer Science and Technologies**
Maria Mobasseri room B116
mmobasseri@parkland.edu 217/353-2391

**Chair, Agriculture/Engineering Science and Technologies**
James Mansfield room T102
jmansfield@parkland.edu 217/351-2290

**DEAN OF HEALTH PROFESSIONS**
Roberta Scholze room L119
bscholze@parkland.edu 217/351-2224

**Assistant Dean, Nursing and Faculty Affairs**
Diane Cousert room L120
dcousert@parkland.edu 217/353-2135

**Assistant Dean, Student Affairs**
vacant

**DEAN OF LEARNING SUPPORT**
Erika Hackman room D108
ehackman@parkland.edu 217/351-2524

**Director, Library**
Anna Maria Watkin room R230
amwatkin@parkland.edu 217/351-2596

**Director, Center for Academic Success**
Tracey Hickox room D128
thickox@parkland.edu 217/351-2431

**Director, Professional Development and Instructional Technology**
Derrick Baker room D114
dbaker@parkland.edu 217/353-2185

**INSTITUTE OF AVIATION**
at Willard Airport, Savoy

**Director/Chief Pilot**
Sybil Phillips room 141
sphillips@parkland.edu 217/244-8646

**DUAL CREDIT**

**Program Manager**
Lisa Lyne room U306
llyne@parkland.edu 217/353-2663

# Academic Policies and Procedures

## Comprehensive Assessment Program (CAP)

The primary objective of the Comprehensive Assessment Program (CAP) policy is to ensure that all entering students have the skills and knowledge required for success in college-level transfer and career courses. The key to accomplishing this goal is implementation of an assessment structure that accurately places students in courses that are appropriate to their skills and knowledge.

Students should be placed at a level which will challenge them but which is not beyond their reach. Students whose placement test results indicate that they need skills assistance will receive instruction to address these areas. Individuals who are not ready to complete Parkland's preparatory course work will be referred to programs equipped to meet their needs. Academic success is the goal of the Comprehensive Assessment Program. Consequently, course placements made through assessment procedures are mandatory.

The CAP policy requires placement testing in reading, writing, and mathematics skills. Since understanding college-level texts is a key factor in student success, the student's assessed reading level determines eligibility for pre-college and college-level courses. Those for whom English is not a native language will be assessed for their skills in listening comprehension, reading comprehension, English grammar, and language use. The CAP guidelines can be found at www.parkland.edu/assessment.

## Grading

Parkland College uses the following grades to indicate the level of student achievement of the educational objectives of a course:

| Quality Grades | Quality Points Per Credit Hour |
| --- | --- |
| AH — A with honors | 4 |
| A — High degree of excellence | 4 |
| B — Better than average | 3 |
| C — Average achievement | 2 |
| D — Minimum achievement | 1 |
| F — Failure | 0 |

To qualify for a grade of AH "A with honors," a student must:

- be earning the grade of A in a 100 or 200 level course at the time the honors project is proposed,
- submit an honors project proposal that must be approved by the course faculty member,
- complete satisfactorily a significant honors project as determined by the faculty member, and
- finish the course earning the grade of A.

Note: The amount of additional work required is approximately that of a one-hour-credit project of IND 288. The honors project has no bearing on the class grade. Students are not required to be a member of the Honors Program to earn an A with honors grade, but must be a member of the Honors Program to qualify for honors scholarships. Professors are not required to allow A with honors options in their classes.

A student receiving an F grade may not continue in a sequential course. Many academic programs require a minimum grade of C to continue in a sequential course. See specific course descriptions on p. 228 and following.

Under state and federal family privacy rights and due process, the college will not deny students the right to see and discuss their work product, including grades on tests, unless there is some prevailing and rational institutional reason. However, requests for grade changes and grade appeals must be made by midterm of the following fall or spring semester.

Students in health career programs must earn a grade of C or higher in all program courses in order to continue in the program.

## Other Grades

*0 quality points per credit hour:*
- I — Incomplete
- W — Withdrawal
- CR — Credit
- NC — No Credit
- P — Institutional Proficiency/CLEP
- T — Audit
- MW — Military Withdrawal
- IM — Military Incomplete
- Y — See Instructor

*Adult Continuing Education courses only:*
- S — Satisfactory achievement
- U — Unsatisfactory achievement

An **I** (Incomplete) grade may be awarded by a faculty member when a student has completed at least 80 percent of the requirements of a course and has the consent of the faculty member to complete the additional requirements for a quality grade. The student must sign a standard Incomplete Grade Contract with the faculty member. A copy of this contract must be filed in the department office. The required work must be completed by the *end* date of the next term. If the **I** grade is awarded for the spring semester, the required work must be completed on or before the *end* date of the fall semester. A student receiving an **I** grade may not continue in a sequential course without faculty/department chair approval. Failure to resolve an **I** grade within the allotted time will result in a failing grade. Incomplete grade contract forms are available online or at the office of the division dean.

A withdrawal grade of **W** indicates the student officially withdrew or was withdrawn from a course following the established procedures outlined on p. 45.

Most courses may be taken on a credit/no-credit **(CR/NC)** basis, but only one such course may count toward each degree (A.A., A.S., A.E.S., A.F.A., A.A.S., A.G.S.) or certificate

earned at Parkland College. The decision for this option must be made no later than the first week of class. Once the credit/no-credit option is chosen, the student may not return to the conventional grading system **(A, B, C, D, F)** for the completion of that course. If a student chooses a credit/no-credit option for more than one course and later wishes to have those hours in more than one course applied to a degree, that student may retake any previous credit/no-credit opted course for a quality grade.

Each department determines what proficiency level constitutes credit/no credit for the courses in that department. Departments may require certain courses in a particular program be taken for a quality grade; the catalog reflects those requirements. Each student must sign a standard contract with the faculty member confirming the use of the credit/no-credit option. A copy of this contract must be in the student's file in the Office of Admissions and Records. Contract forms are available online or at Admissions in U214.

An institutional proficiency/CLEP grade of **P** indicates a student has passed a proficiency examination for a course, receiving the credit for the course toward graduation. No quality points are awarded.

An audit is indicated by the grade of **T**. No credit is granted nor quality points awarded for an audit. To audit a course, students must meet the admission requirements of the college and the course prerequisites and pay the same tuition and fees as students enrolled for credit. Students who choose to audit a course will register during the open registration period. Once registered, a student may not change from audit to credit status or vice versa. Students who are Monetary Award Program recipients must check with the Office of Financial Aid before signing up to audit a course.

Active or reserve military or National Guard personnel who are currently enrolled may qualify for a grade of military withdrawal **(MW)** or military incomplete **(IM)** if they are called to active duty. The following procedures apply:

- Prior to any action, the student should consult with his/her instructors. Each faculty member may choose to award a quality grade or credit/no grade if the student has satisfied the primary objectives of the course.

- If the student has completed 80 percent or more of the material, but does not qualify for a quality grade, a grade of **IM** may be given, and the faculty member should complete an Incomplete Grade Contract. In the event that the **IM** grade is not completed during the prescribed time limit, such grade will automatically be changed to **MW**.

- If the student has not completed 80 percent of the course material, the student may request from Admissions a grade of **MW**.

- A grade of **MW** will entitle the student to a complete refund of tuition and fees. Students with concerns during this process should contact the department chair or the dean of learning support.

## Grade Point Average

A student's grade point average (GPA) determines his or her scholastic standing. A student's GPA is based solely on courses taken at Parkland College.

The program GPA is used to determine eligibility for graduation in degree and certificate programs (see p. 65). Only courses numbered 100-299 that are counted for the given degree/certificate are included in this GPA. It is computed by the following formula:

$$\text{Program GPA} = \frac{\substack{\text{Total quality points earned} \\ \text{for } \mathbf{A,B,C,D,} \text{ and } \mathbf{F} \text{ grades} \\ \text{(for all courses attempted that apply to program)}}}{\substack{\text{Total quality hours attempted} \\ \text{(for all courses attempted that apply to program)}}}$$

The college (cumulative) GPA includes credits from all courses attempted numbered below 300. The college GPA does not determine eligibility for completion of a degree or certificate, but it may be used for financial aid eligibility and academic probation (see p. 45). The college GPA is computed by the following formula:

$$\underset{\text{(College GPA)}}{\text{Cumulative GPA}} = \frac{\substack{\text{total quality points earned} \\ \text{for } \mathbf{A,B,C,D,} \text{ and } \mathbf{F} \text{ grades} \\ \text{(for all courses attempted)}}}{\substack{\text{total quality hours attempted} \\ \text{(for all courses attempted)}}}$$

Courses with grades of **I, W, CR, NC, P, T, MW, IM, S,** and **U** are not considered part of total hours attempted for purposes of determining GPA, but they are recorded on a student's academic record.

## Repeating a Course

When a course is repeated, only the first quality grade will be excluded from the GPA calculation. The second and subsequent quality grade(s) will be used in computing the GPA. Any credit earned in a given course cannot be lost by a later attempt. The grade received when the course was first taken, however, will remain on the permanent record. (Students should realize that many transfer institutions will include both grades in determining the GPA.) Courses taken on the quarter system and then repeated on the semester system will both be included in the GPA.

## Midterm and Final Grades

A midterm grade, which gives an indication of student progress at midterm, and the final grade for a course are recorded for all students. However, the midterm grade does not become part of the student's official record.

Midterm and final grades may be accessed online. Students who need a printed grade report for an employer may print them from the online system or request them in person with a picture ID at the Office of Admissions and Records.

Grades and transcripts will be withheld if there are outstanding obligations, financial or otherwise, to the college. Students not meeting these obligations may not be allowed to register during subsequent semesters at Parkland until their record is cleared.

## Final Examinations

A final examination is generally required in all courses. Final examinations are administered at regularly scheduled times in accordance with an officially published final examination schedule in the class schedule.

If a student is unable to appear for a final examination, it is his or her responsibility to inform the faculty member prior to the scheduled examination time. Three examinations scheduled for the same day may be considered a conflict and may be resolved by arrangement with the faculty.

## Change of Grades Policy

Changes of grades due to errors in grading or reporting or from an incomplete to a quality grade may be initiated by a faculty member at any time until the end of the fall or spring semester following that in which the course was scheduled. A grade change may also be initiated by the chair of the department that offered the course if, and only if, the faculty member is unavailable. The approval of the department chair is required for the grade change to be entered on the student's transcript. A signed copy of the Change of Grade form will be kept in the Office of Admissions and Records.

## Academic Record Exclusion

Parkland College recognizes that students may return to the college after an absence of at least two years and be seriously encumbered by a prior academic record that is exceptionally poor, i.e., consisting primarily of **D** and **F** grades. The college further recognizes that for a variety of reasons a student's prior record may not accurately represent the student's current abilities and commitment to education. Possible reasons for the poor previous performance may include, but not be limited to, immaturity, personal crisis, or unclear vocational/educational goals.

In such cases the college acknowledges that it may be reasonable to exclude all of the prior academic record from the computation of the student's cumulative grade point average. Prior to requesting exclusion, the student must complete successfully at least 15 credit hours within two years upon return to Parkland. All prior grades and any earned credits will remain on the student's transcript. Students enrolled in transfer and career programs may apply for academic record exclusion. Forms for requesting academic record exclusion are available at the Office of Admissions and Records in U214. Completed forms will be forwarded to the dean of learning support.

## Individual Grade Exclusion

Students who have changed from a transfer program to a career program or from one career program to another career program (A.A.S. degree and career certificate) may request that **F** and **D** grades earned in credit hours not required in the new program be excluded from the computation of their cumulative grade point average in the new program. These courses must have been required in the previous program and not required in the new career program. This policy does not apply to persons changing from one transfer major to another transfer major or from a career program to a transfer program. The written appeal requesting exclusion of certain course work should be submitted to the office of the dean of learning support (D108).

## Academic Honors (Dean's List)

A Parkland College dean's list is published for the fall and spring semesters, listing the students whose scholastic achievement has been outstanding. Awarding of honors will be based on performance on courses 100-299 (excluding ALS courses). To be on the dean's list, a student must earn a minimum 3.5 GPA for the semester in which they are being awarded. For students who earn fewer than 12 hours in that semester, a minimum 3.5 cumulative GPA with 12 or more cumulative hours must be achieved for the academic year (summer, fall, spring).

## Academic Warning

A student will be placed on academic warning if, after attempting six or more credit hours, his/her cumulative grade point average is less than:

| | |
|---|---|
| 6–11 inclusive — 1.5 | 33–44 inclusive — 1.8 |
| 12–22 inclusive — 1.6 | 45–55 inclusive — 1.9 |
| 23–32 inclusive — 1.7 | 56 and above — 2.0 |

Students placed on academic warning should meet with an academic advisor or counselor before midterm of the term immediately following placement on academic warning. Students on warning who fail to meet with an academic advisor or counselor could have registration privileges discontinued.

## Academic Probation

A student will be placed on academic probation if, after attempting six or more credit hours, his/her cumulative grade point average is less than:

| | |
|---|---|
| 6–11 inclusive — 1.0 | 33–44 inclusive — 1.6 |
| 12–22 inclusive — 1.3 | 45–55 inclusive — 1.8 |
| 23–32 inclusive — 1.5 | 56 and above — 1.9 |

While on probation, a student may continue to enroll in the college if he or she complies with the following conditions:

1. Develop an academic plan for educational success with an academic advisor, counselor, or student development advocate prior to the beginning of the next semester.
2. Enroll in no more than 13 hours (7 hours in summer).
3. Enroll in no more than one online class.
4. Enroll in no more than one midterm start class (fall or spring semester).

5. Is enrolled prior to the first scheduled meeting of each class. In line with the On Time Registration policy, enrollment must be complete by the Tuesday of the week prior to the first class meeting.

6. Enroll in a college success course to support reading-focused college courses or access tutoring in the Center for Academic Success. The academic advisor, counselor, or student development advocate will guide students on their choice of appropriate academic support.

A student is removed from academic probation when his/her cumulative grade point average satisfies the requirements in this section for the number of credit hours attempted.

## Academic Suspension

Any student on academic probation who fails to achieve a minimum 1.75 semester grade point average will be academically suspended from the college. The suspension will be for the full semester (fall or spring) following the term of current enrollment. A student on academic suspension may not register for any courses.

## Academic Dismissal

Any student, previously suspended, reenters the college on academic probation. If the student does not achieve a minimum 1.75 semester grade point average at the end of that first semester, he/she will be academically dismissed. Academic dismissal will be for no less than one calendar year. While on academic dismissal, the student may not register for any courses.

## Returning from Academic Suspension or Dismissal

Students on academic suspension or academic dismissal may seek reinstatement when they have completed the mandated period of suspension (one full semester, not including summer) or dismissal (one full calendar year). To complete the process for readmission to course work, the student must do the following:

1. **Financial aid:** Complete an online Free Application for Federal Student Aid (FAFSA) application if financial assistance is needed. This must be done in a timely manner so that forthcoming aid, if any, is in place by the start of the semester.

2. **Academic plan:** Meet with an academic advisor, counselor, or student development advocate to develop an academic plan for the semester he/she wishes to be readmitted to. To meet registration deadlines, academic plans must be completed in time to allow for dean approval and student enrollment into classes. The academic plan should meet the following stipulations: no more than 13 credit hours (7 hours in the summer); no accelerated classes (8 weeks or less, except in the summer); no more than one online class; include a college success course from the Center for Academic Success. Where

appropriate, advising staff may propose modifications of conditions to the dean of learning support.

3. **Progress review:** Make appointments to see the counselor, advisor, or advocate at least two times in the first semester upon returning to classes to review his or her academic progress. The first meeting should take place between weeks four and five of the semester. Progress reports will be recorded in the student information system.

4. **Dean's approval:** Submit a copy of the completed academic plan signed by the counselor, advisor, or advocate to the office of the dean of learning support (D108) for approval.

5. **Class registration:** Upon notification of the dean's approval, register for classes. Registration for classes must be in accordance with the agreed-upon academic plan and must be completed within one week of the notification.

Failure to adhere to these steps is taken as an indication of the lack of readiness to pursue academic success and may result in the discontinuation of registration privileges in the future.

## Appealing Academic Suspension or Dismissal

Students on academic suspension or dismissal are not permitted to register for classes. The no-enrollment period for students on academic suspension is one full semester, not including summer, while students on academic dismissal may not take classes for one full calendar year. Students who wish to appeal this period of no-enrollment should know that requests for readmission during suspension or dismissal are rarely granted and considered only in cases of documented extenuating circumstances. To complete the process of appeal, the student must:

1. **Financial aid:** Complete an online Free Application for Federal Student Aid (FAFSA) application if financial assistance is needed. This must be done in a timely manner so that forthcoming aid, if any, is in place by the start of the semester.

2. **Academic plan:** Meet with an academic advisor, counselor, or student development advocate to develop an academic plan for the semester he/she wishes to be readmitted to. This meeting should take place no later than one week before the start of the 16-week class sessions (fall or spring semester) or the summer semester. The academic plan should meet the following stipulations: no more than 13 credit hours (7 hours in the summer); no accelerated classes (less than 16 weeks, except in the summer); no more than one online class; include a college success course from the Center for Academic Success. The advisor, counselor, or advocate will discuss the student's readiness to take classes and be academically successful and might be asked to share impressions and recommendations before a decision is made.

3. ***Petition to Appeal Academic Suspension form:*** Complete the Petition to Appeal Academic Suspension form. Submit this form together with relevant documentation supporting the cited extenuating circumstances and the academic plan to the dean of learning support in D108.

Only the dean of learning support or designee can approve an appeal against academic suspension or dismissal. The dean may impose additional requirements when approving an appeal. If the appeal is approved, the student will be informed by phone and in writing. Upon notification, the student has a week to complete class registration. The approval is rescinded if the student fails to register for class within this time. The readmitted student must also make two appointments to see the same advisor, counselor, or advocate with whom he/she drew up the academic plan in that first semester so that the student's academic progress can be reviewed. The first meeting should take place within the first four weeks of the semester. Progress reports will be recorded in the student information system.

## Program Dismissal and Safety Concerns

A student may be dismissed from a program of study if his or her behavior in a classroom, laboratory, or clinic jeopardizes the safety of others. This action can be taken only by the appropriate department chair or division dean.

## Attendance

Regular and prompt attendance is expected at all classes. Regular attendance and consistent study habits are necessary for academic success in college.

If students are absent for more than one day due to an emergency, they or their family members should contact the dean of students at 217/353-2048. The dean's office will send notification of the absence to the students' instructors. Students are also responsible for contacting their instructors as soon as they are able to do so. The dean's office absence notification does not excuse students from assignments, exams, or being marked absent. Faculty will handle the absence per policies outlined in the class syllabus. Faculty have the prerogative of lowering grades due to excessive absences. Due to the Family Educational Rights and Privacy Act (FERPA), instructors will not speak with students' families about course work unless a signed release of confidentiality form is on file in the Admissions Office.

Parkland College recognizes and values the diverse religious beliefs of its constituents, and practices shared responsibility in the event a religious observance conflicts with scheduled class work or assignments. Students who inform instructors in advance of an intended absence for a religious observance will not be penalized. The instructor will make reasonable accommodations for students in these situations; these may include altering dates of examinations and assignments, permitting a student to attend another section of the same course for a class period, or similar remedies. Instructors are not responsible for teaching material again.

Instructors should inform students of these expectations at the beginning of the semester so that arrangements can be made accordingly. Grievances pertaining to the Religious Observances policy shall be handled according to usual college policies and procedures.

## On Time Registration

For each session, all students have until Thursday before an instructional session begins to register. After this deadlines has passed, students will be directed to choose from classes available in the next instructional session of the same semester.

## Drop/Withdrawal Procedures

### Student-initiated Action

A student enrolling in a class automatically assumes certain responsibilities. One of these responsibilities is to properly drop or withdraw from a class if the student decides not to take or complete the course. A student, having been enrolled in a class, remains enrolled until the student initiates a drop or a withdrawal or the student is administratively dropped or withdrawn (see Faculty/Administrative Action section).

***Drops and withdrawals.*** Students have the privilege of dropping a class without the drop becoming part of their permanent academic record during specified drop periods. For all classes, regardless of semester and length of session, drops may be done during the first week of instruction. (The "week" ends on Sunday at 11:59 p.m. regardless of which day of the week the first class meeting falls.) A refund of tuition and fees is given when a class is dropped. After the drop period, students may withdraw themselves from classes with a grade of W recorded on their permanent academic record. No refunds are given. Student-initiated withdrawals may be done up to 5 p.m. on the last business day of the penultimate week of instruction for a class. Students are responsible for submitting the withdrawal request in writing to the Office of Admissions and Records. Withdrawals may not be done online in the student portal, by telephone, or by email. The specific dates for drops and withdrawal for standard class sessions are published online and in the class schedules. Students should consult class syllabi for withdrawal deadlines for non-standard class lengths. Failing to withdraw properly from a class may result in receiving a failing grade of F for that class.

### Faculty/Administrative Action

***Developmental drops.*** In keeping with the college's On Time Registration policy for students who place into developmental classes, students who miss the first two meetings of a developmental class will be dropped without record on the recommendation of the instructor. The course will not appear on the student's permanent academic records and a full refund will be given. Dropped students will be given the opportunity to register for 13-week developmental classes.

***Faculty-initiated withdrawals.*** At the census day immediately following the student drop period, faculty members

will initiate the administrative withdrawal process for students who have never attended. After the census date and at any time up until midterm, faculty members will initiate the administrative withdrawal process for students who have ceased to attend. Attendance in an online class is measured in terms of student participation in online class discussions or contact with the faculty member.

At midterm, faculty members are required to certify students' attendance according to the requirements of the Illinois Community College Board. Each faculty member must sign the following statement at midterm: "I hereby certify that the above listed students, unless (W) grade has been marked, are currently attending and actively pursuing completion of the course at midterm, and I have proper documentation to support this certification." At midterm or at any other time prior to midterm, the faculty member may administratively withdraw any student who does not satisfy the conditions of the previous statement. After midterm, faculty cannot withdraw any student; withdrawal from a class must be done by the student prior to the withdrawal deadlines published online and the class schedule. All faculty-initiated withdrawals result in a W grade on the permanent academic record. No refunds are given.

Should a student who has been administratively withdrawn return to class and the faculty member determines it is possible for the student to earn a quality grade, the faculty member may complete and submit the appropriate form to the Office of Admissions and Records. The student will be allowed to re-register for the class with no additional tuition and fees, assuming that the student has not received any refund. The Business Office will determine whether additional tuition and fees are due.

***Other administrative withdrawals.*** A student also may be withdrawn from a course by administrative action as a result of emergency or disciplinary procedures under the provisions of board policy on student rights and responsibilities. Administrative withdrawals result in a W grade on the permanent academic record. No refunds are given.

***Financial aid implications.*** Students are responsible for understanding that student-initiated withdrawals or administrative withdrawals may result in loss of financial aid.

### Exceptions to Drop and Withdrawal Procedures

***Request for late withdrawal.*** A student may appeal a grade to the dean of learning support in cases where F grades have been recorded because a student was unable to officially withdraw. The student may petition the dean of learning support for retroactive withdrawal from any and all courses in the semester in question. The student must provide verifiable evidence of the cause for failing to withdraw properly. The student has until the end of the fall or spring semester following the semester in question to submit an appeal for retroactive withdrawal. If the petition is granted, the grades will be changed to W by the Office of Admissions and Records.

***Requests for medical withdrawal.*** A student may petition the dean of learning support for a medical withdrawal from any and all courses in a semester. The student must provide documentation to verify the medical circumstances that prevent the completion of classes. Such a petition must be submitted no later than the end of the fall or spring semester following the semester in question. Medical withdrawals may be granted a billing adjustment for full or partial refund of tuition by the business office. Students receiving financial aid are not eligible for a billing adjustment.

***Requests for drops without record.*** Official records may be expunged only by action of the dean of learning support. Such action is to be used rarely and only in the most extenuating circumstances. A student when appealing to the dean for a drop without record must provide verifiable evidence of the circumstances. The student has until the end of the fall or spring semester following the semester in question to submit this appeal. If the petition is granted, the dean shall submit a signed document of the reasons for the action.

Students may appeal decisions made by the dean of learning support on exception requests to the Student Affairs Committee.

## Change of Program Status (Program Code) Procedure

Students who wish to change their program status will need to complete a Program Code Change form available from the Office of Admissions and Records (U214). Students may submit these forms to the Office of Admissions and Records anytime during the semester.

## Transcripts

A transcript is an official record of a student's academic history of course enrollment and achievements. All courses officially attempted are listed.

An official transcript is signed and dated by the director of admissions and enrollment management and sent from the Office of Admissions and Records directly to another institution or organization. All transcripts given to individuals will be stamped "Issued to Student," and it will be up to the receiving entity if they wish to consider the transcript as official. All transcripts are $3 each. Rush (same day) transcript orders may not be available during peak registration periods. Students may obtain a free unofficial copy of their transcript online. Official transcripts may be requested in person (with picture ID), by mail, or online (at www.studentclearinghouse.org). Written requests must include the signature of the student whose official record is being requested.

Parkland cannot forward the original or a copy of any document received by Parkland from another institution or agency to a third institution. Transcripts, test scores, and other documents must be requested by the student from the originating institution or agency.

## Transfer of Credits from Other Accredited Institutions

Students who have earned college credit or a degree from another accredited institution may choose to have their transcripts evaluated for possible credit toward a degree or certificate at Parkland College. Transfer credit may be accepted from another college or university accredited by a regional accrediting association (e.g., the Higher Learning Commission, Southern Association, etc.). If the credit is not earned from such an institution, the transcript will not be evaluated nor transfer credit accepted. In addition, for credit to be applied toward a degree or certificate at Parkland, the credit must have been earned at the time the institution was accredited. The following procedures must be observed:

- An application for admission must be on file in the Office of Admissions and Records, and the student must declare a program of study in a degree or a certificate. The evaluation of new students seeking a degree or certificate may not be completed until after the semester has begun because of the volume of evaluations being processed. Therefore, students should consult a counselor in selecting courses.

- An attempt will be made to evaluate all transcripts submitted. However, to ensure that an evaluation is done, the student should submit a completed transcript evaluation request form to the Office of Admissions and Records. This form is available from the Office of Admissions and Records. The evaluation process will begin *only* after all necessary documents have been received.

- Students will need to make arrangements to have an official transcript from the institution they previously attended mailed to the Admissions and Records office. Hand carried or "Issued to Student" transcripts will be reviewed by the director of admissions and enrollment management or his/her designee. If the authenticity of the hand carried transcript is confirmed, it will be accepted. If there are questions about the authenticity of the transcript, the applicant will be notified.

- Notice of the completed transcript evaluation, indicating how the credit earned at another institution will be applied toward the degree, will be emailed to the student's official Parkland College email account.

## Transfer of Credits to Four-year Institutions

Parkland is accredited by the Higher Learning Commission (see p. 8). This accreditation facilitates the transfer of credit to other colleges and universities across the country.

Students planning to transfer to senior colleges are responsible for selecting appropriate courses (see Course Patterns at www.parkland.edu/counseling and the Illinois transfer website, www.itransfer.org). Advisors and counselors are available to assist students with the transfer process.

# Classification — Course Load

A freshman student at Parkland College is one who has earned fewer than 30 semester hours of credit. A sophomore student is one who has earned 30 or more semester hours of credit, excluding courses in progress.

A full-time student is one who is enrolled in 12 credit hours or more in a given semester. A part-time student is one who is enrolled in fewer than 12 credit hours in a given semester.

A full-time eligible student is one who has completed the application procedures and has submitted the required credentials to the Office of Admissions and Records. A student who has completed the application, submitted the appropriate transcripts, and declared that he or she is seeking a degree is classified as a degree-seeking student. An applicant who has completed the application, but has not supplied the college with transcripts from high school and/or college, is eligible to attend as a course enrollee. Course enrollees are not eligible for financial aid.

## On Time Registration Limits on Maximum Course Load

In line with the On Time Registration policy (see p. 45), students of any classification who are eligible to take 16-week classes may enroll for up to 18 credit hours without special approval. Students who wish to take more than 18 credit hours must obtain the approval of a Parkland counselor or academic advisor. Students who are eligible to take only 13-week or shorter classes may enroll for no more than 13 credit hours. Students who are eligible to take only 8-week classes may enroll for no more than 8 credit hours. These limits apply to the fall and spring semesters.

## Summer Session Maximum Course Load

A student is permitted to take no more than the equivalent of one credit hour per week of class, excluding any overlapping sessions.

## Student Study Time Expectations

Two hours or more of study outside of class for each class hour of lecture/discussion are usually needed for satisfactory performance. Laboratories usually require outside work to complete reports and lab assignments.

Students who plan to work while attending Parkland should take study time into consideration when planning their schedules and consult their advisor or counselor for advice on a balance of working hours and credit hours carried. In general, 16 credit hours allow minimum time for work; 12 credit hours usually allow 10 hours per week for work; 8 credit hours allow 20 work hours.

# Student Complaint Procedure Regarding Academic Matters

1. Class and course or grade concerns should be first discussed with the faculty member.

2. If the student is not satisfied with the faculty member's response or explanation, or if the student does not feel comfortable speaking with the faculty member, the student should meet with the department chair.

3. The department chair or designated equivalent should hear the student's concern and resolve it if it is a procedural or technical matter. If it is a personal or faculty member conflict matter, the chair should hear it out and then:

   a. recommend that the student discuss it with the faculty member, if appropriate and not already discussed,

   b. discuss the matter with the faculty member

      (i) with the student present, if student so desires,

      (ii) without the student present, if student so desires, or

      (iii) after the semester grades are submitted, if the student fears that his or her grade may be jeopardized (this session may or may not include the student).

Students and faculty must know that any student complaint will be discussed with the faculty member either at the time of the complaint or at the end of the term.

1. If the student is not satisfied with the department chair's response or explanation, the student should see the division dean, who will hear and ask if the student has discussed the matter with the faculty member and department chair, if appropriate. The division dean will resolve the matter if it is a procedural or technical matter. If the matter is personal or a faculty member conflict, the division dean will discuss the matter with the faculty member and/or the department chair, as the student desires. The department chair and/or the faculty member will be notified after the semester grades are submitted if the student fears that his or her grade may be jeopardized.

   Students, faculty, and chairs must know that any student complaint will be discussed with the faculty member and chair either at the time of the complaint or at the end of the term.

2. If the student is still not satisfied with the response, the student should follow the student grievance procedures, or the grade appeal process printed in the Student Policies and Procedures Manual. Information on these processes is available on the web at www.parkland.edu/studentLife/policies.  The student should note that utilizing the grade appeal process precludes the student from using the student grievance hearing process (and vice versa) for the same occurrence.

# EDUCATIONAL PROGRAMS >

## Contents

# General Information

To meet the broad range of student objectives, Parkland College offers several types of instructional programs, study alternatives, and academic support services. Parkland's two-year Associate in Applied Science (A.A.S.) degree and one-year Certificate career programs prepare students for immediate employment in a wide variety of career fields. The Associate in Arts (A.A.), the Associate in Science (A.S.), the Associate in Engineering Science (A.E.S.), and the Associate in Fine Arts (A.F.A.) transfer degrees are available for students planning to complete the first two years toward a bachelor's degree at Parkland and then transfer to a four-year college or university for study in a specific major. The General Studies program (A.G.S.) is designed for students who wish to earn an associate's degree but not in a specific career or transfer area.

Developmental programs provide students with academic deficiencies an opportunity to prepare themselves for college-level work. Many continuing education courses and workshops that enhance personal and professional growth are available to all district residents. Free classes offered through the Adult Education program enable adults to earn a high school equivalency diploma (GED).

A wide variety of other educational programs and academic support services available at Parkland are described in this section.

# Educational Guarantees

## Career and Technical Programs

Parkland College guarantees that graduates in all career associate's degree (A.A.S.) and certificate programs will have acquired skills needed by employers. Parkland College will provide training in specific skill areas, at no cost to the student, when the program completer and/or the employer states that the individual lacks specific skills that are directly related to his or her position in the occupation for which he or she received training at Parkland. Time limits and other restrictions may apply. Further information regarding educational guarantees related to career programs may be obtained by contacting the dean of career and technical education at 217/353-2182.

## Transfer Courses

Parkland College additionally guarantees that Parkland students who complete the requirements for baccalaureate-oriented associate's degrees can transfer all credits in courses selected with the assistance of a Parkland College counselor to a specified four-year college or university in Illinois as planned. If a course selected with the assistance of the college does not transfer, Parkland will refund the tuition for the course. The transfer guarantee is accessible to full- and part-time students. Further information regarding educational guarantees related to transfer programs may be obtained by contacting the dean of arts and sciences at 217/353-2181.

# Joint Educational Agreements

Parkland College has joint educational cooperative agreements with Illinois community colleges that allow Parkland district residents to enroll in a degree and/or certificate program in a career area not available at Parkland at the cooperating college's in-district tuition rate. The colleges and programs offered follow.

## Joint Educational Programs for Parkland District Residents

Students will take all specialized courses at the cooperating college. Related technical and general education courses required in the programs may be taken either at Parkland or at the cooperating college. The cooperating college will issue all degrees or certificates for successful completion of the programs. Additional information is available from the director of admissions at the college offering the program or from the dean of career and technical education at 217/353-2182.

### Carl Sandburg College

2232 South Lake Storey Road; Galesburg, IL 61401; 309/344-2518

Diagnostic Medical Sonography, Certificate*
Nuclear Medicine, Certificate*
*Requires ARRT certification or registry eligibility for admission.

### Danville Area Community College

2000 East Main Street; Danville, IL 61832; 217/443-8776

Diagnostic Medical Sonography, Certificate
Health Information Technology, A.A.S.
Wind Turbine Technician, A.A.S.

### Heartland Community College

1500 West Raab Road; Normal, IL 61761; 309/268-8000

Emergency Services, Certificates (limited eligibility)

### Joliet Junior College

1215 Houbolt Road, Joliet, IL 60431; 815/280-6629

Agriculture Management: Swine Confinement, Certificate
Culinary Arts, A.A.S.
Cookies/Pies/Petit Fours/Showpieces, Certificate
Breads/Cakes, Certificate
Desserts/French Pastry/Custards, Certificate
Horticulture – Nursery Management, A.A.S.
Nursery Operations, Certificate
Library Technical Assistant, Certificate
Meeting Special Events Planning, A.A.S. and Certificate
Orthotics and Prosthetics, A.A.S.
Orthotics Technology, Certificate
Prosthetics Technology, Certificate
Process Instrumentation Technology, Certificate
Process Operations Technology, Certificate

**Kankakee Community College**

Box 888, River Road; Kankakee, IL 60901; 815/933-0345

Air Conditioning and Refrigeration, A.A.S. and Certificate
Medical Lab Technology, A.A.S.
Paralegal/Legal Assistant Studies, A.A.S.

**Lake Land College**

5001 Lake Land Boulevard; Mattoon, IL 61938; 217/234-5253

Cosmetology, Certificate
Cosmetology, Teacher Certificate
Cosmetology/Esthetics, Certificate
Paramedical Services, A.A.S.
Physical Therapy Assistant, A.A.S.
911 Communications, Certificate
John Deere Ag Tech, A.A.S.

**Lewis and Clark Community College**

5800 Godfrey Rd; Godfrey, IL 62035; 618/466-7000

Exercise Science, A.A.S. and Certificate
Paralegal, A.A.S and Certificate
Process Technology, A.A.S.

**Lincoln Land Community College**

Shepherd Road; Springfield, IL 62794; 217/786-2200

Aircraft Maintenance Technology, A.A.S.
Aviation Management/Airway Science, A.A.S.

**Moraine Valley Community College**

10900 South 88th Avenue; Palos Hills, IL 60465; 708/974-4300

Eddy Current Evaluation Specialist, Certificate
Industrial Radiography Evaluation, Certificate
Nondestructive Evaluation Technology, A.A.S.
Surface Evaluation Specialist, Certificate
Ultrasonic Evaluation Specialist, Certificate

**Rock Valley College**

3301 North Mulford Road; Rockford, IL 61114; 815/654-4250

Aviation Maintenance Technology, A.A.S. and Certificate

## Parkland Joint Educational Programs for Illinois Residents

In addition, as part of these agreements, residents from the same Illinois community college districts can enroll in certain Parkland College degree and/or certificate career education programs at Parkland's in-district tuition rate. Programs at Parkland that are covered through these agreements are listed below. For more information, contact Parkland's dean of career and technical education at 217/353-2182.

**Danville Area Community College**

Communication:
    Broadcast Technology, A.A.S.
    Media Arts and Production, A.A.S.
    Photography, A.A.S.
Construction Design and Management, A.A.S.
Construction Design and Management
    Contracting, A.A.S.
    Land Surveying, A.A.S.

Dental Hygiene, A.A.S.
Diesel Power Equipment Technology, A.A.S.
Digital Media:
    3D Animation and Game Design, A.A.S.
    3D Computer Animation Software, Certificate
Emergency Medical Services Certificates:
    EMT (Basic), EMT (Paramedic)
Emergency Medical Technician, Certificate
Fire Service Technology, A.A.S., Certificate
Graphic Design, A.A.S.
Hospitality Industry:
    Hotel/Motel Management, A.A.S., Certificate
    Restaurant Management, A.A.S.
Massage Therapy, Certificate
Occupational Therapy Assistant, A.A.S.
Personal Fitness Trainer, Certificate
Radiologic Technology Certificates:
    Computed Tomography
    Magnetic Resonance Imaging
Respiratory Care, A.A.S.
Surgical Technology, Certificate
Veterinary Technology, A.A.S.

**Heartland Community College**

Agricultural Business Management, A.A.S.
Agricultural Business:
Applied Agronomy, A.A.S
Grain Merchandising and Management, A.A.S.
Landscape Design, Construction, and Management, A.A.S.
Management, A.A.S.
Precision Ag Technology, A.A.S.
Agri-Business, Certificate
Agriculture, A.S.
Automotive Technology, A.A.S.
Automotive Service, Certificate
Automotive Technician, Certificate
Automotive Collision Repair
Automotive Collision Estimating, Certificate
Automotive Welding, Certificate
Custom Automotive Design, Certificate
Refinishing, Certificate
Technician, A.A.S., Certificate
Communication: Media Arts and Production, A.A.S.
Construction Design and Management:
    Building Construction and Repair, Certificate
    Land Surveying, A.A.S.
Diesel Power Equipment Technology, A.A.S.
Fire Service Technology, A.A.S., Certificate
Horticulture:
    Floral Design, Certificate
Hospitality Industry:
    Foodservice, Certificate
    Hotel/Motel Management, A.A.S.
    Restaurant Management, A.A.S.
Occupational Therapy Assistant, A.A.S.
Radiologic Technology Certificates:
    Computed Tomography
    Magnetic Resonance Imaging

Respiratory Therapy, A.A.S.
Surgical Technology, A.A.S., Certificate

**Illinois Valley Community College**

Agricultural Business:
    Applied Agronomy, A.A.S.
    Grain Merchandising and Management, A.A.S.
    Management, A.A.S.
    Precision Ag Technology, A.A.S.
Automotive Collision Repair:
    Automotive Welding, Certificate
    Custom Automotive Design, Certificate
    Estimating, Certificate
    Refinishing, Certificate
    Technician, A.A.S., Certificate
Communication:
    Broadcast Technology, A.A.S.
    Media Arts and Production, A.A.S.
Construction Design and Management, A.A.S.
Construction Design and Management: Contracting, A.A.S.
Land Surveying, A.A.S.
Dental Hygiene, A.A.S.
Digital Media:
    3D Animation and Game Design, A.A.S.
    3D Computer Animation Software, Certificate
    3D Software Development, Certificate
    Web Design, A.A.S.
Fire Service Technology, A.A.S.
Horticulture:
    Floral Design, Certificate
    Landscape Design, Construction, and
    Management, A.A.S.
Hospitality Industry:
    Foodservice, Certificate
    Hotel/Motel Management, A.A.S.
    Restaurant Management, A.A.S.
Occupational Therapy Assistant, A.A.S.
Radiologic Technology, A.A.S.
Radiologic Technology Certificates:
    Computed Tomography
    Magnetic Resonance Imaging
Respiratory Care, A.A.S.
Surgical Technology, A.A.S., Certificate
Veterinary Technology, A.A.S.

**Kankakee Community College**

Agricultural Business:
    Applied Agronomy, A.A.S
    Grain Merchandising and Management, A.A.S.
    Precision Ag Technology, A.A.S.
Agricultural Business Management, A.A.S.
Agri-Business, Certificate
Automotive Collision Repair:
    Automotive Welding, Certificate
    Custom Automotive Design, Certificate
    Estimating, Certificate
    Refinishing, Certificate
    Technician, A.A.S., Certificate

Communication:
    Broadcast Technology, A.A.S.
    Media Arts and Production, A.A.S.
Hospitality Industry:
    Hotel/Motel Management, A.A.S.
    Restaurant Management, A.A.S.
Occupational Therapy Assistant, A.A.S.
Radiologic Technology Certificates:
    Computed Tomography
    Magnetic Resonance Imaging

**Lake Land College**

Automotive Collision Repair, A.A.S.
Fire Service Technology, A.A.S., Certificate
Hospitality Industry:
    Foodservice, Certificate
    Hotel/Motel Management, A.A.S., Certificate
    Restaurant Management, A.A.S.
Occupational Therapy Assistant, A.A.S.
Radiologic Technology, A.A.S.
Radiologic Technology Certificates:
    Computed Tomography
    Magnetic Resonance Imaging
Respiratory Therapy, A.A.S.
Surgical Technology, A.A.S., Certificate

**Lewis and Clark Community College**

Hospitality Industry:
    Foodservice, Certificate
    Hotel/Motel Management, A.A.S., Certificate
    Restaurant Management, A.A.S.

**Lincoln Land Community College**

Respiratory Therapy, A.A.S.

**Richland Community College**

Automotive Collision Repair, A.A.S.
Automotive Collision Repair:
    Automotive Welding, Certificate
    Custom Automotive Design, Certificate
    Estimating, Certificate
    Refinishing, Certificate
    Technician, A.A.S., Certificate
Building Construction and Repair, Certificate
Communication: Media Arts and Production, A.A.S.
Construction Design and Management, A.A.S.
Construction Design and Management: Contracting, A.A.S.
Land Surveying, A.A.S.
Dental Hygiene, A.A.S.
Diesel Power Equipment Technology, A.A.S.
Occupational Therapy Assistant, A.A.S.
Radiologic Technology Certificates:
    Computed Tomography
    Magnetic Resonance Imaging
Respiratory Care, A.A.S.

# Special Academic Programs and Career Program Services

## Agriculture Training Institute

The Agriculture Training Institute expands the availability of agricultural and horticultural training and instruction. The institute provides supplemental and continuing education through traditional credit courses, vocational skills courses, and special workshops in the areas of agriculture, horticulture, and agri-business are offered at times which complement the seasonal constraints of the agricultural community. Many of these courses meet in the Tony Noel Agricultural Technology Applications Center on the Parkland campus. For more information, call the Agriculture/Engineering Science and Technologies department at 217/351-2290.

## Case New Holland Diesel Power

As a joint agreement between Case New Holland and Parkland College, the CNH Service Technician program prepares students to maintain and repair equipment used in a Case New Holland agricultural or construction equipment dealership. Candidates for this program must be sponsored by a CNH dealership within a 175-mile radius of Parkland College. Students will work in the dealerships for two periods of time over the duration of the program of study. Based on successful completion of the degree, students will be transitioned into full-time employment with their respective dealerships.

For more information, call the Agriculture/Engineering Science and Technologies department at 217/351-2290.

## Ford ASSET

As a joint agreement between Ford Motor Company, Ford and Lincoln dealers, and Parkland College, the Ford ASSET (Automotive Student Service Educational Training) program is designed to develop entry-level, product-trained service technicians for Ford and Lincoln dealerships. Since enrollment is limited, students are encouraged to submit their admission applications, indicating interest in the ASSET program, as early as possible.

The ASSET program is an intensive professional training program, requiring strong student commitment and solid academic preparation and skills in reading and mathematics. Application to the program is open to any student who is interested in a highly skilled professional technical career in the automotive dealership setting.

For more information, call the Agriculture/Engineering Science and Technologies department at 217/351-2290.

## Early College and Career Academy

The Early College and Career Academy (ECCA) is a collaboration between the Education for Employment #330 (EFE) K-12 Career and Technical Education cooperative and Parkland College. The ECCA will provide an opportunity for high school juniors and seniors to earn dual credit upon completion of Parkland College courses in manufacturing, automotive technology, computer networking, health professions, emergency medical services, and criminal justice beginning fall 2015. All courses will be provided at Parkland College. In several programs, students will have the opportunity to earn professional licenses, industry-recognized certifications, and/or Parkland certificates. The EFE 330, located in Room A113 at Parkland College, works with Parkland to administer the program.

## Parkland Pathway to Illinois

Parkland Pathway to Illinois is a program in which students can begin college at Parkland and seamlessly transfer to the University of Illinois at Urbana-Champaign. This is an opportunity for qualifying students to gain guaranteed transfer admission to Illinois. While preparing to transfer, participating students will be able to integrate their experience as full-time Parkland College students while utilizing resources and classes at Illinois. For more information, including the participating colleges and majors at Illinois, call Parkland's Office of Admissions and Records at 217/351-2482, or visit parkland.edu/admissions and select Parkland Pathway to Illinois.

## High School Articulation Agreements

Articulation agreements have been developed between Parkland College and local high schools and vocational centers to minimize duplication of course content for career program students who complete occupational sequences in high school and wish to receive advanced training at Parkland. Individuals can convert credits for high school course work to credits toward a Parkland College degree through fulfillment of specific requirements in identified courses, or through passing a proficiency examination.

Currently, articulation agreements are in effect for *Agri-Business; Applied and Technical Mathematics; Automotive Technology; Building Construction and Repair; Child Care; Computer-Aided Drafting (AutoCAD); Construction Design and Management; Electronics; Foodservice; Health Professions; Industrial Technology; Office Professional;* and *Welding* courses.

For more information, contact the appropriate Parkland College department chair or the dean of career and technical education at 217/353-2182. Information is also available through high school guidance counselors.

### Dual Credit

Dual credit courses are sponsored jointly by high schools in District 505 and Parkland College. The program allows high school students 16 years of age and older to take college credit classes while they are still in high school to earn both high school and college credits. As long as students meet the Parkland class prerequisites and have the written approval of their schools and parents, they may take:

• Online classes
• Parkland classes specifically for high school students
• Regular Parkland classes on campus or at off-campus sites.

For more information, call 217/353-2663.

### First-Year Communities

Students can enhance their college experience in one of several First-Year Communities designed to enrich students' social and educational experiences. First-Year Communities, part of Parkland's ongoing commitment to a powerful first year experience, are offered for students with different majors or career interests. They are also an important component of the college's minority student retention initiatives. First-Year Communities encourage students to actively use the skills they are learning in one course and apply it to the content in their other courses. Social activities may be planned for the students so they can get to know each other, their instructors, and their campus. For more information, contact the Center for Academic Success at 217/353-2005 or visit parkland.edu/communities.

### Dental Hygiene Clinic

For $10 a semester, the public can receive a medical history review and blood pressure screening, oral examination, oral cancer screening, oral hygiene instruction, dental cleaning, fluoride treatment, X-rays, and pit and fissure sealants. Teeth bleaching is provided at an additional cost. Each appointment is approximately three and one-half hours long and must be made in advance by calling 217/351-2221. There is no charge for children under 11, adults over 65, Medicaid recipients, or Public Aid recipients. *Children under the age of four cannot be treated.*

### Massage Therapy Clinic

The public can receive one-hour massages for $10 from students in the massage therapy program during spring and summer semesters. Interested individuals should make an appointment in person at the Health Professions department (Parkland College on Mattis location), 1309 N. Mattis Ave., Champaign. Appointments will be taken only on the Tuesday following the Martin Luther King, Jr. holiday between 11 a.m. and 7 p.m.

### Transfer Agreements

Parkland has articulated agreements with specific universities to ensure ease in transfer of credits upon completion of studies at Parkland. Departmental and counseling offices have copies of the agreements and equivalencies to assist the student in determining which courses will transfer to a given university.

Associate in Arts, Associate in Science, Associate in Engineering Science, and Associate in Fine Arts degree students, who early in their academic program of study identify the senior institution to which they will transfer and who comply with terms of the agreements, may expect to complete baccalaureate requirements within the same period of time and with nearly the same course work experience as if they had spent their entire academic career on the campus of the senior institution to which they transfer.

Parkland also participates in the articulation compact program, which states: "A transfer student in good standing who has completed an associate's degree based on a baccalaureate-oriented sequence from an Illinois community college shall be considered to (a) have attained junior standing; and (b) have met lower division general education requirements of senior institutions." This compact has greatly improved the transfer process of Parkland students to state universities because it ensures that students who complete an Associate in Arts (A.A.) or Associate in Science (A.S.) degree are given junior standing at the university and that their lower-division general education requirements for a bachelor's degree are satisfied.

The following Illinois state universities honor the compact:

• Chicago State University
• Eastern Illinois University
• Governors State University
• Illinois State University
• Northeastern Illinois University
• Northern Illinois University
• Southern Illinois University at Carbondale
• Southern Illinois University at Edwardsville
• University of Illinois at Springfield
• Western Illinois University

### Illinois Articulation Initiative

The Illinois Articulation Initiative (IAI) (www.itransfer.org) is a comprehensive state-wide articulation effort among colleges and universities in Illinois. This effort includes public community colleges, public universities, and private colleges and universities. This also includes the articulation of lower-division general education and major field courses. The following summary highlights the major features of the initiative.

1. One of the main features of the IAI is the General Education Core Curriculum, a list of statewide articulated general education courses that will be accepted for transfer by all participating colleges and universities in Illinois.

   a. Students who complete the A.A. degree, or the A.S., A.F.A., or A.E.S. degree with the additional course work to complete the General Education Core Curriculum, will have their lower-division general education core requirements satisfied at the participating Illinois university to which they transfer.

b. Students who complete and attain certification of the General Education Core Curriculum at any participating college or university in Illinois will have their lower-division general education requirements met upon transfer to another participating college or university in Illinois.

c. The General Education Core Curriculum and the list of statewide articulated general education courses are a great advantage for students who are undecided about what university they want to attend after transfer, or who are undecided about their major because these courses will transfer to all participating colleges and universities in Illinois.

2. Another feature of the initiative is the IAI Baccalaureate Majors' Recommendations (IAI Majors). IAI Majors describe courses typically taken by freshmen and sophomores for a specific major. These course recommendations are meant for students who are undecided about a transfer school. Students who know where they want to transfer should see that school's catalog and an admissions counselor for specific advice.

3. The General Education Core Curriculum, the program guides for the major fields, and the statewide list of articulated courses greatly help counselors and academic advisors provide accurate information on the articulation of courses to students planning to transfer.

## Parkland College's Participation in the Illinois Articulation Initiative

As a participant of the Illinois Articulation Initiative (IAI), Parkland College will observe the following procedures concerning the adoption and implementation of the agreements associated with the IAI:

- The IAI agreement is in effect for students entering an associate's or baccalaureate degree-granting institution as a first-time freshman in summer 1998 (and thereafter).

- Students who enter college as a first-time freshman in summer 1998 or thereafter and who complete an A.A. or A.S. degree at Parkland will be certified as having completed the General Education Core Curriculum.

- Students who enter college as a first-time freshman in summer 1998 or thereafter and complete the general education core but do not receive an A.A. or A.S. degree must formally request the Office of Admissions and Records to certify completion of the core by submitting a Petition to Certify General Education Core Curriculum form.

- Completion of the General Education Core Curriculum will be noted on the official transcript.

- Parkland College will recognize all of the courses on the approved list of courses taken at any participating college or university for credit toward fulfilling Parkland College's Core Curriculum requirements.

- Courses with D grades or better are acceptable for evaluation for the core curriculum requirements, but students must have a minimum of 2.0 GPA in the courses which count toward the core in order to be certified as having completed the core. Exception: The ENG 101-102 and the ESL 101-102 two-course sequence in writing (6 semester credits) requires a C grade or higher.

- In order to complete the transferable General Education Core Curriculum, students need to complete a minimum of 15 credit hours of the core in residence at Parkland College.

- Evaluation of courses taken at out-of-state or at non-participating in-state, accredited colleges and universities will be completed by the Office of Admissions and Records after the student submits the formal request for certification for the General Education Core Curriculum.

- Students who do not complete the General Education Core Curriculum at Parkland College may not transfer credits back from a subsequent transfer institution to complete the core. However, students may transfer back a maximum of 15 credit hours to complete a degree.

- Parkland College will waive a fraction of a semester hour completed in an approved course of the General Education Core Curriculum at a participating college or university. However, students must complete a minimum of 37 semester hours to satisfy the Parkland College General Education Core Curriculum requirements.

- Students who have not decided on a major should begin their studies by enrolling in courses within the transferable General Education Core Curriculum. They should seek assistance from an academic advisor or counselor about career planning since delay in selecting a major may extend the time necessary to complete a degree. Furthermore, once a student has begun work toward a particular major, a change in major may increase the number of credits needed to complete a bachelor's degree because some courses completed for the original major may no longer fulfill requirements for the new major.

- Students must earn a passing letter grade in each course used to fulfill requirements. Passing scores (based on national norms) on appropriate AP and CLEP exams may be used to fulfill requirements for students who earn an Associate in Arts or an Associate in Science degree prior to transfer. For other students, receiving institutions will follow established (local) credit policies.

## Concurrent Enrollment—University of Illinois and Parkland College

The University of Illinois at Urbana-Champaign (UIUC) and Parkland College have a concurrent enrollment agreement that permits Parkland students to enroll in UIUC courses that are not available at Parkland while the students are also enrolled at Parkland. Similarly, UIUC students may enroll in selected Parkland courses after consulting their UIUC academic advisor. (See registration procedures on p. 23.)

Parkland students should contact the director of the Counseling and Advising Center (U276; 217/351-2555). UIUC students may submit documentation in person at the Office of Admissions and Records (U214), via email at registration@parkland.edu, or by fax at 217/353-2640.

## 2+2 Agreements

Parkland College has developed 2+2 articulation agreements with selected universities to provide students the opportunity to obtain bachelor's degrees in technical and other specific fields. Under the 2+2 agreement, Parkland graduates who have earned Associate in Applied Science (A.A.S.) degrees in specific occupational programs or A.A. or A.S. degrees with specific course work can transfer to the cooperating four-year institution, usually with junior standing. Check specific agreements with the Counseling and Advising Center (U276). Currently, the following 2+2 agreements are in effect:

### Bradley University

Engineering
Manufacturing Engineering Technology
Nursing

### Colorado State University Global Campus

Colorado State University Global Campus offers a variety of advanced degrees and degree specializations, all offered in an online format. Tuition relief is available for students transferring to CSUGC within one year of their graduation from Parkland. Contact the Parkland Adult Re-entry Center at 217/353-2666 for additional information.

### Columbia College

Management

### DePaul University

Animation
Computer Games Development: Production and Design Concentration
Computer Graphics and Motion Technology: Tech Designer

### Eastern Illinois University

Parkland programs:
 Automotive Collision Repair
 Automotive Technology
 Biology
 Business
 Business Administration
 Business Administrative Technology
 Child Development
 Communication: Media Arts and Production
 Construction Design and Management
 Criminal Justice
 Data Systems and Development
 Diesel Power Equipment Technology
 Electronic Control Systems
 Ford ASSET
 General Studies
 Geography
 Geology
 Industrial/Manufacturing Technology
 Network Administration and Support
 Nursing

EIU programs:
 Business Administration
 General Studies
 Nursing (RN) to B.S. (Nursing)
 Organizational and Professional Development
 Sociology

### Franklin University

Accounting
Applied Management
Applied Psychology
Business Administration
Business Economics
Business Forensics
Computer Science
Criminal Justice
eMarketing
Financial Management
Financial Planning
Forensic Accounting
Healthcare Information Management
Healthcare Management
Human Resources Management
Information Systems Auditing
Information Technology
Interactive Media Design
Interdisciplinary Studies
Management
Management Information Sciences
Marketing
Nursing (RN) to B.S. (Nursing)
Operations and Supply Chain Management
Organizational Communications
Public Administration
Public Relations
Public Safety Management
Safety, Security, and Emergency Management
Social Media Design
Web Development

### Greenville College

Organizational Leadership

### Illinois State University

Agricultural Business Management to Agri-Business
Construction Design and Management to Industrial Technology
Graphic Design
Nursing (RN) to B.S. (Nursing)
Nursing to Health Education
Occupational Therapy Assistant to Health Education
Radiologic Technology to Health Education
Respiratory Care to Health Education

### Indiana Wesleyan University

Accounting
Addictions Counseling
Biblical Studies

Business Administration
Business Information Systems
Criminal Justice
General Studies
Management
Marketing
Nursing

**Indiana Wesleyan University**

Digital Media

**Lakeview College of Nursing**

Nursing

**Millikin University**

Accounting
Business Administration
Criminal Justice Education
Early Childhood Education
Elementary Education
Nursing

**Olivet Nazarene University**

Nursing

**Palmer Chiropractic College**

Chiropractic

**Regis University (Denver, Colorado)**

Accounting
Applied Psychology
Business Administration
Business Technology Management
Communication
Computer Information Systems
Computer Networking
Computer Science
Criminology
Finance
Marketing
Public Administration

**Saint Mary-of-the-Woods College (Indiana)**

Associate in Arts Degree
Associate in Science Degree

**Southern Illinois University (Carbondale)**

Capstone Program
Agricultural Business Management
Automotive Technology
Construction Design and Management
Criminal Justice
Data Systems and Development
Electronic Control Systems Technology
Fire Service Technology
Hospitality Industry:
    Restaurant Management
    Hotel/Motel Management
Network Administration and Support

**Springfield College of Benedictine University**

Business
Economics
Psychology

**University of Illinois (Chicago)**

Nursing

**University of Illinois (Springfield)**

Business Administration
Computer Sciences
Data Systems and Development
English
History
Liberal Studies
Mathematical Sciences
Network Administration and Support
Philosophy

**University of St. Francis**

Health Care Leadership
Nursing

**Western Illinois University**

Agricultural Business Management
Agriculture
Business
Computer Science
Construction Technology
Criminal Justice
General Studies BOT
Physical Education (Nonteaching)

**William Woods University (Fulton, Missouri)**

Business Administration

## Military Transfer Agreements

*Servicemembers Opportunity College (SOC).* Colleges and universities participating in SOC agree to overcome most of the obstacles in higher education for persons serving in the military. Accordingly, Parkland College will award college credit to servicemembers for learning acquired in nontraditional ways within the guidelines of the American Council on Education.

As a part of SOC, Parkland is also a participant in the CONAP System of the United States Army. CONAP (Concurrent Application) allows recruits to the Army to be admitted into Parkland at the time of entry into the Army. Under CONAP, students will be committed to the graduation criteria of the catalog of the year in which they are admitted regardless of date of enrollment. Students will also have the option to graduate under the requirements of any subsequent catalog. All other agreements applying to the SOC students will also apply to the CONAP students.

Further information about SOC and CONAP may be obtained from the director of counseling.

# Academic Support Services

Parkland College provides a number of other services designed to support and assist students in their academic pursuits.

## Center for Academic Success

The Center for Academic Success (CAS) in D120 is Parkland's one-stop learning center providing academic support for all students. CAS provides four primary kinds of academic and student support to help college students succeed: walk-in learning assistance and tutoring; modules and tutorials; advising and personal planning; and student orientation, advising, and registration (S.O.A.R.). We also provide special programming that focuses on first year success and beyond. Most of the services are free and provided on a walk-in basis or by appointment. For hours, call 217/353-2005 or see parkland.edu/cas.

**Math Faculty Tutoring.** Experienced math faculty provides hands-on tutoring and instruction to students in MAT 060, 072, and 098. Students are encouraged to work on math assignments in this tutoring area and receive immediate guidance and help.

**Peer Tutoring Program.** The Peer Tutoring Program is designed to help students understand course material, complete assignments, and prepare for tests. Peer tutors are students who have excelled in their classes and received tutor training. Tutoring is available for accounting, biology, chemistry, computer information systems, computer science, economics, mathematics, physics, Spanish, and others.

**Writing Lab.** The Writing Lab provides writing help for students, faculty, and staff. It is staffed by experienced English instructors who will work with writers at any stage of the writing process: understanding an assignment, developing a focus, organizing a paper, researching, drafting a paper, documenting resources, and using correct grammar and punctuation. Assistance is given for writing assignments in any Parkland course. Writing help is also offered for personal essays for transfer and scholarship applications and cover letters for employment.

**Student Orientation, Advising, and Registration (S.O.A.R.)** A comprehensive new student orientation enhances first-year student success.

**First Year Experience Programming.** CAS offers a First Year Experience course (FYE 101) that will help students succeed in college and beyond. Includes self-assessment, goal setting, educational and career planning, time management, interpersonal communication, and personal development.

**Placement Test Prep Workshops.** Free two-hour workshops offered throughout the semester to help students prepare for ACCUPLACER placement test.

**Study Skills.** Academic development specialists provide study skills and test-taking strategies for students in any course.

**Academic Advising and Personal Planning.** CAS provides students with academic advising and personal planning services. A team of experienced student development advocates and an academic advisor help students understand placements, choose appropriate classes, and do long-term academic planning. They serve as student liaisons with faculty and student services departments to promote student success.

**Academic Development Lab.** CAS provides academic development specialists who will work one-on-one with students to acquire college-ready math, reading, study, and writing skills. The lab is also equipped with learning software to support students in improving academic skills.

**Instructional Modules.** Modules are lab-based equivalents of traditional classroom courses. Instructors use alternative teaching/learning approaches to help all students learn and succeed. CAS offers modularized pre-college classes: developmental reading (CCS 098,099), writing (ENG 098,099), and math (MAT 060). Each module is a one-credit-hour course. Enrollment is based on instructor referral with program director and/or department chair approval. For more information, visit CAS (D120) or call 217/351-2441.

**Supplemental Tutorials.** CAS offers one- to two-credit hour tutorials that provide extra assistance to help students succeed in a variety of courses: reading, writing, math, elementary chemistry, TEAS test prep, and ESL/ENG grammar and writing.

## Presentation Center

Communication faculty provide one-on-one coaching to help students or staff members practice presentations, cope with speech anxiety, develop and organize solo or group presentations, and improve oral communication skills. Services are free and provided on a drop-in basis or by appointment. Visit the Presentation Center in C151, email presentationcenter@parkland.edu, or go to faa.parkland.edu/communication/lab.html for more information about drop-in hours.

## Tech Service Desk

Tech Service Desk staff assist students, faculty, and staff with technical issues, Parkland system questions, and password resets.

Located in room A184, Tech Service Desk hours are 7:30 a.m. to 6 p.m., Monday–Thursday, and 7:30 a.m. to 5 p.m., Friday. A satellite location in the Parkland Library is open from 10 a.m. to 2p.m., Monday–Thursday, and 10 a.m. to noon on Friday. Answers to questions can also be found in the Parkland College KnowledgeBase at https://kb.parkland.edu/. For more information, see the Tech Service Desk website at parkland.edu/techsd.

## Service Learning

Parkland College encourages a campus-wide commitment to community involvement through a variety of organizations, academic service learning, and volunteer efforts. Service learning strives for a reciprocal relationship between the college and the community with tangible benefits for both. Through service learning activities, students gain an awareness of personal and civic responsibility through the application of learned skills and critical reflective thinking directed towards the common good.

Students, faculty, and potential community partners who wish to learn more about opportunities to learn in community-based activities, who wish to design service learning modules, or who know of community needs that could be addressed by partnership with Parkland may contact the service learning coordinator at 217/351-2534 or bnudelman@parkland.edu, or see parkland.edu/academics/service-learning.

## Honors Program

The Parkland Honors Program is open to all students who have demonstrated consistent academic excellence, motivation, and leadership. The objectives of the program include integrating academic study and extracurricular projects; bridging school, community, and the workplace; fostering collaboration among faculty and students; and promoting a synthesis of various academic disciplines.

Students will be accepted into the Honors Program based on any one of the following: high school GPA, SAT score, ACT score, placement into ENG 106, Parkland GPA in 100 and 200 level courses, or Honors Application Essay. Students must apply for admission into the Honors Program, and the director of the Honors Program may interview each applicant before admission is confirmed.

After being admitted to the Honors Program, students may receive a scholarship each semester they successfully complete an honors project.

To graduate as an Honors Program Scholar, students must have a 3.5 GPA, participate in the annual Honors Symposium, participate in the Honors Graduation Convocation, and earn three honors credits. Credits are earned by completing A with honors projects, doing independent honors projects, or participating in an honors class. Students may complete A with honors projects in many Parkland classes but professors are not required to allow honors projects. One of the three required honors credits must be a service learning project. An honors designation will appear on the transcripts and diplomas of all students who meet Honors Program graduation requirements.

For information about the Honors Program, contact the honors program director at 217/373-3739 or mjones@parkland.edu, or visit parkland.edu/honors.

# PROGRAMS OF STUDY



## Contents

# *PROGRAMS OF STUDY* >

# Graduation

## Conferral of Degrees and Certificates

Associate degrees and certificates are conferred at the end of each semester. Students who plan to graduate are encouraged to file a Petition to Graduate form early in the term prior to the semester in which they anticipate graduation. This form must be on file in the Office of Admissions and Records (U214) by the published date(s) in the college Academic Calendar.

Commencement is held each year at the completion of the spring semester. All students who have graduated with an associate degree or certificate of 30 or more credits since the last commencement, or who expect to graduate at the end of the spring semester or the following summer session, are encouraged to participate.

## Graduating with Honors

To recognize students who have demonstrated academic excellence in their pursuit of higher education, Parkland College will publicly acknowledge graduating students who have achieved at least a 3.50 program GPA with a minimum of 30 credit hours of 100–299 level course work applicable to the program at Parkland College. The designation "Graduated with Honors" will be stated on the student's transcript and diploma. See p. 59 for Honors Program requirements.

## Graduation Requirements

*It is the student's responsibility to know and fulfill all degree/certificate academic requirements and graduation procedures. The advisor's role is to assist the student in making decisions.*

Although academic program requirements may change with each edition of the college catalog, students may graduate under the current program requirements or any program requirements in effect since their first enrollment. Students in a transfer program may change majors and may graduate under the current transfer program requirements or any transfer program requirements in effect since their first enrollment. Students whose enrollment has been interrupted for two years (or more), four successive semesters (excluding summers), must follow the graduation requirements of the catalog in effect at the time of reentry or any catalog published after reentry. Students entering Parkland College under Army Reserve and National Guard (ARNG) and/or Servicemembers Opportunity Colleges Associate's degree (SOCAD or CONAP) programs will be given opportunities to complete their programs under the conditions of their student agreements.

The grade point average used to determine eligibility for graduation in degree and certificate programs includes only courses that are counted for the degree/certificate. This grade point average is called the *program* GPA (see p. 42).

- For A.A.S. degrees and certificates, required courses and all electives that are eligible to be counted for the degree/certificate will be included in the calculation. If a student takes more electives than are required for the degree/certificate, all eligible electives will be used in calculating the program GPA.
- For A.A., A.S., A.E.S., and A.F.A. degrees, all courses numbered 100–289 (except courses with ALS prefixes) with an even or zero middle digit will be included in the calculation.
- For the A.G.S. degree, all courses numbered 100–299 will be included in the calculation.

The program GPA will not include any courses numbered below 100 and above 299. The program GPA will include only courses completed at Parkland College. The college (cumulative) GPA is not used to determine eligibility for completion of a degree or certificate, but the college GPA may be used for financial aid eligibility and academic probation.

Graduation from any program at Parkland College requires a minimum program grade point average of 2.0.

Career program general requirements are found on p. 70, transfer program general degree requirements on p. 71, and general studies program requirements on p. 73.

The maximum amount of proficiency credit allowed toward a degree is 25 percent.

The student is responsible for specifying on the Petition to Graduate form the year of the catalog to be used for the determination of graduation eligibility.

## Procedure for Late Graduation Petitions

Students who submit petitions to graduate after the official deadline published in the college catalog and the class schedule will be considered for graduation during the next graduation petitioning time period. The college will not award degrees retroactively or backdate diplomas.

If all graduation requirements have been completed, the Office of Admissions and Records will, upon request, provide a letter stating that all graduation requirements have been completed and the date on which graduation will occur.

## Program Course Substitution Policy for Graduation

Course substitutions for program requirements for graduation will be reviewed and approved by the appropriate department chair(s) and division dean(s).

***Substitutions for general education core courses.*** A course substitution requested by the student for a general education course requirement requires approval from the appropriate department chair and division dean. For example, a student in Computer Science who requests a substitution for the mathematics general education requirement must receive written permission from the chair of the Mathematics department and the dean for Arts and Sciences rather than from the chair of the Business/Computer Science and Technologies department and dean for Career and Technical Education.

***Substitutions for career courses.*** For students working toward a career-oriented degree or certificate, credit earned at other colleges and universities will be reviewed and evaluated for credit toward a degree or certificate from Parkland College. Unusual situations or exceptions will be reviewed and evaluated by the appropriate department chair(s)/program directors and approved by the division dean.

## Second Degree and/or Certificate Requirements

If a student qualifies for two associate degrees at a given time (with fewer than 75 credit hours), the student must choose which degree he or she wishes to receive. However, a student may petition to receive two degrees at one time if the student has earned enough credits (minimum of 75) to obtain the second degree and completed all requirements for both degrees.

If a student wishes to complete a second different credential (certificate with 30 credits or more, Associate in Applied Science, Associate in General Studies, or transfer degree), 15 additional credit hours (in courses numbered 100–299) must be satisfactorily completed at Parkland. Exception to the 15 additional credit hours requirement is granted for certificates within the same parent Associate in Applied Science degree program. If the second degree is a baccalaureate-oriented degree (transfer degree), then the 15 additional credit hours must be in baccalaureate-oriented courses (numbered 100–289 and whose second digit is even). All requirements for the second degree must be met according to the catalog requirements of the year in which the student originally enrolled or any catalog published thereafter. If the student does not attend for a period of two years, four successive semesters (excluding summers), the degree requirements for the catalog of the year in which the student reenrolls must be met. The student may use any portion of the additional required hours to satisfy degree requirements.

A student may earn only one A.A. degree, one A.S. degree, one A.F.A. degree, **or** one A.E.S. degree. Because the IAI General Education Core Curriculum requirements are not satisfied by completion of the A.S., A.F.A. or A.E.S. programs, a student who first receives any of these degrees may complete an A.A. degree upon successful completion of 15 additional credit hours and all IAI General Education Core Curriculum requirements.

## Credit by Examination

Academic credits may be secured through several proficiency examination processes. These credits may be added to earned credits and used to satisfy program requirements resulting in a certificate, a degree, and/or a transfer to other colleges. In addition to transferring credits earned while attending other accredited institutions, persons may have earned credits (generally occupational) through military training and through life and work experiences during which time outstanding professional knowledge and skill development have been established. A conference with a Parkland counselor is encouraged. The following procedures may be used in obtaining proficiency credits:

***College Level Examination Program (CLEP).*** CLEP is a national credit-by-examination program that offers an individual the opportunity to obtain recognition for college-level achievement. Through CLEP, a person can demonstrate knowledge that merits academic credit. On-the-job experience, military training, personal reading, correspondence courses, or telecourses are some of the sources that can prepare an individual to earn college credit. No matter where or how a person has learned, he or she can take CLEP tests.

Each educational institution determines its own policy regarding which CLEP tests it accepts, the minimum scores required to earn credit, and the amount of credit awarded. Individuals interested in participating in CLEP should find out about the acceptability of credits earned through CLEP at a particular college or university before taking a CLEP test.

Parkland College accepts selected CLEP exams for proficiency credit. A student who scores a 50 on any exam listed below may apply to receive proficiency credit in an equivalent Parkland course:

1. College Composition Modular plus a written essay judged satisfactory by Parkland College English faculty: course credit for ENG 101
2. Introductory Psychology: course credit for PSY 101
3. Introductory Sociology: course credit for SOC 101
4. Principles of Macroeconomics: course credit for ECO 101
5. Principles of Microeconomics: course credit for ECO 102
6. Western Civilization I: course credit for HIS 101
7. Western Civilization II: course credit for HIS 102
8. History of the U.S. I: course credit for HIS 104
9. History of the U.S. II: course credit for HIS 105

The CLEP exams are offered in the Assessment Center by appointment only. Anyone interested in taking one or more of the 34 tests is advised to first meet with a counselor or advisor to discuss the acceptability of CLEP credits at their educational institution. For more information, call the Assessment Center at 217/351-2433.

***Institutionally Prepared Proficiency Examinations.*** Students may also earn credit in a number of disciplines through institutionally prepared proficiency examinations. The student must apply to the appropriate department chair to take an individual examination for credit. The department decides whether a proficiency test is appropriate for any particular subject area, discipline, or course. These examinations may be taken only once in a given course. Permission to take such examinations will not be granted for the purpose of raising grades or removing **F, NC, T,** or **W** grades in courses. A fee, fixed by the college, will be charged for such exams and must be paid to the college cashier before testing is undertaken. An institutional proficiency test must be taken prior to official enrollment in a given course. Examinations may not be administered to a

student who has passed a higher level course than the one for which the proficiency is requested, unless specifically approved in advance by the appropriate division dean. In certain cases, a fixed time will be announced for courses that are requirements of particular programs. A person seeking proficiency credit at Parkland must be enrolled or have previously completed courses in which credits have been earned at Parkland. A minimum of 6 semester hours is recommended. Proficiency credit is counted toward graduation and is recorded on transcripts as P. The maximum amount of proficiency credit allowed toward a degree or certificate is 25 percent. The credit is not included in the calculation of the grade point average and may not be used to establish full-time eligible status.

In all cases, credit to be granted for successful completion of tests will be determined by the appropriate division dean and department chair. Credit earned through examinations cannot duplicate credit earned in college course work. Exceptions to any of the procedures mentioned in this section must be discussed with the division dean and department chair in the particular area of concern.

Proficiency examinations are administered at times set by the department. For more information about proficiency testing, contact the appropriate division dean or department chair.

## Advanced Placement (AP) Program

The AP program, sponsored by the College Board, gives secondary school students the opportunity to complete college-level studies. Parkland offers credit for many AP subjects. Scores from AP examinations should be submitted to the Office of Admissions and Records for credit/placement evaluation. For detailed information on policies about the transfer in of academic credits, see parkland.edu/admissions.

# General Education Degree Requirements

**Associate in Arts (A.A.) Degree**

*Semester Credits*

Communications. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .9
   ENG 101-102 and COM 103
Social and Behavioral Sciences electives . . . . . . . . . . . . . . . . . . 9
   Select from two or more subject areas.
Humanities and Fine Arts electives . . . . . . . . . . . . . . . . . . . . . . 9
   One Humanities and one Fine Arts course required.
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3
Physical and Life Sciences electives. . . . . . . . . . . . . . . . . . . . . . 8
   One laboratory-based Physical Science course and
   one laboratory-based Life Science course required.

*38*

## Associate in Science (A.S.) Degree

Communications. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .9
   ENG 101-102 and COM 103
Social and Behavioral Sciences electives . . . . . . . . . . . . . . . . . . 6
   Select from two or more subject areas.
Humanities and Fine Arts electives . . . . . . . . . . . . . . . . . . . . . . 6
   One Humanities and one Fine Arts course required.
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–6
Physical and Life Sciences electives. . . . . . . . . . . . . . . . . . . . . 7–8
   One laboratory-based Physical Science course and
   one laboratory-based Life Science course required.

*31–35*

*The general education requirements in the Associate in Science (A.S.) degree do not satisfy the IAI General Education Core Curriculum (GECC) Requirements. Students may choose to take the courses necessary to complete the IAI GECC at Parkland College or at the transfer institution.*

## Associate in Applied Science (A.A.S.) Degree

Communications. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 6
General Education electives . . . . . . . . . . . . . . . . . . . . . . . . . . . .9
   Select from two or more of the following:
   Communications, Humanities and Fine Arts, Mathematics,
   Physical/Life Sciences, and Social and Behavioral Sciences

*15*

## Associate in General Studies (A.G.S.) Degree

Communications. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .9
   ENG 101-102 and COM 103 or one of the following:
   COM 120, 140, 200, 205
Social and Behavioral Sciences and Humanities
   and Fine Arts electives . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 15
Mathematics and Physical and Life Sciences electives. . . . . . .11

*35*

NOTE: All general education degree requirements for A.A., A.S., A.F.A., and A.E.S. degree programs will be waived for a student who has completed a baccalaureate degree from a regionally accredited institution. Only nonspecific general education degree requirements for A.A.S. or Certificate programs will be waived for a student who has completed a baccalaureate degree from an accredited institution.

Electives are chosen from courses identified as General Education Core Courses for the A.A., A.S., A.E.S., and A.F.A. degrees. (See page 67.)

# General Education Core Curriculum Requirements

Parkland College is a participant in the Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer of the completed Illinois General Education Core Curriculum between participating institutions. Completion and certification of the transferable General Education Core Curriculum at any participating college or university in Illinois assures transferring students that lower-division general education requirements for an associate's or bachelor's degree have been satisfied. The IAI agreement is a binding agreement for first-time freshmen in the summer of 1998 and thereafter.

General education consists of courses that colleges and universities consider essential for students' success in college and life. The transferable General Education Core Curriculum permits students to transfer this portion of an associate's or a bachelor's degree program from one institution to another without loss of credit. The curriculum comprises about two-thirds of an associate's degree and about one-third of a bachelor's degree.

Specific courses to fulfill degree requirement are on the next page. IAI codes are explained on "Illinois Articulation Initiative (IAI) General Education Core Curriculum and Baccalaureate Majors Codes" on page 226. Also see the IAI website at www.itransfer.org. More than one course with the same IAI code may not be used to fulfill General Education Core Curriculum requirements. See p. 70 for details.

| **Specific Requirements of the General Education Core Curriculum** | *Semester Credits* |
|---|---|

Communications — 3 courses . . . . . . . . . . . . . . . . . . . . . . . . . . . . .9
   Must include a two-course sequence in writing (6 semester credits) with grade of **C** or higher and one course in oral communication (3 semester credits). *(Students who assess into ENG 106, Accelerated Composition, may take ENG 106 in place of ENG 101-102 to complete the written component of the General Education Degree requirements in Communications. Two semester credits must be completed in any of the core curriculum areas.)*

Social and Behavioral Sciences — 3 courses . . . . . . . . . . . . . .9
   Must include courses selected from at least two disciplines.

Humanities and Fine Arts — 3 courses . . . . . . . . . . . . . . . . . . .9
   Must include at least one Humanities course and at least one Fine Arts course. *(One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.)*

Mathematics — 1 to 2 courses . . . . . . . . . . . . . . . . . . . . . . . . . 3–6

Physical and Life Sciences — 2 lab-based courses . . . . . . . . . .8
   Must include one Life Science course and one Physical Science course, or two interdisciplinary courses.

*TOTAL — 12 to 13 courses*          *38*

# General Elective Courses

Each student should check the requirements of the institution to which he or she is transferring.

Parkland College general elective degree requirements may be satisfied as follows:

**Associate in Arts (A.A.)**

**Associate in Science (A.S.)**

**Associate in Engineering Science (A.E.S.)**

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

Student may select only baccalaureate-oriented courses (courses numbered 100–289 whose second digit is even) to meet this requirement. Student should check with his or her advisor in the selection of appropriate courses.

**Associate in Applied Science (A.A.S.)**

**Associate in General Studies (A.G.S.)**

Student may select any course numbered 100–299.

# General Education Core Courses

Choose courses from the following list for electives required to fulfill degree requirements. *More than one course with the same IAI code may not be used to fulfill IAI General Education Core Curriculum requirements (see p. 70).*

**Associate in Arts (A.A.)**
**Associate in Science (A.S.)**
**Associate in Engineering Science (A.E.S.)**
**Associate in Fine Arts (A.F.A.)**

**Communications**
Complete any sequence from the following:
    COM 103, ENG 101, 102
    COM 103, ESL 101, 102
    COM 103, ENG 106
    (*Grade of C or higher required for ENG 101,
      ENG 102 and ENG 106*)

**Social and Behavioral Sciences**
    ANT 101*, 103*, 105, 200
    ECO 101, 102
    GEO 140, 143*, 200*
    HIS 101, 102, 104, 105, 108*, 109*, 123*, 128*, 129*, 140*
    POS 120, 122, 124, 202*
    PSY 101, 205, 207, 208, 209, 223
    SOC 101, 102, 200, 203, 240

**Humanities**
    FRE, GER, JPN, SPA (only 104 courses)
    HUM 101, 102, 103*, 104*, 105*, 106*, 107*, 109*, 121
    LIT 120, 121, 125, 126, 127, 141, 142, 146*,
      147*, 148*, 201, 202, 204, 205
    PHI 100, 103, 105
    REL 101, 102*, 104, 105, 120*, 121*

**Fine Arts**
    ART 161, 162, 163, 164, 165
    HUM 101, 102, 103*, 105*, 109*, 121
    MUS 121, 123, 124*
    THE 100, 101, 124, 125

**Mathematics**
    MAT 106, 107, 108, 128, 129, 141, 143, 145, 160, 200, 228
      (*MAT 106 satisfies the general education mathematics
      requirement <u>only</u> in Elementary Education.*)

**Physical Sciences**
    AST 101, 102
    CHE 101, 104, 106
    ESC 101, 102
    PHY 121, 120/129, 141
      (*PHY 120 must be paired with PHY 129
      to earn general education credit.*)

**Life Sciences**
    BIO 101, 104, 105, 107, 109, 141, 106/186
    (*BIO 106 must be paired with BIO 186 to earn
    general education credit.*)

**Interdisciplinary Physical and Life Sciences****
    SCI 108 (IAI LP 900L course)
    SCI 208 (IAI LP 901L course)
    (*** Students must select one IAI LP 900L
      course and one IAI LP 901L course.*)

---

**Associate in General Studies (A.G.S.)**
**Associate in Applied Science (A.A.S.)**
**Certificates of at least 21 hours of program courses**

**Communications**
For the Associate in Applied Science (A.A.S) and certificates

Complete any sequence from the following:
    ENG 101, 102
    ENG 101, and any COM course listed below
    ESL 101, 102
    ESL 101 and any COM course listed below
    ENG 106 and any COM course listed below
    ***Or any two*** COM courses listed below
    COM 103, 120, 140, 200, or 205

For the Associate in General Studies (A.G.S.)

Complete ENG 101 and ENG 102
    and any of the COM courses listed below
    COM 103, 120, 140, 200, or 205
    (*Grade of C or higher required for ENG 101,
      ENG 102 and ENG 106*)

**Social and Behavioral Sciences**
    ANT 101*, 103*, 105, 200
    ECO 101, 102
    GEO 140, 143*, 200*
    HIS 101, 102, 104, 105, 123*, 128*, 129*, 140*, 145, 203
    POS 110, 120, 122, 124, 202*
    PSY 101, 107, 203, 205, 207, 208, 209, 223, 224, 225
    SOC 101, 102, 200, 202, 203, 204, 240

**Humanities/Fine Arts**
    ART 121, 122, 124, 125, 128, 129, 141, 145, 161, 162, 163,
      164, 165, 166*, 181, 201, 202, 223, 228, 229
    All FRE, GER, ITA, JPN, KIS, RUS, SPA courses
    All HUM courses
    LAS 189
    All LIT courses
    MUS 100, 121, 123, 124*
    PHI 100, 103, 105
    REL 101, 102, 104, 105, 120*, 121*
    All THE courses

**Mathematics**
    MAT 106, 107, 108, 110, 124, 125, 126, 128, 129, 131,
      134, 135, 141, 143, 145, 151, 160, 200, 228

**Physical/Life Sciences**
Choose from any course numbered 100–299 with any
    of the following prefixes:
    AST, BIO, CHE, ESC, PHY, SCI

*Satisfies non-Western culture requirement.

NOTE: Refer to p. 226 for explanation of course numbering system.

# Parkland IAI General Education Course Codes

## Communications

*Three courses (9 semester credits) including a two-course sequence in writing (6 semester credits) with a grade of C or higher and one course (3 semester credits) in oral communication.*

| | Parkland Course Number | IAI Course Number |
|---|---|---|
| Composition I | ENG 101 | IAI C1 900 |
| English Composition for Non-native Speakers I | ESL 101 | IAI C1 900 |
| Composition II | ENG 102 | IAI C1 901R |
| English Composition for Non-native Speakers II | ESL 102 | IAI C1 901R |
| Accelerated Composition | ENG 106 | IAI C1 901R |
| Introduction to Speech Communication | COM 103 | IAI C2 900 |

## Social and Behavioral Sciences

*Three courses (9 semester credits) which must include courses selected from at least two disciplines.*

| | Parkland Course Number | IAI Course Number |
|---|---|---|
| Introduction to Anthropology | ANT 101 | IAI S1 900N |
| Introduction to Cultural Anthropology | ANT 103 | IAI S1 901N |
| Introduction to Physical Anthropology | ANT 105 | IAI S1 902 |
| Introduction to Archeology | ANT 200 | IAI S1 903 |
| Principles of Macroeconomics | ECO 101 | IAI S3 901 |
| Principles of Microeconomics | ECO 102 | IAI S3 902 |
| World Geography | GEO 140 | IAI S4 901 |
| Geography of Underdeveloped Areas | GEO 143 | IAI S4 902N |
| Introduction to Economic Geography | GEO 200 | IAI S4 903N |
| History of Western Civilization I | HIS 101 | IAI S2 902 |
| History of Western Civilization II | HIS 102 | IAI S2 903 |
| History of the U.S. to 1877 | HIS 104 | IAI S2 900 |
| History of the U.S., 1877 to Present | HIS 105 | IAI S2 901 |
| History of the Middle East | HIS 123 | IAI S2 918N |
| History of Asia and Pacific Region | HIS 128 | IAI S2 908N |
| History of Africa | HIS 129 | IAI S2 906N |
| History of Latin America | HIS 140 | IAI S2 910N |
| Introduction to Political Science | POS 120 | IAI S5 903 |
| American National Government | POS 122 | IAI S5 900 |
| State and Local Government | POS 124 | IAI S5 902 |
| International Relations | POS 202 | IAI S5 904 |
| Introduction to Psychology | PSY 101 | IAI S6 900 |
| Introduction to Social Psychology | PSY 205 | IAI S8 900 |
| Introduction to Child Psychology | PSY 207 | IAI S6 903 |
| Adolescent Psychology | PSY 208 | IAI S6 904 |
| Human Growth and Development | PSY 209 | IAI S6 902 |

## Social and Behavioral Sciences
*(continued)*

| | Parkland Course Number | IAI Course Number |
|---|---|---|
| Introduction to Adult Development and Aging | PSY 223 | IAI S6 905 |
| Introduction to Sociology | SOC 101 | IAI S7 900 |
| Social Problems | SOC 102 | IAI S7 901 |
| Sociology of Marriage and Family | SOC 200 | IAI S7 902 |
| Intergroup Relations in a Diverse Society | SOC 203 | IAI S7 903D |
| Gender and Society | SOC 240 | IAI S7 904D |

## Humanities and Fine Arts

*Three courses (9 semester credits) with at least one course selected from humanities and at least one course from the fine arts.*

| | Parkland Course Number | IAI Course Number |
|---|---|---|
| Art History I | ART 161 | IAI F2 901 |
| Art History II | ART 162 | IAI F2 902 |
| History of Modern Art | ART 163 | IAI F2 902 |
| History of Photography | ART 164 | IAI F2 904 |
| Art Appreciation | ART 165 | IAI F2 900 |
| Intermediate French II | FRE 104 | IAI H1 900 |
| Intermediate German II | GER 104 | IAI H1 900 |
| Cultural Values in the Western World I: Antiquity to the Renaissance | HUM 101 | IAI HF 902 |
| Cultural Values in the Western World II: Renaissance to the Present | HUM 102 | IAI HF 903 |
| Cultural Values in the Eastern World | HUM 103 | IAI HF 904N |
| Islamic Culture in Civilization | HUM 104 | IAI H2 903N |
| Cultures and Civilizations of Sub-Saharan Africa | HUM 105 | IAI HF 904N |
| Latin American Culture and Civilization | HUM 106 | IAI H2 903N |
| Introduction to Mexican Culture | HUM 107 | IAI H2 903N |
| Cultural Values of South Asia | HUM 109 | IAI HF 904N |
| Women in Arts/Cultures/Societies | HUM 121 | IAI HF 907D |
| Intermediate Japanese II | JPN 104 | IAI H1 900 |
| Introduction to Literature | LIT 120 | IAI H3 900 |
| Introduction to Poetry | LIT 121 | IAI H3 903 |
| Introduction to Shakespeare | LIT 125 | IAI H3 905 |
| Introduction to Drama | LIT 126 | IAI H3 902 |
| Introduction to Fiction | LIT 127 | IAI H3 901 |
| Black Literature | LIT 141 | IAI H3 910D |
| Women in Literature | LIT 142 | IAI H3 911D |
| Introduction to Non-Western Literature | LIT 146 | IAI H3 908N |
| Introduction to African Literature | LIT 147 | IAI H3 908N |
| Introduction to Latin American Literature | LIT 148 | IAI H3 908N |

## Humanities and Fine Arts

| | Parkland Course Number | IAI Course Number |
|---|---|---|
| *(continued)* | | |
| British Literature I | LIT 201 | IAI H3 912 |
| British Literature II | LIT 202 | IAI H3 913 |
| American Literature I | LIT 204 | IAI H3 914 |
| American Literature II | LIT 205 | IAI H3 915 |
| Music Appreciation | MUS 121 | IAI F1 900 |
| Introduction to Non-Western Music | MUS 124 | IAI F1 903N |
| Introduction to American Music | MUS 123 | IAI F1 904 |
| Introduction to Logic and Critical Thinking | PHI 100 | IAI H4 906 |
| Introduction to Philosophy | PHI 103 | IAI H4 900 |
| Introduction to Ethics | PHI 105 | IAI H4 904 |
| Introduction to Religion | REL 101 | IAI H5 900 |
| The World's Great Religions | REL 102 | IAI H5 904N |
| The Bible: The Hebrew Scriptures | REL 104 | IAI H5 901 |
| The Bible: The New Testament | REL 105 | IAI H5 901 |
| Religions of the West | REL 120 | IAI H5 904N |
| Religions of the East | REL 121 | IAI H5 904N |
| Intermediate Russian II | RUS 104 | IAI H1 900 |
| Intermediate Spanish II | SPA 104 | IAI H1 900 |
| Theatre Appreciation | THE 100 | IAI F1 907 |
| History of Theatre | THE 101 | IAI F1 908 |
| Film Appreciation | THE 124 | IAI F2 908 |
| Film History | THE 125 | IAI F2 909 |

## Mathematics

*One to two courses (3 to 6 semester credits).*

| | Parkland Course Number | IAI Course Number |
|---|---|---|
| Mathematics for Elementary Teachers II | MAT 106 | IAI M1 907 |
| General Education Mathematics | MAT 107 | IAI M1 904 |
| Introduction to Applied Statistics | MAT 108 | IAI M1 902 |
| Calculus and Analytic Geometry I | MAT 128 | IAI M1 901 |
| Calculus and Analytic Geometry II | MAT 129 | IAI M1 900-2 |
| Finite Mathematics | MAT 141 | IAI M1 906 |
| Calculus for Business and Social Sciences | MAT 143 | IAI M1 900B |
| Linear Algebra for Business | MAT 145 | IAI M1 906 |
| Statistics | MAT 160 | IAI M1 902 |
| Introduction to Discrete Mathematics | MAT 200 | IAI M1 905 IAI CS 915 |
| Calculus and Analytic Geometry III | MAT 228 | IAI M1 900-3 |

## Physical and Life Sciences

*Two laboratory-based courses (8 semester credits) which must include one course selected from life sciences and one course from the physical sciences or two interdisciplinary courses, one from IAI LP 900L and one from IAI LP 901L.*

| | Parkland Course Number | IAI Course Number |
|---|---|---|
| The Solar System | AST 101 | IAI P1 906L |
| The Stars, Galaxies, and Universe | AST 102 | IAI P1 906L |
| General Biology | BIO 101 | IAI L1 900L |
| Environmental Biology | BIO 104 | IAI L1 905L |
| Human Biology | BIO 105 | IAI L1 904L |
| Heredity and Society | BIO 106 | IAI L1 906 |
| Introduction to Evolution | BIO 107 | IAI L1 907L |
| Introduction to Plant Biology | BIO 109 | IAI L1 901L |
| Principles of Biology I | BIO 141 | IAI L1 900L |
| Heredity and Society Lab | BIO 186 | IAI L1 906L |
| General Chemistry I | CHE 101 | IAI P1 902L |
| Chemistry for Everyday Life | CHE 104 | IAI P1 903L |
| Chemistry for Health Professions | CHE 106 | IAI P1 902L |
| Introduction to Weather | ESC 101 | IAI P1 905L |
| Introduction to Physical Geology | ESC 102 | IAI P1 907L |
| How Things Work | PHY 120 | IAI P1 901 |
| General Physics | PHY 121 | IAI P1 900L |
| How Things Work Laboratory | PHY 129 | IAI P1 901L |
| Mechanics | PHY 141 | IAI P2 900L |
| Essentials of Forensic Science | SCI 108 | IAI LP 900L |
| Forensic Science II: Death Analysis | SCI 208 | IAI LP 901L |

# Parkland Courses with the same IAI General Education Core Curriculum Code

Applies to A.A., A.S., A.E.S., A.F.A. degrees only — More than one course with the same IAI code may **NOT** be used to fulfill the General Education Core Curriculum requirements.

**Communication Courses**
IAI C1 900:          ENG 101, ESL 101
IAI C1 901R:        ENG 102, ESL 102, ENG 106

**Social and Behavioral Sciences Courses**
NONE

**Humanities Courses**
IAI H1 900:          FRE 104, GER 104, JPN 104, SPA 104
IAI H2 903N:        HUM 104, HUM 106, HUM 107
IAI H3 908N:        LIT 146, LIT 147, LIT 148
IAI H5 901:          REL 104, REL 105
IAI H5 904N:        REL 102, REL 120, REL 121

**Fine Arts Courses**
IAI F2 902:          ART 162, ART 163

**Humanities/Fine Arts Courses**
IAI HF 904N:        HUM 103, HUM 105, HUM 109

**Mathematics Courses**
IAI M1 900:          MAT 129, MAT 143, MAT 228
IAI M1 901:          MAT 128
IAI M1 902:          MAT 108, MAT 160
IAI M1 906:          MAT 141, MAT 145

**Physical Sciences Courses**
IAI P1 906L:        AST 101, AST 102
IAI P1 902L:        CHE 101, CHE 106

**Life Science Courses**
IAI L1 904L:        BIO 105

**Interdisciplinary Life and Physical Sciences Courses**
IAI LP 900L:        SCI 108, SCI 141
IAI LP 901L:        SCI 142, SCI 208

# Career Program General Requirements

Parkland College's vocational and technical career programs are based on both student interests and community employment needs and prepare students to enter challenging, specialized careers after two years of college or less. Practical, job-preparatory knowledge is emphasized. Students can pursue most of these programs either full- or part-time.

## Associate in Applied Science (A.A.S.) Degree

| | *Credit Hours* |
|---|---|
| Communications | 6 |
| General Education Electives | 9 |
| Specialty/Supportive Courses | 45 |
| *TOTAL HOURS REQUIRED* | 60 |

Students must fulfill these general requirements in addition to the specific program requirements to qualify for an A.A.S. degree:

1. Complete at least 60 credit hours of course work applicable to the degree requirements with a minimum program grade point average of 2.0. Some programs require more than 60 credit hours for a degree.

2. Complete either the first 45 credit hours or the last 15 credit hours of course work applicable to the program at Parkland College with a minimum grade point average of 2.0. Should students transfer without an A.A.S. degree, but desire a degree from Parkland College, they may transfer a maximum of 15 credit hours back for the degree. This must be completed within two calendar years to satisfy Parkland graduation requirements. Exceptions to the two-year requirement must be approved by the vice president for academic services. Proficiency credit does not count as credit hours in residence.

3. Health career programs require a 2.0 or above in each technical course.

4. Be in good standing and meet all college obligations.

## Certificate

Students must fulfill these general requirements in addition to the specific program requirements to qualify for a certificate with at least 30 credit hours:

1. Complete at least 30 credit hours of course work with a minimum program grade point average of 2.0. At least 15 credit hours of this work applicable to the program must be completed at Parkland with a minimum grade point average of 2.0. Some certificate programs require more than 30 hours. Should students leave without a certificate, but desire a certificate from Parkland College, they may transfer a maximum of 15 credit hours back to satisfy requirements for the certificate. This must be completed within two calendar years to satisfy Parkland graduation requirements. Exceptions to the two-year requirement must be approved by the vice president for academic services. Proficiency credit does not count as credit hours in residence.

2. Health career programs require a 2.0 or above in each technical course.

3. Be in good standing and meet all college obligations.

A certificate with 20 credit hours or fewer is awarded to the individual who successfully completes course work in a given area with a minimum program grade point average of 2.0. All courses for the certificate program must be completed at Parkland. The student must be in good standing and meet all college obligations.

# Transfer Program General Degree Requirements

The Associate in Arts (A.A.), Associate in Science (A.S.), Associate in Engineering Science (A.E.S.), and Associate in Fine Arts (A.F.A.) transfer programs allow students to complete the first two years of study leading to a bachelor's degree. The third and fourth years of study are completed at a four-year college or university to which the student transfers after the completion of the A.A., A.S., A.E.S, or A.F.A. program at Parkland.

The first two years of most four-year programs can be completed at Parkland. Students wishing to take the first two years of a transfer area not specifically listed should consult with a counselor or advisor to plan their program of study.

Because four-year colleges vary in their requirements, students should determine specific course requirements by consulting with their faculty advisor or a college counselor as soon as possible after admission to Parkland.

## Associate in Arts (A.A.) or Associate in Science (A.S.) Degree Requirements

Candidates for either the A.A. or the A.S. degree must fulfill these general requirements to graduate:

1. Complete at least 60 credit hours of baccalaureate-oriented courses with a minimum program grade point average of 2.0 in those courses.

2. Complete either the first 45 credit hours or the last 15 credit hours of baccalaureate-oriented course work applicable to the program at Parkland with a minimum grade point average of 2.0. Should students transfer without an A.A. or A.S. degree, but desire a degree from Parkland, they may transfer a maximum of 15 credit hours back for the degree. This must be completed within two (2) calendar years to satisfy Parkland's degree graduation requirements. Exceptions to the two-year requirement must be approved by the vice president for academic services. Proficiency credit does not count as credit hours in residence.

3. Be in good standing and meet all college obligations.

## Associate in Fine Arts (A.F.A.) Degree Requirements

*The Associate in Fine Arts degree (with the exception of Art Education) does not satisfy the IAI General Education Core Curriculum Requirements.*

The Associate in Fine Arts (A.F.A.) accommodates the unique needs of students majoring in art and music. Typically, art and music majors must complete a sequential list of courses in their major during their freshman and sophomore years. Consequently, these students' needs are not addressed by A.A. and A.S. degrees. Students may choose to take the courses necessary to complete the IAI general education core curriculum requirements at Parkland College or take after transferring.

This degree has been carefully designed with input from art and music faculty from both community colleges and universities to enhance transferability. It is presented as an associate's degree for the satisfactory completion of a prescribed curriculum intended to transfer to baccalaureate degree programs in one of the fine arts: art, music, or theatre.

Candidates for the A.F.A. degree must fulfill these general requirements:

1. Complete at least 60 credit hours of baccalaureate-oriented courses of which at least 27 credit hours are general education electives, with a minimum program grade point average of 2.0.

2. Complete either the first 45 credit hours or the last 15 credit hours of baccalaureate-oriented course work applicable to the program at Parkland with a minimum grade point average of 2.0. Should students transfer without an A.F.A. degree, but desire a degree from Parkland, they may transfer a maximum of 15 credit hours back for the degree. This must be completed within two (2) calendar years to satisfy Parkland's degree graduation requirements. Exceptions to the two-year requirement must be approved by the vice president for academic services. Proficiency credit does not count as credit hours in residence.

3. Be in good standing and meet all college obligations.

## Associate in Engineering Science (A.E.S.) Degree Requirements

*The Associate in Engineering Science degree does not satisfy the IAI General Education Core Curriculum requirements.*

Typically, engineering majors must complete a sequential list of courses in their major during their freshman and sophomore years, **and then complete the general education requirements over all four years for a baccalaureate degree.** Consequently, these students' needs are not addressed by an A.S. degree. In order to accommodate the distinctive needs of transfer engineering students, the Associate in Engineering Science (A.E.S.) degree program is created with the welfare of the transfer engineering student foremost in mind.

Engineering faculty from community colleges and universities have carefully designed the curriculum content for an A.E.S. to ensure transferability. The A.E.S. is designed to maintain academic standards while affording enough flexibility to accommodate the variety of viable pre-engineering programs across the state. It is presented as an associate's degree for the satisfactory completion of a prescribed curriculum intended to transfer to baccalaureate degree programs in engineering.

Candidates for the A.E.S. degree must fulfill these general requirements:

1. Complete at least 60 credit hours of baccalaureate-oriented courses of which at least 27 credit hours are general education electives, with a minimum program grade point average of 2.0. Completing the required coursework for the A.E.S. degree on pp. 154—09 CHE 101, ENG 101, ENG 102, MAT 128, MAT 129, MAT 228, PHY 141, and PHY 142—meets the general education elective requirement.

2. Complete either the first 45 credit hours or the last 15 credit hours of baccalaureate-oriented course work applicable to the program at Parkland with a minimum grade point average of 2.0. Should students transfer without an A.E.S. degree, but desire a degree from Parkland, they may transfer a maximum of 15 credit hours back for the degree. This must be completed within two (2) calendar years to satisfy Parkland's degree graduation requirements. Exceptions to the two-year requirement must be approved by the vice president for academic services. Proficiency credit does not count as credit hours in residence.

3. Be in good standing and meet all college obligations.

# Associate in Arts (A.A.) Degree General Course Requirements

*Program Code: H.GAA.AA*

The Associate in Arts (A.A.) degree is designed so that students may complete the lower-division (freshman and sophomore) portion of a Bachelor of Arts (B.A.) degree. The A.A. degree includes the transferable General Education Core courses and the lower-division Baccalaureate Major Field core courses recommended by the Illinois Articulation Initiative.

All course work must be baccalaureate-oriented (courses numbered 100-289 whose second digit is even).

The A.A. degree is ideally suited for students seeking a B.A. degree in areas such as liberal arts and sciences, English, psychology, and many other fields. Since admission to colleges and universities—and to specific majors — is often competitive, students planning to transfer should understand that completing the recommended courses alone does not guarantee admission.

It is recommended that students fulfill the foreign language requirement of the program of the senior institution to which they are transferring. In general, credit for the four years of the same high school foreign language or credit for two years in the same foreign language at the college level satisfies the foreign language requirement of most bachelor of arts degrees.

### General Education Core Curriculum Requirements (38 hours)                    Cr. Hrs.

Communications (9)
  COM 103   Introduction to Public Speaking . . . . . . . . . . . . .3
  ENG 101   Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  ENG 102   Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
    *Grade of C or higher required for graduation*
Social and Behavioral Sciences . . . . . . . . . . . . . . . . . . . . . . . . . . . 9
  Must include courses selected from
  at least two disciplines.
Humanities and Fine Arts . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 9
  Must include at least one Humanities course
  and at least one Fine Arts course.
  (*One course from Soc/Beh Sci, Hum, or FA must
  fulfill the Non-Western culture requirement.*)
Mathematics . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Physical and Life Sciences . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 8
  Two laboratory-based science courses, one from
  life sciences and one from physical sciences.

### A.A. Degree Requirement (3 hours)
  LAS 189   Introduction to the Liberal Arts and Sciences . . . .3

### Recommended Area of Concentration or Majors Courses (9–16 hours)
Concentration or major field recommended
(same or related course prefix) . . . . . . . . . . . . . . . . . . . . . . . 9–16

### General Electives (3–10 hours)
General electives . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–10

*Total Semester Credit Hours*         *60*

# Associate in Science (A.S.) Degree General Course Requirements

*Program Code: N.ASG.AS*

The Associate in Science (A.S.) degree is designed to facilitate the transfer of students in science, technology, engineering, and mathematics (commonly known as STEM) disciplines into four-year institutions to complete a Bachelor of Science (B.S.) degree. It replicates as closely as possible the lower division (freshman and sophomore) coursework required of students in their chosen STEM field of study. The A.S. degree includes the transferable General Education Core Curriculum courses and the lower-division Baccalaureate Major Field core courses recommended by the Illinois Articulation Initiative. All course work must be baccalaureate-oriented (courses numbered 100-289 whose second digit is even).

Students should note that the A.S. degree requires only 31 to 35 hours of general education coursework and does not fully satisfy the IAI General Education Core Curriculum requirements. Two additional courses to complete the general education requirements may be taken after transferring. The A.S. degree is so designed to enable students to take more university majors-required coursework in the first two years thereby achieving junior status upon transferring. At the same time, it permits STEM students to complete the associate's degree prior to transferring.

## General Education Core Curriculum Requirements (31–35 hours) Cr. Hrs.

Communications (9)
| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

*Grade of C or higher required for graduation*

Social and Behavioral Sciences . . . . . . . . . . . . . . . . . . . . . . . . . 6
  Must include courses from at least two disciplines.
Humanities and Fine Arts . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 6
  Must include at least one Humanities course and one Fine Arts course.
Mathematics . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–6
Physical and Life Sciences. . . . . . . . . . . . . . . . . . . . . . . . . . . . 7–8
  Must include one laboratory-based Physical Science course and one laboratory-based Life Science course.

## A.S. Degree Requirement (6–10 hours)

One additional mathematics and one additional physical or life science course
  Any AST, BIO, CHE, ESC, MAT, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in mathematics and science.

## Recommended Area of Concentration or Majors Courses (10–20 hours)

Concentration or major field recommended
(same or related course prefix). . . . . . . . . . . . . . . . . . . . . . . 10–20

## General Electives (3–10 hours)

General electives. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–10

*Total Semester Credit Hours*      *60*

# Associate in General Studies (A.G.S.) Degree Requirements

1. Complete at least 60 credit hours of work in courses numbered 100–299 with a minimum program grade point average of 2.0.

2. Complete either the first 45 credit hours or the last 15 credit hours at Parkland with a minimum grade point average of 2.0. Should students transfer without an A.G.S. degree, but desire a degree from Parkland, they may transfer a maximum of 15 credit hours back for the degree. This must be completed within two (2) calendar years to satisfy Parkland degree graduation requirements. Proficiency credit does not count as credit hours in residence.

3. Be in good standing and meet all college obligations.

# General Studies

*Program Code: Y.GSU.AGS*

### Associate in General Studies (A.G.S.)

*Minimum graduation requirement — 60 semester hours*

The Associate in General Studies (A.G.S.) degree program consists of courses designed to meet individual goals for personal improvement and self-understanding. This program is designed for students who wish to earn an associate's degree but not in a specific career or transfer area.

This associate's degree is not covered by the "articulation compact program" nor by the Illinois Articulation Initiative.

To be awarded the Associate in General Studies degree, a student must complete the following requirements:

                                                    **Cr. Hrs.**

Communications (9)
| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | 3 |

*or* one of the following: COM 120, 140, 200 or 205
| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

Social and Behavioral Sciences
*and* Humanities and Fine Arts . . . . . . . . . . . . . . . . . . . . . . . . . . . 15
  Must include at least 6 hours in Soc/Beh Sci and 6 hours in Hum/FA.
Mathematics and Physical and Life Sciences . . . . . . . . . . . . . . 11
  Must include at least 3 hours in a 100-level math course and at least 3 hours of Phys/Life Sci.
Electives . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 25
  Students are encouraged to explore one or more fields in some depth. Electives may be taken in either baccalaureate-oriented courses or occupational field of study.

*Total Semester Credit Hours*      *60*

# Program of Study Code

Check with your counselor, academic advisor, program director, or department chair to confirm that you are officially enrolled in the program of study of your choice. Accurate academic advising and timely meeting of graduation requirements depend on your selection of the appropriate program of study.

The graphic below explains how to read a Program of Study code.

SAMPLE PROGRAM OF STUDY CODE:

T.CSC.AS.TEC

**Concentration or Track**
*example: DES-Designer Concentration*

**Degree or Certificate**
*AA, AS, AAS, AFA, AES, AGS, or CER*

**Program of Study**
*example: DGM-Digital Media*

**Academic Department**

*B-Business and Agri-Industries*
*T-Computer Science and Technologies*
*E-Engineering Science and Technologies*
*F-Fine and Applied Arts*
*G-Health Professions*
*H-Humanities*
*M-Mathematics*
*N-Natural Sciences*
*S-Social Sciences and Human Services*
*V-Aviation*
*Y-General*
*X-Special*

# GO
## *AHEAD*

# arts and sciences

*Nancy Sutton, dean*
*Donnita Harris, administrative assistant*
*Gwen Smith, administrative assistant*

# Fine and Applied Arts

*C-wing ● 217/351-2217 ● www.parkland.edu/faa*
*Julie Weishar, department chair*
*Li Barbee, administrative assistant*

Students who aspire to careers in artistic and creative fields will benefit from the carefully designed degree programs offered through Fine and Applied Arts. FAA's courses and programs are developed in collaboration with other Illinois schools and are designed for ease of transfer to institutions offering bachelor's and higher degrees. FAA students work with faculty advisors throughout their time at Parkland.

Students who plan to transfer may earn Associate in Fine Arts degrees in art and design, and music performance or education, and Associate in Arts degrees in music, theatre arts, and communication. Career programs include Associate in Applied Science degrees in graphic design and communication: audio/video communication, media arts and production, broadcast technology, and photography, as well as entertainment technology in the field of Theatre Arts.

Parkland's Harold and Jean Miner Theatre and Second Stage Theatre, musical ensembles, Giertz gallery, speech/debate team, and radio and television stations give FAA students hands-on experience that prepares them for internships and employment. FAA also hosts a number of annual events for students including the David Jones Memorial Speech contest, graphic design and fine arts student juried exhibitions in The Donna Hyland Giertz Gallery, and a student-run theatre production that raises money for a memorial scholarship. In addition, partial-tuition scholarships are available each year by audition for communication, music, and theatre students, and partial scholarships, including the Underwood-Alger and Don Lake scholarships, are available to art and design students.

# ART AND DESIGN

*Program Codes: F.AAD.AFA*

## Associate in Fine Arts (A.F.A.)
*Minimum graduation requirement — 63 semester hours*

Illinois colleges and universities offer two different bachelor's degrees in art: the professional Bachelor of Fine Arts (B.F.A.) degree and the Bachelor of Arts (B.A.) degree with a major in art. In general, the B.F.A. degree requires about 135 semester credits for completion, while the B.A. degree with a major in art requires 120-124 semester credits for completion. The B.F.A. degree generally requires more studio art courses than does the B.A. degree. In some colleges and universities, a B.A. degree requires competency in a single foreign language, while the B.F.A. degree often does not.

Since completion of the Associate in Fine Arts degree does not fulfill the requirements of the Illinois General Education Core Curriculum, students are encouraged to complete the general education core curriculum before they transfer. Completion of the A.F.A. degree does not guarantee stu-dents the benefits of the "articulation compact program," which is available at several state universities for students who earn the A.A. or A.S. degree. Students may need to complete an additional three hours in Social/Behavioral Sciences and an additional three hours in Humanities/Fine Arts.

### Program Notes*

- ART 165 may not be used as a fine arts elective for students pursuing an A.F.A. in Art and Design.
- Students interested in focusing in graphic design should choose studio classes in that field and consult with the graphic design program director for advisement.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| ART 121 *or* ART 124 | ART 121 *or* ART 124 |
| ART 122 | ART 123 |
| ART 161 | ART 162 |
| ENG 101 | ENG 102 |
| Soc/Beh Sci elec | Math elec |

| *FALL* | *SPRING* |
| --- | --- |
| *3rd Semester* | *4th Semester* |
| ART 283 | ART 221 |
| Studio Art elec | Studio Art elec |
| Studio Art elec | Soc/Beh Sci elec |
| Hum/FA elec | Phys/LS elec |
| Phys/LS elec | Hum/FA elec |
| COM 103 | |

## Required General Education Core Courses (32 hours)                                   Cr. Hrs.

Communications (9)
| | | |
| --- | --- | --- |
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

Social/Behavioral Science electives
(POS 122 recommended) ................................. 6
  *Choose from two or more subject areas.*
Humanities elective ...................................... 3
Fine Arts elective* (ART 163 or ART 164 recommended)....3
  *One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.*
Mathematics elective ..................................... 3
Physical Sciences elective................................ 4
Life Sciences elective .................................... 4

## Required Art Major Courses (22 hours)
| | | |
| --- | --- | --- |
| ART 121 | Two-Dimensional Design | 3 |
| ART 122 | Drawing I | 3 |
| ART 123 | Drawing II | 3 |
| ART 124 | Three-Dimensional Design | 3 |
| ART 161 | Art History I | 3 |
| ART 162 | Art History II | 3 |
| ART 221 | Figure Drawing | 3 |
| ART 283 | Portfolio Seminar | 1–2 |

**Beginning Studio Art Courses** ....................... 6
Select two studio art courses in consultation with an art program advisor:
  Painting (ART 201, Painting I)
  Ceramics (ART 145, Ceramics I)
  Sculpture (ART 181, Sculpture I)
  Jewelry and metalworking (ART 185, Metalwork/Jewelry I)
  Photography (ART 128, Digital Photography; ART 129, Photography)
  Graphic Design (GDS 102 and 120)

**Advanced Studio Art courses**.........................3
Select one advanced studio class in your area of interest. Students whose portfolio of work indicates superior proficiency in a particular art studio discipline may receive credit by four-year institutions for "studio art" II courses:
  Painting (ART 141, Watercolor I; ART 202, Painting II; ART 241, Watercolor II)
  Ceramics (ART 245, Ceramics II)
  Sculpture (ART 182, Sculpture II)
  Jewelry and metalworking (ART 186, Metalwork/Jewelry II)
  Color (ART 125, Color)
  Photography (ART 228, Advanced Digital Pho-tography; ART 229, Advanced Photography)
  3D Computer Animation I (CSC 187)
  Graphic Design (GDS 122)

*Total Semester Credit Hours*                    *63–64*

# ART EDUCATION

*Program Code: F.AAE.AFA*

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

*Minimum graduation requirement — 60 semester hours*

To teach in Illinois public schools, teachers must be certified by the state of Illinois either by completion of an approved teacher preparation program or through transcript analysis. To transfer as a junior into an approved baccalaureate program in art education (K–12 or 6–12), students must complete a minimum of 60 semester credit hours, including the general education courses specified to meet certification requirements. Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend. Students must also pass examinations in basic skills (reading, writing, grammar, and math) required for admission. Students are strongly encouraged to complete an A.F.A. prior to transferring. Since admission is competitive, completion of the recommended courses does not guarantee admission.

## Program Notes

- The Art Education A.F.A. meets the IAI general education core curriculum requirements.
- ART 165 may not be used as a fine arts elective for students pursuing an A.F.A. in Art Education.

## Suggested Full-time Sequence

| FALL | SPRING |
|---|---|
| *1st Semester* | *2nd Semester* |
| ART 122 | ART 121 *or* ART 124 |
| ART 121 *or* ART 124 | ART 123 |
| ART 161 | ART 162 |
| EDU 101 | ENG 102 |
| ENG 101 | Math elec |

| FALL | SPRING |
|---|---|
| *3rd Semester* | *4th Semester* |
| ART 283 | HIS 104 *or* HIS 105 |
| PSY 101 | COM 103 |
| Studio Art elec | Phys/LS elec |
| Studio Art elec | Hum elec |
| Phys/LS elec | Studio Art elec |

## Required General Education Core Courses (38 hours)                    Cr. Hrs.

Communications (9)
| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

Social/Behavioral Sciences (9)
Recommended:
| | | |
|---|---|---|
| HIS 104 | History of the U.S. to 1877 | |
| *or* HIS 105 | History of the U.S., 1877 to the Present | 4 |
| POS 122 | American National Government | 3 |
| PSY 101 | Introduction to Psychology | 4 |

Fine Arts (6)
| | | |
|---|---|---|
| ART 161 | Art History I | 3 |
| ART 162 | Art History II | 3 |

Humanities (3)
| | |
|---|---|
| Humanities elective | 3 |

*must fulfill the non-western culture requirement.*

| | |
|---|---|
| Mathematics elective | 3 |
| Physical Sciences elective | 4 |
| Life Sciences elective | 4 |

## Required Art Core Courses (13 hours)

| | | |
|---|---|---|
| ART 121 | Two-Dimensional Design | 3 |
| ART 122 | Drawing I | 3 |
| ART 123 | Drawing II | 3 |
| ART 124 | Three-Dimensional Design | 3 |
| ART 283 | Portfolio Seminar | 1–2 |

## Elective Studio Art Courses (9 hours)

Select studio art courses from the following disciplines in consultation with an art program advisor:
   Figure drawing (ART 221 — Figure Drawing)
   Painting (ART 201, Painting I)
   Ceramics (ART 145, Ceramics I)
   Sculpture (ART 181, Sculpture I)
   Jewelry and metalworking (ART 185, Metalwork/Jewelry I)
   Photography (ART 128, Digital Photography;
      ART 129, Photography)

A second course in a medium will be reviewed for transfer credit by portfolio assessment on a per student basis. Students whose portfolio of work indicates superior proficiency in a particular art studio discipline may receive credit by four-year institutions for "studio art" II courses:
   Painting (ART 141, Watercolor I; ART 202, Painting II;
      ART 241, Watercolor II)
   Ceramics (ART 245, Ceramics II)
   Sculpture (ART 182, Sculpture II)
   Jewelry and metalworking (ART 186, Metalwork/Jewelry II)
   Photography (ART 228, Advanced Digital Photography;
      ART 229, Advanced Photography)
   Color (ART 125, Color)

| | |
|---|---|
| *Total Semester Credit Hours* | *60* |

# *COMMUNICATION*

*Program Code: F.MCT.AA*

## Associate in Arts (A.A.)

*Minimum graduation requirement — 60 semester hours*

Bachelor's degree programs in communication typically encompass two areas of concentration: Media Communication includes concentration areas in advertising/public relations, audio/video/Internet production, journalism/photojournalism, and media theory/research/effects. Public and Professional Communication includes concentration areas such as interpersonal, public address, organizational communication, and rhetorical studies.

The introductory coursework in either of these concentrations will provide a solid foundation from which the student may choose any of the various pathways offered in a four-year communication program. Students are encouraged to complete an associate degree prior to transfer. Students should be aware that some schools have specific requirements for admission to the major, and should consult with an advisor at the transfer institution concerning specific degree requirements.

### MEDIA COMMUNICATION CONCENTRATION

*Program Code: F.MCT.AA.MCC*

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *FALL* | *SPRING* |
|---|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| ENG 101 | COM 103 | COM 105 | COM 201 |
| COM 101 | COM 121 | COM 144 | Hum elective |
| COM 141 | ENG 102 | Phys/LS elec | Phys/LS elec |
| Soc/Beh Sci elec | Math elec | FA elec | Core course |
| THE 124 | Soc/Beh Sci elec | LAS 189 | Soc/Beh Sci elec |

### PUBLIC AND PROFESSIONAL COMMUNICATION CONCENTRATION

*Program Code: F.MCT.AA.PPC*

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *FALL* | *SPRING* |
|---|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| COM 103 | ENG 102 | Core course | Core course |
| ENG 101 | Core course | LAS 189 | Phys/LS elec |
| Core course *or* Gen elec | Soc/Beh Sci elec | Phys/LS elec | Soc/Beh Sci elec |
| Soc/Beh Sci elec | Hum/FA elec | Hum/FA elec | Core course *or* Gen elec |
| Hum/FA elec | Math elec | Core course *or* Gen elec | |

## Required General Education Core Courses (38–39 hours)      Cr. Hrs.

Communications (9)
- COM 103   Introduction to Public Speaking . . . . . . . . . . . . . .3
- ENG 101   Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
- ENG 102   Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

Social/Behavioral Science electives . . . . . . . . . . . . . . . . . . . . . . . 9
- Choose from two or more subject areas.
- PSY 101 is highly recommended.
- POS 122 is highly recommended

Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
- PHI 100 is highly recommended

Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 6
- THE 124 Film Appreciation plus one other Fine Arts course
- (One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.)

Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–4
- MAT 107,108, 143, or 160 highly recommended

Physical Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

## A.A. Degree Requirement (3 hours)

LAS 189     Introduction to Liberal Arts and Sciences . . . . .3

## Required Media Communication Core Courses (18 hours)

- COM 101     Introduction to Mass Communication . . . . . . . .3
- COM 105     Basic News Writing . . . . . . . . . . . . . . . . . . . . . . . . .3
- COM 121     Introduction to Advertising . . . . . . . . . . . . . . . . .3
- COM 141     Basic Broadcast Announcing . . . . . . . . . . . . . . . .3
- COM 144     Video Production I . . . . . . . . . . . . . . . . . . . . . . . . . .3
- COM 201     Mass Media and Society . . . . . . . . . . . . . . . . . . . . .3

### Choose at least one of the following (3 hours):

- COM 106     Broadcast Writing . . . . . . . . . . . . . . . . . . . . . . . . . .3
- COM 122     Introduction to Public Relations . . . . . . . . . . . . . .3
- COM 142     Introduction to Radio Production . . . . . . . . . . . . .3
- COM 145     Video Production II . . . . . . . . . . . . . . . . . . . . . . . . . .3
- COM 140     Voice and Diction . . . . . . . . . . . . . . . . . . . . . . . . . . .3
- ART 128     Digital Photography . . . . . . . . . . . . . . . . . . . . . . . . .3
- CSC 121     Web Design and Development II . . . . . . . . . . . . . .3

*Total Semester Credit Hours*      *62–63*

## Required Public and Professional Communication Core Courses (12 hours)

Choose from:
- COM 120     Interpersonal Communication . . . . . . . . . . . . . . .3
- COM 140     Voice and Diction . . . . . . . . . . . . . . . . . . . . . . . . . .3
- COM 181     Communication Practicum . . . . . . . . . . . . . . . . .1–4
- COM 200     Group Discussion . . . . . . . . . . . . . . . . . . . . . . . . . 3
- COM 205     Business and Professional Communication . . . .3
- THE 103     Performance of Literature . . . . . . . . . . . . . . . . . .3

## General Electives (7–9 hours)
- COM 101 is highly recommended

*Total Semester Credit Hours*      *60–63*

# COMMUNICATION: BROADCAST TECHNOLOGY

*Program Code: F.MCC.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 61 semester hours*

The Broadcast Technology Program prepares students for careers in radio and television engineering and technical support. Students prepare for professional certification and work in broadcast facilities, including WPCD-FM on the Parkland campus. The program stresses maintenance and repair as well as performance measurement and installation of various types of equipment found in the broadcast industry. Graduates are prepared for positions as station chief engineers or engineering assistants.

### Program Note*

Enrollment in COM 292 requires program director or department chair approval and sophomore standing in Broadcast Technology. COM 292 is repeatable for a maximum of 6 credit hours.

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *FALL* | *SPRING* |
|---|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| COM 101 | CSC 130 | COM 292 | COM 292 |
| COM 141 | ELT 171 | CSC 115 | CSC 116 |
| ELT 150 | MAT 134 | ELT 155 | ELT 191 |
| ENG 101 | COM/ELT | PHY 112 | COM/ELT |
| CIS 137 | elective | COM 200 | elective |
| | Soc/Beh Sci *or* | | Soc/Beh Sci *or* |
| | Hum/FA elec | | Hum/FA elec |

## Required Program Courses (36–39 hours)    Cr. Hrs.

| | | |
|---|---|---|
| COM 101 | Introduction to Mass Communication | 3 |
| COM 141 | Basic Broadcast Announcing | 3 |
| COM 292* | Internship and Seminar | 3–6 |
| CIS 137 | Basic PC Maintenance and Operating Systems Concepts | 3 |
| ELT 150 | Introduction to Electricity and Electronics | 3 |
| ELT 155 | Digital Control Systems | 3 |
| ELT 171 | Electronic Devices | 3 |
| CSC 130 | Introduction to Computer Networks | 3 |
| CSC 115 | Networking I—Routers and Switches | 3 |
| CSC 116 | Networking II—WAN Connectivity | 3 |
| PHY 112 | Applied Physics: Heat and Electricity | 3 |
| ELT 191 | Security and Home Automation | 3 |

## Electives (choose 9 hours)

| | | |
|---|---|---|
| COM 150 | Sports Broadcasting | 1–3 |
| CSC 133 | PC Hardware and OS Maintenance | 3 |
| ELT 131 | Residential Wiring | 3 |
| MUS 161 | Introduction to Music Recording | 3 |
| MUS 162 | Advanced Music Recording | 3 |
| THE 105 | Stagecraft | 3 |

## Required General Education Core Courses (16 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| COM 200 | Group Communication | 3 |
| MAT 134 | Technical Mathematics I | 4 |
| Social/Behavioral Sciences *or* Humanities/Fine Arts elective | | 6 |

| | |
|---|---|
| *Total Semester Credit Hours* | *61–64* |

# COMMUNICATION: MEDIA ARTS AND PRODUCTION

*Program Code: F.MCB.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 60 semester hours*

The Media Arts and Production program prepares students for employment in small and medium market radio and TV stations as well as corporate communication and public relations offices. Because communication technology personnel must perform a variety of duties, this program stresses versatility. Communication courses offer students experience in live-audience and recorded speaking. Advertising and business courses involve students in other aspects of the communication industry. Audio, video and internet components are meshed with an understanding of the history and theory of development of the message. Students polish their skills by operating WPCD-FM, Parkland's 10,500-watt educational radio station and filling production crew positions at PCTV, the college's educational cable access channel.

## Program Notes*

- Enrollment in COM 292 requires approval of the program director.
- Concurrent enrollment in COM 141 and COM 140 recommended.

## Suggested Full-time Sequence

| FALL | SPRING |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| COM 101 | BUS 106 |
| COM 105 | COM 200 *or* |
| COM 141 | COM 120 |
| ENG 101 | COM 142 |
| COM 140 | COM 201 |
| | Soc/Beh Sci *or* |
| | Hum/FA elective |

| FALL | SPRING |
| --- | --- |
| *3rd Semester* | *4th Semester* |
| COM 121 | COM 106 |
| COM 144 | COM 122 |
| COM 150 *or* | COM 145 |
| MUS 134 *or* | COM 292 |
| ART 128 *or* | COM 293 |
| CIS 152 | |
| THE 103 | |
| Soc/Beh Sci *or* | |
| Hum/FA elective | |

## Required Program Courses (36 hours)          Cr. Hrs.

| | | |
| --- | --- | --- |
| COM 101 | Introduction to Mass Communication | 3 |
| COM 105 | Basic News Writing | 3 |
| COM 106 | Broadcast Writing | 3 |
| COM 121 | Introduction to Advertising | 3 |
| COM 122 | Introduction to Public Relations | 3 |
| COM 141* | Basic Broadcast Announcing | 3 |
| COM 142 | Introduction to Radio Production | 3 |
| COM 144 | Video Production I | 3 |
| COM 145 | Video Production II | 3 |
| COM 201 | Mass Media and Society | 3 |
| COM 292* | Internship and Seminar | 3 |
| COM 293 | Portfolio Seminar | 3 |

## Other Required Courses (9 hours)

| | | |
| --- | --- | --- |
| BUS 106 | Business and Organizational Ethics | 3 |
| COM 140* | Voice and Diction | 3 |
| MUS 161 | Introduction to Music Recording | |
| *or* ART 128 | Digital Photography | |
| *or* CIS 152 | Web Design and Development I | 3 |

## Required General Education Core Courses (15 hours)

| | | |
| --- | --- | --- |
| ENG 101 | Composition I | 3 |
| COM 200 | Principles of Group Discussion | |
| *or* COM 120 | Interpersonal Communication | 3 |
| Social/Behavioral Science | | |
| *or* Humanities/Fine Arts electives | | 6 |
| THE 103 | Performance of Literature | 3 |

*Total Semester Credit Hours*                    *60*

# COMMUNICATION: MEDIA PRODUCTION

*Program Code: F.MPR.CER*

## Certificate

*Minimum graduation requirement — 18 semester hours*

This certificate program is designed for students interested in media, music, computers, and the arts. It prepares students for entry-level positions that require in-depth knowledge of mass communication production techniques and software. Students will gain practical experience producing for radio, television, sports, music, film, and digital media. Graduates are employed as production assistants at radio or television stations or in corporate departments in gaming, music, film, or other entertainment industry fields.

## Program Note

Production graduates are expected to have broadcast writing and broadcast announcing skills. Students who cannot meet these criteria will be advised to enroll in COM 106 or COM 140.

## Suggested Sequence

| FALL | SPRING |
|------|--------|
| *1st Semester* | *2nd Semester* |
| COM 141 | COM 142 |
| COM 144 | COM 145 |
| Elec | Elec |

## Required Program Courses (12 hours)     Cr. Hrs.

| | | |
|---|---|---|
| COM 141 | Basic Broadcast Announcing | 3 |
| COM 142 | Intro to Radio Production | 3 |
| COM 144 | Video Production I. | 3 |
| COM 145 | Video Production II | 3 |

## Electives (6 hours)

*Choose at least two of the following courses:*

| | | |
|---|---|---|
| THE 124 | Film Appreciation. | 3 |
| ART 128 | Digital Photography. | 3 |
| MUS 161 | Introduction to Music Recording | 3 |
| MUS 162 | Advanced Music Recording. | 3 |
| CSC 186 | 2D Animation | 3 |

*Total Semester Credit Hours*      *18*

# COMMUNICATION: PHOTOGRAPHY

*Program Code: F.MPH.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 60 semester hours*

The Photography program prepares students for employment as studio photographers, photographer assistants, lab/print specialists, freelance photographers, studio managers, and small business owners. Courses cover the fundamentals of photography through studio photography; historical processes through digital photography; the development of a photography portfolio; and the business of photography.

## Program Note*

Prerequisites outside of program required.

## Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| ART 128 | ART 129 |
| ART 164 | ART 130 |
| GDS 108 | COM 101 |
| COM 144 | Additional Core Course |
| ENG 101 | Fine Arts/Hum *or* Gen Ed |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| ART 228 | COM 292 |
| ART 125 | COM 293 |
| BUS 117 | COM 120 |
| Additional Core Course | Additional Core Course |
| Fine Arts/Hum *or* General Elective | Additional Core Course |

## Required Program Courses (33 hours)      Cr. Hrs.

| | | |
|---|---|---|
| ART 121 | Two-Dimensional Design | |
| *or* GDS 108 | Design Media and Principles | 3 |
| ART 125 | Color | 3 |
| ART 128 | Digital Photography | 3 |
| ART 129 | Beginning Photography | 3 |
| ART 130 | Studio Photography I | 3 |
| ART 228 | Advanced Digital Photography | 3 |
| BUS 117 | Introduction to Entrepreneurship | 3 |
| COM 101 | Introduction to Mass Communication | 3 |
| COM 144 | Video Production I | 3 |
| COM 292 | Internship and Seminar | 3 |
| COM 293 | Portfolio Seminar | 3 |

## Required Elective Courses (12 hours)

*Choose four of the following:*

| | | |
|---|---|---|
| ART 229 | Advanced Darkroom Photography | 3 |
| BUS 217 | Advanced Entrepreneurship | 3 |
| CIS 152* | Web Design and Development I | 3 |
| COM 105 | News Writing | 3 |
| COM 106 | Broadcast Writing | 3 |
| COM 122 | Introduction to Public Relations | 3 |
| COM 145 | Video Production II | 3 |
| GDS 120 | Graphic Design I | 3 |
| GDS 220 | Graphic Design for the Web | 3 |
| THE 124 | Film Appreciation | 3 |

## Required General Education Core Courses (15 hours)

*English/Communication*

| | | |
|---|---|---|
| COM 120 | Interpersonal Communication | |
| *or* COM 205 | Business and Professional Communication | 3 |
| ENG 101 | Composition I | 3 |

*Fine Arts/Humanities*

| | | |
|---|---|---|
| ART 164 | History of Photography | 3 |
| | Fine Arts/Humanities Elective | 3 |
| | General Education Elective | 3 |

*Total Semester Credit Hours*      60

# GRAPHIC DESIGN

*Program Code: F.GDS.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 63 semester hours*

The Graphic Design program prepares students for careers in marketing communication, advertising, and related design fields. Courses cover principles of design, visual communication, creative problem solving, and digital media. Students learn to create digital art for print and web.

### Program Notes

- Students interested in transferring to a BA or BFA program with an emphasis in graphic design should follow the AFA program under Art and Design and consult with the graphic design program director.

- Students interested in transferring to a BA or BFA program at Illinois State University as part of the 2+2 articulation agreement should consult with the graphic design program director.

- The Design concentration is recommended for students interested in visual communication for print and web.

- The Illustration concentration is recommended for students interested in creating pictorial art for marketing communication. A commitment to drawing and digital media is required.

### Required General Education Core Courses (18 hours) Cr. Hrs.

| | | |
|---|---|---|
| ART 122 | Drawing I | 3 |
| ART 128 | Digital Photography | 3 |
| ART 163 | History of Modern Art | 3 |
| ENG 101 | Composition I | 3 |
| COM 200 | Principles of Group Discussion | |
| or COM 205 | Business and Professional Communication | 3 |
| Math/Social/Behaviorial Science elective | | 3 |

### Required Program Courses (24 hours)

| | | |
|---|---|---|
| GDS 102 | Graphic Design History | 3 |
| GDS 110 | Typography I | 3 |
| GDS 120 | Graphic Design I | 3 |
| GDS 220 | Graphic Design for Web | 3 |
| GDS 230 | Motion Design | 3 |
| GDS 273 | Illustration I | 3 |
| COM 292 | Internship and Seminar | 3 |
| GDS 293 | Portfolio Seminar | 3 |

### DESIGN CONCENTRATION

*Program Code: F.GDS.AAS.DES*

### Required Courses (21 hours)

| | | |
|---|---|---|
| GDS 108 | Design Media and Principles | 3 |
| GDS 122 | Graphic Design II | 3 |
| GDS 172 | Typography II | 3 |
| GDS 222 | Graphic Design III | 3 |
| GDS 271 | Interactive Design | 3 |
| COM 121 | Introduction to Advertising | 3 |
| CIS 152 | Web Design and Development I | 3 |

*Total Semester Credit Hours* 63

### Suggested Full-time Sequence

| FALL | SPRING |
|---|---|
| *1st Semester* | *2nd Semester* |
| ART 122 | ART 163 |
| ENG 101 | CIS 152 |
| GDS 102 | COM 200 *or* COM 205 |
| GDS 108 | GDS 120 |
| GDS 110 | GDS 172 |

| SUMMER |
|---|
| ART 128 |

| FALL | SPRING |
|---|---|
| *3rd Semester* | *4th Semester* |
| GDS 122 | GDS 222 |
| GDS 220 | GDS 230 |
| GDS 271 | GDS 293 |
| GDS 273 | COM 292 |
| COM 121 | Math/Soc/Beh Sci elec |

### ILLUSTRATION CONCENTRATION

*Program Code: F.GDS.AAS.ILL*

### Required Courses (23 hours)

| | | |
|---|---|---|
| ART 121 | Two-Dimensional Design | 3 |
| ART 123 | Drawing II | 3 |
| ART 130 | Studio Photography I | 3 |
| ART 221 | Figure Drawing | 3 |
| CSC 186 | 2D Animation | 4 |
| CSC 187 | 3D Animation | 4 |
| GDS 274 | Illustration II | 3 |

*Total Semester Hours* 65

### Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|---|---|---|
| *1st Semester* | *2nd Semester* | |
| ART 121 | ART 123 | ENG 101 |
| ART 122 | ART 130 | |
| ART 128 | COM 200 *or* | |
| GDS 102 | COM 205 | |
| GDS 110 | CSC 187 | |
| | GDS 120 | |

| FALL | SPRING |
|---|---|
| *3rd Semester* | *4th Semester* |
| GDS 220 | ART 163 |
| GDS 273 | ART 221 |
| GDS 274 | GDS 230 |
| CSC 186 | GDS 293 |
| Math *or* | COM 292 |
| Soc/Beh Sci elec | Math *or* |
| | Soc/Beh Sci elec |

# GRAPHIC DESIGN: DIGITAL ILLUSTRATION

*Program Code: F.GDI.CER*

**Certificate**
*Minimum graduation requirement — 19 semester hours*

This certificate program is ideal for students who enjoy drawing and art creation using traditional media, but would like to add digital tools to their skill set. Students will learn the practical side of creating original art using digital tools while building a portfolio of editorial illustrations, concept art, technical illustrations, and animation. The certificate program stresses digital media software proficiency, a thorough understanding of design principles, and visual problem solving. Graduates are employed in in-house corporate art departments, illustration studios, and as freelancers.

**Program Note\***
Prerequisites for GDS 273 and GDS 230 can be waived by the program director with portfolio review.

**Suggested Sequence**

| FALL | SPRING |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| GDS 108 | GDS 120 |
| GDS 273 | GDS 230 |
| GDS 274 | CSC 187 |

**Required Program Courses (19 hours)**     **Cr. Hrs.**

| | | |
| --- | --- | --- |
| CSC 187 | 3D Computer Animation I | 4 |
| GDS 108 | Design Media and Principles | 3 |
| GDS 120 | Graphic Design I | 3 |
| GDS 230* | Motion Design | 3 |
| GDS 273* | Illustration I | 3 |
| GDS 274 | Illustration II | 3 |

*Total Semester Credit Hours*     *19*

# GRAPHIC DESIGN: PRINT PRODUCTION

*Program Code: F.GPP.CER*

**Certificate**
*Minimum graduation requirement — 24 semester hours*

The Print Production certificate program prepares students for entry-level positions that require in-depth knowledge of graphic arts software. Students will learn the practical side of preparing digital press-ready files for efficient output to either film or plates while gaining practical experience creating posters, brochures, newsletters, and other printed materials. The certificate stresses Macintosh computer proficiency and a thorough understanding of various commercial printing processes. Graduates are employed in printing facilities and in-house corporate art departments as pre-press operators, print production specialists, or production assistants.

**Program Note**
Print production students are expected to have a minimum keyboard ability of 30 WPM with 80% accuracy. Those who cannot meet these criteria will be advised to enroll in CIS 156.

**Suggested Sequence**

| FALL | SPRING | FALL | SPRING |
| --- | --- | --- | --- |
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| GDS 108 | GDS 120 | GDS 122 | GDS 222 |
| GDS 110 | GDS 172 | GDS 273 | COM 200 |

**Required Program Courses (21 hours)**     **Cr. Hrs.**

| | | |
| --- | --- | --- |
| GDS 108 | Design Media and Principles | 3 |
| GDS 110 | Typography I | 3 |
| GDS 120 | Graphic Design I | 3 |
| GDS 122 | Graphic Design II | 3 |
| GDS 172 | Typography II | 3 |
| GDS 222 | Graphic Design III | 3 |
| GDS 273 | Illustration I | 3 |

**Required General Education Core Course (3 hours)**     **Cr. Hrs.**

| | | |
| --- | --- | --- |
| COM 200 | Principles of Group Discussion | |
| *or* COM 205 | Business and Professional Communication | 3 |

*Total Semester Credit Hours*     *24*

# INTERACTIVE DESIGN

*Program code: T.IAD.AAS*

**Associate in Applied Science (A.A.S.)**

*Minimum graduation requirement — 65 semester hours*

The Interactive Design program prepares students to design interactive user experiences for websites and devices. The program prepares students for careers in marketing communication, web design, web development, and related fields. Courses cover principles of design, visual communication, creative problem solving, user experience design and web development. Students will build a diverse portfolio of creative digital media projects including responsive websites, ebooks, apps and animation.

**Suggested Full-time Sequence**

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *1st Semester* | *2nd Semester* | |
| ART 122 | CSC 175 | ART 128 |
| CIS 112 | CSC 179 | |
| CIS 152 | GDS 110 | |
| GDS 102 | GDS 120 | |
| GDS 108 | ENG 101 | |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| CSC 121 | COM 200 *or* |
| CSC 186 | COM 205 |
| GDS 220 | GDS 230 |
| GDS 271 | GDS 292 *or* |
| GDS 272 | COM 292 |
| | GDS 293 |
| | Math *or* |
| | Soc/Beh Sci elec |

**Required Program Courses (50 hours)          Cr. Hrs.**

| | | |
|---|---|---|
| CIS 112 | Computing Essentials . . . . . . . . . . . . . . . . . . . . . . . . 4 |
| CIS 152 | Web Design and Development I . . . . . . . . . . . . . .3 |
| CSC 121 | Web Design and Development II . . . . . . . . . . . . .3 |
| CSC 175 | JavaScript Development . . . . . . . . . . . . . . . . . . . . .3 |
| CSC 179 | Digital Media Foundation. . . . . . . . . . . . . . . . . . . .3 |
| CSC 186 | 2D Animation . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4 |
| GDS 102 | Graphic Design History . . . . . . . . . . . . . . . . . . . . .3 |
| GDS 108 | Design Media and Principles. . . . . . . . . . . . . . . . .3 |
| GDS 110 | Typography I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3 |
| GDS 120 | Graphic Design I. . . . . . . . . . . . . . . . . . . . . . . . . . . .3 |
| GDS 220 | Graphic Design for Web. . . . . . . . . . . . . . . . . . . . .3 |
| GDS 230 | Motion Design. . . . . . . . . . . . . . . . . . . . . . . . . . . . .3 |
| GDS 271 | Interactive Design I . . . . . . . . . . . . . . . . . . . . . . . . .3 |
| GDS 272 | Interactive Design II. . . . . . . . . . . . . . . . . . . . . . . .3 |
| GDS 292 | Graphic Design Studio |
| *or* COM 292 | Internship and Seminar . . . . . . . . . . . . . . . . . . . . .3 |
| GDS 293 | Portfolio Seminar. . . . . . . . . . . . . . . . . . . . . . . . . . .3 |

**Required General Education Courses (15 hours)**

| | | |
|---|---|---|
| ART 122 | Drawing I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3 |
| ART 128 | Digital Photography . . . . . . . . . . . . . . . . . . . . . . . .3 |
| COM 200 | Principles of Group Discussion . . . . . . . . . . . . . .3 |
| *or* COM 205 | Business and Professional Communication |
| ENG 101 | Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3 |
| Math or Social/Behavioral Sciences elective . . . . . . . . . . . . . . .3 |

*Total Semester Credit Hours*                                      *65*

# MUSIC EDUCATION

*Program Code: F.MSE.AFA*

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

*Minimum graduation requirement — 69 semester hours*

Parkland students who are seeking a bachelor's degree in music are strongly encouraged to complete the Associate in Fine Arts (A.F.A.) degree and the general education core curriculum before transferring.

To transfer as a junior into a baccalaureate program with a major in music education or music performance, students should complete the course work in consultation with a music faculty advisor. Completion of the A.F.A. degree does not fulfill the requirements of the Illinois General Education Core Curriculum. Therefore, students are advised to complete the general education core curriculum before they transfer.

Transfer admission is competitive. Completion of this program alone does not guarantee admission either to the baccalaureate program or to upper-division or specialty music courses. Students may be required to demonstrate skill level through auditions and placement testing at the institution to which they transfer. In some colleges and universities, a bachelor's degree may also require competency in a single foreign language.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| MUS 101 | MUS 102 |
| MUS 103 | MUS 104 |
| MUS 165 | MUS 166 |
| MUS 180 | MUS 180 |
| Ensemble | Ensemble |
| ENG 101 | ENG 102 |
| Math elec | HIS 104 *or* HIS 105 |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| MUS 201 | MUS 202 |
| MUS 203 | MUS 204 |
| MUS 243 | MUS 244 |
| MUS 280 | MUS 280 |
| Ensemble | Ensemble |
| EDU 101 | COM 103 |
| Phys/LS elec | Phys/LS elec |

## Required General Education Core Courses (27 hours)                    Cr. Hrs.

Communications (9)
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

Social/Behavioral Sciences (7)
| HIS 104 | History of the U.S. to 1877 | |
| *or* HIS 105 | History of the U.S., 1877 to the Present | 4 |
| POS 122 | American National Government | 3 |

Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Physical Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

## Required Core Music Courses (42 hours)

| MUS 101 | Music Theory and Harmony I | 3 |
| MUS 102 | Music Theory and Harmony II | 3 |
| MUS 103 | Ear-Training, Sight-Singing, and Keyboard Harmony I | 2 |
| MUS 104 | Ear-Training, Sight-Singing, and Keyboard Harmony II | 2 |
| MUS 165 | Class Piano I | 2 |
| MUS 166 | Class Piano II | 2 |
| MUS 180 | Applied Music | 4 |
| MUS 201 | Advanced Theory and Harmony I | 3 |
| MUS 202 | Advanced Theory and Harmony II | 3 |
| MUS 203 | Advanced Ear-Training, Sight-Singing, and Keyboard Harmony I | 2 |
| MUS 204 | Advanced Ear-Training, Sight-Singing, and Keyboard Harmony II | 2 |
| MUS 243 | Music Literature: Antiquity to 18th Century | 3 |
| MUS 244 | Music Literature: 18th Century to Present | 3 |
| MUS 280 | Applied Music | 4 |
| ENSEMBLE | | 4 |

Choose from:
  Choral Ensemble (MUS 142),
  Instrumental Ensemble (MUS 146, MUS 147, or MUS 148),
  Jazz Ensemble (MUS 169), or
  Guitar Ensemble (MUS 184).

*Total Semester Credit Hours*                    69

# MUSIC FOUNDATIONS

*Program Code: F.MSF.AA*

## Associate in Arts (A.A.)

*Minimum graduation requirement — 63 semester hours*

Parkland students who are interesting in exploring careers in music while completing general education courses needed for transfer should consider the Associate in Arts in Music Foundations.

The degree offers a foundational experience in theory, aural skills, instrumental instruction, and music technology that allows the student to consider the pathways offered by a career in music. The program is designed for those students with or without formal experience in music.

Transfer admission in music is competitive. Completion of this program alone does not guarantee admission either to the baccalaureate program or to upper-division or specialty music courses. Students who determine after the first year that they wish to transfer to a four-year program in music performance may want to consider additional coursework in music in order to complete the A.F.A. degree program in preparation for transfer to institutions requiring audition.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| MUS 100 | MUS 165 *or* MUS 164 |
| Math elective | COM 103 |
| ENG 101 | Soc/Beh Sci elec |
| MUS 124 | FA elec |
| Area of Interest elec | Area of Interest elec |

*SUMMER*
Soc/Beh Sci elec

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| MUS 101 | Soc/Beh Sci elec |
| MUS 103 | Phys/LS elec |
| Phys/LS elec | Hum elec |
| ENG 102 | Area of Interest elective |
| Area of Interest elective | LAS 189 |

## Required General Education Core Courses (38 hours)                                                   Cr . Hrs .

Communications (9)
COM 103    Introduction to Public Speaking . . . . . . . . . . . . . .3
ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
ENG 102    Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Social/Behavioral Science electives (9)
  Choose from two or more subject areas . . . . . . . . . . . . . . . 9
Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Fine Art electives (6)
  MUS 124 is required . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  MUS 121 or 123 are recommended . . . . . . . . . . . . . . . . . . . . . .3
  *One course from Soc/Beh Sci, Hum, or FAA must*
  *fulfill the non-Western culture requirement.*
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Physical Science elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

### A .A. Degree Requirement (3 hours)

LAS 189    Introduction to Liberal Arts and Sciences . . . . .3

### Required Core Music Courses (10 hours)

MUS 100    Music Foundations . . . . . . . . . . . . . . . . . . . . . . . . .3
MUS 101    Music Theory and Harmony I . . . . . . . . . . . . . . . .3
MUS 103    Ear-Training, Sight-Singing, and
             Keyboard Harmony I . . . . . . . . . . . . . . . . . . . . . . . .2
MUS 165    Class Piano I
*or* MUS 164  Class Guitar . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .2

### Area of Interest Elective Courses (12 hours)

*Choose from the following:*
#### Music Business and Technologies
MUS 161    Introduction to Music Recording . . . . . . . . . . . . .3
MUS 162    Advanced Music Recording. . . . . . . . . . . . . . . . . .3
COM 141    Basic Broadcast Announcing . . . . . . . . . . . . . . . .3
COM 142    Introduction to Radio Production. . . . . . . . . . . . .3
THE 107    Theatre Practicum. . . . . . . . . . . . . . . . . . . . . . . . .1–4
#### Music Performance/Composition
MUS 102    Music Theory and Harmony II . . . . . . . . . . . . . . ..3
MUS 104    Ear-Training, Sight-Singing, and
             Keyboard Harmony II . . . . . . . . . . . . . . . . . . . . . . .2
MUS 165    Class Piano I
*or* MUS 164  Class Guitar . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .2
MUS 166    Class Piano II . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .2
             Applied Music (MUS 180/280) . . . . . . . . . . . . . . . . . . . . . . . . 2–8
             Ensembles   . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .1–4

*Total Semester Credit Hours*                    *63*

# MUSIC PERFORMANCE

*Program Code: F.MSP.AFA*

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

*Minimum graduation requirement — 71 semester hours*

Parkland students who are seeking a bachelor's degree in music are strongly encouraged to complete the Associate in Fine Arts (A.F.A.) degree and the general education core curriculum before transferring.

To transfer as a junior into a baccalaureate program with a major in music education or music performance, students should complete the course work in consultation with a music faculty advisor. Completion of the A.F.A. degree does not fulfill the requirements of the Illinois General Education Core Curriculum. Therefore, students are advised to complete the general education core curriculum before they transfer. Choose two additional Social/Behavioral Science electives from two different subject areas and one Humanities/Fine Arts elective to complete this core curriculum.

Transfer admission is competitive. Completion of this program alone does not guarantee admission either to the baccalaureate program or to upper-division or specialty music courses. Students may be required to demonstrate skill level through auditions and placement testing at the institution to which they transfer. In some colleges and universities, a bachelor's degree may also require competency in a single foreign language.

### Program Note*

MUS 121 may not be used as a fine arts elective for students pursuing an A.F.A. in music performance.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| MUS 101 | MUS 102 |
| MUS 103 | MUS 104 |
| MUS 165 | MUS 166 |
| MUS 180 | MUS 180 |
| Ensemble | Ensemble |
| ENG 101 | ENG 102 |
| Math elec | Hum/FA elec |
| | Gen elec |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| MUS 201 | MUS 202 |
| MUS 203 | MUS 204 |
| MUS 243 | MUS 244 |
| MUS 280 | MUS 280 |
| Ensemble | Ensemble |
| Soc/Beh Sci elec | COM 103 |
| Phys/LS elec | Hum/FA elec |
| | Phys/LS elec |

## Required General Education Core Courses (29 hours)                                   Cr. Hrs.

Communications (9)
| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

Social/Behavioral Science elective . . . . . . . . . . . . . . . . . . . . . . . . .3
Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Fine Arts elective* . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
*One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.*
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Physical Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

## Required Core Music Courses (42 hours)

| MUS 101 | Music Theory and Harmony I | 3 |
|---|---|---|
| MUS 102 | Music Theory and Harmony II | 3 |
| MUS 103 | Ear-Training, Sight-Singing, and Keyboard Harmony I | 2 |
| MUS 104 | Ear-Training, Sight-Singing, and Keyboard Harmony II | 2 |
| MUS 165 | Class Piano I | 2 |
| MUS 166 | Class Piano II | 2 |
| MUS 180 | Applied Music | 4 |
| MUS 201 | Advanced Theory and Harmony I | 3 |
| MUS 202 | Advanced Theory and Harmony II | 3 |
| MUS 203 | Advanced Ear-Training, Sight-Singing, and Keyboard Harmony I | 2 |
| MUS 204 | Advanced Ear-Training, Sight-Singing, and Keyboard Harmony II | 2 |
| MUS 243 | Music Literature: Antiquity to 18th Century | 3 |
| MUS 244 | Music Literature: 18th Century to Present | 3 |
| MUS 280 | Applied Music | 4 |
| ENSEMBLE | | 4 |

Choose from:
  Choral Ensemble (MUS 142),
  Instrumental Ensemble (MUS 146, MUS 147, or MUS 148),
  Jazz Ensemble (MUS 169), or
  Guitar Ensemble (MUS 184).

*Total Semester Credit Hours Required*                          *71*

# THEATRE ARTS

*Program Code: F.THE.AA*

## Associate in Arts (A.A.)

*Minimum graduation requirement — 63 semester hours*

The Associate in Arts degree prepares students to transfer into a bachelor's program in Theatre Arts as a junior. Students may chose either the performance track—which emphasizes acting, voice, and movement—or the design track, which allows students to explore the role of art and design in theatre. Both tracks immerse the students in foundational studies of theatre and provide a wide range of experiences both on stage and behind the scenes. Admission to a baccalaureate program is competitive and completion of these courses alone does not guarantee admission. Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Note*

THE 107 is a 1-credit hour course and must be taken a total of four times for degree completion.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| THE 100 | THE 107 |
| THE 104 | THE 202 *or* ART Studio |
| THE 105 | COM 103 |
| THE 107 | Fine Arts elec |
| ENG 101 | Hum elec |
| Fine Arts elec | Soc/Beh Sci elec |

*SUMMER*
Soc/Beh Sci elec
Life Sci elec

| *FALL* | *SPRING* |
| --- | --- |
| *3rd Semester* | *4th Semester* |
| THE 107 | THE 103 *or* Studio Art |
| THE 109 | THE 107 |
| COM 140 | LAS 189 |
| ENG 102 | Soc/Beh Sci elec |
| THE 120 | Phys Sci elec |
| Math elec | |

## Required General Education Core Courses (38 hours)      Cr. Hrs.

Communications (9)
  COM 103    Introduction to Public Speaking . . . . . . . . . . . . . .3
  ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  ENG 102    Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Social/Behavioral Science electives (9)
  Choose from two or more subject areas . . . . . . . . . . . . . . . 9
Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Fine Arts electives (6)
  THE 100 is required. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  THE 101 or THE 124 is recommended for all
  ART 161 or 162 is recommended for Design Track . . . . . . . .3
*One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.*
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Physical Science elective. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

## A.A. Degree Requirement (3 hours)

LAS 189      Introduction to Liberal Arts and Sciences . . . . .3

## Required Program Courses (13 hours)      Cr. Hrs.

THE 104     Acting I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
THE 105     Stagecraft. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
THE 107*    Practicum. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
THE 120     Script Analysis for Production . . . . . . . . . . . . . . .3

## PERFORMANCE TRACK

*Program Code: F.THE.AA.PER*

### Required Courses (9 hours)

THE 103     Performance of Literature
*or* THE 109   Costume and Stage Makeup . . . . . . . . . . . . . . . .3
THE 202     Acting II. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
COM 140    Voice and Diction. . . . . . . . . . . . . . . . . . . . . . . . . . .3

*Total Semester Credit Hours*      63

## DESIGN TRACK

*Program Code: F.THE.AA.DES*

### Required Courses (9 hours)

THE 109     Costume and Stage Makeup . . . . . . . . . . . . . . . . .3
*Choose two of the following:*
  ART 124    Three-Dimensional Design . . . . . . . . . . . . . . . . . .3
  ART 125    Color . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  ART 145    Ceramics. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  ART 181    Sculpture . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

*Total Semester Credit Hours*      63

# THEATRE ARTS: ENTERTAINMENT TECHNOLOGY

*Program Code: F.ENT.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 61 semester hours*

The Entertainment Technology program prepares students for technical careers in the entertainment industry. A partial list of potential careers includes set construction, production and lighting crew for stage and film, technical work in educational institutions, resorts, restaurants and theme parks, music and theatre touring companies, community theatre, social organizations, and radio and television. Students will benefit from foundational studies in several technology fields as well as theatre and will gain a wide range of experiences in production behind the scenes. The theatre practicum will allow for dedicated experience in areas of special interest to the individual student.

### Program Note*

THE 107 is a 1-credit-hour course and must be taken a total of four times for completion of the degree.

### Suggested Full-time Sequence

| FALL | SPRING |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| THE 100 | THE 107 |
| THE 105 | THE 109 |
| THE 107 | ART 124 |
| ENG 101 | Elective |
| MFT 210 | Elective |
| | Elective |

| FALL | SPRING |
| --- | --- |
| *3rd Semester* | *4th Semester* |
| THE 107 | THE 104 |
| THE 120 | THE 107 |
| COM 120 *or* 200 | ELT 150 |
| Fine Arts elec | Fine Arts elec |
| Math elec | Elective |
| Elective | Elective |
| Elective | |

## Required Program Courses (16 hours)          Cr. Hrs.

| | | |
| --- | --- | --- |
| THE 104 | Acting I | 3 |
| THE 105 | Stagecraft | 3 |
| THE 107* | Practicum | 4 |
| THE 109 | Costume and Stage Makeup | 3 |
| THE 120 | Script Analysis for Production | 3 |

## Other Required Courses (19 hours)

| | | |
| --- | --- | --- |
| ART 124 | Three-Dimensional Design | 3 |
| ELT 150 | Introduction to Electricity and Electronics | 3 |
| MFT 210 | Industrial Safety | 3 |
| WLD 111 | Introduction to Welding | 4 |

## Electives (21–23 hours)

| | | |
| --- | --- | --- |
| ART 121 | Two-Dimensional Design | 3 |
| ART 125 | Color | 3 |
| ART 128 | Digital Photography | 3 |
| ART 130 | Studio Photography | 3 |
| ART 161 | Art History I | 3 |
| ART 181 | Sculpture I | 3 |
| CAD 124 | Introduction to AutoCAD | 3 |
| COM 144 | Video Production I | 3 |
| COM 145 | Video Production II | 3 |
| CSC 186 | 2D Animation | 4 |
| MUS 161 | Introduction to Music Recording | 3 |
| MUS 162 | Advanced Music Recording | 3 |

## Required General Education Courses (15 hours)

| | | |
| --- | --- | --- |
| COM 120 | Interpersonal Communication | |
| *or* COM 200 | Principles of Group Discussion | |
| *or* COM 205 | Business and Professional Communication | 3 |
| ENG 101 | Composition I | 3 |
| Fine Arts Electives | (THE 100 and one additional Fine Arts elective) | 6 |
| Math elective | | 3 |

*Total Semester Credit Hours*          *61–63*

# THEATRE ARTS: ENTERTAINMENT TECHNOLOGY

*Program Code: F.ENT.CER*

## CERTIFICATE

*Minimum graduation requirement — 27 semester hours*

The Certificate in Entertainment Technology program helps students develop the knowledge and skills necessary to embark on careers as professional stagehands, stage carpenters, stage electricians, audio technicians, or technical directors. Emphasis in this specialized program is on production; many hours are required in the operation of the theatre plant, and the construction of scenery, properties, and lighting of theatrical events. Students will be actively involved in the production of numerous music and theatre events in the Parkland Theatre.

### Program Note*
THE 107 is a 1-credit-hour course and must be taken a total of two times for completion of the degree.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| THE 105 | THE 107 |
| THE 107 | COM 120 *or* 200 *or* 205 |
| ART 124 | WLD 111 |
| ELT 150 | Elective |
| MFT 210 | Elective |

## Required Program Courses (5 hours)    Cr. Hrs.
| | | |
| --- | --- | --- |
| THE 105 | Stagecraft | 3 |
| THE 107* | Practicum | 2 |

## Other Required Courses (13 hours)
| | | |
| --- | --- | --- |
| ART 124 | Three-Dimensional Design | 3 |
| ELT 150 | Intro to Electricity and Electronics | 3 |
| MFT 210 | Industrial Safety | 3 |
| WLD 111 | Intro to Welding | 4 |

## Electives (6–7 hours — choose two)
| | | |
| --- | --- | --- |
| ART 128 | Digital Photography | 3 |
| ART 130 | Studio Photography | 3 |
| CAD 124 | Introduction to AutoCAD | 3 |
| COM 144 | Video Production I | 3 |
| COM 145 | Video Production II | 3 |
| CSC 186 | 2D Animation | 4 |
| MUS 161 | Introduction to Music Recording | 3 |
| MUS 162 | Advanced Music Recording | 3 |

## Required General Education Courses (3 hours)
| | | |
| --- | --- | --- |
| COM 120 | Interpersonal Communication | |
| *or* COM 200 | Principles of Group Discussion | |
| *or* COM 205 | Business and Professional Communication | 3 |

*Total Semester Credit Hours*　　　　　　　　　　　　　*27–28*

# Humanities

*C-wing • 217/351-2217 • www.parkland.edu/humanities*
*Wendy Patriquin, department chair*
*Li Barbee, administrative assistant*

Success in college and the workplace requires competency in English, with strong reading, writing, and critical thinking skills. Humanities offers courses that give students this vital liberal arts foundation: composition, reading, religion, philosophy, literature, humanities, foreign languages, and more. It provides these learning opportunities at varying skill levels, from courses in developmental English and English as a Second Language (ESL) to Honors Program classes.

## PROGRAMS

# ENGLISH (LITERATURE)

*Program Code: H.ENG.AA*

## Associate in Arts (A.A.)
*Minimum graduation requirement — 60 semester hours*

To transfer as a junior into a baccalaureate English program, students must complete a minimum of 60 semester credits. Freshmen and sophomores who plan to major in English are encouraged to fulfill general education re-quirements with foundation courses in the sciences (e.g., biology, chemistry, physics, and anatomy and physiology)and mathematics. Students are strongly encouraged tocomplete an A.A. degree prior to transfer. Since bacca-laureate program admission is competitive, completion of the recommended courses and the Parkland degreedo not guarantee admission.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Required General Education Core Courses
**(38 hours)**                               **Cr. Hrs.**

Communications (9)

| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

Social/Behavioral Sciences ... 9
    Choose from two or more subject areas.
Humanities elective ... 3
    Literature elective ... 3
Fine Arts elective ... 3
    One course from Soc/Beh Sci, Hum, or FA must fulfill
    the non-Western culture requirement.
Mathematics elective ... 3
Physical Sciences elective ... 4
Life Sciences elective ... 4

### Required English Core Courses
### (6 hours)

Choose any two literature or creative writing courses in addition to the literature elective. Requirements for the English major vary widely from one institution to another, with some programs requiring or including new courses at the lower-division level. If a particular program does not offer a course, or does not offer it at the lower-division level, the transfer student will receive credit toward graduation for the course, but the credits may not apply toward the number of credits required in the major. Upon transfer to a baccalaureate institution, students may expect 3 to 9 semester credits to be applied to a major in English.

The courses below are those most likely to be accepted as major courses in baccalaureate English programs. Students are encouraged to keep course syllabi and a writing portfolio to assist in articulating courses not included below and for outcomes assessment in the major.

*Common survey courses:*

| | |
|---|---|
| LIT 201 | British Literature I |
| LIT 202 | British Literature II |
| LIT 204 | American Literature I |
| LIT 205 | American Literature II |

*Common genre courses:*

| | |
|---|---|
| LIT 121 | Introduction to Poetry |
| LIT 126 | Introduction to Drama |
| LIT 127 | Introduction to Fiction |

*A few universities require a multicultural or human diversity course within the English major. Universities with such a requirement may accept:*

| | |
|---|---|
| LIT 141 | Introduction to African-American Literature |
| LIT 146 | Introduction to Non-Western Literature |
| LIT 147 | Introduction to African Literature |
| LIT 148 | Introduction to Latin American Literature |

*A few universities offer a specialization in creative writing. Universities offering the creative writing specialization will accept one of the following courses in the creative writing specialization only:*

| | |
|---|---|
| ENG 161 | Creative Writing I — Fiction |
| ENG 162 | Creative Writing I — Poetry |
| ENG 261 | Creative Writing II — Fiction |
| ENG 262 | Creative Writing II — Poetry |

### A.A. Degree Requirement (3 hours)
LAS 189     Introduction to the Liberal Arts
               and Sciences ... 3

### General Electives (13 hours)
General electives ... 13

*Total Semester Credit Hours*           *60*

# LIBERAL ARTS AND SCIENCES

*Program Code: H.LAS.AA*

## Associate in Arts (A.A.)

*Minimum graduation requirement — 60 semester hours*

The Liberal Arts and Sciences transfer area provides students with the broad educational experience and background necessary to pursue a bachelor's degree at a four-year institution as well as to enter almost any profession or career. Emphasis in the first two years is on gaining reading, writing, speaking, and problem-solving skills in humanities, sciences, social sciences, and mathematics.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend. Refer to the general course requirements on p. 74 and to the following suggested sequence of courses as a guide to completing an Associate in Arts degree.

## Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| COM 103 | ENG 102 |
| ENG 101 | Soc/Beh Sci elec |
| Hum/FA elec | Hum/FA elec |
| Lang/Gen elec | Lang/Gen elec |
| Concentration | Concentration |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| LAS 189 | Concentration |
| Math elec | Phys/LS elec |
| Phys/LS elec | Soc/Beh Sci elec |
| Gen elec | Hum/FA elec |
| Soc/Beh Sci elec | Gen elec |

## Required General Education Core Courses (38 hours)                                      Cr. Hrs.

Communications (9)
COM 103    Introduction to Public Speaking . . . . . . . . . . . . .3
ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
ENG 102    Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Social/Behavioral Science electives . . . . . . . . . . . . . . . . . . . . . . . 9
   Choose from two or more subject areas.
Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Fine Arts elective. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Humanities *or* Fine Arts elective. . . . . . . . . . . . . . . . . . . . . . . . .3
   One course from Soc/Beh Sci, Hum, or FA must fulfill
   the non-Western culture requirement.
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Physical Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

## Recommended Area of Concentration or Major Courses* (9–12 hours) . . . . . . . . . . . . . . . . . 9–12

Students are advised to follow the framework
provided below or by selecting courses
in the same discipline.

## A.A. Degree Requirement (3 hours)

LAS 189    Introduction to the Liberal Arts
           and Sciences . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

## Language or General Electives (10 hours)

Language or General electives. . . . . . . . . . . . . . . . . . . . . . . . . . 10

*Total Semester Credit Hours*                                      *60*

## Concentration/Major Courses*

*Students should take three courses in the same discipline (*same or related course prefix*).*

African Studies. . . . . . . . . . . . . HUM 105, HIS 129, LIT 147
African American Studies . . . HIS 120–121, LIT 141
American Studies . . . . . . . . . . Any three of the following: HIS 104–105, HIS 120–121, LIT 141, LIT 204–205, MUS 123,
                                   POS 120, POS 122, POS 124
Anthropology . . . . . . . . . . . . . . ANT 101, ANT 105, ANT 200
Economics. . . . . . . . . . . . . . . . . ECO 101–102, any transfer ACC, BUS, MGT, or MKT course
French . . . . . . . . . . . . . . . . . . . . FRE 101–104
Geography. . . . . . . . . . . . . . . . . GEO 140, GEO 143, ESC 101, ESC102
German . . . . . . . . . . . . . . . . . . . GER 101–104
International Studies . . . . . . . Three of the following, chosen from at least two subject areas:
                                   GEO 140, GEO 143, HIS 101, HIS 102, HIS 125, HIS 128, HIS 129, HIS 140, HUM 101, HUM 102,
                                   HUM 103, HUM 104, HUM 105, HUM 106, LIT 146, LIT 147, LIT 148, POS 202
Japanese . . . . . . . . . . . . . . . . . JPN 101–104
Philosophy. . . . . . . . . . . . . . . . PHI 100, PHI 103, PHI 105
Religion. . . . . . . . . . . . . . . . . . . Any three REL courses
Russian . . . . . . . . . . . . . . . . . . . RUS 101–103
Spanish. . . . . . . . . . . . . . . . . . . SPA 101–104
Women's Studies. . . . . . . . . . . Any three of the following: HIS 203, HUM 121, LIT 142, PSY 224

# Mathematics

*X-wing ● 217/351-2225 ● www.parkland.edu/math*

*Brian Mercer, department chair*

*Karen Rocha, administrative assistant*

Most careers today require a solid background in math. Employers want workers with varying degrees of mathematic ability for the fields of business (accountants, cashiers, real estate agents), medicine and science (pharmacists, physicians, engineers), technology (architects, auto service technicians, programmers), human services (psychologists, educators, EMTs), and others. Parkland is committed to helping its students select the math courses most appropriate to its wide and varied career offerings, and can assist those without college-level math skills through developmental courses.

The Associate in Science degree program in mathematics emphasizes scientific and theoretical applications and is designed for students who intend to transfer to a four-year institution to pursue a bachelor's degree in mathematics or science.

**PROGRAM**

# MATHEMATICS

*Program Code: M.MAT.AS*

## Associate in Science (A.S.)

*Minimum graduation requirement — 60 semester hours*

The following curriculum emphasizes scientific and theoretical applications and is designed for students interested in transferring to a four-year institution to pursue a bachelor's degree in computer science or mathematics.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Notes*

- MAT 124 and MAT 125 are prerequisites for MAT 128.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| MAT 128 | MAT 129 |
| ENG 101 | COM 103 |
| Soc/Beh Sci elec | ENG 102 |
| Hum/FA elec | Soc/Beh Sci elec |
| | Phys/LS elec |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| MAT 228 | MAT 229 |
| CSC 123 *or* Gen elec | MAT 220 |
| Phys/LS elec | Hum/FA elec |
| General elec | Phys/LS elec |

## Required General Education Core Courses (34 hours)      Cr. Hrs.

Communications (9)
- ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
- ENG 102    Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
- COM 103    Introduction to Public Speaking . . . . . . . . . . . . .3

Humanities/Fine Arts (6). . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 6
   Must include one Humanities and one Fine Arts course.

Social/Behavioral Sciences (6). . . . . . . . . . . . . . . . . . . . . . . . . . . 6
   Choose from two disciplines

*One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western cultural requirements.*

MAT 128*    Calculus and Analytic Geometry I . . . . . . . . . . . .5

Physical and Life Sciences (8) . . . . . . . . . . . . . . . . . . . . . . . . . . . 8
   Must include one laboratory-based Physical Sceince and one laboratory-based Life Science course.

### A.S. Degree Requirement (7–8 hours)

MAT 129    Calculus and Analytic Geometry II . . . . . . . . . . . 4

One additional physical science or life science course. . . . 3–4
   Any AST, BIO, CHE, ESC, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in science.

### Required Program Courses (16 hours)

CSC 123    Computer Science I. . . . . . . . . . . . . . . . . . . . . . . . 4

MAT 220    Linear Algebra

*or* MAT 200   Introduction to Discrete Mathematics . . . . . . .3

MAT 228    Calculus and Analytic Geometry III. . . . . . . . . . . 4

MAT 229    Differential Equations and Introductory Matrix Theory . . . . . . . . . . . . .5

### General Electives (3 hours)

General elective. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

*Total Semester Credit Hours*          *60–61*

# Natural Sciences

*X-wing ● 217/351-2285 ● www.parkland.edu/ns*
*Scott Siechen, department chair*
*Karen Rocha, administrative assistant*

The Natural Sciences department educates students and the public about the nature and practice of science. Courses are offered on chemistry, physics, astronomy, meteorology, geology, biology, evolution, environmental biology, microbiology, kinesiology, forensic science, and human anatomy and physiology. Many courses are offered entirely or partly online. All of these disciplines address the increasingly important issues of scientific literacy and how science relates to our society.

Besides serving students in preparatory, career, and transfer level courses, the Natural Sciences department also takes an active role in community activities and programs by hosting the regional Science Olympiad competition for central Illinois middle and high school students, and offering noncredit courses through Parkland's Community Education department. The Natural Sciences department produces the Parkland television channel's Surrounded by Science series and sponsors the monthly World of Science Lecture series held at the Staerkel Planetarium. The department includes the Parkland Fitness Center and the William M. Staerkel Planetarium (second largest in the state), both of which are used by community members as well as Parkland students.

## PROGRAMS

# BIOLOGICAL SCIENCES/PRE-BACCALAUREATE NURSING

*Program Codes:*
*N.LSC.AS Biological Sciences*
*N.ASG.AS.NRG BSN Nursing*

## Associate in Science (A.S.)

*Minimum graduation requirement — 60 semester hours*

The Biological Sciences/Pre-baccalaureate Nursing transfer areas are designed for students interested in pursuing a bachelor's degree in one of the various biological sciences or professional health careers.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Notes*

- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

*Biological Sciences (60 hours):*

- may substitute PHY 121 for CHE 203 and 204
- may substitute PHY 122 for CHE 205 and 206

*Pre-Baccalaureate Nursing (60 hours):*

- may substitute CHE 106 for CHE 101 and CHE 107 for CHE 102
- CHE 203 and CHE 204 are not required but highly recommended, must fulfill CHE 101 and CHE 102 prerequisite to enroll
- PHI 100 and either PHI 105 or PHI 108 required to fulfill Humanities electives
- SOC 101 and PSY 101 required to fulfill Social/Behavioral Sciences electives

Students interested in other preprofessional medical sciences should follow the biological science requirements with the following notes and exceptions and should consult the four-year college or university they plan at attend.

*Pre-Dentistry*

- may substitute PHY 121 for CHE 203 and CHE 204 and PHY 122 for CHE 205 and CHE 206
- MAT 128 and MAT 160 not required
- 3 hours of math electives required

*Pre-Medicine and Pre-Veterinary Medicine:*

- BIO 121 required
- MAT 160 not required
- may substitute PHY 121 for CHE 203 and CHE 204 and PHY 122 for CHE 205 and CHE 206

*Pre-Pharmacy:*

- BIO 121 and BIO 122 required
- BIO 123 required
- MAT 160 not required
- PHY 121 and PHY 122 not required but highly recommended

*Pre-Physical Therapy:*

- BIO 121 and BIO 122 required
- CHE 203, CHE 204, CHE 205, CHE 206 not required

*Clinical Laboratory Science:*

- BIO 123 required
- MAT 128 not required
- PHY 121 not required but highly recommended

### Biological Sciences Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| BIO 141 | BIO 142 |
| CHE 101 | CHE 102 |
| ENG 101 | ENG 102 |
| Hum/FA elec | Soc/Beh Sci elec |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| MAT 128 | PHY 122/CHE 205 and 206 |
| PHY 121/CHE 203 and 204 | Hum/FA elec |
| Hum/FA elec | Soc/Beh Sci elec |
| Soc/Beh Sci elec | MAT 160 |
| | COM 103 |

### Pre-Baccalaureate Nursing Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| BIO 121 | BIO 122 |
| CHE 101 /CHE 106 | CHE 102 /CHE 107 |
| ENG 101 | ENG 102 |
| Hum/FA elec | Soc/Beh Sci elec |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| BIO 123 | COM 103 |
| CHE 203 and 204 | Hum/FA elec |
| MAT 108 | Soc/Beh Sci elec |
| Hum/FA elec | Gen elec |
| Soc/Beh Sci elec | |
| Gen elec | |

| | | Biological Sciences | Pre-Baccalaureate Nursing |
|---|---|---|---|
| BIO 121 | Anatomy and Physiology I | | 4 |
| BIO 122 | Anatomy and Physiology II | | 4 |
| BIO 123 | Microbiology | | 4 |
| BIO 141 | Principles of Biology I | 5 | |
| BIO 142 | Principles of Biology II | 5 | |
| CHE 101 | General Chemistry I | 5 | 5* |
| CHE 102 | General Chemistry II | 5 | 5* |
| CHE 203 | Organic Chemistry I | 3* | 3* |
| CHE 204 | Organic Chemistry Lab I | 2* | 2* |
| CHE 205 | Organic Chemistry II | 3* | |
| CHE 206 | Organic Chemistry Lab II | 2* | |
| COM 103 | Introduction to Public Speaking | 3 | 3 |
| ENG 101 | Composition I | 3 | 3 |
| ENG 102 | Composition II | 3 | 3 |
| MAT 108 | Introduction to Applied Statistics | | 3 |
| MAT 128 | Calculus and Analytic Geometry I | 5 | |
| MAT 160 | Statistics | 4 | |
| PHY 121 | General Physics I | 5* | |
| PHY 122 | General Physics II | 5* | |
| Humanities elective | | 3 | 3 |
| Fine Arts elective | | 3 | 3 |

*One course from Hum or FA must fulfill the non-Western culture requirement.*

| | Biological Sciences | Pre-Baccalaureate Nursing |
|---|---|---|
| Social/Behavioral Sciences elective | 6 | 6* |

Choose from two or more subject areas.

| | Biological Sciences | Pre-Baccalaureate Nursing |
|---|---|---|
| General Elective | | 3–10 |
| | 60 | 60 |

# KINESIOLOGY

*Program Code: N.PED.AS*

## Associate in Science (A.S.)
*Minimum graduation requirement — 64 semester hours*

The following curriculum is designed for students planning to transfer to a four-year institution to pursue a bachelor's degree in kinesiology or physical education. Graduates may teach and/or coach at the elementary, secondary, or college level, or pursue careers in exercise physiology, athletic training, and sports management.

Students should plan their program of study with a Parkland counselor or academic advisor and the catalog of the four-year college or university they plan to attend.

### Program Notes*
- At least one course from an area other than psychology is required to fulfill the Social/Behavior Science elective.
- KIN 103, 147, 203, and 247 are not repeatable for kinesiology elective credit.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

### Suggested Full-time Sequence

### SPORTS MANAGEMENT

| FALL | SPRING |
|---|---|
| *1st semester* | *2nd semester* |
| KIN 160 | BUS 101 |
| ENG 101 | MAT 108 |
| Hum/FA elective | MKT 101 |
| Soc/Beh Sci elec | COM 103 |
| Kinesiology elec | ENG 102 |

| FALL | SPRING |
|---|---|
| *3rd Semester* | *4th Semester* |
| ACC 101 | ACC 102 |
| MGT 101 | KIN 164 |
| Hum/FA elec | Soc/Beh Sci elec |
| Soc/Beh Sci elec | Hum/FA elec |
| Phys Sci elec | Phys/LS *or* Math elec |

### A.S. Degree Requirement (3–5 hours)     Cr. Hrs.

Additional Mathematics, Physical Sciences,
*or* Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3–5
   (Any one additional AST, BIO, CHE, ESC, MAT, or PHY, or SCI course numbered 100 through 289 whose second digit is even [for example, BIO 101, MAT 124, or PHY 142] of at least three credit hours, beyond the general education requirements in mathematics and science.)

### TEACHING/COACHING

### EXERCISE PHYSIOLOGY

### ATHLETIC TRAINING/THERAPEUTIC PATHWAY

| FALL | SPRING |
|---|---|
| *1st Semester* | *2nd Semester* |
| KIN 160 | BIO 121 |
| ENG 101 | KIN 181 |
| PSY 101 | COM 103 |
| Hum/FA elec | ENG 102 |
| Kinesiology elec | Soc/Beh Sci elec |
| | Kinesiology elec |

| FALL | SPRING |
|---|---|
| *3rd Semester* | *4th Semester* |
| BIO 122 | KIN 164 |
| KIN 186 | KIN 183 |
|   (Teaching/Coaching and Exercise Physiology students) | KIN 184 |
| |   (Athletic Training students) |
| MAT 108 | KIN 187 |
| Kinesiology elec |   (Exercise Physiology students) |
| Hum/FA elec | KIN 288 |
| Soc/Beh Sci elec |   (Exercise Physiology and Athletic Training students) |
| Phys Sci elec | Kinesiology elec |
| | Hum/FA elec |

### Kinesiology Electives                                        Cr. Hrs.

| | | |
|---|---|---|
| BIO 120 | Fundamentals of Nutrition . . . . . . . . . . . . . . . . . . .3 |
| KIN 103* | Exercise Fitness . . . . . . . . . . . . . . . . . . . . . . . . . . . .1 |
| KIN 101 | Personal Training I . . . . . . . . . . . . . . . . . . . . . . . . . 4 |
| KIN 124 | Golf I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .1 |
| *or* KIN 262 | Golf . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .2 |
| KIN 141 | Beginning Basketball . . . . . . . . . . . . . . . . . . . . . . . .1 |
| *or* KIN 161 | Basketball. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .2 |
| KIN 147* | Strength Training . . . . . . . . . . . . . . . . . . . . . . . . . . . |
| KIN 168 | Theory of Coaching. . . . . . . . . . . . . . . . . . . . . . . . . .3 |
| KIN 181 | Health Education . . . . . . . . . . . . . . . . . . . . . . . . . . . .2 |
| KIN 183 | First Aid and CPR  . . . . . . . . . . . . . . . . . . . . . . . . . .2 |
| KIN 184 | Introduction to Athletic Training. . . . . . . . . . . . . .3 |
| KIN 186 | Introduction to Human Movement  . . . . . . . . . . .2 |
| KIN 201 | Personal Training II . . . . . . . . . . . . . . . . . . . . . . . . .5 |
| KIN 203* | Exercise Fitness II. . . . . . . . . . . . . . . . . . . . . . . . . . .1 |
| KIN 247* | Strength Training II . . . . . . . . . . . . . . . . . . . . . . . . . .1 |
| KIN 263 | Sports Officiating. . . . . . . . . . . . . . . . . . . . . . . . . . .3 |
| KIN 288 | Exercise Physiology . . . . . . . . . . . . . . . . . . . . . . . . . 4 |

| | Teaching/ Coaching | Exercise Physiology | Athletic Training/ Therapeutic Pathway | Sports Management |
|---|---|---|---|---|
| ACC 101 Financial Accounting | | | | 4 |
| ACC 102 Managerial Accounting | | | | 4 |
| BIO 121 Anatomy and Physiology I | 4 | 4 | 4 | |
| BIO 122 Anatomy and Physiology Ii | 4 | 4 | 4 | |
| BUS 101 Introduction to Business | | | | 3 |
| COM 103 Introduction to Public Speaking | 3 | 3 | 3 | 3 |
| ENG 101 Composition I | 3 | 3 | 3 | 3 |
| ENG 102 Composition II | 3 | 3 | 3 | 3 |
| KIN 160 Introduction to Kinesiology | 3 | 3 | 3 | 3 |
| KIN 164 Introduction to Sports Psychology | 3 | 3 | 3 | 3 |
| KIN 181 Health Education | 2 | | | |
| KIN 183 First Aid and CPR | 2 | | | |
| KIN 184 Introduction to Athletic Training | | | 3 | |
| KIN 186 Introduction to Human Movement | 2 | 2 | | |
| KIN 288 Exercise Physiology | | 4 | 4 | |
| KIN electives | 8 | 8 | 7 | 4 |
| MAT 107 General Education Mathematics | 3 | 3 | 3 | 3 |
| MAT 108 Introduction to Applied Statistics | 3 | 3 | 3 | 3 |
| MGT 101 Introduction to Management | | | | 3 |
| MKT 101 Introduction to Marketing | | | | 3 |
| PSY 101 Introduction to Psychology | 4 | 4 | 4 | |
| Humanities/Fine Arts elective | 6 | 6 | 6 | 6 |
| *One course from Hum or FA must fulfill the non-Western culture requirement.* | | | | |
| Physical Sciences elective | 4 | 4 | 4 | 4 |
| Social/Behavioral Science elective | 3 | 3 | 3 | 6 |
| Life Sciences elective | 4 | 4 | 4 | 4 |
| | 64 | 64 | 64 | 62 |

# PERSONAL FITNESS TRAINING

*Program Code: N.FTR.CER*

*Minimum graduation requirement — 25 semester hours*

The Personal Fitness Training Certificate Program prepares students for successful employment in the fitness industry as a personal fitness trainer. Graduates are prepared to take the Certified Personal Training examination administered by the National Strength and Conditioning Association. The NSCA-CPT is a nationally accredited certification program in the fitness industry.

## Program Notes*

- BIO 121 and BIO 122 may be substituted for BIO 111.
- Students must hold current CPR and AED certification by time of program completion. Students may gain certification on their own through agencies such as Red Cross or American Heart Association, or they may take KIN 183.

## Suggested Full–Time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| BIO 111 | BIO 120 |
| KIN 101 | KIN 201 |
| KIN 186 | KIN 288 |
| COM 103 | |

## Required Program Courses (22 hours)    Cr. Hrs

| | | |
|---|---|---|
| BIO 111* | Basic Anatomy and Physiology. | 4 |
| BIO 120 | Fundamentals of Nutrition | 3 |
| KIN 101 | Personal Fitness Training I. | 4 |
| KIN 201 | Personal Fitness Training II | 5 |
| KIN 186 | Introduction to Human Movement | 2 |
| KIN 288 | Exercise Physiology | 4 |

## Required General Education Core Course ( 3 hours)    Cr. Hrs.

| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | 3 |

*Total Semester Credit Hours*    *25*

# ACCELERATED PERSONAL FITNESS TRAINING

*Program Code: N.FXT.CER*

*Minimum graduation requirement — 11 semester hours*

The Accelerated Personal Fitness Training Certificate prepares students who currently hold a degree in kinesiology or related field for successful employment in the fitness industry as a personal fitness trainer. Graduates are prepared to take the Certified Personal Training examination administered by the National Strength and Conditioning Association. The NSCA-CPT is a nationally accredited certification program in the fitness industry.

## Program Notes

- Students must hold a degree in kinesiology or a related field.
- Students must hold current CPR and AED certification by time of program completion. Students may gain certification on their own through agencies such as Red Cross or American Heart Association, or they may take KIN 183.

## Suggested Full–Time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| KIN 101 | KIN 201 |
| KIN 110 | |

## Required Program Courses (11 hours)    Cr. Hrs

| | | |
|---|---|---|
| KIN 110 | Fundamentals Review for Personal Trainers | 2 |
| KIN 101 | Personal Fitness Training I | 4 |
| KIN 201 | Personal Fitness Training II | 5 |

*Total Semester Credit Hours*    *11*

# PHYSICAL SCIENCE

*Program Codes:*
*N.PSC.AS Physical Science*

## Associate in Science (A.S.)

*Minimum graduation requirement — 62 semester hours*

The following curriculum is designed to provide transfer students with the necessary background to complete a bachelor's degree with a major in one of the physical sciences.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Notes

- Math requirements vary. All physical science majors must complete MAT 128. MAT 124 and 125 are prerequisites for MAT 128. Consult transfer institution about additional math.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

### Suggested Full-time Sequence

| FALL | SPRING |
|---|---|
| *1st Semester* | *2nd Semester* |
| ENG 101 | ENG 102 |
| Hum/FA *or* Lang elec | Hum/FA *or* Lang elec |
| Math elec | Math elec |
| Phy Sci elec | Phy Sci elec |

| FALL | SPRING |
|---|---|
| *3rd Semester* | *4th Semester* |
| Phy Sci elec | Life Sci elec |
| Math elec | Math/Gen elec |
| Soc/Beh Sci elec | Soc/Beh Sci elec |
| Lang/Gen elec | Lang/Gen elec |
| | COM 103 |

| | | Astronomy/ Physics | Chemistry | Meteorology | Geology |
|---|---|---|---|---|---|
| ENG 101 | Composition | 3 | 3 | 3 | 3 |
| ENG 102 | Composition II | 3 | 3 | 3 | 3 |
| COM 103 | Introduction to Public Speaking | 3 | 3 | 3 | 3 |
| CHE 101 | General Chemistry I | 5 | 5 | | 5 |
| CHE 102 | General Chemistry II | 5 | 5 | | 5 |
| PHY 121 | General Physics I | | | | 5 |
| PHY 122 | General Physics II | | | | 5 |
| PHY 141 | Mechanics | 4 | 4 | 4 | |
| PHY 142 | Electricity and Magnetism | 4 | 4 | | |
| PHY 143 | Modern Physics | 4 | 4* | | |
| ESC 101 | Introduction to Weather | | | 4 | |
| ESC 102 | Introduction to Physical Geology | | | | 4 |
| MAT 128 | Calculus and Analytic Geometry I | 5 | 5 | 5 | 5 |
| MAT 129 | Calculus and Analytic Geometry II | 4 | 4 | 4 | |
| MAT 228 | Calculus and Analytic Geometry III and Introductory Matrix Theory | 5 | 5* | 5 | |
| MAT 229 | Differential Equations | | | 3 | |
| CHE 203 | Organic Chemistry I | | 3 | | |
| CHE 204 | Organic Chemistry Lab I | | 2 | | |
| CHE 205 | Organic Chemistry II | | 3 | | |
| CHE 206 | Organic Chemistry Lab I | | 2 | | |
| CSC 127 | Introduction to Computing (Programming in C) with Engineering Applications | | | | 3 |
| | Humanities/Fine Arts *or* Language electives Choose from two or more subject areas. *One course from Soc/Beh Sci, Hum, or FA must fulfill the non-western culture requirement.* | 6 | 6 | 6 | 6 |
| | Social/Behavioral Sciences electives | 6 | 6 | 6 | 6 |
| | Life Sciences elective(s) | 4–5 | 4–5 | 4–5 | 4–5 |
| | General elective | | | 7 | 8–10 |
| | | 61–62 | 62–63 | 60–61 | 60 |

*\*PHY 143 and MAT 228 are for physical chemistry majors only.*

# Social Sciences and Human Services

*D-wing ● 217/351-2229 ● www.parkland.edu/sshs*
*Joseph Walwik, department chair*
*Cindy Bales, administrative assistant*

Courses offered by the Social Sciences and Human Services department assist students in developing a thorough understanding and appreciation of humans in relation to their social environments. For students pursuing professions that emphasize the social sciences, choices encompass a wide variety of associate degree programs which teach students to extend human and social services to benefit others.

Career programs including child development, criminal justice, and fire service technology incorporate theory and practical field experience and prepare  students for entry level work upon graduation. Transfer programs provide a well rounded foundation in areas such as social work and education. Social science and human services students completing associate degrees in transfer programs are well prepared to enter four-year universities to work toward their baccalaureate degree.

# CHILD DEVELOPMENT

*Program Code: S.CHD.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 60 semester hours*

The Child Development Program prepares the student for work in preschool facilities. The program fulfills the requirements of the Department of Children and Family Services for child-care workers and directors.

### Program Notes*

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.

- To take CHD 222 and CHD 250, students must have a 2.0 GPA, a C or higher grade in CHD courses, and instructor approval.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| CHD 105 | CHD 115 |
|   *or* PSY 207 | CHD 124 |
| CHD 122 | CHD 134 |
| CHD 125 | ENG 102 |
| ENG 101 | Phys/LS elec |
| Math elec | |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| CHD 216 | CHD 201 |
| CHD 217 | CHD 242 |
| CHD 218 | CHD 250 |
| CHD 222 | CHD/Gen elec |
| CHD 223 | |
| Hum/FA elec | |

## Required Program Courses (45 hours)    Cr. Hrs.

CHD 105    Child Growth and Development
*or* PSY 207  Introduction to Child Psychology . . . . . . . . . . . . .3
CHD 115    Socialization and Guidance of the
         Young Child . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .2
CHD 122*   Introduction to Early Childhood
         Education. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
CHD 124*   Program Planning for the Young Child . . . . . . .3
CHD 125*   Observation and Analysis of Behavior . . . . . . . .3
CHD 134*   Caring for Infants and Toddlers . . . . . . . . . . . . . 4
CHD 201    Health, Safety, and Nutrition of
         the Young Child . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
CHD 216    Music and the Arts for the Young Child. . . . . . .2
CHD 217    Language and Literature for the
         Young Child . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
CHD 218    Math and Science for the Young Child. . . . . . . .2
CHD 222*   Assisting in the Child-Care Center . . . . . . . . . . 4
CHD 223    Child, Family, and Community . . . . . . . . . . . . . . .3
CHD 242*   The Exceptional Child. . . . . . . . . . . . . . . . . . . . . . 4
CHD 250*   Field Experience in the Child-Care Setting . . . . .5

## Required General Education Core Courses (15–18 hours)

ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
ENG 102    Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Humanities/Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . . . 3–4
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–4
Physical/Life Sciences elective. . . . . . . . . . . . . . . . . . . . . . . . . . 3–4

*Total Semester Credit Hours*        *60–63*

# CHILD DEVELOPMENT CERTIFICATE

*Program Code: S.CDE.CER*

**Certificate**

*Minimum graduation requirement — 31 semester hours*

The Child Development Certificate fulfills the minimum educational requirements of the Illinois Department of Children and Family Services for early childhood teachers (with one year of experience) and directors (with two years of experience). Courses help students reach Illinois Gateways Career Lattice levels ECE3 (Early Childhood Education) and ITC2 (Infant Toddler Caregiver) and Illinois Great Start Wage Supplement Program level 4. All courses apply for the Child Development Associate educational requirement.

**Program Notes***

- A criminal background investigation is required prior to observation or field experience. Students are responsible for any fees.
- Instructor approval required to register for CHD 222. Course may be done at Parkland or an approved worksite.
- Students wishing to use this certificate for the CDA will need to obtain pediatric first aid and CPR training in the community.

**Suggested Full-time Sequence**

| *FALL* | *SPRING* | *FALL* |
|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| CHD 105 | CHD 115 | CHD 222 |
| or PSY 207 | CHD 124 | |
| CHD 125 | CHD 134 | |
| CHD 217 | CHD 201 | |
| CHD 223 | | |
| ENG 101 | | |

**Required Program Courses (28 hours)**     **Cr. Hrs.**

| | | |
|---|---|---|
| CHD 105 | Child Growth and Development | |
| or PSY 207 | Introduction to Child Psychology | 3 |
| CHD 115 | Socialization and Guidance of the Young Child | 2 |
| CHD 124* | Program Planning for the Young Child | 3 |
| CHD 125* | Observation and Analysis of Behavior | 3 |
| CHD 134* | Caring for Infants and Toddlers | 4 |
| CHD 201 | Health, Safety, and Nutrition of the Young Child | 3 |
| CHD 217 | Language and Literature for the Young Child | 3 |
| CHD 222* | Assisting in the Child-Care Center | 4 |
| CHD 223 | Child, Family, and Community | 3 |

**Required General Education Core Courses (3 hours)**

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |

*Total Semester Credit Hours*     *31*

# CHILD DEVELOPMENT: CDA PREPARATION

*Program Code: S.CDA.CER*

**Certificate**

*Minimum graduation requirement — 12 semester hours*

The CDA Preparation Certificate prepares students for Child Development Associate (CDA) assessment by providing the 120 clock hours or more of training in eight subject areas that are needed to apply for the CDA credential.

All credit hours can be applied toward the CHD A.A.S. degree.

**Program Notes***

- A criminal background investigation is required prior to observation or field experience. Students are responsible for any fees.
- Instructor approval is required to register for CHD 222. CHD 222 for the CDA Preparation certificate is done at the student's worksite or at the Parkland College Child Development Center in special circumstances.
- To take CHD 222, students must have a 2.0 GPA, a C or higher grade in CHD courses, and instructor approval.
- Students applying for the infant-toddler setting credential may substitute CHD 134 for CHD 124.
- Infant and Child First Aid and CPR credentials are required for the CDA and training is available in most child care centers and in the community. Please contact the Child Care Resource Service for more information if needed at 1-800-325-5516.
- All CHD courses will count toward the educational requirement of the CDA.
- **Parkland College does not issue the CDA credential. For more information on the CDA, please contact the Council for Professional Recognition at http://cdacouncil.org/**

**Required Program Courses (12 hours)**     **Cr. Hrs.**

| | | |
|---|---|---|
| CHD 115 | Socialization and Guidance for the Young Child | 2 |
| CHD 124* | Program Planning for the Young Child | 3 |
| CHD 222* | Assisting in the Child-Care Center | 4 |
| CHD 223 | Child, Family, and Community | 3 |

*Total Semester Credit Hours*     *12*

# CRIMINAL JUSTICE

*Program Code: S.CJS.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 60 semester hours*

The Criminal Justice Program prepares students for employment in industry or government positions such as municipal, county, and state police agencies or the private security field.

Note: In order to complete the program, students must be able to pass a criminal background check required by agencies providing internships (if the student pursues the internship option).

### Program Notes*

- SCI 108 and SCI 208 are the recommended courses for this degree. SCI 108 is not a prerequisite for SCI 208. These courses may be taken in any order. Both courses must be taken to fulfill the physical/life science requirement. One approved IAI transfer level physical science course and one approved IAI transfer life science course my be substituted for the SCI 108, SCI 208 sequence if necessary.
- General electives can be any college-level course.
- CJS 101 is a prerequisite for all CJS courses except CJS 104 and CJS 127.
- Students **must carry health insurance and pass a criminal background check** prior to being allowed to participate in CJS 218 (internship).

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| CJS 101 | CJS 102 |
| CJS 104 | CJS 207 |
| CJS 127 | CJS 209 |
| ENG 101 | ENG 102 |
| Soc/Beh Sci elec | Soc/Beh Sci elec |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| CJS 203 | CJS 204 |
| CJS 221 | CJS 225 |
| SCI 108 | SCI 208 |
| Soc/Beh Sci elec | CJS 218 *or* CJS 292 |
| Gen elec | |

## Required Program Courses (35 hours)           Cr. Hrs.

| | | |
|---|---|---|
| CJS 101* | Introduction to Criminal Justice | 3 |
| CJS 102 | Police Administration and Operations | 4 |
| CJS 104* | Introduction to Corrections | 3 |
| CJS 127* | Juvenile Delinquency | 3 |
| CJS 203 | Criminal Law and Procedures I | 3 |
| CJS 204 | Criminal Law and Procedures II | 3 |
| CJS 207 | Traffic Law Enforcement and Administration | 3 |
| CJS 209 | Criminal Investigation | 4 |
| CJS 221 | Community Policing and Problem Solving | 3 |
| CJS 225 | Issues in Criminal Justice | 3 |

Take one of the following:

| | | |
|---|---|---|
| CJS 218* | Internship and Seminar | 3 |
| CJS 292 | International Field Experience | 3 |

## Required General Education Core Courses (23 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| SCI 108* | Introduction to Forensic Chemistry | 4 |
| SCI 208* | Forensic Science II: Death Analysis | 4 |
| Social/Behavioral Science electives | | 9 |

*Choose from two or more subject areas.*

## General Electives (2–4 hours)

| | | |
|---|---|---|
| General electives | | 1–4 |

Recommended coursework:

| | | |
|---|---|---|
| ANT 105* | Introduction to Physical Anthropology | 3 |
| COM 120 | Interpersonal Communication | 3 |
| KIN 183 | First Aid and CPR | 2 |
| SOC 202 | Sociology of Deviant Behavior | 3 |
| SOC 204 | Criminology | 3 |
| POS 122 | American National Government | 3 |
| PSY 101 | Introduction to Psychology | 4 |

*Total Semester Credit Hours*          60–62

# CRIMINAL JUSTICE EDUCATION

*Program Code: S.CJE.AA*

## Associate in Arts (A.A.)
*Minimum graduation requirement — 60 semester hours*

The following sequence of courses is designed to provide transfer students with the necessary background to complete a bachelor's degree in criminal justice.

Graduates may enter careers in municipal, county, state, and federal law enforcement agencies or in the private security field. Students interested in completing baccalaureate degrees in criminal justice and related majors are strongly encouraged to complete an A.A. degree prior to transfer. To transfer into an approved baccalaureate degree program in criminal justice as juniors, students need to complete a minimum of 60 semester credits from the framework below. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Notes*

- SCI 108 and SCI 208 are the recommended courses for this degree. Sci 108 is not a prerequisite for SCI 208. These courses may be taken in any order. Both courses must be taken to fulfill the physical/life science requirement. One approved IAI transfer level physical science course and one approved IAI transfer life science course my be substituted for the SCI 108, SCI 208 sequence if necessary.
- All A.A. students must take a course that satisfies the non-western cultures requirement.
- CJS 101 is a prerequisite for all CJS courses except CJS 104 and CJS 127. Suggested coursework based on transfer patterns as of 11/15/13. Always consult transfer coordinator for best enrollment options.

### Required General Education Core Courses (39 hours)                      Cr. Hrs.

Communications (9)
  COM 103   Introduction to Public Speaking . . . . . . . . . . . . . .3
  ENG 101   Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  ENG 102   Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Social/Behavioral Sciences . . . . . . . . . . . . . . . . . . . . . . . . . . . . 10
*Choose from two or mores subject areas*
Interdisciplinary Sciences (8)
*Recommended:*
  SCI 108*   Introduction to Forensic Chemistry . . . . . . . . . . 4
  SCI 208*   Forensic Science II: Death Analysis . . . . . . . . . . . 4
Humanities/Fine Arts electives (9)
  Fine Arts/Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . .3
  Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

### Required Baccalaureate Major Courses* (16–17 hours)

CJS 101*   Introduction to Criminal Justice . . . . . . . . . . . . . .3
CJS 102    Police Administration and Operations. . . . . . . . 4
CJS 203    Criminal Law . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Take one of the following:
  CJS 104*   Introduction to Corrections . . . . . . . . . . . . . . . . . .3
  CJS 209    Criminal Investigation . . . . . . . . . . . . . . . . . . . . . . . 4
Take one of the following:
  SOC 202    Sociology of Deviant Behavior
  SOC 204    Criminology
  CJS 127*   Juvenile Delinquency . . . . . . . . . . . . . . . . . . . . . . . .3

### A.A. Degree Requirement (3 hours)
LAS 189    Introduction to the Liberal Arts
           and Sciences . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

### General Electives (1–3 hours)
*Select option to bring total number of credits to a minimum of 60.*

*Total Semester Credit Hours*                      *60–62*

Suggested baccalaureate major courses based upon transfer patterns as of 11/15/13 for receiving institution.

| *Illinois State University:* | | | *Southern Illinois University @ Edwardsville* | |
| --- | --- | --- | --- | --- |
| CJS 101 | 3 | | | |
| CJS 102 | 4 | | CJS 101 | 3 |
| CJS 104* | 3 | | CJS 127 | 3 |
| CJS 203 | 3 | | CJS 203 | 3 |
| CJS 127 or | | | CJS 104* | 3 |
| SOC 204 | 3 | | SOC 202 or | |
| | *16 credits* | | SOC 204 | 3 |
| | | | | *15 credits* |

| *Western Illinois University* | | | *Eastern Illinois University (Criminology – SOC)* | |
| --- | --- | --- | --- | --- |
| CJS 101 | 3 | | | |
| CJS 127 | 3 | | CJS 101 | 3 |
| CJS 203 | 3 | | CJS 127 | 3 |
| CJS 209 | 4 | | SOC 102 | 3 |
| CJS 102 or | | | SOC 202 | 3 |
| CJS 104* | 3 or 4 | | SOC 204 | 3 |
| | *16 or 17 credits* | | | *15 credits* |

| *Southern Illinois University @ Carbondale* | |
| --- | --- |
| CJS 101 | 3 |
| CJS 102 | 4 |
| CJS 127 | 3 |
| CJS 209 | 4 |
| SOC 204 | 3 |
| | *17 credits* |

# EARLY CHILDHOOD EDUCATION

**Associate in Arts (A.A.)**

*Program Code: S.ECE.AA*

*Minimum graduation requirement — 60 semester hours*

To teach young children in Illinois public schools (birth to second grade), teachers must be certified by the state of Illinois. To transfer into an approved baccalaureate program in early childhood education as a junior, students must complete specific requirements and a minimum of 60 semester credits. Students are strongly encouraged to complete an A.A. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission. A minimum grade point average for most universities is required for program admission.

All transfer applicants are required to pass the Test of Academic Proficiency (TAP), or pass the ACT + Writing with a score of 22+ (see an advisor for further details), and this score may be required at time of application. Contact Parkland's Counseling and Advising Center for more information about this test and suggested timing.

Students planning to teach at the early childhood level in Illinois are advised to plan their transfer programs with a Parkland academic advisor or counselor to meet specific requirements of their preferred transfer college or university and the Illinois State Teachers Certification Board.

## Program Notes

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.

- Certification by the State of Illinois requires that all courses in program be passed with a grade of C or higher.

- Most teacher certification programs require passing the Test of Academic Proficiency (TAP), or passing the ACT + Writing with a score of 22+ (see an advisor for further details) before transfer. For more information, see www.icts.nesinc.com.

- The following universities have specific math requirements for education transfer students.
  EIU: MAT 105-106 sequence recommended
  ISU: Any IAI Transfer math course
  UIUC: MAT 105-106 sequence recommended

- For MAT 105-106, computational master test must be passed. Sign up with the Mathematics Department at 217/351-2225 or in M120.

- Licensing for Kindergarten is ONLY available under the ECE major.

## Required General Education Core Courses (40 hours) — Cr. Hrs.

Communications (9)
| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

Social/Behavioral Sciences (11)
| | | |
|---|---|---|
| HIS 104 | History of the U.S. to 1877 | |
| *or* HIS 105 | History of the U.S., 1877 to the Present | 4 |
| POS 122 | American National Government | 3 |
| PSY 101 | Introduction to Psychology. | 4 |

Mathematics (3)
| | |
|---|---|
| Mathematics elective | 3 |

Humanities/Fine Arts electives (9)
*One course from Hum or FA must fulfill the non-Western culture requirement.*
| | |
|---|---|
| Humanities elective | 3 |
| ART or MUS or THE elective | 3 |
| Humanities or Fine Arts elective | 3 |

Physical/Life Science elective (8)
| | |
|---|---|
| Physical Sciences elective | 4 |
| BIO 101 General Biology | 4 |

## Required Professional Courses (6 hours)
| | | |
|---|---|---|
| EDU 101 | Introduction to Education. | 3 |
| PSY 207 | Introduction to Child Psychology | 3 |

## Additional Required Course (3 hours)
| | | |
|---|---|---|
| LAS 189 | Introduction to the Liberal Arts and Sciences | 3 |

## Suggested Electives
*Select courses from the following to bring total number of credits to a minimum of 60:*
| | | |
|---|---|---|
| EDU 103 | Introduction to Educational Technology | 3 |
| EDU 104 | Introduction to Special Education | 3 |
| Science elective(s) | | 4 |
| Foreign Language requirements | | 4 |
| GEO 140 | World Geography | |
| *or* GEO 143 | Geography of the United States | 3 |
| MUS 121 | Music Appreciation | |
| *or* MUS 124 | Intro to Non-Western Music | 3 |
| MAT 105 | Mathematics for Elementary Teachers I | 3 |
| MAT 106 | Mathematics for Elementary Teachers II. | 3 |

*Total Semester Credit Hours Required* — 60

# *ELEMENTARY EDUCATION*

**Associate in Arts (A.A.)**

*Program Code: S.EED.AA*

*Minimum graduation requirement — 60 semester hours*

To teach in Illinois public elementary schools (grades 1–6), teachers must be certified by the state of Illinois. To transfer into an approved baccalaureate program in elementary education as a junior, students must complete specific requirements and a minimum of 60 semester credits. Students are strongly encouraged to complete an A.A. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission. Students should be aware that a minimum grade point average for most universities is required for program admission.

All transfer applicants are required to pass the Test of Academic Proficiency (TAP), or pass the ACT + Writing with a score of 22+ (see an advisor for further details), and this score may be required at time of application. Contact Parkland's Counseling and Advising Center for more information about this test and suggested timing.

Students planning to teach at the elementary level in Illinois are advised to plan their transfer programs with a Parkland academic advisor or counselor to meet specific requirements of their preferred college or university and the Illinois State Teachers Certification Board.

**Program Notes**

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.

- Certification by the State of Illinois requires that all courses in program be passed with a grade of C or higher.

- Most teacher certification programs require passing the Test of Academic Proficiency (TAP), or passing the ACT + Writing with a score of 22+ (see an advisor for further details) before transfer. For more information, see www.icts.nesinc.com.

- For MAT 105-106, computational master test must be passed. Sign up with the Mathematics Department at 217/351-2225 or in M120.

**Required General Education Core Courses (40 hours)** Cr. Hrs.

Communications (9)
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

Social/Behavioral Sciences (11)
| HIS 104 | History of the U.S. to 1877 | |
| *or* HIS 105 | History of the U.S., 1877 to the Present | 4 |
| POS 122 | American National Government | 3 |
| PSY 101 | Introduction to Psychology | 4 |

Mathematics (3)
| MAT 106 | Mathematics for Elementary Teachers II | 3 |

Humanities/Fine Arts electives (9)
HUM 103 or 104 or 105 or 106 or 107 or 109
(non-Western culture course) . . . . . . 3
ART or MUS or THE elective . . . . . . 3
LIT 121 or 126 or 127 or 201 or 202 . . . . . . 3

Physical/Life Science elective (8)
Choose from: PHY 120 and 129 or ESC 101 or CHE 104 . . . 4
| BIO 101 | General Biology | 4 |

**Required Professional Courses (9 hours)**
| EDU 101 | Introduction to Education | 3 |
| PSY 207 | Introduction to Child Psychology | 3 |
| MAT 105 | Mathematics for Elementary Teachers I | 3 |

**Other Required Courses (7 hours)**
| LAS 189 | Introduction to the Liberal Arts and Sciences | 3 |
| MAT 124 | College Algebra | 4 |

**Recommended Electives (3–4 hours)**
Science elective(s) . . . . . . 4
| EDU 103 | Introduction to Educational Technology | 3 |
| EDU 104 | Introduction to Special Education | 3 |
Foreign Language requirements . . . . . . 4
See options below for specific electives for universities listed below
General electives . . . . . . 0–5

*Total Semester Credit Hours* — *60–64*

Suggested baccalaureate major courses based upon transfer patterns as of 09/30/14 for receiving institution.

| *Eastern Illinois University:* | *Illinois State University* |
| --- | --- |
| PHY 121 *or* | PHY 121 or 120 and 129 or |
| PHY 120 and 129 | CHE 101 or 104 |
| CHE 101 *or* 104 | ESC 101 *or* 102 |
| ESC 101 *or* 102 *or* | EDU 104 |
| AST 101 *or* 102 | |
| EDU 103 | *University of Illinois (UIUC)* |
| EDU 104 | MAT 108 |
| Foreign Lang req | Foreign Lang req |

# SECONDARY EDUCATION

**Associate in Arts (A.A.)**
*Program Code: S.SED.AA*

**Associate in Science (A.S.)**
*Program Code: S.SED.AS*

*Minimum graduation requirement — 60 semester hours*

To teach in Illinois public high schools (grades 6–12), teachers must be certified by the state of Illinois. To transfer into an approved baccalaureate program in secondary education as a junior, students must complete specific requirements and a minimum of 60 semester credits. Students are strongly encouraged to complete an A.A. or A.S. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission to any particular transfer institution. Students should be aware that a minimum grade point average is required for program admission at most universities.

**All transfer applicants are required to pass the Illinois Basic Skills Test, and this score may be required at time of application.** Contact Parkland's Counseling and Advising Center for more information about this test and suggested timing.

Students planning to teach at the secondary level in Illinois are advised to plan their transfer programs with a Parkland academic advisor or counselor to meet specific requirements of their preferred college or university and the Illinois State Teachers Certification Board.

**Program Notes**

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.
- Certification by the State of Illinois requires that all courses in program be passed with a grade of C or higher.
- Most teacher certification programs require passing the Illinois Basic Skills Test before transfer. For more information, see www.icts.nesinc.com.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.
- Check with transfer institution regarding foreign language requirements
- PSY 101 is the prerequisite for PSY 220 and PSY 209.

## ASSOCIATE IN ARTS OPTION

### General Education Core Courses (40 hours minimum)                    Cr. Hrs.

Communications (9)
| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

Humanities/Fine Arts (9) .................................. 9
*Must include at least one Humanities and at least one Fine Arts course; one of these courses must fulfill the non-Western culture requirement*

Social/Behavioral Sciences (11)
| | | |
|---|---|---|
| HIS 104 | History of the U.S. to 1877 | |
| *or* HIS 105 | History of the U.S., 1877 to the Present | 4 |
| POS 122 | American National Government | 3 |
| PSY 101 | Introduction to Psychology | 4 |

Mathematics elective .................................... 3
Physical Sciences laboratory-based elective .............. 4
Life Sciences laboratory-based elective .................. 4

### A.A. Degree Required (3 hours)

| | | |
|---|---|---|
| LAS 189 | Introduction to the Liberal Arts and Sciences | 3 |

### Required Professional Courses (6 hours)

| | | |
|---|---|---|
| EDU 101 | Introduction to Education | 3 |
| PSY 220 | Educational Psychology | |
| *or* PSY 209 | Human Growth and Development | 3 |

### Suggested Courses for Teaching Concentration (11 hours)

*Will vary by teaching area and transfer school. Individualized plans should be developed in consultation with a Parkland counselor or academic advisor during first semester at Parkland. Select courses from the following to meet minimum 60-hour degree requirement.*

| | | |
|---|---|---|
| EDU 104 | Introduction to Special Education | 3 |
| KIN 181 | Health Education | 2 |

Science elective ....................................... 3–8
Mathematics elective ................................... 3–4
Foreign language courses* ............................... 0–8
General electives ...................................... 0–8

*Total Semester Credit Hours*                                    *60*

## ASSOCIATE IN SCIENCE OPTION

**General Education Core Courses***
**(33–35 hours)**                                     **Cr.Hrs.**
Communications (9) . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .
  ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  ENG 102    Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  COM 103    Introduction to Public Speaking . . . . . . . . . . . . .3
Humanities/Fine Arts (6) . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 6
  *Must include at least one Humanities and at least*
  *one Fine Arts course; one of these courses must*
  *fulfill the non-Western culture requirement*
Social/Behavioral Sciences (7–8)
  PSY 101 Introduction to Psychology* . . . . . . . . . . . . . . . . . . . 4
*AND* choose one of the following:
  HIS 104    History of the U.S. to 1877
  Or HIS 105   History of the U.S., 1877 to the Present . . . . . . 4
  POS 122    American National Government . . . . . . . . . . . . .3
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3–5
Physical Science laboratory-based elective . . . . . . . . . . . . . . . 4
Life Science laboratory-based elective . . . . . . . . . . . . . . . . . . . 4

### A.S. Degree Requirement (6–9 hours)

One additional mathematics course . . . . . . . . . . . . . . . . . . . . .3–5
One additional physical science or life science course. . . . 3–4
  *Any AST, BIO, CHE, ESC, PHY or SCI courses numbered*
  *100 through 289 whose second digit is even, beyond*
  *the general education requirements in science*

### Required Professional Courses (6 hours)

EDU 101     Introduction to Education. . . . . . . . . . . . . . . . . .3
PSY 220    Educational Psychology
*or* PSY 209  Human Growth and Development . . . . . . . . . . .3

### Suggested Courses for Teaching Concentration (10–15 hours)

  *Will vary by teaching area and transfer school. Individu-*
  *alized plans should be developed in consultation with*
  *a Parkland counselor or academic advisor during first*
  *semester at Parkland.   Select courses from the follow-*
  *ing to meet minimum 60-hour degree requirement*
EDU 104     Introduction to Special Education . . . . . . . . . . .3
KIN 181      Health Education . . . . . . . . . . . . . . . . . . . . . . . . . .2
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–4
Science elective(s) . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–8
Foreign Language Courses* . . . . . . . . . . . . . . . . . . . . . . . . . . . 0–8
General electives . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 0–8
                                                               ——
*Total Semester Credit Hours Required*          *60*

# SPECIAL EDUCATION

**Associate in Arts (A.A.)**
*Program Code: S.SPD.AA*

**Associate in Science (A.S.)**
*Program Code: S.SPD.AS*

*Minimum graduation requirement — 60 semester hours*

Students interested in completing a baccalaureate degree in special education are strongly encouraged to complete an AA. or A.S. degree prior to transfer. To transfer into an approved baccalaureate program in special education as a junior, students must complete specific requirements and a minimum of 30–60 credits. UIUC recommends early transfer after completion of 30 credits, including required courses. Since admission is competitive, completion of the recommended courses does not guarantee admission. Students shoud be aware that a minimum grade point average for most universities is required for program admission.

**All transfer applicants are required to pass the Illinois Basic Skills Test, and this score may be required at time of application.** Contact Parkland's Counseling and Advising Center for more information about this test and suggested timing.

Students planning to teach in special education in Illinois are advised to plan their transfer programs with a Parkland academic advisor or counselor to meet specific requirements of their preferred college or university and the Illinois State Teachers Certification Board.

**Program Notes**

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.
- Certification by the State of Illinois requires that all courses in program be passed with a grade of C or higher.
- Most teacher certification programs require passing the Illinois Basic Skills Test before transfer. For more information, see www.icts.nesinc.com
- The following universities have specific math requirements for education transfer students.
  EIU: MAT 105-106 sequence recommended
  ISU: Transfer math other than MAT 108 recommended
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.
- Check with transfer institution regarding foreign language requirements.
- PSY 101 is the prerequisite for PSY 220 and PSY 209.

# SPECIAL EDUCATION

*continued*

## ASSOCIATE IN ARTS OPTION

### Required General Education Core Courses (40 hours minimum)                                    Cr. Hrs.

Communications (9)
COM 103    Introduction to Public Speaking . . . . . . . . . . . . .3
ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
ENG 102    Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

Humanities/Fine Arts (9)
*Must include at least one Humanities and at least one Fine Arts course; one of these courses must fulfill the non-Western culture requirement*

Social/Behavioral Sciences (11)
HIS 104    History of the U.S. to 1877
*or* HIS 105    History of the U.S., 1877 to the Present . . . . . . . 4
POS 122    American National Government . . . . . . . . . . . . . .3
PSY 101    Introduction to Psychology. . . . . . . . . . . . . . . . . 4
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3–5
Physical Sciences laboratory-based elective . . . . . . . . . . . . . . 4
Life Sciences laboratory-based elective . . . . . . . . . . . . . . . . . 4

### A.A. Degree Required (3 hours)

LAS 189    Introduction to the Liberal Arts
            and Sciences . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

### Required Professional Courses (9 hours)

EDU 101    Introduction to Education. . . . . . . . . . . . . . . . . . .3
EDU 104    Introduction to Special Education . . . . . . . . . . .3
PSY 209    Human Growth and Development . . . . . . . . . . . .3

### Required Course for A.A. Degree (3 hours)

LAS 189    Introduction to the Liberal Arts
            and Sciences . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

### General Electives (8 hours)

*Select courses from the following to meet minimum 60-hour degree requirement:*

KIN 181    Health Education . . . . . . . . . . . . . . . . . . . . . . . . . .2
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–4
Literature elective. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Fine Arts elective. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Science elective(s) . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–8
Foreign Language courses* . . . . . . . . . . . . . . . . . . . . . . . . . . 0–8
Area of teaching concentration . . . . . . . . . . . . . . . . . . . . . . . 3–9
*Select up to a maximum of 9 hours in one academic discipline: Anthropology, Art, Astronomy, Biology, Chemistry, Geography, Earth Science, Economics, English, Foreign Languages, History, Literature, Mathematics, Music, Philosophy, Physics, Political Science, Psychology, Sociology, or Theatre.*

*Total Semester Credit Hours*                            *60*

## ASSOCIATE IN SCIENCE OPTION

### General Education Core Courses* (33 - 35 hours)                                       Cr.Hrs.

*Communications* (9)
ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
ENG 102    Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
COM 103    Introduction to Public Speaking . . . . . . . . . . . . .3

Humanities/Fine Arts (6)
*Must include at least one Humanities and at least one Fine Arts course; one of these courses must fulfill the non-Western culture requirement*

Social/Behavioral Sciences (7–8)
PSY 101    Introduction to Psychology. . . . . . . . . . . . . . . . . 4
*AND* choose one of the following:
HIS 104    History of the U.S. to 1877
*or* HIS 105    History of the U.S. 1877 to the Present . . . . . . . 4
POS 122    American National Government . . . . . . . . . . . . . .3
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3–5
Physical Science laboratory-based elective . . . . . . . . . . . . . . 4
Life Science laboratory-based elective . . . . . . . . . . . . . . . . . . 4

### A.S. Degree Requirement (6–9 hours)

One additional mathematics course . . . . . . . . . . . . . . . . . . . .3–5
One additional physical science or life science course. . . . 3–4
*Any AST, BIO, CHE, ESC, PHY or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in science*

### Required Program Courses (9 hours)

EDU 101 Introduction to Education . . . . . . . . . . . . . . . . . . . . . . .3
EDU 104 Introduction to Special Education . . . . . . . . . . . . . . .3
PSY 209 Human Growth and Development . . . . . . . . . . . . . . .3

### General Electives (7–12 hours)

*Select courses from the following to meet minimum 60-hour degree requirement:*

KIN 181 Health Education . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .2
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–4
Science elective(s) . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–8
Foreign Language Courses* . . . . . . . . . . . . . . . . . . . . . . . . . . 0–8
Area of teaching concentration . . . . . . . . . . . . . . . . . . . . . . . 3–9
*Select up to a maximum of 9 hours in one academic discipline: Anthropology, art, Astronomy, Biology, Chemistry, Geography, Earth Science, Economics, English, Foreign Languages, History, Literature, Mathematics, Music, Philosophy, Physics, Political Science, Psychology, Sociology, or Theatre*

*Total Semester Credit Hours*                            *60*

# FIRE SERVICE TECHNOLOGY

*Program Code: S.FST.CER*

**Fire Officer I Certificate**

*Minimum graduation requirement — 32 semester hours*

The Fire Service Technology Certificate Program prepares the student to become a Fire Officer I.

**Suggested Full-time Sequence**

| FALL | SPRING |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| FST 111 | FST 212 |
| FST 112 | FST 114 |
| FST 210 | FST 115 |
| ENG 101 | FST 118 |
| MAT 131 | PSY 101 |

| **Required Program Courses (21 hours)** | **Cr. Hrs.** |
| --- | --- |

FST 111    Introduction to the Fire Service
*or* FST elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
   Choose EMS 110 or other fire ser-
   vice courses that are not required.
FST 112    Command Officer Management I . . . . . . . . . . . .3
FST 114    Fire Prevention Principles . . . . . . . . . . . . . . . . . . .3
FST 115    Fire Fighting Tactics . . . . . . . . . . . . . . . . . . . . . . . .3
FST 118    Fire Service Instructor I . . . . . . . . . . . . . . . . . . . . .3
FST 212    Command Officer Management II . . . . . . . . . . . .3
FST 210    Hazardous Materials First Responder/
           Operation . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

**Required General Education Core Courses (11 hours)**

ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
MAT 131    Applied Mathematics . . . . . . . . . . . . . . . . . . . . . . 4
PSY 101    Introduction to Psychology . . . . . . . . . . . . . . . . 4

*Total Semester Credit Hours*                                    *32*

# FIRE SERVICE TECHNOLOGY

*Program Code: S.FST.AAS*

**Associate in Applied Science (A.A.S.)**

*Minimum graduation requirement — 60 semester hours*

The program is designed to provide the student with the training and education required of a fire service professional.

**Program Note**
Students intending to transfer to SIU, WIU, or another university should consult with their program advisor. Typically, substitutions are as follow: CHE 101 for FST 210, MAT 108 and ALM 135 for MAT 131, PHY 121 for PHY 112.

**Suggested Full-time Sequence**

| FALL | SPRING | FALL | SPRING |
| --- | --- | --- | --- |
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| FST 114 | FST 112 | FST 152 | FST 117 |
| FST 116 | FST 115 | FST 250 | FST 212 |
| FST 118 | FST 132 | EMS 110 | MAT 131 |
| ENG 101 | FST 210 | PSY 101 | Soc/Beh/Sci *or* |
| PHY 112 | COM 103 | | Hum/FA elec |

| **Required Program Courses (39 hours)** | **Cr. Hrs.** |
| --- | --- |

FST 112    Command Officer Management I . . . . . . . . . . . .3
FST 114    Fire Prevention Principles . . . . . . . . . . . . . . . . . . .3
FST 115    Fire Fighting Tactics . . . . . . . . . . . . . . . . . . . . . . .3
FST 116    Basic Operations Firefighter I . . . . . . . . . . . . . . .3
FST 117    Pump Operator . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
FST 118    Fire Service Instructor I . . . . . . . . . . . . . . . . . . . . .3
FST 132    Basic Operations Firefighter II . . . . . . . . . . . . . . .3
FST 152    Basic Operations Firefighter III . . . . . . . . . . . . . .3
FST 210    Hazardous Materials Operation . . . . . . . . . . . . . .3
FST 212    Command Officer Management II . . . . . . . . . . . .3
FST 250    Fire and Emergency Management
           Computer Systems . . . . . . . . . . . . . . . . . . . . . . . . .3
FST electives . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 6
   Choose from FST 111, FST 215, FST 218, FST 234,
   FST 235, FST 251, FST 253, or EMS 110.

**Required General Education Core Courses (21 hours)**

COM 103    Introduction to Public Speaking . . . . . . . . . . . . .3
ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
MAT 131    Applied Mathematics . . . . . . . . . . . . . . . . . . . . . . 4
PHY 112    Applied Physics: Heat and Electricity . . . . . . . . .3
PSY 101    Introduction to Psychology . . . . . . . . . . . . . . . . 4
Social/Behavioral Sciences
*or* Humanities/Fine Arts electives . . . . . . . . . . . . . . . . . . . . . . . 4

*Total Semester Credit Hours*                                    *60*

# *HISTORY*

*Program Code: S.HIS.AA*

## Associate in Arts (A.A.)
*Minimum graduation requirement — 60 semester hours*

To transfer as a junior into a baccalaureate history program, students must complete a minimum of 60 semester credits. Freshmen and sophomores who plan to major in history are encouraged to fulfill general education requirements with foundation courses in the sciences (e.g., biology, chemistry, physics, and anatomy and physiology) and mathematics (e.g., college algebra, calculus, and statistics). The number of history courses taken at Parkland should be kept to a minimum.

The courses below are recommended for students planning to transfer into a baccalaureate history program, including into a baccalaureate program leading to state certification as a high school (6–12) history teacher. Students planning to seek high school (6–12) teacher certification are encouraged to consult the specific general education courses recommended for Secondary Education.

To transfer as a junior, students must complete a minimum of 60 semester credits. Students seeking a bachelor's degree in history are strongly encouraged to complete an Associate in Arts or Associate in Science degree prior to transfer. Since admission may be competitive, completing the recommended courses does not by itself guarantee admission.

### Required General Education Core Courses (38 hours)                                   Cr. Hrs.
Communications (9)
  COM 103    Introduction to Public Speaking . . . . . . . . . . . . . .3
  ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  ENG 102    Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Social/Behavioral Science electives . . . . . . . . . . . . . . . . . . . . . . . 9
  Choose from two or more subject areas.
Humanities/Fine Arts electives (9)
  Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  Humanities *or* Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . . .3
  *One course from Soc/Beh Sci, Hum, or FA must*
  *fulfill the non-Western culture requirement.*
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–6
Physical Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

### Required Core History Courses (16 hours)
HIS 101        History of Western Civilization I . . . . . . . . . . . . . 4
HIS 102        History of Western Civilization II . . . . . . . . . . . . . 4
HIS 104        History of the U.S. to 1877 . . . . . . . . . . . . . . . . . . . 4
HIS 105        History of the U.S., 1877 to the Present . . . . . . . 4

### Required Course for A.A. Degree (3 hours)
LAS 189        Introduction to the Liberal Arts
                     and Sciences . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

### General Electives (3 hours)
General electives . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–6
_____
*Total Semester Credit Hours*                                            60

## Other History Courses
Additional history courses (such as non-Western civilization) may transfer either for history major credit or as general education credit, depending upon the school. Students should select courses in consultation with an advisor.

## Related Courses
Students who have decided upon a minor field are encouraged to complete one or more courses in the minor. Students planning to obtain high school (6–12) teacher certification are encouraged to complete one or more professional education courses recommended by the Secondary Education Panel. Students should select courses in consultation with an advisor.

## One Foreign Language (up to 12 semester credits)
Competency through the second, third, or fourth semester in a single foreign language is required for the B.A. degree in history in some schools and for all majors in the College of Arts and Sciences at other schools. Ask about the language requirement of the schools you are considering, and complete the required foreign language courses before transfer. In general, two years of foreign language study in high school will substitute for two semesters in college.

# POLITICAL SCIENCE

*Program Code: S.POS.AA*

**Associate in Arts (A.A.)**

*Minimum graduation requirement — 60 semester hours*

Political Science is the study of the theory and practice of government and politics. Students of politics describe and analyze political systems and behavior. Baccalaureate programs offer courses in areas such as public administration, public law, international relations, comparative politics, political behavior, political philosophy, and U.S. government. Students interested in pursuing a bachelor's degree in political science are strongly encouraged to complete an Associate in Arts or Associate in Science degree prior to transfer. A minimum of 60 semester credits is required for transfer as a junior into a baccalaureate Political Science program. Since admission is competitive, completing the recommended courses does not by itself guarantee admission.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

**Required General Education Core Courses (38 hours)**                                    **Cr. Hrs.**

Communications (9)
COM 103    Introduction to Public Speaking . . . . . . . . . . . . . .3
ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
ENG 102    Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Social/Behavioral Science electives . . . . . . . . . . . . . . . . . . . . . . . 9
  Choose from two or more subject areas.
Humanities/Fine Arts electives (9)
  Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
  Humanities *or* Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . .3
  *One course from Soc/Beh Sci, Hum, or FA must*
  *fulfill the non-Western culture requirement.*
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Physical Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

**Required Political Science Prerequisite Course (3 hours)**

POS 122    American/U.S. National Government . . . . . . . . . .3

**Other Political Science Courses** (**3–6 hours**)

  A maximum of 2 courses beyond American/U.S. National Government from the list below are guaranteed to transfer either as a substitute for the receiving school's comparable course or as a political science elective.
POS 124    State and Local Government . . . . . . . . . . . . . . . . .3
POS 202    Introduction to International Relations . . . . . . . .3

**A.A. Degree Requirement (3 hours)**

LAS 189    Introduction to the Liberal Arts
           and Sciences . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

**General Electives (7–13 hours)**

General Electives . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .7–13

*Total Semester Credit Hours*                                    *60*

# PSYCHOLOGY

*Program Code: S.PSY.AA*

## Associate in Arts (A.A.)

*Minimum graduation requirement — 60 semester hours*

To transfer as a junior into a baccalaureate psychology program, students must complete a minimum of 60 semester credits. Freshmen and sophomores who plan to major in psychology are encouraged to fulfill general education requirements with foundation courses in the sciences (e.g., biology, chemistry, physics, and anatomy and physiology) and mathematics (e.g., college algebra, calculus, and statistics). The number of psychology courses taken at Parkland should be kept to a minimum. Students are strongly encouraged to complete an Associate in Arts degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

## Required General Education Core Courses (38 hours) Cr. Hrs.

Communications (9)
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

Social/Behavioral Science electives . . . . . . . . . . . . . . . . . . . . . . 9
   Choose from two or more subject areas.
Humanities/Fine Arts electives (9)
   Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3
   Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3
   Humanities *or* Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . 3
   *One course from Soc/Beh Sci, Hum, or FA must*
   *fulfill the non-Western culture requirement.*
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3
Physical Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

## Required Psychology Prerequisite Course (4 hours)

| PSY 101 | Introduction to Psychology. . . . . . . . . . . . . . . . | 4 |

## Required Psychology Core Courses (9 hours)

A maximum of three courses beyond PSY 101 from the following are guaranteed for transfer credit under the following conditions: If the receiving institution offers the course as a lower-division course, then course-for-course transfer is guaranteed; if the receiving institution does not offer the course, or does not offer the course at the lower level, the student will receive elective, lower-division, psychology credit for the course.
*Choose one course from the following (3 hours):*
| PSY 207 | Introduction to Child Psychology | 3 |
| PSY 208 | Adolescent Psychology | 3 |
| PSY 209 | Human Growth and Development | 3 |

*Choose two courses from the following (6 hours):*
| PSY 201 | Psychology of Personality | 3 |
| PSY 203 | Abnormal Psychology | 3 |
| PSY 205 | Introduction to Social Psychology | 3 |
| PSY 222 | Industrial and Organizational Psychology | 3 |
| PSY 223 | Introduction to Adult Development and Aging | 3 |

## A.A. Degree Requirement (3 hours)

| LAS 189 | Introduction to the Liberal Arts and Sciences | 3 |

## General Electives (6–8 hours)

General electives . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 6–8

*Total Semester Credit Hours*     60

# SOCIAL WORK

*Program Code: S.SOW.AA*

## Associate in Arts (A.A.)
*Minimum graduation requirement — 60 semester hours*

The profession of social work is devoted to helping people function optimally in their environment by providing direct and indirect services to individuals, families, groups, organizations, and communities and by working to improve social conditions. Bachelor's degree programs in social work prepare students for careers in public and private agencies such as child welfare, mental health, corrections, shelters, and many other workplaces. Students interested in completing bachelor's degrees in social work are strongly encouraged to complete an Associate in Arts degree prior to transfer. To transfer into an accredited bachelor's degree program in social work as juniors, students need to complete a minmum of 60 semester credits (up to a maximum of 64 semester credits) from the adjacent list. Students should contact their counselor or advisor about the particular social work baccalaureate program for specific entry requirements, including language requirements. Since admission is competitive, completion of these courses alone does not guarantee admission.

## Required General Education Core Courses (38 hours) Cr. Hrs.

Communications (9)
COM 103  Introduction to Public Speaking . . . . . . . . . . . . . .3
ENG 101  Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
ENG 102  Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Social/Behavioral Science electives . . . . . . . . . . . . . . . . . . . . . . . 9
Choose three from SOC 101, ANT 103,
ECO 101, PSY 101, POS 122, SOC 203.
Humanities/Fine Arts electives (9)
Recommended choice of one from
PHI 101, PHI 103, PHI 105.
Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Humanities *or* Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . .3
(One course from Soc/Beh Sci, Hum, or FA must fulfill
the non-Western culture requirement.)
Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–6
MAT 108 is recommended.
Physical Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
AST 101 or 102 is recommended.
Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
BIO 105 is recommended, or choose from
BIO 101, 104, *or* 107.

## Required Social Work Core Courses (12 hours)
SOC 220      Introduction to Social Work . . . . . . . . . . . . . . . . .3
*Choose three courses from the following:*
PSY 107      Human Sexuality. . . . . . . . . . . . . . . . . . . . . . . . . . .3
PSY 203      Abnormal Psychology . . . . . . . . . . . . . . . . . . . . . . .3
PSY 205      Introduction to Social Psychology . . . . . . . . . . . .3
SOC 102      Social Problems . . . . . . . . . . . . . . . . . . . . . . . . . . . .3

## A.A. Degree Requirement (3 hours)
LAS 189      Introduction to Liberal Arts and Sciences . . . . .3

## General Electives (7 hours)
General electives . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .7

*Total Semester Credit Hours*                          *60*

# SOCIOLOGY

*Program Code: S.SOC.AA*

## Associate in Arts (A.A.)

*Minimum graduation requirement — 60 semester hours*

Sociology is the systematic and scientific study of behavior of small groups and society. To transfer as a junior into a baccalaureate sociology program, students must complete a minimum of 60 semester credits. Students are strongly encouraged to complete an Associate in Arts or Associate in Science degree prior to transfer. Freshmen and sophomores who plan to major in sociology are encouraged to complete additional foundation courses (including courses in the social and behavioral sciences) and mathematics.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

## Required General Education Core Courses (38 hours)      Cr. Hrs.

Communications (9)
| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

Social/Behavioral Science electives . . . . . . . . . . . . . . . . . . . . . . 9
Choose from two or more subject areas. (ANT 101, ANT 103, and PSY 205 recommended)

Humanities/Fine Arts electives (9)
Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3
Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3
Humanities *or* Fine Arts elective . . . . . . . . . . . . . . . . . . . . . . . 3
(One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.)

Mathematics elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3
Physical Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

## Required Course for Concentration in Sociology (3 hours)

| | | |
|---|---|---|
| SOC 101 | Introduction to Sociology | 3 |

## Required Sociology Core Courses (9 hours)

A maximum of three courses beyond SOC 101 from the following are guaranteed for transfer credit under the following conditions: If the receiving institution offers the course as a lower-division course, then course-for-course transfer is guaranteed; if the receiving institution does not offer the course at the lower level, the student will receive elective, lower-division sociology credit for the course.

| | | |
|---|---|---|
| SOC 102 | Social Problems | 3 |
| SOC 200 | Sociology of Marriage and Family | 3 |
| SOC 203 | Diversity and Society | 3 |
| SOC 240 | Gender and Society | 3 |

## Required Course for A.A. Degree (3 hours)

| | | |
|---|---|---|
| LAS 189 | Introduction to the Liberal Arts and Sciences | 3 |

## General Electives (7–9 hours)

General Electives . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 7–9

*Total Semester Credit Hours*      60

# GO
## *AHEAD*



# career and technical education

*Catherine Stalter, interim dean*
*Megan Przygoda, administrative assistant*

# Agriculture/Engineering Science and Technologies

*Parkhill Applied Technology Center, T Building ● 217/351-2290*
*James Mansfield, department chair*
*Christine Murphy-Lucas, administrative assistant*

**Agriculture** offers up-to-date and vital courses for students seeking careers in a variety of agriculture-related industries. Certificate and degree programs provide hands-on experience with agriculture to prepare students for jobs immediately upon completion as well as prepare students who intend to transfer to a university.

Nearly a quarter of all jobs in America are related to agriculture, and the rapidly changing face of agriculture has resulted in new and exciting career opportunities. High-tech intensive farming techniques, seed genetics, precision agriculture technology, and sophisticated marketing and research activities all require educated, well-trained workers. Agriculture students benefit from study at the 42-acre demonstration plot land laboratory, and from modern classroom space in the Tony Noel Agriculture Technology Applications Center building. The Agriculture Program also provides opportunities for students to participate in a number of student organizations and develop their leadership potential as well as improve their soft skills that many employers are seeking.

The **Horticulture Program** is another important area within this division. The need for trained professionals to design, construct, and manage landscape projects for homes and businesses has never been greater. This program also prepares students for careers in greenhouse management and floriculture, all of which depend on many hands-on courses to provide practical education and training. With a modern greenhouse providing space for some of the hands-on instruction, students gain both the horticulture and business skills they need to succeed in this growing industry

**Engineering Science and Technologies** offers certificates and degree programs that respond to technological advances and industry demand. Its hands-on approach to learning includes lab work, course projects, and internships. Career programs prepare students for jobs in technical fields such as automotive technology, collision repair, electronics, industrial technology, construction, and more. Students are given opportunities to expand their interests in organizations such as Parkland Motorsports and Diesel Pulling Club, as well as student chapters of the National Home Builders Association and the Illinois Professional Land Surveyors Association.

Graduates in most of our technical fields are able to continue their education and receive baccalaureate degrees from a variety of area colleges or universities. Students interested in pursuing the four-year degree should create an educational plan with their academic advisor consulting the catalog of the four-year institution they plan to attend.

The Parkhill Applied Technology Center, located on the west side of campus, is home to the Automotive, Ford ASSET, Automotive Collision Repair, Industrial Technology, and Welding programs. This state-of-the-art facility offers students hands-on skills learning in a facility that simulates the conditions that they will experience in real life jobs. Parkland College has long-standing partnerships with area industries and job placement is very high for graduates in these technical fields.

# Agriculture/Engineering Science and Technologies

**PROGRAMS**

# AGRI-BUSINESS

*Program Code: B.AGB.CER*

## Certificate

*Minimum graduation requirement — 30 semester hours*

The Agri-Business Certificate Program provides students with general knowledge in the areas of agri-marketing, agri-supply, and agricultural production.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| AGB 103 | AGB 102 |
| AGB 105 | AGB 133 |
| AGB 112 | AGB elec |
| AGB 135 | AGB elec |
| AGB elec | ENG 101 |

## Required Program Courses (19 hours)  Cr. Hrs.

| | | |
| --- | --- | --- |
| AGB 102 | Introduction to Agricultural Economics | 4 |
| AGB 103 | Introduction to Crop Science | 4 |
| AGB 105 | Agricultural Applications of the Computer | 3 |
| AGB 112 | Concepts in Agriculture | 1 |
| AGB 133 | Introduction to Agricultural Marketing and Standards | 3 |
| AGB 135 | Agricultural Business Management I | 4 |

## Elective Core Courses
### (Choose at least 8 hours from the following.)

| | | |
| --- | --- | --- |
| AGB 101 | Introduction to Animal Science | 4 |
| AGB 106 | International Agricultural Field Experience | 3 |
| AGB 200 | Introduction to Soil Science | 4 |
| AGB 201 | Introduction to Agricultural Mechanization | 3 |
| AGB 211 | Plant Pest Identification and Control | 3 |
| AGB 214 | Precision Farming Technology | 3 |
| AGB 232 | Agricultural Business and Farm Management | 4 |
| AGB 233 | Grain Marketing | 3 |
| AGB 236 | Agricultural Credit and Finance | 2 |

## Required General Education Core Courses
### (3 hours)

| | | |
| --- | --- | --- |
| ENG 101 | Composition I | 3 |

*Total Semester Credit Hours*  **30**

# AGRICULTURAL BUSINESS: APPLIED AGRONOMY

*Program Code: B.ABR.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 68 semester hours*

The Applied Agronomy Program prepares students for entry-level positions as technicians for agricultural seed and chemical research centers or production agriculture facilities. Students learn to apply technical procedures needed for such positions. Allows students flexibility to pursue concentration of study in area of career interest.

## Program Notes*

- Select a math course with advice from an agriculture faculty advisor.
- GEO 140 (World Geography) is recommended as background for AGB 215.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

## Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | |
| AGB 103 | AGB 133 | AGB 191 |
| AGB 105 | AGB 200 | AGB 211 |
| AGB 112 | ENG 102 | |
| AGB 135 | Gen ed elec | |
| ENG 101 | Concentration elec | |
| | Concentration elec | |

| FALL | SPRING |
|------|--------|
| *3rd Semester* | *4th Semester* |
| AGB 102 | AGB 213 |
| AGB 214 | AGB 201 |
| MAT 110 | AGB 290 |
|   *or* MAT elec | AGB 291 |
| Gen ed elec | Concentration elec |

## Required Program Courses (42 hours)          Cr. Hrs.

| | | |
|---|---|---|
| AGB 102 | Introduction to Agricultural Economics | 4 |
| AGB 103 | Introduction to Crop Science | 4 |
| AGB 105 | Agricultural Applications of the Computer | 3 |
| AGB 112 | Concepts in Agriculture | 1 |
| AGB 133 | Introduction to Agricultural Marketing and Standards | 3 |
| AGB 135 | Agricultural Business Management I | 4 |
| AGB 191 | Agri-Business Work Exploration | 2 |
| AGB 200 | Introduction to Soil Science | 4 |
| AGB 201 | Introduction to Agricultural Mechanization | 3 |
| AGB 211 | Plant Pest Identification and Control | 3 |
| AGB 213 | Soil Fertility and Fertilizers | 3 |
| AGB 214 | Precision Farming Technology | 3 |
| AGB 290 | Agri-Business Seminar | 1 |
| AGB 291 | Agri-Business Work Experience | 4 |

## Required General Education Core Courses (15 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| MAT 110* | Business Mathematics | |
| *or* MAT elective | | 3 |
| General education electives* | | 6 |

## Concentration Electives (Choose at least 11 hours from the following.)

| | | |
|---|---|---|
| AGB 155 | Agriculture Salesmanship | 3 |
| AGB 106 | International Agricultural Field Experience | 3 |
| AGB 193 | United States Agricultural Field Experience | 3 |
| AGB 215* | Agricultural Applications of Geographic Information Systems | 3 |
| AGB 232 | Agricultural Business and Farm Management | 4 |
| AGB 233 | Grain Marketing | 3 |
| AGB 236 | Agricultural Credit and Finance | 2 |
| BIO 109 | Introduction to Plant Biology | 4 |
| CHE 104 | Chemistry of Everyday Life | 4 |

*Total Semester Credit Hours*          *68*

# AGRICULTURAL BUSINESS: GRAIN MERCHANDISING AND MANAGEMENT

*Program Code: B.ABG.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 65 semester hours*

The Grain Merchandising and Management Program prepares students for entry level jobs in the grain and feed industry. Students learn the basics of grain grading, drying and handling, and concepts in marketing and merchan-dising. Potential jobs include mid-management, general management, merchandiser, market consulting, and sales.

### Program Note*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | |
| AGB 103 | AGB 133 | AGB 191 |
| AGB 105 | AGB 200 | |
| AGB 112 | ENG 102 | |
| AGB 135 | Concentration elec | |
| ENG 101 | Gen ed elec | |

| FALL | SPRING |
|------|--------|
| *3rd Semester* | *4th Semester* |
| AGB 102 | AGB 155 |
| AGB 232 | AGB 236 |
| AGB 233 | AGB 238 |
| MAT 110 *or* | AGB 239 |
|    MAT elec | AGB 290 |
| Gen ed elec | AGB 291 |

## Required Program Courses (47 hours)          Cr. Hrs.

| | | |
|---|---|---|
| AGB 102 | Introduction to Agricultural Economics | 4 |
| AGB 103 | Introduction to Crop Science | 4 |
| AGB 105 | Agricultural Applications of the Computer | 3 |
| AGB 112 | Concepts in Agriculture | 1 |
| AGB 133 | Introduction to Agricultural Marketing and Standards | 3 |
| AGB 135 | Agricultural Business Management I | 4 |
| AGB 155 | Agriculture Salesmanship | 3 |
| AGB 191 | Agri-Business Work Exploration | 2 |
| AGB 200 | Introduction to Soil Science | 4 |
| AGB 232 | Agricultural Business and Farm Management | 4 |
| AGB 233 | Grain Marketing | 3 |
| AGB 236 | Agricultural Credit and Finance | 2 |
| AGB 238 | Grain Merchandising | 3 |
| AGB 239 | Advanced Grain Marketing | 2 |
| AGB 290 | Agri-Business Seminar | 1 |
| AGB 291 | Agri-Business Work Experience | 4 |

## Required General Education Core Courses (15–16 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| MAT 110 | Business Mathematics *or* MAT elective | 3–4 |
| General education electives* | | 6 |

## Concentration Electives (Choose at least 3 hours from the following.)

| | | |
|---|---|---|
| ACC 101 | Financial Accounting | 4 |
| *or* ACC 117 | Accounting and Bookkeeping | 3 |
| AGB 106 | International Agricultural Field Experience | 3 |
| AGB 193 | United States Field Experience in Agriculture | 3 |
| AGB 201 | Introduction to Agricultural Mechanization | 3 |
| AGB 211 | Plant Pest Identification and Control | 3 |
| AGB 214 | Precision Farming Technology | 3 |

| | |
|---|---|
| *Total Semester Credit Hours* | *65–66* |

# AGRICULTURAL BUSINESS: MANAGEMENT

*Program Code: B.ABM.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 66 semester hours*

The Agricultural Business Management Program prepares students for management positions in various agriculture businesses, including agricultural marketing and processing firms, agricultural supply and service firms, and agriculture production and management.

### Program Notes*

- Select a math course with advice from an agriculture faculty advisor.
- GEO 140 (World Geography) is recommended as background for AGB 215.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *1st Semester* | *2nd Semester* | |
| AGB 103 | AGB 102 | AGB 191 |
| AGB 105 | AGB 133 | |
| AGB 112 | AGB 200 | |
| AGB 135 | ENG 102 | |
| ENG 101 | Gen ed elec | |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| AGB 232 | AGB 155 |
| MAT 110 *or* | AGB 236 |
| MAT elec | AG 290 |
| Concentration elec | AGB 291 |
| Concentration elec | Concentration elec |
| Gen ed elec | Concentration elec |

## Required Program Courses
### (39 hours)            Cr. Hrs.

| | | |
|---|---|---|
| AGB 102 | Introduction to Agricultural Economics | 4 |
| AGB 103 | Introduction to Crop Science | 4 |
| AGB 105 | Agricultural Applications of the Computer | 3 |
| AGB 112 | Concepts in Agriculture | 1 |
| AGB 133 | Introduction to Agricultural Marketing and Standards | 3 |
| AGB 135 | Agricultural Business Management I | 4 |
| AGB 155 | Agriculture Salesmanship | 3 |
| AGB 191 | Agri-Business Work Exploration | 2 |
| AGB 200 | Introduction to Soil Science | 4 |
| AGB 232 | Agricultural Business and Farm Management | 4 |
| AGB 236 | Agricultural Credit and Finance | 2 |
| AGB 290 | Agri-Business Seminar | 1 |
| AGB 291 | Agri-Business Work Experience | 4 |

## Required General Education Core Courses
### (15–16 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| MAT 110 | Business Mathematics | |
| *or* MAT elective* | | 3–4 |
| General education electives* | | 6 |

## Concentration Electives
### (Choose at least 12 hours from the following.)

| | | |
|---|---|---|
| ACC 101 | Financial Accounting | 4 |
| *or* ACC 117 | Accounting and Bookkeeping | 3 |
| AGB 101 | Introduction to Animal Science | 4 |
| AGB 106 | International Agricultural Field Experience | 3 |
| AGB 193 | United States Field Experience in Agriculture | 3 |
| AGB 201 | Introduction to Agricultural Mechanization | 3 |
| AGB 209 | Companion Animal Management | 3 |
| AGB 211 | Plant Pest Identification and Control | 3 |
| AGB 213 | Soil Fertility and Fertilizers | 3 |
| AGB 214 | Precision Farming Technology | 3 |
| AGB 215* | Applications of Geographic Information Systems | 3 |
| AGB 217 | Principles of Animal Feed and Nutrition | 3 |
| AGB 218 | Livestock Management | 5 |
| AGB 233 | Grain Marketing | 3 |
| AGB 238 | Grain Merchandising | 3 |

*Total Semester Credit Hours*      *66–67*

# AGRICULTURAL BUSINESS: PRECISION AG TECHNOLOGY

*Program Code: B.ABT.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 68 semester hours*

The Precision Ag Technology Program prepares students for positions which require the use of current technological tools such as global positioning systems, geographic information systems, and computer software programs. Students are prepared for positions with soil testing companies, crop consulting firms, fertilizer and chemical retailers, and golf courses.

### Program Notes*

- Select a math course with advice from an agriculture faculty advisor.
- GEO 140 (World Geography) is recommended as background for AGB 215.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *1st Semester* | *2nd Semester* | |
| AGB 103 | AGB 102 | AGB 191 |
| AGB 105 | AGB 215 | |
| AGB 112 | ENG 102 | |
| AGB 135 | MAT elec | |
| ENG 101 | Gen ed elec | |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| AGB 200 | AGB 155 |
| AGB 214 | AGB 252 |
| AGB 232 | AGB 290 |
| Concentration elec. | AGB 291 |
| Concentration elec. | GIS 115 |
| Gen ed elec | Concentration elec. |

## Required Program Courses (46 hours)        Cr. Hrs.

| | | |
|---|---|---|
| AGB 102 | Introduction to Agricultural Economics | 4 |
| AGB 103 | Introduction to Crop Science | 4 |
| AGB 105 | Agricultural Applications of the Computer | 3 |
| AGB 112 | Concepts in Agriculture | 1 |
| AGB 135 | Agricultural Business Management I | 4 |
| AGB 155 | Agriculture Salesmanship | 3 |
| AGB 191 | Agri-Business Work Exploration | 2 |
| AGB 200 | Introduction to Soil Science | 4 |
| AGB 214 | Precision Farming Technology | 3 |
| AGB 215* | Applications of GIS in Agriculture | 3 |
| AGB 232 | Agricultural Business and Farm Management | 4 |
| AGB 252 | Precision Data Analytics | 3 |
| AGB 290 | Agri-Business Seminar | 1 |
| AGB 291 | Agri-Business Work Experience | 4 |
| GIS 115 | Remote Sensing Applications | 3 |

## Required General Education Core Courses (15 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| MAT 108 *or* MAT 110 *or* MAT elective | | 3 |
| General education electives* | | 6 |

## Concentration Electives
### (Choose at least 7 hours from one of these two options.)

### Precision Agronomy

| | | |
|---|---|---|
| AGB 106 | International Agricultural Field Experience | 3 |
| AGB 110 | Introduction to Precision Agriculture | 1 |
| AGB 193 | United States Field Experience in Agriculture | 3 |
| AGB 211 | Plant Pest Identification and Control | 3 |
| AGB 213 | Soil Fertility and Fertilizers | 3 |
| CIT 113 | Basic Surveying | 2 |
| GIS 112 | Global Positioning Systems | 1 |

### Precision Ag Systems

| | | |
|---|---|---|
| AGB 106 | International Agricultural Field Experience | 3 |
| AGB 110 | Introduction to Precision Agriculture | 1 |
| AGB 193 | United States Field Experience in Agriculture | 3 |
| DPE 130 | Introduction to Diesel Electrical | 4 |
| DPE 135 | Introduction to Mobile Hydraulics | 3 |
| MFT 113 | Introduction to Hydraulics and Pneumatics | 3 |
| MFT 117 | Pumps, Compressors, and Vacuum Systems | 3 |
| GIS 112 | Global Positioning Systems | 1 |

| | |
|---|---|
| *Total Semester Credit Hours* | *68* |

# AGRICULTURE

*Program Code: B.AGR.AS*

## Associate in Science (A.S.)

*Minimum graduation requirement — 60 semester hours*

Baccalaureate degree programs in agriculture may include various specialties, such as agricultural economics, agribusiness, agricultural sciences (animal science, crop or plant science, soil science, and horticulture), agricultural mechanics, and agriculture education. To transfer into a baccalaureate degree program in agriculture as a junior, students need to complete a minimum of 60 semester credits.

Students are strongly encouraged to complete an A.S. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with an agriculture faculty member.

### Program Notes*

- AGB 112 may not be accepted as transfer credit. See department chair or program director.
- Math requirements vary; students should plan their transfer programs with an advisor and the catalog of the four-year college or university they plan to attend.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

### Suggested Full-time Sequence

| FALL | SPRING |
|---|---|
| *1st Semester* | *2nd Semester* |
| AGB 105 | AGB transfer |
| AGB transfer |   concentration |
|   concentration | ENG 102 |
| ENG 101 | FA elec |
| Phys Sci elec | Life Sci elec |
| Math elec | Math elec |

| FALL | SPRING |
|---|---|
| *3rd Semester* | *4th Semester* |
| AGB transfer | AGB transfer |
|   concentration |   concentration |
| COM 103 | AGB transfer |
| Hum elec |   concentration |
| Soc/Beh Sci elec | Phys *or* Life Sci elec |
| | Soc/Beh Sci elec |
| | General elec |

## Required General Education Core Courses (32–34 hours)    Cr. Hrs.

Communications (9)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| COM 103 | Introduction to Public Speaking | 3 |

Humanities elective ................................3
Fine Arts elective.................................3
Social/Behavioral Science electives ................ 6
  *Choose from two disciplines.*
*One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western cultural requirement*
Mathematics elective ...........................3–5
Life Sciences elective ............................ 4
Physical Sciences elective........................ 4

## A.S. Degree Requirement (7–10 hours)

One Mathematics elective .......................3–5
One Life or Physical Sciences elective............. 4–5
  Choose from AST, BIO, CHE, ESC, or PHY courses numbered 100 through 289 whose second digit is even

## Required Agriculture Concentration Courses (20–23 hours)

| AGB 105 | Agricultural Applications of the Computer | 3 |
|---|---|---|

*Select 5 or 6 of the following courses (17–20 hours):*

| AGB 101 | Introduction to Animal Science | 4 |
|---|---|---|
| AGB 102 | Introduction to Agricultural Economics | 4 |
| AGB 103 | Introduction to Crop Science | 4 |
| AGB 104 | Introduction to Horticultural Science | 4 |
| AGB 106 | International Agricultural Field Experience | 3 |
| AGB 200 | Introduction to Soil Science | 4 |
| AGB 201 | Introduction to Agricultural Mechanization | 3 |
| AGB 202 | Introduction to Agricultural Education | 3 |
| AGB 209 | Companion Animal Management | 3 |

## General Electives (3 hours)

General elective..................................3

*Total Semester Credit Hours*     *60–64*

## Other Recommended Course

| AGB 112* | Concepts in Agriculture | 1 |
|---|---|---|

# AUTOMOTIVE COLLISION REPAIR TECHNICIAN

*Program Code: E.ACR.AAS*

## Associate in Applied Science (A.A.S.)
*Minimum graduation requirement — 67 semester hours*

The Automotive Collision Repair Technician Program prepares graduates to work in a collision repair facility.

### Program Notes*

- Program includes examination of pertinant ICAR Professional Development credentials.
- A basic tool set must be purchased for required program courses. See program director.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|---|---|---|
| 1st Semester | 2nd Semester | 3rd Semester |
| ACR 130, ACR 131 | ACR 137 | ACR 116 |
| ACR 133 | ACR 154 | ACR 134 |
| ACR 135 | MAT 131 | |
| ACR 155 | WLD 110/WLD 112 | |

| FALL | SPRING |
|---|---|
| 4th Semester | 5th Semester |
| ACR 156, ACR 272 | ACR 136 |
| ENG 101 | ACR 273 |
| COM 103 or | ACR 274 |
|   COM 120 | AFD 217 |
| Gen Ed elec | Gen Ed elec |

### Required Program Courses (52 hours)    Cr. Hrs.

| | | |
|---|---|---|
| ACR 116 | Collision Repair Electrical Analysis | 4 |
| ACR 130 | Unibody Construction, Estimating, and Measuring Principles | 4 |
| ACR 131 | Collision Repair Work Experience I | 2 |
| ACR 133 | Unibody Collision Repair | 4 |
| ACR 134 | Collision Repair Work Experience II | 2 |
| ACR 135 | Collision Repair: Glass, Plastic, Trim, and Structural Repair | 4 |
| ACR 136 | Collision Repair Work Experience III | 2 |
| ACR 137 | Vehicle Prep/Top Coat Application | 4 |
| ACR 154 | Collision Repair Mechanical Analysis | 4 |
| ACR 155 | Custom Automotive Upholstery | 3 |
| ACR 156 | Custom Refinish Techniques | 2 |
| ACR 272 | Advanced Structural Repair | 2.5 |
| ACR 273 | Advanced Vehicle Systems | 2.5 |
| ACR 274 | Advanced Refinish Techniques | 4 |
| AFD 217 | Basic Refrigeration | 4 |
| WLD 110 | Beginning Gas and Arc Welding | 2 |
| WLD 112 | Metal Inert Gas Welding | 2 |

### Required General Education Core Courses (15 hours)

| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | |
| or COM 120 | Interpersonal Communication | 3 |
| ENG 101 | Composition I | 3 |
| MAT 131 | Applied Mathematics | 3 |
| General Education electives* | | 6 |

*Total Semester Credit Hours*                    *67*

# AUTOMOTIVE COLLISION REPAIR TECHNICIAN

*Program Code: E.ACR.CER*

## Certificate
*Minimum graduation requirement — 43 semester hours*

The Automotive Collision Repair Technician Certificate Program prepares graduates with basic skills for use in a collision repair facility.

## Program Note
Program includes examination of pertinant ICAR Professional Development credentials.

## Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | |
| ACR 130 | ACR 134 | ACR 116 |
| ACR 131 | ACR 137 | ACR 136 |
| ACR 133 | ACR 154 | |
| ACR 135 | MAT 131 | |
| ACR 155 | COM 103 *or* | |
| | COM 120 | |
| | WLD 110/WLD 112 | |

## Required Program Courses (37 hours)   Cr. Hrs.

| | | |
|---|---|---|
| ACR 116 | Collision Repair Electrical Analysis | 4 |
| ACR 130 | Unibody Construction, Estimating, and Measuring Principles | 4 |
| ACR 131 | Collision Repair Work Experience I | 2 |
| ACR 133 | Unibody Collision Repair | 4 |
| ACR 134 | Collision Repair Work Experience II | 2 |
| ACR 135 | Collision Repair: Glass, Plastic, Trim, and Structural Repair | 4 |
| ACR 136 | Collision Repair Work Experience III | 2 |
| ACR 137 | Vehicle Prep/Top Coat Application | 4 |
| ACR 154 | Collision Repair Mechanical Analysis | 4 |
| ACR 155 | Custom Automotive Upholstery | 3 |
| WLD 110 | Beginning Gas and Arc Welding | 2 |
| WLD 112 | Metal Inert Gas Welding | 2 |

## Required General Education Core Courses (6 hours)

| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | |
| *or* COM 120 | Interpersonal Communication | 3 |
| MAT 131 | Applied Mathematics | 3 |

*Total Semester Credit Hours*   *43*

# AUTOMOTIVE COLLISION REPAIR CERTIFICATES

## AUTOMOTIVE COLLISION ESTIMATING
*Program code: E.ACE.CER*

### Certificate
*Minimum graduation requirements — 8 semester hours*

| | | |
|---|---|---|
| ACR 130 | Unibody Construction, Estimating, and Measuring Principles | 4 |
| ACR 154 | Collision Repair Mechanical Analysis | 4 |

*Total Semester Credit Hours*   *8*

## AUTOMOTIVE WELDING
*Program code: E.CWC. CER*

### Certificate
*Minimum graduation requirements — 8 semester hours*

| | | |
|---|---|---|
| WLD 111 | Introduction to Welding | 4 |
| WLD 112 | Metal Inert Gas Welding | 2 |
| WLD 212 | Advanced Metal Inert Gas Welding | 2 |

*Total Semester Credit Hours*   *8*

## CUSTOM AUTOMOTIVE DESIGN
*Program code: E.CCD.CER*

### Certificate
*Minimum graduation requirements — 8 semester hours*

### Program Note
Program includes examination of pertinant ICAR Professional Development credentials.

| | | |
|---|---|---|
| ACR 155 | Custom Automotive Upholstery | 2 |
| ACR 156 | Custom Refinish Techniques | 2 |
| WLD 112 | Metal Inert Gas Welding | 2 |
| WLD 212 | Advanced Metal Inert Gas Welding | 2 |

*Total Semester Credit Hours*   *8*

## REFINISHING
*Program code: E.CRR.CER*

### Certificate
*Minimum graduation requirement — 8.5 semester hours*

| | | |
|---|---|---|
| ACR 137 | Vehicle Prep/Top Coat Application | 4 |
| ACR 156 | Custom Refinish Techniques | 2 |
| ACR 274 | Advanced Refinish Techniques | 2.5 |

*Total Semester Credit Hours*   *8.5*

# AUTOMOTIVE FORD MOTOR ASSET PROGRAM

*Program Code: E.AFT.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 71 semester hours*

ASSET (Automotive Student Service Educational Training) is a two-year program leading to an Associate in Applied Science degree in Automotive Service Technology. It is a joint effort of Ford Motor Company, Ford and Lincoln dealers, and Parkland College. The ASSET curriculum utilizes periods of classroom work alternating with periods of work experience. Graduates of the ASSET program can enter the workforce as entry-level service technicians with certifications from Ford Motor Company, or transfer earned credits toward a bachelor's degree.

Students can enter the ASSET program each fall semester. Classroom sessions are eight weeks long and alternate with eight-week work sessions. Enrollment in all AFM classes requires approval of the ASSET director.

Students are required to bring a laptop computer to all Ford ASSET (AFM) courses.

### Program Note*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

## CLASS SEQUENCE FOR THE TWO-YEAR PROGRAM:

### August to October (8-weeks)     Cr. Hrs.
(*classroom instruction 14 credit hours*)

| | | |
|---|---|---|
| AFM 115 | Basic Automotive Electrical | 6 |
| AFM 156 | Dealership Operations | 2 |
| COM 103 | Introduction to Public Speaking | 3 |
| *or* COM 120 | Interpersonal Communication | |
| MAT 131 | Applied Mathematics | 3 |

### October to December (8-weeks)
(*co-op work experience in dealership 2 credit hours*)

| | | |
|---|---|---|
| AFM 256 | Work Experience I | 2 |

### January to March (8-weeks)
(*classroom instruction 13 credit hours*)

| | | |
|---|---|---|
| AFM 117 | Computer Controls and Scan tools | 4 |
| AFM 118 | Noise Vibration and Harshness Principles and Diagnosis | 2 |
| AFM 153 | Brakes and ABS | 4 |
| General Education elective* | | 3 |

### March to May (8-weeks)
(*co-op work experience in dealership 2 credit hours*)

| | | |
|---|---|---|
| AFM 257 | Work Experience II | 2 |

### May to July (8-weeks)
(*classroom instruction 11 credit hours*)

| | | |
|---|---|---|
| AFM 112 | Manual Transmission and Drive Trains | 4 |
| AFM 217 | Climate Control Systems | 4 |
| AFM 253 | Steering and Suspension Systems | 3 |

### August to October (8-weeks)
(*co-op work experience in dealership 2 credit hours*)

| | | |
|---|---|---|
| AFM 258 | Work Experience III | 2 |

### October to December (8-weeks)
(*classroom instruction 13 credit hours*)

| | | |
|---|---|---|
| AFM 252 | Engine Performance | 8 |
| ENG 101 | English Composition I | 3 |
| WLD 110 | Beginning Gas and Arc Welding | 2 |

### January to March (8-weeks)
(*co-op work experience in dealership 2 credit hours*)

| | | |
|---|---|---|
| AFM 259 | Work Experience IV | 2 |

### March to May (8-weeks)
(*classroom instruction 12 credit hours*)

| | | |
|---|---|---|
| AFM 132 | Internal Combustion Engines | 4 |
| AFM 233 | Automatic Transmissions | 5 |
| General Education elective* | | 3 |

*Total Semester Credit Hours*     *71*

### Other Recommended Course

| | | |
|---|---|---|
| AFD 270 | Diesel Engine Performance | 3 |

# AUTOMOTIVE MAINTENANCE AND LIGHT REPAIR

*Program Code: E.AUS.CER*

**Certificate**
*Minimum graduation requirement — 27 semester hours*

The Automotive Service Certificate Program prepares graduates with basic skills for use in mass merchandiser/service centers. The content of this certificate is based on the Maintenance and Light Repair standards set by the National Automotive Technician Education Foundation.

Students wishing to transfer Maintenance and Light Repair credits from another training program must provide the following:

- Official transcript clearly stating the completion of the MLR standards set by NATEF with quality grades.
- Evidence that the training program was NATEF MLR accredited at the time of completion.

**Suggested Full-time Sequence**

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| AFD 110 | AFD 111 |
| AFD 113 | AFD 115 |
| AFD 210 | |

**Required Program Courses (25 hours)**     **Cr. Hrs.**

| | | |
|---|---|---|
| AFD 110 | Automotive Maintenance and Light Repair . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 4 |
| AFD 111 | Automotive Powertrain Maintenance and Light Repair . . . . . . . . . . . . . . . . . . . . . . . . | 7 |
| AFD 113 | Automotive Chassis System Maintenance and Light Repair . . . . . . . . . . . . . . . . | 7 |
| AFD 115 | Basic Chassis Electrical Systems . . . . . . . . . . . . . . | 7 |

**Other Required Course (2 hours)**

| | | |
|---|---|---|
| AFD 210 | Automotive Work Experience Seminar . . . . . . . . | 2 |

*Total Semester Credit Hours*       *27*

# AUTOMOTIVE TECHNICIAN

*Program Code: E.AMT.CER*

**Certificate**
*Minimum graduation requirement — 39 semester hours*

The Automotive Technician Certificate Program prepares graduates to be entry-level technicians in an automotive dealership or service center.

**Suggested Full-time Sequence**

| *FALL* | *SPRING* | *FALL* |
|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| AFD 110 | AFD 111 | AFD 112 |
| AFD 113 | AFD 115 | AFD 117 |
| AFD 210 | | AFD 232 |
| MAT 131 | | COM 103 *or* |
| | | COM 120 *or* |
| | | ENG 101 |

**Required Program Courses (33 hours)**     **Cr. Hrs.**

| | | |
|---|---|---|
| AFD 110 | Automotive Maintenance and Light Repair . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 4 |
| AFD 111 | Automotive Powertrain Maintenance and Light repair . . . . . . . . . . . . . . . . . . . . . . . . | 7 |
| AFD 112 | Introduction to Power Trains . . . . . . . . . . . . . . . . | 3 |
| AFD 113 | Automotive Chassis System Maintenance and light repair . . . . . . . . . . . . . . . . | 7 |
| AFD 115 | Basic Chassis Electrical Systems . . . . . . . . . . . . . . | 7 |
| AFD 117 | Basic Automotive Electronics and Computer Control Strategies . . . . . . . . . . . . . . . . | 3 |
| AFD 210 | Automotive Work Experience Seminar . . . . . . . . | 2 |

**Required General Education Core Courses (6 hours)**

| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | |
| *or* COM 120 | Interpersonal Communication | |
| *or* ENG 101 | Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| MAT 131 | Applied Mathematics . . . . . . . . . . . . . . . . . . . . . . | 3 |

*Total Semester Credit Hours*       *39*

# *AUTOMOTIVE TECHNOLOGY*

*Program Code: E.AUT.AAS*

## Associate in Applied Science (A.A.S.)
*Minimum graduation requirement — 71 semester hours*

The Automotive Technology Program prepares graduates for entry-level employment in the automotive industry. The Automotive Technician Program is designed to give graduates skill to succeed in new car dealerships and independent service centers. This program is designed to develop strong technical skills along with managerial skills.

Curriculum for the Automotive Technology degree is based on the Master Automotive Service Technology standards (MAST) set by the National Automotive Technician Foundation (NATEF) and Automotive Service Excellence (ASE).

Students should plan their programs with a faculty advisor.

NOTE: Students considering transferring to a senior institution will need to contact the institution as soon as possible to determine the general education courses that are transferable and the required credit hours.

### Program Notes*

- Up to two credit hours of student work experience (AFD 211) may be completed before meeting the required prerequisites. See instructor for work plan.
- AFD elective courses are offered each semester and may be completed during other semesters than the suggested sequence.
- A valid driver's license is required for internship courses
- MAT 124 or MAT 107 or MAT 108 may be taken instead of MAT 131.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Required Program Core Courses
**(33 hours)**                                                      **Cr. Hrs.**

| | | |
|---|---|---|
| AFD 112 | Introduction to Power Trains | 3 |
| AFD 113 | Automotive Chassis System Maintenance and light repair | 7 |
| AFD 115 | Basic Chassis Electrical Systems | 7 |
| AFD 117 | Basic Auto Electronics and Computer Control Strategies | 3 |
| AFD 119 | Chassis Electrical/Electronic Systems and Accessories | 4 |
| AFD 210 | Automotive Work Experience Seminar | 2 |
| AFD 231 | Fuel and Emissions Diagnosis | 4 |
| AFD 295 | Service Shop Operations | 3 |

## AUTOMOTIVE TECHNICIAN CONCENTRATION
*Program Code: E.AUT.AAS.TECH*

The Automotive Technician Program prepares graduates for entry-level employment in automotive dealerships and independent service centers in technical positions. The program is designed to develop strong technical skills along with managerial skills.

### Required General Education Courses
**(15 hours)**                                                      **Cr. Hrs**

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| COM 103 | Introduction to Public Speaking | |
| *or* COM 120 | Interpersonal Communication | |
| *or* ENG 102 | Composition II | 3 |
| MAT 131* | Applied Mathematics | 3 |
| General Education electives* | | 6 |

### Required Automotive Courses (20 hours)

| | | |
|---|---|---|
| AFD 110 | Automotive Maintenance and Light Repair | 4 |
| AFD 111 | Automotive Powertrain Maintenance and Light repair | 7 |
| AFD 211* | Auto/Diesel Work Experience | 4 |
| AFD 232 | Multi-Cylinder Engine Overhaul | 5 |

### Technical Elective Courses (3–5 hours)
*Choose from the following electives:*

| | | |
|---|---|---|
| WLD 111 | Introduction to Welding | 4 |
| AFD 233 | Automatic Transmissions | 4 |
| AFD 217 | Basic Refrigeration | 4 |
| AFD 296 | Motorsport Vehicle System Assessment | 3 |
| AFD 298 | Motorsport Chassis Analysis | 5 |
| AFD 297 | Motorsport Concepts and Vehicle Preparation | 4 |

*Total Semester Credit Hours*                                        *71–73*

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| AFD 110 | AFD 111 | AFD 211 (2 hrs) |
| AFD 113 | AFD 115 | AFD elective) |
| AFD 210 | ENG 101 | |
| MAT 131 | | |

| *FALL* | *SPRING* |
|---|---|
| *4th Semester* | *5th Semester* |
| AFD 112 | AFD 119 |
| AFD 117 | AFD 211 (2 hrs) |
| AFD 232 | AFD 231 |
| COM 103 *or* | AFD 295 |
| COM 120 *or* | Gen Ed elec |
| ENG 102 | |
| Gen Ed elec | |

# AUTOMOTIVE TECHNOLOGY

*continued*

## AUTOMOTIVE MANAGEMENT CONCENTRATION

*Program Code: E.AUT.AAS.MGNT*

The Automotive Management Program prepares gradu-ates for entry-level positions in the automotive industry in a variety of environments, including technical, business and managerial areas. Graduates may work in new car dealerships, independent repair shops, or retail automotive businesses.

### Required General Education Courses
(15 hours)                                                    Cr. Hrs.

ENG 101      Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
COM 103     Introduction to Public Speaking
*or* COM 120   Interpersonal Communication
*or* ENG 102   Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
MAT 131*     Applied Mathematics . . . . . . . . . . . . . . . . . . . . . . .3
General Education electives* . . . . . . . . . . . . . . . . . . . . . . . . . 6

### Other Required Courses (9 hours)
Accounting, Business, Marketing
or Management electives . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 9

### Required Automotive Courses (15 hours)

AFD 110      Automotive Maintenance
             and Light Repair . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
AFD 111      Automotive Powertrain Maintenance
             and Light repair . . . . . . . . . . . . . . . . . . . . . . . . . . . .7
AFD 211      Auto/Diesel Work Experience. . . . . . . . . . . . . . . . 4

*Total Semester Credit Hours*                                      72

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| AFD 110 | AFD 111 | AFD 211 (2 hrs) |
| AFD 113 | AFD 115 | Gen Ed elec |
| AFD 210 | ENG 101 | |
| MAT 131 | | |

| *FALL* | *SPRING* |
|---|---|
| *4th Semester* | *5th Semester* |
| AFD 112 | AFD 119 |
| AFD 117 | AFD 231 |
| AFD 211 (2hrs) | AFD 295 |
| COM 103 *or* | BUS elec |
|   COM 120 *or* | BUS elec |
|   ENG 102 | Gen Ed elec |
| Gen Ed elec | |

## AUTOMOTIVE MOTORSPORT CONCENTRATION

*Program Code: E.AUT.AAS.MOSP*

The Automotive Motorsport Program prepares graduates to qualify for entry level motorsport industry assembly, fabrica-tion, and team member positions. The program is designed to build on a strong foundation of traditional automotive course work while offering innovative motorsport courses and hands-on opportunities.

### Required General Education Courses*
(15 hours)                                                    Cr. Hrs.

ENG 101      Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
COM 103     Introduction to Public Speaking
*or* COM 120   Interpersonal Communication
*or* ENG 102   Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
MAT 131*     Applied Mathematics . . . . . . . . . . . . . . . . . . . . . . .3
General Education electives* . . . . . . . . . . . . . . . . . . . . . . . . . 6

### Required Automotive Courses (21 hours)

AFD 232      Multi-Cylinder Engine Overhaul. . . . . . . . . . . . . .5
AFD 272      Motorsport Work Experience I . . . . . . . . . . . . . . .2
AFD 273      Motorsport Work Experience II. . . . . . . . . . . . . . .2
AFD 296      Motorsport Vehicle System Assessment. . . . . . .3
AFD 297      Motorsport Concepts
             and Vehicle Preparation. . . . . . . . . . . . . . . . . . . . 4
AFD 298      Motorsport Chassis Analysis. . . . . . . . . . . . . . . . .5

### Technical Elective Courses (2–4 hours)
*Choose from the following electives:*

MFT 121      Basic Machine Processes  . . . . . . . . . . . . . . . . . . . .3
WLD 111      Introduction to Welding . . . . . . . . . . . . . . . . . . . . 4
WLD 112      Gas Metal Arc Welding. . . . . . . . . . . . . . . . . . . . . . .2
WLD 113      Gas Tungsten Arc Welding . . . . . . . . . . . . . . . . . . .2
WLD 114      Fabrication Welding . . . . . . . . . . . . . . . . . . . . . . . . .3
WLD 212      Advanced Gas Metal Arc Welding. . . . . . . . . . . . .2
WLD 213      Advanced Gas Tungsten Arc Welding. . . . . . . . . .2

*Total Semester Credit Hours*                                   71–73

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| AFD 113 | AFD 115 | AFD 296 |
| AFD 210 | AFD 298 | Gen Ed elec |
| AFD 297 | ENG 101 | |
| MAT 131 | WLD elec | |

| *FALL* | *SPRING* |
|---|---|
| *4th Semester* | *5th Semester* |
| AFD 112 | AFD 119 |
| AFD 117 | AFD 231 |
| AFD 232 | AFD 272 |
| COM 103 *or* | AFD 273 |
|   COM 120 *or* | AFD 295 |
|   ENG 102 | Gen Ed elec |
| Gen Ed elec | |

# BUILDING CONSTRUCTION AND REPAIR

*Program Code: E.BCR.CER*

## Certificate
*Minimum graduation requirement — 31 semester hours*

The Building Construction and Repair Certificate Program is designed to equip graduates with hands-on construction skills in two primary areas: new home construction and repair or remodeling of existing buildings.

## Program Note*
Meet with counselor or program director to determine appropriate math class.

## Suggested Full-time Sequence

| FALL | SPRING |
|------|--------|
| *1st Semester* | *2nd Semester* |
| CIT 114 | CIT 111 |
| CIT 115 | CIT 116 |
| CIT 130 | CIT 135 |
| MAT 131 *or* MAT 134 | ENG 101 |
| Elective | Elective |

## Required Program Courses (18 hours)          Cr. Hrs.

| | | |
|---|---|---|
| CIT 111 | Construction Materials. . . . . . . . . . . . . . . . . . . . . . | 3 |
| CIT 114 | Plumbing . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CIT 115 | Rough Carpentry . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CIT 116 | Interior Carpentry . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CIT 130 | Construction Plan Fundamentals . . . . . . . . . . . . | 3 |
| CIT 135 | Construction Practices and Sustainability . . . . . | 3 |

## Electives (6 hours)
*Choose at least 6 hours from the following:*

| | | |
|---|---|---|
| CAD 124 | Introduction to AutoCAD . . . . . . . . . . . . . . . . . . . | 3 |
| CIT 113 | Basic Surveying. . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| ELT 131 | Residential Wiring . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| HVC 113 | Residential HVAC Installation . . . . . . . . . . . . . . . | 3 |

## Required General Education Core Courses (7 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| MAT 131 | Applied Mathematics | |
| *or* MAT 134* | Technical Mathematics I. . . . . . . . . . . . . . . . . . . . | 4 |

*Total Semester Credit Hours*          *31*

# CASE NEW HOLLAND SERVICE TECHNICIAN

*Program Code: E.CNH.AAS*

## Associate in Applied Science (A.A.S.)
*Minimum graduation requirement — 67 semester hours*

This program prepares students to maintain and repair equipment used in a Case New Holland agriculture or construction dealership.

## Program Notes*
- Before enrolling in program-specific courses, students must be accepted into the program.
- Must have a valid driver's license.
- Must have sponsoring dealership.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

## Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | |
| CNH 112 | CNH 214 | CNH 119 |
| CNH 114 | CNH 216 | CNH 218 |
| CNH 131 | CNH 231 | |
| CNH 153 | WLD 111 | |
| MAT 131 | ELT 111 | |
| EST 114 | | |
| Gen Ed elec | | |

| FALL | SPRING |
|------|--------|
| *3rd Semester* | *4th Semester* |
| CNH 155 | CNH 219 |
| CNH 171 | CNH 255 |
| CNH 256 | CNH 271 |
| CNH 132 | CNH 291 |
| ENG 101 | COM 103 *or* 120 |
| Gen Ed elec | |

## CASE NEW HOLLAND SERVICE TECHNICIAN

*continued*

**Required Program Courses (52 hours)**     **Cr. Hrs.**

| | | |
|---|---|---|
| CNH 112 | CNH Engine Theory and Overhaul | 4 |
| CNH 114 | Introduction to Fuel Systems | 3 |
| CNH 119 | CNH Dealer Work Experience I | 1 |
| CNH 131 | Introduction to CNH Machine Electrical | 4 |
| CNH 132 | CNH Precision Farming Systems | 2 |
| CNH 153 | Service Department Operations | 1 |
| CNH 155 | Introduction to CNH Hydraulic Systems | 3 |
| CNH 171 | Introduction to CNH Powertrains | 4 |
| CNH 214 | Advanced Diesel Fuel Systems | 3 |
| CNH 216 | CNH Equipment Air Conditioning I | 2 |
| CNH 218 | CNH Air Conditioning II | 1 |
| CNH 219 | CNH Dealer Work Experience II | 1 |
| CNH 231 | Advanced CNH Machine Electrical | 3 |
| CNH 255 | Advanced CNH Hydraulic Systems | 3 |
| CNH 256 | CNH Ag and CE Equipment Functions | 4 |
| CNH 271 | Advanced CNH Powertrains | 3 |
| CNH 291 | CNH Service Department Implementation | 3 |
| ELT 111 | Computer Applications for Technicians | 2 |
| WLD 111 | Introduction to Welding | 4 |
| EST 114 | Career and Technical Work Ethics | 1 |

**Required General Education Core Courses (15 hours)**

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| COM 103 | Introduction to Public Speaking | |
| *or* COM 120 | Interpersonal Communication | 3 |
| MAT 131* | Applied Mathematics | 3 |
| General Education electives* | | 6 |

*Total Semester Credit Hours*     *67*

## COMPUTER-AIDED DRAFTING (CAD): MECHANICAL DESIGN

*Program Code: E.CMD.CER*

**Certificate**

*Minimum graduation requirement — 33 semester hours*

The Computer-Aided Drafting: Mechanical Design Program provides the student with an understanding of the machine design process and prepares the student for employment as a mechanical draft person working in a computer environment.

**Suggested Full-time Sequence**

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| CAD 113 | CAD 122 |
| CAD 124 | CAD 117 |
| DRT 119 | CAD 121 |
| ELT 111 | ENG 101 |
| MAT 131 *or* MAT 134 | Technical elec |

**Required Program Courses (26–27 hours)**     **Cr. Hrs.**

| | | |
|---|---|---|
| CAD 113 | Computer-Aided Machine Design I | 4 |
| CAD 117 | Advanced AutoCAD—3D Topics | 3 |
| CAD 121 | Materials for Industry | 3 |
| CAD 122 | Computer-Aided Machine Design II | 4 |
| CAD 124 | Introduction to AutoCAD (Computer-Aided Drafting) | 3 |
| DRT 119 | Blueprint Reading and Technical Drawing | 3 |
| ELT 111 | Computer Applications for Technicians | 3 |
| Technical elective | | 3–4 |

   Choose one from ELT 150, MFT 113, MFT 121, MFT 122, or MFT 127.

**Required General Education Core Courses (7 hours)**

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| MAT 131 | Applied Mathematics | |
| *or* MAT 134 | Technical Mathematics I | 4 |

*Total Semester Credit Hours*     *33–34*

# COMPUTER-AIDED DRAFTING (CAD): STRUCTURAL AND CIVIL

*Program Code: E.CIV.CER*

The Computer-Aided Drafting: Structural and Civil certificate prepares the student for employment as a drafting technician in the structural, electrical, plumbing, and heating systems of buildings or in civil construction. This includes drafting three-dimensional plans for subdivisions, roads, bridges, and surveying projects. CAD techniques in AutoCAD, Revit Architecture, Microstation, and Geopak are covered.

## Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| CAD 124 | CAD 214 |
| CAD 132 | CAD 232 |
| CIT 113 | CIT 234 |
| CIT 130 | ELT 111 |
| MAT 134 | ENG 101 |
| | EST 110 |

## Required Program Courses (24–25 hours)     Cr. Hrs.

| | | |
|---|---|---|
| CAD 124 | Introduction to AutoCAD (Computer-Aided Drafting) | 3 |
| CAD 132 | Introduction to Microstation CAD | 3 |
| CAD 214 | Introduction to Revit Architecture | 3 |
| CAD 232 | Advanced Microstation CAD | 3 |
| CIT 113 | Basic Surveying | 3 |
| CIT 130 | Construction Plan Fundamentals | 3 |
| CIT 234 | Design Surveying | 3 |
| ELT 111 | Computer Applications for Technicians | 2 |
| EST 110 | Engineering Science and Technology — CAD Work Experience | 1–2 |

## Required General Education Core Courses (7 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| MAT 134 | Technical Mathematics I | 4 |

*Total Semester Credit Hours*                31–32

# CONSTRUCTION: BASIC CONSTRUCTION SKILLS

*Program Code: E.CBS.CER*

**Certificate**
*Minimum graduation requirement — 18 semester hours*

The Basic Construction Skills certificate equips graduates with beginning hands-on skills needed for entry-level jobs in the construction trades. This program of study can be started during either the fall or spring semester.

## Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| CIT 115 | CIT 114 |
| CIT 130 | ELT 131 |
| Tech Elective | Tech Elective |

## Required Program Courses (12 hours)     Cr. Hrs.

| | | |
|---|---|---|
| CIT 114 | Plumbing | 3 |
| CIT 115 | Rough Carpentry | 3 |
| CIT 130 | Construction Plan Fundamentals | 3 |
| ELT 131 | Residential Wiring | 3 |

## Technical Electives  (6 hours)
*Choose at least 6 hours from the following:*

| | | |
|---|---|---|
| CAD 124 | Introduction to AutoCAD (Computer-Aided Drafting) | 3 |
| CIT 116 | Interior Carpentry | 3 |
| HVC 113 | Residential HVAC Installation | 3 |
| MFT 210 | Industrial Safety | 3 |

*Total Semester Credit Hours*                18

# CONSTRUCTION DESIGN AND MANAGEMENT

*Program Code: E.CDM.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 68 semester hours*

The Construction Design and Management Program prepares students to enter the construction industry in technical, managerial, and supervisory roles in three major areas: residential and light commercial building construction, heavy commercial building construction, and civil construction (roads, bridges, utilities). Entry-level employment is generally in the areas of project management, field inspection, material testing, cost estimating, computer-aided drafting, and surveying.

### Program Notes*

- Students may substitute a technical elective for CIT 230 and another surveying course for CIT 211 with approval of a construction faculty advisor.
- Students planning to transfer should take MAT 124 instead of MAT 134. Select a math elective with advice from a construction faculty advisor.
- Students transferring to a four-year institution should plan their programs with a construction faculty advisor.

### Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | CIT 230 |
| CAD 124 | CAD 214 | Gen Ed elec |
| CIT 113 | CIT 111 | |
| CIT 115 | CIT 135 | |
| CIT 130 | ELT 111 | |
| MAT 134 *or* | ENG 101 | |
|    MAT 124* | MAT 110 *or* | |
| |    MAT elec | |

| FALL | SPRING |
|------|--------|
| *3rd Semester* | *4th Semester* |
| CAD 132 | CAD 232 |
| CIT 211 | CIT 215 |
| CIT 212 | CIT 216 |
| CIT 213 | CIT 236 |
| Gen Ed elec | ENG 102 *or* |
| |    COM 103 |

## Required Program Courses (49 hours)   Cr. Hrs.

| | | |
|---|---|---|
| CAD 124 | Introduction to AutoCAD | 3 |
| CAD 132 | Introduction to Microstation CAD | 3 |
| CAD 214 | Introduction to Revit Architecture | 3 |
| CAD 232 | Advanced Microstation CAD | 3 |
| CIT 111 | Construction Materials | 3 |
| CIT 113 | Basic Surveying | 3 |
| CIT 115 | Rough Carpentry | 3 |
| CIT 130 | Construction Plan Fundamentals | 3 |
| CIT 135 | Construction Practices and Sustainability | 3 |
| CIT 211* | Construction Surveying | 3 |
| CIT 212 | Commercial Facility Systems | 3 |
| CIT 213 | Soil Mechanics | 3 |
| CIT 215 | Construction Cost Estimating | 4 |
| CIT 216 | Construction Contract Administration | 3 |
| CIT 230* | Construction Field Experience | 1 |
| CIT 236 | Site Development | 3 |
| ELT 111 | Computer Applications for Technicians | 2 |

## Required General Education Core Courses (19 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | |
| *or* COM 103 | Introduction to Public Speaking | 3 |
| MAT 134 | Technical Mathematics I | |
| *or* MAT 124* | College Algebra | 4 |
| MAT 110 | Business Mathematics | |
| *or* MAT elective | | 3 |
| General Education electives | | 6 |

*Must include at least one elective from one of the following categories: communications, social/behavioral sciences, humanities/fine arts, physical/life sciences.*

| Total Semester Credit Hours | 68 |
|---|---|

# CONSTRUCTION DESIGN AND MANAGEMENT: INTERRUPTED SEQUENCE

*Program Code: E.CDM.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 68 semester hours*

The following work-study sequence for the Construction Design and Management Program was designed to enable students to alternate work experience and class studies. Other schedules may be used when jointly developed with employers.

### Program Notes*

- Students may substitute another surveying course for CIT 211 with approval of a construction faculty advisor.

- Students must complete a minimum of 12 credit hours of curriculum including CIT 111 and CIT 113, and maintain a minimum 2.0 GPA prior to beginning supervised work experience.

- Students may take 4 credit hours in CIT 230, 3 credit hours of which may be substituted for a core technical course to be agreed upon by the student, the employer, and the program director.

- Students planning to transfer should take MAT 124 instead of MAT 134. Select a math elective with advice from a construction faculty advisor.

- Students transferring to a four-year institution should plan their programs with a construction faculty advisor.

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *1st Semester* | *2nd Semester* | Supervised Work |
| CAD 124 | CAD 214 | Experience |
| CIT 113 | CIT 111 | |
| CIT 115 | CIT 135 | |
| CIT 130 | ELT 111 | |
| MAT 134 *or* | ENG 101 | |
| MAT 124* | MAT 110 *or* | |
| | MAT elec | |

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *3rd Semester* | *4th Semester* | Supervised Work |
| Supervised Work | Supervised Work | Experience |
| Experience | Experience | CIT 230 |
| | | Gen Ed elec |

| *FALL* | *SPRING* |
|---|---|
| *5th Semester* | *6th Semester* |
| *CAD 132* | *CAD 232* |
| CIT 211 | CIT 215 |
| CIT 212 | CIT 216 |
| CIT 213 | CIT 236 |
| CIT 218 | ENG 102 *or* |
| Gen Ed elec | COM 103 |

## Required Program Courses (49 hours)      Cr. Hrs.

| | | |
|---|---|---|
| CAD 124 | Introduction to AutoCAD | 3 |
| CAD 132 | Introduction to Microstation CAD | 3 |
| CAD 214 | Introduction to Revit Architecture | 3 |
| CAD 232 | Advanced Microstation CAD | 3 |
| CIT 111 | Construction Materials | 3 |
| CIT 113 | Basic Surveying | 3 |
| CIT 115 | Rough Carpentry | 3 |
| CIT 130 | Construction Plan Fundamentals | 3 |
| CIT 135 | Construction Practices and Sustainability | 3 |
| CIT 211* | Construction Surveying | 3 |
| CIT 212 | Commercial Facility Systems | 3 |
| CIT 213 | Soil Mechanics | 3 |
| CIT 215 | Construction Cost Estimating | 4 |
| CIT 216 | Construction Contract Administration | 3 |
| CIT 230 | Construction Field Experience | 1 |
| CIT 236 | Site Development | 3 |
| ELT 111 | Computer Applications for Technicians | 2 |

## Required General Education Core Courses (19 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | |
| *or* COM 103 | Introduction to Public Speaking | 3 |
| MAT 134 | Technical Mathematics I | |
| *or* MAT 124* | College Algebra | 4 |
| MAT 110 | Business Mathematics | |
| *or* MAT elective | | 3 |
| General Education electives | | 6 |

*Must include at least one elective from one of the following categories: communications, social/behavioral sciences, humanities/fine arts, physical/life sciences.*

| *Total Semester Credit Hours* | *68* |
|---|---|

# CONSTRUCTION DESIGN AND MANAGEMENT: CONTRACTING

*Program Code: E.CDB.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 65 semester hours*

This program prepares the student to work in the residential/light commercial construction industry as a supervisor, cost estimator, or building materials salesperson. The student acquires a broad knowledge of business and construction practices in areas such as scheduling, estimating, plan reading, and specification interpretation.

### Program Notes*

- Students may substitute a technical elective for CIT 230 with approval of a construction faculty advisor.
- Students planning to transfer should take MAT 124 instead of MAT 134. Select a math elective with advice from a construction faculty advisor.
- Students transferring to a four-year institution should plan their programs with a construction faculty advisor.

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *1st Semester* | *2nd Semester* | |
| CAD 124 | CIT 111 | CIT 230 |
| CIT 113 | CIT 135 | |
| CIT 115 | ELT 111 | |
| CIT 130 | ENG 101 | |
| MAT 124* *or* | MAT 110 *or* | |
| MAT 134 | MAT elec | |
| | Core elec | |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| ENG 102 *or* | CIT 215 |
| COM 103 | CIT 216 |
| Core elec | Bus/IT elecs |
| Core elec | Gen Ed elec |
| Bus/IT elec | |
| Gen Ed elec | |

### Required Program Courses (28 hours)          Cr. Hrs.

| | | |
|---|---|---|
| CAD 124 | Introduction to AutoCAD | 3 |
| CIT 111 | Construction Materials | 3 |
| CIT 113 | Basic Surveying | 3 |
| CIT 115 | Rough Carpentry | 3 |
| CIT 130 | Construction Plan Fundamentals | 3 |
| CIT 135 | Construction Practices and Sustainability | 3 |
| CIT 215 | Construction Cost Estimating | 4 |
| CIT 216 | Construction Contract Administration | 3 |
| CIT 230* | Construction Field Experience | 1 |
| ELT 111 | Computer Applications for Technicians | 2 |

### Elective Core Courses (choose at least 9 hours)

| | | |
|---|---|---|
| ELT 131 | Residential Wiring | 3 |
| CIT 114 | Plumbing | 3 |
| CIT 116 | Interior Carpentry | 3 |
| CAD 214 | Introduction to Revit Architecture | 3 |
| CIT 212 | Commercial Facility Systems | 3 |

### Elective Business/IT-Related Courses (choose at least 9 hours)

| | | |
|---|---|---|
| ACC 101 | Financial Accounting | 4 |
| BUS 101 | Introduction to Business | 3 |
| CIS 134 | Spreadsheet Applications | 3 |
| MGT 101 | Principles of Management | 3 |
| MGT 112 | Human Resource Management | 3 |
| MGT 113 | Human Relations in the Workplace | 3 |
| MKT 101 | Introduction to Marketing | 3 |

### Required General Education Core Courses (19 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | |
| *or* COM 103 | Introduction to Public Speaking | 3 |
| MAT 134 | Technical Mathematics I | |
| *or* MAT 124* | College Algebra | 4 |
| MAT 110 | Business Mathematics | |
| *or* MAT elective | | 3 |
| General Education electives | | 6 |

*Must include at least one elective from one of the following categories: communications, social/behavioral sciences, humanities/fine arts, physical/life sciences.*

| | |
|---|---|
| *Total Semester Credit Hours* | *65* |

# CONSTRUCTION DESIGN AND MANAGEMENT: LAND SURVEYING

*Program Code: E.CDS.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 65 semester hours*

The Construction Design and Management: Land Surveying program prepares the student either for employment as a surveying technician or for transfer to a four-year degree program to become an Illinois professional land surveyor.

See Professional Licensing Notes** for education requirements for becoming a professional land surveyor. See a faculty advisor to discuss four-year degree options.

Surveying technicians and professional land surveyors work in the fields of engineering, construction, land development, aerial photography, geographic information systems, agriculture, natural resource management, and government. Course work focuses on knowledge and hands-on skills needed for entry level employment and for professional licensing.

All of the surveying courses offered in this program have been accepted by the Illinois Land Surveyors Licensing Board as meeting the requirements of the 24 credit hours required by the Illinois Professional Land Surveyor Act of 1989 and the Illinois Administrative Code as amended.

## Program Note*

- Students may substitute a technical elective for CIT 233 with approval of a faculty advisor.
- Students seeking a professional license should take MAT 124 and MAT 125 instead of MAT 134 and MAT elective.

## Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | |
| CAD 124 | CIT 234 | CIT 233 |
| CIT 113 | CIT 235 | |
| CIT 130 | ENG 101 | |
| ELT 111 | MAT elec *or* | |
| MAT 134 *or* | MAT 125* | |
| MAT 124* | Gen Ed elec | |

| FALL | SPRING |
|------|--------|
| *3rd Semester* | *4th Semester* |
| CAD 132 | CAD 232 |
| CIT 132 | CIT 236 |
| CIT 211 | CIT 253 |
| ENG 102 *or* | CIT 254 |
| COM 103 | KIN 183 |
| GIS 110 | Gen Ed elec |

## Required Program Courses (46 hours)          Cr. Hrs.

| | | |
|---|---|---|
| CAD 124 | Introducton to AutoCAD | 3 |
| CAD 132 | Introduction to Microstation CAD | 3 |
| CAD 232 | Advanced Microstation CAD | 3 |
| CIT 113 | Basic Surveying | 3 |
| CIT 130 | Construction Plan Fundamentals | 3 |
| CIT 132 | Surveying Computations | 4 |
| CIT 211 | Construction Surveying | 3 |
| CIT 233* | Surveying Field Experience | 2 |
| CIT 234 | Design Surveying | 3 |
| CIT 235 | Control Surveying | 3 |
| CIT 236 | Site Development | 3 |
| CIT 253 | Legal Aspects of Surveying | 3 |
| CIT 254 | Land Surveying | 3 |
| ELT 111 | Computer Applications for Technicians | 2 |
| GIS 110 | Principles of Geographic Information Systems | 3 |
| KIN 183 | First Aid and CPR | 2 |

## Required General Education Core Courses (19 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 *or* COM 103 | Composition II *or* Introduction to Public Speaking | 3 |
| MAT 134 *or* MAT 124* | Technical Mathematics I *or* College Algebra | 4 |
| MAT elective *or* MAT 125* | College Trigonometry | 3 |
| General Education electives | | 6 |

*Must include at least one elective from at least one of the of the following categories: communications, social/behavioral sciences, humanities/fine arts, physical/life sciences.*

| | |
|---|---|
| *Total Semester Credit Hours* | *65* |

## Professional Licensing Notes **

*Per the Illinois Professional Land Surveyor Act of 1989 (225 ILCS 330/12), to qualify for admission to the Illinois Surveyor-In-Training (NCEES: Fundamentals of Land Surveying) examination, the candidate must have "a baccalaureate degree in a related science if he or she does not have a baccalaureate degree in land surveying from an accredited college or university."*

*Per Title 68, Section 1270.15 of the Illinois Administrative Code, "a baccalaureate degree in a Related Science is a baccalaureate degree from an accredited college or university that includes core courses in at least the following subjects, or their equivalents, for the minimum semester hours shown. The following subjects all may be completed prior to, concurrent with, or subsequent to receiving the baccalaureate degree.*
*a) Mathematics (College Algebra and beyond) – 15 semester hours*
*b) Basic Sciences (Physics and/or Chemistry) – 8 semester hours*
*c) Additional Basic Sciences (including, but not limited to: Geology, Geography, Dendrology, Astronomy, Biology, Soil Mechanics, and engineering sciences) – 20 semester hours*
*d) Land Surveying courses (including, but not limited to: fundamentals of land surveying, boundary surveying, route surveying, topographic surveying, descriptions, legal aspects, subdivision design, data computations and adjustments, map projections and geometric geodesy and photogrammetry) – 24 semester hours*

# CONSTRUCTION DESIGN AND MANAGEMENT: LAND SURVEYING

*Program Code: E.CLS.CER*

## Certificate

*Minimum graduation requirement — 30–31 semester hours*

The Construction Design and Management: Land Surveying certificate program provides approved surveying courses for the student who plans to become a professional land surveyor and who has or will have satisfied all other educational requirements for licensure prior to applying for admission to the Illinois Surveyor-In-Training (NCEES: Fundamentals of Land Surveying) examination.

See Professional Licensing Notes** for education requirements for becoming a professional land surveyor.

All of the surveying courses offered in this program have been accepted by the Illinois Land Surveyors Licensing Board as meeting the requirements of the 24 credit hours required by the Illinois Professional Land Surveyor Act of 1989 and the Illinois Administrative Code as amended.

## Program Note

Meet with program director as soon as possible to review educational requirements for professional licensing and to develop an appropriate academic plan.

## Suggested Part-time Sequence

| SPRING | SUMMER | FALL | SPRING |
|---|---|---|---|
| CIT 255 *or* | CIT 233 | CIT 132 | CIT 234 |
| CIT 113 | | CIT 211 | CIT 235 |
| MAT elective | | GIS 110 | CIT 253 |
| | | | CIT 254 |

## Required Program Courses (27–28 hours)    Cr. Hrs.

| | | |
|---|---|---|
| CIT 113 | Basic Surveying | |
| *or* CIT 255 | Engineering Surveying | 3–4 |
| CIT 130 | Construction Plan Fundamentals | 3 |
| CIT 132 | Surveying Computations | 4 |
| CIT 211 | Construction Surveying | 3 |
| CIT 233 | Surveying Field Experience | 2 |
| CIT 234 | Design Surveying | 3 |
| CIT 235 | Control Surveying | 3 |
| CIT 253 | Legal Aspects of Surveying | 3 |
| CIT 254 | Land Surveying | 3 |
| GIS 110 | Principles of Geographic Information Systems | 3 |

## Required General Education Core Courses (3 hours)

MAT elective (MAT 125, 135, or higher or equivalent) . . . . . . . 3

*Total Semester Credit Hours*                     *30–31*

## Professional Licensing Notes **

*Per the Illinois Professional Land Surveyor Act of 1989 (225 ILCS 330/12), to qualify for admission to the Illinois Surveyor-In-Training (NCEES: Fundamentals of Land Surveying) examination, the candidate must have "a baccalaureate degree in a related science if he or she does not have a baccalaureate degree in land surveying from an accredited college or university."*

*Per Title 68, Section 1270.15 of the Illinois Administrative Code, "a baccalaureate degree in a Related Science is a baccalaureate degree from an accredited college or university that includes core courses in at least the following subjects, or their equivalents, for the minimum semester hours shown. The following subjects all may be completed prior to, concurrent with, or subsequent to receiving the baccalaureate degree.*

*a) Mathematics (College Algebra and beyond) – 15 semester hours*
*b) Basic Sciences (Physics and/or Chemistry) – 8 semester hours*
*c) Additional Basic Sciences (including, but not limited to: Geology, Geography, Dendrology, Astronomy, Biology, Soil Mechanics, and engineering sciences) – 20 semester hours*
*d) Land Surveying courses (including, but not limited to: fundamentals of land surveying, boundary surveying, route surveying, topographic surveying, descriptions, legal aspects, subdivision design, data computations and adjustments, map projections and geometric geodesy and photogrammetry) – 24 semester hours*

# CONSTRUCTION DESIGN AND MANAGEMENT: MAPPING TECHNICIAN

*Program Code: E.CDG.CER*

## Certificate

*Minimum graduation requirement — 30 semester hours*

The Construction Design and Management: Mapping Technician certificate is a specialized program that builds upon the Geographic Information Systems (GIS) certificate (p. 156) for employment as a mapping technician in the engineering and surveying industries. Hands-on training in plan reading, computer-aided drafting, surveying methods, electronic data collection, survey computations, GPS, and property boundary law will supplement the student's GIS skill set.

### Program Note*

CIT 113 must be taken as the elective course in the Geographic Information Systems certificate program.

### Suggested Part-time Sequence

| FALL | SPRING |
| --- | --- |
| 1st Semester | 2nd Semester |
| CAD 124 *or* | CIT 234 |
| CAD 132 | CIT 253 |
| CIT 130 | |
| MAT 134 *or* | |
| MAT 124 | |

### Required Program Courses (14 hours)          Cr. Hrs.

| | | |
| --- | --- | --- |
| GIS 110 | Principles of Geographic Information Systems | 3 |
| GIS 111 | Applied Geographic Information Systems | 3 |
| GIS 112 | Global Positioning Systems | 1 |
| GIS 115 | Advanced Geographic Information Systems | 3 |
| GIS 116 | Geographic Information Systems Seminar | 1 |
| CIT 113* | Basic Surveying | 3 |

### Required Specialization Courses (16 hours)

| | | |
| --- | --- | --- |
| CAD 124 | Introduction to AutoCAD | |
| *or* CAD 132 | Introduction to Microstation CAD | 3 |
| CIT 130 | Construction Plan Fundamentals | 3 |
| CIT 234 | Design Surveying | 3 |
| CIT 253 | Legal Aspects of Surveying | 3 |
| MAT 134 | Technical Mathematics I | |
| *or* MAT 124 | College Algebra | 4 |

*Total Semester Credit Hours*          *30*

# CONSTRUCTION DESIGN AND MANAGEMENT: SURVEYING INSTRUMENT OPERATOR

*Program Code: E.CDS.CER*

## Certificate

*Minimum graduation requirement — 19 semester hours*

The Construction Design and Management: Surveying Instrument Operator Program prepares graduates for entry-level work on survey crews performing construction layout, pre-design mapping, and boundary surveys.

### Suggested Part-time Sequence

| FALL | SPRING |
| --- | --- |
| 1st Semester | 2nd Semester |
| CIT 113 | CAD 124 or |
| CIT 132 | CAD 132 |
| MAT 134 or | CIT 234 |
| MAT 124 | KIN 183 |

### Required Program Courses (19 hours)          Cr. Hrs.

| | | |
| --- | --- | --- |
| CAD 124 | Introduction to AutoCAD | |
| *or* CAD 132 | Introduction to Microstation CAD | 3 |
| CIT 113 | Basic Surveying | 3 |
| CIT 132 | Surveying Computations | 4 |
| CIT 234 | Design Surveying | 3 |
| KIN 183 | First Aid and CPR | 2 |
| MAT 134 | Technical Mathematics I | |
| *or* MAT 124 | College Algebra | 4 |

*Total Semester Credit Hours*          *19*

# CUSTOMIZED CAREER PREPARATION

*Program Code: B.CCP.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 60 semester hours*

This program allows students to develop and pursue individualized programs of study that meet their own personal and career goals. With the assistance of the professional staff in career programs and departments, each student will develop a viable program of study during the first semester of enrollment at the college. This plan must receive approval of the assigned faculty mentor and the appropriate department chair(s). A unique aspect of this program is the awarding of credit for non-collegiate prior learning or work experience.

### Program Note*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

| FALL | SPRING |
|---|---|
| *1st Semester* | *2nd Semester* |
| CCP 111 | ENG 102 |
| COM 103 | Math |
| ENG 101 | Area of concentration |
| Soc/Beh Sci elec | courses |
| Hum/FA elec | General elec |

| FALL | SPRING |
|---|---|
| *3rd Semester* | *4th Semester* |
| Area of concentration | Area of concentration |
| courses | courses |
| General elec | General elec |

### Required Program Courses (2 hours)          Cr. Hrs.

CCP 111          Customized Career Preparation Portfolio . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .2

### Supportive Courses and Areas of Concentration (32 hours)

Choose up to 32 hours in consultation with a faculty advisor. Some of these course requirements may be satisfied by previous non-collegiate learning and/or work experience as documented and approved in the Customized Career Preparation Portfolio.

### General Electives (8 hours)

Choose courses supportive of the learning outcomes identified in the Customized Career Preparation Portfolio.

### Required General Education Core Courses (18 hours)

COM 103          Introduction to Public Speaking . . . . . . . . . . . . .3
ENG 101          Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
ENG 102          Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
General Education electives* . . . . . . . . . . . . . . . . . . . . . . . . . . . . 9

*Total Semester Credit Hours          60*

# DIESEL POWER EQUIPMENT TECHNOLOGY

*Program Code: E.PET.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 70 semester hours*

Prepares students to maintain and repair machinery and equipment used in the agriculture, construction, and motor trucking industries.

### Program Notes

- Before enrolling in program-specific courses, students must be accepted into the program.
- A tool set is required for all technical program courses.
- Some courses may need to be taken during the summer.
- Must have valid driver's license.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
| --- | --- | --- |
| 1st Semester | 2nd Semester | |
| DPE 130 | DPE 230 | DPE 215 |
| DPE 151 | DPE 234 | DPE 238 |
| DPE 251 | DPE 239 | |
| MAT 131 | DPE 253 | |
| COM 103 or | ELT 111 | |
| COM 120 | WLD 111 | |

| FALL | SPRING |
| --- | --- |
| 3rd Semester | 4th Semester |
| DPE 110 | DPE 217 |
| DPE 135 | DPE 235 |
| DPE 236 | DPE 254 |
| AGB 214 or | DPE 259 |
| MFT 121 | Gen Ed elec |
| ENG 101 | |
| Gen Ed elec | |

## Required Program Courses (55 hours)    Cr. Hrs.

| | | |
| --- | --- | --- |
| AGB 214 | Precision Farm Technology | |
| *or* MFT 121 | Basic Machine Processes | 3 |
| DPE 110 | Agricultural and Heavy Equipment Power Trains | 4 |
| DPE 130 | Introduction to Diesel Electrical | 4 |
| DPE 135 | Introduction to Mobile Hydraulics | 3 |
| DPE 151 | Diesel Fuel Systems | 3 |
| DPE 215 | Diesel Work Experience I | 2 |
| DPE 217 | Diesel Work Experience II | 2 |
| DPE 230 | Electronic Systems and Accessories | 3 |
| DPE 234 | Vehicular Air Conditioning I | 2 |
| DPE 235 | Advanced Hydraulics | 2 |
| DPE 236 | Equipment Adjustment and Repair | 4 |
| DPE 238 | Vehicular Air Conditioning II | 1 |
| DPE 239 | Truck Suspension, Steering, and Brakes | 3 |
| DPE 251 | Diesel Engine Overhaul | 4 |
| DPE 253 | Advanced Diesel Fuel Systems | 3 |
| DPE 254 | Advanced Power Trains | 3 |
| DPE 259 | Service Department Implementation | 3 |
| ELT 111 | Computer Applications for Technicians | 2 |
| WLD 111 | Introduction to Welding | 4 |

## Required General Education Core Courses (15–16 hours)

| | | |
| --- | --- | --- |
| ENG 101 | Composition I | 3 |
| MAT 131 | Applied Mathematics | |
| *or* MAT 134 | Technical Mathematics I | 3–4 |
| COM 103 | Introduction to Public Speaking | |
| *or* COM 120 | Interpersonal Communications | 3 |
| General Education electives* | | 6 |

| *Total Semester Credit Hours* | *70–71* |
| --- | --- |

## Other Recommended Courses

| | | |
| --- | --- | --- |
| CNH 153 | Service Department Operations | 1 |
| EST 114 | Career and Technical Work Ethics | 1 |

# ELECTRONIC CONTROL SYSTEMS TECHNOLOGY

*Program Code: E.ECS.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 60 semester hours*

The Electronic Control Systems Technology program prepares students for entry-level positions in the installation, service, and repair of electrical and electronic systems used in manufacturing, automation, and process control. Students can expect to find employment as installers, technicians, and electrical support workers.

## Program Notes*

- Students interested in transferring to SIU using the Capstone option are encouraged to take MAT 124 instead of MAT 131.

- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

## Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | |
| ELT 111 | ELT 134 | EST 113 |
| ELT 131 | ELT 155 | |
| ELT 150 | ELT 171 | |
| ELT 179 | MFT 117 | |
| MFT 113 | MAT 131 *or* | |
| | MAT 124 | |

| FALL | SPRING |
|------|--------|
| *3rd Semester* | *4th Semester* |
| ELT 191 | ELT 231 |
| ELT 292 | ELT 293 |
| ELT 299 | ELT 295 |
| ENG 101 | COM 103 *or* |
| Gen Ed elec | COM 120 |
| | Gen Ed elec |

## Required Program Courses (45 hours)          Cr. Hrs.

| | | |
|---|---|---|
| ELT 111 | Computer Applications for Technicians | 2 |
| ELT 131 | Residential Wiring | 3 |
| ELT 134 | Motors, Controls, and Drives | 3 |
| ELT 150 | Introduction to Electricity and Electronics. | 3 |
| ELT 155 | Digital Control Systems | 3 |
| ELT 171 | Analog Control Systems. | 3 |
| ELT 179 | Industrial Control Devices | 3 |
| ELT 191 | Security and Home Automation | 3 |
| ELT 231 | Programmable Controllers | 3 |
| ELT 292 | Process Control | 3 |
| ELT 293 | Industrial Control Networks | 3 |
| ELT 295 | Modicon Automation and Control | 3 |
| ELT 299 | Robotics and Automation | 3 |
| EST 113 | Work Experience and Ethics. | 1 |
| MFT 113 | Introduction to Hydraulics and Pneumatics. | 3 |
| MFT 117 | Pumps, Compressors, and Vacuum Systems. | 3 |

## Required General Education Core Courses (15–16 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| COM 103 | Introduction to Public Speaking | |
| *or* COM 120 | Interpersonal Communication | 3 |
| MAT 131* | Applied Mathematics | |
| *or* MAT 124 | College Algebra. | 3/4 |
| General Education electives* | | 6 |

*Total Semester Credit Hours*          *60–61*

# *ELECTRONICS*

## ELECTRICAL CONTROLS

*Program Code: E.ECS.CER*

### Certificate
*Minimum graduation requirement — 30 semester hours*

This program prepares students for entry-level positions in the installation, service, and repair of electrical and electronic systems used in manufacturing, automation, and process control. Students can expect to find employment as installers, technicians, and electrical support staff.

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *FALL* |
|--------|----------|--------|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| ELT 111 | ELT 134 | ELT 292 |
| ELT 131 | ELT 231 | |
| ELT 150 | ELT 293 | |
| ELT 179 | MAT 131 | |
| MFT 113 | EST 113 | |

### Required Program Courses (27 hours)  Cr. Hrs.

| | | |
|--|--|--|
| ELT 111 | Computer Applications for Technicians | 2 |
| ELT 131 | Residential Wiring | 3 |
| ELT 134 | Motors, Controls, and Drives | 3 |
| ELT 150 | Introduction to Electricity and Electronics | 3 |
| ELT 179 | Industrial Control Devices | 3 |
| ELT 231 | Programmable Controllers | 3 |
| ELT 292 | Process Control | 3 |
| ELT 293 | Industrial Control Networks | 3 |
| MFT 113 | Introduction to Hydraulics and Pneumatics | 3 |
| EST 113 | Work Experience and Ethics | 1 |

### Required General Education Core Courses (4 hours)

| | | |
|--|--|--|
| MAT 131 | Applied Mathematics | 3 |

*Total Semester Credit Hours*  30

## ELECTRICAL POWER

*Program Code: E.ELP.CER*

### Certificate
*Minimum graduation requirement — 31 semester hours*

The electrical power certificate prepares students for entry-level positions in the installation, service, and repair of the electrical systems used in manufacturing and industrial control.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
|--------|----------|
| *1st Semester* | *2nd Semester* |
| ELT 111 | ELT 134 |
| ELT 131 | ELT 231 |
| ELT 150 | WLD 111 |
| ELT 179 | EST 113 |
| MFT 113 | MFT 117 |
| | MAT 131 |

### Required Program Courses (28 hours)  Cr. Hrs.

| | | |
|--|--|--|
| ELT 111 | Computer Applications for Technicians | 2 |
| ELT 131 | Residential Wiring | 3 |
| ELT 134 | Motors, Controls, and Drives | 3 |
| ELT 150 | Introduction to Electricity and Electronics | 3 |
| ELT 179 | Industrial Control Devices | 3 |
| ELT 231 | Programmable Controllers | 3 |
| WLD 111 | Introduction to Welding | 4 |
| EST 113 | Work Experience and Ethics | 1 |
| MFT 113 | Introduction to Hydraulics and Pneumatics | 3 |
| MFT 117 | Pumps, Compressors, and Vacuum Systems | 3 |

### Required General Education Core Courses (3 hours)

| | | |
|--|--|--|
| MAT 131 | Applied Mathematics | 3 |

*Total Semester Credit Hours*  31

# ENGINEERING SCIENCE

*Program Code: EENS AES*

*Program Codes:*
*E.ENS.AES.AAE     Aeronautical and Astronautical Engineering*
*E.ENS.AES.AGE     Agricultural Engineering*
*E.ENS.AES.BIO     Bioengineering*
*E.ENS.AES.CME     Chemical Engineering*
*E.ENS.AES.CVE     Civil Engineering*
*E.ENS.AES.CPE     Computer Engineering*
*E.ENS.AES.CSC     Computer Science Engineering*
*E.ENS.AES.ELE     Electrical Engineering*
*E.ENS.AES.EME     Engineering Mechanics*
*E.ENS.AES.GNE     General Engineering*
*E.ENS.AES.IDE     Industrial Engineering*
*E.ENS.AES.MAN     Manufacturing Engineering*
*E.ENS.AES.MAT     Material Sciences and Engineering*
*E.ENS.AES.MHE     Mechanical Engineering*
*E.ENS.AES.NCE     Nuclear Engineering*

Community college students are strongly encouraged to complete an Associate in Engineering Science degree prior to transferring to a four-year institution in engineering.

To transfer as a junior into a baccalaureate engineering program, students must complete a minimum of 60 semester credit hours to a maximum of 68 semester credit hours, including all of the essential prerequisite courses. Students with fewer than 68 semester credit hours at transfer are unlikely to complete the baccalaureate degree within two years after transfer. Since admission is highly competitive, completion of the suggested courses does not guarantee admission.

The A.E.S. degree requires a minimum of 60 credit hours. The A.E.S. degree also requires that students complete 9 hours of general education credit hours in communications (ENG 101 and 102 required), humanities/fine arts (0 to 9 hours), and social/behavioral sciences (0 to 9 hours). If students need credits to reach to 60 hour minimum, they are advised to take general education courses in communication, humanities/fine arts, and social/behavioral sciences. Students are encouraged to select at least one course in either the humanities/fine arts or the social sciences that emphasizes non-Western cultures or minority cultures within the United States. If two courses are selected in a field, a two-semester sequence in the same discipline is recommended.

Students should plan their transfer programs with a counselor/advisor and the catalog of the four-year college or university they plan to attend. See the Illinois Articulation Initiative website (www.itransfer.org) for general transfer guidance.

Completion of the A.E.S. degree does not guarantee students the benefits of the "articulation compact program," which is available at several state universities for students who earn the A.A. or A.S. degree.

Engineering students are advised to consider completion of the general education core (see p. 72) prior to transferring.

**Program Notes***

- For students planning to transfer to the University of Illinois: PHY 143 is not required for the A.E.S. degree but is generally required or suggested for transfer to the UI College of Engineering.

- CSC 127 satisfies IAI EGR 922 requirements for non-UI transfer students.

- CSC 127 incorporates more mathematical topics in assignments while covering the same programming concepts as CSC 123. If necessary, CSC 123 may substitute for CSC 127. See department chair of Business/Computer Science and Technologies, for more information.

- For current UI ECE information, see www.ece.illinois.edu/students/ugrad/degree-info-prospective. Consider taking ECE 110 and ECE 120 (either first) on a Parkland-UI concurrent enrollment basis.

- Mechanical engineering at University of Illinois requires ME170 rather than GE101, which is equivalent to Parkland ENS 101.

| Course | | Aeronautical, General, Mechanical, Manufacturing | Agricultural Engineering | Bioengineering | Civil and Engineering Mechanics | Chemical Engineering | Computer Science Engineering | Elecrrical, Computer Engineering | Industrial Engineering | Materials Science and Engineering | Nuclear Engineering |
|---|---|---|---|---|---|---|---|---|---|---|---|
| BIO 101 | General Biology I | | 4 | | | | | | | | |
| BIO 141 | Principles of Biology I | | | 5 | | | | | | | |
| or BIO 121 | Anatomy and Physiology I (4) | | | | | | | | | | |
| BIO 142 | Principles of Biology II | | | 5 | | | | | | | |
| or BIO 122 | Anatomy and Physiology II (4) | | | | | | | | | | |
| CHE 101 | General Chemistry I | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| CHE 102* | General Chemistry II | | 5 | 5 | 5 | 5 | | | | 5 | |
| CHE 203-204 | Organic Chemistry I | | | 5 | | 5 | | | | | |
| CHE 205-206 | Organic Chemistry II | | | | | 5 | | | | | |
| CSC 123* | Computer Science I (C/C++) | | | | | | 4 | 4 | | | |
| CSC 125* | Computer Science II (C++) | | | | | | 3 | 3 | | | |
| CSC 127* | Computer Programming | 3 | 3 | 3 | 3 | 3 | | | 3 | 3 | 3 |
| ECO 102 | Principles of Microeconomics | | | | | | | | 3 | | |
| ENG 101 | Composition I | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| ENG 102 | Composition II | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| ENS 101* | Introduction to Engineering and CAD | 3 | 3 | | 3 | | | | 3 | | |
| ENS 201 | Engineering Mechanics I (Statics) | 3 | 3 | | 3 | | | | 3 | 3 | 3 |
| ENS 202 | Engineering Mechanics of Solids | 3 | | | 3 | | | | 3 | 3 | |
| ENS 203 | Engineering Mechanics II (Dynamics) | 3 | 3 | | 3 | | | | 3 | | 3 |
| MAT 128 | Calculus and Analytic Geometry I | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| MAT 129 | Calculus and Analytic Geometry II | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 |
| MAT 228 | Calculus and Analytic Geometry III | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| MAT 229 | Differential Equations and Introductory Matrix Theory | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| PHY 141 | Mechanics | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 |
| PHY 142 | Electricity and Magnetism | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 |
| PHY 143* | Modern Physics | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 |
| Humanities/Fine Arts elective(s) | | 0–9 | 0–9 | 0–9 | 0–9 | 0–9 | 0–9 | 0–9 | 0–9 | 0–9 | 0–9 |
| Social/Behavioral Sci elective(s) | | 0–9 | 0–9 | 0–9 | 0–9 | 0–9 | 0–9 | 0–9 | 0–6 | 0–9 | 0–9 |
| *Totals* | | 60 | 63 | 65 | 62 | 60 | 60 | 60 | 60 | 60 | 60 |

# GEOGRAPHIC INFORMATION SYSTEMS

*Program Code: B.GIS.CER*

## Certificate

*Minimum graduation requirement — 14 semester hours*

Geographic Information Systems (GIS) is a method of using data gathered from various sources, including Global Position Satellite (GPS) systems, to develop "layers" of information about a geographic location. Applications are used in mapping streets, utilities, environmental markers, crime studies, and many other types of physical and societal information. It is an emerging industry that also has emerging career opportunities

### Program Note

Students in the Construction Design and Management: Mapping Technician certificate must take CIT 113 as an elective course for this certificate.

### Suggested Part-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| GIS 110 | GIS 111 | GIS 116 |
| GIS 112 | GIS 115 | Elective |

## Required Courses (11 hours) — Cr. Hrs.

| | | |
|---|---|---|
| GIS 110 | Principles of Geographic Information Systems | 3 |
| GIS 111 | Applied Geographic Information Systems | 3 |
| GIS 112 | Global Positioning Systems | 1 |
| GIS 115 | Remote Sensing Applications | 3 |
| GIS 116 | Geographic Information Systems Seminar | 1 |

## Elective Course (3 hours)

*Choose one from the following courses:*

| | | |
|---|---|---|
| AGB 214 | Precision Farming Technology | 3 |
| ANT 103 | Introduction to Cultural Anthropology | 3 |
| CIS 138 | Database Applications (MS Access) | 3 |
| CIS 152 | Web Design and Development I | 3 |
| CIT 113 | Basic Surveying | 3 |
| HRT 116 | Introduction to Landscape Design | 3 |
| MAT 108 | Introduction to Applied Statistics | 3 |
| MKT 101 | Introduction to Marketing | 3 |

*Total Semester Credit Hours* — *14*

---

### Additional Certificate Opportunity

The Construction Design and Management: Mapping Technician certificate is a specialized program that builds upon the Geographic Information Systems (GIS) certificate (See page 149). This certificate will further prepare the GIS student for employment as a mapping technician in the engineering and surveying industries. Hands-on training in plan reading, computer-aided drafting, surveying methods, electronic data collection, survey computations, GPS and property boundary law will supplement the student's GIS skill set.

# HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) INSTALLATION TECHNICIAN

*Program Code: E.HVC.CER*

## Certificate
*Minimum graduation requirement — 30 semester hours*

The HVAC Installation Technician program prepares graduates for entry-level positions as installers of heating, ventilation, and air conditioning system equipment for residential and light commercial facilities. The program prepares the student to earn EPA refrigerant certification.

### Suggested Full-time Sequence

| Fall | Spring |
|---|---|
| 1st Semester | 2nd Semester |
| ELT 150 | HVC 112 |
| CIT 130 | HVC 114 |
| HVC 111 | CIT 114 |
| HVC 113 | ELT 131 |
| MAT 131 | ELT 134 |
| | EST 113 |

### Required Program Courses (27 hours)    Cr. Hrs.

| | | |
|---|---|---|
| CIT 114 | Plumbing | 3 |
| CIT 130 | Construction Plan Fundamentals | 3 |
| ELT 131 | Residential Wiring | 3 |
| ELT 134 | Motors, Controls, and Drives | 3 |
| ELT 150 | Introduction to Electricity and Electronics. | 3 |
| EST 113 | Work Experience and Ethics | 1 |
| HVC 111 | Basic Air Conditioning | 3 |
| HVC 112 | Basic Heating. | 3 |
| HVC 113 | Residential HVAC Installation | 3 |
| HVC 114 | Ductwork Fabrication. | 2 |

### Required General Education Core Courses (3 hours)

| | | |
|---|---|---|
| MAT 131 | Applied Mathematics | 3 |

*Total Semester Credit Hours*    *30*

# HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) SERVICE TECHNICIAN I

*Program Code: E.HAC.CER*

## Certificate
*Minimum graduation requirement — 45 semester hours*

The HVAC Service Technician I program prepares graduates for entry-level positions troubleshooting and repairing heating, ventilation, and air conditioning systems in residential and light commercial facilities. The program prepares the student to earn EPA refrigerant certification.

### Suggested Full-time Sequence

| FALL | SPRING | FALL |
|---|---|---|
| 1st Semester | 2nd Semester | 3rd Semester |
| ELT 150 | ELT 131 | HVC 151 |
| CIT 130 | ELT 134 | HVC 152 |
| HVC 111 | HVC 112 | PHY 112 |
| HVC 113 | HVC 114 | ENG 101 |
| MAT 131 | CIT 114 | ELT 111 |
| | | EST 113 |

### Required Program Courses (39 hours)    Cr. Hrs.

| | | |
|---|---|---|
| CIT 114 | Plumbing | 3 |
| CIT 130 | Construction Plan Fundamentals | 3 |
| ELT 111 | Computer Applications for Technicians | 2 |
| ELT 131 | Residential Wiring | 3 |
| ELT 134 | Motors, Controls, and Drives | 3 |
| ELT 150 | Introduction to Electricity and Electronics. | 3 |
| EST 113 | Work Experience and Ethics | 1 |
| HVC 111 | Basic Air Conditioning | 3 |
| HVC 112 | Basic Heating. | 3 |
| HVC 113 | Residential HVAC Installation | 3 |
| HVC 114 | Ductwork Fabrication. | 2 |
| HVC 151 | Basic Air Conditioning Service | 4 |
| HVC 152 | Basic Heating Service | 3 |
| PHY 112 | Applied Physics. | 3 |

### Required General Education Core Courses (6 hours)

| | | |
|---|---|---|
| MAT 131 | Applied Mathematics | 3 |
| ENG 101 | Composition I | 3 |

*Total Semester Credit Hours*    *45*

# HORTICULTURE: FLORAL DESIGN

*Program Code: B.FLD.CER*

**Certificate**

*Minimum graduation requirement — 28 semester hours*

The Floral Certificate is designed to meet the growing need for trained professionals to work successfully in the floral industry. The curriculum combines training in horticulture with business management, plant identification, floral techniques, and hands-on training. Students learn and practice design elements and various styles, using fresh and dried flowers. Graduates may be employed as florists in flower shops, floral departments in garden centers, chain stores, and supermarkets. Florists are also hired by floral wholesalers or work independently out of their own homes.

**Suggested Full-time Sequence**

| FALL | SPRING |
|------|--------|
| 1st Semester | 2nd Semester |
| AGB 104 | AGB 155 |
| AGB 105 | AGB 191 |
| AGB 135 | HRT 230 |
| HRT 130 | HRT 257 |
| | HRT 270 |

**Required Courses (28 hours)**

| | | |
|---|---|---|
| AGB 104 | Introduction to Horticulture . . . . . . . . . . . . . . . | 4 |
| AGB 105 | Agricultural Applications of the Computer . . . . | 3 |
| AGB 135 | Agricultural Business Management. . . . . . . . . . | 4 |
| AGB 155 | Agriculture Salesmanship . . . . . . . . . . . . . . . . . | 3 |
| AGB 191 | Agri-Business Work Exploration . . . . . . . . . . . . | 2 |
| HRT 130 | Floral Design I . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| HRT 257 | Horticulture Business Management . . . . . . . . . . | 3 |
| HRT 270 | Greenhouse Crop Production . . . . . . . . . . . . . . . | 3 |
| HRT 230 | Floral Design II . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |

*Total Semester Credit Hours*            *28*

# HORTICULTURE: LANDSCAPE AND URBAN HORTICULTURE

*Program Code: B.ABL.CER*

**Certificate**

*Minimum graduation requirement — 26 semester hours*

This certificate prepares students for the basics in horticulture and the landscape design/build industry with emphasis on plant identification, construction techniques, and hands-on training. Graduates may be employed in landscape design/build companies, garden centers, park districts, and the "local foods" industry.

**Suggested Full-time Sequence**

| FALL | SPRING |
|------|--------|
| 1st Semester | 2nd Semester |
| AGB 104 | AGB 135 |
| HRT 116 | HRT 111 |
| HRT 118 | HRT 119 |
| HRT 211 | HRT 253 |

**Required Courses (26 hours)**

| | | |
|---|---|---|
| AGB 104 | Introduction to Horticulture . . . . . . . . . . . . . . . | 4 |
| AGB 135 | Agricultural Business Management. . . . . . . . . . | 4 |
| HRT 111 | Sustainable Urban Horticulture . . . . . . . . . . . . . . | 3 |
| HRT 116 | Introduction to Landscape Design . . . . . . . . . . . | 3 |
| HRT 118 | Horticultural Equipment Operation . . . . . . . . . . | 3 |
| HRT 119 | Landscape Construction and Maintenance . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| HRT 211 | Pest Management and Pruning Principles . . . . . | 3 |
| HRT 253 | Woody Ornamentals. . . . . . . . . . . . . . . . . . . . . . . . | 3 |

*Total Semester Credit Hours*            *26*

# HORTICULTURE: LANDSCAPE AND URBAN HORTICULTURE

*Program Code: B.ABL.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement–69 semester hours*

The Landscape and Urban Horticulture degree prepares students for various careers in the horticultural industry. Coursework includes the design and construction of landscape projects, greenhouse production, and sustainable horticulture practices.

### Program Notes*

- Select a mathematics course with advice from an agriculture instructor
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | |
| AGB 104 | AGB 135 | AGB 191 |
| AGB 105 | HRT 111 | HRT 254 |
| AGB 112 | HRT 119 | |
| HRT 116 | ENG 102 | |
| ENG 101 | MAT 110 *or* | |
| | MAT elec | |

| FALL | SPRING |
|------|--------|
| *3rd Semester* | *4th Semester* |
| AGB 102 | AGB 155 |
| AGB 200 | AGB 290 |
| Gen ed elec | AGB 291 |
| Gen ed elec | HRT 253 |
| Concentration elec | HRT 257 |
| | Concentration elec |

## Required Program Courses (48 hours)          Cr. Hrs.

| | | |
|---|---|---|
| AGB 102 | Introduction to Agricultural Economics | 4 |
| AGB 104 | Introduction to Horticulture | 4 |
| AGB 105 | Agricultural Applications of the Computer | 3 |
| AGB 112 | Concepts in Agriculture | 1 |
| AGB 135 | Agricultural Business Management | 4 |
| AGB 155 | Agriculture Salesmanship | 3 |
| AGB 191 | Agri-Business Work Exploration | 2 |
| AGB 200 | Introduction to Soil Science | 4 |
| AGB 290 | Agri-Business Seminar | 1 |
| AGB 291 | Agri-Business Work Experience | 4 |
| HRT 116 | Introduction to Landscaping | 3 |
| HRT 119 | Landscape Construction and Maintenance | 3 |
| HRT 111 | Sustainable Urban Horticulture | 3 |
| HRT 253 | Herbaceous Plants | 3 |
| HRT 254 | Woody Plants | 3 |
| HRT 257 | Horticulture Business Management | 3 |

## Required General Education Courses  (15 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| MAT 110 | Business Mathematics | |
| *or* MAT elective | | 3 |
| General Education electives * | | 6 |

## Concentration Electives  (6 hours)

*Choose two courses from the following*

| | | |
|---|---|---|
| HRT 118 | Horticulture Equipment Operation | 3 |
| HRT 211 | Pest Management and Pruning Principles | 3 |
| HRT 255 | Landscape Graphic Design | 3 |
| HRT 256 | Landscape Planting Design | 3 |
| HRT 270 | Greenhouse Crop Production | 3 |

*Total Semester Credit  Hours*       *69*

# INDUSTRIAL MAINTENANCE TECHNOLOGY

*Program Code: E.IMT.CER*

## Certificate

*Minimum graduation requirement — 37 semester hours*

The Industrial Maintenance Technology Program prepares students to install and maintain the electromechanical, mechanical pneumatic, and hydraulic systems used in manufacturing and building facilities. The student acquires knowledge of electrical power and motors, control systems, pumps, compressors, pneumatics, hydraulics, and power transfer devices. Students can expect to find employment as installers, technicians, and service representatives in manufacturing, sales, and customer service.

## Suggested Full-Time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| *DRT 119 | ELT 150 |
| ELT 111 | MFT 113 |
| MFT 110 | *MFT 128 |
| MAT 131 or | WLD 111 |
|    MAT 134 | |
| *FALL* | *SPRING* |
| *3rd Semester* | *4th Semester* |
| ELT 179 | ELT 134 |
| MFT 210 | MFT 117 |
| MFT 212 | |

## Required Program Courses (33 hours)　　Cr. Hrs.

| | | |
|---|---|---|
| ELT 111 | Computer Applications for Technicians | 2 |
| ELT 134 | Motors, Controls, and Drives | 3 |
| ELT 150 | Introduction to Electricity and Electronics | 3 |
| ELT 179 | Industrial Controls | 3 |
| MFT 110 | Mechanical Assemblies | 3 |
| MFT 113 | Introduction to Hydraulics and Pneumatics | 3 |
| MFT 117 | Pumps, Compressors, and Vacuum Systems | 3 |
| MFT 210 | Industrial Safety | 3 |
| MFT 212 | Industrial Maintenance Applications | 3 |
| WLD 111 | Introduction to Welding | 4 |
| *DRT 119 *or* MFT 128 | Blueprint Reading and Technical Drawing Quality Assurance | 3 |

## Required General Education Core Courses (4 hours)

| | | |
|---|---|---|
| MAT 131 *or* MAT 134 | Applied Mathematics Technical Mathematics I | 4 |

*Total Semester Credit Hours*　　　　　　*37*

# INDUSTRIAL TECHNOLOGY

*Program Code: E.MFG.AAS*

**Associate in Applied Science (A.A.S.)**
*Minimum graduation requirement — 70 semester hours*

The Industrial Technology program prepares high school students and community college students for careers in manufacturing. The program offers students opportunities to learn science, math, technology, and communications in real-life settings.

**Program Notes***

- Prior to enrolling in MFT 151, students must complete a minimum of 12 hours of curriculum and MFT 131 or approval of the department chair or program director.
- Meet with a counselor/advisor or program director to determine appropriate math class.
- General education electives may include one MAT elective and must include at least one elective from at least one of the of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences.

**Suggested Full-time Sequence**

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | MFT 151 |
| MFT 121 | MFT 127 | MFT 152 |
| MFT 131 | CAD 113 | |
| CAD 124 | CAD 121 | |
| MAT 131 *or* MAT 134 | ENG 101 | |
| WLD 111 | Gen Ed elec | |

| FALL | SPRING |
|------|--------|
| *3rd Semester* | *4th Semester* |
| MFT 110 | MFT 113 |
| MFT 210 | MFT 128 |
| ENG 102 *or* COM 103 | ELT 150 |
| *or* COM 200 | Concentration course |
| Concentration course | Concentration course |
| Concentration course | Gen Ed elec |

**Required Program Courses (28 hours)**      **Cr. Hrs.**

| | | |
|---|---|---|
| MFT 110 | Mechanical Assemblies | 3 |
| MFT 113 | Introduction to Hydraulics and Pneumatics | 3 |
| MFT 121 | Basic Machine Processes | 3 |
| MFT 127 | Introduction to CNC Programming — Turning and Milling | 4 |
| MFT 128 | Quality Assurance | 3 |
| MFT 131 | Introduction to Manufacturing | 3 |
| MFT 151* | Manufacturing Work Experience I *or* Technical elective* | 3 |
| MFT 152* | Manufacturing Work Experience II |
| *or* Technical elective* | | 3 |
| MFT 210 | Industrial Safety | 3 |

**Other Required Courses (17 hours)**

| | | |
|---|---|---|
| CAD 113 | Computer-Aided Machine Design I | 4 |
| CAD 121 | Materials for Industry | 3 |
| CAD 124 | Introduction to AutoCAD | 3 |
| ELT 150 | Introduction to Electricity and Electronics | 3 |
| WLD 111 | Introduction to Welding | 4 |

**Required General Education Core Courses (16 hours)**

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II |
| *or* COM 103 | Introduction to Public Speaking |
| or COM 200 | Principles of Group Discussion | 3 |
| MAT 131 | Applied Mathematics |
| or MAT 134* | Technical Mathematics I | 4 |
| General Education electives* | | 6 |

**Additional Technical Courses (9–11 hours)** ......... 11

The remaining 9–11 hours of required technical training should be chosen from one of the four included areas of concentration. Courses may be selected to reflect the needs of customized concentrations with the approval of department chair or program director.

| | |
|---|---|
| *Total Semester Credit Hours* | *70–72* |

**AREA OF CONCENTRATION
(Choose at least the indicated number of hours from one of the following programs.)**    **Cr. Hrs**

**Machine Tools — CNC Programming (11 hours)**

| | | |
|---|---|---|
| DRT 119 | Blueprint Reading and Technical Drawing | 3 |
| MFT 122 | Intermediate Machine Processes | 3 |
| MFT 125 | Principles and Processes of Modern Manufacturing | 3 |
| MFT 138 | Intermediate CNC Programming — Turning and Milling | 4 |
| MFT 211 | Advanced Machining Processes and Inspection Practices | 4 |
| MFT 238 | Advanced CNC Programming — Turning and Milling | 4 |

**Industrial Maintenance/Automation (9 hours)**

| | | |
|---|---|---|
| ELT 111 | Computer Applications for Technicians | 3 |
| ELT 131 | Residential and Light Commercial Wiring | 3 |
| ELT 134 | Motors, Controls, and Drives | 3 |
| ELT 171 | Analog Control Systems | 3 |
| ELT 179 | Industrial Controls | 3 |
| ELT 231 | Programmable Controllers | 3 |
| ELT 292 | Process Control | 3 |
| MFT 117 | Pumps, Compressors, and Vacuum Systems | 3 |
| MFT 212 | Industrial Maintenance Applications | 3 |

**Computer-Aided Drafting (10 hours)**

| | | |
|---|---|---|
| CAD 117 | Advanced AutoCAD — 3-D Topics | 3 |
| CAD 122 | Computer-Aided Machine Design II | 4 |
| DRT 119 | Blueprint Reading and Technical Drawing | 3 |

**Welding (11 hours)**

| | | |
|---|---|---|
| PFT 117 | Basic Pipefitting and Welding | 3 |
| WLD 112 | Gas Metal Arc Welding | 2 |
| WLD 113 | Gas Tungsten Arc Welding | 2 |
| WLD 212 | Advanced Gas Metal Arc Welding | 2 |
| WLD 213 | Advanced Gas Tungsten Arc Welding | 2 |
| WLD 215 | Weldability Inspection/Composition of Welds | 4 |
| WLD 216 | Welding Certification | 4 |

# INDUSTRIAL TECHNOLOGY

*Program Code: E.MAN.AS*

## Associate in Science (A.S.)

*Minimum graduation requirement — 60-62 semester hours*

The following curriculum emphasizes a course of study in core technical courses in the industrial technology, machining area. This program is designed for students interested in transferring to a four-year institution to pursue a baccalaureate degree in technology.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Notes*

- MAT 124 is a prerequisite for MAT 125 and MAT 160.

- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree does not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

### Suggested Full-Time Sequence

| *FALL* | Hum/FA elec | *FALL* | *SPRING* |
| *1st Semester* | *SPRING* | *3rd Semester* | *4th Semester* |
| ENG 101 | *2nd Semester* | CAD 124 | MFT 125 |
| MAT 108 *or* | CAD 121 | PHY 121 | MFT 127 |
| MAT 160 | ENG 102 | COM 103 | PHY 122 *or* |
| MFT 121 | MAT 125 | Soc/Beh Sci | CHE 101 |
| Soc/Beh Sci | MFT 128 | elec | Gen elec |
| elec | Hum/FA elecs | Life Sci elec | |

## Required General Education Core Courses
## (32–33 hours)                                      Cr. Hrs.

Communications (9)
ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
ENG 102    Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
COM 103    Introduction to Public Speaking . . . . . . . . . . . . .3
Humanities elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Fine Arts elective. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
Social/Behavioral Sciences (6). . . . . . . . . . . . . . . . . . . . . . . . . 6
  Choose from two disciplines.
  *One course from Soc/Beh Sci, Hum, or FA must*
  *fulfill the non-Western culture requirement.*
Mathematics*(3–4)
  MAT 108    Introduction to Applied Statistics
*or* MAT 160* Statistics. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3–4
Physical and Life Sciences (8)
  Life Sciences elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4
  PHY 121    General Physics I . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

### A.S. Degree Requirement (8 hours)

MAT 125       College Trigonometry . . . . . . . . . . . . . . . . . . . . . . .3
PHY 122    General Physics II. . . . . . . . . . . . . . . . . . . . . . . . . . . .5
or CHE 101    General Chemistry I. . . . . . . . . . . . . . . . . . . . . . . . .5

### Required Program Courses (19 hours)

CAD 121    Materials for Industry . . . . . . . . . . . . . . . . . . . . . . . .3
CAD 124    Introduction to AutoCAD
             (Computer-Aided Drafting) . . . . . . . . . . . . . . . . .3
MFT 121    Basic Machine Processes. . . . . . . . . . . . . . . . . . . . .3
MFT 125    Manufacturing Processes . . . . . . . . . . . . . . . . . . . .3
MFT 127    Introduction to CNC Programming —
             Turning and Milling . . . . . . . . . . . . . . . . . . . . . . . . . 4
MFT 128    Quality Assurance . . . . . . . . . . . . . . . . . . . . . . . . . . .3

### General Electives (0–3 hours)

General elective. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
                                                             ──────
*Total Semester Credit Hours*                              *60–62*

# *INDUSTRIAL TECHNOLOGY CERTIFICATES*

## COMPUTER-AIDED DRAFTING (CAD)

*Program Code: E.CAD.CER*

### Certificate

*Minimum graduation requirement — 17 semester hours*

The Computer-Aided Drafting (CAD) Certificate prepares graduates for entry-level work as CAD technicians in industry.

### Required Program Courses (17 hours)

| | | |
|---|---|---|
| CAD 113 | Computer-Aided Machine Design I | 4 |
| CAD 117 | Advanced AutoCAD — 3D Topics | 3 |
| CAD 122 | Computer-Aided Machine Design II | 4 |
| CAD 124 | Introduction to AutoCAD | 3 |
| DRT 119 | Blueprint Reading and Technical Drawing | 3 |

*Total Semester Credit Hours* — 17

## INDUSTRIAL MACHINING CERTIFICATE

*Program Code: E.IMC.CER*

### Certificate

*Minimum graduation requirement — 17 semester hours*

The Industrial Machining Certificate prepares graduates for entry-level work in manual and/or CNC machining.

### Required Program Courses (17 hours)

| | | |
|---|---|---|
| DRT 119 | Blueprint Reading and Technical Drawing | 3 |
| MFT 121 | Basic Machine Processes | 3 |
| MFT 122 | Intermediate Machine Processes | 3 |
| MFT 127 | Introduction to CNC Programming — Turning and Milling | 4 |
| MFT 138 | Intermediate CNC Programming — Turning and Milling | 4 |

*Total Semester Credit Hours* — 17

## INDUSTRIAL WELDING

*Program Code: E.IWT.CER*

### Certificate

*Minimum graduation requirement — 16 semester hours*

The Industrial Welding Certificate prepares graduates for entry-level work as welders in industry. This program is designed to cover the necessary components for students to test for AWS D1-1 Certification upon completion.

### Suggested Full-Time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| WLD 111 | WLD 113 |
| WLD 112 | WLD 213 |
| WLD 212 | WLD 216 |

### Required Program Courses (16 hours)

| | | Cr. Hrs. |
|---|---|---|
| WLD 111 | Introduction to Welding | 4 |
| WLD 112 | Gas Metal Arc Welding | 2 |
| WLD 113 | Gas Tungsten Arc Welding | 2 |
| WLD 212 | Advanced Gas Metal Arc Welding | 2 |
| WLD 213 | Advanced Gas Tungsten Arc Welding | 2 |
| WLD 216 | Welding Certification I | 4 |

*Total Semester Credit Hours* — 16

## MACHINERY MAINTENANCE CERTIFICATE

*Program Code: E.MMC.CER*

### Certificate

*Minimum graduation requirement — 18 semester hours*

The Machinery Maintenance Certificate prepares graduates for entry-level work in industrial or machinery maintenance.

### Required Program Courses (18 hours)

| | | |
|---|---|---|
| ELT 150 | Introduction to Electricity and Electronics | 3 |
| ELT 179 | Industrial Controls | 3 |
| MFT 110 | Mechanical Assemblies | 3 |
| MFT 113 | Introduction to Hydraulics and Pneumatics | 3 |
| MFT 117 | Pumps, Compressors, and Vacuum Systems | 3 |
| MFT 212 | Industrial Maintenance Applications | 3 |

*Total Semester Credit Hours* — 18

# Business/Computer Science and Technologies

*B-wing • 217/351-2213 • 217/353-2099 • 217/353-2165*
*www.parkland.edu/bai • www.parkland.edu/csit*
*Maria Mobasseri, department chair*
*Cyndia Hinton, program manager*

Business/Computer Science and Technologies offers up-to-date and vital courses for students seeking careers in a variety of business, computer science, and hospitality industries. Certificate and degree programs provide hands-on experience with state of the art software applications as well as hardware/equipment also aligned with the most current technologies used in those areas. Students receive the general and specialized skills and principles needed for entry-level positions on the local and state levels and/or are well prepared for transfer to the University of Illinois as well as many other public/private state universities.

## Business

Business is a popular field for both A.A.S. (career degree) students and those planning to transfer. The Parkland Business Program prepares students for various career areas including accounting and marketing; it also includes a transfer degree in business administration. Once in the workforce, business careers are often high-paying, especially with Bachelor's and Master's degrees.

## Computer Science and Information Technology

Computer technology changes constantly, requiring more workers with updated skills. Computer Science and Information Technology (CSIT) provides students with a wide range of career options: programmers, databasemanagers, network administrators, 3D animators, web designers, and business administrative professionals. CSIT offers A.A.S. degree and certificate opportunities in four program areas of study, plus an A.S. degree in Computer Science/Computer Information Systems. After completion of their studies, students are prepared to pursue a career or continue their education by transferring to a four-year institution.

CSIT gives students the hands-on training and knowledge they need to be successful by staying up to date with the latest in computer software and systems training, constantly offering new courses based on input from the IT industry. Through Service Learning students gain experiential learning as they work closely with nonprofit clients to manage projects with real-world specifications and timeframes.

## Computer Technology Center

The Computer Technology Center (CTC) provides students with convenient office technology training in courses ranging from computer basics and keyboarding to a variety of Microsoft and web applications. With open registration, flexible scheduling, and the option of online courses, the CTC allows students to learn at their own pace.

## Hospitality

Hotel/motel and restaurant management offer rewarding careers for sociable people who enjoy a fast-paced environment and are quick problem solvers. The hospitality industry can demand long hours and evening and weekend work, but typically pays well and offers rapid advancement. The newest degree, Culinary Arts Management, helps students prepare for culinary jobs, specifically preparing for positions such as kitchen manager. Well-trained workers are in demand worldwide. In addition to local employment, Parkland graduates have reported getting jobs with Disney, at Hilton hotels in Florida and Singapore, and at the MGM Grand in Las Vegas.

# ACCOUNTING

*Program Code: B.ACC.CER*

## Certificate

*Minimum graduation requirement — 30 semester hours*

The Accounting Certificate Program prepares students for careers as junior accountants in business, industry, and government. This certificate can lead to a satisfying career as a payroll clerk or in general accounting, cost accounting, purchasing, inventory control, accounts receivable, accounts payable, tax assisting, or similar areas.

### Suggested Full-time Sequence

| SUMMER | FALL | SPRING |
|---|---|---|
| | *1st Semester* | *2nd Semester* |
| ACC 101 | ACC 219 | ACC 201 |
| | ACC 274 | ACC 102 |
| | CIS 200 *or* CSC 105 | ACC 275 |
| | ENG 101 | BUS 101 |

### Required Program Courses (21 hours) — Cr. Hrs.

| | | |
|---|---|---|
| ACC 101 | Financial Accounting | 4 |
| ACC 102 | Managerial Accounting | 3 |
| ACC 201 | Intermediate Accounting | 4 |
| ACC 219 | Computerized Integrated Accounting | 3 |
| ACC 274 | Principles of Income Taxation | 4 |
| ACC 275 | Payroll Tax Accounting | 3 |

### Other Required Courses (6–7 hours)

| | | |
|---|---|---|
| BUS 101 | Introduction to Business | 3 |
| CIS 200 | Business Computer Systems | 3 |
| *or* CSC 105 | Application of Computers in Business and Commerce | 4 |

### Required General Education Core Courses (3 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |

*Total Semester Credit Hours* — *30–31*

# ACCOUNTING

*Program Code: B.ACC.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 60 semester hours*

The Accounting Program prepares students for careers as junior accountants in business, industry, and government. This degree can lead to a satisfying career as a payroll clerk or in general accounting, cost accounting, purchasing, inventory control, accounts receivable, accounts payable, tax assistant, or similar career areas. Students receive a well-rounded background to help prepare for future management positions.

### Program Notes*

- Students who are working full-time in the accounting field should choose courses other than BUS 250 from the list of Business Concentration Courses.

- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| ACC 101 | ACC 201 |
| BUS 101 | Business Concentration elec |
| CIS 200 or CSC 105 | CIS 134 |
| ENG 101 | ENG 102 |
| MAT 110 *or* MAT elec | MGT 101 |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| ACC 219 | ACC 102 |
| ACC 274 | ACC 275 |
| BUS 204 | Business Concentration elec |
| BUS 245 | COM 103, COM 120, |
| | *or* COM 200 |
| | Gen ed elective |

## Required Program Courses (21 hours)     Cr. Hrs.

| | | |
|---|---|---|
| ACC 101 | Financial Accounting | 4 |
| ACC 102 | Managerial Accounting | 3 |
| ACC 201 | Intermediate Accounting | 4 |
| ACC 219 | Computerized Integrated Accounting | 3 |
| ACC 274 | Principles of Income Taxation | 4 |
| ACC 275 | Payroll Tax Accounting | 3 |

### Business Concentration Courses (6–7 hours)
### Choose two courses from the following:

| | | |
|---|---|---|
| BUS 106 | Business and Organizational Ethics | 3 |
| BUS 152 | Introduction to Global Business | 3 |
| BUS 250* | Business Work Experience I | 4 |
| BUS 264 | Introduction to Finance | 3 |
| CIS 138 | Database Applications (MS Access) | 3 |
| MGT 113 | Human Relations in the Workplace | 3 |

### Other Required Courses (18–19 hours)

| | | |
|---|---|---|
| BUS 101 | Introduction to Business | 3 |
| BUS 204 | The Legal Environment of Business | 3 |
| BUS 245 | Business Communications | 3 |
| CIS 200 | Business Computer Systems | 3 |
| *or* CSC 105 | Application of Computers in Business and Commerce | 4 |
| CIS 134 | Spreadsheet Applications (MS Excel) | 3 |
| MGT 101 | Principles of Management | 3 |

### Required General Education Core Courses (15–17 hours)

| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | |
| *or* COM 120 | Interpersonal Communication | 3 |
| *or* COM 200 | Principles of Group Discussion | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| MAT 110 | Business Mathematics | |
| *or* MAT elective | | 3–4 |
| General education elective* | | 3–4 |

*Total Semester Credit Hours*     **60–64**

# BUSINESS: ENTREPRENEUR BASICS

*Program Code: B.ETR.CER*

## Certificate

*Minimum graduation requirement — 12 semester hours*

The Entrepreneur Basics certificate is designed to help anyone who has started a business or who plans to start a business. Completion of these courses will help those involved in management of a business or any organization, whether or not they are an owner. Business owners may also find earning this certificate will help improve their credibility as they seek financing and sales, and increase their potential for success.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| BUS 101 | ACC 101 *or* ACC 117 |
| BUS 117 | BUS 217 |

### Required Program Courses (12–13 hours)     Cr. Hrs.

| | | |
|---|---|---|
| ACC 101 | Financial Accounting | |
| *or* ACC 117 | Accounting and Bookkeeping. . . . . . . . . . . . . | 3–4 |
| BUS 101 | Introduction to Business . . . . . . . . . . . . . . . . . . . . | 3 |
| BUS 117 | Introduction to Entrepreneurship. . . . . . . . . . . | 3 |
| BUS 217 | Advanced Entrepreneurship. . . . . . . . . . . . . . . . | 3 |

*Total Semester Credit Hours*     *12–13*

# BUSINESS: ENTREPRENEURSHIP

*Program Code: B.IND.CER*

## Certificate

*Minimum graduation requirement — 33 semester hours*

The Entrepreneurship Certificate is designed for owners, managers, and employees of existing or proposed businesses, entrepreneurial ventures, and independent businesses and organizations of all sizes. Completion of this certificate should strengthen the general business skills of present and aspiring business managers, especially those who manage a small business.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| BUS 101 | ACC 101 *or* ACC 117 |
| BUS 117 | BUS 217 |
| CIS 200 | BUS 204 |
| ENG 101 | Business concentration |
| MGT 101 | MAT 110 *or* MAT elec |
| | MKT 101 |

### Required Program Courses (18 hours)     Cr. Hrs.

| | | |
|---|---|---|
| BUS 101 | Introduction to Business . . . . . . . . . . . . . . . . . . . . | 3 |
| BUS 117 | Introduction to Entrepreneurship. . . . . . . . . . . | 3 |
| BUS 204 | The Legal Environment of Business . . . . . . . . . . | 3 |
| BUS 217 | Advanced Entrepreneurship. . . . . . . . . . . . . . . . | 3 |
| MGT 101 | Introduction to Management. . . . . . . . . . . . . . . | 3 |
| MKT 101 | Introduction to Marketing. . . . . . . . . . . . . . . . . . | 3 |

### Other Required Courses (6–7 hours)

| | | |
|---|---|---|
| ACC 101 | Financial Accounting | |
| *or* ACC 117 | Accounting and Bookkeeping. . . . . . . . . . . . . | 3–4 |
| CIS 200 | Business Computer Systems . . . . . . . . . . . . . . . . | 3 |

### Business Concentration Courses (3 hours)

*Choose one course from the following:*

| | | |
|---|---|---|
| BUS 106 | Business and Organizational Ethics . . . . . . . . . . | 3 |
| MKT 155 | Salesmanship. . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| MGT 112 | Human Resource Management . . . . . . . . . . . . . . | 3 |
| MGT 113 | Human Relations in the Workplace. . . . . . . . . . . | 3 |

### Required General Education Core Courses (6–7 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| MAT 110 | Business Mathematics | |
| *or* MAT elective . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | | 3–4 |

*Total Semester Credit Hours*     *33–35*

# BUSINESS: MANAGEMENT

*Program Code: B.MGT.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 60 semester hours*

The Management Program is designed for both students and managers. The courses highlight the type and nature of business firms as well as other forms of organizations such as government and education.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| BUS 101 | ACC 117 *or* ACC 101 |
| CIS 200 *or* CSC 105 | ECO 101 |
| ENG 101 | ENG 102 |
| MGT 101 | MGT 112 |
| MKT 101 | MGT 113 |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| BUS 106 | BUS 204 |
| BUS 117 | Business elective |
| BUS 245 | ECO 102 |
| Business elective | MKT 211 |
| CIS elective | MAT 110 *or* MAT elec |

## Required Program Courses (33–34 hours)    Cr. Hrs.

| | | |
|---|---|---|
| ACC 117 | Accounting and Bookkeeping | |
| *or* ACC 101 | Financial Accounting | 3–4 |
| BUS 101 | Introduction to Business | 3 |
| BUS 106 | Business and Organizational Ethics | 3 |
| BUS 117 | Introduction to Entrepreneurship | 3 |
| BUS 204 | The Legal Environment of Business | 3 |
| BUS 245 | Business Communications | 3 |
| MGT 101 | Principles of Management | 3 |
| MGT 112 | Human Resource Management | 3 |
| MGT 113 | Human Relations in the Workplace | 3 |
| MKT 101 | Introduction to Marketing | 3 |
| MKT 211 | Marketing Management | 3 |

## Business Electives (6 hours)

*Choose two from the following courses:*

| | | |
|---|---|---|
| ACC 102 | Managerial Accounting | 3 |
| BUS 131 | Personal Finance | 3 |
| BUS 152 | Introduction to Global Business | 3 |
| BUS 250 | Business Work Experience I | 3 |
| MGT 117 | Customer Service Management | 3 |
| MKT 130 | Marketing for E-commerce | 3 |
| MKT 155 | Salesmanship | 3 |

## Other Required Courses (6–8 hours)

| | | |
|---|---|---|
| CIS 200 | Business Computer Systems | |
| *or* CSC 105 | Application of Computers in Business and Commerce | 3–4 |
| CIS elective | | 3–4 |

Choose one from CIS 122, CIS 134, CIS 137, or CIS 138.

## Required General Education Core Courses (15–16 hours)

| | | |
|---|---|---|
| ECO 101 | Principles of Macroeconomics | 3 |
| ECO 102 | Principles of Microeconomics | 3 |
| ENG 101 | Composition l | 3 |
| ENG 102 | Composition ll | 3 |
| MAT 110 | Business Mathematics | |
| *or* MAT elective | | 3–4 |

*Total Semester Credit Hours*      *60–64*

# BUSINESS: MARKETING

*Program Code: B.MKT.AAS*

**Associate in Applied Science (A.A.S.)**

*Minimum graduation requirement — 60 semester hours*

Marketing is the process of directing products from the producer to the consumer. Students prepare for their marketing careers by learning the principles, practices, and methods of operations of different types of marketing firms.

**Suggested Full-time Sequence**

| *FALL* | *SPRING* |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| BUS 101 | ACC 117 *or* ACC 101 |
| CIS 200 | BUS 106 |
| ENG 101 | COM 121 |
| MGT 101 | ENG 102 |
| MKT 101 | MGT 113 |

| *FALL* | *SPRING* |
| --- | --- |
| *3rd Semester* | *4th Semester* |
| BUS 245 | BUS 204 |
| ECO 101 | ECO 102 |
| MGT 112 | MGT 117 |
| MKT 155 | MKT 130 |
| MAT 110 or MAT elec | MKT 211 |

**Required Program Courses (39–40 hours)     Cr. Hrs.**

| | | |
| --- | --- | --- |
| ACC 117 | Accounting and Bookkeeping | |
| *or* ACC 101 | Financial Accounting. . . . . . . . . . . . . . . . . . . . . . | 3–4 |
| BUS 101 | Introduction to Business . . . . . . . . . . . . . . . . . . . . | 3 |
| BUS 106 | Business and Organizational Ethics . . . . . . . . . . . | 3 |
| BUS 204 | The Legal Environment of Business . . . . . . . . . . . | 3 |
| BUS 245 | Business Communications . . . . . . . . . . . . . . . . . . . | 3 |
| MGT 101 | Principles of Management. . . . . . . . . . . . . . . . . . . | 3 |
| MGT 112 | Human Resource Management . . . . . . . . . . . . . . . | 3 |
| MGT 113 | Human Relations in the Workplace. . . . . . . . . . . . | 3 |
| MGT 117 | Customer Service Management . . . . . . . . . . . . . . | 3 |
| MKT 101 | Introduction to Marketing. . . . . . . . . . . . . . . . . . . | 3 |
| MKT 130 | Marketing for E-commerce. . . . . . . . . . . . . . . . . . | 3 |
| MKT 155 | Salesmanship. . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| MKT 211 | Marketing Management . . . . . . . . . . . . . . . . . . . . . | 3 |

**Other Required Courses (6 hours)**

| | | |
| --- | --- | --- |
| CIS 200 | Business Computer Systems . . . . . . . . . . . . . . . . | 3 |
| COM 121 | Introduction to Advertising . . . . . . . . . . . . . . . . | 3 |

**Required General Education Core Courses (15–16 hours)**

| | | |
| --- | --- | --- |
| ECO 101 | Principles of Macroeconomics. . . . . . . . . . . . . . . | 3 |
| ECO 102 | Principles of Microeconomics . . . . . . . . . . . . . . . | 3 |
| ENG 101 | Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| ENG 102 | Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| MAT 110 | Business Mathematics | |
| *or* MAT elective | . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3–4 |

| | |
| --- | --- |
| *Total Semester Credit Hours* | *60–62* |

# BUSINESS ADMINISTRATION

*Program Code: B.BUS.AS*

## Associate in Science (A.S.)

*Minimum graduation requirement — 60 semester hours*

Business administration programs include courses and majors in general business, accounting, finance, marketing, and management. The following recommendations apply to courses and programs in all of these fields. To transfer into a baccalaureate degree program in business administration as a junior, students need to complete a minimum of 60 semester credits. Students are strongly encouraged to complete an A.S. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the degree requirements of the four-year college or university they plan to attend.

### Program Notes*

- Math requirements vary; students should plan their transfer programs with an advisor and the catalog of the four-year college or university they plan to attend.

- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

## General Education Core Courses (33–34 hours)                      Cr. Hrs.

Communications (9)
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| COM 103 | Introduction to Public Speaking | 3 |

Humanities elective ...... 3
Fine Arts elective ...... 3
Social/Behavioral Sciences (6)
| ECO 101 | Principles of Economics I | 3 |
| ECO 102 | Principles of Economics II | 3 |

*One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.*

Mathematics* (4–5)
| MAT 143 | Calculus for Business and Social Sciences | 4 |
| *or* MAT 128 | Calculus and Analytical Geometry I | 5 |

Life Sciences elective ...... 4
Physical Sciences elective ...... 4

## A.S. Degree Requirement (8–9 hours)

MAT 141*      Finite Mathematics ...... 4
*or* MAT 145* Linear Algebra for Business ...... 4
*or* MAT 160   Statistics ...... 4
Life Sciences elective
*or* Physical Sciences elective ...... 4–5

## Required Business Concentration Courses (16–17 hours)

| ACC 101 | Financial Accounting | 4 |
| ACC 102 | Managerial Accounting | 3 |
| CSC 105 | Introduction to Computers and their Application to Business and Commerce | 4 |
| *or* CIS 200 | Business Computer Systems | 3 |
| BUS 101 | Introduction to Business | 3 |
| BUS 204 | The Legal Environment of Business | 3 |

## General Electives (0–3 hours)

General elective ...... 3

*Total Semester Credit Hours*          60

# BUSINESS ADMINISTRATIVE TECHNOLOGY

*Program Code: T.OCA.AAS*

## Associate in Applied Science (A.A.S.)
*Minimum graduation requirement — 63 semester hours*

The Business Administrative Technology Program prepares students for administrative and technical support positions. Skills addressed include software applications, workplace ethics, mathematices, bookkeeping, and communications. Work experience is required at the end of the program. This can transfer to EIU as a 2+2 program.

### Program Note*
CTC substitution may be accepted for CIS 131, CIS 134, CIS 135, CIS 138, and CIS 152.

## Suggested Full-time Sequences

### ADMINISTRATIVE ASSISTANT TRACK

| FALL | SPRING | FALL | SPRING |
|---|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| CIS 112 | CIS 131 | CIS 171 | CIS 298 |
| CIS 135 | CIS 134 | CIS 270 | Electives |
| CIS 157 | CIS 138 | CIS 297 | Soc/Beh Sci *or* |
| CSC 170 | CIS 235 | MAT 110 | Hum/FA elec |
| ENG 101 | ACC 117 | Electives | |
| | COM 103 *or* | Soc/Beh Sci *or* | |
| | COM 120 | Hum/FA elec | |

### CUSTOMER SERVICE TRACK

| FALL | SPRING | FALL | SPRING |
|---|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| CIS 112 | CIS 131 | BUS 106 | CIS 298 |
| CIS 135 | CIS 134 | CIS 171 | Electives |
| CIS 157 | CIS 138 | CIS 270 | MGT 117 |
| CSC 170 | CIS 235 | CIS 297 | Soc/Beh Sci *or* |
| ENG 101 | ACC 117 | MAT 110 | Hum/FA elec |
| | COM 103 *or* | MGT 113 | |
| | COM 120 | | |

### BOOKKEEPING  TRACK

| FALL | SPRING | FALL | SPRING |
|---|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| CIS 112 | CIS 131 | CIS 171 | CIS 298 |
| CIS 135 | CIS 134 | CIS 270 | ACC 275 |
| CIS 157 | CIS 138 | CIS 297 | Electives |
| CSC 170 | CIS 235 | MAT 110 | Soc/Beh Sci *or* |
| ENG 101 | ACC 117 | ACC 219 | Hum/FA elec |
| | COM 103 or | Soc/Beh Sci *or* | |
| | COM 120 | Hum/FA elec | |

### PC SUPPORT TRACK

| FALL | SPRING | FALL | SPRING |
|---|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| CIS 112 | CIS 131 | CIS 297 | CIS 270 |
| CIS 135 | CIS 134 | CSC 151 | CIS 298 |
| CIS 137 | CIS 138 | MAT 110 | CTC 136 |
| CIS 157 | CIS 235 | MGT 117 | ACC 117 |
| ENG 101 | CSC 130 | Soc/Beh Sci *or* | Soc/Beh Sci *or* |
| | CSC 133 | Hum/FA elec | Hum/FA elec |
| | COM 103 or | | |
| | COM 120 | | |

## Required Core Courses (31 hours)  Cr. Hrs.

ACC 117    Accounting and Bookkeeping. . . . . . . . . . . . . . . .3
CIS 112    Computing Essentials . . . . . . . . . . . . . . . . . . . . . . . 4
CIS 131*   Presentation Graphics (MS PowerPoint) . . . . . .2
CIS 134*   Spreadsheet Applications (MS Excel). . . . . . . . .3
CIS 135*   Word Processing I (MS Word) . . . . . . . . . . . . . . 4
CIS 138*   Database Applications (MS Access) . . . . . . . . . .3
CIS 157    Keyboarding II . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
CIS 235    Word Processing II (MS Word) . . . . . . . . . . . . . .2
CIS 270    Integrated Software Applications . . . . . . . . . . . .3
CIS 297    Job Seminar. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .1
CIS 298    Work Experience . . . . . . . . . . . . . . . . . . . . . . . . . .3

## Required General Education Core Courses (15 hours)

COM 103   Introduction to Public Speaking
*or* COM 120   Interpersonal Communication. . . . . . . . . . . . . . .3
ENG 101   Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
MAT 110   Business Mathematics . . . . . . . . . . . . . . . . . . . . . .3
Social/Behavioral Sciences
*or* Humanities/Fine Arts electives. . . . . . . . . . . . . . . . . . . . . 6

## Complete one of the following tracks (17 hours)

### ADMINISTRATIVE ASSISTANT TRACK

CIS 170    Office Professional Topics. . . . . . . . . . . . . . . . . . .3
CIS 171    Document Preparation and Editing . . . . . . . . . .3
Electives    . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .11

### CUSTOMER SERVICE TRACK

CIS 170    Office Professional Topics . . . . . . . . . . . . . . . . . .3
CIS 171    Document Preparation and Editing . . . . . . . . . .3
BUS 106   Business and Organizational Ethics . . . . . . . . . .3
MGT 113   Human Relations in the Workplace. . . . . . . . . . .3
MGT 117   Customer Service Management . . . . . . . . . . . . . .3
Electives    . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .2

### BOOKKEEPING TRACK

CIS 170    Office Professional Topics . . . . . . . . . . . . . . . . . .3
CIS 171    Document Preparation and Editing . . . . . . . . . .3
ACC 219   Computerized Integrated Accounting . . . . . . . .3
ACC 275   Payroll Tax Accounting. . . . . . . . . . . . . . . . . . . . .3
Electives    . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .5

### PC SUPPORT TRACK

CIS 137    Operating System Concepts and
            Basic PC Maintenance. . . . . . . . . . . . . . . . . . . . . .3
CSC 130   Introduction to Computer Networks. . . . . . . . .3
CSC 133   PC Hardware and OS Maintenance. . . . . . . . . . 4
CSC 151   Windows Workstation . . . . . . . . . . . . . . . . . . . . . .3
CTC 136   Web Page Coding I . . . . . . . . . . . . . . . . . . . . . . . . .1
MGT 117   Customer Service Management . . . . . . . . . . . . . .3

## Electives

ACC 219   Computerized Integrated Accounting . . . . . . . . .3
ACC 275   Payroll Tax Accounting. . . . . . . . . . . . . . . . . . . . . .3
BUS 106   Business and Organizational Ethics . . . . . . . . . .3
BUS 204   Legal Environment of Business . . . . . . . . . . . . . .3
CIS 137    Operating System Concepts and
            Basic PC Maintenance. . . . . . . . . . . . . . . . . . . . . .3
CIS 152*   Web Design and Development I . . . . . . . . . . . . . .3
CTC 119   Outlook. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .1
CTC 157   Google Applications . . . . . . . . . . . . . . . . . . . . . . . . .1
CTC 190   Publisher. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .1
CTC 193   Windows . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .1
HCS 154   Medical Terminology. . . . . . . . . . . . . . . . . . . . . . . .3
MGT 113   Human Relations in the Workplace. . . . . . . . . . .3
MGT 117   Customer Service Management . . . . . . . . . . . . . .3

*Total Semester Credit Hours*      *63*

## Required Courses for Students Transferring to EIU

COM 103   Introduction to Public Speaking . . . . . . . . . . . . .3
ENG 102   Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
            (Replaces CIS 298)
MAT 107   General Education Mathematics
*or* MAT 108   Introduction to Applied Statistics . . . . . . . . . . .3
            (Replaces MAT 110)

# BUSINESS ADMINISTRATIVE TECHNOLOGY CERTIFICATES

## APPLICATION SPECIALIST

*Program Code: T.MSO.CER*

### Certificate

*Minimum graduation requirement — 14 semester hours (with an A or B or higher) and a passing score on three of the five MOS certification exams, administered by an approved MOS testing center.*

This certificate program prepares graduates to enter the workforce with the skills needed for employment using Microsoft Office software (Word, Excel, Access, PowerPoint, and Outlook) with certification from Microsoft in three of the five applications. These courses are offered through the Computer Technology Center as open-entry/open-exit courses. Students may enroll at any time during the semester and complete the coursework at their own pace (some restrictions may apply).

### Program Notes*

- CTC substitution may be accepted for CIS 131, CIS 134, CIS 135, and CIS 138—see department chair.
- CTC 119 (Outlook, 1 credit hour) is available through the CTC. *For more information contact Tammy Kesler at 217/351-2506 or tkesler@parkland.edu.*

### Suggested Sequence

| FALL | SPRING |
|---|---|
| *1st Semester* | *2nd Semester* |
| CIS 131 | CIS 134 |
| CIS 135 | CIS 138 |
| | CIS 235 |

### Required Program Courses (14 hours)　Cr. Hrs.

| | | |
|---|---|---|
| CIS 131* | Presentation Graphics (MS PowerPoint) | 2 |
| CIS 134* | Spreadsheet Applications (MS Excel) | 3 |
| CIS 135* | Word Processing (MS Word) | 4 |
| CIS 138* | Database Applications (MS Access) | 3 |
| CIS 235 | Word Processing II (MS Word) | 2 |

*Total Semester Credit Hours　14*

## BOOKKEEPING OFFICE ASSISTANT

*Program Code: T.BKP.CER*

### Certificate

*Minimum graduation requirement — 16 semester hours*

The Bookkeeping Office Assistant certificate prepares the student with general knowledge of office and bookkeeping skills. Graduates may be employed by businesses as an office assistant.

### Program Note*

CTC substitutions may be accepted for CIS 134 and CIS 135—see department chair.

### Suggested Sequence

| FALL | SPRING |
|---|---|
| *1st Semester* | *2nd Semester* |
| ACC 117 | ACC 219 |
| CIS 135 | CIS 134 |
| ENG 101 | |

### Required Courses (16 hours)

| | | |
|---|---|---|
| ACC 117 | Accounting and Bookkeeping | 3 |
| ACC 219 | Computerized Integrated Accounting | 3 |
| CIS 134* | Spreadsheet Applications | 3 |
| CIS 135* | Word Processing I | 4 |
| ENG 101 | Composition I | 3 |

*Total Semester Credit Hours　16*

## CUSTOMER SERVICE

*Program Code: B.SER.CER*

### Certificate

*Minimum graduation requirement — 15 semester hours*

The Customer Service Certificate is designed to help any student who is employed, or will be employed, in a business or organization that provides products or services to customers. Successful completers of this certificate should be able to identify a comprehensive customer service strategy and implement the practical techniques needed to provide good service. Emphasis will be on the use of computer technology and business communication skills that will support working in an office environment that has an emphasis on business projects.

### Suggested Sequence

| FALL | SPRING |
|---|---|
| *1st Semester* | *2nd Semester* |
| MGT 113 | BUS 106 |
| CIS 170 | MGT 117 |
| COM 120 | |

### Required Courses (15 hours)

| | | |
|---|---|---|
| BUS 106 | Business and Organizational Ethics | 3 |
| CIS 170 | Office Professional Topics | 3 |
| COM 120 | Interpersonal Communication | 3 |
| MGT 113 | Human Relations in the Workplace | 3 |
| MGT 117 | Customer Service Management | 3 |

*Total Semester Credit Hours　15*

## OFFICE ASSISTANT

*Program Code: T.IPR.CER*

**Certificate**
*Minimum graduation requirement — 16 semester hours*

The Office Assistant Certificate Program prepares students to be job ready in one semester.

**Program Note\***
CTC substitutions may be accepted for CIS 134 and CIS 135 — see department chair.

**Suggested Sequence**

*FALL*
*1st Semester*
CIS 112
CIS 134
CIS 135
CIS 170
Elective

**Required Program Courses (14 hours)**     **Cr. Hrs.**

| | | |
|---|---|---|
| CIS 112 | Computing Essentials . . . . . . . . . . . . . . . . . . . . . . | 4 |
| CIS 134* | Spreadsheet Applications (MS Excel). . . . . . . . . | 3 |
| CIS 135* | Word Processing I (MS Word) . . . . . . . . . . . . . . | 4 |
| CIS 170 | Office Professional Topics. . . . . . . . . . . . . . . . . . | 3 |

**Electives (choose one course)**

| | | |
|---|---|---|
| CTC 135 | Skill Building . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 2 |
| CIS 156 | Keyboarding I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CIS 157 | Keyboarding II . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |

*Total Semester Credit Hours*     *16–17*

## OFFICE SPECIALIST

*Program Code: T.OCP.CER*

**Certificate**
*Minimum graduation requirement — 30 semester hours*

The Office Specialist Certificate Program prepares students with general skills required for entry level office professional positions.

**Program Note\***
CTC substitutions may be accepted for CIS 134, CIS 135, and CIS 138 — see department chair.

**Suggested Full-time Sequence**

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| CIS 112 | ACC 117 |
| CIS 135 | CIS 134 |
| CIS 157 | CIS 138 |
| ENG 101 | CIS 171 |
| CIS 170 | CTC 119 |

**Required Program Courses (27 hours)**     **Cr. Hrs.**

| | | |
|---|---|---|
| ACC 117 | Accounting and Bookkeeping. . . . . . . . . . . . . . . . | 3 |
| CIS 112 | Computing Essentials . . . . . . . . . . . . . . . . . . . . . . | 4 |
| CIS 134* | Spreadsheet Applications (MS Excel). . . . . . . . . | 3 |
| CIS 135* | Word Processing I (MS Word) . . . . . . . . . . . . . . | 4 |
| CIS 138* | Database Applications (MS Access) . . . . . . . . . . | 3 |
| CIS 157 | Keyboarding II . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CIS 170 | Office Professional Topics. . . . . . . . . . . . . . . . . . | 3 |
| CIS 171 | Document Preparation and Editing . . . . . . . . . . | 3 |
| CTC 119 | Outlook. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 1 |

**Required General Education Core Course (3 hours)**

| | | |
|---|---|---|
| ENG 101 | Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |

*Total Semester Credit Hours*     *30*

# COMPUTER SCIENCE/COMPUTER INFORMATION SYSTEMS

www.parkland.edu/csit

*Program Codes:*

**Computer Science:** *T.CSC.AS.TEC*

**Computer Information Systems:** *T.CSC.AS.BUS*

## Associate in Science (A.S.)
*Minimum graduation requirement — 60 semester hours*

Baccalaureate degree programs in Information Technology have traditionally grown from a number of different disciplines, including Mathematics, Business, and Engineering. Computer Science (CS) degrees usually have a general theoretical emphasis. Computer Information Systems (CIS) degrees have more of a business emphasis. Computer Engineering degrees have a hardware emphasis. At the two year level, either the CS or CIS degree provides a good foundation for further study in most fields of Computer Science. Engineering degrees are most specific to future engineering study. To transfer into a baccalaureate degree program in Computer Science as a junior, students need to complete a minimum of 60 semester credits. Students are strongly encouraged to complete an A.S. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with a CSIT faculty advisor and the catalog of the four-year college or university they plan to attend.

### Program Notes*

- MAT 124 and 125 are prerequisites for MAT 128.
- PHY 141 is required for students planning to transfer to UIUC and others.
- IAI CS 922, Computer Organization, is not offered at Parkland. Check with your transfer institution to see if it is required in their program.
- Computer Information Systems transfers to UIUC School of Business, Management Information Systems.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

## Suggested Full-time Sequence

### COMPUTER SCIENCE

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| CSC 123 | CSC 125 |
| MAT 128 | MAT 129 |
| ENG 101 *or* | ENG 102 *or* |
| ENG 106 | ENG 220 |
| Hum elec | PHY 141 |
| Soc/Beh Sci elec | |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| COM 103 | CSC 220 |
| MAT 228 | MAT 200 |
| PHY 142 | Fine Arts elec |
| Life Sci elec | Soc/Beh Sci elec |

### COMPUTER INFORMATION SYSTEMS

| *FALL* | *SPRING* |
|---|---|
| *1st Semester* | *2nd Semester* |
| CIS 200 | CSC 140 |
| MAT 128 *or* MAT 145 | ACC 101 |
| ENG 101 *or* ENG 106 | ECO 101 |
| CIS 122 | MAT 129 *or* MAT 143 |
| Phy Sci elec | Hum elec |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| CSC 256 | MAT 141 |
| ACC 102 | ECO 102 |
| ENG 102 *or* ENG 220 | COM 103 |
| Fine Arts elec | PSY 101 |
| Life Sci elec | Phys/Life Sci elec |

# COMPUTER SCIENCE/COMPUTER INFORMATION SYSTEMS

*continued*

## COMPUTER SCIENCE (TECHNICAL EMPHASIS)

*Program Code: T.CSC.AS.TEC*

### General Education Core Courses* (34 hours)                                    Cr. Hrs.

Communications (9)

  ENG 101 Composition I..................................3

  ENG 102    Composition II .............................3

  COM 103   Introduction to Public Speaking .............3

Humanities elective ......................................3

Fine Arts elective.........................................3

Social/Behavioral Sciences (6).......................... 6

  Choose from two disciplines.

  *One course from Soc/Beh, Hum, or FA must ful-*
  *fill the non-Western culture requirement.*

Mathematics (5)

  MAT 128*  Calculus and Analytic Geometry I ............5

Physical Sciences (4)

  PHY 141*   Mechanics ................................ 4

Life Sciences elective.................................... 4

### A.S. Degree Required Courses (8 hours)

MAT 129     Calculus and Analytic Geometry II .......... 4

PHY 142     Electricity and Magnetism................... 4

### Required Computer Science Concentration Courses (17 hours)

CSC 123     Computer Science I (C/C++)................ 4

CSC 125     Computer Science II (C++) ..................3

CSC 220     Data Structures ...........................3

MAT 200    Introduction to Discrete Mathematics .......3

MAT 228    Calculus and Analytic Geometry III........... 4

### General Electives (0–3 hours)

General elective .......................................3

*Total Semester Credit Hours*       *61–62*

## COMPUTER INFORMATION SYSTEMS (INFORMATION SYSTEMS EMPHASIS)

*Program Code: T.CSC.AS.BUS*

### General Education Core Courses (33–34 hours)                                    Cr. Hrs.

Communications (9)

  ENG 101 Composition I..................................3

  ENG 102    Composition II .............................3

  COM 103   Introduction to Public Speaking .............3

Humanities elective ......................................3

Fine Arts elective.........................................3

  *One course from Hum or FA must fulfill the*
  *non-Western culture requirement.*

Social/Behavioral Sciences (6).......................... 6

  ECO 101    Principles of Macroeconomics ..............3

  ECO 102    Principles of Microeconomics ...............3

Mathematics (4–5)

  MAT 128*  Calculus and Analytic Geometry I ............5

*or* MAT 145  Linear Algebra for Business ................. 4

Physical Sciences elective ............................... 4

Life Sciences elective ................................... 4

### A.S. Degree Required Courses (8 hours)

One additional mathematics course

  MAT 129    Calculus and Analytic Geometry II .......... 4

*or* MAT 143  Calculus for Business and Social Sciences .... 4

One additional Physical or Life Sciences elective .......... 4

### Required Computer Science (Information Systems) Concentration Courses (17 hours)

CSC 140     Computer Science I (Java) ...................3

CSC 256     Computer Science II (Java)..................3

CIS 200      Business Computer Systems .................3

ACC 101     Financial Accounting....................... 4

MAT 141    Finite Mathematics ........................ 4

### General Electives (0–3 hours)

General elective .......................................3

*Total Semester Credit Hours*       *61–62*

# CUSTOMIZED CAREER PREPARATION

*Program Code: B.CCP.AAS*

## Associate in Applied Science (A.A.S.)
*Minimum graduation requirement — 60 semester hours*

This program allows students to develop and pursue individualized programs of study that meet their own personal and career goals. With the assistance of the professional staff in career programs and departments, each student will develop a viable program of study during the first semester of enrollment at the college. This plan must receive approval of the assigned faculty mentor and the appropriate department chair(s). A unique aspect of this program is the awarding of credit for non-collegiate prior learning or work experience.

### Program Note*
General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

| *FALL* | *SPRING* |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| CCP 111 | ENG 102 |
| COM 103 | Math |
| ENG 101 | Area of concentration |
| Soc/Beh Sci elec |   courses |
| Hum/FA elec | General elec |

| *FALL* | *SPRING* |
| --- | --- |
| *3rd Semester* | *4th Semester* |
| Area of concentration | Area of concentration |
|   courses |   courses |
| General elec | General elec |

### Required Program Courses (2 hours)    Cr. Hrs.
CCP 111    Customized Career Preparation Portfolio . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .2

### Supportive Courses and Areas of Concentration (32 hours)
Choose up to 32 hours in consultation with a faculty advisor. Some of these course requirements may be satisfied by previous non-collegiate learning and/or work experience as documented and approved in the Customized Career Preparation Portfolio.

### General Electives (8 hours)
Choose courses supportive of the learning outcomes identified in the Customized Career Preparation Portfolio.

### Required General Education Core Courses (18 hours)
COM 103    Introduction to Public Speaking . . . . . . . . . . . . . .3
ENG 101    Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
ENG 102    Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . . .3
General Education electives* . . . . . . . . . . . . . . . . . . . . . . . . . . . . 9

*Total Semester Credit Hours*    *60*

# DATA SYSTEMS AND DEVELOPMENT

*Program code: T.CPL.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 62 semester hours*

The Data Systems and Development program equips students for a wide range of opportunities as computer programmers and software designers. Areas include mobile application development, systems and database programming, 3D graphics programming, and object-oriented software development. Students begin their training with foundational language courses and then may choose from a wide variety of advanced, industry-specific courses to customize their degree. Students may also choose to select from a number of smaller degree certificates embedded within the software development program. This program transfers to EIU, UIS, and SIU under the 2+2 agreement.

### Suggested Sequences

### WEB DEVELOPMENT TRACK

| FALL | SPRING | FALL | SPRING |
|---|---|---|---|
| 1st Semester | 2nd Semester | 3rd Semester | 4th Semester |
| CIS 112 | CSC 123 | CSC121 | CSC 125 |
| CIS 122 | or CSC 140 | CSC 130 | or CSC 256 |
| CIS 137 | CSC 128 | CSC 175 | CSC 155 |
| or CSC 133 | CIS 152 | CSC 176 | CSC 191 |
| Gen Ed | Gen Ed | Electives | CIS 231 |
| electives | electives | | Electives |

### MOBILE DEVELOPMENT TRACK

| FALL | SPRING | FALL | SPRING |
|---|---|---|---|
| 1st Semester | 2nd Semester | 3rd Semester | 4th Semester |
| CIS 112 | CSC 140 | CSC 130 | CSC155 |
| CIS 122 | CSC 128 | CSC 175 | CSC 212 |
| CIS 137 | CIS 152 | CSC 176 | CIS 231 |
| or CSC 133 | Gen Ed | CSC 256 | Program |
| Gen Ed | electives | Electives | electives |
| electives | | | |

### GENERAL PROGRAMMING TRACK

| FALL | SPRING | FALL | SPRING |
|---|---|---|---|
| 1st Semester | 2nd Semester | 3rd Semester | 4th Semester |
| CIS 112 | CSC 123 | CSC 125 | CSC 155 |
| CIS 122 | or CSC 140 | or CSC 256 | CSC 171 |
| CIS 137 | CSC 128 | CSC 130 | or CSC 253 |
| or CSC 133 | CIS 152 | CSC 175 | CSC 191 |
| Gen Ed | Gen Ed | CSC 176 | CIS 231 |
| electives | electives | Electives | Electives |

## Required Program Courses (29–31 hours)  Cr. Hrs.

| | | |
|---|---|---|
| CIS 112 | Computing Essentials . . . . . . . . . . . . . . . . . . . . . . . | 4 |
| CIS 122 | Introduction to Computer Programming . . . . . | 4 |
| CIS 137 | Basic PC Maintenance/Operating Systems Concepts . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| or CSC 133 | PC Hardware and OS Maintenance. . . . . . . . . . | 4 |
| CIS 152 | Web Design and Development I . . . . . . . . . . . . . | 3 |
| CIS 231 | (Capstone) Systems Analysis, Design, and Administration . . . . . . . . . . . . . . . . . . | 3 |
| CSC 123 | Computer Science I (C/C++). . . . . . . . . . . . . . . . | 3 |
| or CSC 140 | Computer Science I (Java) . . . . . . . . . . . . . . . . . | 4 |
| CSC 128 | Introduction to Linux . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 130 | Introduction to Computer Networks . . . . . . . . . | 3 |
| CSC 176 | Data Systems I . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |

## Program Electives
### (Choose a minimum of 15 hours)

| | | |
|---|---|---|
| CIS 298 | Work Experience . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 121 | Web Design and Development II  . . . . . . . . . . . . | 3 |
| CSC 125 | Computer Science II (C++) . . . . . . . . . . . . . . . . . | 3 |
| CSC 151 | MS OS Workstation. . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 153 | MS OS Server . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 155 | Systems Development I . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 171 | Linux Installation and Administration. . . . . . . . . | 3 |
| CSC 175 | JavaScript Development . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 191 | SQL . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 4 |
| CSC 192 | Database Administration . . . . . . . . . . . . . . . . . . . | 4 |
| CSC 212 | Mobile Application Development . . . . . . . . . . . | 4 |
| CSC 220 | Data Structures . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 256 | Computer Science II (Java) . . . . . . . . . . . . . . . . . . | 3 |

## Required General Education Courses
### (15–16 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| ENG 102 | Composition II . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| Social and Behavioral Sciences, Humanities/Fine Arts, or Physical Sciences electives . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 6 |
| MAT 200 | Introduction to Discrete Mathematics . . . . . . . | 3 |
| or MAT 108 | Introduction to Applied Statistics . . . . . . . . . . . . | 3 |
| or MAT 124 | College Algebra. . . . . . . . . . . . . . . . . . . . . . . . . . . | 4 |

| | |
|---|---|
| *Total Semester Credit Hours* | *60–62* |

## Required courses for students transferring to UIS

| | | |
|---|---|---|
| CSC 140 | Computer Science I (Java) . . . . . . . . . . . . . . . . . . | 3 |
| CSC 256 | Computer Science II (Java) . . . . . . . . . . . . . . . . . . | 3 |
| MAT 128 | Calculus and Analytical Geometry. . . . . . . . . . . | 5 |
| | (Replaces any CSIT elective) | |
| MAT 200 | Introduction to Discrete Mathematics . . . . . . . | 3 |

# DATA SYSTEMS AND DEVELOPMENT CERTIFICATES

## DATABASE FOUNDATION

*Program Code: T.SDV.CER*

### Certificate

*Minimum graduation requirement — 20 semester hours*

Focuses on database applications; completion of certificate can be applied to the A.A.S. in Data Systems and Development.

### Suggested Sequence

| FALL | SPRING | FALL |
|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| CSC 123 *or* | CSC 176 | CSC 191 |
|   CSC 140 | CSC 155 | CSC 192 |
| CSC 128 | | |

### Required Core Courses (20–21 hours)    Cr. Hrs.

| | | |
|---|---|---|
| CSC 123 | Computer Science I (C/C++). . . . . . . . . . . . . . . . | 4 |
| *or* CSC 140 | Computer Science I (Java) . . . . . . . . . . . . . . . . . . | 3 |
| CSC 128 | Introduction to Linux . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 155 | Systems Development I . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 176 | Data Systems I . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 191 | SQL . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 4 |
| CSC 192 | Database Administration . . . . . . . . . . . . . . . . . . | 4 |

*Total Semester Credit Hours*        *20–21*

## WEB DEVELOPMEMT

*Program Code: T.WAP.CER*

### Certificate

*Minimum graduation requirement — 15 semester hours*

Focuses on web development skills; completion of certificate can be applied to the A.A.S. in Data Systems and Development.

### Suggested Sequence

| FALL | SPRING | FALL |
|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| CSC 123 *or* | CIS 152 | CSC 155 |
|   CSC 140 | CSC 128 | CSC 175 |

### Required Program Courses (19 hours)    Cr. Hrs.

| | | |
|---|---|---|
| CSC 123 | Computer Science I (C/C++). . . . . . . . . . . . . . . . | 4 |
| *or* CSC 140 | Computer Science I (Java) . . . . . . . . . . . . . . . . . . | 3 |
| CIS 152 | Web Design I . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 128 | Introduction to Linux . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 155 | CGI with Perl . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 175 | Scripting . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |

*Total Semester Credit Hours*        *15–16*

## GENERAL PROGRAMMING

*Program Code: T.GPR.CER*

### Certificate

*Minimum graduation requirement — 13 semester hours*

Builds foundational programming skills; completion of certificate can be applied to the A.A.S. in Data Systems and Development.

### Suggested Sequence

| FALL | SPRING | FALL | SPRING |
|---|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| CIS 122 | CSC 123 *or* | CSC 125 *or* | CSC 220 |
| |   CSC 140 |   CSC 256 | |

### Required Program Courses (13 hours)    Cr. Hrs.

| | | |
|---|---|---|
| CIS 122 | Introduction to Programming . . . . . . . . . . . . . . . | 4 |
| CSC 123 | Computer Science I (C/C++). . . . . . . . . . . . . . . . | 4 |
| *or* CSC 140 | Computer Science I (Java) . . . . . . . . . . . . . . . . . . | 3 |
| CSC 125 | Computer Science II (C++) . . . . . . . . . . . . . . . . . | 3 |
| *or* CSC 256 | Computer Science II (Java). . . . . . . . . . . . . . . . . . | 3 |
| CSC 220 | Data Structures . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |

*Total Semester Credit Hours*        *13*

## MOBILE DEVELOPMENT

*Program Code: T.MOB.CER*

### Certificate

*Minimum graduation requirement — 10 semester hours*

Builds skills needed to develop mobile apps; completion of certificate can be applied to the A.A.S. in Data Systems and Development.

### Suggested Sequence

| FALL | SPRING |
|---|---|
| *1st Semester* | *2nd Semester* |
| CSC 140 | CSC 212 |
| | CSC 256 |

### Required Program Courses (16 hours)    Cr. Hrs.

| | | |
|---|---|---|
| CSC 140 | Computer Science I (Java) . . . . . . . . . . . . . . . . . . | 3 |
| CSC 212 | Mobile Application Development . . . . . . . . . . . . | 4 |
| CSC 256 | Computer Science II (Java). . . . . . . . . . . . . . . . . . | 3 |

*Total Semester Credit Hours*        *10*

# DIGITAL MEDIA

*Program Code: T.DGM.AAS*

**Associate in Applied Science (A.A.S.)**
*Minimum graduation requirement — 65 semester hours*

The Digital Media program equips students with the skills necessary for the design of computer-generated applications and media. Areas include 3D animation and game design. The digital media program prepares students for employment in such areas as gaming, feature film, web design, video and commercial production, post-production, visual effects, and architectural design.

Students begin their training in classes in 2D and 3D fundamentals, imaging, and design. Students then study the aesthetic and design aspects of digital media with focused courses in graphic design, fine arts, and advanced imaging.

This program transfers to the Bachelor's of Science in Media Arts in the School of Informatics and Computing at Indiana University-Purdue University Indianapolis (IUPUI).

### 3D ANIMATION AND GAME DESIGN

**Required Program Courses
(50 hours)**                **Cr. Hrs.**

| | | |
|---|---|---|
| CIS 112 | Computing Essentials | 4 |
| CIS 122 | Introduction to Computer Programming | 4 |
| CIS 152 | Web Design and Development I | 3 |
| CSC 179 | Digital Media Foundation | 3 |
| CSC 186 | 2D Animation | 4 |
| CSC 187 | 3D Computer Animation I | 4 |
| GDS 108 | Design Media and Principles | 3 |
| CSC 188 | 3D Computer Animation II | 4 |
| CSC 189 | 3D Computer Animation III | 4 |
| CSC 233 | Animation Scripting | 4 |
| CSC 236 | 3D Computer Animation IV | 4 |
| CSC 294 | Computer Graphics Portfolio | 3 |
| ART 122 | Drawing I | 3 |
| ART 125 | Color | 3 |

**Required General Education Core Courses
(15 hours)**

| | | |
|---|---|---|
| ART 128 | Digital Photography | 3 |
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| THE 124 | Film Appreciation | 3 |

*Total Semester Credit Hours*         **65**

### Suggested Sequence

| FALL<br>*1st Semester* | SPRING<br>*2nd Semester* | FALL<br>*3rd Semester* | SPRING<br>*4th Semester* |
|---|---|---|---|
| ART 122 | CSC 186 | CIS 152 | CSC 189 |
| ART 128 | CSC 187 | CSC 188 | CSC 236 |
| CIS 112 | ENG 101 | CSC 233 | CSC 294 |
| CSC 179 | CIS 122 | ART 125 | COM 103 |
| GDS 108 | THE 124 | ENG 102 | |

# DIGITAL MEDIA CERTIFICATES

### 3D COMPUTER ANIMATION SOFTWARE
*Program Code: T.VGW.CER*

**Certificate**
*Minimum graduation requirement — 12 semester hours*

This certificate program equips students with technical skills and proficiency in high-end 3D computer animation software used in feature films, video, and commercial production, CAD/CAM, 3D gaming, and architectural design.

**Required Program Courses (12 hours)**     **Cr. Hrs.**

| | | |
|---|---|---|
| CSC 187 | 3D Computer Animation I | 4 |
| CSC 188 | 3D Computer Animation II | 4 |
| CSC 189 | 3D Computer Animation III | 4 |

*Total Semester Credit Hours*     *12*

### 3D SOFTWARE DEVELOPMENT
*Program Code: T.CGR.CER*

**Certificate**
*Minimum graduation requirement — 12 semester hours*

This certificate program equips students with software development and programming skills to work in three-dimensional graphics software and application environments in the field of computer graphics. This is an advanced-level certificate containing courses with extensive prerequisites.

**Required Program Courses (12 hours)**     **Cr. Hrs.**

| | | |
|---|---|---|
| CSC 212 | Mobile Application Development | 4 |
| CSC 231 | Computer Graphics I | 4 |
| CSC 233 | Animation Scripting | 4 |

*Total Semester Credit Hours*     *12*

# HOSPITALITY INDUSTRY: CULINARY ARTS MANAGEMENT

*Program Code: B.HCM.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 68 semester hours*

The Culinary Arts Management Program prepares students for management and supervisory positions with commercial kitchens. Course work provides an emphasis in fundamental culinary arts skills and knowledge, quantity food production, cost control and staff supervision.

### Program Note*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *1st Semester* | *2nd Semester* | |
| HPI 110 | HPI 112 | HPI 214 |
| HPI 111 | HPI 113 | HPI 215 |
| HPI 115 | HPI 114 | |
| HPI 116 | ENG 101 | |
| CIS 200 | Gen ed elec | |
| Gen ed elec | | |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| HPI 139 | HPI 216 |
| HPI 211 | HPI 233 |
| ENG 102 | HPI 237 |
| MAT 110 *or* | HPI 239 |
| MAT elec | BUS 106 |

### Required Program Courses (47 hours)  Cr. Hrs.

| | | |
|---|---|---|
| HPI 110 | Foodservice Sanitation Certification | 1 |
| HPI 111 | Introduction to the Hospitality Industry | 3 |
| HPI 112 | Food Standards and Production I | 5 |
| HPI 113 | Food Service Systems | 3 |
| HPI 114 | Human Resource Management and Supervision | 3 |
| HPI 115 | Menu Management and Design | 3 |
| HPI 116 | Kitchen Basics | 2 |
| HPI 139 | Food Standards and Production II | 4 |
| HPI 211 | Food and Beverage Cost Management Systems | 4 |
| HPI 214 | Hospitality Industry Seminar | 2 |
| HPI 215 | Hospitality Industry Work Experience | 4 |
| HPI 216 | Bar and Beverage Operations | 3 |
| HPI 233 | Hospitality and Travel Marketing | 3 |
| HPI 237 | Food Standards and Production III | 4 |
| HPI 239 | Catering and Food Production | 3 |

### Other Required Courses (6 hours)

| | | |
|---|---|---|
| BUS 106 | Business and Organizational Ethics | 3 |
| CIS 200 | Business Computer Systems | 3 |

### Required General Education Core Courses (15 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| MAT 110 | Business Mathematics *or* MAT elective | 3 |
| General education electives* | | 6 |

*Total Semester Credit Hours* **68**

# HOSPITALITY INDUSTRY: FOODSERVICE

*Program Code: B.HIF.CER*

## Certificate
*Minimum graduation requirement —36 semester hours*

The Food Service Certificate Program prepares students for supervisory positions in the commercial and institutional food service field by offering specialized courses and industry work experience.

### Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | |
| HPI 110 | HPI 112 | HPI 214 |
| HPI 111 | HPI 113 | HPI 215 |
| HPI 115 | HPI 114 | |
| HPI 116 | CIS 200 | |
| HPI 211 | ENG 101 | |

### Required Program Courses (33 hours)      Cr. Hrs.

| | | |
|---|---|---|
| HPI 110 | Foodservice Sanitation Certification . . . . . . . . . . 1 | |
| HPI 111 | Introduction to the Hospitality Industry . . . . . . . 3 | |
| HPI 112 | Food Standards and Production I . . . . . . . . . . . . . 5 | |
| HPI 113 | Food Service Systems. . . . . . . . . . . . . . . . . . . . . . . 3 | |
| HPI 114 | Human Resource Management and Supervision . . . . . . . . . . . . . . . . . . . . . . . . . . . 3 | |
| HPI 115 | Menu Management and Design . . . . . . . . . . . . . . 3 | |
| HPI 116 | Kitchen Basics. . . . . . . . . . . . . . . . . . . . . . . . . . . . . 2 | |
| HPI 211 | Food and Beverage Cost Management Systems  . . . . . . . . . . . . . . . . 4 | |
| HPI 214 | Hospitality Industry Seminar . . . . . . . . . . . . . . . . 2 | |
| HPI 215 | Hospitality Industry Work Experience . . . . . . . . 4 | |
| CIS 200 | Business Computer Systems  . . . . . . . . . . . . . . . . 3 | |

### Required General Education Core Course (3 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I  . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3 | |

*Total Semester Credit Hours*        *36*

# HOSPITALITY INDUSTRY: FOODSERVICE ASSISTANT

*Program Code: B.FSA.CER*

## Certificate
*Minimum graduation requirement —12 semester hours*

The Foodservice Assistant certificate is designed to prepare students to work in commercial kitchens. The coursework will provide instruction to help anyone who wishes to enter the culinary arts profession or is seeking advancement in the industry. Completion of the certificate will provide experience in food production, sanitation, and menu planning.

### Suggested Part-time Sequence

| FALL | SPRING |
|------|--------|
| *1st Semester* | *2nd Semester* |
| HPI 110 | HPI 112 |
| HPI 116 | |
| HPI 139 | |

### Required Program Courses (12 hours)      Cr. Hrs.

| | |
|---|---|
| HPI 110 | Foodservice Sanitation Certification . . . . . . . . . . 1 |
| HPI 116 | Kitchen Basics  . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 2 |
| HPI 112 | Food Standards and Production I . . . . . . . . . . . . . 5 |
| HPI 139 | Food Standards and Production II . . . . . . . . . . . 4 |

*Total Semester Credit Hours*        *12*

# HOSPITALITY INDUSTRY: FOODSERVICE SANITATION

*Program Code: B.FSS.CER*

## Certificate
*Minimum graduation requirement—1 semester hour*

Foodservice sanitation as it applies to every phase of foodservice operations. Emphasizes cleanliness and protection of the health of the public served as well as of the organization's staff. Includes a certification exam that fulfills the state requirements.

**Required Program Course (1 hour)**     **Cr. Hrs.**

| | | |
|---|---|---|
| HPI 110 | Foodservice Sanitation Certification | 1 |

*Total Semester Credit Hours*     *1*

# HOSPITALITY INDUSTRY: HOTEL/MOTEL MANAGEMENT

*Program Code: B.HIM.CER*

## Certificate
*Minimum graduation requirement —31 semester hours*

The Hotel/Motel Management Certificate Program prepares students for supervisory positions in hotels, motels, and resorts by offering both specialized courses and industry work experience.

### Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|---|---|---|
| *1st Semester* | *2nd Semester* | |
| HPI 110 | HPI 114 | HPI 214 |
| HPI 111 | HPI 234 | HPI 215 |
| HPI 117 | BUS 101 | |
| HPI 231 | ENG 101 | |

### Required Program Courses (28 hours)     Cr. Hrs.

| | | |
|---|---|---|
| HPI 110 | Foodservice Sanitation Certification | 1 |
| HPI 111 | Introduction to the Hospitality Industry | 3 |
| HPI 114 | Human Resource Management and Supervision | 3 |
| HPI 117 | Hospitality Managerial Accounting | 3 |
| HPI 214 | Hospitality Industry Seminar | 2 |
| HPI 215 | Hospitality Industry Work Experience | 4 |
| HPI 230 | Facilities Management/Building Operations Management | 3 |
| HPI 231 | Front Office Operations | 3 |
| HPI 234 | Hospitality Industry Law | 3 |
| BUS 101 | Introduction to Business | 3 |

### Required General Education Core Course (3 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |

*Total Semester Credit Hours*     *31*

# HOSPITALITY INDUSTRY: HOTEL/MOTEL MANAGEMENT

*Program Code: B.HIH.AAS*

## Associate in Applied Science (A.A.S.)
*Minimum graduation requirement — 65 semester hours*

The Hotel/Motel Management Program prepares students for career-track positions in the hotel, motel, and resort field. In addition to a general business foundation, students receive specialized education in front office operations, food and beverage, housekeeping and buildings operation, hospitality marketing, and hospitality industry law.

## Program Note*
General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

## Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| 1st Semester | 2nd Semester | |
| HPI 111 | HPI 110 | HPI 132 |
| BUS 101 | HPI 114 | HPI 214 |
| CIS 200 | ENG 102 | HPI 215 |
| ENG 101 | MAT 110 *or* | |
| | MAT elec | |
| | Gen elec | |

| FALL | SPRING |
|------|--------|
| 3rd Semester | 4th Semester |
| HPI 117 | HPI 230 |
| HPI 211 | HPI 233 |
| HPI 231 | HPI 234 |
| BUS 245 | BUS 106 |
| Gen ed elec | Gen ed elec |

## Required Program Courses (35 hours)        Cr. Hrs.

| | | |
|---|---|---|
| HPI 110 | Foodservice Sanitation Certification | 1 |
| HPI 111 | Introduction to the Hospitality Industry | 3 |
| HPI 114 | Human Resource Management and Supervision | 3 |
| HPI 117 | Hospitality Managerial Accounting | 3 |
| HPI 132 | Resort and Event Management | 3 |
| HPI 211 | Food and Beverage Cost Management Systems | 4 |
| HPI 214 | Hospitality Industry Seminar | 2 |
| HPI 215 | Hospitality Industry Work Experience | 4 |
| HPI 230 | Facilities Management/Building Operations Management | 3 |
| HPI 231 | Front Office Operations | 3 |
| HPI 233 | Hospitality and Travel Marketing | 3 |
| HPI 234 | Hospitality Industry Law | 3 |

## Other Required Courses (15–16 hours)

| | | |
|---|---|---|
| BUS 101 | Introduction to Business | 3 |
| BUS 106 | Business and Organizational Ethics | 3 |
| BUS 245 | Business Communications | 3 |
| CIS 200 | Business Computer Systems | 3 |
| General elective | | 3–4 |

## Required General Education Core Courses (15 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| MAT 110 | Business Mathematics *or* MAT elective | 3 |
| General education electives* | | 6 |

*Total Semester Credit Hours* **65–66**

# HOSPITALITY INDUSTRY:  RESTAURANT MANAGEMENT

*Program Code: B.HIR.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 67 semester hours*

The Restaurant Management Program prepares students for career-track positions in the restaurant, catering, and institutional food service field. Specialized courses are offered in quantity food preparation; supervision; food, beverage, and labor cost control; and menu planning in the food service industry.

### Program Note*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *1st Semester* | *2nd Semester* | |
| HPI 110 | HPI 112 | HPI 214 |
| HPI 111 | HPI 113 | HPI 215 |
| HPI 115 | HPI 114 | |
| HPI 116 | ENG 101 | |
| CIS 200 | MAT 110 *or* | |
| | MAT elec | |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| HPI 117 | HPI 216 |
| HPI 139 | HPI 233 |
| HPI 211 | HPI 234 |
| ENG 102 | BUS 106 |
| Gen ed elec | Gen ed elec |

## Required Program Courses (46 hours)  Cr. Hrs.

| | | |
|---|---|---|
| HPI 110 | Foodservice Sanitation Certification | 1 |
| HPI 111 | Introduction to the Hospitality Industry | 3 |
| HPI 112 | Food Standards and Production I | 5 |
| HPI 113 | Food Service Systems | 3 |
| HPI 114 | Human Resource Management and Supervision | 3 |
| HPI 115 | Menu Management and Design | 3 |
| HPI 116 | Kitchen Basics | 2 |
| HPI 117 | Hospitality Managerial Accounting | 3 |
| HPI 139 | Food Standards and Production II | 4 |
| HPI 211 | Food and Beverage Cost Management Systems | 4 |
| HPI 214 | Hospitality Industry Seminar | 2 |
| HPI 215 | Hospitality Industry Work Experience | 4 |
| HPI 216 | Bar and Beverage Operations | 3 |
| HPI 233 | Hospitality and Travel Marketing | 3 |
| HPI 234 | Hospitality Industry Law | 3 |

### Other Required Courses (6 hours)

| | | |
|---|---|---|
| BUS 106 | Business and Organizational Ethics | 3 |
| CIS 200 | Business Computer Systems | 3 |

### Required General Education Core Courses (15 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| MAT 110 | Business Mathematics *or* MAT elective | 3 |
| General education electives* | | 6 |

*Total Semester Credit Hours*      *67*

# INTERACTIVE DESIGN

*Program code: T.IAD.AAS*

**Associate in Applied Science (A.A.S.)**

*Minimum graduation requirement — 65 semester hours*

The Interactive Design program prepares students to design interactive user experiences for websites and devices. The program prepares students for careers in marketing communication, web design, web development, and related fields. Courses cover principles of design, visual communication, creative problem solving, user experience design, and web development. Students will build a diverse portfolio of creative digital media projects including responsive websites, ebooks, apps, and animation.

**Suggested Full-time Sequence**

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *1st Semester* | *2nd Semester* | |
| ART 122 | CSC 175 | ART 128 |
| CIS 112 | CSC 179 | |
| CIS 152 | GDS 110 | |
| GDS 102 | GDS 120 | |
| GDS 108 | ENG 101 | |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| CSC 121 | COM 200 *or* COM 205 |
| CSC 186 | |
| GDS 220 | GDS 230 |
| GDS 271 | GDS 292 *or* COM 292 |
| GDS 272 | GDS 293 |
| | Math *or* Soc/Beh Sci elec |

**Required Program Courses (50 hours)**    **Cr. Hrs.**

| | | |
|---|---|---|
| CIS 112 | Computing Essentials | 4 |
| CIS 152 | Web Design and Development I | 3 |
| CSC 121 | Web Design and Development II | 3 |
| CSC 175 | JavaScript Development | 3 |
| CSC 179 | Digital Media Foundation | 3 |
| CSC 186 | 2D Animation | 4 |
| GDS 102 | Graphic Design History | 3 |
| GDS 108 | Design Media and Principles | 3 |
| GDS 110 | Typography I | 3 |
| GDS 120 | Graphic Design I | 3 |
| GDS 220 | Graphic Design for Web | 3 |
| GDS 230 | Motion Design | 3 |
| GDS 271 | Interactive Design I | 3 |
| GDS 272 | Interactive Design II | 3 |
| GDS 292 | Graphic Design Studio | |
| *or* COM 292 | Internship and Seminar | 3 |
| GDS 293 | Portfolio Seminar | 3 |

**Required General Education Courses (15 hours)**

| | | |
|---|---|---|
| ART 122 | Drawing I | 3 |
| ART 128 | Digital Photography | 3 |
| COM 200 | Principles of Group Discussion | 3 |
| *or* COM 205 | Business and Professional Communication | |
| ENG 101 | Composition I | 3 |
| Math or Social/Behavioral Sciences elective | | 3 |

*Total Semester Credit Hours*    *65*

# NETWORK ADMINISTRATION AND SUPPORT

*Program code: T.CNA.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 65 semester hours*

The Computer Network System Administrator program prepares students to manage and administer the computer networks of small to medium-sized enterprises. Students will learn to use a variety of operating systems: use, install, and maintain networks; program routers and switches; develop networking software and develop and study documentation used to manage a network. Students will receive extensive hands-on experience. This can transfer to EIU, SIU, and UIS as a 2+2 program.

### Program Note*

- Students planning to transfer to a 4-year institution should take COM 103; those planning to enter the workforce upon graduation should take COM 120.

### Suggested Full-time Sequence

| FALL | SPRING |
|---|---|
| *1st Semester* | *2nd Semester* |
| CIS 112 | CSC 115 |
| CSC 128 | CSC 116 |
| CSC 130 | CSC 151 |
| CSC 133 | MAT 108 |
| ENG 101 | Soc/Beh Sci *or* |
| | Hum/FA elec |

| FALL | SPRING | SUMMER |
|---|---|---|
| *3rd Semester* | *4th Semester* | |
| CSC 150 | CSC 159 | CIS 298 |
| CSC 153 | CSC 251 | |
| CSC 171 | CSC 271 | |
| Elective | Elective | |
| COM 103 *or* | Soc/Beh Sci *or* | |
| COM 120 | Hum/FA elec | |

## Required Courses (44 hours)                    Cr. Hrs.

| | | |
|---|---|---|
| CIS 112 | Computing Essentials | 4 |
| CIS 298 | Work Experience | 3 |
| CSC 115 | Networking I, Routers and Switches | 3 |
| CSC 116 | Networking II, WAN Connectivity | 3 |
| CSC 128 | Introduction to Linux | 3 |
| CSC 130 | Introduction to Computer Networks | 3 |
| CSC 133 | PC Hardware and OS Maintenance | 4 |
| CSC 150 | Wireless Networking and Emerging Technologies | 3 |
| CSC 151 | MS OS Workstation | 3 |
| CSC 153 | MS OS Server | 3 |
| CSC 159 | Network Administration | 3 |
| CSC 171 | Linux Installation and Administration | 3 |
| CSC 251 | Data Security and Recovery | 3 |
| CSC 271 | Linux Networking and Security | 3 |

## Required General Education Courses (15 hours)

| | | |
|---|---|---|
| COM 103* | Introduction to Public Speaking | 3 |
| *or* COM 120 | Interpersonal Communications* | |
| ENG 101 | Composition I | 3 |
| MAT 108 | Introduction to Applied Statistics | 3 |
| Social/Behavioral Sciences electives *or* HUM/FA electives | | 6 |

## Electives (Choose 6 hours)

| | | |
|---|---|---|
| CIS 134 | Spreadsheet Applications | 3 |
| CIS 138 | Database Applications | 3 |
| CSC 140 | Computer Science I (Java) | 3 |
| CSC 155 | Systems Development I | 3 |

*Total Semester Credit Hours*                    *65*

## Required Courses for Students Transferring to UIS

| | | |
|---|---|---|
| CSC 140 | Computer Science I (Java) | 3 |
| CSC 256 | Computer Science II (Java) | 3 |
| | (replaces one elective) | |
| MAT 128 | Calculus and Analytic Geometry I | 5 |
| | (replaces CIS 298) | |

## Required Courses for Students Transferring to SIU

| | | |
|---|---|---|
| CSC 140 | Computer Science I (Java) | 3 |
| CIS 138 | Database Applications (MS Access) | 3 |
| | (replaces one elective) | |
| CIS 231 | Systems Analysis, Design, and Administration | 3 |
| | (replaces CIS 298) | |

# NETWORKING CERTIFICATES

## COMPUTER FOUNDATIONS
*Program Code: T.PCF.CER*

### Certificate
*Minimum graduation requirement — 17 semester hours*

This certificate covers the basics of Windows and Linux operating systems, PC repair, and basic networking. Upon completion, students are prepared for entry-level PC support positions.

### Suggested Sequence

| FALL | SPRING |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| CSC 112 | CSC 130 |
| CSC 133 | CSC 128 |
| | elective |

### Required Program Courses (14 hours)     Cr. Hrs.

| | | |
| --- | --- | --- |
| CIS 112 | Computing Essentials . . . . . . . . . . . . . . . . . . . . . . | 4 |
| CSC 128 | Introduction to Linux . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 130 | Introduction to Computer Networks. . . . . . . . . | 3 |
| CSC 133 | PC Hardware and OS Maintenance. . . . . . . . . . | 4 |

### Elective Course (3 hours)
*Choose from the following:*

| | | |
| --- | --- | --- |
| CIS 152 | Web Design and Development I . . . . . . . . . . . . . | 3 |
| CIS 134 | Excel. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CIS 138 | Database Applications (MS Access) . . . . . . . . . | 3 |

*Total Semester Credit Hours*     17


## LINUX ADMINISTRATION
*Program Code: T.LIN.CER*

### Certificate
*Minimum graduation requirement — 9 semester hours*

This certificate prepares students with advanced skills for working with Linux operating systems. Topics include troubleshooting and configuration.

### Suggested Sequence

| SUMMER | FALL | SPRING |
| --- | --- | --- |
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| CSC 128 | CSC 171 | CSC 271 |

### Required Program Courses (9 hours)     Cr. Hrs.

| | | |
| --- | --- | --- |
| CSC 128 | Introduction to Linux . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 171 | Linux Installation and Administration. . . . . . . . . | 3 |
| CSC 271 | Linux Networking and Security . . . . . . . . . . . . . . | 3 |

*Total Semester Credit Hours*     9


## MICROSOFT ADMINISTRATION
*Program code: T.MSA.CER*

### Certificate
*Minimum graduation requirement — 10 semester hours*

This certificate gives students advanced skills for working with Windows Operating Systems (workstation and server) troubleshooting, configuration, and design.

### Suggested Sequence

| FALL | SPRING |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| CSC 133 | CSC 153 |
| CSC 151 | |

### Required Program Courses (10 hours)     Cr. Hrs.

| | | |
| --- | --- | --- |
| CSC 133 | PC Hardware and OS Maintenance. . . . . . . . . . | 4 |
| CSC 151 | MS OS Workstation. . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 153 | MS OS Server . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |

*Total Semester Credit Hours*     10


## CISCO NETWORKING
*Program Code: T.CIS.CER*

### Certificate
*Minimum graduation requirement — 15 semester hours*

This certificate program prepares students with advanced skills for working with computer networks, Cisco routers, and switches. Wired and wireless networks are covered for troubleshooting, configuration, design, and repair.

### Program Note*
CSC 115 and CSC 116 are eight-week classes; CSC 115 is taught during the first half of the semester and CSC 116 follows during the second half.

### Suggested Sequence

| FALL | SPRING |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| CSC 130 | CSC 115* |
| | CSC 116 |
| | CSC 150 |
| | CSC 251 |

### Alternate Suggested Sequence

| FALL | SPRING | FALL | SPRING |
| --- | --- | --- | --- |
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| CSC 130 | CSC 115* | CSC 150 | CSC 251 |
| | CSC 116 | | |

### Required Program Courses (15 hours)     Cr. Hrs.

| | | |
| --- | --- | --- |
| CSC 115 | Advanced Networking I . . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 116 | Advanced Networking II. . . . . . . . . . . . . . . . . . . . . | 3 |
| CSC 130 | Introduction to Computer Networks. . . . . . . . . | 3 |
| CSC 150 | Wireless Networking and Emerging Technologies . . . . . . . . . . . . . . . . . | 3 |
| CSC 251 | Advanced Topics in Computer Security . . . . . . . | 3 |

*Total Semester Credit Hours*     15

# GO
## *AHEAD*

## health professions
*Bobbi Scholze, dean*
*Rachel Delaney, administrative assistant*
*Molly Rittenhouse, administrative assistant*

# Health Professions

Parkland's Health Professions career programs are designed to give students leading-edge skills in caring for the well being of others, through hands-on training in up-to-date labs, classrooms, area clinics, and local hospitals. Health Professions instructors are professionals in their fields and are required to keep current in their knowledge. All the degree programs and many of the certificate programs are fully accredited and prepare students for transfer, licensing exams, or whatever they need to move ahead in their chosen healthcare fields.

## Selective Admissions Information

Selective admissions information for Dental Hygiene, EMS Paramedic, Practical Nursing, Massage Therapy, Medical Assisting, Nursing, Occupational Therapy Assistant, Radiologic Technologist, Respiratory Care, Surgical Technology, and Veterinary Technology programs:

1. Admission into most Parkland College Health Professions programs is selective, which means that admissions are competitive and programs may have their own admissions criteria and minimum scores for admission. You must be accepted into the program prior to taking any courses in the major. Students are conditionally admitted to all selective admissions programs until all the program requirements are fulfilled by the established deadlines.

2. To determine if your program of interest has selective admission, or if additional admission criteria are used, please see the program page or visit the website for that program. A selective admission "score" is required for most programs.

3. A specialized orientation, called "Get the Facts," is online and is required for all applicants. At the end of the presentation students are directed to take a brief survey. The information in this orientation is extremely important for understanding the selective admission process and how scores are determined.

4. It is strongly recommended that you work closely with an advisor, counselor, or the Health Professions assistant dean, student affairs when seeking entrance to a Health Professions program.

5. Students who wish to apply transfer credit towards a Health Professions degree or certificate should verify acceptable credits before applying to the program by sending official transcripts to Parkland College Admissions and Records and requesting a transcript evaluation.

6. Application deadlines for selective admissions programs are March 1 for fall admission and October 1 for spring admission, where applicable.

7. Admission to Parkland College does not guarantee a student's admission into any selective admissions program. Students who have not yet been accepted to the program of their choice will have a major code that begins with the letters AGS (Associate in General Studies) followed by the letters of their major (for

# Selective Admissions Information

*continued from previous page*

example DHG, EMT, MSG, NUR, OTA, XRA, RTT, SUR, VTT). Once the student is admitted to the selective admissions program, the program code changes to AAS (Associate in Applied Science) followed by the letters of the major. The same coding process is used for certificate (CER) students.

8. Students seeking admission into a Health Professions program should be aware of the following policies and procedures:

   a. All biology courses required in Health Professions programs must be taken within five years of admission into the program, to satisfy graduation requirements. If you have taken Anatomy and Physiology at another college, you should contact the Parkland College Natural Sciences Department for questions regarding transferability.

   b. Biology 121 requires high school or college chemistry, or passing score on the chemistry competency test within the past three years prior to taking BIO 121.

   c. Mathematics skills are important to each Health Professions program. Math assessment is good for two years. Check the math requirement for each program carefully. Math assessment is not required if you have transferable college-level math taken within five years.

   d. Students for whom English is a second language will be required to take TOEFL and achieve the minimum, or greater, scores in reading, listening, speaking, and writing, established by each program on the iBT TOEFL prior to admission to any Health Professions program. Spoken and written language skills are critical to student success in clinical courses. Accurate communication between the students and patients, families, care providers, physicians, all facility employees, and faculty is essential to patient safety. See the Health Professions website for more information.

9. Prospective and admitted Health Professions students will need to meet the following clinical eligibility requirements depending on the specific program (refer to program website):

   a. Upon admission, students may be required to pass a background check, drug screen, physical, and TB test and present evidence of immunization and CPR certification. Deadlines for completion of these requirements are firm. If the deadlines are not met, students will forfeit their position in their program and be dropped from the program and all program courses.

   b. American Heart Association BLS (Basic Life Support) Healthcare Provider or Red Cross Professional Rescuer cards are the only acceptable CPR cards for the Health Professions programs. No other CPR cards or CPR classes are accepted. KIN 183 does not meet this requirement.

   c. Most Health Professions programs require a State Police background check and drug testing for entrance to clinical sites. The Healthcare Worker Background Check Act list of disqualifying conditions is used to determine eligibility for each program. A positive finding may limit entry to the program, clinical placement, advancement in a program, license to practice, and/or employment. Contact the Illinois Department of Financial and Professional Regulation at 217/785-0800.

   d. Students are required to have and maintain a current Healthcare Record, TB and immunizations, and all programs (except Vet Tech) must maintain a current CPR card, as specified above, while enrolled in a Health Professions program. Dates must be good through the semester in which the student is enrolled. Failure to maintain these important clinical and contractual credentials could result in dismissal from the course and/or the program.

   e. Students are responsible for the cost of screening required by clinical agencies, including but not limited to background checks, drug screening, physical, and immunizations or proof of immunizations. These costs are not all included in course fees.

10. Program procedures vary. Please refer to your program handbook.

    a. Grades greater than or equal to a C and a Program Grade Point Average (PGPA) of 2.0 are required for all Health Professions program courses. Some programs require a PGPA higher than 2.0. Refer to the specific program for this requirement.

    b. Program grading scales are often higher than the traditional college scale; see the individual program handbook.

    c. Each program has requirements for Satisfactory Academic Progress, including but not limited to passing clinical; requirements for grade point average; the number of allowable withdrawals or repetitions; criteria for program dismissal; attendance, including limits regarding attendance; readmission to the program; professional behavior; and the criteria for academic probation. Consult the program handbook.

    d. Students who receive a clinical failure may not withdraw without the permission of the faculty. Students who have been dismissed from a clinical site may receive a clinical failure and may or may not be placed in another clinical facility.

    e. Graduation requirements for each program differ; consult the specific program.

    f. Some programs have time limits, and the program must be completed in a specified number of semesters or years. Check your specific program for these requirements.

    g. Credit/No Credit options are not available for any program courses.

    h. Students admitted to a Health Professions program or returning to a program after a lapse must follow the catalog specified by the program handbook.

    i. Students should be aware that repeating a course will require paying a course repeat fee in addition to any tuition and fees required.

    j. Selective admission students follow the catalog that was in effect when they were accepted to the program, i.e., March 1 or October 1.

# DENTAL HYGIENE

*Health Career Admissions*
*Program Code: G.DHG.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 79 semester hours*

The Dental Hygiene Program prepares students to become part of the dental health team. The dental hygienist is responsible for providing such services as scaling and polishing teeth, taking radiographs, applying fluoride and surface sealants to the teeth, and local anesthesia and conscious sedation. The dental hygienist is the primary oral health educator in clinical and nonclinical settings. The program is accredited by the Commission on Dental Accreditation, American Dental Association (a specialized accrediting body recognized by the Council on Postsecondary Accreditation), and by the United States Department of Education.

### Program Notes*

- This is a selective admissions program — students must be admitted into the program before taking DHG courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- To be admitted to the program, students must place into MAT 072 within the past two years, and must place into ENG 101 and college level reading.

- A selective admission score of 2.75 or above must be attained to be considered for admission.

- TOEFL iBT requirements in reading, listening, speaking, and writing are as follows: 21-21-26-23.

- Optional courses DHG 641 and DHG 642 are vocational skills courses. Credit earned in these courses does not count toward graduation and financial aid may not be available. ALR 135 and ALR 136 are optional courses for Board review.

Graduation requirements are as follows:

- Students are required to keep a grade of C or higher in all program courses.

- Students who have been dismissed from a clinical site may receive a clinical failure.

- Clinical and lab courses have specific proficiencies and patient completion requirements that must be met each semester to continue and graduate from the program.

- Students must adhere to all ethical and professional behavioral policies of the American Dental Hygienists' Association Code of ethics in order to progress and graduate.

### Suggested Full-time Sequence

| SUMMER | FALL<br>1st Semester | SPRING<br>2nd Semester |
|---|---|---|
| BIO 121 | DHG 110 | DHG 115 |
| | DHG 111 | DHG 116 |
| | DHG 112 | DHG 117 |
| | DHG 113 | DHG 118 |
| | DHG 114 | DHG 119 |
| | BIO 122 | BIO 123 |
| | | COM 103 |

| SUMMER | FALL<br>3rd Semester | SPRING<br>4th Semester |
|---|---|---|
| DHG 211 | DHG 210 | DHG 219 |
| DHG 212 | DHG 214 | DHG 235 |
| DHG 215 | DHG 217 | DHG 236 |
| DHG 216 | DHG 218 | DHG 237 |
| | DHG 230 | DHG 238 |
| | DHG 233 | ENG 102 |
| | ENG 101 | PSY 101 |
| | | SOC 101 |

## Required Program Courses (50 hours)          Cr. Hrs.

| | | |
|---|---|---|
| DHG 110 | Applied Head and Neck Anatomy | 2 |
| DHG 111 | Oral and Dental Anatomy | 2 |
| DHG 112 | Dental Histology and Embryology | 2 |
| DHG 113 | Introduction to Prevention | 1 |
| DHG 114 | Pre-Clinic | 5 |
| DHG 115 | Seminar I | 1 |
| DHG 116 | Clinic I | 2 |
| DHG 117 | Dental Radiology I | 3 |
| DHG 118 | Pharmacology for the Dental Hygienist | 2 |
| DHG 119 | Alterations of Oral Structures | 2 |
| DHG 210 | Periodontology | 2 |
| DHG 211 | Local Anesthesia | 1.5 |
| DHG 212 | Dental Materials | 3 |
| DHG 214 | Nitrous Oxide/Oxygen Sedation | 1 |
| DHG 215 | Clinic II | 2 |
| DHG 216 | Seminar II | 1 |
| DHG 217 | Seminar III | 2 |
| DHG 218 | Clinic III | 4 |
| DHG 219 | Clinic IV | 4 |
| DHG 230 | Community Dental Health | 3 |
| DHG 233 | Dietary Analysis and Preventive Counseling | 2 |
| DHG 235 | Seminar IV | 1 |
| DHG 236 | Ethics and Jurisprudence | 1 |
| DHG 237 | Licensure and Transition to Registered Dental Hygienist | 1 |
| DHG 238 | Dental Radiology II | 0.5 |

## Other Required Courses (12 hours)

| | | |
|---|---|---|
| BIO 121 | Anatomy and Physiology I | 4 |
| BIO 122 | Anatomy and Physiology II | 4 |
| BIO 123 | Microbiology | 4 |

## Required General Education Core Courses (16 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| PSY 101 | Introduction to Psychology | 4 |
| SOC 101 | Introduction to Sociology | 3 |
| COM 103 | Introduction to Public Speaking | 3 |

*Total Semester Credit Hours*          **79**

## Optional Courses (offered spring semester for second year students)          Cr. Hrs.

| | | |
|---|---|---|
| ALS 196 | Dental Hygiene Board Exam Prep | 2 |
| DHG 641* | Basic Dental Assisting for the Dental Hygienist | 2 |
| DHG 642* | Providing Oral Care in the Long Term Care Facility | 1 |

# EMERGENCY MEDICAL SERVICES: EMERGENCY MEDICAL TECHNICIAN (EMT)

*Health Career Admissions*
*Program Code: G.EMA. CER*

## Certificate

*Minimum graduation requirement — 5 semester hours*

The Emergency Medical Technician (EMT) course prepares the student to provide pre-hospital assessment and care for patients of all ages with a variety of medical conditions and traumatic injuries. Areas of study include an introduction to emergency medical services systems, roles and responsibilities of an EMT, anatomy and physiology, medical emergencies, trauma, special considerations for working in the pre-hospital setting, and providing patient transport.

The EMT course meets the National Standard Curriculum provided by the National Department of Transportation, and/or the 2009 National Emergency Medical Services Education Standards provided by the National Association of State EMS Officials. This course prepares the student to take the State of Illinois EMT license examination or the National Registry of Emergency Medical Technician examination.

### Program Notes

- TOEFL iBT requirements for reading, listening, speaking, and writing are as follows: 18-22-22-17.
- Students are required to keep a current CPR card throughout the course.
- Students must be 18 years of age and pass EMS 110 with an 80% or higher final grade to qualify to take the EMT licensing examination.

| Required Program Courses (5 hours) | Cr. Hrs. |
|---|---|
| EMS 110     Emergency Medical Technician . . . . . . . . . . . . . . .5 | |
| *Total Semester Credit Hours* | *5* |

# EMERGENCY MEDICAL SERVICES: PARAMEDIC

*Health Career Admissions*
*Program Code: G.EMT.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 60 semester hours*

The EMS-Paramedic A.A.S. Program prepares students to practice as an advanced EMS provider with opportunities for increased responsibility. Students will achieve competencies in the cognitive, psycho-motor, and affective domains from didactic instruction, classroom lab skills, and actual clinical application with patient contacts under the supervision of a trained pre-hospital and hospital preceptor. Students will learn to administer medication, start intravenous lines, interpret EKG rhythm strips, and deliver the appropriate interventions, as well as to administer many other advanced life support procedures.

The EMS-Paramedic Program meets the National Standard Curriculum provided by the 2009 National Emergency Medical Services Educational Standards provided by the National Association of State EMS Officials. Graduates are eligible to take the Illinois EMT-Paramedic license examination and/or the National Registry for Emergency Medical Technicians Paramedic examination.

### Program Notes

This is a selective admissions program—students must be admitted into the program before taking EMS courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- To be admitted to the program, students must place into MAT 072 within the past two years, and place into ENG 101 and college level reading.
- TOEFL iBT requirements for reading, listening, speaking, and writing are as follows: 18-22-22-17.
- Students must pass EMS 110 and/or be licensed as an EMT in the state of Illinois.
- Students must have documentation of patient care experience in the role of an EMT by submission of one of the following:

- Students must complete the overall program with an 80% to qualify to take the National or State licensure exam.

In order to successfully complete and graduate from the Parkland College Paramedic Program, the student must fulfill the following:

- All classroom and clinical requirements.
- Achieve an 80% average on all quizzes, homework, and exams.
- Have satisfactory attendance (no more than 10 percent of the total scheduled hours missed for any reason).
- Satisfactory evaluation on clinical experiences.
- Satisfactory rating on all practical examinations.
- Satisfactory completion of field internship.
- Maintain compliance with all the policies outlined for the Paramedic course.

**Suggested Full-time Sequence**

| *FALL* | *SPRING* | *SUMMER* |
|---|---|---|
| *1st Semester* | *2nd Semester* | |
| EMS 110 | EMS 111 | EMS 113 |
| BIO 111 | EMS 138 | |
| *or* CHE 106 | COM 103 | |
| ENG 101 | *or* COM 120 | |
| PSY 101 | *or* COM 205 | |
| | PSY 209 | |

| *FALL* | *SPRING* |
|---|---|
| *3rd Semester* | *4th Semester* |
| EMS 114 | EMS 115 |
| Elective | EMS 238 |
| | Elective |

**Required Program Courses (37 hours)**          **Cr. Hrs.**

| | | |
|---|---|---|
| EMS 110 | Emergency Medical Technician | 5 |
| EMS 111 | Foundations of Paramedicine | 4 |
| EMS 113 | Paramedic I | 8 |
| EMS 114 | Paramedic II | 8.5 |
| EMS 115 | Paramedic III | 6 |
| EMS 138 | EMT Work Practicum | 3 |
| EMS 238 | Paramedic Field Internship | 2.5 |

**Required General Education Core Courses (17 hours)**

| | | |
|---|---|---|
| BIO 111 | Basic Anatomy and Physiology | |
| *or* CHE 106 | Chemistry for the Health Professions | 4 |
| COM 103 *or* COM 120 *or* COM 205 | | 3 |
| ENG 101 | Composition I | 3 |
| PSY 101 | Introduction to Psychology | 4 |
| PSY 209 | Human Growth and Development | 3 |

**General Electives (6 hours)**

| | |
|---|---|
| General Electives | 6 |
| *Total Semester Credit Hours* | *60* |

# EMERGENCY MEDICAL SERVICES: PARAMEDIC

*Health Career Admissions*
*Program Code: G.EMT.CER*

## Certificate

*Minimum graduation requirement — 29 semester hours*

The EMS-Paramedic Certificate Program prepares students to practice as an advanced EMS provider with opportunities for increased responsibility. The students will achieve competencies in the cognitive, psycho-motor, and affective domains from didactic instruction, classroom lab skills, and actual clinical application with patient contacts under the supervision of a trained pre-hospital and hospital preceptor. Students will learn to administer medication, start intravenous lines, interpret EKG rhythm strips, and deliver the appropriate interventions, as well as to administer many other advanced life support procedures.

The EMS-Paramedic Program meets the National Standard Curriculum provided by the 2009 National Emergency Medical Services Education Standards provided by the National Association of State EMS Officials. Graduates are eligible to take the Illinois EMT-Paramedic license examination and/or the National registry for Emergency Medical technicians Paramedic examination.

## Program Notes

This is a selective admissions program—students must be admitted into the program before taking EMS courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- To be admitted to the program, students must place into MAT 060 within the past two years, and place into ENG 099 and college level reading.

- TOEFL iBT requirements for reading, listening, speaking, and writing are as follows: 18-22-22-17.

- Students must pass EMS 110 and/or be licensed as an EMT in the state of Illinois.

- Students must have documentation of patient care experience in the role of EMT by submission of one of the following:

  - A letter from an EMS pre-hospital agency or the U.S. military of 300 hours of patient care contacts.

  - A letter from an EMS pre-hospital agency or the U.S. military of six months of full-time employment in the role of EMT.

  - A letter from an Emergency Department documenting employment as a patient care technician with 300 hours of patient care contact and /or full-time employment for 6 months.

  - Completion of EMS 138.

## Suggested Part-time Sequence

| *SPRING* | *SUMMER* | *FALL* | *SPRING* |
|---|---|---|---|
| *1st Semester* | | *2nd Semester* | *3rd Semester* |
| EMS 111 | EMS 113 | EMS 114 | EMS 115 |
| | | | EMS 238 |

## Required Program Courses (29 hours)

| | | |
|---|---|---|
| EMS 111 | Foundations of Paramedicine. . . . . . . . . . . . . . . | 4 |
| EMS 113 | Paramedic I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 8 |
| EMS 114 | Paramedic II. . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 8.5 |
| EMS 115 | Paramedic III . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 6 |
| EMS 238 | Paramedic Field Internship . . . . . . . . . . . . . . . . | 2.5 |

*Total Semester Credit Hours*         *29*

# *LIFE SAVING SKILLS CERTIFICATES*

## ADVANCED CARDIAC LIFE SUPPORT (ACLS)
*Program Code: G.ACL.CER*

### Certificate
*Minimum graduation requirement — 1 semester hour*

The Advanced Cardiac Life Support certificate provides advanced training for the student who plans to work in the critical care area of cardiac life support and has completed the first year of a Health Professions program, has satisfied, or will have satisfied all other educational requirements for licensure prior to applying for this certificate.

### Program Note
Meet with the course faculty to determine specific eligibility.

| Required Program Course (1 hour) | Cr. Hrs. |
|---|---|
| LSS 211 Advanced Cardiac Life Support (ACLS) | 1 |
| *Total Semester Credit Hours* | *1* |

## APPLIED ELECTROCARDIOGRAPHY
*Program Code: G.AKG.CER*

### Certificate
*Minimum graduation requirement — 1 semester hour*

The Applied Electrocardiography certificate provides training for the student who plans to work in an office that provides care to patients with cardiac diagnoses. Students must be enrolled in or have completed Medical Assisting certificate program, or have the permission of the faculty.

### Program Note
Meet with the course faculty to determine specific eligibility.

| Required Program Course (1 hour) | Cr. Hrs. |
|---|---|
| HCS 173 Applied Electrocardiography | 1 |
| *Total Semester Credit Hours* | *1* |

## DYSRHYTHMIA (EKG) CERTIFICATION
*Program Code: G.EKG.CER*

### Certificate
*Minimum graduation requirement — 3 semester hours*

The Dysrhythmia (EKG) Certification Certificate provides advanced cardiac strip interpretation training for the student who plans to work in a cardiac or critical care area and will be responsible for cardiac strip interpretation and documentation. The student must have completed the first year of a Health Professions program, and has satisfied, or will have satisfied all other educational requirements for licensure prior to applying for this certificate.

### Program Note
Meet with the course faculty to determine specific eligibility.

| Required Program Course (1 credit) | Cr. Hrs. |
|---|---|
| LSS 210 Dysrhythmia (EKG) Certification | 3 |
| *Total Semester Credit Hours* | *3* |

# MASSAGE THERAPY

*Health Career Admissions*
*Program Code: G.MSG.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 60 semester hours*

The Massage Therapy Degree Program trains students in basic therapeutic massage techniques to educate them about the human body and the physiological effects of massage on the body, to prepare them for their role in the health care community, and to promote professionalism, caring, high ethical conduct, and continuing education. This program is designed for part-time or full-time students to attend during the day or evenings and weekends.

### Program Notes

- This is a selective admissions program—students must be admitted into the program before taking MSG courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- Placement into ENG 101 and college level reading is required for admission to the program. Students should see an academic advisor for guidance through the application process.
- TOEFL requirements in reading, listening, speaking, and writing are as follows: 15-15-18-15.
- BIO 111 online or hybrid courses are not accepted.
- A scoring rubric will be applied for all applicants, and the most qualified students will be admitted. Selection criteria include grade point average, certificate/degree completion, biology completion, and biology grade.

Graduation requirements are as follows:

- The ability to give an effective full body Swedish Massage in 60 minutes.
- Completion of 30 hours of massage clinicals.
- Meet all ethical and behavioral requirements of the Professional/ AMTA Code of Ethics and the program.

### Suggested Sequence

| SUMMER | FALL | SPRING |
|---|---|---|
| | *1st semester* | *2nd Semester* |
| BIO 111 | MSG 111 | MSG 113 |
| | MSG 112 | MSG 114 |
| | MSG 119 | MSG 131 |
| | ENG 101 | PSY 101 |

| EARLY SUMMER | SUMMER | FALL | SPRING |
|---|---|---|---|
| | | *3rd semester* | *4th semester* |
| MSG 115 | MSG 117 | HCS 150 | KIN 181 *or* 186 |
| | MSG 132 | COM 120 | Electives |
| | | PSY 209 | |
| | | Electives | |

## Required Program Courses (33 hours) — Cr. Hrs.

| | | |
|---|---|---|
| MSG 111 | Introduction to Massage Therapy | 1.5 |
| MSG 112 | Massage Therapy I | 4 |
| MSG 113 | Pathology for Massage Therapists | 3 |
| MSG 114 | Massage Therapy II | 6.5 |
| MSG 115 | Business Practices and Ethics | 3 |
| MSG 117 | Massage Therapy III | 4 |
| MSG 119 | Musculoskeletal Anatomy for Massage Therapy | 3 |
| MSG 131 | Clinical Practicum I | 2 |
| MSG 132 | Clinical Practicum II | 1 |
| HCS 150 | Complementary Alternative Therapies | 3 |
| KIN 181 | Health Education | 2 |
| *or* KIN 186 | Introduction to Human Movement | 2 |

## Required General Education Core Courses (17 hours)

| | | |
|---|---|---|
| BIO 111 | Basic Anatomy and Physiology | 4 |
| COM 120 | Interpersonal Communication | 3 |
| ENG 101 | Composition I | 3 |
| PSY 101 | Introduction to Psychology | 4 |
| PSY 209 | Human Growth and Development | 3 |

## General Electives (10 hours)

*Choose from:*

| | | |
|---|---|---|
| BIO 104 | Environmental Biology | 4 |
| BIO 120 | Fundamentals of Nutrition | 3 |
| BUS 117 | Introduction to Entrepreneurship | 3 |
| BUS 204 | The Legal Environment of Business | 3 |
| COM 121 | Introduction to Advertising | 3 |
| COM 122 | Introduction to Public Relations | 3 |
| HCS 154 | Medical Terminology | 3 |
| KIN 181 | Health Education | 2 |
| KIN 186 | Introduction to Human Movement | 2 |
| MGT 101 | Principles of Management | 3 |
| MGT 112 | Human Resource Management | 3 |
| MGT 113 | Human Relations in the Workplace | 3 |
| MSG 110 | Careers in Massage Therapy | 1 |
| PSY 107 | Human Sexuality | 3 |
| PSY 207 | Introduction to Child Psychology | 3 |
| PSY 225 | Death and Dying | 3 |
| SOC 101 | Introduction to Sociology | 3 |

*Total Semester Credit Hours* — 60

# MASSAGE THERAPY

*Health Career Admissions*
*Program Code: G.MSG.CER*

## Certificate

*Minimum graduation requirement — 39 semester hours*

The Massage Therapy Certificate Program trains students in basic therapeutic massage techniques, to educate them about the human body and the physiological effects of massage on the body, to prepare them for their role in the health care community, and to promote professionalism, caring, high ethical conduct, and continuing education. This program is designed for part-time students to attend during the day or evenings and weekends.

## Program Notes

- This is a selective admissions program — students must be admitted into the program before taking MSG courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- Placement into ENG 101 and college level reading is required for admission to the program. Students should see an academic advisor for guidance through the application process.

- TOEFL iBT requirements in reading, listening, speaking, and writing are as follows: 15-15-18-15.

- A scoring rubric will be applied for all applicants, and the most qualified students will be admitted. Selection criteria include grade point average, certificate/degree completion, biology completion, and biology grade.

- BIO 111 online or hybrid courses are not accepted.

- Completion of MSG 110, Careers in Massage Therapy, is strongly recommended prior to admission.

Graduation requirements are as follows:

- The ability to give an effective full body Swedish Massage in 60 minutes.

- Completion of 30 hours of massage clinicals.

- Meet all ethical and behavioral requirements of the Professional/ AMTA Code of Ethics and the program.

## Suggested Sequence

| SUMMER | FALL | SPRING |
|--------|------|--------|
|  | *1st Semester* | *2nd Semester* |
| BIO 111 | MSG 111 | MSG 113 |
|  | MSG 112 | MSG 114 |
|  | MSG 119 | MSG 131 |
|  | ENG 101 | PSY 101 |

| EARLY SUMMER | SUMMER |
|--------------|--------|
| MSG 115 | MSG 117 |
|  | MSG 132 |

## Required Program Courses (28 hours)          Cr. Hrs.

| | | |
|---|---|---|
| MSG 111 | Introduction to Massage Therapy | 1.5 |
| MSG 112 | Massage Therapy I | 4 |
| MSG 113 | Pathology for Massage Therapists | 3 |
| MSG 114 | Massage Therapy II | 6.5 |
| MSG 115 | Business Practices and Ethics | 3 |
| MSG 117 | Massage Therapy III | 4 |
| MSG 119 | Musculoskeletal Anatomy for Massage Therapy | 3 |
| MSG 131 | Clinical Practicum I | 2 |
| MSG 132 | Clinical Practicum II | 1 |

## Required General Education Core Courses (11 hours)

| | | |
|---|---|---|
| BIO 111 | Basic Anatomy and Physiology | 4 |
| ENG 101 | Composition I | 3 |
| PSY 101 | Introduction to Psychology | 4 |

*Total Semester Credit Hours*                    *39*

# MEDICAL ASSISTING

*Health Career Admissions*
*Program Code: G.MAS.CER*

## Certificate

*Minimum graduation requirement — 25 semester hours*

The Medical Assisting program prepares students to act as a liaison between the physician and the patient. Medical assistants are skilled healthcare workers who demonstrate their knowledge in both clinical and administrative areas. In the administrative area, typical tasks include medical records management, and patient scheduling. Clinical tasks include taking vital signs, EKGs, venipuncture, administering medications and immunizations, sterile instrumentation, and point of care testing. Medical assistants primarily work in outpatient settings but may work in hospitals, medical billing companies, or any place office skills and medical knowledge merge. The Medical Assisting Program is approved by the American Registry of Medical Assistants, www.arma-cert.org and the National Healthcareer Association, www.nhanow.com. Upon completion, students will be eligible to sit for the National Healthcareer Association (NHA) certification exam.

## Program Notes

- This is a selective admissions program. Students are admitted in the fall semester only. See the selective admissions information page for information regarding admission, progression, and graduation.

- To be admitted to the program, students must place into MAT 072 within the past two years, and must place into ENG 101 and CCS 099.

- TOEFL iBT requirements for reading, listening, speaking, and writing are as follows: 18-18-22-20.

- A scoring rubric for admission into the program will be used that awards points for completion with a C or higher of each of the following courses: HCS 151, HCS 154, HCS 155, HCS 173, HCS 174, COM 103 or 120. Students should contact the program director for more information.

- Students must complete the program in four sequential semesters. A student who has been out of the program more than two years after completing MAS 135/137 will need to meet with the program director, reapply for selective admissions, and repeat all MAS courses if admitted.

- To remain in the program and graduate, students must complete all required program courses with a C or higher in each course and maintain a 2.5 PGPA and follow all program ethical criteria as outlined in the student handbook, as well as all standards of conduct established by Parkland College and the clinical practice agency.

## Suggested Full-time Sequence

| 1st Semester | 2nd Semester | 3rd Semester |
|---|---|---|
| MAS 116 | MAS 156 | MAS 170 |
| MAS 135 | MAS 158 | HCS elec |
| HCS 154 | HCS 151 | |
| HCS 174 | HCS 155 | |
| COM 103 *or* COM 120 | HCS 173 | |

## Suggested Part-time Sequence

*Before admission into the program*

| 1st Semester | 2nd Semester |
|---|---|
| HCS 154 | HCS 151 |
| HCS 174 | HCS 155 |
| COM 103 *or* COM 120 | HCS 173 |

*After admission into the program*

| 1st Semester | 2nd Semester | 3rd Semester |
|---|---|---|
| MAS 116 | MAS 156 | MAS 170 |
| MAS 135 | MAS 158 | HCS Elective |

## Required Program Courses (21 hours)         Cr. Hrs.

| | | |
|---|---|---|
| HCS 151 | Health Care Records Management | 2 |
| HCS 154 | Medical Terminology | 3 |
| HCS 155 | Pharmacology for Allied Health | 2 |
| HCS 173 | Applied Electrocardiography | 1 |
| HCS 174 | Legal Issues in Health Care | 1 |
| MAS 116 | Point of Care Testing | 1 |
| MAS 135 | Introduction to Medical Assisting | 4 |
| MAS 156 | Aseptic Technique | 2 |
| MAS 158 | Administration of Medication | 2 |
| MAS 170 | Medical Assisting Practicum | 3 |

## Required General Education Core Courses (3 hours)

| | | |
|---|---|---|
| COM 103 | Introduction to Public Speaking | |
| *or* COM 120 | Interpersonal Communication | 3 |

## Electives (1–4 hours)

| | | |
|---|---|---|
| HCS 136 | Basic Topics in Healthcare | 1–4 |
| HCS 150 | Complementary Alternative Therapies in Health Care I | 3 |
| HCS 153 | Phlebotomy Skills | 1 |
| HCS 172 | Special Project for Medical Assistants | 1 |
| HCS 236 | Advanced Topics in Healthcare | 1–4 |

| | |
|---|---|
| *Total Semester Credit Hours* | *25–28* |

# MEDICAL ASSISTING: ACCELERATED CAREER (CNA TO CMA BRIDGE)

*Health Career Admissions*
*Program Code: G.MAS.CER*

## Certificate

*Minimum graduation requirement — 12 semester hours*

The Medical Assisting Accelerated Career provides an opportunity for qualified Certified Nursing Assistants to enter the Medical Assisting career. The program is an accelerated curriculum that will prepare graduating students to function in the role of a Medical Assistant who will veave act as a liaison between the physician and the patient. Medical assistants are skilled healthcare workers who demonstrate their knowledge in both clinical and administrative areas. In the administrative area, typical tasks include medical records management and patient scheduling. Clinical tasks include taking vital signs, EKGs, venipuncture, administering medications and immunizations, sterile instrumentation, and point of care testing. Medical assistants primarily work in outpatient settings but may work in hospitals, medical billing companies, or any place office skills and medical knowledge merge. The Medical Assisting Program is approved by the American Registry of Medical Assistants, www.arma-cert.org and the National Healthcareer Association, www.nhanow.com. Upon completion, students will be eligible to sit for the National Healthcareer Association (NHA) certification exam.

## Program Notes

- Applicants must be currently employed as a certified nurse assistant and in good standing with the Illinois Department of Public Health (IDPH).

- To be admitted to the program, students must place into MAT 072 within the past two years, and must place into ENG 101 and CCS 099.

- Applicants must be recommended by the employer and show evidence of having worked at least 300 hours as a CNA with a letter of verification from an employer.

- Students must pass a written competency in Medical Terminology (HCS 154) at 80% or take the course before attending externship-clinical.

- Students will obtain externship assignment through their employer. Employer must be able to provide all applicable administrative and clinical medical assistant skills and competencies within the scope and practice of a CMA.

- Students must complete the program in two sequential semesters. A student who has been out of the program more than 2 years after completing MAS 135/137 will need to meet with the program director, reapply for selective admissions, and repeat all MAS courses if admitted.

- To remain in the program and graduate, students must complete all required program courses with a C or higher in each course and maintain a 2.5 PGPA and follow all program ethical criteria as outlined in the student handbook, as well as all standards of conduct established by Parkland College and the clinical practice agency.

## Suggested Full-time Sequence

| 1st Semester | 2nd Semester |
|---|---|
| MAS 116 | HCS 173 |
| MAS 137 | MAS 156 |
| HCS 151 | MAS 158 |
| HCS 155 | |
| HCS 174 | |

## Required Program Courses (12 hours)        Cr. Hrs.

| | | |
|---|---|---|
| HCS 151 | Health Care Records Management | 2 |
| HCS 155 | Pharmacology for Allied Health | 2 |
| HCS 173 | Applied Electrocardiography | 1 |
| HCS 174 | Legal Issues in Health Care | 1 |
| MAS 116 | Point of Care Testing | 1 |
| MAS 137 | Medical Assisting Accelerated | 1 |
| MAS 156 | Aseptic Technique | 2 |
| MAS 158 | Administration of Medication | 2 |

*Total Semester Credit Hours*                     *12*

# MEDICAL ASSISTING: CAREER ADVANCEMENT

*Health Career Admissions*
*Program Code: G.CMA.CER*

## Certificate

*Minimum graduation requirement — 4 semester hours*

The Medical Assisting career advancement certificate program prepares students who are currently working in the medical assisting field. The courses are selected to meet specific employer needs in preparing experienced medical office assistants for national certification. A completion of 4–6 HCS credits are required to achieve the certificate. The Medical Assisting program is approved by the American Registry of Medical Assistants, www.arma-cert.org and the National Healthcareer Association, www.nhanow.com. Upon completion, students will be eligible to sit for the National Healthcareer Association (NHA) certification exam.

### Program Notes

- Students must be currently employed as medical office assistants.
- Students must be recommended by their employer.
- Students must maintain the following for progression and graduation: a 2.5 PGPA and a grade of C or higher in all program courses.

### Suggested Part-time Sequence

The sequence of courses will be determined based on request from the employer and semester section offerings.

### Required Program Courses (choose at least 4 hours)

| Course | Title | Cr. Hrs. |
|---|---|---|
| HCS 136 | Basic Topics in Health Care | 1–4 |
| HCS 150 | Complementary Alternative Therapies in Health Care I | 3 |
| HCS 153 | Phlebotomy Skills | 1 |
| HCS 154 | Medical Terminology | 3 |
| HCS 155 | Pharmacology for Allied Health | 2 |
| MAS 156 | Aseptic Technique | 2 |
| MAS 158 | Administration of Medication | 2 |
| MAS 170 | Medical Assisting Practicum | 3 |
| HCS 173 | Applied Electrocardiography | 1 |
| HCS 174 | Legal Issues in Health Care | 1 |
| HCS 236 | Advanced Topics in Health Care | 1–4 |

*Total Semester Credit Hours* — 4–6

# MEDICAL LABORATORY TECHNOLOGY

*Program Code: G.MLT.CER*
*Minimum graduation requirement — 75 semester hours*

The Medical Laboratory Technology Program is a sequence of courses and clinical practicum experiences that prepares students for technician positions in medical laboratories and related businesses and industries. Learning opportunities develop academic, technical, and professional knowledge and skills required for job acquisition, retention, and advancement. Working in cooperation with Kankakee Community College, students may complete the general education course work at Parkland College. Graduates of this program are eligible to take the national registry examination given by the American Society of Clinical Pathologists (ASCP) and other certifying agencies.

Medical Laboratory Technology graduates are prepared to enter medical technology/medical laboratory science bachelor's degree programs at selected state universities with junior status.

The program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Road, Suite 720, Rosemont, IL 60018, 773/714-8880.

Students must apply to and be accepted into the Medical Laboratory Technology program at Kankakee Community College. The MEDT courses from Kankakee will be offered in an online hybrid format with the exception of lab work. Students meet every two weeks.

For more information, call Parkland College, 217/353-2760, or Kankakee Community College, 815/802-8500, or email advising@kcc.edu.

### Program Notes

- Students must maintain a C or higher in all courses.
- Students must have a physical exam, criminal background check without any disqualifying convictions, and a negative drug screen to enter this program.
- Please contact Glenda Forneris at 815/802-8835 or gforneris@kcc.edu.

## MEDICAL LABORATORY TECHNOLOGY

*continued*

**Parkland College Course Work (36 hours)**

| | | |
|---|---|---|
| BIO 123 | Microbiology | 4 |
| BIO 141 | Principles of Biology I | 5 |
| CHE 101 | General Chemistry I | 5 |
| CHE 102 | General Chemistry II | 5 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| MAT 124 | College Algebra | 4 |
| PSY 101 | Introduction to Psychology | 4 |
| Humanities elective | | 3 |

*\*May substitute BIO 121 and BIO 122 for MEDT 1415*

**Kankakee Community College Course Work (39 hours)**

| | | |
|---|---|---|
| MEDT 1114 | Urinalysis and Body Fluids | 4 |
| MEDT 1124 | Hematology and Coagulation | 4 |
| MEDT 1415* | Physiologic Systems | 5 |
| MEDT 2044 | Clinical Microbiology | 4 |
| MEDT 2124 | Serology and Blood Banking | 4 |
| MEDT 2214 | Clinical Chemistry | 4 |
| MEDT 2316 | Clinical Practicum I | 6 |
| MEDT 2326 | Clinical Practicum II | 6 |
| MEDT 2462 | Med Lab Tech Seminar | 2 |

*Total Semester Credit Hours* **75**

## NURSE ASSISTANT

*Program Code: GNAS CER*

The Basic Nursing Assistant Training Program prepares students to care for patients under the direct supervision of a licensed nurse in a long-term care facility, a hospital, assisted living facility, or in the home. The program is approved by the Illinois Department of Public Health, www.idph.state.il.us/nar/home.htm. After successful completion of the program, students are eligible to sit for the Illinois Nurse Assistant Certification exam.

**Program Notes**

To register for NAS 111, students must:

- Place into MAT 072 within the past two years, and must place into ENG 099 and CCS 099.
- Meet TOEFL iBT requirements in reading, listening, speaking, and writing as follows: 20-20-26-20.
- Present to the Health Professions office either a current American Heart Association Healthcare Provider CPR card or an American Red Cross Professional Rescuer CPR Card.
- Complete a Livescan fingerprint background check. Please refer to the application checklist on our website at www.parkland.edu/academics/departments/health/nurseasst.aspx for more information. For a list of disqualifying convictions and waiver information refer to www.idph.state.il.us/nar/home.htm

Before attending clinical and to remain in the program students must:

- Meet attendance requirements
- Meet all ethical and professional standards of the program, Parkland College, and the clinical agency
- Earn a 75% C or higher in lecture
- Pass the final exam
- Successfully complete all required lab skills
- Submit the proper documentation, which includes a current physical exam, current 2-step TB skin test or equivalent, and proof of immunizations. More detailed information is available on the Nurse Assistant website www.parkland.edu/academics/departments/health/nurseasst.aspx.
- Have a valid social security number to attend clinical and sit for the state exam.

| Certificate | | Cr. Hrs. |
|---|---|---|
| NAS 111 | Basic Nursing Assistant Training Program | 6 |

*Total Semester Credit Hours* **6**

# NURSING

*Health Career Admissions*
*Program Code: G.NUR.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 68 semester hours*

The Associate Degree Nursing Program prepares the student to practice nursing at a beginning level, such as a staff nurse position in health care facilities including hospitals, extended care facilities, clinics, and other community agencies. The program integrates practice and theory and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, 404/975-5000.

Graduates are eligible to take the R.N. license examination (NCLEX-RN). Students considering application to the Nursing program need to be aware of background check and potential legal limitations.

### Program Notes

- This is a selective admissions program—students must be admitted into the program before taking NUR courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- To be admitted to the program, students must place into MAT 108 within the past two years, and must place into ENG 101 and college level reading.

- A selective admissions score of 2.75 or above must be attained in order to be considered for admission.

- TOEFL iBT requirements in reading, listening, speaking, and writing are as follows: 20-22-26-20.

- Applicants to the program must take the Test of Essential Academic Skills (TEAS) in order to be considered for admission.

- Once admitted, students must complete the program and graduate within six semesters maximum.

- No more than 11 credit hours of NUR courses with a clinical component may be taken in any one semester (5 hours in summer).

- To remain in the program and graduate, students are required to keep a 2.5 minimum program GPA, attain a C or higher in all nursing program courses, successfully pass all clinical and lab requirements as specified in course syllabus and core competencies, complete the required standardized testing requirements as stated in each course syllabus, maintain Parkland College Code of Conduct, and the ANA Code of Ethics, and demonstrate Level 4 behavior and competencies as defined in the Core Clinical Competencies document in the program handbook.

### CNA—Certified Nurse Aide Requirement

Students are required to complete the nurse assistant program, be certified, and be in good standing before they will be considered for admission to the ADN nursing program. Applicants must demonstrate placement on the Nurse Aide Registry within the past two years, or show evidence of working at least part-time during the past two years as a paid nurse aide at a state-approved agency.

Students may be enrolled in a nurse aide training program at the time of application to the nursing program and be "conditionally" accepted. They must pass their state exam on the first attempt at the first scheduled availability and be on the Illinois Health Care Worker Registry to remain in the program.

### Suggested Full-time Sequence

| 1st Semester | 2nd Semester | 3rd Semester | 4th Semester |
|---|---|---|---|
| NUR 119 | NUR 151 | NUR 236 | NUR 257 |
| NUR 113 | NUR 118 | NUR 238 | NUR 258 |
| NUR 117 | †BIO 122 | NUR 255 | NUR 215 |
| NUR 114 | †PSY 101 | †BIO 123 | †ENG 102 |
| †BIO 121 | | †PSY 209 | †SOC 101 |
| †ENG 101 | | | †Hum/FA elec |

### Suggested Part-time Sequence

Students wishing to pursue course work on a part-time basis should complete the courses marked with † before admission to the nursing program. See Program Notes for further explanation of requirements once admitted. Gen Ed and other non-NUR required courses can be taken prior to the semester recommended, but courses cannot be postponed past the semester scheduled in the full-time sequence.

Once the student is admitted to the nursing program, all courses in the first semester must be completed in order to progress to the second semester. The same is required for each subsequent semester.

### Required Program Courses (37 hours)          Cr. Hrs.

| | | |
|---|---|---|
| NUR 113 | Nursing Health Assessment | 3 |
| NUR 114 | Fundamentals of Nursing | 4 |
| NUR 117 | Introduction to Medication Principles for Nurses | 1 |
| NUR 118 | Medical-Surgical Nursing I | 5 |
| NUR 119 | Nursing as a Profession | 1 |
| NUR 151 | Mental Health Nursing | 4 |
| NUR 236 | Maternal Newborn Nursing | 3 |
| NUR 238 | Pediatric Nursing | 3 |
| NUR 215 | Leadership in Nursing | 1 |
| NUR 255 | Medical-Surgical Nursing II | 4 |
| NUR 257 | Community Health Nursing | 3 |
| NUR 258 | Medical-Surgical Nursing III | 5 |

### Other Required Courses (12 hours)

| | | |
|---|---|---|
| BIO 121 | Anatomy and Physiology I | 4 |
| BIO 122 | Anatomy and Physiology II | 4 |
| BIO 123 | Microbiology | 4 |

### Required General Education Core Courses (19 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| PSY 101 | Introduction to Psychology | 4 |
| PSY 209 | Human Growth and Development | 3 |
| SOC 101 | Introduction to Sociology | 3 |
| Humanities/Fine Arts elective | | 3 |

*Total Semester Credit Hours*                    *68*

# NURSING: LPN ADVANCED PLACEMENT (LPN TO ADN BRIDGE)

*Health Career Admissions*
*Program Code: G.NUR.AAS.BRDG*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 40 semester hours*

The Associate Degree Nursing Program prepares the student to practice nursing at a beginning level, such as a staff nurse position in health care facilities including hospitals, extended care facilities, clinics, and other community agencies.The program integrates practice and theory and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, 404/975-5000.

Graduates are eligible to take the RN license examination (NCLEX-RN). Students considering application to the Nursing program need to be aware of background check and potential legal limitations.

### Program Notes

- The LPN to ADN Bridge Program operates when there are enough qualified candidates to offer the class. Otherwise students will need to complete the classes in the RN sequence. Applicants must be graduates of a state-approved Licensed Practical Nursing program *or* in their last semester of the program with a license or be eligible for a license in the State of Illinois.
- This is a selective admissions program — students must follow all the rules for admission to the ADN program, and be admitted to the ADN program before taking any NUR classes. See the selective admissions page for more information regarding admission, progression, and graduation.
- To be admitted to the program students must place into MAT 108 and have completed ENG 101, PSY 101, and BIO 121 with a minimum of a C (BIO courses must be completed within 5 years).
- A selective admissions score of 2.75 or above must be attained in order to be considered for admission.
- TOEFL iBT requirements in reading, listening, speaking, and writing are as follows: 20-22-26-20.
- Applicants to the program must take the Test of Essential Academic Skills (TEAS) in order to be considered for admission.
- Once admitted, students must complete the program and graduate within a maximum of 4 semesters. At least one nursing course with a clinical component or lab must be taken each semester to remain in the program.
- To remain in the program and graduate, students are required to keep a C or higher in all courses required by the program, 2.5 minimum program GPA, and C or higher in all nursing program courses, successfully pass all clinical and lab requirements as specified in course syllabus and core competencies, and complete the required standardized testing requirements as stated in each course syllabus, maintain Parkland College Code of Conduct, the ANA Code of Ethics, and demonstrate Level 4 behavior and competencies as defined in the Core Clinical Competencies document in the program handbook.

## Suggested Full-time Sequence

### The following must be completed before admission:

BIO 121
ENG 101
PSY 101

### Once admitted to the program:

| 1st Semester | 2nd Semester | 3rd Semester |
|---|---|---|
| NUR 151 | NUR 255 | NUR 215 |
| NUR 210 | BIO 123 | NUR 257 |
| BIO 122 | SOC 101 | NUR 258 |
| | PSY 209 | ENG 102 |
| | | Hum/FA elec |

## Suggested Part-time Sequence

### The following must be completed before admission:

| | | |
|---|---|---|
| BIO 121 | BIO 122 | BIO 123 |
| ENG 101 | ENG 102 | SOC 101 |
| PSY 101 | PSY 209 | Hum/FA elec |

### Once admitted to the program:

| 1st Semester | 2nd Semester | 3rd Semester |
|---|---|---|
| NUR 151 | NUR 255 | NUR 257 |
| NUR 210 | | NUR 258 |
| | | NUR 215 |

## Required Program Courses (20 hours)

| | | |
|---|---|---|
| NUR 151 | Mental Health | 4 |
| NUR 210 | LPN Bridge | 3 |
| NUR 215 | Leadership in Nursing | 1 |
| NUR 255 | Surgical Nursing II | 4 |
| NUR 257 | Community Health Nursing | 3 |
| NUR 258 | Medical-Surgical Nursing III | 5 |

## Other Required Courses (8 hours)

| | | |
|---|---|---|
| BIO 122 | Anatomy and Physiology II | 4 |
| BIO 123 | Microbiology | 4 |

## Required General Education Core Courses (12 hours)

| | | |
|---|---|---|
| ENG 102 | Composition II | 3 |
| PSY 209 | Human Growth and Development | 3 |
| SOC 101 | Introduction to Sociology | 3 |
| Humanities/Fine Arts elective | | 3 |

*Total Semester Credit Hours*      *40*

# NURSING: PARAMEDIC ADVANCED PLACEMENT (PARAMEDIC TO ADN BRIDGE)

*Health Career Admissions*
*Program Code: G.NUR.AAS.BRDG*

## Associate in Applied Science (A .A .S .)
*Minimum graduation requirement — 48 semester hours*

The Associate Degree Nursing Program prepares the student to practice nursing at a beginning level, such as a staff nurse position in health care facilities including hospitals, extended care facilities, clinics, and other community agencies. The program integrates practice and theory and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, 404/975-5000.

Graduates are eligible to take the RN license examination (NCLEX-RN). Students considering application to the Nursing Program need to be aware of background check and poten- tial legal limitations.

### Program Notes

- The Paramedic to ADN Bridge Program operates when there are enough qualified candidates to offer the classes. Otherwise students will need to complete the classes in the RN sequence. Applicants must be graduates of a state-approved EMS-Paramedic Program with a license or eligible for a license in the State of Illinois.

- This is a selective admissions program — students must follow all the rules for admission to the ADN program, and be admitted to the ADN program before taking any NUR classes. See the selective admissions page for more information regarding admission, progression, and graduation.

- To be admitted to the program students must place into MAT 108 and have completed ENG 101, PSY 101, and BIO 121 with a minimum of a C (BIO 121 must have been completed within 5 years). A selective admissions score of 2.75 or above must be attained in order to be considered for admission.

- TOEFL iBT requirements in reading, listening, speaking, and writing are as follows: 20-22-26-20.

- Applicants to the program must take the Test of Essential Academic Skills (TEAS) in order to be considered for admission.

- Once admitted, students must complete the program and graduate within a maximum of 4 semesters. At least one nursing course with a clinical component or lab must be taken each semester to remain in the program.

- To remain in the program and graduate, students are required to keep a C or higher in all courses required by the program, 2.5 minimum program GPA, and C or higher in all nursing program courses, successfully pass all clinical and lab requirements as specified in course syllabus and core competencies, and complete the required standardized testing requirements as stated in each course syllabus, maintain Parkland College Code of Conduct, the ANA Code of Ethics, and demonstrate Level 4 behavior and competencies as defined in the Core Clinical Competencies document in the program handbook.

## Suggested Full-time Sequence

### The following must be completed before admission:
BIO 121
PSY 101
ENG 101

### Once admitted to the program:

| 1st Semester | 2nd Semester | 3rd Semester |
|---|---|---|
| NUR 110 | NUR 151 | NUR 215 |
| BIO 122 | NUR 236 | NUR 218 |
| PSY 209 | NUR 238 | NUR 257 |
| SOC 101 | BIO 123 | ENG 102 |
| | Hum/FA elec | |

## Suggested Part-time Sequence

### The following must be completed before admission:

| | | |
|---|---|---|
| BIO 121 | BIO 122 | ENG 101 |
| PSY 101 | BIO 123 | ENG 102 |
| PSY 209 | SOC 101 | Hum/FA elec |

### Once admitted to the program:

| 1st Semester | 2nd Semester | 3rd Semester |
|---|---|---|
| NUR 110 | NUR 151 | NUR 215 |
| | NUR 236 | NUR 218 |
| | NUR 238 | NUR 257 |

## Required Program Courses (28 hours)
| | | |
|---|---|---|
| NUR 110 | Paramedic to RN Bridge I | 7 |
| NUR 151 | Mental Health | 4 |
| NUR 236 | Maternal-Newborn Nursing | 3 |
| NUR 238 | Pediatric Nursing | 3 |
| NUR 215 | Leadership in Nursing | 1 |
| NUR 218 | Paramedic to RN Bridge II | 7 |
| NUR 257 | Community Health Nursing | 3 |

## Other Required Courses (8 hours)
| | | |
|---|---|---|
| BIO 122 | Anatomy and Physiology II | 4 |
| BIO 123 | Microbiology | 4 |

## Required General Education Core Courses (12 hours)
| | | |
|---|---|---|
| ENG 102 | Composition II | 3 |
| PSY 209 | Human Growth and Development | 3 |
| SOC 101 | Introduction to Sociology | 3 |
| Humanities/Fine Arts elective | | 3 |

*Total Semester Credit Hours* **48**

# OCCUPATIONAL THERAPY ASSISTANT

*Health Career Admissions*
*Program Code: G.OTA.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 72 semester hours*

The Occupational Therapy Assistant Program prepares the student to practice occupational therapy at the assistant level. OT assistants work with clients who have physical, cognitive, and emotional impairments to improve and support functional performance in daily living activities. Employment opportunities are located in hospitals, clinics, extended care facilities, school systems, day-care centers, and home health care. Upon successful completion of the program, graduates are eligible to take the certification examination given by the National Board for Certification in Occupational Therapy (NBCOT) to become a certified occupational therapy assistant (COTA). A felony conviction may affect a graduate's ability to sit for the NBCOT exam or attain state lucensure. Licensure for COTAs is also required for practice by the state of Illinois. This program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association, Inc., 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449, 301/652-AOTA, www.acoteonline.org.

## Program Notes

- This is a selective admissions program — students must be admitted into the program before taking OTA courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- To be admitted to the program, students must place into MAT 098 (or complete MAT 071, MAT 081, or MAT 072 with a grade C or higher) within the past two years and must place into ENG 101 and college level reading.

- Students must have completed KIN 186, or be currently enrolled, at the time of application.

- A selective admission score of 2.3 or above must be attained to be considered for admission.

- TOEFL iBT requirements in reading, listening, speaking, and writing are as follows: 18-18-20-18.

- The OTA program uses a rubric with the selective admission score that gives additional admission points for completion of BIO 121.

- For progression and graduation, students are required to maintain a 2.0 minimum GPA, a C or higher in all program courses, and a passing clinical grade in all OTA courses, and maintain Parkland College Code of Conduct and the OT Code of Ethics.

- A history of felony conviction may limit clinical placement and license to practice. Contact the Illinois Department of Financial and Professional Regulation at 217/785-0800.

- All Level II fieldwork requirements for OTA 213 or OTA 217 must be completed by the end of the following semester in order to progress and/or graduate from the program. Fieldwork II alternates may be required to take OTA 213 and OTA 217 in a different sequence.

## Suggested Full-time Sequence

| FALL | SPRING | FALL | SPRING |
|------|--------|------|--------|
| 1st Semester | 2nd Semester | 3rd Semester | 4th Semester |
| OTA 111 | OTA 113 | OTA 211 | OTA 215 |
| OTA 112 | OTA 114 | OTA 212 | OTA 216 |
| BIO 121 | OTA 115 | OTA 213 | OTA 217 |
| PSY 101 | BIO 122 | OTA 214 | OTA 218 |
| SOC 101 | ENG 101 | ENG 102 | Focus elec |
| | PSY 209 | | |

## Required Program Courses (45 hours)          Cr. Hrs.

| | | |
|---|---|---|
| OTA 111 | Introduction to Occupational Therapy | 3 |
| OTA 112 | Therapeutic Media (Fieldwork I Experience) | 3 |
| OTA 113 | Health and Occupation I | 3 |
| OTA 114 | Therapeutic Process I | 3 |
| OTA 115 | Fieldwork I/Clinic II | 4 |
| OTA 211 | Health and Occupation II | 3 |
| OTA 212 | Therapeutic Process II | 3 |
| OTA 213 | Fieldwork II/Clinic I | 5 |
| OTA 214 | Occupational Therapy Theory | 3 |
| OTA 215 | Health and Occupation III | 3 |
| OTA 216 | Therapeutic Process III | 3 |
| OTA 217 | Fieldwork II/Clinic II | 6 |
| OTA 218 | Therapeutic Groups | 3 |

## Other Required Courses (8 hours)

| | | |
|---|---|---|
| BIO 121 | Anatomy and Physiology I | 4 |
| BIO 122 | Anatomy and Physiology II | 4 |

## Required General Education Core Courses (16 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| PSY 101 | Introduction to Psychology | 4 |
| PSY 209 | Human Growth and Development | 3 |
| SOC 101 | Introduction to Sociology | 3 |

## Concentration Electives

*Choose one 3-hour course from the following*

| | | |
|---|---|---|
| PSY 201 | Psychology of Personality | 3 |
| PSY 203 | Abnormal Psychology | 3 |
| PSY 207 | Introduction to Child Psychology | 3 |
| PSY 208 | Adolescent Psychology | 3 |
| PSY 223 | Adult Development and Aging | 3 |
| SOC 102 | Social Problems | 3 |
| SOC 202 | Sociology of Deviant Behavior | 3 |
| SOC 203 | Intergroup Relations in Diverse Societies | 3 |

*Total Semester Credit Hours*          *72*

# PRACTICAL NURSING

*Health Career Admissions*
*Program Code: G.NUR.CER*

## Certificate

*Minimum graduation requirement — 49 semester hours*

The Practical Nursing Certificate Program prepares students for employment in patient centers and hospitals. Graduates are eligible to take the licensing examination for Licensed Practical Nurse (NCLEX-PN). This program is approved by the Illinois Department of Financial and Professional Regulation.

### Program Notes

- This is a selective admissions program — students must be admitted into the program before taking LPN courses. Please see the selective admissions page for more information regarding admission, progression, and graduation.
- To be admitted to the program, students must place into MAT 098 within the past two years and must place into ENG 101 and college level.
- TOEFL iBT requirements for reading, listening, speaking, and writing are as follows: 20-20-26-20.
- For admission to the program students must have a minimum 2.5 GPA. Additional points are given for program GPA, number of program courses taken, and biology GPA. The number of times a student has withdrawn from a course may result in fewer points. Students should contact the practical nursing program director for more information.
- To remain in the program and graduate, students are required to keep a C or higher in all program courses, maintain a 2.5 minimum program GPA, successfully pass and complete all clinical rotations in all nursing courses, maintain Parkland College Code of Conduct, and ANA Code of Ethics.

### CNA—Certified Nurse Aide Requirement

Students are required to complete the nurse assistant program, be certified, and be in good standing before they will be considered for admission to the ADN nursing program. Applicants must demonstrate placement on the Nurse Aide Registry within the past two years, or show evidence of working at least part-time during the past two years as a paid nurse aide at a state-approved agency.

Students may be enrolled in a nurse aide training program at the time of application to the nursing program and be "conditionally" accepted. They must pass their state exam on the first attempt at the first scheduled availability and be on the Illinois Health Care Worker Registry to remain in the program.

### Certified Medical Office Assistant (CMOA) Option

Certified medical office assistants may qualify for admission by testing out of specific CNA skills if they are not currently a CNA. Only "certified" medical office assistants will be considered. Please contact the program director for specific information.

## Suggested Full-time Sequence for fall admission

| FALL | SPRING | SUMMER | FALL |
|---|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| †BIO 121 | †BIO 122 | †ENG 101 | LPN 131 |
| LPN 111 | DTP 120 | LPN 130 | LPN 132 |
| LPN 114 | *or* BIO 120 | †PSY 209 | LPN 135 |
| LPN 117 | LPN 118 | | |
| †PSY 101 | | | |

## Suggested Full-time Sequence for spring admission

| SPRING | SUMMER | FALL | SPRING |
|---|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* | *4th Semester* |
| †BIO 121 | †BIO 122 | LPN 118 | LPN 130 |
| LPN 111 | †PSY 209 | †DTP 120 | LPN 131 |
| LPN 114 | | *or* BIO 120 | LPN 132 |
| LPN 117 | | †ENG 101 | LPN 135 |
| †PSY 101 | | | |

## Suggested Part-time Sequence

Students wishing to pursue course work on a part-time basis are encouraged to complete the courses marked with † before admission.

Gen ed and other non-LPN required courses can be taken prior to the semester recommended, but courses cannot be postponed past the semester scheduled in the full-time sequence.

Once the student is admitted to the LPN program, all courses in the first semester must be taken and completed in order to progress to the second semester. The same is required for each subsequent semester.

### Required Program Courses (28 hours)          Cr. Hrs.

| | | |
|---|---|---|
| LPN 111 | Introduction to Nursing as a Profession | 1 |
| LPN 114 | Nursing Fundamentals | 6 |
| LPN 117 | Nursing Pharmacology | 3 |
| LPN 135 | Nursing in Pediatrics and Obstetrics | 6 |
| LPN 118 | Health Alterations I | 5 |
| LPN 130 | Transition to Practice | 1 |
| LPN 131 | Health Alterations II | 5 |
| LPN 132 | NCLEX Preparation | 1 |

### Other Required Courses (11 hours)

| | | |
|---|---|---|
| DTP 120 | Nutrition and Diet Therapy | |
| or BIO 120 | Fundamentals of Nutrition | 3 |
| BIO 121 | Anatomy and Physiology I | 4 |
| BIO 122 | Anatomy and Physiology II | 4 |

### Required General Education Core Courses (10 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| PSY 101 | Introduction to Psychology | 4 |
| PSY 209 | Human Growth and Development | 3 |

*Total Semester Credit Hours*          *49*

# RADIOLOGIC TECHNOLOGY

*Health Career Admissions*
*Program Code: G.XRA.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 68 semester hours*

The Radiologic Technology Program prepares students to take the national examination for the American Registry of Radiologic Technologists (ARRT). The radiographer performs diagnostic procedures using an X-ray machine to take images of the internal parts of the patient's body.

### Program Notes

- This is a selective admissions program — students must be admitted into the program before taking XRA courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- Completion of XRA150, Introduction to Radiology, is strongly recommended prior to program admission. This is an open enrollment course that may be taken prior to program acceptance.

- To be admitted to the program, students must place into MAT 098 within the past two years and must place into ENG 101 and college level reading.

- A selective admission score of 2.75 or above must be attained to be considered for admission.

- TOEFL iBT requirements in reading, listening, speaking, writing are as follows: 18-18-26-17.

- A scoring rubric will be applied for students who have successfully completed BIO 121, BIO 122, and PHY 112 with a B or higher, and will result in a higher score for students who have taken these courses in advance.

- Students are required to keep a current healthcare provider CPR card while enrolled in the program.

- To remain in the program and graduate, students are required to maintain a minimum of 2.0 PGPA (75% or higher) for all XRA didactic and clinical courses and a C or higher in all program courses. Students must successfully pass all clinical and lab requirements as specified in course syllabi and complete the ARRT competency requirements prior to graduation. Students must adhere to all ethical and professional standards and behaviors as outlined in the ARRT Code of Ethics, Parkland College Code of Conduct, and Student Success Manual.

## Suggested Full-time Sequence

| SUMMER | FALL | SPRING |
|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| XRA 110 | XRA 111 | XRA 112 |
|  | XRA 114 | XRA 132 |
|  | XRA 131 | BIO 122 |
|  | BIO 121 | PHY 112 |
|  |  | ENG 101 |

| SUMMER | FALL | SPRING |
|---|---|---|
| *4th Semester* | *5th Semester* | *6th Semester* |
| XRA 231 | XRA 213 | XCT 212 |
| Soc/Beh Sci *or* | XRA 214 | XRA 216 |
| Hum/FA elec | XRA 232 | XRA 217 |
|  | ENG 102 | XRA 233 |
|  | XCT 210 | Soc/Beh Sci *or* |
|  |  | Hum/FA elec |

## Required Program Courses (42 hours)     Cr. Hrs.

| | | |
|---|---|---|
| XRA 111 | Radiologic Technology I | 3 |
| XRA 112 | Radiologic Technology II | 3 |
| XRA 114 | Patient Care | 3 |
| XRA 131 | Clinical I | 3 |
| XRA 132 | Clinical II | 4 |
| XCT 210 | Computed Tomography Imaging | 3 |
| XCT 212 | Sectional Pathology | 3 |
| XRA 213 | Radiographer's Physics | 3 |
| XRA 214 | Advanced Radiologic Technology I | 3 |
| XRA 216 | Advanced Radiologic Technology III | 3 |
| XRA 217 | Advanced Clinical Skills | 1 |
| XRA 231 | Clinical III | 2 |
| XRA 232 | Clinical IV | 4 |
| XRA 233 | Clinical V | 4 |

## Other Required Courses (11 hours)

| | | |
|---|---|---|
| BIO 121 | Anatomy and Physiology I | 4 |
| BIO 122 | Anatomy and Physiology II | 4 |
| XRA 110 | Basic Clinical Skills | 3 |

## Required General Education Core Courses (15–17 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| PHY 112 | Applied Physics: Heat and Electricity | 3 |

Social/Behavioral Sciences, Communications *or* Humanities/Fine Arts electives . . . . . . . . . . . . . . . . . . . . . . . 6–8
  COM 103, COM 120, COM 205, PSY 101, or SOC 101 are recommended.

*Total Semester Credit Hours*       *68–70*

# RADIOLOGIC TECHNOLOGY: COMPUTED TOMOGRAPHY

*Health Career Admissions*
*Program Code: G.XCT.CER*

## Certificate Program
*Minimum graduation requirements — 12 semester hours*

The Computed Tomography Certificate Program offers advanced training for radiologic technologists. Upon completion of the certificate, graduates will be prepared to take the national ARRT certification exam.

### Program Notes

- This is a selective admissions program — applicants must be ARRT certified in Radiologic Technology. Contact Kim Mills at kmills@parkland.edu for more information regarding admission, progression, and graduation.

- Clinical sites must be approved before enrolling in XCT 215. Clinical sites must be Joint Commission accredited and the clinical mentor must be an ARRT certified technologist in CT.

- XCT 212 and XCT 214 qualify for both CT and MRI certificates. Students taking those courses for the CT certificate who then pursue the MRI certificate within five years will not need to repeat the courses.

- Students are required to keep a 2.0 minimum GPA and a C or higher in all XCT courses.

- XCT 210, XCT 212, and XCT 214 are 8-week accelerated online courses.

### Suggested Sequence

| SUMMER | FALL | SPRING |
|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| XCT 215 | XCT 210 | XCT 212 (first 8 weeks) XCT 214 (second 8 weeks) |

### Required Program Courses — Cr. Hrs.

| | | |
|---|---|---|
| XCT 210 | CT Imaging. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| XCT 212 | Sectional Pathology. . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| XCT 214 | Patient Care. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| XCT 215 | CT Clinical . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |

*Total Semester Credit Hours*  12

# RADIOLOGIC TECHNOLOGY: MAGNETIC RESONANCE IMAGING

*Health Career Admissions*
*Program Code: G.XMR.CER*

## Certificate Program
*Minimum graduation requirements — 15 semester hours*

The Magnetic Resonance Imaging Certificate Program offers advanced training for radiologic technologists. Upon completion of the certificate, graduates will be prepared to take the national ARRT certification exam.

### Program Notes

- This is a selective admissions program — applicants must be ARRT certified in Radiologic Technology. Contact Kim Mills at kmills@parkland.edu for more information regarding admission, progression, and graduation.

- Clinical sites must be approved before enrolling into XMR 217. Clinical sites must be Joint Commission accredited and the clinical mentor must be an ARRT certified technologist in MRI.

- XCT 212 and XCT 214 qualify for both CT and MRI certificates. Students taking those courses for the MRI certificate who then pursue the CT certificate within five years will not need to repeat the courses.

- Students are required to keep a 2.0 minimum GPA and a C or higher in all XMR and XCT courses.

- XMR 211, XCT 212, and XCT 214 are 8-week accelerated online courses.

### Suggested Sequence

| SUMMER | FALL | SPRING |
|---|---|---|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| XMR 211 | XMR 217 | XCT 212 (first 8 weeks) XCT 214 (second 8 weeks) |

### Required Program Courses — Cr. Hrs.

| | | |
|---|---|---|
| XMR 211 | Magnetic Resonance Imaging. . . . . . . . . . . . . . . . | 3 |
| XCT 212 | Sectional Pathology. . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| XCT 214 | Patient Care. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 3 |
| XMR 217 | MRI Clinical . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . | 6 |

*Total Semester Credit Hours*  15

# RESPIRATORY CARE

*Health Career Admissions*
*Program Code: G.RTT.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 69 semester hours*

The Respiratory Care Program prepares students to enter into the practice of respiratory therapy. A Respiratory Care Practitioner (RCP) will assist in the diagnosis and treatment of patients with chronic respiratory disease or acute respiratory compromise due to illness or injury. Most respiratory therapists are employed in acute care hospital settings. Long-term ventilator facilities, home care, and outpatient diagnostic laboratories offer other opportunities. This program is accredited by the Commission on Accreditation for Respiratory Care. Upon successful completion of the program, graduates are eligible to complete the National Board for Respiratory Care exams for the Certified Respiratory Therapist (CRT) and Registered Respiratory Therapist (RRT) credential. Practice requires state licensure in every state except Alaska.

### Program Notes

- This is a selective admissions program — students must be admitted to the program before taking RTT courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- To be admitted to the program, students must place into MAT 098 within the past two years and must place into ENG 101 and college level reading.

- A selective admission score of 2.2 or above must be attained to be considered for admission.

- TOEFL iBT requirements in reading, listening, speaking, and writing are as follows: 18-20-26-21.

- For progression and graduation, students are required to maintain a grade of C (75%) or higher in all program courses, maintain a 2.2 minimum PGPA, and must adhere to the Parkland College Code of Conduct and the AARC Statement of Ethics and Professional conduct. Students are also required to pass both the classroom and skills lab portions to pass a course.

- Clinical rotations may be denied if seasonal flu vaccine or any other required immunization is refused.

- Nontraditional schedules are required to complete some clinical rotations and professional development assignments. Clinical assignments are made by program faculty based on clinical site availability and the need to balance patient case mix with the CoARC requirements for clinical education. Students will be required to travel up to 100 miles from the Parkland campus to complete all required clinical specialty rotations.

## Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | *3rd Semester* |
| RTT 130 | RTT 133 | RTT 136 |
| RTT 131 | RTT 134 | RTT 137 |
| RTT 132 | RTT 135 | |
| BIO 121 | RTT 151 | |
| | BIO 122 | |
| | ENG 101 | |

| FALL | SPRING | |
|------|--------|--|
| *4th Semester* | *5th Semester* | |
| RTT 212 | RTT 214 | |
| RTT 213 | RTT 217 | |
| RTT 215 | PSY 101 | |
| BIO 123 | Soc/Beh Sci or | |
| ENG 102 | Hum/FA elec | |
| | PHI 100 | |

## Required Program Courses (41 hours)  Cr. Hrs.

| | | |
|---|---|---|
| RTT 130 | Respiratory Therapy I | 4 |
| RTT 131 | Respiratory Science | 3 |
| RTT 132 | Respiratory Therapy II | 4 |
| RTT 133 | Clinical Practicum I | 1 |
| RTT 134 | Respiratory Therapy III | 4 |
| RTT 135 | Respiratory Therapy IV | 4 |
| RTT 136 | Clinical Practicum II | 1.5 |
| RTT 137 | Advanced Ventilation | 3 |
| RTT 151 | Respiratory Therapy V | 3 |
| RTT 212 | Clinical Practicum III | 2.5 |
| RTT 213 | Respiratory Therapy VI | 3 |
| RTT 214 | Clinical Practicum IV | 2 |
| RTT 215 | Respiratory Therapy VII | 3 |
| RTT 217 | Respiratory Therapy VIII | 3 |

## Other Required Courses (12 hours)

| | | |
|---|---|---|
| BIO 121 | Anatomy and Physiology I | 4 |
| BIO 122 | Anatomy and Physiology II | 4 |
| BIO 123 | Microbiology | 4 |

## Required General Education Core Courses (16 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| PHI 100 | Introduction to Logic and Critical Thinking | 3 |
| PSY 101 | Introduction to Psychology | 4 |
| Social/Behavioral Sciences *or* Humanities/Fine Arts elective | | 3 |

*Total Semester Credit Hours*  69

# STERILE PROCESSING TECHNICIAN

*Health Career Admissions*
*Program Code: GSPT CER*

## Certificate

*Minimum graduation requirement — 7.5 semester hours*

The Sterile Processing Technician training program prepares students to clean and sterilize reusable utensils and equipment, organize and package instrument trays and sets, keeping detailed records of equipment maintenance, stock crash carts, organize supplies and maintain an adequate inventory of instruments and disposable items to meet the needs of doctors, nurses, surgeons, and technical staff throughout the hospital. By training in this field, the student will learn infection control techniques to keep hospitals and other medical facilities as well as surgical instruments safe and free from the spread of diseases. Students will learn to operate a variety of equipment, barcode readers, steam autoclaves, chemical and gas sterilizers, computer software for database and supply chain management, follow precise instructions and adhere to rigid standards. The course is approved by the Illinois Community College Board and at the completion of this certificate, students are eligible to sit for the National Certification Exam through the Certification Board for Sterile Processing and Distribution (CSPDT).

## Program Notes

- To be admitted to the program, students must place into ENG 099 and CCS 099.
- TOEFL iBT requirements in reading, listening, speaking, and writing are as follows: 22-22-17-16
- Students will complete a drug and background test. For a list of disqualifying conditions and waiver information go to http://www.idph.state.il.us/nar/home.htm.
- Students must maintain a C or higher in lecture, pass the final exam, and successfully complete the required skills before attending clinical.
- Students are required to provide the following before the first day of clinical:
  - current physical documentation (download form at: www.parkland.edu/academics/department/health/forms.aspx)
  - current two-step TB skin test or equivalent
  - proof of immunizations
  - Students that successfully complete SUR 116, SUR 210, and SUR 218 satisfy the requirement of SPT 110.

## Required Program Courses (7.5 hours)        Cr. Hrs.

| | | |
|---|---|---|
| SPT 110 | Sterile Processing Technician Theory | 3 |
| SPT 111 | Sterile Processing Technician Work Experience | 4.5 |

*Total Semester Credit Hours*        *7.5*

# SURGICAL TECHNOLOGY

*Health Career Admissions*
*Program Code: G.SUR.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 68 semester hours*

The Surgical Technology Associate Degree Program prepares students with the technical expertise necessary to perform as vital members of the surgical team.Surgical technologists work in a fast-paced environment requiring physical stamina, critical thinking, technical skills, and professionalism. The A.A.S. is the recommended level of entry credential for the surgical technologist. Theory and clinical experience in area health agencies are included in the program. This surgical technology program is in the continuing accreditation cycle and accredited by the Commission on Accreditation of Allied Health Education programs (CAAHEP), www.CAAHEP.org.

## Program Notes

- This is a selective admissions program — students must be admitted into the program before taking SUR courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- To be admitted to the program, students must place into MAT 072 within the past two years, and must place into ENG 101 and college level reading.

- A selective admission score of 2.30 or above must be attained to be considered for admission.

- TOEFL iBT requirements in reading, listening, speaking, and writing are as follows: 22-22-17-16.

- A scoring rubric will be used for placement in the program, awarding additional scoring points for students who have successfully completed BIO 121, BIO 122, or BIO 123.

- FAST-TRACK option: students that have completed the BIO courses and general education courses required for the surgical technology A.A.S. may be eligible to be admitted as second-year SUR students. Contact the Surgical Technology program director.

- To remain in the program and graduate students are required to maintain the following:

  - Minimum 2.0 PGPA and a C or higher for all program courses, and pass all clinical and didactic courses with a 75% or higher.

  - Minimum of 120 surgical cases scrubbed with 80 in the first scrub role.

  - Adherence to the Parkland College Code of Conduct, the Surgical Technology Program Code of Ethics, and demonstrate professionalism and behaviors as defined in program handbook and syllabi.

  - To graduate, students must complete the National Board for Surgical Technology and Surgical Assisting (NBSTSA) national certification exam administered annually on campus.

## Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | |
| SUR 116 | SUR 150 | BIO 123 |
| BIO 121 | BIO 122 | |
| ENG 101 | ENG 102 | |
| PSY 101 | SUR 158 | |
| Gen Ed elective | Hum/FA elective | |

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *3rd Semester* | *4th Semester* | |
| SUR 210 | SUR 254 | SUR 275 |
| SUR 218 | SUR 259 | |
| SUR 231 | SUR 273 | |
| SUR 232 | SUR 274 | |
| SUR 238 | | |
| SUR 239 | | |

## Required Program Courses (40 hours)          Cr. Hrs.

| | | |
|---|---|---|
| SUR 116 | Surgical Terminology I | 1 |
| SUR 150 | Personal and Professional Relations | 1 |
| SUR 158 | Pharmacology for the Surgical Technologist | 1 |
| SUR 210 | Surgical Specialties I | 4 |
| SUR 218 | Surgical Instrumentation I | 1 |
| SUR 231 | Clinical Theory I | 5 |
| SUR 232 | Clinical Practicum I | 4 |
| SUR 238 | Mock Operating Room Lab I | 0.5 |
| SUR 239 | Mock Operating Room Lab II | 0.5 |
| SUR 254 | Surgical Specialties II | 3 |
| SUR 259 | Surgical Terminology and Instrumentation II | 1 |
| SUR 273 | Clinical Theory II | 2 |
| SUR 274 | Clinical Practicum II | 10 |
| SUR 275 | Clinical Practicum III | 6 |

## Required General Education Core Courses (13 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| PSY 101 | Introduction to Psychology | 4 |
| Humanities/Fine Arts elective | | 3 |

## Other Required Courses (12 hours)

| | | |
|---|---|---|
| BIO 121 | Anatomy and Physiology I | 4 |
| BIO 122 | Anatomy and Physiology II | 4 |
| BIO 123 | Microbiology | 4 |

## General Elective (3 hours)

General elective ............3
*SPT 110 and SPT 111 are recommended*

*Total Semester Credit Hours          68*

# SURGICAL TECHNOLOGY

*Health Career Admissions*
*Program Code: G.SUR.CER*

## Certificate

*Minimum graduation requirement — 55 semester hours*

The Surgical Technology Program prepares students with the technical expertise necessary to perform as vital members of the surgical team. Surgical technologists work in a fast-paced environment requiring physical stamina, critical thinking, technical skills, and professionalism. A.A.S. is the recommended level of entry credential for the surgical technologist. Theory and clinical practice in area health agencies are included in the program. This surgical technology program is in the continuing accreditation cycle and accredited by the Commission on Accreditation of Allied Health Education Programs, www.CAAHEP.org.

## Program Notes

- This is a selective admissions program — students must be admitted into the program before taking SUR courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- To be admitted to the program, students must place into MAT 072 within the past two years, and must place into ENG 101 and college level reading.

- A selective admission score of 2.30 or above must be attained to be considered for admission.

- TOEFL iBT requirements in reading, listening, speaking, and writing are as follows: 22-22-17-16.

- A scoring rubric will be used for placement in the program, awarding additional scoring points for students who have successfully completed BIO 121, BIO 122, or BIO 123.

- FAST-TRACK option: students that have completed the BIO courses and general education courses required for the surgical technology A.A.S. may be eligible to be admitted as second-year SUR students. Contact the Surgical Technology program director.

- To remain in the program and graduate students are required to maintain the following:

  - Minimum 2.0 PGPA and a C or higher for all program courses, and pass all clinical and didactic courses with a 75% or higher.

  - Minimum of 120 surgical cases scrubbed with 80 in the first scrub role.

  - Adherence to the Parkland College Code of Conduct, the Surgical Technology Program Code of Ethics, and demonstrate professionalism and behaviors as defined in program handbook and syllabi.

  - To graduate, students must complete the National Board for Surgical Technology and Surgical Assisting (NBSTSA) national certification exam administered annually on campus.

## Suggested Full-time Sequence

| FALL | SPRING |
| --- | --- |
| *1st Semester* | *2nd Semester* |
| SUR 116 | SUR 150 |
| BIO 121 | BIO 122 |
| ENG 101 | BIO 123 |
| | SUR 158 |

| FALL | SPRING | SUMMER |
| --- | --- | --- |
| *3rd Semester* | *4th Semester* | |
| SUR 210 | SUR 254 | SUR 275 |
| SUR 218 | SUR 259 | |
| SUR 231 | SUR 273 | |
| SUR 232 | SUR 274 | |
| SUR 238 | | |
| SUR 239 | | |

## Required Program Courses (40 hours)     Cr. Hrs.

| | | |
| --- | --- | --- |
| SUR 116 | Surgical Terminology I | 1 |
| SUR 150 | Personal and Professional Relations | 1 |
| SUR 158 | Pharmacology for the Surgical Technologist | 1 |
| SUR 210 | Surgical Specialties I | 4 |
| SUR 218 | Surgical Instrumentation I | 1 |
| SUR 231 | Clinical Theory I | 5 |
| SUR 232 | Clinical Practicum I | 4 |
| SUR 238 | Mock Operating Room Lab I | 0.5 |
| SUR 239 | Mock Operating Room Lab II | 0.5 |
| SUR 254 | Surgical Specialties II | 3 |
| SUR 259 | Surgical Terminology and Instrumentation II | 1 |
| SUR 273 | Clinical Theory II | 2 |
| SUR 274 | Clinical Practicum II | 10 |
| SUR 275 | Clinical Practicum III | 6 |

## Other Required Courses (12 hours)

| | | |
| --- | --- | --- |
| BIO 121 | Anatomy and Physiology I | 4 |
| BIO 122 | Anatomy and Physiology II | 4 |
| BIO 123 | Microbiology | 4 |

## Required General Education Core Courses (3 hours)

| | | |
| --- | --- | --- |
| ENG 101 | Composition I | 3 |

*Total Semester Credit Hours*     *55*

# VETERINARY TECHNOLOGY

*Health Career Admissions*
*Program Code: G.VTT.AAS*

## Associate in Applied Science (A.A.S.)

*Minimum graduation requirement — 65 semester hours*

Veterinary technicians assist the veterinarian in clinical laboratory testing, X-ray procedures, pharmacy duties, anesthesia and surgery support, client information, patient treatments, record keeping, and office procedures. This program is accredited by the Committee on Veterinary Technician Education and Activities of the American Veterinary Medical Association (AVMA).

### Program Notes

- This is a selective admissions program — students must be admitted into the program before taking VTT courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- To be admitted to the program, students must place into MAT 072 within the past two years, and must place into ENG 101 and college level reading.

- A selective admission score of 2.30 or above must be attained to be considered for admission.

- TOEFL iBT scores in reading, listening, speaking, and writing are as follows: 15-20-22-22.

- A scoring rubric will be used for placement in the program, awarding additional scoring points for students who have successfully completed BIO 111 and/or BIO 123

- Additional points will be awarded to students with veterinary care work experience and will result in a higher score.

- All students are required to take the rabies pre-exposure vaccination. The approximate cost of the vaccine series is $750. The cost for required equipment is $275.

- For progression and graduation, students are required to maintain 2.0 minimum GPA and a C (76%) or higher in all program courses, pass all skills requirements, and meet all the ethical and behavioral requirements of the profession and Parkland College.

## Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|---|---|---|
| *1st Semester* | *2nd Semester* | |
| VTT 110 | VTT 111 | VTT 118 |
| VTT 113 | VTT 112 | |
| VTT 114 | VTT 115 | |
| VTT 116 | VTT 117 | |
| VTT 119 | VTT 150 | |
| BIO 111 | Soc/Beh Sci elecs | |
| MAT 151 | | |

| FALL | SPRING |
|---|---|
| *3rd Semester* | *4th Semester* |
| VTT 210 | VTT 211 |
| VTT 212 | VTT 213 |
| VTT 214 | VTT 215 |
| BIO 123 | ENG 102 |
| ENG 101 | Soc/Beh Sci *or* |
| | Hum/FA elecs |

## Required Program Courses (43 hours)          Cr. Hrs.

| | | |
|---|---|---|
| VTT 110 | Small Animal Nursing I | 3 |
| VTT 111 | Small Animal Nursing II | 3 |
| VTT 112 | Radiography | 3 |
| VTT 113 | Management Skills for the Veterinary Technician | 2 |
| VTT 114 | Clinical Lab I | 2 |
| VTT 115 | Clinical Lab II | 2 |
| VTT 116 | Large Animal Nursing | 2 |
| VTT 117 | Surgery Technology I | 3 |
| VTT 118 | Veterinary Clinical Practicum | 3 |
| VTT 119 | Common Veterinary Drugs I | 1 |
| VTT 150 | Veterinary Anatomy I | 1 |
| VTT 210 | Clinic Care I | 4 |
| VTT 211 | Clinic Care II | 4 |
| VTT 212 | Surgery Technology II | 3 |
| VTT 213 | Animal Management | 4 |
| VTT 214 | Laboratory Animals | 2 |
| VTT 215 | Common Veterinary Drugs II | 1 |

## Required General Education Core Courses (14–15 hours)

| | | |
|---|---|---|
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |
| MAT 151 | Mathematics for Health Careers | 2 |
| Social/Behavioral Sciences *or* Humanities/Fine Arts electives | | 6–7 |

## Other Required Courses (8 hours)

| | | |
|---|---|---|
| BIO 111 | Basic Anatomy and Physiology | 4 |
| BIO 123 | Microbiology | 4 |

| | |
|---|---|
| *Total Semester Credit Hours* | 65–66 |

# Aviation

*Institute of Aviation, 1 Airport  Road, Savoy, IL 61874*

*217/244-8646 ● www.parkland.edu/academics/aviation*

*Sybil Phillips, chief pilot*

The Parkland Institute of Aviation provides flight training and teaches aviation safety. It offers the opportunity for students to earn a transferable associate in science degree (aviation) while earning Federal Aviation Administration (FAA) civilian pilot certificates. Students who are not interested in earning an associate's degree may take aviation classes leading towards FAA private pilot certification, instrument rating, commercial pilot certification, multiengine rating, and/or flight instructor certification.

# AVIATION

*Program Code: V.AVI.AS*

## Associate in Science (A.S.)
*Minimum graduation requirement — 61 semester hours*

The following curriculum is designed to provide students planning to transfer to a four-year institution to pursue a bachelor's degree with the opportunity to earn certifications necessary to enter the commercial aviation job market. Students will earn the private pilot certification, private pilot with instrument rating, and the commercial pilot certification in a sequential manner during the program. Graduates, upon the completion of a bachelor's degree and FAA flight time requirements, may enter the workforce as commercial cargo or passenger pilots.

Flight training will be offered at the University of Illinois' Willard Airport in Savoy, Illinois.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Notes

- Students must place into college level reading and writing (ENG 101 placement), and into MAT 072 to register for AVI 101.
- Students who are non-native speakers of English must score a minimum of 85 (with min. 22 listening; min. 26 speaking) on the Internet-based (ibt) Test of English as a Foreign Language to satisfy the minimum English proficiency requirement.
- Students must possess a third class medical examination by an FAA approved physician before registering for classes. For assistance in locating an approved physician, consult http://www.faa.gov/pilots/amelocator/
- All non-U.S. citizens must obtain Transportation Security Administration (TSA) authorization through the TSA Alien Flight Student Program prior to registration for AVI 101.
- Students must purchase their own aviation headset.
- Students must provide their own transportation to Willard Airport.
- Students interested in the Parkland Pathway to Illinois (Aviation) must apply directly to the program. For information and application form, consult http://admissions.illinois.edu/parklandpathway/
- Tuition and fees covered by Parkland College tuition waivers and/or scholarship awards do not include additional course fees (flight instruction fees) charged for aviation (AVI) courses.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring..

## Suggested Full-time Sequence

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *1st Semester* | *2nd Semester* | |
| AVI 101 | AVI 120 | AVI 129 |
| ENG 101 | ENG 102 | |
| COM 103 | ESC 101 | |
| Hum/FA elective | Soc/Beh elective | |
| Math elective | | |

| FALL | SPRING | SUMMER |
|------|--------|--------|
| *3rd Semester* | *4th semester* | |
| AVI 140 | AVI 200 | AVI 209 |
| AVI 184 | Hum/FA elective | AVI 280 |
| Phy Sci/LS elective | Math elective | |
| Soc/Beh elective | Phy Sci/LS elective | |

## Required General Education Core Courses (32–34 hours)                     Cr. Hrs.

Communications (9)

| | | |
|------|------|---|
| COM 103 | Introduction to Public Speaking | 3 |
| ENG 101 | Composition I | 3 |
| ENG 102 | Composition II | 3 |

Humanities /Fine Arts electives............................ 6
*Must include one Humanities and one Fine Arts course*

Social/Behavioral Science electives ....................... 6
*Choose from two disciplines*
*One course from Soc/Beh Sci, Hum, or FA must*
*fulfill the non-Western culture requirement*

Mathematics elective ................................... 3–5
Physical and Life Sciences................................ 8
*Must include one laboratory-based Physical Science*
*and one laboratory-based Life Science Course*

## A.S. Degree Requirement (7–9 hours)
One additional mathematics course ..................... 3–5

| ESC 101 | Introduction to Weather | 4 |
|---------|-------------------------|---|

## Required Program Courses (22 hours)

| AVI 101 | Private Pilot I | 3 |
|---------|----------------|---|
| AVI 120 | Private Pilot II | 3 |
| AVI 129 | Commercial – Instrument I | 3 |
| AVI 140 | Commercial II – Instrument II | 3 |
| AVI 184 | Aircraft Systems for Pilots | 3 |
| AVI 200 | Commercial Pilot I | 3 |
| AVI 209 | Commercial Pilot II | 3 |
| AVI 280 | Multiengine Land | 1 |

*Total Semester Credit Hours*                     *61–63*

# *FLIGHT TRAINING*

Students interested in flight training only may take aviation classes that lead to Federal Aviation Administration (FAA) private pilot and commercial pilot certifications.

**Private Pilot Training**             **Cr. Hrs.**

AVI 101       Private Pilot I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3
AVI 120       Private Pilot II . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3

**Commercial Pilot Training**

AVI 101       Private Pilot I . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3
AVI 120       Private Pilot II . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3
AVI 129       Commercial – Instrument I . . . . . . . . . . . . . . . . . . . 3
AVI 140       Commercial II – Instrument II . . . . . . . . . . . . . . . . 3
AVI 184       Aircraft Systems for Pilots. . . . . . . . . . . . . . . . . . . 3
AVI 200       Commercial Pilot I. . . . . . . . . . . . . . . . . . . . . . . . . . 3
AVI 209        Commercial Pilot II . . . . . . . . . . . . . . . . . . . . . . . . 3
AVI 280       Multiengine Land . . . . . . . . . . . . . . . . . . . . . . . . . . 1

**Advanced Courses**

AVI 220       Flight Instructor Certification Course . . . . . . . . 4
AVI 222       Instrument Flight Instructor . . . . . . . . . . . . . . . . . .1
AVI 281       Cockpit Resource Management. . . . . . . . . . . . . . .3

## Institute of Aviation at Parkland College Flight Fees

| Course AVI | Flight Time Total | Dual Sub-Total | Solo Sub-Total | Stage Check Sub-Total | Flight Training Device Total | Discussion Time Total | Total Course Lab Hours Total | Ground Training Total | FY17 Flight Fee Total |
|---|---|---|---|---|---|---|---|---|---|
| 101 | 27.5 | 24.2 | 2.0 | 1.3 | | 2.5 | 30.0 | 30.0 | $6,498.00 |
| 120 | 34.4 | 21.0 | 12.0 | 1.4 | 3.0 | 1.0 | 38.4 | 30.0 | $8,394.00 |
| 129 | 28.2 | 18.5 | 8.2 | 1.5 | 8.0 | 1.3 | 37.5 | 30.0 | $7,173.00 |
| 140 | 30.2 | 22.7 | 6.0 | 1.5 | 8.0 | | 38.2 | 30.0 | $7,590.00 |
| 200 | 39.5 | 22.5 | 15.5 | 1.5 | 7.0 | | 46.5 | 30.0 | $9,894.00 |
| 209 | 38.7 | 21.5 | 15.7 | 1.5 | 6.0 | 1.0 | 45.7 | 30.0 | $9,819.00 |
| 280 | 15.0 | 13.0 | 0.5 | 1.5 | 5.0 | | 20.0 | 10.0 | $8,728.00 |
| *Total* | 213.5 | 143.4 | 59.9 | 10.2 | 37.0 | | | 190.0 | $58,096.00 |

*Each student is expected to purchase an aviation headset (~$300), an aircraft manual for each aircraft (~$40 each), and a checklist (~$15)

# Other Programs of Study

**PROGRAM**

# TRACTOR TRAILER DRIVER TRAINING

*Program Code: X.CDL.CER*

*Contact Business Training, 217/353-2106*

**Certificate**

*Minimum graduation requirement — 7 semester hours*

The Tractor Trailer Driver Training course prepares students for an entry-level position in the trucking industry under the direct supervision of a licensed instructor.  This program provides 160 hours of training:  40 hours of classroom training, 60 hours of yard skills and 60 hours of road skills. It also includes a Commercial Driver's License learner's permit and endorsement preparation, Department of Transportation log books, map reading, trip planning and Secretary of State Class A road test.

A high school diploma or GED is not required.  Students must be able to read and write the English language, be over 21, be able to meet the federal Department of Transportation physical requirements, and have a valid Illinois driver's license at the time of registration. The course will train those 18 and over, but has limited job placement assistance for anyone under the age of 21.

The following may disqualify you from entering the truck driving course:

- A driving record inconsistent with industry standards for entry-level driving positions
- Any substance-related violations on your motor vehicle record in the past three years
- Recent felony convictions or criminal background
- History of drug or alcohol abuse
- History of mental disorder
- Permanent disability or physical limitations

It is recommended that applicants obtain a copy of their Motor Vehicle Report from the Secretary of State's office (Driver's License Bureau) prior to starting the course.

| Required Course | Cr. Hrs. |
|---|---|
| TTT 112    Tractor Trailer Driver Training | 7 |
| *Total Semester Credit Hours* | *7* |

# *COURSES* >

## Contents

# Course Numbering System

Courses are identified by a code of three letters and three numbers preceding the course title and course description. The three letters identify the subject or program area (ACC = Accounting). The three numbers generally indicate course level:

1. Courses numbered below 100 are designed for students who need additional preparation. Students may enroll in these courses voluntarily or be placed in these courses upon recommendation of a college counselor or advisor. Credit for these courses applies toward the GPA but does not count toward baccalaureate- or career-oriented programs.

2. Courses numbered 100 through 299 and whose second digit is
   - even are generally designated as baccalaureate-oriented (only these courses may be counted as credit toward an A.A., A.S., A.E.S., or A.F.A. degree);
   - odd are generally designated as career- or occupation-oriented (may not be counted as credit toward an A.A., A.S., A.E.S., or A.F.A. degree).

3. Courses numbered 100 through 199 are primarily first-year courses but are offered to all students meeting course prerequisites.

4. Courses numbered 200 through 299 are generally second-year courses and are open to students who have completed their prerequisites.

SAMPLE COURSE LISTING:

ELT 155    Digital Control Systems    2-2-3

- course prefix
- course number
- course title
- semester hours of credit
- lab hours/week
- lecture hours/week
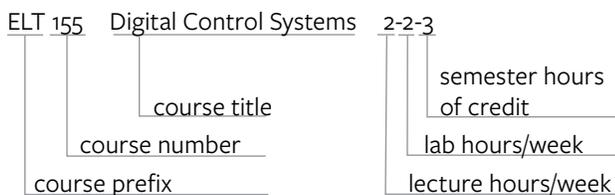
5. Courses numbered 500 through 999 are vocational skills courses or continuing education courses. They are available on a credit or no-credit basis. Except for the noncredit courses (with a CMS prefix), vocational skills credit is awarded for courses numbered 500-999, but such credits do not apply toward any GPA nor toward baccalaureate- or career-oriented programs whose courses are numbered 100-299. Courses numbered 500-999 and certain remedial courses cannot be used to qualify for financial aid. For further clarification, contact the Office of Financial Aid or the Counseling and Advising Center.

# Illinois Articulation Initiative (IAI) General Education Core Curriculum and Baccalaureate Majors Codes

To assist students in identifying qualifying general education core courses, appropriate course offerings listed on p. 56 as General Education Core Courses for Associate in Arts (A.A.), Associate in Science (A.S.), Associate in Engineering Science (A.E.S.), and Associate in Fine Arts (A.F.A.) degrees are designated with a 900 identification number as follows:

| IAI C | — | Communications |
|-------|---|----------------|
| IAI S | — | Social and Behavioral Sciences |
| IAI H | — | Humanities |
| IAI HF | — | Humanities/Fine Arts |
| IAI F | — | Fine Arts |
| IAI M | — | Mathematics |
| IAI P | — | Physical Sciences |
| IAI L | — | Life Sciences |

To assist students in identifying qualifying baccalaureate major courses, course offerings are designated with a 900 identification number as follows:

| IAI AG | — | Agriculture |
|--------|---|-------------|
| IAI BIO | — | Biological Sciences |
| IAI BUS | — | Business |
| IAI CHM | — | Chemistry |
| IAI CS | — | Computer Science |
| IAI CRJ | — | Criminal Justice |
| IAI EGR | — | Engineering |
| IAI ENG | — | English |
| IAI HST | — | History |
| IAI IND | — | Industrial Technology |
| IAI MC | — | Mass Communication |
| IAI MTH | — | Mathematics |
| IAI PLS | — | Political Science |
| IAI PHY | — | Physics |
| IAI PSY | — | Psychology |
| IAI SOC | — | Sociology |
| IAI TA | — | Theatre Arts |

*IAI General Education Core Curriculum and Baccalaureate Major codes are approved as of print date of this catalog. IAI codes are subject to change.

Refer to the IAI website at www.itransfer.org for updated information.

# Course Offering Code

To assist student program planning, course offerings are designated as follows:

| | | |
|---|---|---|
| F | — | Fall semester |
| S | — | Spring semester |
| Su | — | Summer session |
| FE | — | Fall semester in even-numbered years |
| SE | — | Spring semester in even-numbered years |
| SuE | — | Summer session in even-numbered years |
| FO | — | Fall semester in odd-numbered years |
| SO | — | Spring semester in odd-numbered years |
| SuO | — | Summer session in odd-numbered years |

These codes appear at the end of each course description. Courses with no designation are offered on an irregular or on-demand basis.

# Course Prefix Listing

# Credit Courses

The following descriptions are in alphabetical order by subject field; thus, the three letter abbreviated code may not be in alphabetical order. For example, MKT precedes MAT because alphabetically, Marketing precedes Mathematics. The college reserves the right to reproduce student work and retain copies of student work for teaching and exhibition purposes. The college will not be held liable for lost, stolen, or damaged work.

Note: Course fees are given in the class schedule.

**Term Key:**

(S) - Spring

(F) - Fall

(Su) - Summer

# Accounting

*Business/Computer Science and Technologies*
*217/353-2099 ● www.parkland.edu/bai*

**ACC 101    Financial Accounting          4-0-4**
(IAI BUS 903) Financial statements as related to investors, creditors, and managers. Includes cash, receivables, inventory, noncurrent assets, investments, liabilities, and equities. F S Su

**ACC 102    Managerial Accounting          3-0-3**
(IAI BUS 904) Managerial accounting concepts and procedures including classification of costs, job order and process cost systems, budgeting, standard costs and variance analysis, capital budgeting, variable and absorption costing, and cost allocation. Prerequisite: ACC 101. F S Su

**ACC 117    Accounting and Bookkeeping          3-0-3**
Applied accounting and bookkeeping techniques covering the accounting cycle, special journals and ledgers, adjustments, accounts receivable and accounts payable, bank reconciliation, and payroll. Credit not given for both ACC 101 and ACC 117. F S

**ACC 201    Intermediate Accounting          4-0-4**
Development, usefulness, and limitation of general financial accounting theory and practice with in-depth study of corporate capital, asset, and liability side of balance sheet, plus an analysis of income and cash flow statements. Includes use of Excel spreadsheet applications. Prerequisites: ACC 101 and CIS 200 or equivalent. S

**ACC 219    Computerized Integrated Accounting    2-2-3**
Accounting principles are integrated into computerized format. Develops understanding of computerized applications, including general ledger, accounts receivable, accounts payable, inventory, and payroll. Prerequisites: ACC 101 or ACC 117. Microcomputer experience recommended. F S

**ACC 274    Principles of Income Taxation          4-0-4**
Introduction to federal income taxation and income tax forms relevant to most taxpayers. Focus on measurement and reporting of taxable income (including property transactions). F

**ACC 275    Payroll Tax Accounting          3-0-3**
Introduction to payroll accounting, including preparing quarterly and annual payroll tax forms and the use of computer applications. Prerequisite: ACC 101 or ACC 117. S

# Automotive Collision Repair

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**ACR 116    Collision Repair Electrical Analysis    3-2-4**
Theory and repair of electrical and electronic systems related to the collision repair industry. Includes electrical theory, DVOM use, wire and circuit repairs, electronic diagnosis of ABS and SIR systems, and schematic usage. Prerequisites: ACR 130, ACR 133, and MAT 131. F

**ACR 130    Unibody Construction, Estimating,**
**            and Measuring Principles          4-0-4**
Overview of collision repair industry; emphasis on unibody vehicles and the repair process. Includes cost estimating and different measuring systems. Prerequisites: approval of program director or department chair and concurrent enrollment in ACR 131 and ACR 133. F S

**ACR 131    Collision Repair Work Experience I    0-10-2**
Work experience in collision repair designed to reinforce class material. Prerequisites: concurrent enrollment in ACR 130 and ACR 133. F S

**ACR 133    Unibody Collision Repair          3-2-4**
Straightening unibody systems in collision repair; restore corrosion protection; outer panel protection; dent repair, door skins, quarter panels; remove and install fenders, doors, and decklids. Prerequisites: concurrent enrollment in ACR 130 and ACR 131. F S

**ACR 134    Collision Repair Work Experience II    0-10-2**
Work experience in collision repair designed to reinforce class material and enhance ACR 131. Prerequisite: ACR 131. F S Su

**ACR 135    Collision Repair: Glass, Plastic,**
**            Trim, and Structural Repair          3-2-4**
Second course in collision repair: passive restraints, glass work, plastics and plastic repairs, measuring principles, frame straightening techniques, and replacing and repairing structural components. Basic understanding and use of a nitrogen plastic welder. Prerequisite: credit or concurrent enrollment in ACR 130. F S

**ACR 136    Collision Repair Work Experience III    0-10-2**
Work experience in collision repair designed to reinforce class material and to enhance ACR 134. Prerequisites: ACR 131 and ACR 134. F S Su

**ACR 137    Vehicle Prep/Top Coat Application    4-0-4**
Collision repair paint systems, refinishing materials, blending techniques, surface preparation, safety practices, painting equipment, applying finish, and paint application problems. Prerequisites: ACR 130 and ACR 131 or approval of instructor or department chair. F S

**ACR 154    Collision Repair Mechanical Analysis    3-2-4**
Theory and repair of mechanical systems most often affected by collisions; includes steering, suspension, wheel alignment, brakes, air conditioning, and cooling systems. Prerequisite: ACR 130. F S

**ACR 155    Custom Automotive Upholstery          2-3-3**
Basic and advanced principles of automotive custom upholstery fabrication including repair, design, and identification of materials used in the industry. F Su

**ACR 156   Custom Refinish Techniques     1-3-2**
Theories of custom refinish and styling: hands-on experience with custom automotive finishes, flames, scallops, shadowing, airbrush, and hidden designs. Prerequisite: credit or concurrent enrollment in ACR 137 or approval of instructor or department chair. F S

**ACR 272   Advanced Structural Repair     2-1-2.5**
Diagnosis and repair of today's unique vehicle structures emphasizing hydroformed full-frame vehicles, space-frame structures, and aluminum unibody vehicles. Analysis of the vehicle center section. Strategy for making a three-point measurement with computerized measuring systems. Prerequisites: ACR 130, ACR 133, and ACR 154. F

**ACR 273   Advanced Vehicle Systems     2-1-2.5**
Operation, diagnosis, and repair of advanced vehicle systems including anti-lock brakes, traction control, SRS airbag systems, convenience systems, navigation systems, speed control, power accessories, collision avoidance systems, and active suspensions. Prerequisite: ACR 116 or approval of instructor or department chair. S

**ACR 274   Advanced Refinish Techniques     3-2-4**
Advanced color theory, color evaluation and tinting, mica/pearl control techniques, wet bed blends, let down panels, tri-coats, quad-coats, advanced spot repair, paint defect evaluation and repair. Prerequisite: ACR 137 or approval of instructor or department chair. Su

# Automotive

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**AFD 110   Automotive Maintenance
and Light Repair     3-3-4**
Introduction to and application of entry-level skills for automotive maintenance and light repair. Emphasis on vehicle inspections, vehicle lifting procedures, and equipment; engine lubrication system service; and hybrid vehicle service safety precautions. Introduction to OBDII DTC retrieval and monitor readiness. F S

**AFD 111   Automotive Powertrain
Maintenance and Light Repair     5-5-7**
Automotive gasoline internal combustion engine theory of operation. Engine mechanical condition inspection and testing. Cooling system operation, analysis, and testing. Drive axle services and repair. Prerequisite: AFD 110 or department chair approval. F

**AFD 112   Introduction to Power Trains     2-2-3 or 3-3-4**
Component parts and principles employed in the transference of power from engine to drive axles, clutches, manual transmissions, trans-axles, transfer cases, final drives, and differentials. Prerequisites: AFD 110 and AFD 111, or department chair approval. F

**AFD 113   Automotive Chassis Systems
Maintenance and Light Repair     5-5-7**
Automotive brake and steering system theory of operation, inspection, and service. Emphasis placed on inspection and repair as a maintenance and light repair technician. F S

**AFD 115   Basic Chassis Electrical Systems     5-5-7**
Theoretical and practical aspects of electricity. Cranking, charging, and accessory systems components and wiring circuits; introduction to semiconductors and electronics. Prerequisite: AFD 110 or department chair approval. S

**AFD 117   Basic Automotive Electronics
and Computer Control Strategies     2-2-3**
Basic automotive electronics fundamentals including solid-state components such as sensors, actuators, and microprocessors. Automotive computer components and control strategies. Use of appropriate diagnostic equipment such as DVMs, oscilloscopes, and scan tools. Prerequisites: AFD 110 and AFD 115 or department chair approval. F

**AFD 119   Chassis Electrical/Electronic
Systems and Accessories     3-2-4**
Advanced study of automotive electrical and electronic circuitry emphasizing ignition, solid state components, and processor-driven systems. Concentration on controlling devices, chassis and body wiring, troubleshooting, diagnostics, and repair procedures. Prerequisites: AFD 110, AFD 115, and AFD 117 or department chair approval. S

**AFD 132   Internal Combustion Engine Theory     2-4-4**
Application of theory and laboratory situations pertaining to present-day power plants; engine operation, construction, disassembly, precision measuring, machining, and reassembly. Successful completion of this course satisfies AFD 114 program requirement. Credit not given for both AFD 114 and AFD 132. F

**AFD 210   Automotive Work Experience Seminar     2-0-2**
Preparation for work in the automotive industry, including resume preparation, interviewing, insurance paperwork, and the 10 basic work ethics traits employers seek. Also covers problems specific to the automotive work environment. F

**AFD 211   Auto Work Experience     0-10-2 or 0-20-4**
On-the-job work experience for students preparing for employment in the automotive industry. Student is required to have an approved position, appropriate tools, and to speak with instructor prior to start. Pre-requisites: AFD 110, AFD 111, AFD 113, and AFD 210 or department chair approval. F S Su

**AFD 217   Basic Refrigeration     3-2-4**
Construction and operation of mobile refrigerated units with emphasis on maintenance, service, diagnosis, and repair of automotive and light truck air conditioners. Prerequisites: AFD 110 and AFD 115 or department chair approval. S Su

**AFD 231   Fuel and Emissions Diagnosis     3-2-4**
Diagnosis and service of electronic and computer systems using appropriate tools; fuel system analysis; on-the-vehicle adjustments; operation and maintenance of emission control systems. Drivability diagnosis emphasized. Prerequisites: AFD 110, AFD 113 and AFD 115, or department chair approval. S

**AFD 232   Multi-Cylinder Engine Overhaul     2-6-5**
Multi-cylinder engine analysis, disassembly, repair, part replacement, and reassembly; development of skills required to make repairs and overhaul multi-cylinder engines. Pre-requisites: AFD 110, AFD 111, and AFD 115 or department chair approval. F

**AFD 233   Automatic Transmissions     3-3-4**
Theory and overhaul procedures for automotive and light truck automatic transmissions. Students work on transmissions in both lab and car, including transaxles. Prerequisites: AFD 110, AFD 111, AFD 112, and AFD 115 or department chair approval. Su

**AFD 253   Wheel Alignment, Steering,
and Suspension     2-2-3**
Wheel alignment equipment, setup, and adjustment; suspension systems components and service; steering gears, and power steering; MacPherson strut, front-wheel drive, and four-wheel alignment. Wheels, tires, and balancing will also be covered. F

**AFD 272  Motorsport Work Experience I        0-10-2**
On-the-job work experience for students preparing for employment in the Motorsport industry. Student is required to have an approved position, appropriate tools, and instructor consent prior to start. Prerequisites: AFD 210 and AFD 298 or department chair approval. F S Su

**AFD 273  Motorsport Work Experience II       0-10-2**
On-the-job work experience for students preparing for employment in the Motorsport industry. Student is required to have an approved position, appropriate tools, and instructor consent prior to start. Prerequisites: AFD 210 and AFD 298 or department chair approval. F S Su

**AFD 295  Service Shop Operations        2-2-3**
Simulation of automotive shop situations including customer relations, vehicle diagnosis, repairs, and flat-rate concept. Learn shop practices, reinforce previously learned skills, and make smoother transition to placement experience. Prerequisites: AFD 117 and AFD 232 or department chair approval. S

**AFD 296  Motorsport Vehicle System Assessment  2-2-3**
Simulation of automotive aftermarket component installation repair shop. Emphasis on component selection, installation, and testing. Students will learn new shop practices, reinforce previously learned skills, and transition smoothly to job placement. Prerequisites: AFD 110 or AFD 297, or department chair approval. Su

**AFD 297  Motorsport Concepts
and Vehicle Preparation           3-2-4**
Introduction to proper motorsport vehicle maintenance, repair, and basic chassis tuning according to specifications set by, but not limited to, NHRA, IHRA, UMP, IMCA, and SCCA. F

**AFD 298  Motorsport Chassis Analysis      2-6-5**
Application of typical motorsport chassis design, assembly of manufactured frames, and selection of components into a completed chassis for motorsport competition. Prerequisite: AFD 297 or department chair approval. S

# Automotive Ford ASSET Program

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**AFM 112  Manual Transmission and Drivetrains    3-3-4**
Component parts and principles employed in the transference of power from engine to drive axles; clutches, manual transmission, transaxles, axles, differentials, propeller shafts, drive axle suspensions. Students who successfully complete this course will receive certification from Ford Motor Company in Manual Transmission and Transaxle Diagnosis (36S12T0), and Differential and 4WD Systems Diagnosis and Repair (36S17T0). Su

**AFM 115  Basic Automotive Electrical/Electronics   5-3-6**
Theoretical and practical aspects of electricity. Cranking, charging, and accessory systems components and wiring circuits. Basic fundamentals of electronics. Students who successfully complete this course will receive certification from Ford Motor Company in Basic Electrical Diagnosis and Repair. F

**AFM 117  Computer Controls and Scan Tools     3-2-4**
Automotive computers and control strategies, networks and multiplexing, electrical/electronic accessories, supplemental restraint systems, and introduction to drive-ability. Use of appropriate diagnostic equipment such as DVMs, oscilloscopes, and scan tools, will be emphasized. Students who successfully complete this course will receive certification from Ford Motor Company in Electronic System Diagnosis (34S19T1). Prerequisite: AFM 115. S

**AFM 118  Noise, Vibration, and Harshness
Principles and Diagnosis       1-2-2**
Skills and knowledge required to pinpoint an NVH concern to a vehicle system. All aspects of NVH including fundamentals of NVH, NVH diagnostic tools and equipment, diagnosis of vibration concerns, diagnosis of noise concerns, and diagnosis of harshness concerns. Students who successfully complete this course will receive certification from Ford Motor Company in Noise, Vibration, and Harshness Principles and Diagnosis (30S06T0). S

**AFM 132  Internal Combustion Engine       2-4-4**
Application of theory and laboratory situations pertaining to present day power plants; engine operation, construction, dis-assembly, precision measuring, machining, and reassembly. Students who successfully complete this course will receive certification from Ford Motor Company in Engine Repair (32S09T0). S

**AFM 153  Brakes and ABS         3-2-4**
Hydraulic brake systems on passenger vehicles and light trucks; disc, drum, biasing valves, and power boosters; use of lathes and other special tools; anti-skid systems and stability control systems. Students who successfully complete this course will receive certification from Ford Motor Company in Brake System Diagnosis and Repair (38S07T1) and Advanced Brake System Diagnosis and Service (38S08T1). S

**AFM 156  Dealership Operations        2-1-2**
Daily operations of modern Ford and Lincoln dealership service departments, including ethical and legal issues. F

**AFM 217  Climate Control Systems       3-2-4**
Construction and operation of climate control systems with emphasis on maintenance, service, and diagnosis and repair of automotive and light truck air conditioners. Students who successfully complete this course will receive certification from Ford Motor Company in Advanced Climate Control Diagnosis (35S05T0). Su

**AFM 233  Automatic Transmissions       4-3-5**
Theory, diagnostic, and overhaul procedures for Ford Motor Company automatic transmissions/trans-axles. Students who successfully complete this course will receive certification from Ford Motor Company for Automatic Transmission Service (37S13T1) and Automatic Transmission Advanced Diagnosis (37S15T1). S

**AFM 252  Engine Performance         6-4-8**
Advanced study of automotive electrical and electronic circuitry emphasizing diagnosis and services of electronic ignition systems, fuel systems, and emission control systems. Driveability diagnosis emphasized. Students who successfully complete this course receive Ford Motor Company Certification in Engine Performance Operation and Diagnosis (31S26T0) and Advanced Engine Performance Diagnosis and Testing (31S28T0). Prerequisites: AFM 115, AFM 117, and Ford Certification Area 34. F

**AFM 253   Steering and Suspension          2-2-3**
Wheel alignment equipment, setup, and adjustment; suspension systems components and service; steering gears, power steering; struts, front-wheel drive, four-wheel alignment; wheels, tires, and balancing, and electronic steering and suspension systems. Students who successfully complete this course will receive certification from Ford Motor Company in Steering and Suspension (33S15T0). Su

**AFM 256   Directed Co-Op I (Dealership)          0-10-2**
Work experience sessions will provide the opportunity for students to apply the knowledge and skills obtained during classroom activities including, but not limited to, work ethics and mechanical skills. All work experience sessions must be completed in a Ford or Lincoln dealership as per Ford Motor Company requirements. F

**AFM 257   Directed Co-Op II (Dealership)          0-10-2**
Work experience sessions will provide the opportunity for students to apply the knowledge and skills obtained during classroom activities including, but not limited to, work ethics and mechanical skills. All work experience sessions must be completed in a Ford or Lincoln dealership as per Ford Motor Company requirements. S

**AFM 258   Directed Co-Op III (Dealership)          0-10-2**
Work experience sessions will provide the opportunity for students to apply the knowledge and skills obtained during classroom activities including, but not limited to, work ethics and mechanical skills. All work experience sessions must be completed in a Ford or Lincoln dealership as per Ford Motor Company requirements. F

**AFM 259   Directed Co-Op IV (Dealership)          0-10-2**
Work experience sessions will provide the opportunity for students to apply the knowledge and skills obtained during classroom activities including, but not limited to, work ethics and mechanical skills. All work experience sessions must be completed in a Ford or Lincoln dealership as per Ford Motor Company requirements. S

**AFM 270   Diesel Engine Operations          2-2-3**
Theoretical and practical operation of both the 6.4L DIT Navistar diesel engine and the Ford 6.7L DIT engine used by Ford Motor Company in their super-duty trucks. Students who successfully complete their course receive Ford Motor Company certification in Diesel Engine Performance and Diagnosis (51S15T0). Prerequisites: credit or concurrent enrollment in AFD/AFM 115 and AFD/AFM 132, and Ford Certification STST area 32 and 34, or approval of instructor or department chair. S

# Agriculture

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**AGB 101   Introduction to Animal Science          3-2-4**
(IAI AG 902) Principles of livestock production. Includes animal products, breed identification, livestock selection, genetics and reproduction, nutrition and ration formulation, and livestock management practices. F S

**AGB 102   Introduction to Agricultural Economics     4-0-4**
(IAI AG 901) Principles of economics as applied to agriculture; basic economic principles, finance, land, marketing, input allocation, and pricing, international trade, agricultural policies, fiscal and monetary policies. F S

**AGB 103   Introduction to Crop Science          3-2-4**
(IAI AG 903) Various plant species of economic importance; principles of plant growth, environment, selection, classification, cultural practices; weed, insect, and disease identification and control. F S

**AGB 104   Introduction to Horticultural Science     3-2-4**
(IAI AG 905) Horticultural crop biology, technology, and industry. Includes classification, plant structure, growth and development, environmental factors, mechanisms of propagation, plant improvement, harvesting, marketing, geography, and aesthetics of horticultural crops (fruits, vegetables, greenhouse, turf, nursery, floral, and landscape). F S

**AGB 105   Agricultural Applications
          of the Computer          3-0-3**
(IAI AG 913) Introduction to computer hardware, platform environments, file manipulation, printers and the use of word processing, electronic presentations and communications, graphics, spreadsheet, and database management software; solution of agriculture data-related problems and use of prepared software and templates. F S Su

**AGB 106   International Agricultural
          Field Experience          1-6-3**
Role of agriculture in international food production, international trade, governmental policy, and influence of cultural and economic diversity on agriculture; requires a supervised international field experience.

**AGB 112   Concepts in Agriculture          1-0-1**
Academic and career goal setting and planning for agriculture students, discussion of issues in agriculture, and development of problem-solving and communication skills. F

**AGB 133   Introduction to Agricultural
          Marketing and Standards          2-2-3**
Survey of approaches to marketing agricultural products; implications for the producer, consumer, processor, and government; use of grain grading and standardization equipment. S

**AGB 135   Agricultural Business Management     4-0-4**
Organization and structure of agricultural businesses; resource evaluation, policy development and implementation, functions of management, and laws and taxes that affect business. F S

**AGB 155   Agricultural Salesmanship          3-0-3**
Role, dynamics, and principles of sales communications as related to food and agriculture; methods for analyzing, setting objectives, planning, conducting, and evaluating sales communications efforts; sales presentations. F S

**AGB 173   Horse Breeding and Management     2-2-3**
Practical principles of horse breeding and management; stud management, artificial insemination, care of open and bred mares, foaling, care of foal, care of yearlings and two-year-olds, merchandising of stallion and produce.

**AGB 191   Agri-Business Work Exploration     0-10-2**
Placement in agricultural business for 150 hours of work in career exploration, developing skill requirements, and occupational opportunities. Dual supervision by college staff and cooperating businesses. Prerequisite: completion of 15 semester hours of college credit within the program area in which placement is desired. F S Su

**AGB 193   United States Agricultural Field Experience   1-6-3**
Role of agriculture in U.S. food production, national trade, governmental policy, and cultural and economic diversity influence on agriculture; requires a supervised national field experience.

**AGB 200   Introduction to Soil Science   3-2-4**
(IAI AG 904) Fundamentals of soil formation, development, texture, structure, color, temperature, moisture, organisms, organic matter, chemical composition, clay minerals, classification, nutrient testing, fertilizer use, conservation, and management. Includes laboratory projects. F S

**AGB 201   Introduction to Agricultural Mechanization   2-2-3**
(IAI AG 906) Principles and applications of agricultural mechanization with emphasis on structures, electrification, power sources, and soil and water conservation. S

**AGB 202   Introduction to Agricultural Education   3-0-3**
Overview of agricultural education and leadership career pathways. Topics include university extension services, teacher certification requirements, and current issues for agricultural education professionals. Students will be required to visit and survey several high school agricultural education programs. S

**AGB 209   Companion Animal Management   2-2-3**
Discuss many aspects of companion animal ownership. Includes breeding and reproduction, anatomy, nutrition, health care, and animal behavior. Species include dogs, cats, birds, and small animals. Prerequisite: AGB 101 or approval of instructor.

**AGB 211   Plant Pest Identification and Control   3-0-3**
Identification and control of weeds, insects, and diseases. Control methods include prevention, biological control, resistant varieties, and pesticides. Pesticide terminology, formulations, calibration, environmental concerns, safe handling, and laws and regulations concerning pesticides. Prerequisite: AGB 103 or AGB 104. Su

**AGB 212   Weed Identification and Control   0-2-1**
Principles and applications of weed control by identifying 70 weed species, 30 herbicides and associated crop/weed response, use of spray equipment, and solving problems related to herbicide use. Prerequisite: AGB 103 or AGB 104. S

**AGB 213   Soil Fertility and Fertilizers   3-0-3**
Use of fertilizers for peak production at optimum cost; evaluation and comparison of different forms of macro- and micro-nutrients, their manufacture, handling, and application; plant and soil chemistry. Prerequisite: AGB 200. S

**AGB 214   Precision Farming Technology   2-2-3**
Introduction to the most common tools used in precision farming: global positioning systems, geographic information systems, variable rate technology, and yield monitoring. F

**AGB 215   Applications of GIS in Agriculture   3-0-3**
Fundamental processes of geographic information systems (GIS) with application to agriculture. File formats, database management, spatial analysis, and manipulation of data. Georeferenced data from mapping and yield monitoring. S

**AGB 217   Principles of Animal Feeding and Nutrition   3-0-3**
Fundamental principles of animal nutrition with emphasis on practical feeding of livestock, calculation of rations, economic considerations, and new developments in animal nutrition and livestock feeding, composition, properties, values, and use of important feedstuffs. AGB 101 recommended. F

**AGB 218   Livestock Management   5-0-5**
Fundamentals of livestock production relating to acquisition, processing, herd health, nutrition, marketing, and facility needs of livestock in all stages of production. AGB 217 recommended. Prerequisite: AGB 101 or approval of instructor.

**AGB 232   Agricultural Business and Farm Management   4-0-4**
This course explores agricultural business management methods including decision making, strategic planning, budgeting, financing, human resources, acquisition of real estate, and appraisal of farmland. Use of spreadsheet programs to assist in management decision making is also examined. F

**AGB 233   Grain Marketing   3-0-3**
Fundamentals of mechanics of futures and options markets. Emphasis on how individuals should develop grain marketing plans and how and when to use futures and options rather than forward pricing, price-later, speculating, or other choices in management of risk. F S

**AGB 236   Agricultural Credit and Finance   2-0-2**
Place of credit in farming and agricultural business; use of equity and debt capital as a management tool. Credit analysis as seen by borrower and lender; legal concepts in finance; application of short-term and long-term credit. Prerequisite: AGB 102. S

**AGB 238   Grain Merchandising   3-0-3**
Fundamentals of accumulating and merchandising grain from perspective of country grain elevator. Emphasis on learning skills and building good habits, with particular emphasis on mechanics of basis trading, while respecting natural market forces. F S

**AGB 239   Advanced Grain Marketing   2-0-2**
Analysis of agricultural commodity futures markets. Specific fundamental analysis factors, various technical analysis methods, and advanced hedging techniques. Prerequisite: AGB 233 or approval of instructor or department chair. S

**AGB 252   Precision Data Analytics   3-0-3**
Advanced processes of data mining, analysis, reporting and interpretation of agriculture data from various precision agriculture platforms. Prerequisite: AGB 215 or approval of department chair.

**AGB 290   Agri-Business Seminar   1-0-1**
Seminar designed to assist students dealing with the management and day-to-day decision making involved in the operation of an agricultural/agri-business firm. Prerequisite: approval of department chair. S

**AGB 291   Agri-Business Work Experience   0-20-4**
Placement in an agricultural business for 300 hours of work experience. Dual supervision by college staff and cooperating business. Prerequisite: completion of 45 semester hours of college credit within the program area in which placement is desired. F S Su

# Applied Learning Skills—Health

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

### ALH 136   Pharmacology Medication Calculation Review                    1-0-1
Refresher of the ten rights of medication administration, household, apothecary, and metric systems of measurement. Review of ratio and proportion are emphasized to calculate oral medication dosages, parenteral, IV medication, infusion rates, and piggybacks. Prerequisites: MAT 070 or placement into MAT 080. F S Su

# Applied Learning Skills—Math

*Center for Academic Success*
*217/351-2441 ● www.parkland.edu/cas*

### ALM 111   Topics from Prealgebra (A & B)      2-0-2
Number properties; operations with integers; absolute value; simplifying algebraic expressions; linear equations; word problems; perimeter, area. Can be used for modular completion of MAT 060 (formerly MAT 094) per math department chair approval. F S Su

### ALM 124   Topics from College Algebra      1-0-1
Study of selected college algebra topics: Relations and functions, linear, polynomial, exponential, and logarithmic models, radicals and complex numbers, systems of equations and matrix methods, determinants and Cramer's Rule, sequences and series, and binomial theorem. May not be used to fulfill MAT 124 course requirement. Repeatable for a maximum of 3 credit hours. F S Su

### ALM 125   Topics from College Trigonometry      1-0-1
Trigonometric functions, fundamental identities, graphing, solving trigonometric equations, inverse trigonometric functions, complex numbers, and vectors. May not be used to fulfill MAT 125 course requirement. Repeatable for a maximum of 3 credit hours. F S Su

### ALM 128   Topics from Calculus (I)      1-0-1
Selected Calculus I topics from the following: functions; derivative and its applications; integral and its applications; limits and continuity; trigonometric, exponential, logarithmic, and hyperbolic functions. May not be used to fulfill MAT 128 course requirement. Repeatable for a maximum of 3 credit hours. F S Su

### ALM 129   Topics from Calculus (II)      1-0-1
Selected Calculus II topics from the following: Conic sections, polar coordinates, methods of integration, applications of integration, parametric equations, indeterminate forms, infinite series. May not be used to fulfill MAT 129 course requirement. Repeatable for a maximum of 3 credit hours. F S Su

### ALM 130   Topics from Geometry (A)      1-0-1
Logical reasoning and proofs, definitions and symbols, angle and line relationships. Repeatable for a maximum of 3 credit hours. F S Su

### ALM 132   Topics from Geometry (C)      1-0-1
Logical reasoning and proofs, ratio and proportion, similar triangles, right triangles, and arc, angle, and segment relationships in circles. F S Su

### ALM 133   Topics from Geometry (D)      1-0-1
Perimeter and area of polygons and circles, volume and surface area of solids. F S Su

### ALM 140   Topics from Business Math      1-0-1
Selected topics from: scientific calculator usage; basic arithmetic operations, percentages, payroll, simple and compound interest, annuities, sinking funds, promissory notes, discounting, depreciation, merchandising, retailing, reconciliation, installment loans, periodic loans, mortgage loans, elementary descriptive statistics, spreadsheet applications. May not be used to fulfill MAT 110 course requirement. Repeatable for a maximum of 3 credit hours. F S Su

### ALM 160   Topics from Statistics      1-0-1
Selected topics from: data organization, distributions, measures of central tendency and variability, probability, probability functions, sampling, normal distribution, expected value, estimation, hypothesis testing, t-test, chi-square analysis, analysis of variance, regression, correlation, nonparametric methods and decision theory with applications. May not be used to fulfill MAT 160 or MAT 108 course requirements. Repeatable for a maximum of 3 credit hours. F S Su

### ALM 194   Topics from Prealgebra (C & D)      2-0-2
Operations with fractions and mixed numbers, decimals, square roots. Ratio and proportion; fraction, decimal, and percent conversion and applications. Applicable towards modular completion of MAT 060 (formerly MAT 094) per math chair approval. F S Su

# Applied Learning—Natural Sciences

*Center for Academic Success*
*217/351-2441 ● www.parkland.edu/cas*

### ALN 135   Elementary Chemistry      1-0-1
Fundamental chemistry needed for success in CHE 100, including substances/mixtures, properties of matter, energy, atomic structure, Periodic Table, ions/isotopes, compounds: naming/formulas, metric system, chemical reactions, acids/bases.

### ALN 151   EDGE Program\Collaborative Study Lab for BIO 121      0-2-1
Build skills needed to succeed in BIO 121. Small group interaction to solve problems related to core concepts, to enhance study and test taking skills in BIO 121. Prerequisites: concurrent enrollment in BIO 121 and approval of department chair. F S

# Applied Learning Skills—Reading

*Center for Academic Success*
*217/351-2441 ● www.parkland.edu/cas*

Designed for the student who wants to learn or improve skills in one or more of the following skill areas: mathematics, reading, study skills, writing, and computer literacy. Specific instructional units are identified based on diagnostic test results and student goals; assignment to an appropriate ALM, ALR, ALS, or ALW course is completed by a lab instructor. Individualized instruction is provided on a small-group basis. Grades are determined by conference attendance, weekly evaluation, completion of assigned work and passing mastery tests. ALM, ALR, ALS, and ALW credits do not apply toward A.A., A.S., A.E.S., A.F.A., or A.G.S. degree programs.

**ALR 131    Word Attack and Basic Comprehension I    1-0-1**
Supplemental tutorial for ESL students with focus on improving English comprehension skills: main ideas, supporting details, inferences, fluency, phonemic awareness, and/or vocabulary building. Individualized instruction, supplemented with learning technology as needed. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 132    Basic Comprehension II    1-0-1**
Supplemental ESL tutorial for improving English comprehension skills: main ideas, supporting details, inferences, fluency, and/or vocabulary building. Individualized instruction using English expository essay-length and narrative texts, supplemented with learning technology as needed. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 133    College Success Strategies I    1-0-1**
Small group instruction in syllabus comprehension, time management, study habits, college resource use, college reading and learning strategies for students in CCS 098 or ENG 098. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 134    College Success Strategies II    1-0-1**
Small group instruction in learning styles analysis, time management, study habits, college resource use, college reading and learning strategies for students in CCS 099, ENG 099, or college-level classes. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 135    Study and Test-Taking Skills I    1-0-1**
Focus on learning and memory process, effective reading-to-learn strategies, learning styles analysis, practical study and test-taking skills. Practical application to student's other concurrent course(s). Repeatable for a maximum of 3 credit hours. F S Su

**ALR 136    Study and Test-Taking Skills II    1-0-1**
Focus on learning and memory process, effective reading-to-learn and memorization strategies, test-preparation and test-taking skills, college vocabulary. Practical application to student's other concurrent course(s). Repeatable for a maximum of 3 credit hours. F S Su

**ALR 153    Essential Comprehension Skills    1-0-1**
Develops comprehension and thinking skills for academic reading. Emphasizes active reading strategies. May be taken with ALR 154 and/or ALR 155 to meet CCS 098 requirements with reading director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 154    Essential Vocabulary Skills    1-0-1**
Develops vocabulary skills for academic reading. Emphasizes active vocabulary-building strategies. May be taken with ALR 153 and/or ALR 155 to meet CCS 098 requirements with reading director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 155    Basic Novel Reading Skills    1-0-1**
Uses novel reading to improve comprehension skills and expand vocabulary. May be taken with ALR 153 and/or ALR 154 to meet CCS 098 requirements with reading director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 156    Active Reading and the Learning Process    1-0-1**
Develops high intermediate reading/study skills with emphasis on active reading and memory/learning processes. May be taken with ALR 157 and/or ALR 158 to meet CCS 099 requirements with reading director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 157    Summary and Critical Response Writing    1-0-1**
Develops high-intermediate reading and thinking skills through summary and critical response writing. May be taken with ALR 156 and/or ALR 158 to meet CCS 099 requirements with reading director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 158    Novel Reading Strategies and Skills    1-0-1**
Develops high-intermediate reading and thinking skills through active novel reading and written responses. May be taken with ALR 156 and/or ALR 157 to meet CCS 099 requirements with reading director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 191    Advanced Reading Skills I    1-0-1**
Develop and practice advanced reading skills with focus on analysis, interpretation, and critical thinking. Students will also write concise summaries and critical responses to advanced reading selections. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 192    Advanced Reading Skills II    1-0-1**
Practice advanced reading with focus on analysis and interpretation of challenging college-level texts, and critical thinking. Students will also develop skills to write concisely and critically about reading selections. Repeatable for a maximum of 3 credit hours. F S Su

# Applied Learning Skills—Assistive Technology

*Center for Academic Success*
*217/351-2441 ● www.parkland.edu/cas*

**ALS 176    Applying Assistive Technology to Academics I    1-0-1**
Exploration and evaluation of various assistive technologies for individual learning needs. Historical development and application to the online environment. Emphasis on online communication and strategies to support effective study skills. F S Su

**ALS 177    Applying Assistive Technology to Academic II    1-0-1**
Exploration and evaluation of various assistive technologies for individual learning needs. Emphasis on strategies to facilitate comprehension and manipulation of written language. F S Su

**ALS 196    Dental Hygiene Board Exam Preparation  2-0-2**
Reading-to-learn and memorization strategies, vocabulary building, test preparation and test-taking skills specific to the dental hygiene board exam. Major emphasis on case study analysis.

# Applied Learning Skills—Writing

*Center for Academic Success*
*217/351-2441 ● www.parkland.edu/cas*

**ALW 153   Intensive Grammar Instruction          1-0-1**
Students will learn to write sentences that demonstrate a command of basic English grammar and punctuation. Correct use of phrases and clauses emphasized. Supplemental tutorial for ESL students. Repeatable for maximum of 3 credit hours. F S Su

**ALW 154   Intensive Grammar Instruction II          1-0-1**
Students will learn to write paragraphs that demonstrate a command of grammar and punctuation including correct use of period, comma, semicolon, colon, and quotation marks. Supplemental tutorial for ESL students. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 155   Writing Effective Sentences          1-0-1**
Students will learn to write sentences that effectively utilize language - word choice, sentence structure, punctuation - to enhance their purpose. Emphasis on identification and correction of major sentence errors: run-on, comma splice, and sentence fragments. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 156   Writing Effective Paragraphs I          1-0-1**
Focus on developing topic sentences and writing paragraphs that utilize topic sentences and concluding sentences to indicate direction and purpose. Emphasis on audience awareness. May be used for modular completion of ENG 098 per CAS director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 157   Writing Effective Paragraphs II          1-0-1**
Focus on writing paragraphs that develop the topic sentence effectively. Practice use of a variety of writing strategies (narration, description, comparison-contrast, argumentation). May be used for modular completion of ENG 098 per CAS director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 158   Writing Effective Paragraphs III          1-0-1**
Focus on writing well-organized paragraphs that stay focused on the primary topic and consistently maintain a point of view with appropriate use of transitions. May be used for modular completion of ENG 098 per CAS director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 159   Writing Effective Paragraphs IV          1-0-1**
Focus on writing paragraphs that exhibit critical thinking and demonstrate some engagement with outside ideas and texts as well as the ability to support chosen positions. May be used for modular completion of ENG 098 per CAS director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 192   Writing Effective Essays I          2-0-2**
Focus on writing multiple-paragraph essays that support a thesis or controlling idea. Emphasis on direction, purpose, and audience awareness. May be used for modular completion of ENG 099 per CAS director approval. Repeatable for a maximum of 6 credit hours. F S Su

**ALW 193   Writing Effective Essays II          1-0-1**
Focus on writing multiple-paragraph essays that stay focused on a primary topic and consistently maintain a point of view. May be used for modular completion of ENG 099 per CAS director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 194   Writing Effective Essays III          1-0-1**
Focus on writing multiple-paragraph essays that support their thesis statements effectively using a variety of writing strategies (e.g., narration, illustration, comparison-contrast, argumentation). May be used for modular completion of ENG 099 per CAS director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 195   Writing Effective Essays IV          1-0-1**
Focus on writing multiple-paragraph essays that exhibit critical thinking and demonstrate engagement with outside ideas and texts. Repeatable for a maximum of 3 credit hours. F S Su

# Anthropology

*Social Sciences and Human Services*
*217/351-2229 ● www.parkland.edu/sshs*

**ANT 101   Introduction to Anthropology          3-0-3**
(IAI S1 900N) Introduction to the study of humankind. Attention given to humanity as both a living, evolving organism and creator and product of culture. Substantial emphasis placed on cross-cultural material. Prerequisite: ENG 101 placement. F S

**ANT 103   Introduction to Cultural Anthropology   3-0-3**
(IAI S1 901N) Study of structure and process of culture. Presents major features of culture including subsistence patterns, organizing devices, language, patterns of cultural transmission, political organization, religion, family forms, and cultural change. Examines methods of anthropological research and major theoretical orientations. Prerequisite: ENG 101 placement. F S

**ANT 105   Introduction to Physical Anthropology   3-0-3**
(IAI S1 902) Introduction to the principles and course of human evolution from the perspective of biological and social sciences; introduction to archaeological methods. Prerequisite: ENG 101 placement. F S

**ANT 200   Introduction to Archaeology          3-0-3**
(IAI S1 903) General introduction to theory and methods of archaeology. Emphasis placed upon conduct of archaeological research. Archaeology of the Midwest given special attention. For anyone interested in finding out about the past. Optional field trips. Prerequisite: ENG 101 placement.

**ANT 220   Field Archaeology          1-2-2**
Field studies in archaeology of various sections of North America. Emphasis on prehistoric cultures and on their relationships to biological and geological features of their environment. Prerequisites: an interest in science, good physical health, and approval of instructor or department chair. Su

**ANT 289   Topics in Anthropology          3-0-3**
Study of selected topics in anthropology. Topics vary according to section and semester and are listed in class schedule. Prerequisite: 3 credit hours in the discipline. A total of 6 credit hours may be taken in topics courses numbered 289.

# Arabic

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

### ARA 101   Beginning Arabic I                 5-0-5
For students with little or no previous instruction in the Arabic language. Emphasis on mastery of Arabic alphabet and phonetics; elementary formal grammar and development of reading and writing skills and conversation in formal non-colloquial style. Prerequisite: ENG 101 placement. F S

### ARA 102   Beginning Arabic II                5-0-5
Continued acquisition of language skills including phonetics, formal grammar and development of reading and writing skills; further development of communicative competence in formal non-colloquial style. Prerequisite: ARA 101 or equivalent. S

### ARA 103   Intermediate Arabic I             5-0-5
Development of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and understanding of Arabic culture. Prerequisite: ARA 102 or equivalent. F

### ARA 104   Intermediate Arabic II            5-0-5
Continued development and refinement of intermediate-level communicative competence. Emphasis on listening, speaking, reading, writing, and on Arabic culture. Prerequisite: ARA 103 or equivalent. S

# Art

*Fine and Applied Arts*
*217/351-2392 ● www.parkland.edu/faa*

Initial student expenses for art tools and supplies may be substantial. Though materials vary from course to course, prudent financial planning should include such costs.

### ART 121   Two-Dimensional Design           1-5-3
Foundation course in basic design fundamentals: form, balance, rhythm, emphasis, unity, proportion, and space. Exploration of different compositional strategies in a variety of media. Concurrent enrollment in ART 122 recommended. F S Su

### ART 122   Drawing I                        1-5-3
Skill-oriented beginning representational drawing. Visualizing and basic drawing construction, pathologies of drawing; linear perspective; presentation; elements of line, shape, value, and volume. F S Su

### ART 123   Drawing II                       1-5-3
In-depth investigation of various drawing media and papers. Design issues, expression, envisioned and observational drawing, pathologies of drawing. Prerequisite: ART 122 with a grade of C or higher. F S

### ART 124   Three-Dimensional Design         1-5-3
Foundation course in three-dimensional design fundamentals. Concurrent enrollment in ART 122 recommended. F S

### ART 125   Color                            1-5-3
In-depth examination of color; exploration and application of color theories and media. F

### ART 128   Digital Photography              1-5-3
An introductory course covering the basic principles of digital photography as a fine art medium, including equipment selection and use, image processing, and aesthetics. Prerequisite: basic computer skills. F S Su

### ART 129   Photography                      1-5-3
Basic techniques and principles of photographic process in visual communication. Practical working use of camera, exposure, developing, and printing in black and white. F S

### ART 130   Studio Photography I             1-5-3
Advanced skills with digital camera, lighting, and exposure evaluation. Hands-on experience working in a studio environment will provide creative opportunities to work in areas such as still life, portrait, and commercial work. Prerequisite: ART 128. S

### ART 141   Watercolor I                     1-5-3
Introduction to transparent watercolor. Emphasis on techniques, materials, and approaches to subject matter. Credit or concurrent enrollment in ART 122 recommended. S

### ART 145   Ceramics I                       1-5-3
Introduction to ceramic process. Hand-built and wheel-thrown forms; basic problems of forming, decoration, and glazing. For art majors and non-art majors. Repeatable for a maximum of 12 credit hours. F S Su

### ART 161   Art History I                    3-0-3
(IAI F2 901) Survey of origins and development of visual arts, from prehistoric through Gothic period. F S

### ART 162   Art History II                   3-0-3
(IAI F2 902) Survey of origin and development of visual arts, Renaissance to present. Influence of past on contemporary art. (Also in Salzburg Program). F S

### ART 163   History of Modern Art            3-0-3
(IAI F2 902) History of modernism in art from French Revolution to present with emphasis on contemporary issues. (Also in Salzburg Program) S

### ART 164   History of Photography           3-0-3
(IAI F2904) History of photography in art and society from its discovery to present. F

### ART 165   Art Appreciation                 3-0-3
(IAI F2 900) Introductory survey of visual arts in relation to human society, with aim of providing wide acquaintance with art forms and an appreciation of factors that have determined their development. Includes museum field trips. (Also in Canterbury Program) F S Su

### ART 166   Introduction to Non-Western Art  3-0-3
(IAI F2 903N) Survey of origins and development of visual arts from cultures other than Western European.

### ART 181   Sculpture I                      1-5-3
Use of techniques, principles, and materials of sculpture to interpret contemporary subjects in three-dimensional sculptural forms. Aesthetic, historical, and social perspectives explored. F

### ART 182   Sculpture II                     1-5-3
Continued exploration and development of sculpture media and materials as means of expression. Emphasis on depth of conceptual development, professional presentation, documentation. Repeatable for a maximum of 12 credit hours. F

### ART 185   Metalwork and Jewelry I          1-5-3
Basic jewelry and metalworking techniques: sawing, piercing, filing, soldering, cold connections, forming, metal finishing. Repeatable for a maximum of 12 credit hours. Credit or concurrent enrollment in ART 121 recommended. F S

### ART 186   Metalwork and Jewelry II   1-5-3
Continuation of ART 185 with greater exploration of conceptual and technical problems. Introduction to silver casting, advanced stone setting, repousse chasing, and inlay. Student may concentrate and research particular technique, while designing and executing individual projects. Repeatable for a maximum of 12 credit hours. Prerequisite: ART 185. F S

### ART 201   Painting I   1-5-3
Introduction to techniques and principles of oil painting, preparation of painting surfaces, development of color, and explanation of pictorial space. Credit or concurrent enrollment in ART 122 recommended. (Also in Canterbury Program) F S

### ART 202   Painting II   1-5-3
Application of technical painting skills to developing personal expression in response to various types of imagery. Repeatable for a maximum of 12 credit hours. Prerequisite: ART 201. F S

### ART 221   Figure Drawing   1-5-3
Use of the figure as basis for anatomical study and accurate representational drawing. Drawing from skeleton and live models. For art majors. Prerequisite: ART 122 (ART 123 is also recommended). S

### ART 228   Advanced Digital Photography   1-5-3
Advanced techniques and principles of the digital photographic process in visual communication. Exploration of materials and methods unique to digital photography with an emphasis on art. Prerequisite: ART 128. F S

### ART 229   Advanced Photography   1-5-3
Advanced techniques and principles of photographic process in visual communication. Exploration of materials and aesthetics unique to photography with an emphasis on fine art. Advanced development of darkroom skills. Repeatable for a maximum of 12 credit hours. Prerequisite: ART 129. F S

### ART 241   Watercolor II   1-5-3
Use of acrylic polymer, gouache, and other water-based media. Advanced problems in transparent and mixed-media watercolor painting. Repeatable for a maximum of 12 credit hours. Prerequisite: ART 141. F S

### ART 245   Ceramics II   1-5-3
Continued development of technical ceramic skills including: wheel work, hand building, clay body, glaze formulation. Exploration of past and contemporary ceramic forms and ideas. For art and non-art majors. Repeatable for a maximum of 12 credit hours. Prerequisite: ART 145. F S Su

### ART 283   Portfolio Seminar   1-0-1
Under faculty direction, students fine-tune and edit their portfolios, create an artist's statement, and develop their personal resumes. Includes lectures on presentation, demonstrations on taking professional images of artwork, and faculty reviews of final portfolio. Repeatable for a maximum of 2 credit hours. Prerequisites: ART 121, ART 122, ART 123, ART 124, sophomore standing in Art and Design or Art Education, or approval of instructor or department chair. F

# Astronomy
*Natural Sciences*
*217/351-2285 ● www.parkland.edu/ns*

### AST 101   The Solar System   3-2-4
(IAI P1 906L) Historical ideas concerning stars and planets; structure and motions of Earth, planets, and moons; physical nature of the Sun, planets, comets, asteroids, and meteors; origin and evolution of the Solar System. Includes an evening telescope observation. Prerequisite: ENG 101 placement. F S Su

### AST 102   Stars, Galaxies, and the Universe   3-2-4
(IAI P1 906L) Star distances, motions, structures, origin, and evolution; white dwarfs, neutron stars, and black holes; atoms and radiation; structures and evolution of galaxies (including the Milky Way) and the universe. Includes some evening telescopic observations. Prerequisite: ENG 101 placement. F S Su

# Aviation
*Institute of Aviation*
*217/244-8646 ● www.parkland.edu/academics/aviation*

### AVI 101   Private Pilot I   2-2-3
First of a two-course sequence to prepare for FAA Private Pilot Certification. Covers aerodynamics airplane systems, airport and airplane operations, federal regulations, and airplane safety. Includes 30 hours flight training. Private pilot certification requires completion of AVI 120. Prerequisites: ENG 101 placement; MAT 107 placement; and non-native speakers of English: ibt TOEFL score - min. 85 overall (min. 22 listening; min. 26 speaking), or approval of program director. F S

### AVI 120   Private Pilot II   2-2.5-3
Second of a two-course sequence to prepare for FAA Private Pilot certification. Covers operation, navigation, night flying and meteorology. Flight training includes use of flight simulator. Private Pilot certificate issued upon successful completion of final examinations. Prerequisite: AVI 101 or approval of program director. F S

### AVI 129   Commercial Instrument I   2 -2.5 -3
First of two-course sequence to prepare private pilots for instrument rating; cross-country flight emphasizing instrument approaches and en-route instrument procedures; and instruction on instrument flying, navigation, aircraft instruments, and regulations. Flight training includes eight hours in flight simulator. Prerequisite: AVI 120 or approval of program director. F S Su

### AVI 140   Commercial Instrument II   2 -2.5 - 3
Second of a two-course sequence to prepare the private pilot for the instrument rating. Classroom instruction on instrument maneuvers, aerodynamics, navigation, and aircraft systems. Flight training includes eight hours in flight simulator. Prerequisite: AVI 129 or approval of program director. F S

### AVI 184   Aircraft Systems for Pilots   3-0-3
Basic aircraft systems, their components, and theory of operation. Familiarization of Federal Aviation Administration maintenance rules and regulations applicable to pilots. Prerequisite: AVI 120 or approval of program director. F S

**AVI 200   Commercial Pilot I**   2-3-3
Advanced course preparing for FAA Commercial Pilot Certification. Includes cross-country procedures, federal aviation regulations, maintenance inspections, and pilot responsibilities. Emphasizes complex airplane operation and instrument flying procedures. Flight training includes seven hours in a Flight Training Device. Prerequisite: AVI 140 or approval of program director. F S

**AVI 209   Commercial Pilot II**   2-3 -3
Final course preparing for FAA Commercial Pilot Certificate with Instrument Rating. Reviews cross-country procedures, federal aviation regulations, commercial maneuvers, and pilot responsibilities. Emphasizes complex airplane operation and commercial maneuvers. Flight training includes six hours in Flight Training Device. Prerequisite: AVI 200 or approval of program director. F S Su

**AVI 220   Flight Instructor Certification Course**   3 -2-4
Preparation for FAA Flight Instructor (Airplane) certificate. Teaching/learning principles, lesson planning, federal aviation regulations. Flight training includes one hour in flight simulator teaching techniques. One-hour flight check required. Prerequisites: FAA Commercial Pilot Certificate with Instrument Rating and approval of program director. F S Su

**AVI 222   Instrument Flight Instructor**   1 -1-1
Flight instruction and supervised training to add Instrument-Airplane rating to Flight Instructor certificate. Instrument operations emphasizing instructional aspects of operations. Includes a one-hour flight test. Prerequisites: FAA Commercial Pilot Certificate with Instrument Rating or approval of program director. F S

**AVI 280   Multiengine Land**   0.5 -1-1
Instruction and supervised training for commercial pilots to develop skills required for the Multi-Engine Rating. Prerequisite: approval of program director. F S Su

**AVI 281   Cockpit Resource Management**   3 -1-3
Examines societal/cultural, industry, governmental regulatory agency, organizational, group, and individual influences on cockpit behavior and cockpit resource management. Laboratory and flight sections use multi-engine flight simulators and multi-engine aircraft. Students gain experience flying preplanned scenarios in both aircraft and simulators. Prerequisite: AVI 280 or approval of program director. F S

# Biology

*Natural Sciences*
*217/351-2285 ● www.parkland.edu/ns*

**BIO 100   Introduction to Biology**   2-2-3
Basic introduction to biology, including scientific method, chemistry, cell structure and function, DNA and RNA, heredity, cell division, diversity and evolution of life, organ systems, reproduction, biotechnology, and the environment. Designed for those with limited biology course experience. F S Su

**BIO 101   General Biology**   3-3-4
(IAI L1 900L) Survey of biology for students in A.A.S. and baccalaureate-oriented programs. General principles of biology emphasizing cell and organism structure and function, evolution and ecology. Credit not given for both BIO 101 and BIO 141-142 sequence. Prerequisite: ENG 101 placement. F S Su

**BIO 104   Environmental Biology and Sustainability**   3-3-4
(IAI L1 905L) Examines relationship of humans to their environment, including consideration of natural cycles and balances, populations, energy, hazardous chemicals, air, water, noise, and solid waste pollution. Field trips included. Students are expected to provide own transportation on local field trips. Prerequisite: ENG 101 placement. F S Su

**BIO 105   Human Biology**   3-3-4
(IAI L1 904L) Provides non-science majors basic principles of human biology in the context of current social issues. An emphasis on the human body and its interconnectedness to health, disease, growth, development, genetics, and evolution, as they relate to individuals and society. Prerequisite: ENG 101 placement. F S

**BIO 106   Heredity and Society**   3-0-3
(IAI L1 906) Provides non-science majors with fundamentals of genetics and interrelationships between heredity and society. Includes exploration of inheritance, genetic technology, and population genetics. Must be taken with BIO 186 to fulfill life science general education lab requirement. Prerequisite: ENG 101 placement. F S Su

**BIO 107   Introduction to Evolution**   3-3-4
(IAI L1907L) Topics include the philosophy of science, molecular bases of genetic variation, inheritance, speciation, geological and astronomical bases of biological evolution, history of evolutionary thought, origin of life, and application of evolution on modern society. Prerequisite: ENG 101 placement. F S

**BIO 109   Introduction to Plant Biology**   3-3-4
(IAI L1 901L) Introduction to diversity, structure and function, and importance of plant life to ecological and human systems. Emphasis on scientific inquiry of real-world problems involving plant anatomy and growth, responsiveness, evolution, reproduction, economics, and symbiosis of plants. Prerequisite: ENG 101 placement. F S Su

**BIO 111   Basic Anatomy and Physiology**   3-3-4
General survey of basic human body structure and function. Includes basic chemistry, cells and tissues, metabolism, skeletal, muscular, circulatory, respiratory, digestive, reproductive, urinary, nervous and endocrine systems, and special senses. Lab activities include use of models, the Anatomage, and cadavers. F S Su

**BIO 120   Fundamentals of Nutrition**   3-0-3
Examines food sources and the functions of nutrients, principles of weight management, nutrition requirements during the life cycle, and the relationship between nutrition and health. Stresses practical application of nutrition concepts and explores current nutrition controversies. Prerequisite: ENG 101 placement. F S Su

**BIO 121   Anatomy and Physiology I**   3-3-4
Structure/function of human body. Chemistry, fluid/electrolyte/pH, biochemistry/metabolism, cytology histology, skeletal, muscular, nervous systems. Prerequisites: successful completion of HS chemistry, CHE 100, or CHE 106 within three years; or satisfactory score on Parkland's chemistry competency test and ENG 101 placement. F S Su

**BIO 122   Human Anatomy and Physiology II**   3-3-4
Completes the anatomy/physiology sequence after BIO 121. Systems/processes covered include special senses, endocrine, circulatory, immune/defense mechanisms, integumentary, respiratory, digestive/metabolism, urinary, reproductive, and human development. Prerequisite: BIO 121 or equivalent with grade of C or higher. F S Su

### BIO 123    Microbiology                                 3-3-4
Basic principles of microbiology; classification, morphological and physiological characteristics of microorganisms, microbial control, pathogenesis and immunity, with associated laboratory assignments. Prerequisite: BIO 101, BIO 121, BIO 141, or equivalent; or admission to VTT program and BIO 111 with a grade of C or higher. F S Su

### BIO 141    Principles of Biology I                       4-3-5
(IAI L1 900L, BIO 910) General biology for students concentrating in life science or in a pre-professional health program. Topics include cell biology, bioenergetics, molecular biology, genetics, and biochemistry. Credit not given for both BIO 101 and BIO 141-142 sequence. Prerequisites: ENG 101 placement; and high school chemistry, CHE 100, or equivalent. F S

### BIO 142    Principles of Biology II                      4-3-5
(IAI BIO 910) Continuation of BIO 141 to complete biology sequence; diversity of life, structure, and function of animals and plants. Credit not given for both BIO 101 and BIO 142. Prerequisite: BIO 141 or equivalent with a grade of C or higher. F S

### BIO 166    Microbiology Laboratory Principles           0-3-1
Directed laboratory experience designed to enhance general microbiological laboratory skills. Prerequisite: approval of department chair. F S Su

### BIO 186    Heredity and Society Laboratory              0-2-1
(IAI L1 906L) Laboratory course to accompany BIO 106 to satisfy general education requirements. Fundamentals of genetics, including human inheritance, population, genetics, and DNA. Prerequisite: credit or concurrent enrollment in BIO 106. F S Su

### BIO 225    Pathophysiology                              3-0-3
Physiological basis of various conditions in altered health. Focuses on deviation from the normal homeostatic condition. Prerequisites: BIO 111 or BIO 121 and BIO 122 or equivalent with grade C or higher. S

# Business

*Business/Computer Science and Technologies*
*217/353-2099 ● www.parkland.edu/bai*

### BUS 101    Introduction to Business                     3-0-3
(IAI BUS 911) Survey of areas of business, including marketing, management, and finance for both business and non-business students. Provides opportunity to explore the total business environment and its related careers. F S Su

### BUS 106    Business and Organizational Ethics           3-0-3
Introduction to social and ethical issues of business, institutions, and organizations including but not limited to government regulations, consumerism, advertising, client relationships, employee and organizational responsibility, preferential hiring, conflicts of interest, and economic justice. Credit not given for both BUS 106 and PHI 106. Prerequisite: ENG 101 placement. F S

### BUS 117    Introduction to Entrepreneurship             3-0-3
Designed for all owners, managers, and employees of existing or proposed small or independent businesses, including nonprofit organizations. Fundamentals of entrepreneurship and small business management; emphasis on organizational, financial, and marketing management. Focus on business planning, investigation of information sources, and keys to business success. F

### BUS 152    Introduction to Global Business              3-0-3
Entry-level overview of current world trade activities, practices, and issues. Designed to provide student with basic, practical understanding of global business operations in the context of global competitiveness and emerging trading blocks. F

### BUS 204    The Legal Environment of Business            3-0-3
Public law and legal environment in which business must operate; background of legal principles and systems. Examines major laws affecting commerce, competition, labor relations, product liability, and consumer protection; contracts, agency, principles of tort, methods of organizing a business, sole proprietorship, corporations, partnerships. F S

### BUS 245    Business Communications                      3-0-3
Study of communication foundations; writing process for business letters, memos, and reports; oral presentation skills; team-building skills. Students will use e-mail and the Internet. Working knowledge of PowerPoint necessary. Prerequisite: ENG 102. F S Su

### BUS 250    Business Work Experience I                   0-20-4
Students obtain 300 hours of work experience to utilize their studies, expand their perception of work environment, and gain practical experience. Prerequisite: completion of at least 30 semester hours of college credit within program area in which placement is desired. F S Su

### BUS 252    Business Work Experience II                  0-20-4
Students obtain 300 hours of work experience in job environment that expands experiences gained from BUS 250. Training experiences developed by the employer and faculty member. Prerequisite: BUS 250. F S Su

### BUS 264    Introduction to Finance                      3-0-3
Introductory course in managerial finance: financial analysis, budgeting, sources of capital (short- and long-term), and cost of capital. Prerequisite: credit or concurrent enrollment in ACC 102. F S

# Computer-Aided Drafting

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

### CAD 113    Computer-Aided Machine Design I              4-0-4
Design process with practical and computer-aided evaluation of power transmission devices, including gears, shafts, belts, chains, and other components using SolidWorks software. F S

### CAD 117    Advanced AutoCAD—3D Topics                   3-0-3
Advanced techniques in computer-aided drafting: 3D design, show motion, libraries, symbols libraries, scripts, and 3D panel/button customization for AutoCAD. Prerequisite: CAD 124 or equivalent. F S

### CAD 121    Materials for Industry                       3-0-3
(IAI MTM 912) Survey of materials used by design engineers; ferrous metals, nonferrous metals, plastics, and ceramics; testing, heat-treating, finishing, and use of adhesives. S

### CAD 122    Computer-Aided Machine Design II             4-0-4
Theory and application of design processes including dimensions, tolerances, assembly, multi-view, and details. Also includes application of the design process to CAD drawings and solid models using SolidWorks software. Prerequisite: CAD 113 or approval of instructor or department chair. F S

**CAD 124  Introduction to AutoCAD
(Computer-Aided Drafting)  3-0-3**
(IAI MTM 911) Introduction to computer-aided drafting using AutoCAD software; architectural, mechanical, and electrical applications. F S Su

**CAD 132  Introduction to Microstation CAD  3-0-3**
Introduction in computer-aided drafting using Microstation software applied to drawings for structural steel, concrete foundations, and site plans. Prerequisite: credit or concurrent enrollment in CIT 130. F

**CAD 214  Introduction to Revit Architecture  3-0-3**
Use of Revit Architecture to assemble 3D commercial architectural plans, with an introduction to building information modeling. Prerequisites: CAD 124 and CIT 130. S

**CAD 232  Advanced Microstation CAD  3-0-3**
Advanced techniques in computer-aided drafting using Microstation and Geopak civil/survey software. Includes plat preparation, highway alignments, surface modeling and electronic survey data processing. Prerequisites: CAD 132 and CIT 130. S

# Customized Career Preparation

*Business/Computer Science and Technologies*
*217/353-2099 ● www.parkland.edu/bai*

**CCP 111  Customized Career Preparation Portfolio  1 -2-2**
For persons with specific career goals to determine career field requirements, document requirements already mastered, and formulate an educational plan to achieve mastery of remaining requirements through portfolio preparation. Approval of portfolio and related educational plan is required prior to Customized Career Preparation degree admission. Prerequisite: approval of a department chair or the Dean of Career and Technical Education.

# Critical Comprehension Skills

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**Reading Assessment Program**
Students enrolling at Parkland must demonstrate college-level reading proficiency. Students may demonstrate reading proficiency by 1) their performance on Parkland's reading assessment test; 2) their ACT or SAT scores; or 3) successful completion (C or higher) of two reading intensive courses transferred from an accredited institution. (Contact the director of reading for questions about interpretation.) Students who do not demonstrate college-level reading proficiency are required to take one or more CCS courses. Students whose reading skills are assessed at a level below Parkland's admission requirement will be referred to other resources.

**CCS 098  Critical Comprehension Skills I  3-0-3**
Develops intermediate comprehension skills basic to successful academic reading. Students who earn a grade of D or lower in CCS 098 must repeat the course or must demonstrate a CCS 099 or higher reading level by retaking Parkland's reading assessment test. Prerequisite: placement. F S Su

**CCS 099  Critical Comprehension Skills II  3-0-3**
Develops reading skills basic to successful college-level work. Emphasizes essay analysis and reading efficiency; includes note taking (annotating) and critical thinking. Students who enroll in CCS 099 may concurrently enroll in college-level, reading-intensive courses. Students who earn a grade of D or lower must repeat the course or must demonstrate a college-level reading proficiency by retaking Parkland's reading assessment test. Prerequisite: CCS 098 with a grade of C or higher or placement. F S Su

# Child Development

*Social Sciences and Human Services*
*217/351-2229 ● www.parkland.edu/sshs*

**CHD 105  Child Growth and Development  3-0-3**
Theory and principles of development prenatal through adolescence with emphasis on early childhood; physical, cognitive, and social-emotional development according to Piaget, Erikson, Vygotsky, Skinner, and others; gender, family, culture, and societal contexts; implications for professional practice. Prerequisite: ENG 099 placement. F

**CHD 115  Socialization and Guidance
for the Young Child  2-0-2**
Basic theory and influences on children's behavior with an emphasis on social-emotional development. Emphasizes strategies for promoting prosocial behavior in young children. S

**CHD 122  Introduction to
Early Childhood Education  3-2-4**
Study and analysis of preschool/primary educational programs and practices, including techniques/methods utilized in working with young children. Orientation to a variety of child-care settings. Observations in local facilities focus on the purpose and organization of each program. Prerequisite: ENG 099 placement. F

**CHD 124  Program Planning for the Young Child  2-2-3**
Total planning consistent with developmental needs of children from two to five years of age in child-care situations. Includes workshop experiences in creating teacher-made materials and use of such materials. S

**CHD 125  Observation and Assessment  2-2-3**
In-depth study of young children through the use of developmentally appropriate, culturally responsive observation and assessment techniques. Practice applying these techniques to plan appropriate programs and monitor children's development. F

**CHD 134  Caring for Infants and Toddlers  3-2-4**
Development and needs of children under the age of three. Considers the infant in family, day-care home, and day-care center settings. S

**CHD 201  Health, Safety, and Nutrition
of the Young Child  3-0-3**
Provides an overview of personal health of the individual and of children in group settings, including nutrition, health and safety issues, and skills for teaching these concepts to young children. S

**CHD 216  Music and the Arts for the Young Child  2-0-2**
Methods and planning of activities for aesthetic education for young children, with appropriate experiences in music and music appreciation, movement, drama, and art appreciation. F

### CHD 217  Language and Literature for the Young Child  3-0-3

Overview of language skills and activities for encouraging language development in areas of listening, speaking, prewriting, and prereading. Select and use appropriate books and literacy materials with children. F

### CHD 218  Math and Science for the Young Child  2-0-2

Basic mathematics and science concepts are introduced, acquainting the student with skills and methods appropriate for use with young children. F

### CHD 222  Assisting in the Child-Care Center  2-9-4

Students observe/participate in 135 hours in a early childhood program. Focus on observation, interaction, curriculum planning, guidance, and evaluation/reflection on own knowledge, skills, and attitudes. Prerequisites: sophomore standing, CHD 105 or PSY 207, and CHD 115, CHD 122, CHD 124, CHD 125, ENG 101, and approval for placement. F S

### CHD 223  Child, Family, and Community  3-0-3

Focuses on the child in the context of family and community. Includes issues of communication, diversity, professionalism, and social policy, and promotes awareness and effective use of community resources. Prerequisite: ENG 099 placement. F

### CHD 242  The Exceptional Child  3-2-4

Introduces range of cognitive, physical, social, and emotional special needs in children; identification, intervention strategies, methods, and programs in various settings; applicable laws, requirements, and family issues. Prerequisites: CHD 105 or PSY 207, and ENG 099 placement. S

### CHD 250  Field Experience in the Child-Care Setting  2-15-5

Student participates for 200 hours as an intern in a child-care center; becomes acquainted with teaching and administrative procedures of the center. Prerequisites: CHD 222, CHD 216, CHD 217, CHD 218, ENG 102, sophomore standing, and approval for placement. F S

### CHD 260  Administration of Day-Care Centers  3-0-3

Administrative duties in a child-care center; evaluation of child-care centers, development of leadership abilities, and utilization of community resources are emphasized. SE

### CHD 272  Administration of the Family Day-Care Home  3-0-3

Knowledge and skills needed to run a family day-care home; setting up a day-care home, business management and administrative skills, child development principles as applicable to home day care, home and community, home and parents. FO

# Chemistry

*Natural Sciences*
*217/351-2285 ● www.parkland.edu/ns*

### CHE 100  Introduction to Chemistry  3-1-3

Introduction to chemical concepts, including the metric system, moles, chemical composition, atomic structure, bonding, reactions, gases, and thermochemistry. Designed primarily for those with little or no high school chemistry who expect to continue with CHE 101-102. Prerequisite: MAT 071, MAT 072, MAT 081, placement into MAT 098, or recent high school algebra with a grade of C or higher. F S Su

### CHE 101  General Chemistry I  4-3-5

(IAI P1 902L, CHM 911, EGR 961) Introduces new concepts and broadens those learned previously; chemical names, formulas, and equations; types of reactions; stoichiometry; thermochemistry; atomic structure and bonding; behavior of gases, liquids, and solids; properties of solutions. Prerequisites: recent high school chemistry or CHE 100 with a grade of C or higher and MAT 086 or MAT 098 with a grade of C or higher. F S Su

### CHE 102  General Chemistry II  4-3-5

(IAI CHM 912, EGR 962) Equilibrium reactions (gas, acid/base, solution); nuclear chemistry; electrochemistry; redox reactions, transition metal complexes; properties of metals and nonmetals; rates and mechanisms of reaction. Introduction to organic chemistry and biochemistry. Prerequisite: CHE 101 with a grade of C or higher. F S Su

### CHE 104  Chemistry of Everyday Life  3-3-4

(IAI P1 903L) Introduction to chemical concepts through application to common activities in everyday life and modern issues. One-semester survey for non-science majors. F S Su

### CHE 106  Chemistry for the Health Professions  3-3-4

(IAI P1 902L) General principles and theories of chemistry and selected topics in organic and biochemistry. Topics are drawn from the health fields. CHE 106 is not intended to replace CHE 101. Prerequisite: MAT 072 or equivalent with a grade of C or higher. F S Su

### CHE 107  Chemistry for the Health Professions II  3-3-4

Expanded coverage of general principles of chemistry, selected topics in organic and biochemistry. Topics drawn from the health fields. CHE 107 is not intended to replace CHE 102. Prerequisite: CHE 106 or equivalent with a grade of C or higher. F S Su

### CHE 203  Organic Chemistry I  3-0-3

(IAI CHM 913) Properties, preparations, and reactions of alkanes, alkenes, alkynes, alkyl halides, alcohols, epoxides, and organometallics. Mechanisms of reactions. Stereochemistry. Prerequisites: CHE 101 and CHE 102 with a grade of C or higher in both. F S

### CHE 204  Organic Chemistry Lab I  1-3-2

(IAI CHM 913) Introduction to laboratory techniques relevant to organic chemistry, including synthesis, extraction, separations, and spectroscopy. Prerequisite: credit or concurrent enrollment in CHE 203 or equivalent. F S

### CHE 205  Organic Chemistry II  3-0-3

(IAI CHM 914) Properties, preparations, reactions, reaction mechanisms for additional organic functional groups. Spectroscopy. Prerequisite: CHE 203 or equivalent with a grade of C or higher. F S

### CHE 206  Organic Chemistry Lab II  1-3-2

(IAI CHM 914) Continued exploration of laboratory techniques relevant to separation, purification, and identification of organic compounds, synthetic methods, and qualitative identification. Credit or concurrent enrollment in CHE 205 is recommended. Prerequisite: CHE 204 with a grade of C or higher. F S

# Computer Information Systems

*Business/Computer Science and Technologies*
*217/353-2099 ● www.parkland.edu/bai*

**CIS 112     Computing Essentials                    3-2-4**
Introduction to computer operation and software use; terminology, hardware and software fundamentals, word processing, electronic spreadsheets, databases, the Internet, microcomputer operating systems file management, networking fundamentals, programming, and logic. Advising and career choices are addressed. Keyboarding ability expected. F S Su

**CIS 122     Introduction to Computer Programming     3-2-4**
Introduction to logic and fundamental programming concepts using a common computer language with emphasis on syntax and structure. Design tools such as GUI design and pseudocode. For students in science, mathematics, or technical programs. Prerequisite: MAT 071, MAT 081, or MAT 095 or equivalent. F S Su

**CIS 131     Presentation Graphics (MS PowerPoint)     2-0-2**
Learn to use PowerPoint to produce professional-looking presentations. Includes presentation management, wizards, importing/exporting, outlining, graphing, integration, hyperlinks, drawing, clip art, and scanning. Credit not given for both CIS 131 and CTC 197 and CTC 198. Prerequisite: keyboarding ability. F S Su

**CIS 134     Spreadsheet Applications (MS Excel)     3-0-3**
Introduction to spreadsheets using Microsoft Excel; spreadsheet software for various business applications. Data entry, basic spreadsheet commands, worksheet design, formula development, macros, business charts, security and analysis tools. Prerequisite: keyboarding ability. F S Su

**CIS 135     Word Processing I (MS Word)     4-0-4**
Create, edit, save, print, manage, and merge documents in Microsoft Word. Create tables, headers, footers, macros, Quick Parts, and captions. Credit not given for both CIS 135 and CTC 171, CTC 172, CTC 173, and CTC 271. Prerequisite: keyboarding ability. F S Su

**CIS 137     Basic PC Maintenance/OS Concepts     2-2-3**
Introduction to microcomputer operating systems. File management, disk organization, memory resource management, system configuration, and disk maintenance. Everyday care and maintenance of PCs. Prerequisite: functional use of mouse and keyboard expected and concurrent enrollment in CIS 112 or approval of department chair. F S Su

**CIS 138     Database Applications (MS Access)     3-0-3**
Introduction to database use and applications. Create files and business reports, including file design and maintenance, report generation, and advanced concepts. Credit not given for both CIS 138 and CTC 177, CTC 178, and CTC 179. Prerequisite: keyboarding ability. F S Su

**CIS 151     Web Skills and Creating Web Pages     2-0-2**
Introduction to basic services available on the Internet. Includes e-mail, search engines, locating and evaluating information, transferring files, bookmarks, social media, security/safety, basic XHTML coding, and beginning CSS to create web pages. Credit not given for both CIS 151 and CTC 133 + CTC 196. F S Su

**CIS 152     Web Design and Development I     2-2-3**
Basic skills for creating websites covering a range of topics from HTML and CSS to basic usage of common design patterns and web frameworks. Covers use of common tooling and online resources for building websites. Credit not given for both CIS 152 and CTC 136 + CTC 137 + CTC 138. Prerequisite: CIS 151, equivalent experience, or approval of department chair. F S Su

**CIS 156     Keyboarding I     3-0-3**
Beginners develop touch typing skills on the computer keyboard; practice in typing letters and simple reports. Credit in this course cannot be used toward graduation requirements for office professional majors. F S

**CIS 157     Keyboarding II     3-0-3**
Development of computer keyboarding skill in order to rapidly and accurately produce business letters, memos, reports, tables and a resume. Prerequisite: CIS 156 or CTC 135 with grade of B or higher or assessment. F S

**CIS 170     Office Professional Topics     3-0-3**
Overview of office careers field. Workplace attitudes, ethics, and responsibilities. Development of competency in communications, human relations, business ethics, and conflict resolution. F S

**CIS 171     Document Preparation and Editing     2-2-3**
Transcribing various types of business correspondence from dictated tapes. Strong emphasis on grammar and punctuation usage as well as extensive work in learning to proofread. Prerequisite: typing ability. F S

**CIS 200     Business Computer Systems     2-2-3**
(IAI BUS 902) Management information systems, systems analysis and design techniques, terminology, equipment, and applications. Hands-on experience with microcomputers including software packages (spreadsheets, database presentation, and word processing) for data analysis and business presentations. F S Su

**CIS 211     Visual Basic Programming     2-2-3**
Write object-oriented programs to run in a Windows environment using recent release. Covers classes, objects, controls, events, methods, and properties; designing user interfaces and data validation; and accessing sequential and database files. Prerequisite: CIS 122 or approval of department chair. S

**CIS 231     Systems Analysis, Design,
and Administration     3-0-3**
Analysis, design, administration, and documentation of information systems, including requirements modeling, data and process modeling, and human-computer interaction principles. S

**CIS 235     Word Processing II (MS Word)     2-0-2**
Microsoft Word advanced features: templates, graphics, columns, tables, charts, outlining, styles, and sorting/selecting records. Includes creation of fill-in forms, importing data, and working with shared documents. Prerequisite: CIS 135 with grade of C or higher. F S

**CIS 270     Integrated Software Applications     3-0-3**
Consolidate and apply skills to real life situations. Microsoft Office integration, web design software, desktop publishing, e-mail, and Internet. Prerequisites: CIS 134, CIS 135, and CIS 138 with grades of C or higher and knowledge of MS PowerPoint. S

**CIS 297     Job Seminar     1-0-1**
Assists students with locating, preparing for, and conducting job interviews; what to expect in the first job; career opportunities; structure of the data processing industry. Prerequisite: completion of at least 15 hours of concentration courses. F S Su

**CIS 298    Work Experience              0-15-3**
Students utilize their studies to expand their perception of the work environment and gain practical experience. Prerequisite: approval for placement. F S Su

# Construction Design and Management

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**CIT 111    Construction Materials          2-3-3**
Primary construction materials, their properties, and proper applications: concrete, asphalt, aggregates, masonry, wood, and steel. Prerequisite: MAT 060 or MAT 094. S

**CIT 113    Basic Surveying                2-3-3**
Fundamental surveying applications: construction layout, topographic mapping, leveling, distance measurement, angular measurement, computations, and instrument skills. Prerequisite: MAT 071 or MAT 081 or MAT 095 with a grade of C or higher. F S

**CIT 114    Plumbing                       2-2-3**
Demonstration and hands-on training in installation of plumbing pipe, fixtures, and fittings; interpreting plumbing drawings and selection of proper materials. F S

**CIT 115    Rough Carpentry                2-2-3**
Carpentry hand and power tools. Measurement, layout, and framing methods required in residential construction. Exterior finish carpentry and shingling required in residential construction will be covered by building a structure. F S

**CIT 116    Interior Carpentry             2-3-3**
Common interior materials, tools, and installation techniques; trim, doors, cabinets, drywall, painting, hardware, tile. S

**CIT 130    Construction Plan Fundamentals    2-3-3**
Fundamentals of construction plan interpretation, manual drafting techniques, and industry drafting standards. F S

**CIT 132    Surveying Computations         3-2-4**
Computational theories and processes relevant to surveying including coordinate geometry, horizontal and vertical alignments, earth volumes, error analysis and adjustment. Prerequisites: CIT 113 and MAT 134. F

**CIT 135    Construction Practices and Sustainability 3-0-3**
Basic building planning, construction materials, and methods, with emphasis on sustainable practices. Focus on residential and light commercial applications. Drawings, specifications and building codes. Plumbing, electrical, heating, and air conditioning systems and costs. Prerequisite: CIT 130. S

**CIT 211    Construction Surveying         2-3-3**
Construction layout methods for commercial site improvements and commercial buildings. Prerequisites: CIT 113 and MAT 134. F

**CIT 212    Commercial Facility Systems    2-3-3**
Overview of the primary systems involved in commercial facility construction: site work, utilities, foundations, structural steel and concrete, exterior finishes, mechanical/electrical/plumbing systems, and interior finishes. Construction plan and specification interpretation, basic review of building code issues, site visits to local construction projects. Prerequisites: CIT 130 and sophomore standing in CDM program or approval of program director or department chair. F

**CIT 213    Soil Mechanics                 2-2-3**
Elementary study of exploring, sampling, testing, and evaluating soil materials and their effects on foundations, subgrades, embankments, and construction practices. Prerequisites: CIT 111 and MAT 134. F

**CIT 215    Construction Cost Estimating    4-0-4**
Introduction to estimating construction costs using plans and specifications to develop material quantities and costs. Complete residential and commercial estimates prepared. Prerequisites: CIT 130, MAT 134, and sophomore standing in CIT program or approval of program director or department chair. S

**CIT 216    Construction Contract Administration    3-0-3**
Introduction to construction office practice to familiarize student with specifications for building projects, contracts, project cost accounting, and critical path project scheduling. Prerequisite: sophomore standing in CIT program or approval of program director or department chair. S

**CIT 230    Construction Field Experience   0-10-1; 0-20-2; 0-30-3; 0-40-4**
On-the-job work experience for students preparing for careers in the construction industry. Students are required to have temporary (or permanent) construction employment prior to enrolling in the course. Students must meet with a construction instructor prior to start. Repeatable 3 times. Prerequisites: successful completion of one semester of Construction Design and Management program and approval of program director or department chair. F S Su

**CIT 233    Surveying Field Experience    0-10-1; 0-20-2**
On-the-job work experience for students preparing for careers in the surveying industry. Students are required to have temporary (or permanent) surveying employment prior to enrolling in the course. Students must meet with a surveying instructor prior to start. Repeatable 3 times. Prerequisites: CIT 113, CIT 130, CIT 234, CAD 124, or approval of program director or department chair. F S Su

**CIT 234    Design Surveying               2-3-3**
Survey processes and theories for civil engineering projects, topographic surveys, as-built surveys, and route surveys. Prerequisites: CIT 113 and MAT 134. S

**CIT 235    Control Surveying              2-3-3**
Survey processes and theories of control surveying, geodesy, state plane coordinate systems, and related computations. Prerequisites: CIT 113 and MAT 134. S

**CIT 236    Site Development               2-3-3**
Overview of planning, design, construction, and inspection processes in site development, including demolition, earthwork, utilities, paving, and civil structures. Plan and specification interpretation; site visits to local projects. Prerequisites: CIT 130 and sophomore standing in CIT program or approval of program director or department chair. S

**CIT 253    Legal Aspects of Surveying     2-3-3**
Common and statute law; unwritten rights in land and their relationship to land surveys; survey standards; restoration of lost corners; rules of evidence and rights, duties and liability of the surveyor. Prerequisites: CIT 113 and MAT 134. S

**CIT 254    Land Surveying    2-3-3**
Survey process and theory of land surveying including development of the United States Rectangular System, boundary and retracement surveys, basic survey law, legal descriptions, title search, field monument search and related computations. Prerequisites: CIT 113 and MAT 134, and credit or concurrent enrollment in CIT 253. S

**CIT 255    Engineering Surveying    3-3-4**
Introduction to surveying for engineering and geographic information science disciplines. Prerequisites: MAT 125 and approval of program director or department chair. F S

# Criminal Justice

*Social Sciences and Human Services*
*217/351-2229 ● www.parkland.edu/sshs*

**CJS 101    Introduction to Criminal Justice    3-0-3**
(IAI CRJ 901) History, development, philosophy, and constitutional aspects of criminal justice procedures and agencies. Interrelationship of various components and processes of the criminal justice system. Prerequisite: ENG 099 placement. F S

**CJS 102    Police Administration and Operations    4-0-4**
Proactive approach to police organizational management; traditional, scientific, participative, proactive, and other models; administration of a police organization; recruitment and selection of personnel, training policies, planning operations, auxiliary, and staff functions. Patrol function emphasized. Prerequisites: CJS 101 and ENG 101 placement. F S

**CJS 104    Introduction to Corrections    3-0-3**
Overview of the U.S. correctional system and its processes including its history, evolution of philosophy of sentencing, operation and administration, community corrections, and issues in correctional law.

**CJS 127    Juvenile Delinquency    3-0-3**
(IAI CRJ 914) Juvenile delinquency analyzed from both legal and sociocultural perspectives: juvenile courts, probation systems, and treatment-prevention facilities examined in relation to the legal processing of delinquents; emphasis placed on sociopsychological variables associated with determinants of delinquency. Prerequisite: ENG 099 placement. F S

**CJS 203    Criminal Law and Procedures I    3-0-3**
Fundamental doctrines of criminal responsibility; criteria for criminal acts; requisite mental state, criminal parties, causation and defenses, common law crimes; application of the Illinois Criminal Code. Basic criminal procedure and evidence. Prerequisites: CJS 101 and ENG 101 placement. F

**CJS 204    Criminal Law and Procedures II    3-0-3**
Advanced criminal procedure and evidence: bail, discovery, evidence, exclusionary rules, aspects of the criminal process prior to trial. Right to counsel, arrest, search, interrogation, lineups, and other police practices. Selected ILCS chapters. Prerequisites: CJS 101 and ENG 101 placement. S

**CJS 207    Traffic Law Enforcement
and Administration    3-0-3**
Development, purpose, enforcement, and administration of traffic law; elements of highway transportation system. Prerequisites: CJS 101 and ENG 101 placement. F

**CJS 209    Criminal Investigation    4-0-4**
Theory and practice of investigations from scene to courtroom. Interviewing, interrogation, case preparation, criminalistic applications. Prerequisites: CJS 101 and ENG 101 placement. F S

**CJS 218    Internship and Seminar    1-10-3**
Off-campus work experience in an appropriate field. Written reports required along with regular meetings with the faculty member. The student will also do individual research and study in the student's field of interest as approved and directed by the faculty member. Open to criminal justice majors only. Prerequisites: sophomore standing, CJS 102, and 6 additional hours of CJS credit completed prior to enrollment. Students must carry health insurance and pass a criminal background check prior to enrolling in CJS 218. F S

**CJS 221    Community Policing and Problem Solving    3-0-3**
Examines the history and evolution of community policing coupled with the concept of proactive problem-oriented policing versus reactive incident-driven policing, ensuring that the student truly understands how the two work in tandem. F

**CJS 225    Issues in Criminal Justice    3-0-3**
Study of specific criminal justice topics and problems in contemporary American society. Emphasis on developing critical thinking skills as the student learns to analyze current problems and issues. Prerequisites: CJS 101 or approval of program director or department chair and ENG 101 placement. S

**CJS 292    International Field Experience
in Criminal Justice    1-6-3**
Explores the role of criminal justice in other countries including police, judicial, and corrections. Examines differing governmental policies and cultural and economic diversity influences on criminal justice. Requires a supervised international field experience.

# Case New Holland

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**CNH 112    Diesel Engine Theory and Overhaul    3-3-4**
Complete disassembly and reassembly of CNH brand diesel engines using appropriate company service manuals; measuring for wear, machining and overhaul procedures common to a dealership; parts evaluation; failure analysis; application of theory of operation and construction; emphasis on returning unit to field service. F

**CNH 114    Introduction to Fuel Systems    2-3-3**
Principles of operation of mechanical fuel systems for CNH diesel engines, distributor pump style, in-line pump style, timing of pumps, hands-on laboratory practice including tune-up procedures, diagnosis, troubleshooting, adjustment use of diagnostic equipment. F

**CNH 119    CNH Dealer Work Experience I    0-5-1**
On-the-job work experience for students preparing for employment at a Case IH, Case CE or New Holland dealer. Students must meet with a diesel instructor prior to start. Prerequisites: CNH 112, CNH 114, CNH 131, CNH 214, CNH 231, and EST 114. Su

**CNH 131    Introduction to CNH Machine Electrical    3-3-4**
Theoretical and practical application of machine electrical. Theoretical and practical application of Ohm's Law including series, parallel, and series-parallel circuits. Application of starting and charging circuits and testing equipment. Repair of electrical circuits with an emphasis on proper repair techniques. F

**CNH 132 CNH Precision Farming Systems** 2-1-2
Theoretical and practical application of CNH precision farming systems as related to Ag and CE equipment: Global Positioning Satellite and Advanced Farming Systems, emphasis on software, product information, calibration and hardware functions. F

**CNH 153 Service Department Operations** 1-0-1
Broad overview of an agriculture and/or construction equipment dealership: focus on proper tool usage, proper diagnostic equipment usage, safety, and time management. F

**CNH 155 Introduction to CNH Hydraulic Systems** 2-3-3
Introduction to CNH hydraulics systems, open center, closed center, and pressure and flow compensating type systems. F

**CNH 171 Introduction to CNH Powertrains** 3-3-4
CNH drive trains and components of agricultural and construction equipment, clutch systems, transaxles, differentials, axles, emphasis on disassembly, reassembly and component identification. Prerequisites: CNH 112 and CNH 114. F

**CNH 214 Advanced Diesel Fuel Systems** 2-2-3
Principles of CNH computer-controlled diesel engines, emphasis on diagnosis and troubleshooting and understanding user interface with electronic engine software. Prerequisite: CNH 114. S

**CNH 216 CNH Equipment Air Conditioning I** 2-0-2
Principles and theory of air conditioning systems on agricultural, heavy equipment and trucks. Prerequisite: CNH 131. S

**CNH 218 CNH Equipment Air Conditioning II** 0-2-1
Principles and theory of air conditoning systems on agricultural, heavy equipment and trucks. Prerequisites: CNH 131 and CNH 216 or approval of instructor or departmnent chair. Su

**CNH 219 CNH Dealer Work Experience II** 0-5-1
On-the-job work experience for students preparing for employment at a Case IH, Case CE or New Holland dealer. Students must meet with a diesel instructor prior to start. Prerequisites: CNH 155, CNH 214, CNH 231, CNH 255, and CNH 271. S

**CNH 231 Advanced CNH Machine Electrical** 3-1-3
CNH machine electrical schematic reading, troubleshooting, diagnosis, and repair of monitoring systems, instrumentation, and other specialized electronic and computer-controlled equipment on CNH machinery and heavy equipment. Prerequisite: CNH 131. S

**CNH 255 Advanced CNH Hydraulic Systems** 2-2-3
Hydraulic and hydrostatic systems used on CNH equipment; diagnosing and testing to solve system problems; interpretation of fluid hydraulic schematic and diagrams; electronic and computer-controlled systems. Prerequisite: CNH 155. S

**CNH 256 CNH Ag and CE Equipment Functions** 3-3-4
Setup, repair and operational field testing of new and used CNH agricultural and construction equipment, emphasis on harvesting, planting, and construction equipment. Prerequisites: CNH 112, CNH 119, CNH 214, and CNH 231. F

**CNH 271 Advanced CNH Powertrains** 2-3-3
Pressure and flow testing of powertrains used in CNH Ag and CE equipment. Calibration of transmissions. Theory and operation of final drives and shuttles. Prerequisites: CNH 171 and credit or concurrent enrollment in CNH 255. S

**CNH 291 CNH Service Department Implementation** 2-2-3
Simulation of a CNH service department including diagnostic work, disassembly work, repair work and assembly work on CNH equipment. Practice accurate and precise labor documentation. Prerequisites: CNH 155, CNH 171, CNH 216, CNH 231, and CNH 256. S

# Mass Communication

*Fine and Applied Arts*
*217/351-2392 ● www.parkland.edu/faa*

**COM 101 Introduction to Mass Communication** 3-0-3
(IAI MC 911) Provides an overview of the history, nature, functions, and responsibilities of the mass communication industries in a global environment with an emphasis on the media's role in American society. Prerequisite: ENG 101 placement. F S Su

**COM 103 Introduction to Public Speaking** 3-0-3
(IAI C2 900) Practice and study in public speaking involving informative, persuasive, and problem solution situations and issues. Emphasis on speaker's critical thinking in relation to audience, topic, occasion, and self. ENG 101 and college level reading placement strongly recommended. F S Su

**COM 105 Basic News Writing** 3-0-3
(IAI MC 919) Introduction to news writing including the techniques of news gathering, reporting, and interviewing, the use of library and online database research methods, and other related skills. Students write basic stories under real time constraints. Prerequisite: ENG 101 with a grade of C or higher. F S

**COM 106 Broadcast Writing** 3-0-3
(IAI MC 922) Emphasizes writing for visual and audio presentations, including continuity, commercials, public service announcements, news, and special events. Prerequisite: ENG 101 placement. S

**COM 120 Interpersonal Communication** 3-0-3
Explores communication theory and practice between individuals in workplace and social contexts. Practical application to develop communication competence in areas that include perception, self-concept, listening, verbal and nonverbal skills, communicating across cultures, and conflict management. F S Su

**COM 121 Introduction to Advertising** 3-0-3
(IAI MC 912) Role of advertising in integrated marketing communication, consumer behavior, creative strategies, and types of media. Practical applications are integrated into the course. Prerequisite: ENG 101 placement. F S

**COM 122 Introduction to Public Relations** 3-0-3
(IAI MC 913) Provides an overview of the practices, theories, ethics, issues, and problems of public relations. Practical applications are integrated into the course. Prerequisite: ENG 101 placement. F S

**COM 140 Voice and Diction** 3-0-3
Basic factors of voice and speech sound production. Class study and analysis of variations in spoken English. Individual analysis and guided practice toward improvement of speech habits. F

**COM 141 Basic Broadcast Announcing** 2-2-3
(IAI MC 918) Broadcast announcing principles and techniques; creating, reading, and delivering commercials, public service announcements, news, and interviews. Participation in promotional events. Introduction to production using Adobe Audition. Practical applications at WPCD, Parkland's 10,500-watt FM radio station. F S

**COM 142 Introduction to Radio Production** 2-2-3
(IAI MC 915) Audio production techniques and equipment operation; terminology, basic script writing, editing and producing commercials, public service announcements, and newscasting in a studio setting. Advanced use of Adobe Audition. Prerequisite: COM 141. S

**COM 144  Video Production I                    2-2-3**
(IAI MC 916) Introduction to video production in a multi-camera television studio including studio production techniques, video and audio equipment operation, crew positions and responsibilities, lighting, and scriptwriting. Students gain hands-on experience producing videos from concept through digital post-production. F

**COM 145  Video Production II                   2-2-3**
Video production with an emphasis on equipment, techniques, and approaches specific to digital field production, including non-linear digital editing in a post production lab. Students gain hands-on experience producing videos from concept through post-production. S

**COM 150  Sports Broadcasting               0-1.5-1**
Broadcast techniques and production for sports broadcasting. Producing, directing, performing, editing, interviewing, and study of supportive technologies with emphasis on sports announcing. Extensive field production of Parkland College sports events for audio distribution. Repeatable for a maximum of 6 credit hours. Credit or concurrent enrollment in COM 141 recommended. F S

**COM 160  American Sign Language I           4-0-4**
Introduction to American Sign Language as used by the hearing impaired. Manual alphabet and introduction of common individual signs. F S Su

**COM 181  Communication Practicum           1-1-1**
Forensics competition, community communication situations, and/or research projects in the areas of communication. Students prepare speeches and readings for a variety of events. Requires 2.0 GPA. Repeatable for a maximum of 4 credit hours. F S

**COM 200  Principles of Group Discussion      3-0-3**
Theory and techniques of discussion and problem-solving applied to small group situations to prepare students for working in groups and teams in their careers. Includes small group theory, relationships, problem-solving, research methods, leadership, and conflict resolution. F S

**COM 201  Mass Media and Society             3-0-3**
Analysis and critical examination of the role of mass media in society with a focus on the developments, impact, and influence of new media technologies on politics, economics, and culture. Prerequisite: credit or concurrent enrollment in ENG 102. S

**COM 205  Business and Professional
                    Communication                3-0-3**
Theory and practice of workplace oral, written and mediated communication. Presentations include interviewing, briefing/training, persuasion, and group problem solving. Analysis of organizational communication, barrier removal, listening, and leadership. Prerequisite: ENG 101. F S

**COM 292  Internship and Seminar            1-12-3**
Supervised work experience in approved business or nonprofit organization. Weekly discussions emphasize work ethics. Prerequisites: sophomore standing in Media Arts and Production, Broadcast Technology, Photography, or Graphic Design, and approval of instructor or department chair. F S

**COM 293  Portfolio Seminar                  2-2-3**
Students fine-tune and edit their portfolio; outline a promotional campaign including Internet presence; and develop resumes. Includes lectures on professionalism and presentation skills, demonstration of portfolio production, seminars with industry professionals, and faculty reviews of final portfolio. Prerequisite: sophomore standing and permission of program director or department chair. S

# Computer Science

*Business/Computer Science and Technologies*
*217/353-2099 ● www.parkland.edu/bai*

**CSC 105   Application of Computers
                    in Busininess and Commerce       4-0-4**
Introduction to computers; hands-on experience with the Windows OS, spreadsheets, databases, and introduction to programming. Prerequisite: MAT 071, MAT 081, MAT 095, or equivalent with grade of C or higher. F S Su

**CSC 115   Networking I—Routers and Switches      2-2-3**
Cisco router and switch configuration, static and dynamic routing, VLANs, NAT, DHCP, and ACL's. CSC 115 and CSC 116 prepare students for the Cisco Certified Network Association Exam. Prerequisite: CSC 130 with a grade of C or higher, or approval of department chair. F S

**CSC 116   Networking II—WAN Connectivity       2-2-3**
In-depth, hands-on coverage of router configuration for Wide Area Networks, IPv6, OSPF and EIGRP (WAN), Async, PPP, ISDN, frame relay, and the OSPF and EIGRP routing protocols. CSC 115 and CSC 116 prepare the student to take the Cisco Certified Network Associate Exam (CCNA). Prerequisite: credit or concurrent enrollment in CSC 115. F S

**CSC 121   Web Design and Development II        2-2-3**
(IAI MC 923) Create websites, graphics, and animations. Focus on navigation, user interface design, information architecture, and creation of artwork for the Internet. Emphasis on web standards and becoming advanced users of web authoring software. Credit not given for both CSC 121 and CTC 151 + CTC 152 + CTC 153. Prerequisite: CIS 152. F S

**CSC 123   Computer Science I (C/C++)          3-2-4**
(IAI CS 911) Introductory topics in computer science, intended for Computer Science and related majors. Emphasis on algorithms, program structure, data types, decision statements, strings, looping, functions, files, classes, objects, and documentation. Prerequisites: MAT 098 and CIS 122 or approval of department chair. F S Su

**CSC 125   Computer Science II (C++)           2-2-3**
(IAI CS 912) Advanced topics in computer science, C++ object-oriented programming, fundamental data structures, and development of a larger-scale program. Prerequisite: CSC 123 with a grade of C or higher, or an equivalent C programming language course. F S Su

**CSC 127　Introduction to Computing (Programming in C) with Engineering Applications　2-2-3**
(IAI EGR 922, MTH 922) Fundamental principles, concepts, and methods of computing with emphasis on applications in the physical sciences and engineering. Basic problem solving and programming techniques, fundamental algorithms and data structures, use of computers in solving engineering problems and numerical analysis. Course taught using C language. CIS 122 or equivalent programming experience recommended. Prerequisite: MAT 128. F

**CSC 128　Introduction to Linux　2-2-3**
Comprehensive study of Linux user commands and utilities. History of Linux/UNIX and open source software, Linux file system structure, GNU utilities and commands, secure inter-system communications, text processing, vi editor, bash shell, shell scripting. Hands-on instruction. Prerequisite: CIS 137 or approval of department chair. F S Su

**CSC 130　Introduction to Computer Networks　2-2-3**
Introduction to local area networks, wide area networks, and the Internet; including hardware, software, terminology, components, design, connections of a network, and topologies and protocols for LANs. Listed objectives for CompTIA Network+ Certification Exam. Prerequisite: A+ Certification. F S Su

**CSC 133　PC Hardware and OS Maintenance　3-2-4**
Technical emphasis; operating systems most commonly used on IBM compatible computers; MS Windows; issues related to computer networks and computer architecture. Listed objectives for CompTIA A+ Certification Exam covered in general. Prerequisite: A+ Certification. F S Su

**CSC 140　Computer Science I (Java)　2-2-3**
(IAI CS 911)Introduction to computer science and programming using the Java language. Emphasis on problem solving, algorithm design, and program development including data representation, programming constructs, and object-oriented design fundamentals. Prerequisites: CIS 122 and MAT 086 or MAT 098 or approval of department chair. F S Su

**CSC 150　Wireless Networking and Emerging Technologies　2-2-3**
Wireless networking standards and practice, including RF fundamentals and spread spectrum, the 802.11 family of standards, site surveys, hardware installation, troubleshooting, and security fundamentals. Lab component. Prerequisite: CSC 130 or equivalent experience or approval of department chair. F S

**CSC 151　MS OS Workstation　2-2-3**
Manage Windows workstation including networking, operating system, installation, file system, profiles and policies, security, protocols, internetworking, remote access, printing, and troubleshooting. Listed objectives for Microsoft Windows Workstation Certification Exam covered. Prerequisite: MCP Workstation Certification. F S

**CSC 153　MS OS Server　2-3-3**
Configure, customize, and troubleshoot Microsoft Network Operating Systems in a single-domain environment. Designing, managing, and deploying DNS, Active Directory Services, sites, trust relationships, group policies, and certificate services. Listed objectives for Microsoft Certified Technology Specialist Exam (MCTS) covered. Prerequisite: MCP Server Certification. F S

**CSC 155　Systems Development I　2-2-3**
Introduction to developing software systems integrated with databases, file systems, and networks and to web application frameworks. Prerequisites: CSC 123 or CSC 140, CSC 128, and basic knowledge of HTML. F S

**CSC 159　MS Network Administrator　2-2-3**
Planning, deploying, managing, and monitoring a multiple Microsoft Server Environment. Patch, policy, administrative delegation, backup configuration and deployment decisions. Planning a business environment for continuity and high availability. Prerequisite: CSC 153 or approval of department chair. F

**CSC 171　Linux Installation and Administration　2-2-3**
Fundamental Linux system administration on cloud-hosted virtual machines. Current LPIC-1 101 Exam objectives will be covered, including system architecture, package management, command line, vi, and file systems. Prerequisite: CSC 128 with a grade of C or higher or Linux Essentials certification. F

**CSC 175　JavaScript Development　2-2-3**
Basic programming skills using the JavaScript language to enhance websites; developing JavaScript applications and utilities; and gaining a deeper understanding of web development techniques. Prerequisite: CIS 152 or department chair approval. F S

**CSC 176　Data Systems I　3-0-3**
Intro to modern database and structured data systems. Entity relationship modeling, normalization, database design and methodology, SQL, security, and transaction management. Prior programming experience recommended. F S

**CSC 179　Digital Media Foundation　2-2-3**
Introduction to foundational concepts, processes, applications, theory, and technology behind the digital media industry. Projects focus on fundamental techniques and processes in the digital media production pipeline. F S Su

**CSC 186　2D Animation　3-2-4**
(IAI MC 924) Introduction to concepts, processes, and history of animation. Emphasis on concepts, storytelling, and principles of motion design. Projects will focus on creating traditional as well as computer assisted animations for digital media using Flash and AfterEffects. Prerequisite: credit or concurrent enrollment in CSC 179 or approval of department chair. F S

**CSC 187　3D Computer Animation I　3-2-4**
Introduction to the technical and visual design of 3D computer-generated imagery. Fundamentals in 3D modeling, lighting, shading, texturing, and rendering. Prerequisites: education or work experience in design and experience using Windows OS, or approval of department chair. F S

**CSC 188　3D Computer Animation II　3-2-4**
Principles of animation and cinematography in a 3D digital environment. Animation fundamentals in motion curves, keyframing, reactive animation, and deformations. Cinematic techniques in live-action compositing, lighting, camera composition, and story development. Prerequisite: CSC 187. F S

**CSC 189　3D Computer Animation III　3-2-4**
Character development and animation in a 3D digital environment. Fundamentals in character design, modeling, texturing, skeletons, kinematics, rigging, motion capture, and character performance. Prerequisite: CSC 188. F S

**CSC 191   SQL**                                          **3-2-4**
Comprehensive coverage of Structured Query Language including data retrieval and manipulation, sorts, joins, sub-queries, built-in functions, constraints, objects, transactions, and granting and revoking privileges. F

**CSC 192   Database Administration**                      **3-2-4**
Comprehensive coverage of relational database architecture including instance, data dictionary views, dynamic performance views, control files, redo log files, diagnostic files, storage, table and index management, data integrity constraints, user and resource control, system and object privileges, and roles. F

**CSC 195   Computer Forensics I**                         **2-2-3**
Basic concepts of digital forensics and their applications. Data capture, evidence protection, basic computer ethics, FTK, and open source analysis of software tools. Capture digital evidence and apply forensic techniques to evaluate data. Prerequisite: CSC 133 or approval of department chair. F

**CSC 212   Mobile Application Development**               **3-2-4**
Application development for Android mobile devices using Java within an integrated development environment. General theory, background, and hands-on experience with principles of mobile software development. Prerequisite: CSC 140. S

**CSC 220   Data Structures**                             **2 -2 -3**
(IAI CS 921) Complex data structures and algorithms including lists, searching and sorting, stacks, queues, trees, graphs, and memory management with emphasis on algorithm analysis. Prerequisite: CSC 125 with a grade of C or higher. S

**CSC 230   Game Content Creation**                        **3-2-4**
Design and content creation for video games. Survey and critical study of history, design, production processes of game development assets. Hands-on skills, tools, and methods involved in the art and design of content creation for 3D video games. Prerequisite: CSC 187. F

**CSC 231   Computer Graphics I**                          **3-2-4**
Fundamentals of 3D real-time graphics programming. General theory with hands-on programming projects and applications. Concepts include object representation, transformation and viewing, animation, selection, shading, texture mapping, and effects. Prerequisite: credit or concurrent enrollment in CSC 123. F

**CSC 232   Computer Graphics II**                         **3-2-4**
Advanced topics of 3D real-time graphics programming. Theory with hands-on programming projects and applications. Prerequisite: CSC 231. S

**CSC 233   Animation Scripting**                          **3-2-4**
Scripting and programming fundamentals for 3D content and effects creation for digital media applications including gaming, film, and interactive applications. Procedural methods for 3D modeling, animation, shading, and visual effects using 3D animation scripting languages. Prerequisite: CSC 187. S

**CSC 234   Game Design**                                  **3-2-4**
Design and content creation for video games. Survey and critical study of history, design, and production processes of game development. Hands-on skills, tools, and methods involved in the art and design of 3D video games. Prerequisite: CSC 179. S

**CSC 236   3D Computer Animation IV**                     **3-2-4**
Advanced topics in creating 3D computer-generated imagery and special visual effects, advanced rendering and shading methods, particle and paint effects, soft-bodies and dynamics, and advanced technologies. Prerequisite: CSC 187. F

**CSC 250   Computer Network Security**                    **2-0-2**
Scope of network security practitioner responsibility, security architecture models, security management practices, physical security, telecommunications security, access controls, monitoring, auditing, risk, response and recovery, cryptography, data communications security, and malicious code. Prerequisite: CSC 130 with a grade of C or higher. F

**CSC 251   Advanced Topics in Computer Security**   **2-2-3**
Advanced topics in securing local area networks, including operating system software, application and server software, and networked communications. Upon completion of course students should be prepared to pass Comp TIA Security+ test. Prerequisite: CSC 130 and CSC 153 or CSC 171. S

**CSC 255   Systems Development II**                       **3-2-4**
Advanced concepts in web development. Tooling, cookies, http server maintenance, internet security, e-commerce, database connectivity, web services, and advanced areas of web application frameworks. Prerequisite: credit or concurrent enrollment in CSC 155 or CSC 177. S

**CSC 256   Computer Science II (Java)**                   **2-2-3**
(IAI CS 912)Advanced topics in computer science, object oriented programming using Java, inheritance and polymorphism, linked list and tree data structures, stacks and queues, generic data types using good Object Oriented Design. Prerequisites: CSC 140 with a grade of C or higher. S

**CSC 271   Linux Networking and Security**               **2-3-3**
Intermediate Linux administration, including shell environment, user interfaces, account management, job scheduling, ntp, logging, mail transfer, printers, networking, and security. Current LPIC-1 102 Exam objectives will be covered. Prerequisite: CSC 128 with a grade of C or higher or Linux Essentials certification. S

**CSC 294   Computer Graphics Portfolio**                  **0-15-3**
Design and develop advanced individual or group portfolio projects. Includes development of 3D animated short films, 3D still imagery, gallery exhibit pieces. Repeatable for a maximum of 6 credit hours. Prerequisite: approval of department chair or program director. F S Su

# Computer Technology Center

*Business/Computer Science and Technologies*
*217/353-2099 ● www.parkland.edu/bai*

**CTC 110   Beginning Computers**                          **3-0-3**
Introduction to entry level computer operation with emphasis on general understanding of terminology, hardware components, file management, and a general overview of Microsoft Office applications.

**CTC 119   Microsoft Outlook**                            **1-0-1**
Introduction to Outlook, Microsoft's business and personal information management tool: email, address book, calendar, task, and the organization and management of electronic data.

**CTC 130   Basic Keyboarding**                            **1-0-1**
Self-paced development of fundamental skills in the use of a computer keyboard.

**CTC 132   Computer Basics I**                            **1-0-1**
An introduction to the basic use of Microsoft Office, word processing, spreadsheets, presentations and databases. F S Su

**CTC 133   Internet Basics**                    **1 –0–1**
Introduction to basic services available on the Internet, including e-mail, search engines, locating and evaluating information, transferring files, bookmarks, online communications, and security. F S Su

**CTC 135   Keyboarding Skill Building**         **2–0–2**
Increasing speed and accuracy in computer typewriting; develops and strengthens use of proper and efficient keyboarding techniques. Prerequisite: typing ability of 25 words per minute with minimum errors.

**CTC 136   Web Page Coding I**                  **1–0–1**
Basic skills for creating business-oriented websites. File management, HTML5, XHTML, and CSS coding. Use of text editor software and online resources for building websites. CTC 136 + CTC 137 + CTC 138 covers the same course content as CIS 152, Web Design I. Prerequisites: computer and Internet experience. F S Su

**CTC 137   Webpage Coding II**                  **1–0–1**
Basic skills for creating business-oriented websites. Introduction to Dreamweaver, SFTP, formatting text, manipulating images, and adding links. CTC 136 + CTC 137 + CTC 138 covers the same course content as CIS 152, Web Design I. Prerequisite: CTC 136 F S Su

**CTC 138   Web Page Coding III**               **1–0–1**
Basic skills for creating business-oriented websites. Intermediate Dreamweaver including tables, CSS layout, forms, and site optimization. CTC 136 + CTC 137 + CTC 138 covers the same course content as CIS 152, Web Design I. Prerequisite: CTC 137. F S

**CTC 139   Computer Basics II**                 **1–0–1**
Reviews and builds on tasks/concepts in word processing, spreadsheets, presentations and databases. Prerequisite: proficient in basic fundamentals of Microsoft Office.

**CTC 150   Speech Recognition Applications**   **1–0–1**
Introduction to speech recognition software; utilize speech recognition software to input data into the computer.

**CTC 151   Dreamweaver III**                    **1–0–1**
Create and edit XHTML code, forms, object behaviors, layers, and optimize and validate Web pages with Dreamweaver software. Prerequisite: CIS 152 or CTC 138. F S Su

**CTC 152   Flash I**                            **1–0–1**
Create two-dimensional drawings, animations, and special effects for Web pages using Macromedia Flash software. Prerequisite: CIS 152 or CTC 136. F S Su

**CTC 153   Fireworks I**                        **1–0–1**
Create bitmap or vector graphics with dynamic effects for Web pages using Macromedia Fireworks. Prerequisite: CIS 152 or CTC 136. F S Su

**CTC 155   Basic Computer Literacy**           **1–0–1**
Introduction to Internet, file management, email, and basic computer terms.

**CTC 157   Google Applications**                **1–0–1**
Introduction to Gmail, Google Drive, Google Search Tools, Google Maps, Chrome Browser, and Blogger.

**CTC 171   Word Processing Applications I**    **1–0–1**
Introduction to word processing using Microsoft Word; word processing software for various types of business documents. Prerequisite: keyboarding ability. F S Su

**CTC 172   Word Processing Applications II**   **1–0–1**
Word processing using Microsoft Word; word processing software for more complex types of business documents. Prerequisite: CTC 171 or equivalent experience.

**CTC 173   Word Processing Applications III**  **1–0–1**
Word processing using Microsoft Word; word processing software for more complex types of business documents. Prerequisite: CTC 172 or equivalent experience.

**CTC 174   Spreadsheet Applications I**        **1–0–1**
Introduction to spreadsheets using Microsoft Excel; spreadsheet software for various business applications. No previous spreadsheet experience required.

**CTC 175   Spreadsheets Applications II**      **1–0–1**
Spreadsheets using Microsoft Excel; spreadsheet software for more complex business applications. Prerequisite: CTC 174 or equivalent experience.

**CTC 176   Spreadsheet Applications III**      **1–0–1**
Spreadsheets using Microsoft Excel; spreadsheet software for more complex business applications. Prerequisite: CTC 175 or equivalent experience.

**CTC 177   Database Applications I**           **1–0–1**
Introduction to database applications using Microsoft Access to create tables and queries. No database experience required.

**CTC 178   Database Applications II**          **1–0–1**
Database applications using Microsoft Access; to create forms and reports, filter data, and import and export data. Prerequisite: CTC 177 or equivalent experience.

**CTC 179   Database Applications III**         **1–0–1**
Database applications using Microsoft Access; complex tables, queries, forms and reports. Prerequisite: CTC 178 or equivalent experience.

**CTC 190   Introduction to Publisher**         **1–0–1**
Introduction to basic skills needed to produce publications such as newsletters, brochures, calendars, and business cards using Microsoft Publisher.

**CTC 193   Windows**                            **1–0–1**
Introduction to basic use of a Windows-based operating system.

**CTC 196   Creating Web Pages Using XHTML**    **1–0–1**
File management, basic XHTML coding, and using templates to create web pages. F S Su

**CTC 197   Presentation Applications I**       **1–0–1**
Introduction to the use of Microsoft PowerPoint presentation software to produce professional-looking material.

**CTC 198   Presentation Applications II**      **1–0–1**
Advanced use of Microsoft PowerPoint software to enhance presentations with customized features.

**CTC 271   Word Processing Applications IV**   **1–0–1**
Word processing using Microsoft Word; word processing software for more complex types of business documents. Prerequisite: CTC 173 or equivalent experience.

# Dental Hygiene

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

**DHG 110   Applied Head and Neck Anatomy**     **2–0–2**
Gross anatomy of head and neck with special emphasis on maxilla, mandible, and oral soft tissues. Interactions of neuromuscular mechanisms of teeth, supporting structures, and temporomandibular joint. Prerequisites: BIO 121, CHE 100 or equivalent, and admission into Dental Hygiene program. F

**DHG 111    Oral and Dental Anatomy        1-2-2**
Terms and anatomic structures of the oral cavity, including detailed study of crown and root morphology of both primary and permanent dentitions. Prerequisites: BIO 121, CHE 100 or equivalent, and admission into Dental Hygiene program. F

**DHG 112    Dental Histology and Embryology    2-0-2**
Introduction to development of human organism with emphasis on face, teeth, and supporting periodontal structures. Application of oral histology in assessing patient's oral health. Prerequisites: BIO 121, CHE 100 or equivalent, ENG 101 placement, and admission into dental hygiene program. F

**DHG 113    Introduction to Prevention        1-0-1**
Introduction to causes and prevention of dental caries and periodontal disease. Student learns to assess patient needs and to provide information for patient self-care. Prerequisites: BIO 121, CHE 100 or equivalent, and admission into dental hygiene program. F

**DHG 114    Pre-Clinic        3-6-5**
Introduction to dental hygiene profession with emphasis placed on periodontal debridement. Instrument skills proficiencies performed on student/patients. Prerequisites: BIO 121, CHE 100 or equivalent, ENG 101 placement, and admission into dental hygiene program. F

**DHG 115    Seminar I        1-0-1**
Continuation of topics related to patient treatment and patient management in DHG 116. Prerequisites: DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122. S

**DHG 116    Clinic I        .5-8-2**
Continuation of preclinical skill development in the clinical setting treating patients; emphasis on calculus detection, patient rapport, oral hygiene instruction, applying consistent infection control, medical history data gathering, and developing recall systems. Prerequisites: DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122. S

**DHG 117    Dental Radiology I        2-3-3**
Theory and procedures for exposing and developing various dental X-ray films; practical experience on mannequins and selected patients; identification, mounting, and general interpretation practiced. Infection control for radiographic equipment is emphasized. Prerequisites: DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122. S

**DHG 118    Pharmacology for the Dental Hygienist    2-0-2**
Study of drugs, including their pharmacological effects, adverse reactions, indications, and contraindications as they relate to patient medical history and dental hygiene treatment. Prerequisites: DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122. S

**DHG 119    Alterations of Oral Structures        2-0-2**
Study of alterations of basic biological processes as applied to the oral structures. Specific disease entities of local and systemic origin are studied. Prerequisites: DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122. S

**DHG 210    Periodontology        2-0-2**
Histopathology, etiology, clinical features, and treatment of periodontal infections; emphasizes diagnosis, treatment planning, and management of periodontal patients. Incorporates periodontal case study project to foster the clinical application of course materials. Prerequisites: DHG 212, DHG 215, and DHG 216. F

**DHG 211    Local Anesthesia        1.5-.5-1.5**
Integration of patient pre-evaluation, pharmacology, recordkeeping, anatomy/neuroanatomy/physiology, techniques, complications, postoperative instructions, and clinical experience in the administration of nitrous oxide and local anesthesia. Clinical sessions are included for students to develop competency in their administration. Prerequisites: DHG 118 and DHG 119. Su

**DHG 212    Dental Materials        2-4-3**
Study of materials utilized in dental office and laboratory. Infection control in the dental laboratory is emphasized. Prerequisites: DHG 115, DHG 116, DHG 117, DHG 118, DHG 119, BIO 123, and COM 103. Su

**DHG 214    Nitrous Oxide/Oxygen Sedation        1-0-1**
A comprehensive introduction to conscious sedation (i.e., the administration and monitoring of nitrous oxide and oxygen sedation). Anatomy, physiology, pharmacology, and the ethical and legal aspects of nitrous oxide and oxygen sedation use. Prerequisites: DHG 110, DHG 118, DHG 119, and CPR certification.

**DHG 215    Clinic II        .5-6-2**
Continuation of clinical skill development with emphasis on treating the periodontally involved patient, individualized oral hygiene instruction, medical history analysis, applying infection control, and patient assessment and analysis. Prerequisites: DHG 115, DHG 116, DHG 117, DHG 118, DHG 119, BIO 123, and COM 103. Su

**DHG 216    Seminar II        1-0-1**
Continuation of topics related to patient treatment and patient management in DHG 215. Prerequisites: DHG 115, DHG 116, DHG 117, DHG 118, DHG 119, BIO 123, and COM 103. Su

**DHG 217    Seminar III        2-0-2**
Provides information for the dental hygiene care of the medically compromised dental patient. Topics related to patient treatment in DHG 218. Prerequisites: DHG 212, DHG 215, and DHG 216. F

**DHG 218    Clinic III        0.5-12-4-**
Continuation of clinical skill development with emphasis on the application of concepts learned in DHG 212, DHG 210, and DHG 217. Prerequisites: DHG 212, DHG 215, and DHG 216. F

**DHG 219    Clinic IV        0.5-12-4-**
Continuation of clinical skill development with emphasis on periodontal maintenance/supportive maintenance and time motion management. Prerequisites: DHG 210, DHG 217, DHG 218, DHG 230, DHG 233, and ENG 101. S

**DHG 230    Community Dental Health        2-3-3**
Knowledge of public health system including community dental health. Dental health education program planning, including assessing, planning, implementing, and evaluating grade school program. Critically analyze research article. Communicate technical dental health information. Prerequisites: DHG 212, DHG 215, and DHG 216. F

**DHG 233    Dietary Analysis and
            Preventive Counseling        2-0-2**
Study of role of diet upon building and maintaining of oral structures as applied to dental hygiene patient through analysis of total oral consumption and subsequent preventive recommendations. Prerequisites: DHG 212, DHG 215, and DHG 216. F

**DHG 235    Seminar IV        1-0-1**
Provides information related to credentialing, consumer issues, current dental hygiene issues, and management skills. Provides information on job interview techniques and developing a resume and cover letter. Prerequisites: DHG 210, DHG 217, DHG 218, DHG 230, DHG 233, and ENG 101. S

### DHG 236  Ethics and Jurisprudence                  1-0-1
Rules of conduct and behavior that guides a dentist's and dental hygienist's practice, ethical and legal behavior expected of a professional, political action and the importance of the relationship between professions and government are discussed. Prerequisites: DHG 210, DHG 217, DHG 218, DHG 230, DHG 233, and ENG 101. S

### DHG 237  Licensure/Transition to RDH              1-0-1
The role of licensure in the dental hygiene profession. The processes, procedures, requirements, jurisdictions, and cost of becoming licensed to practice dental hygiene in the United States. Preparation for transition from student to licensed professional. Prerequisites: DHG 210, DHG 217, DHG 218, DHG 230, DHG 233, and ENG 101. S

### DHG 238  Dental Radiology II                       .5-0-.5
Continuation of dental radiology theory focusing on the development of interpretation skills of intraoral and extraoral radiographs. Prerequisites: DHG 116, DHG 117, DHG 215, and DHG 218.

# Diesel Power Equipment Technology

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

### DPE 110  Agricultural and Heavy Equipment Power Trains    2-4-4
Drive trains and components of agricultural machinery and construction/earth-moving equipment; special transmissions, clutch systems, transaxles, differentials, axles, and PTOs; troubleshooting, diagnosis, and repair. Prerequisite: DPE 251 or approval of instructor or department chair. F

### DPE 130  Introduction to Diesel Electrical        3-3-4
Theoretical and practical application of Ohm's Law, series, parallel, and series-parallel circuits. Theoretical and practical application of starting and charging circuits. Repair of electrical circuits with an emphasis on proper repair techniques. Must have a DVOM (digital volt ohm meter). F

### DPE 135  Introduction to Mobile Hydraulics        2-3-3
Introduction to mobile hydraulics systems, including open, closed, and PFC types.

### DPE 151  Diesel Fuel Systems                       2-3-3
Fuel systems for diesel engines; principles of operation for pump-style systems; timing of pumps; hands-on laboratory practice including diagnosis, troubleshooting, adjustment, and repair of fuel system components; use of diagnostic equipment. F

### DPE 215  Diesel Work Experience I                  0-10-2
On-the-job work experience for students in the diesel industry. Students are required to have tool set on internship. Students must meet with a diesel instructor prior to start. Prerequisites: DPE 151, DPE 230, DPE 234, DPE 239, DPE 251, or approval of diesel instructor or department chair. Su

### DPE 217  Diesel Work Experience II                 0-10-2
On-the-job work experience for students preparing for employment in the diesel industry. Students are required to have tool set on internship. Students must meet with a diesel instructor prior to start. Prerequisites: DPE 151, DPE 230, DPE 234, DPE 235, DPE 239, DPE 251, DPE 254, or approval of diesel instructor or department chair. S

### DPE 230  Electronic Systems and Accessories       2-2-3
Installation, analysis, testing, programming, diagnosis, and repair of monitoring systems, instrumentation, and other specialized electronic and computer-controlled equipment on agricultural machinery and heavy equipment. Prerequisite: DPE 130 or approval of instructor or department chair. S

### DPE 234  Vehicular Air Conditioning I             2-0-2
Principles and theory of air conditioning systems on agricultural, heavy equipment, and trucks. Prerequisite: DPE 130 or approval of instructor or department chair. S

### DPE 235  Advanced Hydraulics                       2-1-2
Hydraulic systems of major power equipment; interpretation of fluid hydraulic schematic diagrams; electronic and computer-controlled systems; diagnosing and testing to solve system problems; tear down and repair of systems on agricultural and construction equipment. Prerequisite: DPE 135. S

### DPE 236  Equipment Adjustment and Repair          2-4-4
Adjustment, maintenance, and repair of new and used agricultural machinery and/or construction equipment and operational field testing; use operator and service manuals to perform repairs. Prerequisites: DPE 215, DPE 230, DPE 239 and DPE 251. F

### DPE 238  Vehicular Air Conditioning II            0-2-1
Principles and theory of air conditioning systems on agricultural, heavy equipment and trucks. Prerequisites: DPE 130 and DPE 234 or approval of instructor or department chair. Su

### DPE 239  Truck Suspension, Steering, and Brakes   1-4-3
Suspension systems, hydraulic and air brakes, and steering mechanisms and systems in motor trucks; theory of operation, diagnosis, and repair with emphasis on performing inspections, preventive maintenance, and required service. Prerequisite: DPE 251 or approval of instructor or department chair. S

### DPE 251  Diesel Engine Overhaul                    2-4-4
Complete overhaul of a diesel engine and return to field service using an appropriate company service manual; disassembly and reassembly procedure, measuring for wear, machining and overhaul procedures common to a dealership, tune-up and break-in procedures. F

### DPE 253  Advanced Diesel Fuel Systems             2-2-3
Diesel fuel systems, principles of computer-controlled diesel engines, emphasis on diagnosis and troubleshooting, understanding user interface with electronic engine software. S

### DPE 254  Advanced Power Trains                     2-3-3
Troubleshooting and diagnosis of power shift transmissions, pressure and flow testing of transmission oil pumps, pressure testing of clutch packs, calibration of transmission controllers, following step-by-step testing flowcharts for power train diagnostic work. Prerequisites: DPE 110, DPE 135, and/or concurrent enrollment in DPE 235. S

### DPE 259  Service Department Implementation        2-2-3
Simulation of service department including diagnostic work, disassembly work, repair work, assembly work, and customer relation skills. Practice labor documentation. Must have diesel program tool set. Prerequisites: DPE 110, DPE 135, DPE 151, DPE 230, DPE 234 and DPE 251, or approval of diesel instructor or department chair. S

# Drafting

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**DRT 119   Blueprint Reading and Technical Drawing    3-0-3**
Interpretation of working drawings to translate drawings into product. Includes technical sketching to communicate modifications. Dimensioned projections, sectional views, symbols, and schematics are used. F

# Dietary Manager

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

**DTP 120   Nutrition and Diet Therapy    3-0-3**
General nutrition with an emphasis on nutrition related diseases. Diet therapy and why modified diets are prescribed for specific disease states. Prerequisite: ENG 101 placement. F S Su

**DTP 126   Nutrition and the Life Cycles    3-0-3**
The relationship of nutritional requirements to the stages of the life cycle from conception through aging. Prerequisites: BIO 120 and DTP 120. S

**DTP 175   Food Service Management
for Dietary Managers    3-0-3**
Food service management and human resource essentials. S

# Economics

*Social Sciences and Human Services*
*217/351-2229 ● www.parkland.edu/sshs*

**ECO 101   Principles of Macroeconomics    3-0-3**
(IAI S3 901) Introduction to the American economic system with emphasis on macroeconomics, including national income accounting, employment theory, and fiscal and monetary policies. Prerequisite: ENG 101 placement. F S Su

**ECO 102   Principles of Microeconomics    3-0-3**
(IAI S3 902) Microeconomics, including utility, supply and demand, and product and resource pricing with specific emphasis on associated problems of American economy. Prerequisite: ENG 101 placement. F S Su

**ECO 165   Economics and Politics
of the European Community    3-0-3**
Process and institutions of European economic and political integration; emphasis on European Community countries and countries of the European Free Trade Area. (Salzburg Program only)

# Education

*Social Sciences and Human Services*
*217/351-2229 ● www.parkland.edu/sshs*

**EDU 101   Introduction to Education    2-2-3**
Philosophy and history of American public education and the role of the teacher. Discussion of current issues in education and 30 hours of observation in public schools. A criminal background investigation is required prior to observation. Prerequisite: ENG 101 placement. F S

**EDU 103   Introduction to Educational Technology   3-0-3**
Builds on basic computer and Internet knowledge; helps students find innovative ways to incorporate technology into lesson plans to meet the needs of all learners. Designed for education majors and individuals teaching full time. F

**EDU 104   Introduction to Special Education    3-0-3**
Construct understanding of characteristics of exceptional learners, their education including history, categorical definitions, service delivery, legislation, along with principals, strategies and methods of effective instruction. Practical component of course addresses teaching methods and lesson plans incorporating differentiated instruction. Prerequisite: EDU 101.

# Electronics and Electrical Power

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**ELT 111     Computer Applications for Technicians    2-2-3
or 2-0-2**
Introduction to personal computers, using Windows-based operating system and applications to create and edit technical documents using the Internet, Word, Excel, and PowerPoint. F S

**ELT 131     Residential Wiring    2-2-3**
Single phase power distribution and transmission systems. Interpretation and use of National Electrical Code; interpretation of blueprints and wiring techniques as applied from service entrance to load. Prerequisite: MAT 060 or MAT 094 or equivalent with a grade of C or higher. F S

**ELT 134     Motors, Controls, and Drives    2-2-3**
Learn about electrical symbols, ladder and wiring diagrams, used motors and motor control circuits, including DC, single- and three-phase, electromagnetic, and DC and AC electronic controllers. Emphasis on control, wiring, and troubleshooting of motors and control circuits. Prerequisite: ELT 150 with a grade of C or higher. S

**ELT 150     Introduction to Electricity
and Electronics    2-2-3**
DC and AC circuits and test instruments. Following national skill standards (EIA/EIF), includes work habits; basic and practical skills; and survey of motors, relays, and transformers. Prerequisite: MAT 060 or MAT 094 or equivalent with a grade of C or higher. F S

**ELT 155     Digital Control Systems    2-2-3**
Digital control using a microcontroller; software control of counters, sequencing, logical decisions, digital outputs, digital inputs, analog input to digital conversion, digital to analog output conversion. Prerequisite: credit or concurrent enrollment in ELT 150. S

**ELT 171     Analog Control Systems    2-2-3**
Characteristics and application of electronic components, and amplifiers. Component identification and testing, circuit construction, operation, and troubleshooting of analog control systems. Prerequisite: ELT 150. S

**ELT 179     Industrial Control Devices    2-2-3**
Introduction to the electronic control devices and systems used in industry: interface devices, drives, controllers, motors, process control and instrumentation, industrial process techniques, detectors, sensors, and programmable controllers. F

### ELT 191   Security and Home Automation   2-2-3
Security, surveillance, and automation controls. Components, systems and the structured wiring used in home security, automation, and entertainment. Mechanical, environmental, and electrical requirements for distributing and interfacing security systems, automation controls, communication, and entertainment in homes. Prerequisite: ELT 150. F

### ELT 231   Programmable Controllers   2-2-3
Programmable logic controllers with emphasis on creating application programs to solve control problems. Course includes an overview of PLC systems, number systems, I/O modules, basic and advanced instructions, system configuration, and troubleshooting. Prerequisite: ELT 179. S

### ELT 292   Process Control   2-2-3
Process control concepts using advanced capabilities of PLC systems: Interfacing devices, process controllers, pressure, temperature, flow and level measurement, A/D, D/A, PID control, and Human Machine Interface (HMI) using RSView32 to monitor and control machines and processes. Prerequisite: ELT 231. F

### ELT 293   Industrial Control Networks   2-2-3
Control networks used in industry; devices, media, protocols, and test equipment used to control devices and acquire data. Serial, DH-485, device net, CAN. Prerequisite: sophomore standing or approval of instructor or department chair. S

### ELT 295   Modicon Automation and Control   2-2-3
Modicon M340 automation controller, configure I/O and data communications, create control programs using IEC 61131-3 international languages to include function block diagrams, structured text, and ladder diagram programming. Interfacing and programming touchscreen terminals. Prerequisite: ELT 231. S

### ELT 299   Robotics and Automation   2-2-3
Robotics fundamentals: capabilities and applications, mechanical and electrical requirements, operation, and programming. Automation techniques and devices, controls and feedback mechanisms, servo motors and motion control. Prerequisite: sophomore standing or approval of instructor or department chair. F

# Emergency Medical Services

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

### EMS 110   Emergency Medical Technician   3-6-5
Role and responsibilities of the emergency medical technician. Skills in patient interaction, diagnosis, and emergency medical treatment. Upon successful completion, the student is eligible to take the Illinois EMT-B Certification Examination. F S

### EMS 111   Foundations of Paramedicine   4-0-4
Medical terminology, introduction to pharmacology, basic anatomy and physiology essential to the role of a paramedic. Prerequisites: EMS 110, ENG 101 placement, and MAT 072 placement. S

### EMS 113   Paramedic I   5.5-7.5-8
Occupation, history, and leadership skills. Assessment/management: accident scene, growth and development, and airway. Identify medical, legal, and ethical issues. Advanced pathophysiology, cellular growth/adaptation, fluid balance, and body responses to illness/accidents. Pharmacology and intravenous therapy. Community education. Prerequisites: acceptance into Paramedic Program, current BLS CPR card, current EMT License, and EMS 111. Su

### EMS 114   Paramedic II   7-5-8.5
Advanced level of patient assessment, critical thinking, and decision making skills. Communication skills including radio communication assimilations. Pathophysiology of pulmonary and cardiac system including EKG rhythm interpretation and treatment modalities. Prerequisite: EMS 113. F

### EMS 115   Paramedic III   5-3-6
Advanced treatment and assessment of pediatric and trauma patients, including advanced life support, mass casualty operations, hazardous material incidents, and general ambulance operations. Prerequisite: EMS 114. S

### EMS 138   EMT Work Practicum   0-20-5
Transitions the student from classroom setting to the field, utilizing previously learned skills and knowledge to work in an ambulance as part of an effective healthcare team. Prerequisite: current State of Illinois EMT License. F S

### EMS 238   Paramedic Field Internship   0-16-2.5
Application of all acquired skills, knowledge, and techniques used in patient care from previous EMS paramedic coursework. Perform as a team leader in management and transport of the patient until they reach the hospital. Prerequisites: EMS 111, EMS 113, EMS 114, and EMS 115 with a grade of C or higher and approval of program director. S

# English

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**Assessment Program**
Students enrolling in an English composition course for the first time at Parkland must be placed at the appropriate level on the basis of (1) their ACT or SAT scores, (2) their performance on Parkland's English assessment test, or (3) college-level composition credit transferred from another school.

Students placed in a preparatory English composition class (ENG 098 or 099) can satisfy the requirements for admission to college-level English composition by (1) passing ENG 099 with an A or B grade or (2) writing a college-entry-level essay at the completion of ENG 098 or 099.

Learning Communities are Pell-eligible, full-time programs in which students begin to satisfy General Education Core Curriculum requirements needed for an associate's degree while developing the writing skills taught in ENG 098 and ENG 099.

### ENG 098   Writing Skills Review I   3-0-3
Extensive writing practice with emphasis on paragraph organization and development leading to multiple-paragraph essays and engagement with outside ideas and texts. Systematic review of grammar, mechanics, and sentence structure. Based on end-of-course assessment, students may proceed to ENG 099 or ENG 101. Concurrent enrollment in CCS 098 or CCS 099 may be required. Prerequisite: placement. F S Su

### ENG 099   Writing Skills Review II   3-0-3
Extensive writing practice with emphasis on organizing and developing essays and engagement with outside ideas and texts. Systematic review of grammar, sentence structure, and paragraph organization and development. Students may proceed to ENG 101 by earning a grade of A or B in ENG 099 or writing a successful end-of-course essay. Concurrent enrollment in CCS 098 or CCS 099 may be required. Prerequisite: ENG 098 with a grade of C or higher or placement. F S Su

**ENG 101  Composition I                            3-0-3**
(IAI C1 900) Essay writing with emphasis on writing process, purpose and audience awareness, critical analysis, focus, organization, development, clarity, coherence, and engagement with outside texts. Credit is allowed for only one of the following: ENG 101-102 or ENG 106. Credit is not given for both ENG 101 and ESL 101. A grade of C or higher is required in ENG 101 to fulfill IAI General Education Core Curriculum requirements for transfer programs. Prerequisite: ENG 099 with a grade of B or higher, end-of-course assessment in ENG 098 or ENG 099, or placement. F S Su

**ENG 102  Composition II                           3-0-3**
(IAI C1 901R) Research-paper writing emphasizing adoption, narrowing, and logical support of a thesis in awareness of a readers needs; developing effective research techniques; and accurately documenting sources in a conventional format. Credit is allowed for only one of the following: ENG 101- 102 or ENG 106. Credit is not given for both ENG102 and ESL 102. A grade of C or higher is required in ENG 102 to fulfill IAI General Education Core Curriculum requirements for transfer programs. Prerequisite: ENG 101 or equivalent with a grade of C or higher. F S Su

**ENG 106  Accelerated Composition               4-0-4**
(IAI C1 901R) An accelerated course in essay and research paper writing emphasizing writing process, purpose and audience, critical analysis, focus, organization, development, clarity, coherence, research techniques, and accurate documentation (see ENG 101 and ENG 102). Fulfills freshman composition requirements in all programs. Credit is allowed for only one of the following: ENG 101-102 or ENG 106. A grade of C or higher is required in ENG 106 to fulfill IAI General Education Core Curriculum requirements for transfer programs. Prerequisite: placement. F S

**ENG 115  English Grammar and Punctuation      2-0-2**
Grammar and punctuation of standard written English; parts of speech, types of punctuation, and common grammatical errors. F S

**ENG 161  Creative Writing I—Fiction            3-0-3**
(IAI EGL 921) Introductory course for exploring the structure and elements of fiction as well as the writing process; students will produce fully developed works, with attention to the development of fictional techniques, and learn terminology current in creative writing. Prerequisite: ENG 101 or equivalent with a grade of C or higher or approval of department chair. F

**ENG 162  Creative Writing I—Poetry            3-0-3**
(IAI EGL 922) Introductory course for exploring the structure and elements of poetry as well as the writing process; students will produce fully developed works, with attention to the development of poetic techniques, and learn terminology current in creative writing. Prerequisite: ENG 101 or equivalent with grade of C or higher or approval of department chair. F

**ENG 220  Professional Writing                  3-0-3**
Principles of professional writing. Includes technical and business writing scenarios and case studies with an emphasis on problem solving; argumentative and process assignments; experiential projects with local or national companies. Prerequisite: ENG 102 or ENG 106 with a grade of C or higher. F S

**ENG 224  Advanced Composition—
               Creative Nonfiction               3-0-3**
Intermediate course for exploring the structure and elements of literary nonfiction and the writing process; students will produce fully-developed works of nonfiction and demonstrate an understanding of the critical terminology of the creative writer. Prerequisite: ENG 102 or ENG 106 with a grade of C or higher. F S

**ENG 261  Creative Writing II—Fiction          3-0-3**
(IAI EGL 921) Continuation of ENG 161. Intermediate course for exploring the structure and elements of fiction and the writing process. Students will produce fully developed works, with attention to the further development of fictional techniques, and learn terminology current in creative writing. Prerequisite: ENG 161 or equivalent or approval of department chair. S

**ENG 262  Creative Writing II—Poetry           3-0-3**
(IAI EGL 922) Continuation of ENG 162. Intermediate course for exploring the structure and elements of poetry and the writing process. Students will produce fully developed works, with attention to the further development of poetic techniques, and learn terminology current in creative writing. Prerequisite: ENG 162 or equivalent or approval of department chair. S

# Engineering Science

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**ENS 101  Introduction to Engineering and CAD      2-3-3**
(IAI EGR 941) An introduction to engineering design and graphics, including design problems, sketching, dimensioning, tolerancing, multi-view orthographic representations, auxiliary views, section views, and working drawings. Prerequisite: credit or concurrent enrollment in MAT 128. S

**ENS 201  Engineering Mechanics I (Statics)        2-2-3**
IAI EGR 942) Topics include particle statics, general principles and force vectors, rigid body equilibrium, moments of inertia, distributed forces and centroids, analysis of structures, virtual work, and friction. Prerequisite: PHY 141. F Su

**ENS 202  Engineering Mechanics of Solids          2-2-3**
(IAI EGR 945) Analysis of two- and three-dimensional force systems. External and internal forces, stresses, deformations, primarily within the elastic property range of materials. Tension and compression, torsion and bending, buckling, combined stresses, repeated loads, and impact. Prerequisite: ENS 201. S

**ENS 203  Engineering Mechanics II (Dynamics)      2-2-3**
(IAI EGR 943) Analysis of unbalanced force systems acting on kinetics and kinematics. Problem formulation, problem-solving mechanics including geometry, algebra, and calculus. Prerequisites: ENS 201 and credit or concurrent enrollment in MAT 229. S

# Earth Science

*Natural Sciences*
*217/351-2285 ● www.parkland.edu/ns*

**ESC 101   Introduction to Weather        3-2-4**
(IAI P1 905L) Basic meteorology with emphasis on applying meteorological principles to everyday weather. Topics include warming the earth and atmosphere, earth-sun relationships, air temperature and pressure, winds, humidity, atmospheric circulation, cloud development, precipitation, air masses and fronts, thunderstorms, tornadoes, and hurricanes. Prerequisite: ENG 101 placement F S Su F S Su

**ESC 102   Introduction to Physical Geology        3-2-4**
(IAI P1 907L) Introduces physical geologic processes, materials, and landforms through lecture, hands-on lab activities, map reading and optional field experiences. Topics include plate tectonics, geologic time, minerals, rocks, volcanoes, weathering, mass wasting, streams, glaciers, groundwater, earthquakes, and rock structures. Prerequisite: ENG 101 placement. F S Su

# English as a Second Language

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**English as a Second Language Program**
The ESL program offers a series of 3-credit-hour courses for academic preparation in four skill areas. These courses are available from beginning through advanced levels in grammar/writing and listening/speaking/pronunciation. Students can enroll part-time in one course or full-time. Specialized electives appear as 500-level ESL courses in the class schedule.

**ESL 071   Reading/Vocabulary I        2-2-3**
Development of high-beginning level academic reading and vocabulary skills for speakers of English as a second language. Repeatable for a maximum of 6 credit hours. Prerequisite: placement by advisor. F S Su

**ESL 072   Reading/Vocabulary II        2-2-3**
Development of intermediate level academic reading and vocabulary skills for speakers of English as a second language. Repeatable for a maximum of 6 credit hours. Prerequisite: placement by advisor. F S Su

**ESL 073   Reading/Vocabulary III        2-2-3**
Development of high-intermediate level academic reading and vocabulary skills for speakers of English as a second language. Repeatable for a maximum of 6 credit hours. Prerequisite: placement by advisor. F S Su

**ESL 074   Reading/Vocabulary IV        2-2-3**
Development of low-advanced level academic reading and vocabulary skills for speakers of English as a second language. Repeatable for a maximum of 6 credit hours. Prerequisite: placement by advisor. F S Su

**ESL 076   English for Academic Purposes        2-2-3**
Development of intermediate-level academic grammar/writing, listening/speaking, and reading/vocabulary skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 080   Diagnostic Testing for ESL Listening/Speaking/Pronunciation        2-2-3**
Individual advising leads to placement into a skill level appropriate to the student's oral communication abilities. F S Su

**ESL 081   Listening/Speaking/Pronunciation I        2-2-3**
Development of beginning listening/speaking/pronunciation skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 082   Listening/Speaking/Pronunciation II        2-2-3**
Development of low-intermediate listening/speaking/pronunciation skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 083   Listening/Speaking/Pronunciation III        2-2-3**
Development of intermediate listening/speaking/pronunciation skills for students of English as a second language. Introduction to academic listening, note-taking, and small group participation. Prerequisite: placement by advisor.

**ESL 084   Listening/Speaking/Pronunciation IV        2-2-3**
Development of high-intermediate listening/speaking/pronunciation skills for students of English as a second language. Academic listening, note-taking, and small group participation. Prerequisite: placement by advisor.

**ESL 085   Listening/Speaking/Pronunciation V        2-2-3**
Development of advanced listening/speaking/pronunciation skills for students of English as a second language. Academic lecture listening, note-taking, small group leadership, and oral presentations. Prerequisite: placement by advisor.

**ESL 086   English Language Pronunciation        3-0-3**
Integrated skills approach to evaluating and improving oral production skills for non-native speakers of English. F S Su

**ESL 087   English Language Conversation Practice   1-0-1**
Improve students' conversational fluency in spoken English. F S

**ESL 088   Community English        0-4-2**
Non-academic English language skills for immigrants and visitors to the community with attention being paid to reading, writing, listening, speaking fluency, and pronunciation. F S

**ESL 090   Diagnostic Testing for ESL Grammar/Reading/Writing        3-3-4**
Individual advising leads to placement into a skill level appropriate to the student's grammar and writing proficiency. F S Su

**ESL 091   Grammar/Writing I        3-3-4**
Introduction to basic grammar and structures of writing for students of English as a second language. Prerequisite: placement by advisor.

**ESL 092   Grammar/Writing II        3-3-4**
Development of low-intermediate grammar and writing skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 093   Grammar/Writing III        3-3-4**
Development of intermediate grammar and writing skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 094   Grammar/Writing IV        3-3-4**
Development of high-intermediate grammar and writing skills for students of English as a second language. Introduction to essay format and college-level discourse. Prerequisite: placement by advisor.

**ESL 095   Grammar/Writing V                3-3-4**
Development of advanced grammar and writing skills for students of English as a second language. Preparation for college writing and textbook reading. Prerequisite: placement by advisor.

**ESL 097   American Academic Culture
                for Non-Native Speakers       2-2-3**
Introduction to and development of American academic culture for speakers of English as a second language. Preparation for college-level coursework. Repeatable for a maximum of 9 credit hours. Prerequisite: placement by advisor. F S Su

**ESL 099   Writing Skills for Non-Native Speakers   4-0-4**
Extensive writing practice emphasizing organization and development of essays and paragraphs, and engagement with outside ideas/texts. Systematic review of grammar, syntax, and vocabulary with attention to second-language writing development. Repeatable for a maximum of 16 credit hours. Prerequisite: placement. F S Su

**ESL 101   English Composition
                for Non-Native Speakers I       4-0-4**
(IAI C1 900) Essay writing with emphasis on writing process, purpose and audience awareness, critical analysis, focus, organization, development, clarity, coherence, and engagement with outside texts. An alternative to ENG 101 to meet the needs of non-native speakers of English in all programs. Credit is not given for both ENG 101 and ESL 101. A grade of C or higher is required in ESL 101 to fulfill IAI General Education Core Curriculum requirements for transfer programs. Prerequisite: ESL 099 with a grade of C or higher, or ENG 099 with a grade of B or higher, or placement. F S Su

**ESL 102   English Composition
                for Non-Native Speakers II      4-0-4**
(IAI C1 901R) Research-paper writing emphasizing adoption, narrowing, and logical support of a thesis in awareness of a reader's needs; developing effective research techniques; and accurately documenting sources in a conventional format. An alternative to ENG 102 to meet the needs of non-native speakers of English in all programs. Credit not given for both ENG 102 and ESL 102. A grade of C or higher is required in ESL 102 to fulfill IAI General Education Core Curriculum requirements for transfer programs. Prerequisite: ESL 101 or ENG 101 with a grade of C or higher. F S Su

**ESL 570   TOEFL Preparation            3-0-3**
Students will practice English skills and test taking strategies for TOEFL. F S

# Engineering Science and Technologies

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**EST 110   Engineering Science and Technologies
                CAD Work Experience      0-5-1 or 0-10-2**
On an independent study basis, students complete an advanced CAD project in an area in which they seek experience and employment. Prerequisites: credit or concurrent enrollment in CAD 116, CAD 118, and CIT 112, and approval of program director or department chair. Repeatable 3 times. F S

**EST 113   Work Experience and Ethics        .5-4-1**
Prepare resume and cover letter. Detailed journal documenting internship. Introduction to work ethics and traits that employers look for in current and prospective employees.

**EST 114   Career and Technical Ethics    1-0-1 or 2-0-2**
Introduction to the importance of work ethics and the top 10 work ethic traits that employers look for in current and prospective employees. Emphasis on how strong work ethics help employees succeed in the workplace. F S Su

# French

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**FRE 100   Introduction to Basic French I       2-0-2**
Intended for students with no previous instruction in French. Basic French with attention to oral communication, culture, and language needs of student, traveler, and worker. F S Su

**FRE 101   Beginning French I               4-0-4**
For students with no previous and/or little instruction in French. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and on Francophone culture. Prerequisite: ENG 101 placement. (Also in Dijon Program) F S

**FRE 102   Beginning French II              4-0-4**
Continued development of communicative skills. Emphasis on speaking, listening, reading, writing, and on Francophone culture. Prerequisite: FRE 101 or equivalent. (Also in Dijon Program) F S Su

**FRE 103   Intermediate French I            4-0-4**
Development of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and on Francophone culture. Prerequisite: FRE 102 or equivalent. (Also in Dijon Program) F

**FRE 104   Intermediate French II           4-0-4**
(IAI H1 900) Continued development and refinement of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and on Francophone culture. Prerequisite: FRE 103 or equivalent. (Also in Dijon Program) S

**FRE 120   Introduction to Basic French II      2-0-2**
Continuing basic French with attention to oral communication, culture, and language needs of student, traveler, and worker. Prerequisite: FRE 100 or equivalent. S

# Fire Service Technology

*Social Sciences and Human Services*
*217/351-2229 ● www.parkland.edu/sshs*

**FST 111   Introduction to the Fire Service     3-0-3**
Provides an overview to fire service; career opportunities in fire protection and related fields; philosophy and history of the fire service; fire loss analysis; organization and function of public fire protection services; fire departments as part of local government; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics. F

**FST 112    Command Officer Management I    3-0-3**
One of two management courses required for Illinois certification as a Fire Officer I. Presents a basic course to help individuals develop the skills needed to supervise and direct personnel and manage resources at the company level. Prepares student for certification as Fire Officer I. FE

**FST 114    Fire Prevention Principles    3-0-3**
Provides basic information about fire prevention activities conducted by the fire department. SO

**FST 115    Tactics and Strategy I    3-0-3**
Survey of fire suppression companies; basic elements of fireground tactics and organization; manpower, apparatus, equipment, and systems utilization. Emphasis on preplanning fireground organization and decision making for the company officer. SO

**FST 116    Basic Operations Firefighter I    3-0-3**
Cognitive training needed to operate safely and effectively on the fire ground. Basic job requirements for an entry level firefighter. Topics discussed include history of the fire service, safety and health, building construction, and fire behavior.

**FST 117    Pump Operator (FAE)    3-0-3**
Theoretical and practical hydraulics, maintenance procedures, and apparatus testing used by fire departments. Apparatus operators. Qualifies firefighters for OSFM Certification as a Fire Apparatus Engineer. F

**FST 118    Fire Service Instructor I    3-0-3**
Methods of classroom instruction: lesson plans and human relations in the teaching-learning environment. SO

**FST 130    Civilian/Law Enforcement Bypass Course    3-0-3**
Required by the Office of the State Fire Marshal for certification of civilians as fire prevention officers and law enforcement officers as fire investigators. Emphasizes baseline fire science knowledge not possessed by civilians. F S Su

**FST 132    Basic Operations Firefighter II    3-0-3**
Cognitive training needed to operate safely and effectively on the fire ground. Basic job requirements for an entry level firefighter. Topics discussed include ladders, hose, appliances, nozzles, fire streams, water supply, master streams, forcible entry, and ventilation. Prerequisite: FST 116

**FST 152    Basic Operations Firefighter III    3-0-3**
Cognitive training needed to operate safely and effectively on the fire ground. Basic job requirements for an entry level firefighter. Topics discussed include search, rescue, fire control, loss control, wildland firefighting, installed systems, firefighter survival, RIT team operations, prevention, public education, cause, and origin. Prerequisite: FST 132

**FST 210    Hazardous Materials Operations    3-0-3**
Systems approach to storage, transportation, and handling of hazardous materials, flammable liquids, combustible solids, oxidizing and corrosive materials, and radioactive compounds. Use of reference sources on various hazardous materials. Emphasis on control of hazardous materials incidents. F

**FST 212    Command Officer Management II    3-0-3**
One of two management courses required for Illinois certification as a Fire Officer I. Provides management principles and techniques used by mid-level managers and chief officers in the fire service and emphasizes principles of time management, decision making, motivation, and delegation. SO

**FST 215    Fire Fighting Strategy and Tactics II    3-0-3**
Strategic concepts in fire fighting, locations of fire fighting resources, tactics emphasizing use of operational plans, and pre fire plans. Establishment of command for operational control and use and control of mutual aid during multiple emergencies or simple catastrophic fires or disasters. SE

**FST 218    Fire Service Instructor II    3-0-3**
Methods of classroom instruction structured to provide information about writing performance objectives, developing lesson plans, and methods of testing and evaluating students. SE

**FST 234    Command Officer Management III    3-0-3**
One of two management courses required for Illinois certification as a Fire Officer II. Provides management principles and techniques used by mid-level managers and chief officers in the fire service. Principles of public relations, labor relations, administrative liability, and personnel management emphasized. FO

**FST 235    Command Officer Management IV    3-0-3**
Prepares the fire officer to develop budgets, evaluate subordinates, maintain records, conduct public relations, and develop fire department rules and Standard Operating Procedures. SE

**FST 250    Fire and Emergency Management
                Computer Systems    2-2-3**
Fire and Emergency Services information management systems, system analysis techniques, data processing concepts, terminology, equipment, and applications. Hands-on experience with microcomputers including software packages for data analysis and emergency management applications. Prerequisite: MAT 086, MAT 098, or assessment. F S Su

**FST 251    Fire Inspector I    3-0-3**
Course required for Fire Inspector I state certification. Authority of fire prevention responsibilities including inspection procedures; plans review; fire hazard recognition; installed systems familiarization; building construction, occupancy classification; site access and means of egress considerations; and emergency planning. FE

**FST 253    Public Fire and Life Safety Educator    3-0-3**
Provides the Public Fire/Life Safety Educator I component required for certification as Fire Prevention Officer I by Office of State Fire Marshal. Also provides Public Information Officer and Juvenile Fire-Setter Intervention Specialist I certification.

# First Year Experience

*Social Sciences and Human Services*
*217/351-2229 ● www.parkland.edu/sshs*

**FYE 101    Strategies for College Success    1-0-1; 2-0-2;
                                                      3-0-3**
Designed to help students succeed in college and beyond. Includes self-assessment, goal-setting, educational and career planning, time management, interpersonal communication, and personal development. F S Su

# Graphic Design

*Fine and Applied Arts*
*217/351-2392 ● www.parkland.edu/faa*

**GDS 102   Graphic Design History          3-0-3**
Surveys the field of graphic design from its origins to contemporary practice. Develops visual vocabulary, provides insight into the continuity of design thinking, and provides cultural and historical context for design practice. F S

**GDS 108   Design Media and Principles          2-2-3**
Introduction to composition and visual literacy for digital media artists and designers. Surveys a broad range of digital tools including the Adobe Creative Suite. Prerequisite: proficiency with personal computers and Internet browsing. F S Su

**GDS 110   Typography I          2-2-3**
Introduction to creative typography for visual communication. Create typographic compositions using Adobe Creative Suite for print and web. Emphasis on terminology, typographic traditions, type aesthetics. Prerequisite: proficiency with personal computers and Internet browsing. F S

**GDS 120   Graphic Design I          1-5-3**
Introduction to the creative process and image making with a focus on composition. Solve real world visual communication problems in a hands-on studio environment using Adobe Creative Suite (Illustrator, Photoshop, InDesign). Prerequisite: GDS 108 or ART 121, ART 122 or approval of program director or department chair. F S

**GDS 122   Graphic Design II          2-2-3**
Introduction to systems of visual organization in graphic design with a focus on conceptual development and print production. Develop dynamic portfolio samples using Adobe Creative Suite. Prerequisite: GDS 120. F

**GDS 172   Typography II          2-2-3**
Compose professional-level type for print using Adobe InDesign. Emphasis on publication design, grid systems, legibility, readability, typographic hierarchy, style sheets and pre-press issues. Prerequisite: GDS 110. S

**GDS 220   Graphic Design for the Web          2-2-3**
A visual approach to web design with an emphasis on creative concepts and applied design principles. Design dynamic web experiences using Photoshop and Dreamweaver. Prerequisites: CIS 152, GDS 120, or approval of program director or department chair. F

**GDS 222   Graphic Design III          2-2-3**
Gain experience in visual problem solving through advanced design projects. Communicate creative concepts through effective use of type and images. Develop presentations skills and become power users of Adobe Creative Suite. Prerequisite: GDS 122. S

**GDS 230   Motion Design          2-2-3**
Create advanced motion graphics for digital video, broadcast, and the web. Develop client-driven portfolio samples with emphasis on concepts and interactivity. Communicate advertising, promotion, and editorial concepts with AfterEffects and other digital tools. Prerequisites: GDS 108, GDS 120, GDS 220, and CIS 152, or approval of program director or department chair. S

**GDS 271   Interactive Design I          2-2-3**
Design user experiences for digital media with an emphasis on creative problem solving. Create interactive web sites and apps that use current technology to meet real-world marketing communication objectives. Prerequisites: GDS 108, GDS 120, and CIS 152, or approval of program director or department chair. F

**GDS 272   Interactive Design II          2 -2 -3**
Advanced creative problem-solving and conceptual digital media projects with a focus on meeting real-world marketing communication objectives. Create dynamic user experiences in interactive web sites and apps with an emphasis on building a portfolio of high-quality samples. Prerequisite: credit or concurrent enrollment in GDS 271. F

**GDS 273   Illustration I          2-2-3**
Gain experience in visual communication by creating original illustrations for editorial, advertising, book and instructional publications. Advanced uses of Illustrator and Photoshop. Prerequisites: GDS 108 or ART 121, ART 122, and GDS 120. F

**GDS 274   Illustration II          2-2-3**
Advanced creative problem-solving and conceptual thinking projects focusing on creating original images for editorial and advertising. Emphasis on building a consistent body of work with a distinctive individual style. Fine tune skills in Illustrator and Photoshop. Prerequisite: credit or concurrent enrollment in GDS 273. F

**GDS 293   Portfolio Seminar          2-2-3**
Under the direction of the instructor, students fine-tune and edit their portfolios, design a self-promotion campaign, build a self-promotion web site, and develop their personal résumés. Includes seminars with industry professionals. Prerequisite: GDS 220, sophomore standing in Graphic Design, 3.0 program GPA, or approval of instructor or department chair. S

# Geography

*Social Sciences and Human Services*
*217/351-2229 ● www.parkland.edu/sshs*

**GEO 140   World Geography          3-0-3**
(IAI S4 901) World places and peoples: world regions examined for their cultural response to the physical environment. Emphasis on technologically developed regions. (Also in Canterbury Program.) F S Su

**GEO 143   Geography of Underdeveloped Areas          3-0-3**
(IAI S4 902N) Survey of technologically underdeveloped regions of the world: spatial arrangements of population, human institutions, economic activities, and cultural landscapes. F S Su

**GEO 144   Geography of the United States          3-0-3**
Introduction to regional and social diversity of the United States. Physical, historical, and economic bases of regional divisions: south (old and new), northeast (rural and urban), interior (midwest and great plains), and west (mountain and desert). (Canterbury Program only.)

**GEO 200   Introduction to Economic Geography          3-0-3**
(IAI S4 903N) Introduction to the study of reasons for uneven distribution of activities relating to production, exchange, and consumption of goods and services and geographic patterns created by these activities. S

# German

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**GER 101   Beginning German I                    4-0-4**
For students with no previous and/or little instruction in German. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and on Germanic culture. Prerequisite: ENG 101 placement. (Also in Salzburg Austria program) F S

**GER 102   Beginning German II                   4-0-4**
Continued development of communicative skills. Emphasis on speaking, listening, reading, writing, and on Germanic culture. Prerequisite: GER 101 or equivalent. (Also in Salzburg program) S Su

**GER 103   Intermediate German I                 4-0-4**
Development of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and on Germanic culture. Prerequisite: GER 102 or equivalent. (Also in Salzburg program) F

**GER 104   Intermediate German II                4-0-4**
(IAI H1 900) Continued development and refinement of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and on Germanic culture. Prerequisite: GER 103 or equivalent. (Also in Salzburg program) S

# Geographic Information Systems

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**GIS 110   Principles of Geographic
            Information Systems              3-0-3**
Components of basic GIS and how they are assembled: requisition of data, maps, and other information used to build a database; basic pilot projects demonstrated step-by-step through various applications in GIS.

**GIS 111   Applied Geographic Information Systems 3-0-3**
GIS application areas, both present and future; toxic materials, traffic flow, mining, forestry, agriculture, natural resources, energy, and communication; semester-long application project of student's choice developed on computer. Prerequisite: GIS 110. S

**GIS 112   Global Positioning Systems            1-0-1**
Basic principles necessary to set up, operate, and run a Global Positioning System (GPS) receiving station, and collect information with a receiver. Data collection incorporated into computer database program. Information link with Geographic Information Systems (GIS) and use of GPS in GIS demonstrated.

**GIS 115   Remote Sensing Applications           2-2-3**
Introduction to the characteristics of various sensors, data collection and analysis applicable to remote sensing applications with traditional aerial platforms and civil unmanned aerial system (UAS) operations.

**GIS 116   GIS Seminar                           1-0-1**
A group project through which students demonstrate their knowledge and skills developed while completing the required GIS courses. The students will present the collaborative project to a group of GIS practitioners. Prerequisite: GIS 110, GIS 111, GIS 112, and GIS 115.

# Health Careers

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

**HCS 112   Orientation to Health Careers         2-0-2**
Duties and educational requirements of health care providers. Basic body systems. Develop and practice skills required in all health occupation. Equivalent to Health Occupations at high school level. Prerequisites: CCS 099, MAT 070 or MAT 080 placement, and ENG 101 placement. F S

**HCS 117   Team Building                         1-0-1**
Introduces common activities of health care teams, accountability, managing stress and change, conflict resolution, organizational and problem-solving skills, interpersonal communication skills, group dynamics, cultural diversity, and responsibilities of team leaders. Prerequisites: CCS 099 placement and ENG 101 placement. S

**HCS 136   Basic Topics in Healthcare     1-0-1; 2-0-2;
                                           3-0-3; 4-0-4**
Study of new and cutting-edge topics of interest to the student new to healthcare. Repeatable for a maximum of 16 credit hours. F S Su

**HCS 150   Complementary Alternative
            Therapies in Health Care I           3-0-3**
Guided learning experience to investigate various healthcare practices such as traditional Chinese medicine, botanicals, manual techniques, mind-body techniques, and other therapies. Prerequisites: CCS 099 placement and ENG 101 placement. F S

**HCS 151   Health Care Records Management        2-0-2**
Application of health care records management terms and skills: records ownership, types, rules for filing and systems, common documents, correspondence, and computer application (EMR). Prerequisites: CCS 099 placement and ENG 101 placement, or approval of program director. F S Su

**HCS 153   Phlebotomy Skills                    .5-1.5-1**
Routine phlebotomy procedures, venipuncture techniques, phlebotomy equipment, micropuncture techniques, safe practices, and medicolegal aspects. Clinical laboratory experience in phlebotomy. Credit not given for both HCS 153 and HCS 602. F S Su

**HCS 154   Medical Terminology                   3-0-3**
Building medical vocabulary, including learning to pronounce, spell, define, and analyze medical terms. Prerequisites: CCS 099 placement and ENG 101 placement. F S Su

**HCS 155   Pharmacology for Allied Health        2-0-2**
Chemical, generic, and trade names; drug references; pharmacological principles; routes of administration; Federal and Illinois regulations; classifications; abbreviations and symbols for drug measurement, administration, and prescription. Prerequisites: CCS 099 placement and ENG 101 placement, or approval of program director. S

**HCS 173   Applied Electrocardiography           1-1-1**
Entry level training to perform, process, and explain the electrocardiogram; overview of cardiac anatomy, physiology, and conduction systems; commonly encountered drugs in cardiac medicine; data procurement, selection, processing, overview of diagnostic tests and presentation for physician's interpretation; professional conduct. F S Su

**HCS 174  Legal Issues in Health Care  1-0-1**
Law as it pertains to health professionals; consent for medical services, invasion of privacy, malpractice, governmental regulations, actions for collecting patient bills, bioethical, and end of life issues. Prerequisites: CCS 099 placement and ENG 101 placement, or approval of program director. F S

**HCS 180  International Health Care Experience  1-6-3**
Study and practice of providing culturally sensitive health care: health attitudes, beliefs, and practices of culturally diverse populations. Requires supervised international clinical experience. Prerequisite: admission to a health profession program and permission of course instructor.

**HCS 190  Anatomy and Physiology/Speech,
            Hearing Mechanism  3-0-3**
Outer ear, disorders of outer ear, middle ear, tympanometry, disorders of middle ear, inner ear, and auditory pathways, cochlear and retrocochlear disorders. One of four courses required for persons applying for license as a hearing instrument dispenser. Prerequisite: approval of department chair or program director. F S Su

**HCS 191  Hearing Science  3-0-3**
Physiological acoustics, psychological acoustics, hearing instrument candidacy, history, electronics, components and characteristics, digital technology. One of four courses required for persons applying for license as a hearing instrument dispenser. Prerequisite: approval of department chair or program director. F S Su

**HCS 192  Introduction to Audiology  3-0-3**
Introduction to audiometry, pure tone audiometry, pure tone bone conduction tests, masking, hearing analysis (audiograms), speech testing, and speech discrimination tests. One of four courses required for persons applying for license as hearing instrument dispenser. Prerequisite: approval of department chair or program director. F S Su

**HCS 193  Aural Rehabilitation  3-0-3**
ANSI standards, ear molds, fitting of hearing instruments, fitting verification, real ear measurement, post-fitting care, follow-up and rehabilitation, maintenance, modification, and repair. One of four courses required for persons applying for license as hearing instrument practitioner. Prerequisite: approval of department chair or program director. F S Su

**HCS 236  Advanced Topics in Healthcare  1-0-1; 2-0-2;
                                        3-0-3; 4-0-4**
The study of new and emerging healthcare topics requiring some healthcare background and preparation. Prerequisites to be determined by the faculty. Repeatable for a maximum of 12 credit hours. Prerequisites: CCS 099 placement and ENG 101 placement. F S Su

**HCS 238  Work Experience in Health Care  0-20-5**
Simulates the transition from school to work. Students are assigned full-shift experiences and are prepared for certification exams. Prerequisites: permission of instructor and enrollment in a health career program. Prerequisites: CCS 099 placement and ENG 101 placement. F S Su

**HCS 602  Phlebotomy Skills  0.5-1.5-1**
Routine phlebotomy procedures, venipuncture techniques, phlebotomy equipment, micropuncture techniques, safe practices, and medicolegal aspects. Clinical laboratory experience in phlebotomy. Credit not given for both MAS 153 and HCS 602.

# History

*Social Sciences and Human Services*
*217/351-2229 ● www.parkland.edu/sshs*

**HIS 101  History of Western Civilization I  4-0-4**
(IAI S2 902, H2 901) Examination of the origins and development of major social, political, economic, and intellectual institutions of European civilization from the ancient cultures of Mediterranean world through 1715. Prerequisite: ENG 099 placement. F S

**HIS 102  History of Western Civilization II  4-0-4**
(IAI S2 903, H2 902) Examination of the origins and development of major social, political, economic, and intellectual institutions of European civilization from 1715 through the present. Prerequisite: ENG 099 placement. (3 credit hours in Salzburg program) S

**HIS 104  History of the U.S. to 1877  4-0-4**
(IAI S2 900, H2 904) Survey of American history from its European and Native American origins through Reconstruction. Emphasis on the economic, political, cultural, and social forces that have shaped the American past. Prerequisite: ENG 099 placement. F S

**HIS 105  History of the U.S., 1877 to Present  4-0-4**
(IAI S2 901, H2 905) Survey of American history from Reconstruction to the present. Emphasis on the economic, political, cultural, and social forces that have shaped the American past. Prerequisite: ENG 099 placement. F S Su

**HIS 107  The History of Illinois  4-0-4**
Illinois history from the earliest times to the present. Includes political, economic, social, cultural, educational, and constitutional developments. Prerequisite: ENG 099 placement. S Su

**HIS 108  World History I  4-0-4**
(IAI S2 912 N) Examination of the economic, social, cultural and political history of global peoples and cultures from ancient times to 1500. Prerequisite: ENG 099 placement. F S

**HIS 109  World History II  4-0-4**
(IAI S2 913 N) Economic, social, cultural and political history of global peoples and cultures from 1500 to the present. Prerequisite: ENG 099 placement.

**HIS 120  African American History to 1865  3-0-3**
History of African American people in the United States from the African past to 1865. Emphasis on the changing economic, political, social, and cultural conditions of African Americans and on their contributions to American society. Prerequisite: ENG 099 placement. F

**HIS 121  African American History
            from 1865 to Present  3-0-3**
History of African American people in the United States from 1865 to the present. Emphasis on the changing economic, political, social, and cultural conditions of African Americans and on their contributions to American society. Prerequisite: ENG 099 placement. S

**HIS 123  History of the Middle East  4-0-4**
(IAI S2 918N) Examination of origins and development of geographic, social, political, economic, and religious forces which have contributed to the formation of major institutions in the Middle East from the appearance of cultural complexity to modern times. Prerequisite: ENG 099 placement. S

**HIS 128    History of Asia and Pacific Region    4-0-4**
(IAI S2 908N) Political, social, economic, and cultural history of Asia and the Pacific Region from ancient times to the present; responses and adaptations to Western influence, modernizations, and transformations to the present. Prerequisite: ENG 099 placement. F

**HIS 129    History of Africa    4-0-4**
(IAI S2 906N) Origins and development of major geographical, social, political, economic, and religious forces which have contributed to the formation of major institutions in Africa from the appearance of humankind to modern times. Prerequisite: ENG 099 placement. S

**HIS 140    History of Latin America    4-0-4**
(IAI S2 910N) Origins and development of major geographic, social, political, and religious forces which have contributed to the formation of major institutions in Latin America from the era of Teotihuacan and the Olmec, Maya, Inca, and Aztec to the development of contemporary Latin American nations. Prerequisite: ENG 099 placement. F

**HIS 145    History of the Labor Movement    3-0-3**
Effects of labor on economic, political, and social systems of the United States.

**HIS 165    Austrian Civilization    3-0-3**
Introduction to Austrian history and culture from seventeenth century to present. Prerequisite: ENG 099 placement. (Salzburg Program only.)

**HIS 166    British History I    3-0-3**
Survey of British history to 1714: Roman and Anglo-Saxon invasions, Norman Conquest, Chaucer's England, and British-American relations. Prerequisite: ENG 099 placement. (Also in Canterbury Program) F

**HIS 167    British History II    3-0-3**
Survey of British history from 1714, including growth of the British Empire, the Irish question, the American Revolution, Victorian Britain, and contemporary Britain. Prerequisite: ENG 099 placement. (Also in Canterbury Program) S

**HIS 168    Modern Europe in Transition    3-0-3**
Examination of the continuities and discontinuities of European affairs since modern revolutions that set the stage for today's political discourse. Prerequisite: ENG 099 placement. (Salzburg Program only)

**HIS 169    England in the Middle Ages    3-0-3**
Study of medieval history focusing on events surrounding Norman Conquest of England in 1066. Prerequisite: ENG 099 placement. (Canterbury Program only)

**HIS 203    The History of Women in America    3-0-3**
A multicultural survey of the roles, experiences, and problems of American women from the colonial period to the present. The images and ideals of womanhood, nineteenth-century feminism, the Victorian woman and female sexuality, women at work, women at war, suffrage movement, and the new feminism. Prerequisite: ENG 099 placement. F S

**HIS 289    Topics in History    3-0-3**
Study of selected topics in history. Topics vary according to section and semester and are listed in the class schedule. Students may also request topics. A total of 6 credit hours may be taken in topics courses numbered 289, but HIS 289 is not repeatable for credit. Prerequisite: ENG 101 placement and 3 credit hours in the discipline.

# Hospitality Industry

*Business/Computer Science and Technologies*
*217/353-2099 ● www.parkland.edu/bai*

**HPI 110    Foodservice Sanitation Certification    1-0-1**
Foodservice sanitation as it applies to every phase of foodservice operations. Emphasizes cleanliness and protection of the health of the public served as well as of the organization's staff. Includes certification exam. F S Su

**HPI 111    Introduction to the Hospitality Industry    3-0-3**
Overview of the hospitality industry focusing on the food service and lodging industries history and organization of hospitality industry with emphasis on career opportunities and management. Basic operational structures of restaurants, institutions, hotels, clubs, and resorts. F S

**HPI 112    Food Standards and Production I    3-4-5**
Expands on skills and knowledge to develop a strong foundation within culinary arts management. This course examines food handling techniques, preparation, and production. Includes kitchen laboratory experiences in meat, poultry, seafood, vegetables, soups and salads. Prerequisites: HPI 110 and HPI 116 or approval of program director. S

**HPI 113    Food Service Systems    3-0-3**
Management of food service systems in quick service, casual, fine dining, banquet, off-premise, and institutional service segments; various service procedures, staff organization, labor considerations, and management approaches. S

**HPI 114    Human Resource Management and Supervision    3-0-3**
Management methods use to lead and supervise staff. Skills and techniques used to form an effective staff for the hospitality environment. Self management, staff selection, orientation, training, motivating, evaluating and retention. Study of leadership characteristics. S

**HPI 115    Menu Management and Design    2-2-3**
The menu's role in controlling and directing a foodservice operation. Practical experience determining portion cost, product yields, selling price. Computer use to perform cost analysis of recipes, analysis of sale mix influence on profitability, and design of menus. F

**HPI 116    Kitchen Basics    1-3-2**
Survey of professional culinary standards and production methods. Lab experience with knife skills, mise en place and cooking methods. Proper use and maintenance of common commercial equipment. Foundational knowledge of classical cuisine preparation. Prerequisite: HPI 110 or approval of instructor. F

**HPI 117    Hospitality Managerial Accounting    3-0-3**
Hospitality management's use of the balance sheet, income statement and statement of cash flow to analyze operational performance. Use of financial ratios to make business decisions. Topics include depreciation, ROI and ROA. Interpretation of markets forces on the unit operation. F

**HPI 132    Resort and Event Operations    3-0-3**
Examination of the resort segment of the lodging industry; tourism's relationship with types of resorts; quality service within the context of the hospitality industry. Event management and planning as a sub-function of resort operations. Su

**HPI 139   Food Standards and Production II      2-4-4**
Practical laboratory experiences with desserts, pastries and other bakery products, salads and dressings and will include group planning, production, presentation, and serving of complete guest meals. Prerequisites: HPI 110, HPI 116, or approval of program director or department chair. F

**HPI 211   Food and Beverage Cost
               Management Systems            4-0-4**
Examination of methods to measure and control operational costs. Use of Excel as a primary tool to collect and analyze data gathered from operational activities. Focus on controlling product costs, labor costs and controllable expenses. F

**HPI 214   Hospitality Industry Seminar     2-0-2**
Investigate and report on industry topics and trends. Prepare written evaluations of selected topics ranging from management and leadership to hospitality and culinary trends. Conduct Internet research to form personal opinions and support conclusions. Prerequisite: concurrent enrollment in HPI 215. S Su

**HPI 215   Hospitality Industry Work Experience   0-20-4**
Students perform 300 hours of work experience in approved hospitality facility related to their area of specialization. Prerequisites: HPI 111, completion of 15 semester credit hours in program area, and concurrent enrollment in HPI 214. S Su

**HPI 216   Bar and Beverage Operations      3-0-3**
Responsible management of beverage operations at a profit. Examination of planning, equipping, and staffing of beverage operations. Review of purchasing procedures, inventory control, pricing and marketing of all categories of alcohol beverages. Includes mixology training. S

**HPI 230   Facilities Management/
               Building Operations Management   3-0-3**
Facility management methods necessary to meet visitor and guest expectations of quality. Technical knowledge of the hotel/motel housekeeping department and building/facilities maintenance department. Supervision and training required to build a professional facilities team. S

**HPI 231   Front Office Operations           3-0-3**
Reservations, registration, rooming, guest relations, accounting, and night audit; guest complaints and security; staffing; and emphasis on automated systems, including computerized property management system exercise. Prerequisite: credit or concurrent enrollment in HPI 111. F

**HPI 233   Hospitality and Travel Marketing    3-0-3**
Planning and implementing effective marketing strategies to maximize revenues and guest satisfaction; direct sales, public relations, and advertising. Relationships of carriers, suppliers, and travel intermediaries. Prerequisite: concurrent enrollment in HPI 111. S

**HPI 234   Hospitality Industry Law          3-0-3**
Legal concepts for the hospitality manager to recognize in a preventative approach to avoid liability. Knowledge of the law improves guest service and awareness to potential hazards. Review of negligence, merchantability, contract, Dram Shop, and employment laws. S

**HPI 237   Food Standards and Production III    2-4-4**
Advanced methods of food production integrating menu planning, product costing, and culinary methods. Examination of station setup, work flow and equipment layout required for specific menu production. Additional course topics included international cuisine and nutritional considerations. Prerequisites: HPI 112 and HPI 139, or approval of program director or department chair. S

**HPI 239   Catering and Food Production      1-4-3**
Student management and experience in food production and service dynamics as they plan and operate special event catering and student cafes. Prerequisite: credit or concurrent enrollment in HPI 237, or approval of program director or department chair. S

# Horticulture/Landscape

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**HRT 111   Sustainable Urban Horticulture    2-2-3**
Overview of how to produce food crops and methods of overcoming the challenges facing the availability of fresh and nutritious food produce. Sustainable food production and gardening as alternative to traditional rural farming and distribution for local foods.

**HRT 116   Introduction to Landscape Design    3-0-3**
Methods and techniques of drafting and preparing basic landscape designs for residential and commercial settings; theory and practical experience in large- and small-scale design projects; overview of business aspects. F S

**HRT 118   Horticulture Equipment Operation    2-2-3**
Introduction to basic operation and maintenance of horticulture-related equipment; safe operation of equipment and use of safety materials. F

**HRT 119   Landscape Construction
               and Maintenance                3-0-3**
Construction methods for residential and commercial landscapes; techniques and uses of materials related to construction of various landscape features; use of construction materials and maintenance; reading and interpreting landscape plans and drainage techniques. S

**HRT 130   Floral Design I                   2-2-3**
Introduces the art of floral design based on design elements and principles. Techniques and mechanics of constructing centerpieces, corsages, boutonnieres, and theme designs are practiced in hands-on labs. Flower identification and care and handling are covered.

**HRT 211   Pest Management and Pruning Principles   2-2-3**
Identification, control, and management of insects, weeds and diseases of landscape plant material. Including the pest, its life cycle, hosts, symptoms, diagnosis and controls. Basic tree and shrub pruning for plant maintenance. Prerequisite: credit or concurrent enrollment in AGB 104. S

**HRT 214   Advanced Turfgrass Management       2-2-3**
Advanced management of turf and turfgrass with emphasis on stress physiology for both residential and athletic applications. Topics include pesticide and nutrient fate, irrigation, and techniques for preventing and repairing wear and tear. Prerequisites: AGB 104 and HRT 114. S

**HRT 230  Floral Design II**  **2-2-3**
Expands on concepts and skills learned in Floral Design I; How to take orders, conduct consultations, and order flowers wholesale. Designs focus on weddings and funerals and are practiced in hands-on labs. Prerequisite: HRT 130.

**HRT 253  Herbaceous Plants**  **3-0-3**
Identification, selection, use, and maintenance of herbaceous (perennial, biennial, annual, and bulbs) plants in the landscape. Techniques in growth, and maintenance of herbaceous plants. Prerequisite: AGB 104 or approval of department chair. S

**HRT 254  Woody Ornamentals**  **3-0-3**
Identification of deciduous trees, shrubs, and evergreens used primarily in landscaping. Techniques in growth, maintenance of trees and shrubs. Prerequisite: AGB 104 or approval of instructor or department chair. Su

**HRT 255  Landscape Graphic Design**  **3-0-3**
Advanced landscape graphic design techniques; freehand sketching, preparing quick designs, perspective sketching, color drawing, and computer design. Review design processes, principles, and design techniques and apply them to commercial and residential situations. Prerequisite: HRT 116 or approval of department chair. S

**HRT 256  Landscape Planting Design**  **3-0-3**
Fundamentals of planting composition with emphasis on aesthetics, ecology, and utilitarian aspects. Incorporating plants as design elements to modify the landscape for various activities and different site situations. Prerequisites: credit or concurrent enrollment in HRT 116, HRT 253, HRT 254, and HRT 255.

**HRT 257  Horticultural Business Management**  **3-0-3**
Provides current and future managers of landscaping businesses the opportunity to understand latest methods of combining resources to operate successful businesses. Emphasis on crew/team management and financial issues, including pricing materials, project bidding, and estimating. Prerequisite: AGB 135. S

**HRT 270  Greenhouse Crop Production**  **2-2-3**
Production of various crops in the greenhouse environment, including flowers, herbs, and garden plants. Topics include propagation, cultural practices, and scheduling crop growth for target market periods. Hands-on experience in the greenhouse plus field trips. Prerequisite: credit or concurrent enrollment in AGB 104.

# Humanities

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**HUM 101  Western Culture:**
          **Antiquity to Renaissance**  **3-0-3**
(IAI HF 902) Exploration of Western culture as expressed in art, literature, history, philosophy, and music from ancient world to Renaissance. Prerequisite: ENG 101 placement. (Also in Dijon Program) F Su

**HUM 102  Western Culture:**
          **Renaissance to Present**  **3-0-3**
(IAI HF 903) Exploration of Western culture as expressed in art, literature, history, philosophy, and music from Renaissance through contemporary period. Prerequisite: ENG 101 placement. (Also in Dijon Program) F S

**HUM 103  Cultural Values in the Eastern World**  **3-0-3**
(IAI HF 904N) Exploration of East Asian cultures (Chinese, Japanese, Korean) as expressed in art, music, literature, history, and philosophy. Prerequisite: ENG 101 placement. F S Su

**HUM 104  Islamic Culture and Civilization**  **3-0-3**
(IAI H2 903N) Exploration of Islamic culture as expressed in art, music, literature, history, society, and philosophy. Prerequisite: ENG 101 placement. F S Su

**HUM 105  Cultures and Civilization**
          **of Sub-Saharan Africa**  **3-0-3**
(IAI HF 904N) Exploration of cultures in Sub-Saharan Africa as expressed in art, music, literature, history, and philosophy. Prerequisite: ENG 101 placement. F S Su

**HUM 106  Latin American Cultures and Civilizations**  **3-0-3**
(IAI H2 903N) Exploration of Latin American cultures, including arts, history, literature, and social institutions. Prerequisite: ENG 101 placement. (Also in Costa Rica Program) F S Su

**HUM 107  Introduction to Mexican Culture**  **3-0-3**
(IAI H2 903N) Exploration of Mexican cultural heritage from the pre-Columbian era through to the present. Prerequisite: ENG 101 placement. F S Su

**HUM 109  Cultural Values of India and Its Neighbors**  **3-0-3**
(IAI HF 904N) Exploration of South Asian cultures (India, Pakistan, Afghanistan, Myanmar, Sri Lanka, Nepal, Bangladesh) as expressed in art, music, literature, history, and philosophy. Prerequisite: ENG 101 placement. F S Su

**HUM 121  Women in Arts, Cultures, and Societies**  **3-0-3**
(IAI HF 907D) Survey of representation of women in both traditional and popular arts and cultures (film, literature, music, television, visual art); emphasis on the relationship of such representation to the values, behaviors, and structures of societies. Prerequisite: ENG 101 placement. F S

**HUM 122  Native American Cultures**
          **of North America**  **3-0-3**
Past and present Native American cultures through selected works of literature, history, visual art, music, and other contemporary forms of expression. Prerequisite: ENG 101 placement. F S

**HUM 123  The Irish Experience**  **3-0-3**
Provides international students attending Carlow College an overview of Irish history, geography, religions, art and architecture, emigration, and their impact on contemporary Irish culture. Prerequisite: ENG 101 placement or ENG 099 with a grade of B or higher. (Carlow, Ireland program only) F S

**HUM 125  Culture and Society of Spain**  **3-0-3**
Spanish life and character as shaped through history, art, music and film, language & literature, social values, traditions. (Seville, Spain program only)

**HUM 166  European Cities**  **3-0-3**
Urban cultures and traditions of Europe. Survey of nine major cities in terms of historical development and changing aesthetic ideals. Includes some site visits. Prerequisite: ENG 101 placement. (Salzburg Program only) F S

# Heating, Ventilation, and Air Conditioning

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**HVC 111    Basic Air Conditioning    2-2-3**
Fundamentals of operation for residential and light commercial air conditioning systems. Proper handling of refrigerants. Prerequisite: credit or concurrent enrollment in ELT 150. F S

**HVC 112    Basic Heating    2-2-3**
Fundamentals of operation for residential and light commercial heating systems. Prerequisite: credit or concurrent enrollment in ELT 150. F S

**HVC 113    Residential HVAC Installation    2-2-3**
Basic HVAC system components and operation concepts, component installation, gas piping, low voltage wiring, basic tool skills, job safety. F

**HVC 114    Ductwork Fabrication    1-2-2**
Basic tool skills, job safety, and fabrication techniques for HVAC ductwork components and systems. Prerequisite: MAT 060 or 094.

**HVC 132    HVAC Pneumatic Control Systems    2-2-3**
Fundamentals of installation, operation, and maintenance of pneumatic control systems for commercial HVAC systems. Prerequisite: HVC 111 or HVC 112. S

**HVC 134    Commercial HVAC and Service    2-2-3**
Installation, operation, maintenance, and service of commercial HVAC equipment. Prerequisites: HVC 151 and HVC 152. S

**HVC 151    Basic Air Conditioning Service    3-2-4**
Diagnostic techniques for residential and light commercial air conditioning and heat pump systems. Common maintenance and repair methods. Prerequisite: HVC 111.

**HVC 152    Basic Heating Service    2-2-3**
Diagnostic techniques for residential and light commercial heating systems. Common maintenance and repair methods. Prerequisite: HVC 112.

# Independent Study

**IND 288    Independent Study    1–4 credits**
Designed for students who desire a broader opportunity to examine a special problem or subject area in greater detail than the present course offerings allow. Projects may take the form of a reading course, an experiment, or any other program of learning planned jointly by student and instructor. Independent study may not be used as a substitute for any present course in the curriculum. Course may be repeated up to a total of 4 semester hours credit. Prerequisites: 3.0 program GPA at Parkland College, sophomore standing, at least two previous courses in the subject field area, and written consent of the instructor and department chair.

# Italian

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**ITA 101    Beginning Italian I    4-0-4**
For students with no previous and/or little instruction in Italian. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and on Italian culture. Prerequisite: ENG 101 placement. F S

**ITA 102    Beginning Italian II    4-0-4**
Continued development of communicative skills. Emphasis on speaking, listening, reading, writing, and Italian culture. Prerequisite: ITA 101 or equivalent. F S

**ITA 110    Introduction to Basic Italian I    2-0-2**
For students with no previous formal instruction in Italian. Basic Italian with attention to oral communication, culture, and the language needs of the student, traveler, and worker. F S Su

**ITA 112    Introduction to Basic Italian II    2-0-2**
Continued basic Italian with attention to oral communication, culture, and the language needs of the student, traveler, and worker. Prerequisite: ITA 110 or equivalent. F S

# Japanese

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**JPN 101    Beginning Japanese I    5-0-5**
Development of basic and oral and written communications skills in Japanese: speaking, listening, reading, writing; emphasis on Japanese culture. For students with no previous instruction in Japanese. Prerequisite: ENG 101 placement. F

**JPN 102    Beginning Japanese II    5-0-5**
Continued development of basic oral and written communications skills in Japanese: speaking, listening, reading, writing; emphasis on Japanese culture. Prerequisite: JPN 101 or equivalent. S

**JPN 103    Intermediate Japanese I    5-0-5**
Development of intermediate-level communications skills in Japanese: grammar, vocabulary, conversation, reading, and writing; emphasis on becoming more familiar with Japanese culture. Prerequisite: JPN 102 or equivalent. F

**JPN 104    Intermediate Japanese II    5-0-5**
(IAI H1 900) Continued development of intermediate-level communication skills in Japanese: grammar, vocabulary, conversation, reading, and writing; emphasis on Japanese culture. Prerequisite: JPN 103 or equivalent. S

# Kinesiology

*Natural Sciences*
*217/351-2285 ● www.parkland.edu/ns*

**KIN 101    Personal Fitness Training I    3-3-4**
Fitness testing protocols and norms, client consultation, and the design of exercise prescription for a diverse clientele in the following areas: resistance training, cardiovascular exercise, plyometrics, speed training, nutrition and weight control, flexibility, stability ball, and body-weight exercises. Prerequisites: credit or concurrent enrollment in BIO 111 or BIO 121 and approval of department chair. F

**KIN 103   Exercise Fitness                    0-2-1**
Emphasis on activities leading to an individualized fitness program. Activities include cycling, treadmill, elliptical, and the use of strength training equipment. No concurrent enrollment in KIN 147, KIN 203, or KIN 247. Repeatable for a maximum of 2 credit hours. F S Su

**KIN 110   Fundamntls Review Personl Trnr     1.5-1-2**
Review of the structure and function of the body as it relates to human movement in the personal training setting. Intended for students pursuing an accelerated personal fitness training certificate. Prerequisite: approval of department chair or program director.

**KIN 124   Golf I                             0-2-1**
Basic skills and elementary theory of golf. S Su

**KIN 141   Beginning Basketball               0-2-1**
Basic skills and elementary theory of basketball. F S

**KIN 145   Aerobic Dancing                    0-2-1**
Contemporary physical fitness program consisting of dances made up of easy-to-learn steps and step patterns performed to various types of music. Individuals progress at their own rate. Repeatable for a maximum of 2 credit hours. F S Su

**KIN 147   Weight Training                    0-2-1**
Fundamentals of strength training and conditioning through the use of free weights with emphasis on proper lifting techniques. No concurrent enrollment in KIN 103, 203, or 247. Repeatable for a maximum of 2 credit hours. F S Su

**KIN 160   Introduction to Kinesiology        3-0-3**
Professional opportunities available in the field of kinesiology, including physical education, recreation, safety, intramural and intercollegiate athletics; role of physical education and physical activity in total education; development of vocational objectives. This is the gateway course for the kinesiology program. F S

**KIN 161   Basketball                         1-2-2**
Theory and practice in fundamentals and techniques of basketball with emphasis on skills and the theory and techniques of teaching and coaching basketball. F S

**KIN 164   Introduction to Sports Psychology  3-0-3**
Introduction to variables that affect motivation, goal setting, anxiety, and aggression in sport. Designed for individuals interested in applied psychological skills relevant to sport and performance. F S

**KIN 168   Theories and Principles of Coaching   3-0-3**
Theories and principles of coaching emphasizing motivation, practice, game preparation, professional certification/development, and administrative duties. Examines philosophies of notable coaches (Lombardi, Wooden, Robinson, Summit). Content applicable to all levels of competition. Eligible for certification via American Sport Education Program. F Su

**KIN 181   Health Education                   2-0-2**
Personal health and wellness; nutrition, exercise, and stress; alcohol, tobacco, and drugs; and intimate relationships. Emphasis on strategies for modifying behaviors to achieve optimal personal wellness. F S Su

**KIN 183   First Aid and CPR                  2-0-2**
Theory and techniques of first aid and CPR; emphasis on recognizing and responding to emergencies and developing skills needed to provide appropriate care. First Aid and CPR certification issued upon successful completion. F S Su

**KIN 184   Introduction to Athletic Training     3- -3**
Introduction to athletic training, including history of the profession, modalities, and the prevention, care, and treatment of athletic injuries. S

**KIN 186   Introduction to Human Movement     1.5-1-2**
Introduction to human movement through development of skills and knowledge relative to structure and function of the human body.

**KIN 201   Personal Fitness Training II       3-5-5**
Continuation of KIN 101 with an emphasis on special populations, including athletes, those with metabolic concerns, cardiovascular and respiratory conditions, injury rehabilitation, spinal cord injury, multiple sclerosis, epilepsy, and cerebral palsy. Also covers facility design and legal concerns. Prerequisites: BIO 111, KIN 101, and KIN 186 with grades of C or higher. S

**KIN 203   Exercise Fitness II                0-2-1**
Advanced concepts of training under the direction of a personal trainer from Parkland's PFT Program to improve fitness. Use of Parkland Fitness Center. No concurrent enrollment in KIN 103, KIN 147, or KIN 247. Repeatable for a maximum of 2 credit hours. F S Su

**KIN 247   Weight Training II                 0-2-1**
Advanced concepts of strength training under the direction of a personal trainer from Parkland's PFT Program. Use of Parkland Fitness Center. No concurrent enrollment in KIN 103, KIN 147, or KIN 203. Repeatable for a maximum of 2 credit hours. F S Su

**KIN 262   Golf                               1-2-2**
Theory and practice of fundamentals, rules, and etiquette of golf with reference to teaching golf. S Su

**KIN 263   Sports Officiating                 2-2-3**
Fundamentals, techniques, and philosophy of officiating. Emphasis on knowledge of rules for various sports. S

**KIN 288   Exercise Physiology                3-3-4**
Application of anatomy and physiology to human movement. How the body moves and physiological responses to exercise stress. Prerequisites: BIO 111 or BIO 121 with a C or higher and concurrent enrollment in BIO 122. S

# Kiswahili

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**KIS 101   Beginning Kiswahili I              4-0-4**
For students with no previous instruction in Kiswahili. Development of basic communicative skills. Emphasis on speaking, listening, writing, and reading skills. Introduction to East African culture. Prerequisite: ENG 101. F

**KIS 102   Beginning Kiswahili II             4-0-4**
Continued development of basic reading, writing, and conversational skills. Reading of simple prose and study of East African culture. Prerequisite: KIS 101 or equivalent. S

**KIS 103   Intermediate Kiswahili I           4-0-4**
Development of an intermediate-level understanding and competency in Kiswahili. Increased emphasis on vocabulary, prose, listening, speaking, and writing. Prerequisite: KIS 102 or equivalent. F

# Liberal Arts and Sciences

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**LAS 111    Information Literacy                1-0-1**
Introduction to research and information skills needed for college success. Find and evaluate information tools and learn about the legal and ethical issues related to life in the information age. F S

**LAS 189    Introduction to Liberal Arts and Sciences    3-0-3**
Study of selected major works from the sciences, humanities, arts, and social sciences organized by themes and analyzed from different disciplinary perspectives. Students learn the Inquiry Method for analysis and interpretation, and they relate concepts and themes to their own lives. Prerequisite: ENG 101 placement. F S Su

# Literature

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**LIT 120    Introduction to Literature          3-0-3**
(IAI H3 900) Reading and analysis of literature from a variety of literary forms and periods; developing personal critical judgment about literature, as well as familiarity with different approaches to literary analysis. Prerequisite: ENG 101 placement. F S Su

**LIT 121    Introduction to Poetry              3-0-3**
(IAI H3 903, EGL 915) Reading and analysis of poetry of various types and from various periods. Development of vocabulary to discuss poetic meanings, forms, and techniques. Prerequisite: ENG 101 placement. (Also in Canterbury Program) F S Su

**LIT 125    Introduction to Shakespeare         3-0-3**
(IAI H3 905) Reading and analysis of Shakespearean comedy, history, tragedy, romance, and sonnets. Includes viewing and analysis of at least one film adaptation. Prerequisite: ENG 101 placement. (Also in Canterbury Program) F S Su

**LIT 126    Introduction to Drama               3-0-3**
(IAI H3 902) Reading and discussion of plays of various types from classical to modern drama, with some attention to dramatic and theatre criticism. Includes examination of aesthetic and cultural dimensions of various dramatic forms. Prerequisite: ENG 101 placement. F S

**LIT 127    Introduction to Fiction             3-0-3**
(IAI H3 901, EGL 917) Reading and discussion of short stories, novels, and other works of fiction, with some attention to critical approaches. Includes examination of aesthetic and cultural dimensions. Prerequisite: ENG 101 placement. F S Su

**LIT 130    Introduction to Children's Literature    3-0-3**
Introduction to the classics of children's literature to develop personal critical judgment and skill in analyzing these works as literary and artistic achievements. (Canterbury Program only)

**LIT 141    Introduction to
              African-American Literature       3-0-3**
(IAI H3 910D) A survey of literature by African American writers, exploring the formation of racial/cultural identity, and developing a broader historical understanding of the cultural experiences expressed. Exploration of poems, novels, plays, speeches, and other texts. Prerequisite: ENG 101 placement. F S

**LIT 142    Women in Literature                 3-0-3**
(IAI H3 911D) Study of women writers and exploration of the experiences of women presented in literature, the construction of gender identity, and the evolution of the female voice as found in poetry, drama, and fiction. Prerequisite: ENG 101 placement. F

**LIT 146    Introduction to Non-Western Literature  3-0-3**
(IAI H3 908N, EGL 919) Introduction to literature from a variety of epochs and cultures, such as Africa, Asia, Middle East, and Caribbean. An emphasis on the intellectual, social, and political contexts of the works. Prerequisite: ENG 101 placement. F S

**LIT 147    Introduction to African Literature     3-0-3**
(IAI H3 908N, EGL 919) Reading and discussion of oral and written literature of Africa with attention to social, historical, political, and cultural contexts. Selections from pre-colonial, colonial, and post-colonial periods will be included, with emphasis on poetry, fiction, nonfiction, and drama of twentieth-century sub-Saharan Africa. Prerequisite: ENG 101 placement. F

**LIT 148    Introduction to Latin American Literature   3-0-3**
(IAI H3 908N) Reading and discussion of major works of Latin American fiction and poetry in English translation, considered in the context of Latin American historical, cultural, and literary traditions. Prerequisite: ENG 101 placement. F S

**LIT 149    Modern Irish Literature             3-0-3**
Examine the manner in which language, history, politics, culture, and identity interrelated in late-nineteenth and early-twentieth century Ireland, and their impact on the development of contemporary literature. Prerequisite: ENG 101 placement, or ENG 099 with a grade of B or higher. (Carlow, Ireland program only) F S

**LIT 201    British Literature I                3-0-3**
(IAI H3 912, EGL 913) Survey and critical analysis of works of English literature before 1785, focusing on literary movements and genre delineation, intellectual, historical, cultural, and linguistic background, and emphasizing thematic and structural elements in the works. Prerequisite: ENG 101 or one semester of LIT. (Also in Canterbury Program) F

**LIT 202    British Literature II               3-0-3**
(IAI H3 913, EGL 914) Survey and critical analysis of works of English literature from 1785 to the present, in focusing on literary movements and genre delineation, intellectual, historical, cultural, and linguistic background, and emphasizing thematic and structural elements in the works. Prerequisite: ENG 101 or one semester of LIT. (Also in Canterbury Program) S

**LIT 204    American Literature I               3-0-3**
(IAI H3 914, EGL 911) Survey and critical analysis of works illustrating the development of American literature through the Civil War, including exploration of literary movements, as well as the intellectual, social, political, and historical contexts of the literature. Prerequisite: ENG 101 or one semester of LIT. (Also in Canterbury Program) F

**LIT 205    American Literature II              3-0-3**
(IAI H3 915, EGL 912) Survey and critical analysis of works illustrating the development of American literature from the Civil War to the present, including exploration of literary movements, as well as the intellectual, social, political, and historical contexts of the literature. Prerequisite: ENG 101 or one semester of LIT. (Also in Canterbury Program) S

# Licensed Practical Nurse

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

**LPN 111    Introduction to Nursing                1-0-1**
Emphasizes effective therapeutic communication, time management, and critical thinking skills. Legal and ethical considerations in nursing will also be incorporated. Prerequisite: admission into the LPN program; credit or concurrent enrollment in BIO 121; and concurrent enrollment in LPN 114 and LPN 117. F S

**LPN 114    Nursing Fundamentals                4-6-6**
Introduction to nursing process, functional health patterns, planning of care, and normal age-related changes. Prerequisite: credit or concurrent enrollment in LPN 111, LPN 117, and BIO 121. F S

**LPN 117    Nursing Pharmacology                3-0-3**
Intro to principles of nursing pharmacology and pharmacological agents relating to managing disease states. Nursing-specific interventions pertaining to medication administration and nursing practice. Prerequisite: admission to the program and credit or concurrent enrollment in LPN 111, LPN 114, and BIO 121. F S

**LPN 118    Health Alterations I                3-6-5**
Utilizes the nursing process for providing care to adults presenting with common functional or health deviations. Prerequisites: completion of all first semester courses and credit or concurrent enrollment in BIO 122, DTP 120 or DTP 150, and HCS 136. S Su

**LPN 130    Transition to Practice                1-0-1**
Transition from a scholastic environment to a professional role. Prerequisites: completion of all 1st and 2nd semester courses and concurrent enrollment in PSY 209 and ENG 101, or LPN 131, LPN 132, and LPN 135. S Su

**LPN 131    Health Alterations II                3-6-5**
Uses the nursing process for providing care to adults with complex functional or health deviations. Prerequisites: completion of all 3rd semester program courses and concurrent enrollment in LPN 132 and LPN 135. F Su

**LPN 132    Licensure Preparation                1-0-1**
Legal requirements of the licensure process and the practical nurse's responsibilities under the Illinois Nurse Practice Act. Prerequisites: completion of all 3rd semester courses and concurrent enrollment in LPN 131 and LPN 135. F S

**LPN 135    Nursing in Pediatrics and Obstetrics    4-6-6**
Care of pregnant women, newborns, infants, children and adolescents. Normal physiological processes as well as health alterations are presented. Prerequisites: completion of all 3rd semester courses and concurrent enrollment in LPN 131 and LPN 132. F S Su

# Life Saving Skills

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

**LSS 210    Dysrhythmia Certification            3-0-3**
Prepares professionals to be certified to work in monitored acute care areas and analyze cardiac strips. Prerequisite: completion of first year of a health professions program or approval of instructor. F S Su

**LSS 211    Advanced Cardiac Life Support        1-0-1**
Certifies healthcare professionals to direct or participate in the management of cardiopulmonary arrest or other cardiovascular emergencies. Prerequisite: approval of instructor. F S Su

# Medical Assisting

*Health Professions*
*17/351-2224 ● www.parkland.edu/hp*

**MAS 116    Point of Care Testing                1-0-1**
Fundamentals of basic laboratory testing at point-of-care setting: necessity, training, competency, instrument or test selection, advantages and disadvantages, and compliance. Prerequisite: CCS 099 placement, ENG 101 placement, and credit or concurrent enrollment in MAS 135 or approval of program director. F

**MAS 135    Introduction to Medical Assisting    3-3-4**
Skills used in medical assisting: communication, safety, infection control, basic assessment, equipment, basic anatomy and physiology, and basic first aid. Prerequisites: admission into the medical assisting program, CCS 099 and ENG 101 placement, and MAT 070 or MAT 080 placement. F

**MAS 137    Medical Assisting Accelerated        1-1-1**
Emphasis on administrative and clinical medical assisting skills and competencies within the scope of practice. Prerequisites: CCS 099 placement, ENG 101 placement, MAT 070 placement or MAT 080 placement, and current IDPH Certified Nursing Assistant Certificate. F

**MAS 156    Aseptic Techniques                1-3-2**
Fundamentals of microbial control; procedures for sanitation, disinfection, and sterilization; specimen collection and handling; compliance with OSHA, CDC, assisting with minor surgery. Prerequisites: admission into the medical assisting program, MAS 135 or MAS 137, and HCS 154 or approval of program director. S

**MAS 158    Administration of Medication        1-2-2**
Principles and procedures for administration of medications; legal aspects, mathematical review; emphasis on routes of drug administration. Prerequisites: MAS 135 or CCS 099 placement, ENG 101 placement, and MAT 070 placement or MAT 080 placement, or approval of program director. S

**MAS 170    Medical Assisting Practicum        0-18-3**
Application of clinical skills, procedures, and knowledge derived from medical assisting courses. Prerequisite: completion of all required program courses with a PGPA of 2.5 or higher and approval of program director. F

**MAS 172    Special Project for Medical Assistants    1-0-1**
Tailored around interests and needs of individual student. Structured to provide atmosphere of research and study paralleled by professional expertise and guidance; allows best aspects of independent study and student development. Prerequisites: CCS 099 placement and ENG 101 placement. F S Su

# Mathematics

*Mathematics*
*217/351-2225 ● www.parkland.edu/math*

**Assessment Program**
Parkland College is committed to helping students achieve success in their course work. In this effort, the college has designed a mathematics assessment program to aid students in selecting the most appropriate mathematics course while taking into account wide and varied backgrounds. Assessment or credit in the listed prerequisite course is required prior to registering in any mathematics course. Assessment scores are valid for only two years; thereafter, the student must be reassessed. Students with transfer credit in mathematics are not required to take the assessment, but can be placed on the basis of mathematics credits earned within the last five years (after a review of transcripts).

**MAT 060  Pre-Algebra Skills                4-0-4**
Ratio, proportion, percent, conversion of units, area, perimeter, signed numbers, order of operations, formulas, basic equations, basic exponent laws, word phrases, and basic word problems. Prerequisite: assessment. F S Su

**MAT 072  Mathematical Literacy            5-0-5**
Numerical reasoning, unit conversions, linear equations/inequalities, models of growth, and data representation. Algebraic reasoning and graphical analysis using linear and non-linear functions. Emphasis on modeling, interpretation, and problem solving. Prerequisite: MAT 060 with grade of C or higher or assessment. F S Su

**MAT 097  Geometry                          4-0-4**
First course in plane geometry; logical reasoning and proofs, angle-line relationships, triangles, congruence and similarity, polygons, the Pythagorean Theorem, arc-angle and segment relationships in circles, constructions, area, and space geometry. Prerequisite: MAT 071, MAT 081, or MAT 095 with grade of C or higher, assessment, or approval of department chair. F S Su

**MAT 098  Intermediate Algebra            5 -0-5**
Relations, functions, graphs and their analysis, polynomials and factoring, radicals, quadratic equations and inequalities, algebraic fractions, quadratic functions, modeling and applications, linear and quadratic curve fitting. Prerequisite: MAT 071 with grade of C or higher, or MAT 072 with grade of C or higher, or MAT 081 with grade of C or higher, or assessment. F S Su

**MAT 105   Mathematics for Elementary Teachers I   3-0-3**
Concepts and structures of real, rational, and integer numbers; sets; logic; development of numeration systems; and problem-solving techniques. Does not satisfy general education elective for any transfer program. Prerequisites: passage of a computational mastery test, MAT 097 with grade of C or higher (or high school equivalent), and either MAT 086 or MAT 098 with grade of C or higher or assessment. F

**MAT 106  Mathematics for Elementary Teachers II  3-0-3**
(IAI M1 907) Continuation of MAT 105. Concepts from number theory, probability, statistics, geometry, measurement, and non-metric geometry. Satisfies the general education requirements only for students seeking state certification as elementary teachers. Prerequisite: passage of a computational mastery test, MAT 097 with grade of C or higher (or high school equivalent), and either MAT 086 or MAT 098 with grade of C or higher or assessment. S

**MAT 107   General Education Mathematics       3-0-3**
(IAI M1 904) For non-mathematics, non-science, and non-business majors, mathematical reasoning and solving real-life problems using logic and set theory, mathematics of finance, probability, and statistics. Prerequisites: MAT 071 with a grade of C or higher, or MAT 072 with grade of C or higher, or the following: MAT 097 with grade of C or higher (or high school equivalent) and either MAT 086 or MAT 098 with grade of C or higher or assessment. F S Su

**MAT 108   Introduction to Applied Statistics       3-0-3**
(IAI M1 902) Basic statistical principles, graphic presentation, descriptive measures of central tendency, dispersion and location, inferential statistics and hypothesis testing, analysis and inference of linear correlation coefficient, and slope of regression line. Credit not given for both MAT 108 and MAT 160. Prerequisites: MAT 071 with grade of C or higher, or MAT 072 with grade of C or higher, or the following: MAT 097 with grade of C or higher (or high school equivalent) and either MAT 086, or MAT 098 with grade of C or higher or assessment. F S Su

**MAT 110   Business Mathematics             3-0-3**
Use of a scientific calculator; basic arithmetic operations, percentages, payroll, simple and compound interest, annuities, sinking funds, promissory notes, discounting, depreciation, merchandising, retailing, reconciliation, installment loans, periodic loans, mortgage loans, elementary descriptive statistics, and spreadsheet applications. Prerequisite: MAT 060 with grade of C or higher or assessment. F S Su

**MAT 124   College Algebra                  4-0-4**
Relations and functions; linear, polynomial, exponential, and logarithmic models; radicals and complex numbers; systems of equations and matrix methods; determinants and Cramer's Rule; sequences and series; and binomial theorem. Prerequisites: MAT 097 with grade of C or higher (or high school equivalent) and either MAT 086 with grade of C or higher or MAT 098 with grade of C or higher or assessment. F S Su

**MAT 125   College Trigonometry             3-0-3**
(IAI MTM 901) Trigonometric functions, fundamental identities, graphing, solving trigonometric equations, inverse trigonometric functions, complex numbers, and vectors. Prerequisites: MAT 097 (or high school equivalent) and MAT 124 with grade of C or higher or concurrent enrollment in MAT 124, or assessment. F S Su

**MAT 128   Calculus and Analytic Geometry I       5-0-5**
(IAI M1 901) Derivative and its applications; integral and its applications; limits and continuity; trigonometric, exponential, logarithmic, and hyperbolic functions. Credit not given for both MAT 128 and MAT 143. Prerequisites: MAT 124 and MAT 125 with grade of C or higher in both or MAT 126 with grade of C or higher or assessment. F S Su

**MAT 129   Calculus and Analytic Geometry II       4-0-4**
(IAI M1 900-2, EGR 902, MTH 902) Conic sections, polar coordinates, methods of integration, applications of integration, parametric equations, indeterminate forms, infinite series. Prerequisite: MAT 128 with grade of C or higher. F S Su

**MAT 131   Applied Mathematics           3-0-3; 4-0-4**
Addition, subtraction, multiplication, and division of whole numbers, fractions, decimals, and signed numbers; percents; measurement; scientific notation; calculators; equations; formulas; graphs; ratio and proportion; metric system; polynomials; plane and solid figures and their formulas; systems of equations; basic statistics; and right triangle trigonometry. Prerequisite: MAT 060 with grade of C or higher or assessment. F S

**MAT 134   Technical Mathematics I**                4-0-4
Mathematics used in technical applications. Fundamental algebraic and geometric concepts and operations, measurement, metric system, ratio, proportion, variation, functions and graphs, right triangle trigonometry, systems of linear equations, factoring, and algebraic fractions; quadratic equations, exponents and radicals, exponentials and logarithms. Prerequisite: MAT 071, MAT 072, or MAT 081 with grade of C or higher or assessment. F S

**MAT 141   Finite Mathematics**                4-0-4
(IAI M1 906) Sets, combinatorial analysis, theory of probability, linear programming, vectors, matrices, and Markov chains. Not recommended for mathematics/science transfer students. Prerequisite: MAT 124 with grade of C or higher or assessment. F S Su

**MAT 143   Calculus for Business and Social Sciences**   4-0-4
(IAI M1 900-B) Mathematical analysis of polynomial calculus with applications to business and social sciences; algebraic review, derivatives and integrals of algebraic functions, limit and continuity theory, logarithmic and exponential functions, and partial derivatives. Credit not given for both MAT 143 and MAT 128. Prerequisite: MAT 124 with grade of C or higher or assessment. F S Su

**MAT 145   Linear Algebra for Business**           4-0-4
(IAI M1 906) Basic concepts and techniques of linear algebra: systems of linear equations, inequalities, matrices, determinants, vectors, and eigenvalues; linear algebra applications: linear programming, simplex method, Markov chains, and Leontief models. Credit not given for both MAT 145 and MAT 220. Prerequisite: MAT 124 with grade of C or higher or assessment. F S Su

**MAT 151   Mathematics for Health Careers**         2-0-2
Review of fractions, decimals, and percents; household, apothecary, and metric systems of measurement; ratio and proportion; infusion rates; units of drug measurement; stock solutions and dilutions; dosage and concentration application problems. Prerequisite: MAT 060 with grade of C or higher or assessment. F S

**MAT 160   Statistics**                       4-0-4
(IAI M1 902, BUS 901) Data organization, distributions, measures of central tendency and variability, probability, probability functions, sampling, the normal distribution, expected value, estimation, hypothesis testing, student's t-test, chi-square analysis, analysis of variance, regression, correlation, nonparametric methods and decision theory with applications. Credit not given for both MAT 108 and MAT 160. Prerequisite: MAT 124 with grade of C or higher or assessment. F S Su

**MAT 200   Introduction to Discrete Mathematics**     3-0-3
(IAI M1 905, CS 915) Introduction to discrete mathematics, sets, functions, logic, proofs, Boolean algebra, combinatorics, probability, recurrence relations, trees, and graph theory. Prerequisite: MAT 124 with grade of C or higher or assessment. S

**MAT 220   Linear Algebra**                    3-0-3
(IAI MTH 911) Vector spaces, subspaces, linear independence, basis, dimension, linear transformations, eigenvalues, eigenvectors, matrices, and determinants. Credit not given for both MAT 145 and MAT 220. Prerequisite: credit or concurrent enrollment in MAT 228 with grade C or higher or approval of department chair. S

**MAT 228   Calculus and Analytic Geometry III**      4-0-4
(IAI M1 900-3, EGR 903, MTH 903) Three-dimensional vectors, solid analytic geometry, vector-valued functions, partial derivatives, multiple integrals, line integrals, Green's theorem, surface integrals, divergence theorem, and Stokes' theorem. Prerequisite: MAT 129 with grade of C or higher. F S Su

**MAT 229   Differential Equations
              and Introductory Matrix Theory**     5-0-5
(IAI EGR 904, MTH 912) Matrices and inverses, determinants, vector spaces, eigenvalues and eigenvectors; solution methods for first-order and higher order linear differential equations; systems of linear differential equations; Laplace transforms; numerical methods; elementary power series methods; and applications. Prerequisite: MAT 228 with grade C or higher or approval of department chair. F S Su

# Industrial/Manufacturing Technology

*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**MFT 110   Mechanical Assemblies**             2-2-3
Interpreting documentation for assembly and installation requirements; fundamentals of power transmission; basic and precision measuring tools; fasteners, tools, and torque specifications; bearing types and applications; seals; gaskets; lubrication. F

**MFT 113   Introduction to
              Hydraulics and Pneumatics**        3-0-3
Introduction to theory and applications of fluid and pneumatic power transfer and control. S

**MFT 114   Introduction to Pneumatics**         1-2-2
Introduction to theory and applications of pneumatic power transfer and control. Typical components and systems are included, e.g., pumps, valves, filters.

**MFT 116   Introduction to Hydraulics**         1-2-2
Introduction to theory and applications of fluid power transfer, generation, and control. Typical components, e.g., pumps, check valves, and filters.

**MFT 117   Pumps, Compressors
              and Vacuum Systems**              2-2-3
Theory and operation of centrifugal and metering pumps, piston and rotary type compressors, safety valves, pressure regulators, oil and water separators, and dryers. Vacuum pumps, surfaces and cups, gauges. S

**MFT 119   Introduction to Industrial Technology**  2-2-3
Introductory skills in the following areas: manual machine tool operation, computer numerical control (CNC) programming, pneumatics, hydraulics, and welding.

**MFT 121   Basic Machine Processes**           2-2-3
(IAI MTM 921) General machining procedures including basic operations of lathe and mill. Basic bench work operations including layout and hand tools. Basic machine tool projects using cross section of machine tool equipment. F S

**MFT 122   Intermediate Machine Processes**     2-2-3
(IAI MTM 922) Setup and operational procedures of mills, grinders, and lathes. Cutting speeds, feed rates, tool geometry for various types of alloy steels. Prerequisite: MFT 121. F S

**MFT 125  Principles and Processes of Modern Manufacturing       3-0-3**
(IAI MTM 913) Introduction to principles involved and materials used in modern manufacturing. Analysis and comparison of several processes including cold and hot forming of metals, powder metallurgy, and plastic forming. Includes new processes and techniques.

**MFT 127  Introduction to CNC Programming       4-0-4**
(IAI MTM 915) Introduction to computer numerical control (CNC) and programming CNC machines. Emphasis on fundamentals of CNC lathe and mill operations and good programming practices. Prerequisite: MFT 121 or equivalent. S

**MFT 128  Quality Assurance       3-0-3**
(IAI MTM 914) Basic concepts of quality. Application of probability, statistics, and sampling for quality control, process control, and failure analysis. Military standards and reliability documents will be used to evaluate product performance and identify causes of failure. Prerequisite: MAT 071, MAT 072, MAT 081, or MAT 095. S

**MFT 131  Introduction to Manufacturing       3-0-3**
History, economics, employability skills, processes, and quality measurement as related to manufacturing. Emphasis on preparing student for co-op experience. F

**MFT 133  Valves and Piping       2-2-3**
Piping, tubing, connections and valve assemblies used in the control and transport of fluids in industry. S

**MFT 138  Intermediate CNC Programming       4-0-4**
Intermediate computer numerical control (CNC) 3-axis programming and operation; CNC mill and lathe operation and good programming practices. Prerequisite: MFT 127 or equivalent. S

**MFT 151  Manufacturing Work Experience I       0-15-3**
Co-op experience in manufacturing: work experience in manufacturing or related industries. Prerequisites: MFT 131 or equivalent and approval of department chair. F S Su

**MFT 152  Manufacturing Work Experience II       0-15-3**
Continuation of MFT 151. Work experience in manufacturing or related industries. Prerequisites: MFT 151 or equivalent and approval of department chair. F S Su

**MFT 153  Manufacturing Work Experience III       0-15-3**
Continuation of MFT 152. Work experience in manufacturing or related industries. Prerequisites: MFT 152 or equivalent and approval of department chair. F S Su

**MFT 154  Manufacturing Work Experience IV       0-15-3**
Continuation of MFT 153. Work experience in manufacturing or related industries. Prerequisites: MFT 153 or equivalent and approval of department chair. F S Su

**MFT 210  Industrial Safety       3-0-3**
Introduction to industrial and workplace safety topics in manufacturing, including lock-out/tag-out, confined space, fall protection, safe lifting, fire safety, material safety data sheets, personal protective equipment, and others. F

**MFT 211  Advanced Machining Processes and Inspection Practices       3-2-4**
Advanced manual machine tool operation and inspection practices. Prerequisite: MFT 122 or equivalent. F S

**MFT 212  Industrial Maintenance Applications       2-2-3**
Introduction to mechanical repair and preventative maintenance as applied to the manufacturing environment. Includes installation, troubleshooting, and repair procedures for a variety of mechanical power transmission equipment. Also includes leveling, anchoring, and adjustment of machine tools and other equipment. F

**MFT 238  Advanced CNC Programming       4-0-4**
Advanced computer numerical control (CNC) 3- and 4-axis programming and operation; setup and operation of industrial CNC turning center and vertical machining center. Prerequisite: MFT 138. S

# Management

*Business/Computer Science and Technologies*
*217/353-2099 • www.parkland.edu/bai*

**MGT 101  Principles of Management       3-0-3**
Managerial processes (planning, organizing, leading, and controlling) essential to the successful operation of various types of businesses. Student learns steps necessary to become an effective manager. Discussion of managerial challenges in today's workplace. F S Su

**MGT 112  Human Resource Management       3-0-3**
Planning, developing, and controlling human resources within the organization: recruiting, selecting, training, labor relations, salary, and fringe benefit administration. F S

**MGT 113  Human Relations in the Workplace       3-0-3**
Role of the individual in interpersonal relationships in organizations and business-related fields. Emphasis on the personal development necessary to succeed in the business organization. F S Su

**MGT 117  Customer Service Management       3-0-3**
Students analyze the characteristics of a model of good service in business and apply the principles derived from a comprehensive customer service strategy. Practical techniques for achieving customer satisfaction are integrated through analysis of customer communications.

**MGT 751  PMP Exam Preparation       2.5-0-2.5**
Practical, fundamental project management skills for individuals who need a better way to manage projects. Using an accelerated learning format, prepare for taking the PMP Certification Exam sponsored by the Project Management Institute (PMI).

# Marketing

*Business/Computer Science and Technologies*
*217/353-2099 • www.parkland.edu/bai*

**MKT 101  Introduction to Marketing       3-0-3**
Marketing in business and other types of organizations. Emphasis given to manager's role in development of marketing strategy: product planning, distribution, promotion, pricing, consumer behavior, industrial marketing, and market research. F S Su

**MKT 130  Marketing for E-commerce       3-0-3**
Introduction to online marketing tools and models, online research, Internet user characteristics, product and pricing strategies, distribution channels, and relationship marketing. F

**MKT 155   Salesmanship**                          **3-0-3**
Principles of personal selling, including oral and written sales communication, business principles as applied to sales, consumer motivation, and product promotion. Includes sales performance demonstrations. F S

**MKT 211   Marketing Management**                  **3-0-3**
Practical application of marketing principles: marketing strategy, demand analysis, product, price, promotion, and distribution strategies. Prerequisites: MKT 101 and MGT 101. S

**MKT 218   Introduction to Global Marketing**      **3-0-3**
Overview of marketing process in an international context: domestic and international business operations in world marketplace; social, political, cultural, and economic differences among countries and their impact on marketing. S

# Massage Therapy

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

**MSG 110   Careers in Massage Therapy**            **1-0-1**
Introduction to the massage therapy program, profession, basic palpation, ethics, responsibilities, and nature of work. For individuals interested in a career in massage therapy. Not a prerequisite to the program. May be used as an elective for massage therapy AAS degree. F S Su

**MSG 111   Introduction to
              Massage Therapy Theory**              **1.5-0-1.5**
Introduction to the profession of massage therapy, professional ethics, and Swedish Massage techniques. Prerequisites: admission into the massage therapy program and BIO 111 with a grade of C or higher.

**MSG 112   Massage Therapy I**                      **1-6-4**
Expanded basic theory and techniques of massage therapy; benefits, indications, contraindications, draping, body mechanics, client interviews, chair massage, equipment, and supplies. Massage techniques combine to culminate in a full body massage. Prerequisite: concurrent enrollment in MSG 111. S

**MSG 113   Pathology for Massage Therapists**      **3-0-3**
Mechanics of selected disease processes and effects of massage on those processes. Indications and contraindications for massage included. Prerequisites: MSG 111 and MSG 112. S

**MSG 114   Massage Therapy II**                     **3-7-6.5**
Introduces intermediate level therapeutic techniques. Joint mobilization, hydrotherapy, sports massage, positional release, neuromuschular therapy and deep tissue techniques. Contemporary massage and bodywork topics include myofascial release, manual lymph therapy, trigger point therapy, foot reflexology, hot stone massage and others. Prerequisites: MSG 112 and current CPR card. S

**MSG 115   Business Practices and Ethics**         **3-0-3**
Introduction to major aspects of building and maintaining a successful practice. Starting a new practice, establishing a bookkeeping system, maintaining client records, delivering a business plan, and legal and ethical issues, including professional ethics, scope of practice, and contemporary issues in the profession. Su

**MSG 117   Massage Therapy III**                    **2-4-4**
Asian bodywork traditions including acupuncture, Shiatsu, and Jin Shin Do. Reiki and cranial-sacral therapy, nutrition, stress reduction, assessment, treatment planning, and specific conditions addressed by massage therapy. Prerequisites: MSG 113, MSG 114, and MSG 119. Su

**MSG 119   Musculoskeletal
              Anatomy/Massage Therapy**             **3-0-3**
Origin, insertion, action, and innervation for major muscles. Prerequisites: BIO 111, MSG 111, and MSG 112. F

**MSG 131   Massage Therapy Clinical Practicum I**   **1-4-2**
Supervised clinical experience designed to provide training and practical experience in therapeutic massage. Students must spend 45 hours at on- or off-campus locations experiencing real-life application of massage techniques. Prerequisites: MSG 114 and current CPR card. S

**MSG 132   Massage Therapy Clinical Practicum II**  **0-3-1**
Supervised clinical experience designed to provide training and practical experience in therapeutic massage. Students must spend 45 hours at on- or off-campus locations experiencing real-life application of massage techniques. Prerequisites: credit or concurrent enrollment in MSG 131 and current CPR card. Su

# Music

*Fine and Applied Arts*
*217/351-2392 ● www.parkland.edu/faa*

**MUS 100   Music Fundamentals**                     **3-0-3**
Music notation, scales, chords, and key signatures for non-music majors with little or no background in music fundamentals. F S Su

**MUS 101   Music Theory and Harmony I**             **3-0-3**
Major, minor, and modal melody; major, minor, and diminished triads; chord progression, species counterpoint, doubling and spacing in four parts; application of voice leading principles; triads in first and second inversion; phrase structure and cadences; elementary musical form study. Prerequisites: concurrent enrollment in MUS 103 recommended and prior completion of MUS 100 or equivalent recommended. F

**MUS 102   Music Theory and Harmony II**            **3-0-3**
Continuation of MUS 101: harmonic progression, four-part harmonization, non-harmonic tones. Principles of melodic writing: motive use and variation, phrase structure, and analysis involving inversions of seventh chords. Concurrent enrollment in MUS 104 recommended. Prerequisite: MUS 101 or equivalent. S

**MUS 103   Ear-Training, Sight-Singing,
              and Keyboard Harmony I**               **2-0-2**
Development of aural identification and notational skills via weekly lectures and computer lab assignments. Emphasis on fundamentals of pitch and rhythm reading and solfege. Identification of diatonic major-scale intervals, triad qualities. Transcription of non-modulating chord progressions using root-position/first inversion triads. F

**MUS 104   Ear-Training, Sight-Singing,
              and Keyboard Harmony II**              **2-0-2**
Focus on melodic material of greater length with increasing chromaticism and some modulation; all triad qualities in all inversions; all 7th chords in root position. Non-tonal interval chains; 2-part rhythms for performance and dictation. Correlated keyboard experience. Prerequisite: MUS 103. S

**MUS 121   Music Appreciation**                    3-0-3
(IAI F1 900) Understanding music through perceptive listening. Deals with elements of music (melody, rhythm, harmony, form, tone color) and how they are combined to create a given musical effect. Small and large music forms studied from various eras in music history. Emphasis placed on increasing one's aural awareness of what is happening in music. F S Su

**MUS 123   Introduction to American Music**        3-0-3
(IAI F1 904) Introduction to recorded music of the United States: religious music and folk influences, blues, gospel, country, rock, Broadway, ragtime, jazz, and fine art music presented with a view toward the awakening of critical abilities helpful in the understanding and enjoyment of music. F S Su

**MUS 124   Intro to Non-Western Music**            3-0-3
IAI F1 903N Introduction to music from diverse cultures with special attention to the influence of society, religion and visual arts on music of various regions. Students will learn style and genre identification, primary instruments, dances and compositional approaches found in world music. F S Su

**MUS 142   Choral Ensemble—Chamber Singers**      0-3-1
Perform the music from Renaissance to contemporary classics. Fair knowledge of sight-singing helpful. Audition required or consent of faculty member. Repeatable for a maximum of 4 credit hours. Also offered as noncredit CMS 442. F S

**MUS 146   Instrumental Ensemble—Wind Ensemble**   0-3-1
Rehearses and performs challenging, contemporary literature for wind and percussion instruments. This auditioned ensemble is open to students, faculty, and members of the community. Repeatable for a maximum of 4 credit hours. Also offered as noncredit CMS 446. F S

**MUS 147   Instrumental Ensemble—Orchestra**       0-3-1
Open to all students and members of the community. Reading and performance of all styles of symphonic repertory. Repeatable for a maximum of 4 credit hours. Offered to district residents as noncredit CMS 447. F S

**MUS 148   Instrumental Ensemble—Concert Band**    0-3-1
Maintains complete symphonic band instrumentation for study and performance of all types of band literature. Open to all students and members of the community. Repeatable for a maximum of 4 credit hours. Offered to district residents as noncredit CMS 448. F S

**MUS 161   Introduction to Music Recording**       2-2-3
Multi-track recording techniques; practical skills developed using microphones, audio editing software, signal processing, and mixing consoles. Students receive hands-on training and engineer recording sessions F S Su

**MUS 162   Advanced Music Recording**              2-2-3
Advanced audio production techniques in the studio environment, larger and more complex recording sessions, microphone placements, signal processors, and the use of MIDI and virtual instruments. Emphasis on mixing and mastering. F S Su

**MUS 163   Music Synthesis**                       2-2-3
Class instruction in Finale and other notation software systems; comparison of digital sequencing software products, including Band in a Box and Garage Band; and discussion of analog and digital synthesis processes and other MIDI applications. S

**MUS 164   Class Guitar**                          2-0-2
Group guitar instruction, including beginners to advanced levels. Learn to read music, to play and analyze chords and scales, and to perform in various styles, including pop, folk, bluegrass, blues, country-western, and classical. Repeatable for a maximum of 8 semester credit hours. F S

**MUS 165   Class Piano I**                         2-0-2
Group approach to teaching the fundamentals of piano playing. For students with little or no previous piano study. Sight-reading, harmonization, transposition, improvisation, technical studies, and solo ensemble literature. F S Su

**MUS 166   Class Piano II**                        2-0-2
Continuation of MUS 165. Emphasis on developing technique, functional use of chords, and study of piano literature in a wider range of different styles and periods. Prerequisite: MUS 165 or equivalent. S

**MUS 169   Jazz Ensemble—Small Jazz Ensemble**    0-3-1
Provides small group jazz emphasizing development of improvisation skills in jazz, fusion, and Latin styles. Repeatable for a maximum of 4 credit hours. F S

**MUS 180   Applied Music**                         0-4-2
Private, weekly instruction in voice or any symphonic instrument for students majoring in music . Attendance and performances at recitals required. Repeatable for a maximum of 4 credit hours. Prior study with qualified teacher recommended; requires approval of instructor or department chair. F S

**MUS 184   Guitar Ensemble**                       0-3-1
Performs variety of literature composed and/or arranged for guitar sextets to nonets. Repeatable for a maximum of 4 credit hours. Prerequisite: MUS 164 or permission of instructor. F S

**MUS 201   Advanced Theory and Harmony I**         3-0-3
Ninth, eleventh, and thirteenth chords; Neapolitan sixth and augmented sixth chords; borrowed chords; altered dominants; chromatic mediants; modulation to foreign keys; simple part forms; composite three-part form analysis and variation form; composition projects. Prerequisites: MUS 102 and concurrent enrollment in MUS 203. F

**MUS 202   Advanced Theory and Harmony II**        3-0-3
Eighteenth-century counterpoint; fugue analysis; five-and seven-part rondo; sonata rondo form; sonata allegro form analysis; later Romantic and early twentieth-century devices and analysis; contemporary period practices; composition projects. Prerequisites: MUS 201 and concurrent enrollment in MUS 204. S

**MUS 203   Advanced Ear-Training, Sight-Singing,
            and Keyboard Harmony I**                2-0-2
Emphasis on harmonic (2-3 voice) dictation with harmonic analysis. 2-part rhythm dictation and performance. Aural i.d. and performance of seventh chords in all inversions. Melodic dictation and performance with increasing chromaticism. Introduction of 5-7 pitch "interval chains". Prerequisite: MUS 104. F

**MUS 204   Advanced Ear-Training, Sight-Singing,
            and Keyboard Harmony II**               2-0-2
Harmonic dictation including 2, 3, and 4-voice diatonic and chromatic examples. Singing of non-tonal material. 2-part rhythmic dictation and performance utilizing changing meters and metrical modulation. Advanced transcription project with emphasis on non-functional harmonies. Correlated keyboard experience. Prerequisite: MUS 203. S

**MUS 243  Music Literature:**
**Antiquity to 18th Century          3-0-3**
Study of music as an art in Western civilization from antiquity to 1750; emphasizes acquaintance with representative musical works and style and understanding musical concepts in their historical background. F

**MUS 244  Music Literature:**
**18th Century to Present          3-0-3**
Study of music as an art in Western civilization from to 1750 to the present; emphasizes acquaintance with representative musical works and style and understanding musical concepts in their historical background. Prerequisite: MUS 243. S

**MUS 280  Applied Music          0-4-2**
Private, weekly instruction in voice or any symphonic instrument for advanced students majoring in music . Attendance and performances at recitals required. Repeatable for a maximum of 4 credit hours. Prerequisite: MUS 180 and approval of instructor or department chair. F S

# Nurse Assistant

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

**NAS 111  Basic Nursing Assistant Training**
**Program (BNATP)          4-7-6**
Prepares students to care for patients under direct supervision of a licensed nurse in a long-term care facility, hospital, assisted living, or home setting. Basic Nurse Aide Training Program is approved by IDPH and leads to certification. Prerequisite: valid social security number; CCS 099 placement; ENG 099 placement; MAT 070, MAT 072, or MAT 080 placement; fingerprint background check; and proof of current American Heart Association Healthcare Provider or American Red Cross Professional Rescuer CPR certification. F S Su

# Nursing

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

**NUR 110  Paramedic Bridge I          5-2-7**
Provides a bridge for Paramedic transition to process, communication, medication administration, and pharmacological principles. Nursing physical assessment and skills are covered. Prerequisites: credit or concurrent enrollment in BIO 121 and ENG 101. F S Su

**NUR 113  Nursing Health Assessment          2-3-3**
Introduction to health assessment with focus on physical assessment, health history, and communication/documentation. Prerequisites: credit or concurrent enrollment in NUR 119, ENG 101 and BIO 121. F S

**NUR 114  Fundamentals of Nursing          2-6-4**
Introduction to nursing and the nursing process. Focus on technical skill acquisition with rationale and scientific base and use of functional health patterns. Prerequisites: credit or concurrent enrollment in NUR 113, NUR 117, NUR 119, BIO 121, and ENG 101. F S

**NUR 117  Introduction to Medication Principles**
**for Nurses          1-0-1**
Introduction to basic pharmocologic principles. Emphasis on knowledge needed to safely administer medications and the nursing role and responsibilities. Prerequisites: credit or concurrent enrollment in NUR 119, BIO 121, and ENG 101. F S

**NUR 118  Medical-Surgical Nursing I          2-9-5**
Nursing care of clients with alterations in functional health patterns as a result of changes, variations, and/or illnesses in selected medical-surgical areas. Prerequisites: completion of all first-semester NUR courses and credit or concurrent enrollment in NUR 151, BIO 122, and PSY 101. F S

**NUR 119  Nursing as a Profession          1-0-1**
Explores current definitional, legal, ethical, and role issues that affect nursing practice nationally and internationally. Prerequisites: acceptance into the nursing program and credit or concurrent enrollment in BIO 121 and ENG 101. F S Su

**NUR 151  Mental Health Nursing          2-6-4**
Nursing care of clients experiencing emotional stress and those with mental illness. Emphasis on communication, healthy behaviors, and self-esteem. Prerequisites: completion of all first-semester NUR courses and credit or concurrent enrollment in BIO 122 and PSY 101. F S

**NUR 158  Practicum in Nursing          0-4-1**
Clinical experience with a preceptor with emphasis on management of care of multiple patients and clinical skills. Repeatable for a maximum of 4 credit hours. F S Su

**NUR 210  LPN Bridge          2-3-3**
Provides a bridge for LPN transition to the RN program, year two. Legal and ethical responsibilities, nursing process, critical thinking, teaching, learning, physical assessment, fluid, electrolytes, acid base, Nurse Practice Act, and role transition are covered. Prerequisites: ENG 101, BIO 121, BIO 122, PSY 101, PSY 209, and LPN license in Illinois.

**NUR 215  Leadership in Nursing          1-0-1**
Exploration of current trends in the practice of nursing and the health care environment. Emphasis is on leadership/management skills required in professional nursing practice and transitioning from the nursing student to the professional nurse. Prerequisites: All 1st, 2nd, and 3rd semester NUR courses and credit or concurrent enrollment in NUR 257, NUR 258, ENG 102, and SOC 101. F S

**NUR 218  Paramedic Bridge II          5-7-7**
Provides part two of the bridge for the paramedic transition process that supplements the third and fourth semester medical-surgical subject matter and allows for practice of clinical skills for the acute hospitalized patient. Prerequisites: BIO 122, BIO 123, and PSY 209 and credit or concurrent enrollment in NUR 215, NUR 257, ENG 102, SOC 101, and HUM/FA elective.

**NUR 236  Maternal-Newborn Nursing          2-3-3**
Family-centered nursing care of newborns, childbearing families, and women throughout the lifespan. Prerequisites: completion of all 1st year nursing program courses and credit or concurrent enrollment in NUR 238, BIO 123, and PSY 209. F S

**NUR 238  Pediatric Nursing**     **2-3-3**
Family-centered nursing care for infants, children, and adolescents in a variety of settings. Emphasis is on promoting, maintaining, and restoring health, reinforcing uniqueness of each child and family, and establishing therapeutic nurse/child/family relationships. Prerequisites: completion of all 1st year NUR program courses and credit or concurrent enrollment in NUR 236, BIO 123, and PSY 209. F S

**NUR 255  Medical-Surgical Nursing II**     **2-6-4**
Nursing care of clients with alterations in functional health patterns as a result of changes, variations, and/or illnesses in selected medical-surgical areas. Prerequisites: completion of all 2nd semester NUR program courses and credit or concurrent enrollment in NUR 236, NUR 238, BIO 123, and PSY 209. F S

**NUR 257  Community Health Nursing**     **2-3-3**
Explores the management of individuals and groups in community settings. Select emphasis on gerontologic population. Prerequisites: completion of all third-semester NUR courses and credit or concurrent enrollment in NUR 215, NUR 258, SOC 101, and ENG 102. F S

**NUR 258  Medical-Surgical Nursing III**     **3-7-5**
Nursing care of complex patient with alterations in circulation, peripheral and vascular; respiration, acute and chronic; multi-organ failure and shock due to multiple causes, and burn patients; as a result of an acute, chronic or traumatic illness. Emphasis is placed upon critical thinking, time management, delegation, and prioritization of multiple patients. Prerequisites: completion of all 3rd semester NUR program courses and credit or concurrent enrollment in NUR 215, NUR 257, ENG 102, SOC 101. F S

**NUR 610  Nursing Practice Update**     **4-0-4**
Designed for nurses who are seeking restoration of their Illinois nursing licensure after it has expired, have been placed on inactive status for more than five years, or currently have an active license but wish to update their professional practice. Repeatable for a maximum of 16 credit hours. Prerequisite: approval of department chair.

# Occupational Therapy Assistant

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

**OTA 111  Introduction to Occupational Therapy**     **3-0-3**
Introduction to the history, philosophy, and practice framework of occupational therapy. Includes OT personnel role delineation, practice settings, team collaboration, documentation, reimbursement, and ethical and professional development. Prerequisites: Admission into Occupational Therapy Assistant program and concurrent enrollment in OTA 112. F

**OTA 112  Therapeutic Media (Fieldwork I)**     **2-4-3**
Foundations in selecting, analyzing, adapting, and using goal-directed therapeutic activities and techniques to promote engagement in activities of daily living, work, play, and leisure. Fieldwork I experiences emphasize community services and observation/data collection skills. Service learning activities promote community health. Prerequisites: admission into occupational therapy assistant program, KIN 186 or permission of program director, and concurrent enrollment in OTA 111. F

**OTA 113  Health and Occupation I**     **3-0-3**
Defines selected health problems (client factors) across the life span and their impact on occupational choices, performance skills, and role functions. Focuses on individuals who have mild or acute occupational performance deficits. Prerequisites: OTA 111, OTA 112, BIO 121, PSY 101, SOC 101 and concurrent enrollment in OTA 114, OTA 115, BIO 122, ENG 101 and PSY 209. S

**OTA 114  Therapeutic Process I**     **2-3-3**
Occupational therapy intervention processes and clinical reasoning skills used to remediate, prevent, and/or compensate for mild or acute occupational performance dysfunction resulting from specific physical and psychosocial problems across the lifespan. Case-based learning emphasized. Prerequisites: OTA 111, OTA 112, SOC 101, and concurrent enrollment in OTA 113, OTA 115, and PSY 209. S

**OTA 115  Fieldwork I/Clinic II**     **2-8-4**
Fieldwork Level I assignments conducted in a variety of community and clinical settings to develop clinical observation, data collection, treatment planning, documentation and basic intervention skills while assisting personnel in client services. Prerequisites: OTA 112 and concurrent enrollment in OTA 113 and OTA 114. S

**OTA 211  Health and Occupation II**     **3-0-3**
Health problems (client factors) across the life span and the impact on occupational choices, skills, and roles. Focuses on individuals with moderate or chronic occupational performance deficits. Prerequisites: OTA 113, BIO 122, PSY 209, and concurrent enrollment in OTA 212 and ENG 102. F

**OTA 212  Therapeutic Process II**     **2-3-3**
Occupational therapy evaluation, planning, intervention, and clinical reasoning skills used to remediate and/or compensate for moderate occupational performance dysfunction resulting from specific physical and/or psychosocial problems across the life span. Case-based learning emphasized. Prerequisites: OTA 114, ENG 101, and concurrent enrollment in OTA 211, OTA 213, and OTA 214. F

**OTA 213  Fieldwork II/Clinic I**     **1-26-5**
Fieldwork Level II experiences in clinical settings working under the supervision of licensed OT personnel. Focuses on achieving entry-level performance competencies in planning and implementing individual and group OT interventions. Prerequisites: OTA 115, BIO 122, concurrent enrollment in OTA 214, and current CPR/health record. F

**OTA 214  Occupational Therapy Theory**     **2-3-3**
Presents frames of reference, therapeutic models, and approaches used in occupational therapy evaluation, clinical reasoning, and intervention processes. Includes the Model of Human Occupation, sensorimotor, cognitive, and psychosocial frames of reference. Prerequisites: OTA 111, OTA 114, and concurrent enrollment in OTA 213. F

**OTA 215  Health and Occupation III**     **3-0-3**
Define selected health problems (client factors) across the life span and their impact on occupational performance skills, routines, and contexts. Focuses on individuals who have severe and/or progressive deficits in occupational performance. Prerequisites: OTA 211, OTA 212, OTA 213, OTA 214, ENG 102, and concurrent enrollment in OTA 216, OTA 217, OTA 218, and approved Social/Behavioral elective. S

**OTA 216   Therapeutic Process III**                    **2-3-3**
Occupational therapy planning, intervention, and clinical reasoning in the support and management of services for persons with serious health problems resulting in severe and/or progressive deterioration of occupational performance. Prerequisites: OTA 212, OTA 214, and concurrent enrollment in OTA 215, OTA 217, and OTA 218. Su

**OTA 217   Fieldwork II/Clinic II**                    **2-25-6**
Fieldwork Level II experience in clinical settings working under the supervision of licensed OT personnel. Focuses on achieving entry-level performance competencies in planning and implementing individual and group interventions. Prerequisites: OTA 213, OTA 214, concurrent enrollment in OTA 215, OTA 216, and OTA 218, and current CPR/health record. S

**OTA 218   Therapeutic Groups**                    **2-3-3**
Focuses on OTA role in directing therapeutic groups in occupational therapy. Includes skills in group development, leadership, communication, conflict negotiation, and group treatment protocol plans. Applies group dynamics to professional team building and supervisory roles. Prerequisites: OTA 214 and concurrent enrollment in OTA 215. S

# Philosophy

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**PHI 100   Introduction to Logic
              and Critical Thinking**                    **3-0-3**
(IAI H4 906) Development of good thinking skills and habits ranging from cognitive processes within deduction, induction, everyday reasoning, problem solving, decision making, and productive thinking to the broader ideals of critical and reflective thinking. F S Su

**PHI 103   Introduction to Philosophy**                    **3-0-3**
(IAI H4 900) Basic questions of human experience (human nature, freedom, values, knowledge, justice, reality, God) as reflected in the ideas of most significant thinkers and schools of thought in both Western and Eastern philosophical traditions. F S Su

**PHI 105   Introduction to Ethics**                    **3-0-3**
(IAI H4 904) Study of significant moral problems in human experience (justice, human rights, freedom and determination, social vs. personal interests, duty, authority, and punishment) and the development of principles, distinctions, and methodologies for thinking critically about moral conflicts all human beings must face in their lives. (Also in Canterbury Program) F S Su

**PHI 106   Business and Organizational Ethics**                    **3-0-3**
Introduction to social and ethical issues of business, institutions, and organizations including government regulations, consumerism, advertising, client relationships, employee and organizational responsibility, preferential hiring, conflicts of interest, and economic justice. Credit not given for both PHI 106 and BUS 106.

**PHI 108   Health Care Ethics**                    **3-0-3**
Systematic examination of the moral concepts and philosophical traditions of thought central to problems of modern medicine such as privacy and truthfulness, abortion, genetic engineering, euthanasia, human experimentation, death and dying, and humanizing health care and delivery.

**PHI 110   Computer Ethics**                    **2-0-2**
Explores ethical issues and problems encountered in computer application fields. Emphasis given to analyzing and understanding value conflicts that occur in computer application fields with alternative methods suggested for their resolution. F S

# Physics

*Natural Sciences*
*217/351-2285 ● www.parkland.edu/ns*

**PHY 100   Introduction to Physics**                    **2 - -2**
Introduction to physics, including scientific method, vectors, motion, forces, and mathematical strategies. Designed for those with no or limited physics course experience who plan to enroll in PHY 121 or PHY 141. Prerequisite: recent high school algebra or completion of MAT 095 or equivalent with a grade of C or higher. F

**PHY 112   Applied Physics: Heat and Electricity**                    **2-2-3**
For students in two-year technology curricula. Heat, temperature, sources of emf, resistance, current, electrical circuits motors, transformers, generators, light, optics, and radioactivity. Prerequisite: MAT 071, MAT 081, MAT 131, or equivalent with a grade of C or higher. F S

**PHY 120   How Things Work**                    **3-0-3**
(IAI P1 901) Conceptual course for non-science majors exploring everyday phenomena: musical instruments, photography, flight, electricity, bicycles, engines, etc. to examine how they work. Students needing a physical science lab course may take PHY 120 and PHY 129 to fulfill this requirement.

**PHY 121   General Physics I**                    **4-3-5**
(IAI P1 900L) Concepts and methods of physics for students in arts and sciences. Kinematics, dynamics, momentum, energy, heat, fluids, wave motion, and sound. Prerequisite: MAT 124 or equivalent. F S Su

**PHY 122   General Physics II**                    **4-3-5**
Concepts and methods of physics for students in arts and sciences. Electricity, magnetism, optics, relativity, and atomic structure. Prerequisite: PHY 121 or equivalent. F S Su

**PHY 129   How Things Work Laboratory**                    **0-2-1**
(IAI P1 901L) Laboratory course to accompany PHY 120 for the purpose of satisfying general education requirements. Explores everyday phenomena: musical instruments, photography, flight, electricity, bicycles, engines, etc. to examine how they work. Prerequisite: credit or concurrent enrollment in PHY 120.

**PHY 141   Mechanics**                    **3-3-4**
(IAI P2 900L, EGR 911) Basic principles of mechanics for physics, chemistry, engineering, and mathematics majors. Kinematics, dynamics, conservation laws of momentum, angular momentum, energy, rigid bodies, oscillations, gravitation, fluids. Prerequisite: MAT 128 or equivalent. F S

**PHY 142   Electricity and Magnetism**                    **3-3-4**
(IAI EGR 912) Heat, thermodynamics, electrical fields, potential, resistance, capacitance, and inductance: RC, RL, RLC circuits and Maxwell's equations. Prerequisites: PHY 141 and MAT 129 or equivalents. F S Su

**PHY 143  Modern Physics**                                3-3-4
(IAI EGR 914) Mechanical waves, electromagnetic radiation,
geometric and physical optics, kinematics and dynamics of
special relativity, introduction to quantum mechanics, Bohr atom,
elementary nuclear structure, and band theory. Prerequisite: PHY
142 or equivalent. F S Su

# Portuguese

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**POR 101  Beginning Portuguese I**                        4-0-4
For students with no previous and/or little instruction in
Portuguese. Development of basic communicative skills. Emphasis
on speaking, listening, reading, writing, and on the culture of
countries where Portuguese is spoken. Prerequisite: ENG 101
placement or ENG 099, minimum grade B.

# Political Science

*Social Sciences and Human Services*
*217/351-2229 ● www.parkland.edu/sshs*

**POS 110  Federal and State Constitutions
          and Civil Rights**                              3-0-3
Review of federal and state constitutions: emphasis on
development of freedom of expression, civil rights, and Supreme
Court operation. F S

**POS 120  Introduction to Political Science**            3-0-3
(IAI S5 903) Introduction to politics and its meaning for the
individual through consideration of power, the state, ideology,
legitimacy, political linkages, institutions, constitutions, and
change. F

**POS 122  American National Government**                 3-0-3
(IAI S5 900) Survey of American national government: political
socialization, U.S. constitution, public opinion, political parties,
interest groups, the courts, Congress, and the presidency. F S Su

**POS 124  State and Local Government**                   3-0-3
(IAI S5 902) Subnational politics focusing upon local governments,
Illinois constitution, voting and political party organizations,
legislatures, courts, budgeting and finance, and executive
branches. F S

**POS 165  Introduction to European Politics**            3-0-3
Discussion from cold war to new order with emphasis on political
changes in Eastern Europe and their effects, restructuring of
Europe, and transition from confrontation to cooperation in
superpower relations. (Salzburg Program only)

**POS 167  Introduction to British Government
          and Politics**                                  3-0-3
Main themes in British political life, including developing relations
with Commonwealth, Europe, and United States. (Canterbury
Program only)

**POS 202  International Relations**                       3-0-3
(IAI S5 904N) Introduction to politics of international state
system from its historical roots to contemporary events: arms
control, transnationalism, United Nations, international finance,
and southern hemispheric development. S

# Psychology

*Social Sciences and Human Services*
*217/351-2229 ● www.parkland.edu/sshs*

**PSY 101  Introduction to Psychology**                   4-0-4
(IAI S6 900) Introduction to scientific study of human and animal
behavior. Survey of research and theories, emphasizing social
behavior, intelligence, creativity, behavior disorders, therapy,
language and personality development, learning, motivation,
emotion, sensation, and perception. Prerequisite: ENG 101
placement. F S Su

**PSY 107  Human Sexuality**                              3-0-3
Examination of the biological, psychological, and social aspects
of human sexuality; development of sexual identity and effects
of genetic, cultural, and environmental influences on human
relationships and behavior. Prerequisite: ENG 101 placement. F S

**PSY 201  Theories of Personality**                      3-0-3
Scientific approach to the study of personality. Theories and
research findings that focus on the variables related to normal
personality development and change. Prerequisite: PSY 101. F

**PSY 203  Abnormal Psychology:
          An Integrative Approach**                       3-0-3
(IAI PSY 905) Integration of theory and research as they relate
to research methods; definition, assessment, and categorization
of abnormal behavior; biological, psychosocial, and sociocultural
origins of abnormal behavior; and treatment and prevention.
Prerequisite: PSY 101. F S Su

**PSY 205  Introduction to Social Psychology**            3-0-3
(IAI PSY908) Systematic introduction to theory and research on
the ways social factors influence individual and group behavior.
Examines attitudes, social perception, social cognition, the
establishment of norms, leadership, group dynamics, interpersonal
relations, and research methods emphasizing their effects on the
individual. Prerequisite: PSY 101. F S

**PSY 207  Introduction to Child Psychology**             3-0-3
(IAI S6 903) Introduction to theory and research on the biological,
physical, social, and cognitive development of the human child from
conception to adolescence; genetic factors, prenatal development,
sensory and perceptual changes, motor development, language
acquisition, social learning, cultural influences, and abnormal
development. Prerequisite: PSY 101. F S Su

**PSY 208  Adolescent Psychology**                        3-0-3
Introduction to adolescence with emphasis on physical, social,
and cognitive development. Examines changing relationships with
family, friends, and peers, with an emphasis on identity formation.
Prerequisite: PSY 101. F S Su

**PSY 209  Human Growth and Development**                 3-0-3
(IAI S6 902) Interaction of biological and environmental factors
affecting psychological development from conception to death.
Study and application of the principles of development throughout
the life cycle. Study and application of physical, social, moral,
cognitive, and language theory included. Prerequisite: PSY 101.
F S Su

**PSY 220  Educational Psychology**                       3-0-3
Analysis of effective instructional sequences and classroom
behavior management: application of learning theory principles
and evaluation techniques to the classroom setting. Recommended
for students interested in teaching. Prerequisite: PSY 101. F S Su

**PSY 222   Industrial and Organizational Psychology   3-0-3**
Introduction to application of psychological theory and research to organizations. Topics include theories of organizational structure, development and change, leadership and decision making, personnel issues and decisions, human interaction in organizations, and job satisfaction and motivation. Prerequisite: PSY 101. F S

**PSY 223   Introduction to Adult Development and Aging   3-0-3**
(IAI S6 905) Examination of psychological and biological aspects of adult development and the aging process including relevant research in personality, learning, motivation, intelligence, achievement, creativity, and mental health across adulthood. Occupational patterns, social issues, and relationships within and between generations. Prerequisite: PSY 101. F S

**PSY 224   Psychology of Women   3-0-3**
Examination of female life cycle that explores ways in which biological growth and intellectual and social behavior of women change over time. Theoretical, research, and discussion topics focus on gender-role development, socialization processes, and self concept formation. Prerequisite: PSY 101. S

**PSY 225   Death and Dying   3-0-3**
Extensive review of thanatology in various cultures: review of current literature and practices in dealing with the dying person; grief and bereavement as it pertains to psychological, medical, religious, and general community. Prerequisite: PSY 101. F S

**PSY 289   Topics in Psychology   3-0-3**
Study of selected topics in psychology. Topics vary according to section and semester and are listed in the class schedule. Prerequisite: three credit hours in the discipline. A total of six credit hours may be taken in topics courses numbered 289, but PSY 289 is not repeatable for credit. F

# Religion

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**REL 101   Introduction to Religion   3-0-3**
(IAI H5 900) Interdisciplinary study of the nature of religion; the variety of religious beliefs, practices, and experiences; and religious issues common to all religions. F S

**REL 102   The World's Great Religions   3-0-3**
(IAI H5 904N) Teachings and histories of world's major religions: Hinduism, Jainism, Buddhism, Taoism, Confucianism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam. (Also in Canterbury Program) F

**REL 104   The Bible: The Hebrew Scriptures (The Old Testament)   3-0-3**
(IAI H5 901) Introduction to origin, development, historical influence, and interpretation of the Bible throughout the Hebrew Scriptures as a centerpiece of Western cultural and religious tradition and as an archeological and spiritual resource of Judaism and Christianity. F

**REL 105   The Bible: The New Testament   3-0-3**
(IAI H5 901) Introduction to origin, development, historical influence, and interpretation of the New Testament as a centerpiece of Western cultural and religious tradition and as an archeological and spiritual resource of Christianity in its various forms (Roman, Greek Orthodox, Protestant, Coptic). S

**REL 120   Religions of the West   3-0-3**
(IAI H5 904N) Teachings, histories, and influence of the major religions of Western civilization, including Judaism, Christianity, Islam, Zoroastrianism, and Native American religions. F

**REL 121   Religions of the East   3-0-3**
(IAI H5 904N) Teachings, histories, and influence of the major religions of Eastern cultures, including Hinduism, Buddhism, Jainism, Taoism, Confucianism, and Shintoism. S

# Respiratory Care

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

**RTT 130   Respiratory Therapy I   3-3-4**
Fundamentals of routine respiratory care: infection control, body mechanics, oxygen delivery systems, vital signs, cylinder safety, oxygen analyzers, oxygen therapy devices, aerosol devices, airway clearance and techniques, cardiopulmonary resuscitation. Prerequisites: concurrent enrollment in RTT 131 and RTT 132; credit or concurrent enrollment in BIO 121; and MAT 085 placement, MAT 098 placement, or completion of MAT 081 or MAT 095 with grade of C or higher within two years. F

**RTT 131   Respiratory Science   3-0-3**
Application of respiratory sciences including respiratory research, infection control, metric conversions, atmospheric gasses, gas behaviors, gas laws, fluidics, gas assessment, humidity and changes of state. Prerequisites: concurrent enrollment in RTT 130 and RTT 132; credit or concurrent enrollment in BIO 121; and MAT 085 placement, or completion of MAT 081 with a grade of C or higher within the previous two years. F

**RTT 132   Respiratory Therapy II   4-0-4**
Cardiopulmonary anatomy and physiology, essentials for respiratory care. Prerequisites: concurrent enrollment in RTT 130 and RTT 131; credit or concurrent enrollment in BIO 121; and MAT 085 placement, MAT 098 placement, or completion of MAT 081 or MAT 095 with grade of C or higher within two years. F

**RTT 133   Clinical Practicum I   0-8-1-**
Clinical practicum in conjunction with RTT 134, RTT 135, and RTT 151. Prerequisites: completion of all first semester courses and credit or concurrent enrollment in ENG 101, RTT 134, RTT 135, RTT 151, and BIO 122. S

**RTT 134   Respiratory Therapy III   3-3-4**
History of mechanical ventilation. Airway management: anatomy, artificial airways, suctioning, complications. Hyperinflation therapies: incentive spirometry, intermittent positive pressure ventilation. Prerequisites: completion of all first semester courses and concurrent enrollment in RTT 133, RTT 135, RTT 151, ENG 101, and BIO 122. S

**RTT 135   Respiratory Therapy IV   4-0-4**
Pharmacology for cardiopulmonary illness; interpretation and clinical application of arterial, venous and capillary blood gases; clinical manifestations, assessment, and treatment of respiratory diseases. Prerequisites: completion of all first semester courses and concurrent enrollment in RTT 133, RTT 134, RTT 151, and completion of or concurrent enrollment in BIO 122.

**RTT 136   Clinical Practicum II   0-12-1.5**
Completion of clinical practicum: entire spectrum of routine respiratory therapy. Prerequisites: RTT 133, RTT 134, RTT 135, RTT 151, BIO 122, and ENG 101 and concurrent enrollment in RTT 137. Su

**RTT 137    Advanced Ventilation                3-0-3**
Respiratory failure, initiation, monitoring, management, and
discontinuation of mechanical ventilation. Prerequisites: RTT
133, RTT 134, RTT 135, and RTT 151 and concurrent enrollment
in RTT 136. Su

**RTT 151    Respiratory Therapy V                3-0-3**
The anatomical changes and pathophysiology of cardiopulmonary
disease. Physical assessment, diagnostic data, and application of
Respiratory Therapy Protocols. Prerequisites: RTT 130, RTT 131,
RTT 132, and BIO 121 and concurrent enrollment in RTT 133, RTT
134, RTT 135, and BIO 122. S

**RTT 212    Clinical Practicum III                0-20-2.5**
Critical Care Clinical Practicum: Continued clinical practice with
emphasis on critical care experiences, specialty area observation,
and the development of inter-professional communication and
collaborative practice. Prerequisites: RTT 136 and RTT 137 and
concurrent enrollment in RTT 213 and RTT 215. F

**RTT 213    Respiratory Therapy VI                3-0-3**
Respiratory care management of the critically ill patient with
emphasis on cardiopulmonary anatomy and physiology,
bedside monitoring tools, comprehensive patient assessment,
hemodynamics, diagnostic and therapeutic interventions.
Prerequisites: RTT 136 and RTT 137 and concurrent enrollment
in RTT 212 and RTT 215. F

**RTT 214    Clinical Practicum IV                0-16-2**
Clinical practicum: continuation of critical care experiences and
physician interactions. Special rotations: home care, pulmonary
functions, neonatal. Prerequisites: RTT 212, RTT 213, RTT 215, BIO
123, and ENG 102; concurrent enrollment in RTT 217; and credit or
concurrent enrollment in BIO 123, PHI 100, PSY 101 or PSY 209 or
PSY 225, and a social science elective. S

**RTT 215    Respiratory Therapy VII                3- -3**
Neonatal: fetal development, the newborn, patient assessment,
emergency care, diagnostic testing, mechanical ventilation,
newborn respiratory pathology, electrocardiography, Advanced
Cardiac Life Support (ACLS) pharmacology, airway management,
and case based application of ACLS protocols. Prerequisites: RTT
136 and RTT 137 and concurrent enrollment in RTT 212, RTT 213,
and ENG 102. F

**RTT 217    Respiratory Therapy VIII                3-0-3**
Pulmonary function testing. Kettering Respiratory Therapy
Examination review. NBRC Examination preparation. Prerequisites:
RTT 212, RTT 213, RTT 215, and ENG 102; concurrent enrollment in
RTT 214; and credit or concurrent enrollment in BIO 123, PHI 100,
PSY 101 or PSY 209 or PSY 225, and a social science elective. S

# Russian

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

**RUS 101    Beginning Russian I                4-0-4**
For students with no previous instruction in Russian. Emphasis on
fundamentals of listening, speaking, reading, and writing. Provides
introduction to Russian culture. Prerequisite: ENG 101 placement. F

**RUS 102    Beginning Russian II                4-0-4**
Continued development of skills in speaking, listening, and writing.
Readings in simple prose and presentations of Russian culture.
Prerequisite: RUS 101 or equivalent. S

**RUS 103    Intermediate Russian I                4-0-4**
Refinement of grammatical and conversational skills; further
vocabulary development. Study Russian culture through readings
and videos. Prerequisite: RUS 102 or equivalent. F

# Science

*Natural Sciences*
*217/351-2285 ● www.parkland.edu/ns*

**SCI 108    Essentials of Forensic Science                3-3-4**
(IAI LP 900L) Introduction to application of science to law with an
overview of forensic chemistry, trace-evidence, forensic biology,
and other sub-disciplines. Emphasis on techniques to process
crime scenes and analyze physical evidence to help solve cases.
Prerequisite: ENG 101 placement. F S

**SCI 208    Forensic Science II: Death Analysis                3-2-4**
(IAI LP 901L) Selected topics in forensic science, emphasizing
pertinent factors associated with cause, mechanism, and manner
of death. These are correlated with cause of death, as well as
physical evidence found on or near the decedent. Prerequisite:
ENG 101 placement. F S

# Sociology

*Social Sciences and Human Services*
*217/351-2229 ● www.parkland.edu/sshs*

**SOC 101    Introduction to Sociology                3-0-3**
(IAI S7 900) Principles and concepts of general sociology: general
education course in the social sciences; introductory course for
the prospective sociology major. Application of scientific methods
in study of social phenomena. Prerequisite: ENG 101 placement.
F S Su

**SOC 102    Social Problems                3-0-3**
(IAI S7 901) Sociological analysis of social institutions and problems
created by their efforts to meet demands of changing social
environment. For students who want to more fully understand
contemporary American society. Prerequisite: ENG 101 placement.
F S

**SOC 200    Sociology of Marriage and Family                3-0-3**
(IAI S7 902) Sociological investigation of processes involved in
marriage and family: impact of social institutions on marriage and
family structure; various marriage structures and their results; and
interaction of family members. Prerequisites: ENG 101 placement
and SOC 101. F S

**SOC 202    Sociology of Deviant Behavior                3-0-3**
Nature and dynamics of deviant behavior in contemporary
American society, including alcoholism, suicide, drug addiction,
prostitution, mental disorders, juvenile delinquency, and adult
crime; major sociological theories of social control, conformity,
and deviance. Prerequisites: ENG 101 placement and SOC 101. F S

**SOC 203    Diversity and Society                3-0-3**
(IAI S7 903D) Examination of racial, religious, ethnic, and other
groups. Analysis of the persistence of group identity, intergroup
relations, social movements, government policy, and related social
problems. Prerequisites: SOC 101 and ENG 101 placement. F S

### SOC 204  Criminology                               3-0-3
(IAI CRJ 912) Contemporary analysis of crime and delinquency from sociological perspective: causation, distribution, and prevention are examined through American socio-economic-political structure and American criminal justice system. Prerequisites: ENG 101 placement and SOC 101. S

### SOC 205  Methods of Social Research              3-0-3
Introduction to the process and methods of social research. Construction of research questions or hypotheses, study design, qualitative and quantitative research methods, techniques of analysis and interpretation, and the process of evaluation and reporting. Prerequisites: MAT 107 or 108 and ENG 101 placement.

### SOC 220  Introduction to Social Work             3-0-3
Survey course in social work. Examines major social problems, identifying groups historically impacted by them. Includes overview of social work values, skills, and knowledge required for generalist practice. Introduces programs, services,and policies that impact social work and social welfare. Prerequisites: ENG 101 placement and SOC 101. F S

### SOC 240  Gender and Society                      3-0-3
(IAI S7 904D) Introduction to sociology of gender: socialization into gender, social institutions and gender, social stratification and gender inequality, and gender and social change. Focus on contemporary American society with attention to socio-historical background and cross-cultural comparisons. Prerequisites: ENG 101 placement and SOC 101. F S

### SOC 289  Topics in Sociology                     3-0-3
Study of selected topics in sociology. Topics vary according to section and semester and are listed in the class schedule. A total of 6 credit hours may be taken in topics courses numbered 289, but SOC 289 is not repeatable for credit. Prerequisite: SOC 101.

# Spanish

*Humanities*
*217/351-2217 ● www.parkland.edu/hum*

Students who have taken college-level Spanish courses within the past three years and can document this via a college transcript will be placed in the appropriate level of Spanish. Other students who have taken Spanish classes in high school or college and students with informal Spanish language background (e.g., heritage speakers or individuals who have spent time in a Spanish-speaking country) should contact the Assessment Center to arrange to take the Spanish placement exam. Those with no Spanish experience may begin in SPA 100 or SPA 101.

### SPA 100  Introduction to Basic Spanish I         2-0-2
For students with no previous instruction in Spanish. Basic Spanish with attention to oral communication, culture, and the language needs of the student, traveler, and worker. F S Su

### SPA 101  Beginning Spanish I                     4-0-4
For students with no previous and/or little instruction in Spanish. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and basic introduction to Hispanic culture. Prerequisite: ENG 101 placement. (Also in Costa Rica program) F S Su

### SPA 102  Beginning Spanish II                    4-0-4
Continued development of communicative skills. Emphasis on speaking, listening, reading, writing, and Hispanic culture. May require out of class lab visits/work. Prerequisite: SPA 101 or equivalent. (Also in Costa Rica program) F S Su

### SPA 103  Intermediate Spanish I                  4-0-4
Development of intermediate level of communicative competence. Emphasis on speaking, listening, reading, writing vocabulary, grammar, and Hispanic culture. May require out of class lab visits/work. Prerequisite: SPA 102 or equivalent. (Also in Costa Rica Program) F S Su

### SPA 104  Intermediate Spanish II                 4-0-4
(IAI H1 900) Continued development and refinement of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and Hispanic culture. May require out of class lab visits/work. Prerequisite: SPA 103 or equivalent. (Also in Costa Rica program) F S Su

### SPA 120  Introduction to Basic Spanish II        2-0-2
Continuing basic Spanish with attention to oral communication, culture, and language needs of the student, traveler, and worker. Prerequisite: SPA 100 or equivalent. F S

### SPA 130  Beginning Spanish for
Professional Purposes I          3-0-3; 4-0-4; 5-0-5
Development of Spanish communication skills for the workplace. Basic communication skills for working with Spanish speaking populations. F S

### SPA 131  Beginning Spanish for
Professional Purposes II         3-0-3; 4-0-4; 5-0-5
Review and development of Spanish communication skills for the workplace. Basic communication skills for working with Spanish speaking populations. Prerequisite SPA 130 or equivalent. F S

### SPA 220  Spanish Conversation and Culture        4-0-4
Spanish conversation; development of advanced communicative competence and increased fluency and accuracy in speaking and writing. Prerequisite: SPA 104 or equivalent (grade of A or B) or approval of program coordinator or department chair. (Also in Costa Rica Program.) F S

### SPA 240  Readings in Hispanic
Literature and Culture                       3-0-3
Readings and discussion in Spanish of a variety of texts by leading Hispanic and Hispanic-American writers covering genres and themes. Emphasizes reading, discussion, and enjoyment rather than literary criticism. Prerequisite: SPA 104 or equivalent with a grade of A or B, or approval of program coordinator or department chair. F S

# Sterile Processing Technician

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

### SPT 110  Sterile Processing Technician Theory    3-1-3
Prepares students for careers as members of the hospital central service team. Basic introduction to the central service role, surgical supplies, basic and specialty surgical instruments, and packing and sterilization. F S

### SPT 111  Sterile Processing
Technician Practicum                        0-27-4.5
Hands-on experience in the sterile processing department. Active participation in the role of a sterile processing technician. Prerequisite: credit or concurrent enrollment in SPT 110 or credit or concurrent enrollment in SUR 210, SUR 116, and SUR 218 F S

# Surgical Technology

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

**SUR 116   Surgical Terminology I**                1-0-1
Medical terminology pronunciation and spelling; defining prefixes, suffixes, and root words for the purpose of defining medical terms. Medical terminology relating to surgical descriptions, surgical schedules, diagnoses, and understanding doctor's orders. Prerequisite: admission into Surgical Technology program. F

**SUR 150   Personal and Professional Relations**     1-0-1
Professionalism relating to surgical technology including accountability, work ethics, communication, stress management, job searches and retention, professional obligations, certification, health care for a diverse community, and legal terms and topics. Prerequisite: admission into Surgical Technology program. S

**SUR 158   Pharmacology for the**
**              Surgical Technologist**              1-0-1
Introduction to basic pharmacology principles. Emphasis on the surgical technologist's role in medication administration, calculation, handling and labeling. Medication classifications and use in the surgical setting and how they may alter or influence surgical intervention. Prerequisites: admission into Surgical Technology program and credit or concurrent enrollment in SUR 150.

**SUR 210   Surgical Specialties I**                4-0-4
Orientation to surgical technology; asepsis, sterilization; wound closures; hemostasis; wound healing; anesthesia; pharmacology; surgical procedures in gastrointestinal, genitourinary, gynecology, and general. Prerequisites: BIO 121, BIO 122, BIO 123, ENG 102, and PSY 101; concurrent enrollment in SUR 218, SUR 231, SUR 232, SUR 238 and SUR 239; and credit or concurrent enrollment in SUR 116. F

**SUR 218   Surgical Instrumentation I**            1-0-1
Introduction to preparation and use of standard instrumentation. Classifications; basic set assemblies. Specialty instrumentation utilized in surgeries of general, gastrointestinal, and genitourinary. Prerequisites: BIO 121, BIO 122, BIO 123, ENG 102, and PSY 101; concurrent enrollment in SUR 231, SUR 232, SUR 238 and SUR 239. F

**SUR 231   Clinical Theory I**                    4-3-5
Introduction to the surgical environment. Introduction and redemonstration of basic clinical skill components needed to participate as a member of the surgical team in actual operating rooms. Offered in Parkland's mock operating room. Prerequisites: concurrent enrollment in SUR 210, SUR 218, and SUR 238. F

**SUR 232   Clinical Practicum I**                 2-6-4
Introduction and redemonstration of advanced clinical skills for participation in the surgical specialties of general, gynecology, gastrointestinal, and genitourinary. Students function in the role of the surgical technologist in actual operating rooms. Prerequisites: SUR 231 and SUR 238 and concurrent enrollment in SUR 210, SUR 218, and SUR 239. F

**SUR 238   Mock Operating Room Lab I**          0-1.5-0.5
Laboratory course for SUR 131. Students actively participate in demonstration of clinical skills in the mock operating room under direction and supervision of an operating room professional. Prerequisites: concurrent enrollment in SUR 210 and SUR 231. F

**SUR 239   Mock Operating Room Lab II**         0-1.5-0.5
Laboratory course for SUR 131 and SUR 132. Students actively participate in demonstration of clinical skills in the mock operating room under direction and supervision of an operating room professional. Prerequisites: concurrent enrollment in SUR 210 and SUR 232. F

**SUR 254   Surgical Specialties II**              3-0-3
Anatomy, pathology, diagnostic procedures, special preoperative preparation, pharmacology, surgical specialty services, obstetrical, orthopedic, plastic, otological, nose and throat, ophthalmic, thoracic, cardiovascular, neurology, and maxillofacial. Prerequisites: SUR 210, SUR 116, SUR 218, SUR 231, SUR 232, SUR 238, and SUR 239; concurrent enrollment in SUR 259, SUR 273 and SUR 274; and credit or concurrent enrollment in SUR 150 and SUR 158. S

**SUR 259   Surgical Terminology**
**              and Instrumentation II**          1-0-1
Medical and surgical terminology and specialty instrumentation used in surgical specialty services of obstetrical, orthopedic, plastic, otological, nose and throat, ophthalmic, thoracic, cardiovascular, neurology, and maxillofacial. Prerequisite: concurrent enrollment in SUR 214. S

**SUR 273   Clinical Theory II**                   2-0-2
Anatomy and physiology; intraoperative preparation of the surgical patient; common procedures presented with instrumentation, equipment, supplies, medications, and intraoperative for each surgical specialty. Basics of electricity, physics, and robotics. Hazard preparation in the operating room. Prerequisite: concurrent enrollment in SUR 254. S

**SUR 274   Clinical Practicum II**               0-30-10
Participation as a surgical team member in the role of the surgical technologist in the operating room. Includes experiences in labor and delivery and sterile processing department. Prerequisites: concurrent enrollment in SUR 254, SUR 259, and SUR 273. S

**SUR 275   Clinical Practicum III**              2-2-6
Demonstration and supervised practice of specialized surgical procedures with emphasis on acquiring proficiency for entry level employment as a surgical technologist. Preparation and review for national certification exam. Prerequisites: SUR 116, SUR 150, SUR 158, SUR 210, SUR 218, SUR 231, SUR 232, SUR 238, SUR 239, SUR 254, SUR 259, SUR 273, and SUR 274. FE

# Theatre

*Fine and Applied Arts*
*217/351-2392 ● www.parkland.edu/faa*

**THE 100   Theatre Appreciation**                3-0-3
(IAI F1 907) Enhances appreciation of theatre as an art form through reading and analysis of scripts, theatre viewing, and discussion. Areas of investigation include types of plays; methods of production, design, and use of theatre; and the contributions of collaborative artists. F S Su

**THE 101   History of Theatre**                  3-0-3
(IAI F1 908) Historical development of theatre and drama from its earliest ritual beginnings to contemporary dramatic literature. Includes representative periods and styles, genres, key playwrights, aspects of technical production, social role, and critical interpretation of major works. F S Su

**THE 103    Performance of Literature        3-0-3**
(IAI TA 916) Analysis and performance of literature including prose, poetry, and drama with emphasis on using voice and movement to interpret the works and communicate that interpretation to an audience. S

**THE 104    Acting I        3-0-3**
(IAI TA 914) Fundamentals of acting introduced through acting exercises, improvisations, and scene study. Major acting approaches such as Cohen, Meisner, Stanislavski, and Shurtleff used as basis for helping actors acquire craft in order to create believable characters. F S

**THE 105    Stagecraft        2-2-3**
(IAI TA 911) Introduces safety procedures and basic techniques of scenery and property construction, tool use, scene painting, and backstage organization. Laboratory experience is mandatory. F

**THE 107    Practicum        0-3-1**
Increases proficiency in preparation and presentation of theatrical performances by working with instructors in performance and technical areas. Credit is awarded for completion of a college production assignment as well as completing required theatrical shop hours. Repeatable for a maximum of 4 credit hours. F S

**THE 109    Costume and Stage Makeup        2-2-3**
Safety procedures and costume shop organization. Basic techniques of costume construction, tool use, fitting and draping, and through costume projects for production. Techniques of stage makeup and practical experience in their application. Additional experience may be obtained in THE 107. F S

**THE 120    Script Analysis for Production        3-0-3**
(IAI TA 917) An introductory exploration of the relationship between dramatic text and the play in production with special emphasis on basic terminology and methodology. Representative plays are studied in their genre, historical, and social contexts. F

**THE 124    Film Appreciation        2-2-3**
(IAI F2 908) An introduction to film as an art form, emphasizing a study of the aesthetic and production elements of the medium, including narrative genres, directorial style, cinematography, acting, and editing. F S Su

**THE 125    Film History        2-2-3**
(IAI F2 909) An international survey of the historical development of film, emphasizing a study of films and innovations in film production that have had significant influence on film as an art form. F S Su

**THE 202    Acting II        3-1-3**
Development of fundamentals introduced in Acting I emphasizing intensive approach to acting exercise, auditioning and scene study. Repeatable for a maximum of 9 credit hours. F S

# Transition to Developmental Math

*Center for Academic Success*
*217/351-2441 ● www.parkland.edu/cas*

**TRN 050    Transition to Developmental Math        3-0-3**
Development of basic math skills needed for a successful transition into a developmental mathematics course. Conceptual emphasis including operations with whole number, adding and subtracting signed number, fraction concepts, and simple linear equations in one variable. F S

# Tractor Trailer Driver Training

*Business Training*
*217/351-2235 ● www.parkland.edu/businesstraining*

**TTT 112    Tractor Trailer Driver Training        3-8-7**
Complete vehicle training to prepare students for an entry-level position in the trucking industry, including Commercial Driver's License learner's permit and endorsement preparation, Department of Transportation log books, map reading, trip planning, and Secretary of State Class A road test.

# Veterinary Technology

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

**VTT 110    Small Animal Nursing I        1-6-3**
Handling, restraint, and nursing techniques in dogs and cats: emphasis on TPR; bathing; administering tablet, liquid, and injectable medications; and obtaining blood, and urine specimens. Prerequisites: admission into Veterinary Technology program and concurrent enrollment in VTT 113, VTT 114, VTT 116, and VTT 119. F

**VTT 111    Small Animal Nursing II        2-4-3**
Small animal nutrition, preventative healthcare, euthanasia and continued skill development in nursing techniques including: venipuncture, otic and ophthalmic procedures; dental procedures; bandaging; indwelling catheters and fluid therapy; ectoparasite identification; and ECGs. Prerequisites: VTT 110, VTT 113, VTT 114, VTT 116, VTT 119, BIO 121, and MAT 151. S

**VTT 112    Radiography        2-3-3**
Positioning for common views taken of animals; emphasis on methods for obtaining high quality diagnostic radiographs and radiation safety. Prerequisites: VTT 110, VTT 113, VTT 114, VTT 116, VTT 119, BIO 121, and MAT 151. S

**VTT 113    Management Skills for the Veterinary Technician        2-0-2**
Selected principles of management for a veterinary practice: management of facilities, clients, personnel, marketing, ethics, basic computing skills, and professional development. Development of effective communication skills emphasized. Prerequisites: concurrent enrollment in VTT 110, VTT 114, VTT 116, and VTT 119. F

**VTT 114    Clinical Lab I        1-3-2**
Routine laboratory tests, including complete blood counts (CBCs), fecal examinations, and blood chemistries; emphasis on developing laboratory techniques which produce consistent results. Prerequisite: concurrent enrollment in VTT 110, VTT 113, VTT 116, and VTT 119. F

**VTT 115    Clinical Lab II        1-3-2**
Proficiency in CBCs, fecal examinations, blood chemistries, urinalysis, abnormal hematology, serology, and cytology. Prerequisites: VTT 110, VTT 113, VTT 114, VTT 116, VTT 119, BIO 121, and MAT 151. S

**VTT 116    Large Animal Nursing        1-2-2**
Handling, restraint, and nursing techniques in horses, cows, and sheep. Prerequisite: concurrent enrollment in VTT 110, VTT 113, VTT 114, and VTT 119. F

**VTT 117   Surgery Technology I**                2-2-3
Introduction to anesthesia for dogs and cats: patient monitoring, anesthetic machine use, intubation, anesthetic drugs and pain management. Surgical support skills: surgery pack preparation, instruments, autoclaving, aseptic techniques, surgical preps, surgical procedures, suture materials and post-op care. CPR. Prerequisites: VTT 110, VTT 113, VTT 114, VTT 116, VTT 119, BIO 121, and MAT 151. S

**VTT 118   Veterinary Clinical Practicum**        0-20-3
Full-time work experience in a veterinary clinical site. Practicum site to be arranged by the student in consultation with the program director. Prerequisites: VTT 111, VTT 112, VTT 115, and VTT 117. BIO 122 completion also recommended but may be taken concurrently. Su

**VTT 119   Common Veterinary Drugs I**            1-0-1
Basic concepts, terminology, references, and procedures necessary to dispense/administer drugs under the supervision of a veterinarian. Uses, actions, and secondary effects of common veterinary pharmaceuticals. Prerequisites: concurrent enrollment in VTT 110, VTT 113, VTT 114, and VTT 116. F

**VTT 150   Veterinary Anatomy I**                 0-3-1
Veterinary Anatomy laboratory course for VTT students: external anatomy, skeletal, muscular, nervous, cardiovascular, respiratory, endocrine, renal and reproductive systems, sensory organs, and gastrointestinal tract of the dog and cat. Prerequisite: BIO 111 or equivalent.

**VTT 210   Clinic Care I**                        0-21-4
Clinical rotations at U of I College of Veterinary Medicine. Aspects of veterinary medicine: necropsy, equine medicine, food animal medicine, large/small animal imaging/radiology, primary care, ICU, Emergency Care and Pharmacy. Prerequisite: VTT 118. F

**VTT 211   Clinic Care II**                       0-21-4
Clinical rotations at U of I College of Veterinary Medicine and Parkland College. Clinical settings and situations will allow for continued introduction and redemonstration of skills necessary for veterinary technicians. Prerequisites: VTT 210, VTT 212, VTT 214, and BIO 123. S

**VTT 212   Surgery Technology II**                2-1-3
Surgical support and anesthesia for dogs and cats: gas anesthesia, nonrebreathing systems, partial rebreathing systems, nitrous oxide supplementation, surgical assisting, emergency procedures, surgical drugs, fluids, and pain management. Prerequisite: VTT 118. F

**VTT 213   Animal Management**                    4-0-4
Selected principles of animal and business management in veterinary technology: nutrition, reproduction, vaccinations, diseases, laboratory tests, history-taking, costs, and client questions. Animals covered are the horse, cow, dog, cat, pig, and sheep. Prerequisites: VTT 210, VTT 212, VTT 214, and BIO 123. S

**VTT 214   Laboratory Animals**                   1-2-2
Introduction to the care and use of laboratory animals with discussion of correct sanitation procedures, laboratory animal handling, anatomical differences, clinical pathology, common diseases and treatment, and laboratory animal facility procedures and equipment. Prerequisite: VTT 118. F

**VTT 215   Common Veterinary Drugs II**           1-0-1
Uses, mechanisms of action, and secondary effects of drugs commonly administered and dispensed by veterinary technicians. Includes calculating drug dosages and dilutions. Prerequisites: VTT 119, VTT 210, VTT 212, VTT 214, and BIO 123. S

# Welding
*Agriculture/Engineering Science and Technologies*
*217/351-2290 ● www.parkland.edu/est*

**WLD 110   Beginning Gas and Arc Welding**        1-2-2
Introductory theory and practice in oxyacetylene and shielded metal arc welding. Includes oxyacetylene fusion welding and brazing in the flat position, shielded metal arc welding in flat position, manual oxyfuel cutting, and plasma arc cutting. F

**WLD 111   Introduction to Welding**              2-4-4
(IAI MTM 936) Selection and use of electric arc, oxyacetylene, inert gas, and wire-feed welders; emphasis on skills and competencies as demanded by industry. F S Su

**WLD 112   Gas Metal Arc Welding**               1-2-2
Gas metal and arc welding fundamentals, welding safety, gas metal arc equipment adjustments, metal transfer, and shielding gases; skill development in all positions of welding on mild steel ranging from 1/16. Prerequisites: credit or concurrent enrollment in WLD 110 or WLD 111. F

**WLD 113   Gas Tungsten Arc Welding**             1-2-2
Gas tungsten arc welding fundamentals, arc characteristics, and welding safety; skill development on 16 gauge and 0.125 aluminum; setups, preparation of tungsten tips and selection of inert gases. Prerequisites: WLD 110 or WLD 111, and concurrent enrollment in WLD 213. S

**WLD 114   Fabrication Welding**                  2-3-3
Further development of welding skills, especially in the "off position." Emphasis on fabrication of metal structures and development of related skills such as blueprint reading, use of welding symbols, and layout techniques. Prerequisite: WLD 111.

**WLD 212   Advanced Gas Metal Arc Welding**       1-2-2
Advanced gas metal and arc welding. Gas metal arc equipment adjustments, metal transfer, and shielding gases. Skill development in all positions of welding on mild steel ranging from 1/16. Prerequisites: WLD 110 or WLD 111, and concurrent enrollment in WLD 112. F

**WLD 213   Advanced Gas Tungsten Arc Weld**       1-2-2
Student will prepare tungsten electrodes to accommodate various metal types and thicknesses, 16 gauge to 1/4 plate; flat, out of position, and multipath procedures. Metals include mild, stainless steel, and aluminum. Prerequisites: WLD 110 or WLD 111, and concurrent enrollment in WLD 113. S

**WLD 215   Weldability Inspection/
              Composition of Welds**              3-2-4
Composition and weldability of metals and effects of heating and cooling metal on metal and weld strength; welding certification standards and guidelines to certify welding performance; nondestructive and destructive tests to check weld quality and strength. Prerequisite: WLD 111.

**WLD 216   Welding Certification I**              2-4-4
Welding codes and regulations covering: materials, service limitation, fabrication, inspection, test procedures and qualifications of welding operators. Special emphasis is placed on preparation for American Welding Society Certification. Prerequisite: WLD 111 or equivalent or approval of department chair. Su

# Radiologic Technology: Computed Tomography

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

### XCT 210   Computed Tomography Imaging          3-0-3
History, physics, and system operational components of computed tomography imaging. Image acquistion, display, reconstruction, and quality control. Online course. Prerequisite: ARRT primary certification or concurrent enrollment in XRA 213, XRA 214, and XRA 232. Su

### XCT 212   Sectional Pathology          3-0-3
Sectional imaging procedures and pathology commonly found in CT and MRI. Online course. Prerequisite: ARRT primary certification or XCT 210. F S

### XCT 214   Patient Care          3-0-3
Patient care for CT and MRI imaging, pharmacological classification, documentation, and administration of contrast agents and related drug administration. Online course. Online course. Prerequisite: ARRT primary certification, XCT 210 or XMR 211, and XCT 212. F

### XCT 215   CT Clinical          0-20-3
Students will perform CT imaging procedures based on previous coursework and clinical objectives. Prerequisite: ARRT primary certification. S

# Radiologic Technology: Magnetic Resonance Imaging

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

### XMR 211   Magnetic Resonance Imaging          3-0-3
MRI imaging history, physics, and system operational components. Image acquisition, display, reconstruction, and quality control. Online course. Prerequisite: ARRT primary certification. Su

### XMR 217   MRI Clinical          0-40-6
Students will perform MRI imaging procedures based on previous coursework and clinical objectives. Prerequisite: ARRT primary certification. S

# Radiologic Technology

*Health Professions*
*217/351-2224 ● www.parkland.edu/hp*

### XRA 110   Basic Clinical Skills          1-4-3
Orientation to the program and clinical affiliates, history of x-radiation, basic x-ray protection, and medical terminology. Prerequisite: admission to radiologic technology program. Su

### XRA 111   Radiologic Technology I          2-3-3
Radiographic anatomy and positioning of upper and lower extremities, spine, thorax, contrast studies, and medical terminology. Prerequisites: credit or concurrent enrollment in XRA 114, XRA 131, BIO 121, and HCS 216. F

### XRA 112   Radiologic Technology II          2-3-3
Xray imaging characteristics, factors affecting radiographic exposure, and digital imaging. Radiographic positioning of skull and facial bones. Prerequisites: XRA 111, XRA 131, BIO 121, HCS 216, and credit or concurrent enrollment in XRA 132, BIO 122, and PHY 112. S

### XRA 114   Patient Care          2-3-3
Students apply basic skills in a variety of settings: health care trends, vital signs, body mechanics, cardiopulmonary resuscitation, isolation techniques, and communication skills. Prerequisites: credit or concurrent enrollment in XRA 111, XRA 131, and BIO 121. F

### XRA 131   Clinical I          0-18-3
Students assist and perform routine examinations of chest, abdomen, spine, and extremities; 270 clinical hours. Prerequisites: credit or concurrent enrollment in XRA 111, XRA 114, BIO 121, and HCS 216. F

### XRA 132   Clinical II          0-24-4
Students assist and perform fluoroscopy, exams, routine exams, and portable xray examinations with relative independence; 360 clinical hours. Prerequisites: XRA 111, XRA 114, XRA 131, BIO 121, HCS 216, and credit or concurrent enrollment in XRA 112, BIO 122, and PHY 112. S

### XRA 150   Introduction to Radiography          1-0-1
Introduction to the radiologic technology program, profession, clinical affiliates, history of radiation, basic xray protection, and terminology. Hybrid course. F S

### XRA 213   Radiographer's Physics          3-0-3
Basic xray equipment construction and function, properties of electromagnetic radiation, and basic xray physics. Hybrid course. Prerequisites: XRA 112, XRA 231, BIO 122, and PHY 112 and concurrent enrollment in XCT 210, XRA 214, and XRA 232. F

### XRA 214   Advanced Radiologic Technology I          2-2-3
Advanced factors affecting radiographic exposure. Radiobiology, interactions in matter, health physics, and radiation protection. Hybrid course. Prerequisites: XRA 112, XRA 231, BIO 122, and PHY 112 and concurrent enrollment in XCT 210, XRA 213, and XRA 232. F

### XRA 216   Advanced Radiologic Technology II          3-0-3
Pathology and review seminars. Hybrid course. Hybrid course. Prerequisites: XRA 213, XRA 214, XRA 232, and XCT 210 and concurrent enrollment in XRA 217, XRA 233, and XCT 212. S

### XRA 217   Advanced Clinical Skills          0-3-1
Critical positioning skills in atypical radiographic procedures. Prerequisites: XRA 213, XRA 214, XRA 232, XCT 210 and concurrent enrollment in XRA 216, XRA 233, XCT 212. S

### XRA 231   Clinical III          0-16-2
Students assist and perform skull and emergency x-ray exams and perform all objectives stated in previous clinical courses with relative independence; 240 clinical hours. Prerequisites: XRA 112, XRA 132, BIO 122, and PHY 112. Su

### XRA 232   Clinical IV          0-24-4
Students perform most xray examinations with a minimum of assistance. Participation in rotations to various specialty areas; 360 clinical hours. Prerequisites: XRA 112 and XRA 231 and concurrent enrollment in XCT 210, XRA 213, and XRA 214. F

### XRA 233   Clinical V          0-24-4
Students perform most routine and non-routine xray examinations with little or no supervision as a technologist would function; 360 clinical hours. Prerequisites: XRA 213, XRA 214, XCT 210, and XRA 232 and concurrent enrollment in XRA 216, XRA 217, and XCT 212. S

# DIRECTORY

## Contents

# 2016–2017 Faculty/Administrative Staff

*Date in parentheses indicates first year of full-time appointment at Parkland College.*

ADAWI, Omar (1995)
Professor/Mathematics
Tutoring Coordinator/Center
 for Academic Success
B.S., Massachusetts Institute of Technology
M.S., University of Illinois

ADCOCK, Terry L. (1998)
Professor Emeritus/Psychology
B.S., Western Illinois University
M.S., Western Illinois University

ANGEL, Julie C. (2011)
Associate Professor/Earth Sciences
A.S., Parkland College
B.S., Illinois State University
M.S., Illinois State University

APLINGTON, Kathleen A. (1997)
Professor/Child Development
A.B., University of Illinois
M.S., University of Illinois

AYALA, Thomas (2008)
Associate Professor/English
B.A., University of Illinois
M.A., University of Illinois

ADYIN-MULLEN, Yelda (2014)
Instructor/Mathematics
B.S., Middle East Tech University
M.S., Middle East Tech University

BACHTOLD, Beth (2002)
Associate Professor/Reading
A.B., University of Illinois
M.A., National-Louis University

BAILS, Kelly (2002)
Associate Professor/Mathematics
A.A., Hillsborough Community College
B.S., University of Tampa
M.S.Ed., State University of New York

BAKER, Derrick (2015)
Director/Professional Development
 and Instructional Technology
B.A., University of Illinois
M.Div., Southern Baptist
 Theological Seminary

BARBOUR-CONERTY, Kelly (2007)
Associate Professor/Business
B.B.A., East Texas State University
M.B.A., Texas A&M

BARNARD, Eric (2015)
Instructor/Computer Science
B.S., Purdue University

BARNARD, Thomas C. (1999)
Professor/English
B.A., University of California–Berkeley
M.A., University of Illinois
Ph.D., University of Illinois

BEATTY, Christina (2008)
Associate Professor/ Chemistry
B.S., University of Illinois
M.S., University of Illinois
M.S., University of Florida

BEHRENS, Michael (2014)
Director/Assessment Center
B.S., University of Illinois
M.A., Eastern Illinois University

BEITLER, Vicki L. (1988)
Professor Emeritus/Mathematics
B.S., University of Texas at Arlington
M.A., University of Texas at Arlington
M.S., University of Illinois

BERTI, Christopher A. (1995)
Professor/Art and Design
B.F.A., Alfred University
M.F.A., Cranbrook Academy of Art

BISHOP, Clifford (2000)
Technical Services/Electronic Resources
 Librarian, Professor/Library
B.A., Union College
M.A., Cornell University
M.L.S., Syracuse University

BLACKBURN, Leonard (2004)
Associate Professor/Mathematics
B.A., Knox College
M.S., University of Minnesota

BLACKMAN, Ann (2004)
Associate Professor/Office Professional
B.S., Eastern Illinois University
M.S., Eastern Illinois University

BOCK, David P. (2000)
Professor/Computer Science
B.S., Southern Illinois University
M.A., University of Illinois
M.F.A., University of Illinois

BOSCH, Theresa (2002)
Professor/Nursing
A.A.S., Parkland College
B.S.N., University of Illinois, Chicago
M.S., University of Illinois, Chicago

BOSSAERS, Philippe (2000)
Associate Professor/Mathematics
B.S., Bradley University
M.S., Southern Illinois University

BOWSER-KIENER, Martha A. (1991)
Professor Emeritus/French and Humanities
B.A., University of Illinois
M.A., University of Illinois

BOYCE, PEGGY (2007)
Associate Professor/Dental Hygiene
A.A.S., Parkland College
B.A., Eastern Illinois University
M.A., University of Illinois

BOYD, Paula (2001)
Associate Professor/English
A.A., Broome Community College
B.A., State University of New York
M.A., State University of New York
M.A.T., State University of New York

BRIGGS, Amanda (2014)
Certified Flight Instructor/Aviation
B.S., University of Illinois
Airline Transport Pilot, Federal
 Aviation Administration
Flight Instructor, Federal
 Aviation Administration
Ground Instructor, Federal
 Aviation Administration

BRITZ, Bobbie (2015)
Certified Flight Instructor/Aviation

BROWN, Tracey (2008)
Associate Professor/Intensive ESL
B.A., Grand Valley State University
B.A., Grand Valley State University
Certificate, Grand Valley State University
M.A., Central Michigan University

BUCHER, Deb (2009)
Associate Professor/Nursing
B.S., Olivet Nazarene
M.S., Weldon University

BUHNERKEMPE, Emily (2014)
Instructor/Mathematics
M.S., Miami University

BURKHALTER, Toni (2004)
Associate Professor/Biology and Kinesiology
B.A., University of Illinois
M.S., University of Illinois
M.S., University of Illinois

BUSKER, R. Lucy (2002)
Professor/English
B.A., University of Dayton
M.A., University of Nebraska
Ph.D., Arizona State University

BUSTARD, Jim (2000)
Director/Physical Plant
B.S., Illinois College
M.B.A., Eastern Illinois University

CAFARELLI, Brian (2008)
Associate Professor/Communication
B.S., Ferris State University
M.A., Eastern New Mexico University

CARLSON, Catherine Britt (2013)
Associate Professor/Chemistry
B.S., Earlham College
Ph.D., University of Wisconsin

CAULFIELD, Thomas M. (1998)
Director/Student Life
B.S., University of Illinois
M.S., Eastern Illinois University
Ed.S., Northern Illinois University
Ed.D., Northern Illinois University

CLARK, Wayne (2000)
Associate Professor/Mathematics
B.A., Eastern Illinois University
M.A., Eastern Illinois University

COCKRUM, Dennis (2005)
Counselor, Associate Professor/
    Counseling and Advising
A.A., Parkland College
B.S., Southern Illinois University
M.S.W., University of Illinois

COLBROOK, William (2014)
Chief/Director, Public Safety
B.S., Illinois State University

COUCH, Kari H. (1982)
Professor Emeritus/Computer
    Information Systems
A.A.S., Parkland College
B.A., Eastern Illinois University
M.Ed., University of Illinois

COUSERT, Diane (2013)
Assistant Dean, Nursing and Faculty
    Affairs/Health Professions
B.S., Lakeview College of Nursing
M.S., University of Illinois

COX, Jeffery (2002)
Professor/Computer Science
B.S., Southern Illinois University
Certified in MSCE, MCT, A+, and Network+

COX, Tammy (2014)
Instructor/Radiology
A.A.S, Parkland College
B.S., Grand Canyon University

CROSS, Megan (2012)
Assistant Professor/Nursing
A.D.N., Northwest Mississippi
    Community College
B.S.N., Jacksonville University
M.S.N, Olivet Nazarene University

DACE, Tracy (2014)
Faculty Fellow/Developmental Reading
M.A., University of Mississippi

DALLAS, Derek (2001)
Associate Professor/Computer Graphics
A.A.S., Lakeland College
B.S., Eastern Illinois University

DALTON, Rosetta A. (1998)
Professor/Biology
B.S., University of Illinois
M.S.T., University of Illinois

DENMARK, Mary Catherine (2003)
Director/TRiO-Student Support
Services
B.A., Maryville College
M.S., Radford University

DONOVAN, Michael J. (1989)
Professor Emeritus/Automotive Technology
A.A.S., Black Hawk College
B.S., Illinois State University
M.S., Illinois State University

DOSSETT, Raeann (2001)
Information Services and Electronic
    Resources Librarian/Library
Associate Professor/Library
B.S., Illinois State University
M.L.S., University of Illinois

DRAKE, Sheryl (2007)
Associate Professor/Chemistry
B.S., Illinois State University
M.S., Illinois State University

ELLER, Lisa (2011)
Associate Professor/Veterinary Technology
D.V.M., Purdue University

ENGBERG, Kristina (2015)
Instructor/Fine and Applied Arts
B.A., Drake University
M.A., University of Rochester

EVERETT, Tamala (2007)
Associate Professor/Massage Therapy
B.S., Florida State University
M.S., Florida State University

FISCHER, Thomas (2014)
Instructor/Automotive Ford ASSET
B.S., Southern Illinois University
B.S., Southern Illinois University
ASE Certified

FLESHNER, Amy R. (1998)
Director/Community Education
A.S., Parkland College
B.S., Eastern Illinois University
M.S., Eastern Illinois University

FOWLER, Willie (2000)
Professor/Political Science
B.A., Northern Illinois University
M.P.A., Northern Illinois University
Ph.D., Northern Illinois University

FRIDGEN, Jenni (2014)
Instructor/Business and Agri-Industries
M.S., Mississippi State University

GARRETT, Lori (2009)
Associate Professor/Biology
B.S., University of Illinois
M.S., University of Illinois

GAUMER, Nancy L. B. (1996)
Professor/Child Development
B.S., University of Illinois
M.Ed., University of Illinois

GREER, Kara (2008)
Associate Professor/Mathematics
B.S., University of Illinois
M.S., University of Iowa

GRIFFITHS, Geoffrey (2006)
Department Chair/Mathematics
Associate Professor/Mathematics
B.S., Illinois State University
M.S., Illinois State University

GRISON, Sarah (2013)
Associate Professor/Psychology
Ph.D., University of Wales

GULICK, Angela M. (1999)
Professor/English Composition
B.S., Iowa State University
B.A., Iowa State University
M.A., Iowa State University

HACKMAN, Erika (2009)
Dean/Learning Support
B.A., University of Illinois
M.Ed., University of Illinois

HALES, Wade (2014)
Adjunct Instructor/Health Professions
B.S., Eastern Illinois University

HANCOCK, Steven (2002)
Assistant Professor/Diesel Power
    Equipment Technology
A.A.A., Northeast Iowa Community College

HARDEN, Rochelle (2003)
Associate Professor/English
B.A., Northern Illinois University
M.A., Northern Illinois University
M.Ed., University of Illinois

HASTINGS, Kevin (2000)
Associate Professor/Mathematics
A.S., Olney Central College
B.A., Eastern Illinois University
M.A., Eastern Illinois University

HAVENLAND, Christina (2009)
Associate Professor/Pre-College ESL
B.A., Valparaiso University
M.S., University of Illinois

HECK, Joanne (2008)
Associate Professor/Practical Nursing
B.S.N., Olivet Nazarene University
M.S.N., Walden University

HEDRICK, Gordon (2010)
Assistant Professor/Diesel Power
    Equipment Technology
Certificate, Lakeland College

HENDERSON, Triss A. (1996)
Director/Business Training
B.S., University of Illinois

HICKOX, Tracey (2014)
Director/Center for Academic Success
B.S., University of Memphis
M.S., University of Memphis

HOFFSOMMER, Joi (2012)
Associate Professor/Theatre
M.F.A., University of Nebraska

HORTON, Todd W. (1998)
Associate Professor/Construction
    Design and Management
B.S., University of Illinois
Professional Engineer, Illinois
    Professional Land Surveyor, Illinois

HURT, Matthew (2003)
Professor/English
B.A., University of Illinois-Chicago
M.A., University of Illinois-Urbana
Ph.D., University of Illinois-Urbana

IRANI, Kaizad (2002)
Professor/Horticulture and Agriculture
B.Arch., University of Puna, India
M.A., University of Illinois

JAMISON, Laura F. (1998)
Professor Emeritus/Sociology
and Psychology
B.S.W., University of Illinois
M.S.W., University of Illinois

JANCOLA, Angela E. (2000)
Counselor, Associate Professor/
Counseling and Advising
A.A., Parkland College
B.S., University of Illinois
M.S.W., University of Illinois

JOHNSON, Erik S. (2011)
Associate Professor/Astronomy
B.S., University of Iowa
M.S., Iowa State University

JONES, Marsh (2001)
Professor/History
B.S., University of Illinois
M.A., University of Illinois
Ph.D., University of Illinois

JONES, William (2015)
Certified Flight Instructor/Aviation
B.S., Lebanon Valley College
Airline Transport Pilot, Federal
Aviation Administration
Flight Instructor, Federal
Aviation Administration
Ground Instructor, Federal
Aviation Administration

KARCH, Adam (2013)
Associate Professor/Automotive Technology
A.A.S., Parkland College
B.S., Eastern Illinois University

KASSEM, Amin (2014)
Chief Information Officer/
Administrative Services
M.S., Northwestern University

KEIST, Jason (2014)
Instructor/Sociology
M.S.W., University of Illinois

KELLEY, David (2007)
Associate Professor/Criminal Justice
B.A., Governors State University
M.B.A., DePaul University
FBI National Academy, 199th Session

KENNETT, Tami (2011)
Associate Professor/Nursing
B.S.N., Illinois State University
M.S.N., Illinois State University

KESLER, Mark (2008)
Associate Professor/Business
B.S., University of Illinois
M.S., Eastern Illinois University

KESLER, Tamara R. (1998)
Professor/Office Careers
B.S., Eastern Illinois University (Business)
B.S., Eastern Illinois University (Education)
M.S., Illinois State University

KILAR, Jeff (2009)
Associate Professor/Hospitality Industry
B.A., University of Iowa
M.B.A., Eastern Illinois University

KLATSKY, Jennifer A. (1994)
Counselor, Professor/Counseling
and Advising
B.A., Yale University
M.A., University of California-Berkeley
M.S., University of California-Berkeley

KNOTT, Kevin (2008)
Director/Institutional Accountability,
Research & Grants
A.S., Parkland College
B.S., Illinois State University
M.S., Illinois State University
M.S., University of Illinois

KO, Jay (2002)
Associate Professor/Mathematics
B.S., University of Pittsburgh
M.S., University of Illinois

KOLB, Gerald N. (1999)
Associate Professor/Computer Science
B.A., State University of New York
College at Brockport
M.S., University of Buffalo

KRALL, Bryan (2002)
Associate Professor/Biology
A.A.S., Illinois Central College
B.S., Illinois State University
M.S., Illinois State University

KUYKENDALL, Sue A. (1992)
Professor/English
B.A., Illinois State University
M.S., Illinois State University
D.A., Illinois State University

LANDIS, Amber (2006)
Associate Professor/English
B.A., Illinois State University
M.A., University of Illinois

LARENAS, Charles (2008)
Associate Professor/Education
B.S., University of Illinois
M.S., University of Illinois

LAU, Pam (2000)
Vice President/Academic Services
B.A. (First Class Honors), National
University of Singapore
M.A., University of Chicago
Ed.D., Ferris State University

LEACH, Melissa (2002)
Associate Professor/Spanish
B.A., Illinois Wesleyan University
M.A., University of Illinois

LEAKE, David C. (1989)
Professor/Astronomy and Physics
Coordinator/Planetarium
B.S., University of Illinois
M.Ed., University of Illinois

LEAP, John W. (1983)
Professor/Engineering Science
and Electronics
B.S., Purdue University
M.S., Purdue University
Ph.D., University of Illinois

LEUSZLER, Heidi K. (1995)
Professor/Biology
B.A., Knox College
M.S., Utah State University

LITTLETON, Jody (2001)
Associate Professor/Communication
Director/Study Abroad
A.S., Lake Land College
B.A., Eastern Illinois University
M.A., Eastern Illinois University

LOBDELL, Laurie (2011)
Associate Professor/Veterinary Technology
B.A.S., Siena Heights University

LORENZ, Carl P. (1992)
Professor/Physics and Astronomy
B.S., Illinois Institute of Technology
M.S., University of Illinois
Ph.D., University of Illinois

LOVETT, Rod M. (2000)
Director/Athletics
Sports Information Director
B.S., University of Illinois
M.S., University of Illinois

MANSFIELD, James C. (1998)
Interim Department Chair/Engineering
Science and Technologies
Professor/Electronics
A.A.S., Parkland College
A.S., Parkland College
B.S., Illinois State University
Ed.M., H.R.D., University of Illinois

MARLATT, Julie (2015)
Dean of Enrollment Management/
Student Services
A.A., Heartland Community College
B.S., Illinois State University
M.Ed., Illinois State University

MARTIN, Molly (2012)
Associate Professor/Respiratory Care
A.A.S., Parkland College
B.S., Greenville College

MARTIN, Vance (2015)
Instructional Design/
Professional Development and
Instructional Technology
B.S., Illinois College
M.A., University of Illinois
Ph.D., University of Illinois

MASTERS, Rebecca (2012)
Assistant Professor/Surgical Technology
Certificate, Parkland College
B.A., Eastern Illinois University

MATTHEWS, Michelle (2012)
Assistant Professor/Nursing
A.A.S., Parkland College
B.S.N., University of Phoenix
M.S.N., Walden University

MAUNEY, Sean (2002)
Professor/Computer Science
B.S., Fresno State
M.S., Purdue University

MAY, Shelby (2014)
Adjunct Instructor/Health Professions
A.A.S., Parkland College
B.S., Illinois State University
M.S., University of Alabama

MCANDREW, Kathleen (2008)
Director/Human Resources
B.S., Eastern Illinois University
M.P.A., Governors State University

MCCLURE, Kendra (2010)
Associate Professor/Communication
B.A., Valparaiso University
M.A., Eastern Illinois University

MCMANUS, Ann M. (1998)
Associate Professor/Psychology
B.A., University of the Pacific
Certification, University of
    California-Berkeley
M.A., San Francisco State University

MEERS, Theresa (2006)
Associate Professor/Agriculture
    and Horticulture
B.S., University of Illinois
M.S., University of Illinois

MENDELOWITZ, Seth J. (1994)
Professor/English
B.A., Union College
M.A., San Francisco State University
M.A., San Francisco State University
M.A., University of Illinois

MERCER, Brian A. (1998)
Professor/Mathematics
A.S., Lake Land College
B.A., Eastern Illinois University
M.S., Southern Illinois University

MEREDITH, Ray D. (1998)
Associate Professor/English as
    a Second Language
B.A., University of Illinois
M.A., University of Illinois
Certificate of Advanced Study,
    University of Illinois

MILLS, Kimberly (2002)
Professor/Radiology
A.A.S., Parkland College
B.S., University of St. Francis
M.S., University of St. Francis

MITEVA, Valentina (2012)
Associate Professor/Biology
M.S., University of Plovdiv

MOBASSERI, Maria (1999)
Department Chair/Business/Computer
    Science and Technologies
Associate Professor/Computer Science
B.S., University of Massachusetts
M.S., University of Illinois

MOORE, John E. (1980)
Professor/Biology
B.S., Grand Valley State College
M.S., Southern Illinois University

MORRIS, Richard D. (1997)
Professor/English
B.A., University of Illinois
B.S., Eastern Illinois University
M.A., Eastern Illinois University
Ph.D., Purdue University

MYERS, Amy B. (1999)
Professor/Economics
B.A., Eastern Illinois University
M.A., Eastern Illinois University

MYLES, Rita (2000)
Associate Professor/Health Professions
A.A.S., Parkland College
B.A., University of Illinois
M.S., University of St. Francis

NDOYE, Ibrahima (2005)
Associate Professor/Humanities
    and Foreign Language
B.A., University of Dakar
M.A., University of Illinois

NICKENS, Tawanna (2000)
Dean/Adult Education and
    Workforce Development
B.S., Southern Illinois University
M.S.Ed., Eastern Illinois University

NUDELMAN, Brian (2004)
Professor/English
B.A., Florida Atlantic University
M.A., Florida Atlantic University
Ph.D., University of Southern Mississippi

O'CONNOR, Lauren (2006)
Associate Professor/English
B.A., University of Illinois
M.A., University of Illinois

OLIVERAS-HERAS, Montserrat (2004)
Associate Professor/Spanish
B.A., Universidad Central, Barcelona
M.A., University of Illinois

OMO-OSAGIE, Joseph (2006)
Counselor, Associate Professor/
    Counseling and Advising
A.A., Parkland College
B.A., University of Illinois
M.S.Ed., Eastern Illinois University

PANKAU, Kimberly (2008)
Associate Professor/Dental Hygiene
A.A.S., Parkland College
B.S., University of Saint Francis
M.A., University of Illinois, Springfield

PAPENBROK, Heidi (2003)
Associate Professor/Nursing
B.S.N., Aurora University
M.S., Rush University

PATRIQUIN, Wendy M. (1999)
Interim Department Chair/Humanities
Associate Professor/Intensive ESL
B.A., Ohio University
M.A., The American University
M.S., University of Pennsylvania

PEIDL, Shane (2012)
Associate Professor/Automotive Ford ASSET
A.A.S. Parkland College
B.S., Southern Illinois University, Carbondale
Ford Senior Master Service Engineer

PENNE, Amy (2001)
Professor/English
B.A., University of North
    Carolina at Charlotte
M.A., University of Illinois
Ph.D., University of Illinois

PHILLIPS, Sybil (2014)
Director, Chief Pilot/Aviation
B.S., University of Illinois
M.Ed., University of Illinois
Airline Transport Pilot, Federal
    Aviation Administration
Flight Instructor, Federal
    Aviation Administration
Ground Instructor, Federal
    Aviation Administration

PORTER, Adam (2014)
Instructor/Communication and Radio
B.A., Southern Illinois University
M.S., Southern Illinois University

POWERS, Theodore J. (1998)
Associate Professor/Psychology
A.S., Lincoln Land Community College
B.S., University of Illinois
M.S., University of Illinois

RAGSDALE, Carolyn J. (1994)
Professor/Surgical Technology
    Certificate, Parkland College
B.S., Eastern Illinois University
M.A., University of Illinois

RAMAGE, Tom R. (1998)
President
B.A., Governors State University
M.A. Ed. H.D., George Washington University
Ed.D., Nova Southeastern University

RANDLES, Chris (1994)
Vice President for Administrative
    Services and Chief Financial Officer
B.S., University of Illinois
C.P.A., State of Illinois
C.B.M., Association of Professional
    Business Management

REDMON, Kent D. (1985)
Professor Emeritus/Communication
A.A., Parkland College
B.S., Bradley University
M.A., Eastern Michigan University
Ed.D., Illinois State University

REILLY, Seamus J. (1999)
Vice President for Institutional Advancement
B.A., University College, Dublin
M.A., University College, Dublin
Ph.D., University of Illinois

REYNOLDS, Evelyn (2010)
Associate Professor/Social Science
B.S., Illinois State University
M.S., Illinois State University

ROBB, Ryan (2003)
Associate Professor/Agriculture
A.S., Lake Land College
B.S., University of Illinois
M.S., University of Illinois

ROBERTS, Jim (2011)
Associate Professor/Nursing
B.S., University of Saint Francis
M.S.N., Walden University

ROBERTS, Michelle (2014)
Instructor/Occupational Therapy
A.A., Holmes Junior College
B.S., Delta State University

ROBINSON, Cathy (2010)
Director/Disability Services
A.A., Central YMCA Community College
B.A., Chicago State University
M.S. Ed., Chicago State University

RODRIGUEZ, Manny (2010)
Assistant Professor/Chemistry
B.S., University of Puerto Rico
M.S., University of Illinois

RODRIGUEZ, Renato B. (1999)
Professor/Spanish
B.A., Instituto Pedagogico
   Nacional de Monterrico
Royal Society of Arts Diploma,
   University of Cambridge
M.A., University of Cincinnati

ROSS, Jonathan C. (1997)
Associate Professor/Automotive Technology
A.A.S., Parkland College
B.S., Southern Illinois University
M.S., Eastern Illinois University
ASE Certified Technician

ROUBAL, Peter (1998)
Professor/Music
B.A., University of Illinois
M.M., University of Illinois
D.M.A., University of Illinois

RUTLEDGE, Steven (2007)
Associate Professor/English
B.A., University of Illinois
M.Ed., University of Illinois
Ph.D., University of Illinois

RYAN, Daniel (2014)
FYE II Coordinator/Adjunct Instructor/
   Center for Academic Success
B.A., Southern Illinois University
Certificate, Southern Illinois University
M.P.A., Roosevelt University
M.S., Southern Illinois University
Ph.D., Southern Illinois University

RYAN, Marilyn K. (1995)
Counselor, Professor/Counseling
   and Advising
A.A., Lincoln Land Community College
B.A., University of Texas
M.S., University of Wisconsin

SADARANGANI, Umeeta (1997)
Professor/English
B.A., Cedar Crest College
M.A., Northeastern University
Ph.D., The Pennsylvania State University

SARANTAKOS, Paul W. (1995)
Professor/Criminal Justice
B.S., Central Missouri State University
M.S., Central Missouri State University
FBI National Academy, 197th Session
Advanced Certificate, University of Illinois

SATTERLEE, Jennifer L. (1998)
Professor/Reading
B.S., University of Illinois
M.Ed., University of Illinois

SCARBOROUGH, Isabel (2012)
Associate Professor/Anthropology
Ph.D., University of Illinois

SCHACHT, Katie (2014)
Counselor, Instructor/
   Counseling and Advising
M.A., University of Minnesota

SCHIRMER, Timothy G. (1997)
Professor Emeritus/Music
B.A., St. Louis University
M.M., University of Illinois
D.M.A., University of Illinois

SCHMIDT, Ellen (2014)
Executive Director/Foundation
B.A., Eastern Illinois University

SCHNARRE, Thomas (2001)
Associate Professor/English
B.S., Eastern Illinois University
M.A., Eastern Illinois University

SCHOLZE, Bobbi (2006)
Dean/Health Professions
B.S.N., Villa Maria College
M.S.N., University of Pittsburgh

SCHRUMPF, Nancy E. (1988)
Professor Emeritus/Accounting
B.S., University of Illinois
M.A.S., University of Illinois
C.P.A., State of Illinois

SCHUDEL, Marc (2009)
Assistant Professor/Networking
A.A.S., Parkland College

SCHULTZ, James Robert (1999)
Professor/Industrial Technology
A.A., Rend Lake College
A.A.S., Southern Illinois University
B.S., Southern Illinois University
M.S., Southern Illinois University

SCHWABAUER, Carolyn (2009)
Associate Professor /Reading
B.A., Augustana College
M.L.D., Saint Mary of the Woods

SEIF, Denise (2004)
Associate Professor/Art and Design
B.F.A., University of Illinois
M.A., Eastern Illinois University
M.F.A., Kent State University

SEIM, Madeline (2008)
Associate Professor/Respiratory Care
B.A., Eastern Illinois University
M.S., Eastern Illinois University

SELLERS, Kelly D. (1997)
Professor/Computer Information Systems
B.A., University of Washington
M.B.A., University of Washington

SHAW, Peggy (2007)
Associate Professor/Art and Design
B.F.A., University of Illinois
M.F.A., Art Institute of Chicago

SHEAHAN, John (1994)
Director, Professor/Counseling and Advising
B.A., Quincy College
M.S., Illinois State University

SHI, Jing (2007)
Access Service Librarian, Associate
   Professor/Library
M.S., University of Illinois
M.A., Hebei Normal University, China

SHOAF, Curtis (2001)
Associate Professor/Physics
B.S., University of Illinois
M.S, University of Illinois

SIECHEN, Scott (2008)
Interim Department Chair/Natural Sciences
Associate Professor/Biology
B.A., Indiana University
Ph.D., University of Illinois

SMITH, Brian (2000)
Associate Professor/Mathematics
B.S., Truman State University
M.S., Purdue University

SMITH, Jane (2006)
Information Services/Instruction Librarian
Associate Professor/Library
M.L.I.S., Dominican University

SMITH, Judy (2010)
Associate Professor/Accounting
B.A., University of Oklahoma
M.A., Southern Illinois University

SMITH, Leslie (2003)
Associate Professor/Mathematics
B.S., University of Illinois
M.S.T.M., University of Illinois

SOLA, Travis (2008)
Associate Professor/Psychology
B.S., Grand Valley State University
M.A., University of Illinois

SONNICHSEN, Laura (2001)
Professor/Chemistry
B.A., Oberlin College
Ph.D., University of California, Los Angeles

SPADING, Michele (2007)
Assistant Dean, Student Affairs/
    Health Professions
B.S.N., University of Iowa
M.S.N., University of Illinois

SPENCER, Sandra L. (1994)
Director/Career Center
B.S., Eastern Illinois University
M.Ed., Eastern Illinois University

STALTER, Catherine (2002)
Interim Dean/Career and Technical Education
A.A.S., Parkland College
B.A., Eastern Illinois University

STEPHENS, Christopher (2004)
Assistant Professor/Automotive
    Collision Repair
ASE Master of Collision Repair
I-CAR and Refinish Certification
GM and Chrysler Collision Certification
DuPont Finish Certification

STEWART, Nathan (2014)
Faculty Fellow/Fine and Applied Arts
B.S., Illinois State University
M.S., Illinois State University

STOLZ, Joan (2001)
Associate Professor/Art and Design
B.A., University of Maryland
M.F.A., Maryland Institute College of Art

SUTTON, Nancy (2006)
Dean/Arts and Sciences
Associate Professor/Communication
B.A., Millikin University
M.S., Southern Illinois University
Ed.D, Ferris State University

TALLEUR, Donald (2015)
Certified Flight Instructor/Aviation
Professional Pilot Curriculum Certificate
B.S., University of Illinois
M.S., University of Illinois
Airline Transport Pilot, Federal
    Aviation Administration
Flight Instructor, Federal
    Aviation Administration
Ground Instructor, Federal
    Aviation Administration

TANNER-HAROLD, Donna (2001)
Counselor, Associate Professor/Counseling
and Advising
B.S., University of Illinois
M.S., Eastern Illinois University

TAYLOR, Carrie (2008)
Associate Professor/Psychology
B.S., University of Illinois
M.A., University of Illinois

THUROW, Lawrence L. (1995)
Professor Emeritus/Agriculture
A.A.S., Joliet Junior College
B.S., Western Illinois University
M.S., University of Illinois

TRAME, Michael (2013)
Vice President/Student Services
B.A., University of Illinois
M.S., University of Illinois

TURNER, Marietta (2008)
Dean/Student Services
B.A., University of Illinois-Chicago
M.A., Governors State University

URBAN, Ken J. (1997)
Professor/Computer Science
B.S., University of Albany
M.S., College of William and Mary
M.C.S., University of Illinois

VERSTRAT, Patricia (2004)
Professor/English
B.A., Northern Michigan University
M.A., Northern Michigan University
Ph.D., Washington State University

VICEK, Jeffery (2004)
Associate Professor/Economics
B.A., Eureka College
M.S., University of Illinois

WALBURG, Gregory (2004)
Associate Professor/Construction
    Design and Management
B.S., Michigan State University
M.S., Purdue University
Ph.D., Purdue University

WALLS, Gina D. (1994)
Professor/Sociology
A.B., University of Illinois
M.A., Illinois State University
Ph.D., University of Illinois

WALWIK, Joseph (2009)
Department Chair/Social Sciences
    and Human Services
Associate Professor/History
Ph.D., The American University

WARREN, Chris (2004)
Associate Professor/Kinesiology
A.S., Parkland College
B.A., Concordia University
M.S., University of Illinois

WARREN, James (2014)
Certified Flight Instructor/Aviation
B.S., University of Illinois
Commercial Pilot, Federal
    Aviation Administration
Flight Instructor, Federal
    Aviation Administration

WATKIN, Anna Maria (1999)
Director/Library
B.A., Stourbridge College of Technology
    and Art, United Kingdom
M.F.A., Illinois State University
M.L.S., University of Illinois

WATT, Matthew (2005)
Associate Professor/Art and Design
B.F.A., Eastern Michigan University
M.F.A., Savannah College of Art and Design

WEISHAR, Julie (2001)
Interim Department Chair/
    Fine and Applied Arts
Associate Professor/Communication
A.A., Triton College
B.A., Rosary College
M.A., University of Illinois-Chicago

WELTER, Steve (2002)
Associate Professor/Accounting
B.S., University of Iowa
M.S., Illinois State University
M.B.A., University of Illinois

WENDT, Tim (2002)
Director/Enrollment Services
A.S., Spoon River College
B.S., Western Illinois University
M.B.A., Eastern Illinois University

WEST, Lawrence (2015)
Certified Flight Instructor/Aviation
A.S., Lincoln Land Community College
B.A., University of Illinois
Commercial Pilot, Federal
    Aviation Administration
Flight Instructor, Federal
    Aviation Administration
Ground Instructor, Federal
    Aviation Administration

WHITLOCK, Greg (2002)
Professor/Philosophy
B.A., University of Illinois
M.A., University of Texas
Ph.D., University of Texas

WILDING-MARTIN, Erin (2001)
Professor/Mathematics
B.S., Illinois College
M.S., University of Illinois
Ph.D., University of Illinois

WILLIAMS, Deanna J. (2005)
Associate Professor/English Composition
B.A., Truman State University
M.A., University of Illinois

WILLIAMS, Lori J. (1995)
Professor/English
B.A., Kentucky Wesleyan College
M.A., Indiana University
Ph.D., Indiana University

WILSON, Andrew (2002)
Associate Professor/Mathematics
B.S., Illinois College
M.A., St. Louis University

WILSON, David L. (2001)
Professor/Computer Science
A.A.S., Parkland College
B.A., Eastern Illinois University
M.S., Eastern Illinois University

WILSON, David M. (2004)
Associate Professor/Chemistry and Biology
B.A., Mount Vernon Nazarene University
M.S., University of Illinois

WIRTH, William (2007)
Associate Professor/Welding
A.S., City College of Chicago
B.S., State University of New York
M.Ed., University of Illinois
American Welding Society,
    Certified Welding Educator
Certified Welding Inspector

WOODS-STAHLER, Nikki (2004)
Associate Professor/Mathematics
B.A., Eastern Illinois University
M.A., Eastern Illinois University

WRAY, Patricia (2008)
Associate Professor/Nurse Assistant
A.A.S., Parkland College
M.S., Walden University

YOUNG, Paul (1999)
Professor/Graphic and Web Design
B.F.A., University of Illinois
M.Ed., University of Illinois

ZHAO, Ruijie (2010)
Associate Professor/English
Ph.D., Bowling Green State University

ZIEGLER, Mark (2000)
Assistant Professor/Diesel Power
    Equipment Technology
John Deere, Massey Ferguson,
    Pixall Harvester, Hyster, and
    Deutz Allis Training Schools

ZYCH, Carmen (2006)
Associate Professor/Nursing
A.A.S., Parkland College
B.S., University of Illinois
M.S., University of Illinois

# Professional Support Staff

*Date in parentheses indicates first year of full-time appointment at Parkland College.*

ADKISSON, David (2015)
Technical Support Specialist/Aviation

ALBRECHT, James (2006)
Coordinator Accessibility Services/
    Office of Disability Services
B.F.A., Savannah College of Art and Design
M.S., Capella University

ALMENAS, Nilsa (2005)
Head Teacher/Child Development Center

ANDERSON, David (2009)
Program Manager/Engineering
    Science and Technologies
A.A., Parkland College
B.S., Illinois State University

ANDERSON, Gail (2005)
Coordinator/Testing Center Natural Sciences
A.A.S., Parkland College
B.S., University of Illinois

BAILEY, Tara (2003)
Assistant Director/Child
    Development Center A.A.,
Parkland College
B.S., Eastern Illinois University
M.S., Eastern Illinois University

BAKER, Phoebe (2012)
Cook/Child Development Center

BALES, Cindy A. (1993)
Administrative Assistant/Social
    Sciences and Human Services

BARBEE, Li (2008)
Administrative Assistant/Humanities
A.S., Parkland College

BARBEE, Steve (2002)
Network Specialist/Campus Technologies
A.A.S., Parkland College

BARNES, Joyce (2004)
Custodian/Physical Plant

BARTLEY, Shannan (2016)
Assistant Teacher/Child Development Center

BEACHY, Richard (2004)
Communications Wiring Specialist/
    Campus Technologies

BENNER, Myriah (2006)
Academic Advisor/Counseling and Advising
A.A.S, Parkland College
B.S., Greenville College
M.S., Eastern Illinois University

BENNETT, Stacey L. (1999)
Financial Aid Associate/Financial
    Aid A.S., Parkland College
B.S., Eastern Illinois University

BIELERT, Ray (2006)
Mail Services Coordinator/Print
    Shop and Mail Room Services
A.A., Parkland College Certificate,
    Parkland College
B.A., Eastern Illinois University

BIELMEIER, Robert (2015)
Financial Aid Assistant/Financial Aid

BIRKY, Joshua (2009)
Program Manager/Grants and Contracts
B.S., University of Illinois

BLAIR, Frank D. (1993)
Access Services Assistant II/Library

BRADLEY, Steven (2005)
Custodian/Physical Plant

BRANTLEY, Lisa (2009)
Technical Assistant and Acquisitions/
    Library B.A., Eastern Illinois University

BRYANT, Linda (2010)
Painter/Physical Plant

BUCHANAN, Tyra (2011)
Associate/Admissions and Records

BURNER, Kathleen F. (1999)
Web Content Manager/Marketing
    and Public Relations
A.A., Parkland College

BYERS, LeeAnne (2014)
Biology Lab Manager/Natural Sciences
A.S., Spoon River College
B.S., Western Illinois University
M.S., University of Illinois

CAMPBELL, Carolyn (2013)
Custodian/Physical Plant

CARLSON, John (2013)
Security Patrol Officer/Public Safety
M.B.A., Keller Graduate School
    of Management

CARPENTER, Cole (2015)
Groundskeeper/Physical Plant

CATLIN, Renee (2002)
Assistant/Dental Clinic

CHAPMAN, Kena Jo (2004)
Chemistry Lab Manager/Natural Sciences
B.S., Eastern Michigan University
B.S., University of Wisconsin
M.S., Newman University

CHEPAN, Beth (2005)
Credentials Analyst/Admissions and Records
A.A., Parkland College
B.A., Eastern Illinois University

CLER, Michelle (2000)
Assistant/Athletics
Certificate, Parkland College
A.A., Parkland College

COLEMAN, Stephanie (2007)
Academic Advisor/Counseling and Advising
A.A.S., Illinois Central College
B.S., Southern Illinois University
M.S. Ed. Eastern Illinois University

COSTELLO, Lisa (2004)
Director/Art Gallery/Fine and Applied
    Arts B.F.A., University of Illinois
M.F.A., Cranbrook Academy

COULTER, Michael K. (1998)
Instructional Technology Specialist/
    Professional Development and
    Instructional Technology
B.A., Eastern Illinois University

COUNTER, Brian (2007)
Senior Research Analyst/ Institutional
    Accountability and Research
B.S., University of Illinois

COUNTER, Ruthie (2003)
Staff Writer/Marketing and Public Relations
B.A., Butler University
M.S., Franklin University

CROOK, Thomas P. (1986)
Associate/Admissions and Records
    A.A.S., Parkland College

CROWLEY, Jason (2009)
Groundskeeper/Physical Plant

CUPPERNELL, Rebecca (2007)
Telecommunicator/Public Safety

CUSHMAN, Richard (1993)
Groundskeeper/Physical Plant

DANNENFELDT, Sean (2007)
Operations Manager/Arts and Sciences
B.A., University of Illinois
M.Ed., University of Illinois

DAVIDSON, Kathleen R. (1983)
Nursing Lab Assistant/Nursing
B.S., South Dakota State University

DELANEY, Rachel (2013)
Administrative Assistant/Health Professions

DENSMORE, Aimee (2002)
Academic Scheduler/ Institutional
    Accountability and Research
A.S., Olney Central College
B.A., Eastern Illinois University

DILLER, Bryan S. (1994)
Network Specialist/Campus Technologies
A.A.S., Parkland College

DILLMAN, David G. (1999)
Shop Manager/Fine and Applied Arts
A.A., Parkland College
B.F.A., University of Illinois
M.F.A., University of Illinois

DRAKE, Robert W. (2001)
Technical Support Specialist/
    Campus Technologies
A.S., Parkland College
B.S., Eastern Illinois University

EASTIN, Haiti C. (1995)
Advisor/Financial Aid
B.S., Eastern Illinois University

EBY, John (2000)
Program Manager/Community Education
B.F.A., Illinois Wesleyan University
M.F.A., University of Illinois

EHMANN, Kathryn L. (1999)
Technical Support Specialist/
    Campus Technologies
A.A.S., Parkland College
B.A., Eastern Illinois University

ESTOCK, Sara (2015)
Wellness Coordinator/Student Life
B.S., University of Illinois

EVANS, Wendy (2015)
Aviation Program Recruiter/Aviation

FARMER, David (2011)
Custodian/Physical Plant

FIGUEROA, Anthony (2012)
Academic Monitor/Athletics

FOLLOWELL, Beth M. (1979)
Senior Computer Operator III/
    Campus Technologies
Certificate, Parkland College

FORAN, Debbie (2007)
Testing Center Clerk/Natural Sciences
B.A., University of Illinois

FOSTER, Chris (2007)
Program Manager/PCTV
A.A., Parkland College
B.A., Eastern Illinois University
M.A., Eastern Illinois University

FRAZIER, Towanda (2003)
Custodian/Physical Plant

FREDERICK, Susan (1995)
Office Assistant/Counseling and Advising

FRIEDMAN, Lori A. (1998)
Systems Analyst/Campus Technologies
A.A.S., Parkland College

GARCIA, David (2013)
Fitness Center Director/Athletics

GARDNER, Johnathan (2013)
Systems Analyst/Campus Technologies
A.G.S., Parkland College
A.S., Parkland College

GARNER, Jill (2009)
Administrative Assistant/Business/
    Computer Science and Technologies
Certificate, Parkland College
A.A.S., Parkland College
B.S., Eastern Illinois University
M.S., Eastern Illinois University

GEIKEN, Deane (2014)
WPCD Radio Director/Fine and Applied Arts
A.A.S., Parkland College
B.S., Illinois State University

GIBONEY, Lee (2014)
Custodian, Physical Plant

GOLDENSTEIN, Susan (2004)
Administrative Assistant/Foundation
A.S., Parkland College
B.S., Eastern Illinois University

GOOD, Dawn (2005)
Advisor/Financial Aid
A.G.S., Parkland College

GROOT, Alison (2010)
Research Analyst/ Institutional
    Accountability and Research
B.A., University of Notre Dame
M.A., University of Illinois

GROSSER, Rebecca (2007)
Graphic Designer/Marketing
    and Public Relations
A.A.S., Parkland College
B.S., University of Illinois
M.S., University of Illinois

GUYMON, Mark S. (1995)
Network Specialist/Campus Technologies
A.A.S., Parkland College
B.S., University of Illinois

HALL, Debra (2000)
Accounts Receivable Accountant/
    Business Office

HAMOR, Marcia D. (1994)
Payroll Accountant/Business Office
B.A., University of Missouri

HANTLE, Amber (2015)
Lab Assistant/Veterinary Technology

HARRIS, Carrie (2000)
Career Counselor/Career Center
A.A.S., Parkland College
B.S., Eastern Illinois University
M.S., Eastern Illinois University

HARRIS, Donnita (2007)
Administrative Assistant/Arts and Sciences
B.A., Eastern Illinois University
M.S., Eastern Illinois University

HARRISON, Thomas (2013)
Groundskeeper/Physical Plant

HARTMAN, Sarah (2012)
Admissions Advisor/Admissions and Records

HAWTHORNE, Julie (2013)
Advisor/Financial Aid

HEATH, Natalie (2014)
Selective Admissions Associate/
    Admissions and Records

HENDERSON, Phyllis (1995)
Bookkeeper/Accountant/Business Office
A.A.S., Parkland College
B.A., Eastern Illinois University

HENDERSON, William "Andy" (2014)
Printing Services Assistant/Reprographics

HERGES, Derek (2012)
Carpenter/Physical Plant

HEWING, Beth (2010)
Assistant/Assessment Center
A.S., Parkland College
B.S., University of Illinois

HINTON, Cyndia (2009)
Program Manager/Business/Computer
    Science and Technologies
A.A.S., State Technical Institute of Memphis
B.A., Eastern Illinois University
M.S., Eastern Illinois University

HOLY, Patrick (2001)
Systems Analyst/Campus Technologies
A.A.S., Parkland College

HOOKER, Anthony (2013)
Advisor/Adult Re-Entry/
    Admissions and Records

HULS, Jim (1997)
Technical Support Specialist/
    Campus Technologies

HUTCHCRAFT, Tim (2008)
Manager/Instructional Materials
    Center A.G.S., Parkland College
B.A., New York University
M.A., New Mexico State University

JACKSON, Christopher (2015)
International Student Services Advisor/
    Admissions and Records

JOHNSON, Donnie (2013)
Research Analyst/Institutional
    Accountability and Research

JOHNSON, Eric (2011)
Custodian/Physical Plant

JOLLEY, Courtney (2013)
Systems Manager/ Bookstore

JONES, Jacqueline (2003)
Custodian/Physical Plant

JONES, Susan (2001)
Academic Development Specialist/
    Center for Academic Success
B.S., Frostburg State College
M.Ed., Loyola College

KACZOR, Dennis (1999)
Credentials Analyst/Admissions and Records
B.A., University of Alabama
M.A., University of New Mexico

KAGAWA, Laura (2014)
Assistant, Financial Aid
B.S., Illinois State University

KERR, Kasey (2007)
Technical Support Specialist/
    Campus Technologies
A.A.S., Parkland College

KING, Pamela (2004)
Access Services Assistant II/Library
B.A., DePaul University

KUMLER, Sandra L. (1999)
Academic Scheduler/ Institutional
    Accountability and Research
A.A.S., Parkland College

LAUMANN, Theresa (2015)
High School Outreach Coordinator/
Assessment
B.S., University of Illinois

LEE, Larry W. (1994)
Groundskeeper/Physical Plant

LEWIS, Edward (2002)
Custodian/Physical Plant

LIKE, Albert (2002)
Custodian/Physical Plant

LUCAS, Iris (2015)
Custodian/Physical Plant

LYNE, Lisa (2008)
Program Manager/Dual Credit

MAGEE, Matthew (2014)
Technical Support Specialist/
    Campus Technologies

MANN, Richard (2001)
Network Engineer/Illinois Century Network

MARTIN, Karen (2009)
Purchasing Agent/Business Office
B.A., St. Leo University

MATTHEW, Maret (2011)
Assistant/Career Center
A.A.S., Parkland College
B.S., Eastern Illinois University

MATTHEWS, Sharon (1988)
Secretary/Marketing and Public Relations

MAXWELL, John D. (1994)
Groundskeeper/Physical Plant

MAXWELL, John L. (2009)
Custodian/Physical Plant

MCBRIDE, Melinda (2012)
Head Teacher/Child Development Center

MCCLAIN, Mark (2001)
Technical Support Specialist/
    Campus Technologies

MCCLUSKY-GILBERT, Jessie (2011)
Program Manager/Business Training

MCCULLY, Waylena (2000)
Production Designer/Planetarium
B.A., University of Toledo

MCDOWELL, Mark-Saint (2002)
Advisor/TRiO-Student Support Services
B.S., University of Illinois
Ed.M., University of Illinois

MCGINNESS, Patrick (2015)
Operations Assistant/Business Training
A.A., Parkland College

MCGOWAN, Ian (2011)
Custodian/Physical Plant

MCGOWN, Julie B. (1991)
Foundation and Alumni Relations
    Manager/Foundation
B.A., Eastern Illinois University

MEECE, Julie K. Shumate (1991)
Administrative Assistant/
    Counseling and Advising
Certificate, Parkland College

MEILIKE, Sarah (2013)
Administrative Assistant/Library
A.A., Parkland College

MINNECI, Tanino (2010)
Student Development Advocate/
    Center for Academic Success
B.A., University of Illinois
M.S.W. New York University

MINYARD, Sarah (2007)
Administrative Assistant/Student Life
A.A.S., Parkland College

MITCHELL, Kristin (2015)
Associate/Admissions and Records

MORGAN, Brian (2015)
Theatre Facilities Director/
    Fine and Applied Arts
B.F.A., University of Illinois
M.F.A., University of Illinois

MUNSTER, Melissa (2015)
Assistant Teacher/Child Development Center

MURBARGER, Patricia (2008)
Advisor/Financial Aid
B.S. Eastern Illinois University
M.Ed. DePaul University

MURPHY, Molly (2004)
Assistant Director/Center for Excellence
    in Teaching and Learning
B.A., University of Missouri

MURPHY-LUCAS, Christine (2011)
Administrative Assistant/Engineering
    Science and Technologies

MURRAY, Kristen (2007)
Secretary/Disability Services

NESBITT, LaTasha (2016)
Advisor/TRiO-Student Support Services

NEWTON, Antwanette (2009)
International Student Academic
    Advisor/ Counseling and Advising
A.A., College of the Desert
B.A., California State University
    San Bernardino
M.S., University of Illinois

OHLSSON, Brooke (2011)
Program Manager/Business Training

PAINTER, Jared (2010)
Carpenter/Physical Plant

PARENT, Linda K. (1983)
Systems Analyst/Campus Technologies
A.A.S., Parkland College
A.A., Parkland College
B.S., University of Illinois

PATRICK, Angela (2011)
Operations Assistant/Business Training

PATRICK, Eric (2014)
Operations Assistant/Business Training

PATTERSON, Richard (2004)
Computer Operator I/Campus Technologies
Certificate, Community College of the USAF

PAYTON, Darrell (1999)
Custodian/Physical Plant

PEIRCE, Jonathon (2013)
Technical Support Specialist/Business/
    Computer Science and Technologies
Certificate, Parkland College

PIERCE, James D. (1999)
Systems Programmer/Campus Technologies
A.A.S., Danville Area Community College
B.S., Eastern Illinois University
Graduate Certificate, Eastern
    Illinois University
M.S., Eastern Illinois University

POWELL, Andy L. (1999)
Custodian/Physical Plant

PROBASCO, Debra (2001)
Program Assistant/Community Education
A.A.S., Parkland College

PRZYGODA, Megan (2015)
Administrative Assistant/Career
and Technical Programs

REED, Dianne R. (1994)
Telecommunicator/Public Safety

REYNOLDS, Cindy (2011)
Operations Assistant/Planetarium
A.A.S., Parkland College

RICHARDSON, Melvin (2008)
Custodian/Physical Plant

RICHARDSON, Robert (2008)
Applications Analyst/
Professional Development and
Instructional Technology
A.A.S., Lake Land College

RITTENHOUSE, Molly (2008)
Administrative Assistant/Health Professions
A.G.S., Parkland College

ROBERTS, Joni (2006)
Administrative Assistant/
Campus Technologies
Certificate, Parkland College
A.A.S., Parkland College

ROCHA, Karen (1998)
Administrative Assistant/Natural Sciences

ROMITO, Jennifer (2010)
Associate/Admissions and Records
A.A.S., Parkland College

ROTHWELL, Randy (1999)
Academic Advisor/Counseling and Advising
A.S., Danville Area Community College
B.S., Illinois State University
M.S., Eastern Illinois University

ROWLAND, R.J. (2010)
Program Manager/HCCTP
A.A.S., Parkland College

SANDLER, Chaya (2014)
Activities Program Manager/Student Life
B.A., University of Illinois
Ed.M., University of Illinois

SCHARLOW, Kate (2014)
Telecommunicator/Public Safety

SCHREIBER, Susan (1991)
Operations Assistant/Center
for Academic Success
B.S., Bradley University

SCHUTTE, Brian (2011)
Advisor/Admissions and Records
A.A.S., Parkland College
B.A., Western Illinois University

SEAY, Glennis (2006)
Custodian/Physical Plant

SEIDEL, Hayden (2014)
Clerk/Bookstore

SEIDEL, Phaedra (1992)
Assistant/Assessment Center

SHORT, Scott C. (1990)
Maintenance Worker/Physical Plant

SMELTZER, Sarah (2015)
Research Analyst (Title III)/Institutional
Accountability and Research
M.A., Minnesota State University

SMITH, Cynthia (2004)
Program Manager/Arts and Sciences
A.A.S, Parkland College
A.A.S, Parkland College

SMITH, Gary (2009)
Custodian/Physical Plant

SMITH, Gwen (2007)
Administrative Assistant/Arts and Sciences
A.A.S., Community College of the Air Force
A.A.S., Parkland College
B.S., Eastern Illinois University

SMITH, Mary Kay (1999)
Student Services Advisor/
Admissions and Records
B.S., University of Illinois
M.S., Eastern Illinois University

SOMERS, Jennifer (2005)
Head Teacher/Child Development Center
A.A.S., Parkland College

SORENSEN, Clark (2016)
Administrative Assistant/Institute of Aviation

SQUARE, Gregory L. (1991)
Academic Advisor/Counseling and Advising
A.A., Parkland College
B.S., Illinois State University
M.B.A., Regis University
Certificate, University of Illinois

STALVEY, Keith D. (1988)
Custodian/Physical Plant

STIERWALT, Derek (2004)
Maintenance Technician HVAC/
Plumber /Physical Plant
A.A.S., Parkland College

STIERWALT, Peggy (2016)
Advisor/TRiO-Student Support Services

STOERGER, John E., Jr. (1986)
Maintenance Technician, HVAC/Physical Plant
Certificate, Lennox Training School
Certificate, Copeland Service
Seminar Certificate, Liebert
Service Certification, MACS

STONE, Sara (2003)
IT Service Desk Coordinator/
Campus Technologies
B.F.A., University of Illinois

STOUT, Virginia (1979)
Technical Services Assistant/Library
Certificate, Parkland College

STRACK, John (2002)
Maintenance Worker/Physical Plant

STRATER-PRICE, Gwen B. (1990)
Grants Accountant/Business Office
A.S., Parkland College
B.S., Eastern Illinois University

TALBOTT, Karen (2015)
Assistant Teacher/Child Development Center
A.S., Parkland College

TAYLOR, Anita (1998)
Office Assistant/Center for
Academic Success
A.S., Parkland College
B.A., Eastern Illinois University

TAYLOR, Anthony (2005)
Custodian/Physical Plant

TAYLOR, Kristina M. (1998)
Advisor/Financial Aid
B.A., Eastern Illinois University
M.S.Ed., Eastern Illinois University

TAYLOR, Larry (1999)
Academic Advisor/Center for
Academic Success
A.S., Parkland College
B.A., Eastern Illinois University
M.S.Ed, Eastern Illinois University

THOMAS, Julie (1994)
Secretary/Physical Plant

THOMPSON, Randy (2014)
Custodian/Physical Plant

THOMPSON, Richard S. (1995)
Coordinator of Multi Media Systems/
Campus Technologies
B.A., Columbia College

THORMAN, Kevin (2008)
Groundskeeper/Physical Plant

TIEDEMANN, Mary Ann (2000)
International Student Services Advisor/
Admissions and Records
A.A.S., Parkland College
B.S., University of Illinois
M.S.Ed., Eastern Illinois University

TOLSTON, Eric (2010)
Custodian/Physical Plant

TRIMBLE, Carrie (2009)
Benefits Associate/Human Resources
B.A., Western Illinois University
M.B.A., Western Illinois University

VALENTINE, Debra (1995)
Head Teacher/Child Development Center
A.A.S., Parkland College
B.A., Eastern Illinois University

WALKER, Brian (2012)
Custodian/Physical Plant
Certificate, Parkland College
A.A.S., Parkland College

WARE, Gloria (2013)
Custodian/Physical Plant

WENDT, Lori L. (2000)
Online Support Specialist/
    Professional Development and
    Instructional Technology
A.A.S., Spoon River College
B.S., Western Illinois University
M.B.A., Eastern Illinois University

WHITE, Michelle (2002)
Technology Specialist/
    Admissions and Records
A.A.S., Parkland College
B.A., Eastern Illinois University

WHITLEY, Steve (2004)
Custodian/Physical Plant

WILDER, William L. Jr. (2000)
Maintenance Electrician/Physical Plant

WILSON, Jesse (2012)
Custodian/Physical Plant

WINSTON, Johnny (2013)
Custodian/Physical Plant

WINTER, Benjamin (2000)
Network Engineer/Illinois Century Network

WORBY, Lillian (Lily) (2013)
Grants Specialist/Grants and Contracts

WYATT, Bonnie (2015)
Telecommunicator/Public Safety

YOHNKA, Peggy (1996)
Administrative Assistant/Learning Support
Certificate, Parkland College

YOUNG, Andrea Y. (1999)
Grants Coordinator/Workforce Development
B.S., University of Houston

ZAVALA, Danielle (2015)
Assistant/Disability Services

ZIEGLER, Greg (2014)
Clerk/Bookstore

## Confidential Staff

*Date in parentheses indicates first year of
full-time appointment at Parkland College.*

BAZZELL, LeAnn (2005)
Administrative Assistant/Vice
    President for Academic Services
A.A.S., Parkland College

BLACKFORD, Deanna (2015)
Payroll Manager/Business Office
B.A., Carthage College

BROOKS, Doug (2001)
Associate Director, Network Support
    Services/Campus Technologies

BURGESS, Bonita L. (1989)
Lieutenant/Associate Director/Public Safety
B.A., Eureka College

BURNS, Troy (2009)
Manager of Building and
    Grounds/Physical Plant

DONSBACH, David (2008)
Controller/Business Office
B.S., University of Illinois
M.B.A., University of Illinois

GARRETT, Krystal (2013)
Administrative Assistant/Vice
    President for Student Services

GREEN, Gordon D. (1994)
Associate Director, Programming Support
    Services/Campus Technologies
B.S., Illinois State University

JACOBSON, Martha (2013)
Employee Relations Coordinator/
    Human Resources
A.A.S., Parkland College

KEMNA, Nancy (1996)
Director/Child Development Center
B.S., University of Illinois
M.Ed., National-Louis University

KIEST, Diane M. (1985)
Manager/Bookstore

LEWIS, Melanie (2002)
Benefits Coordinator/Human Resources
A.S., Parkland College
B.S., University of Illinois

LYTEL, Pamela M. (1992)
Associate Director/Financial Aid
    Certificate, Parkland College
A.A.S., Parkland College
B.A., Eastern Illinois University

MACEDO, Connie L. (1998)
Associate Director, Technical Support
    Services/Campus Technologies
A.A.S., Parkland College
B.A., Eastern Illinois University
M.S., Eastern Illinois University

MCNAUGHT, Rebecca (2015)
Director of Portfolio and Project
    Management/ Campus Technologies
M.B.A., University of Illinois

MOREFIELD, Joyce (2009)
Custodial Supervisor/Physical Plant

ROTZOLL, Jason (1999)
Associate Director/Admissions and Records
A.A., Parkland College
B.S., Illinois State University
M.Ed., University of Illinois

SANDERS, Nichalas (2015)
Associate Director/Admissions and Records
B.A., Eastern Illinois University
M.S., Eastern Illinois University

VALENTINE, Hilary (1997)
Manager, Creative Services/
    Marketing and Public Relations
B.A., University of Illinois

WECKHORST, David (2007)
Manager/Print and Mail Services
A.A.S., Parkland College
B.S., Eastern Illinois University
Certificate, Parkland

WILLAMON, Nancy (1999)
Assistant to the President/Board of Trustees

WILSON, Cynthia (2000)
Administrative Assistant/Vice President
    for Institutional Advancement
Certificate, Parkland College

ZEEDYK, Betty J. (1999)
Benefits Manager
A.A., Parkland College
B.S., University of Illinois
Certified Financial Planner, C.F.P.®
Certified Retirement Services
    Professional, C.R.S.P.

## Public Safety Staff/Police

*Date in parentheses indicates first year of
full-time appointment at Parkland College.*

ALFONSO, John Paulo (2014)
Police Officer

BERMINGHAM, Benjamin (2008)
Police Officer
B.A., Eastern Illinois University

BOLTINGHOUSE, Benjamin (2013)
Police Officer
B.A., University of Illinois

BRAND, Jacob (2008)
Police Officer
A.S.A, Olney Central College

CORRAY, Angela D. (2001)
Police Sergeant

DAMERON, David B. (2009)
Police Officer
B.A., University of Illinois

FAVOT, Tom (2012)
Police Officer

FRICHTL, Duane F. (1991)
Police Sergeant

GRANITZ, Scott (2015)
Police Officer

KOPMANN, Matthew (2008)
Police Sergeant
A.A.S., Parkland College

OSTERHOLT, Drew (2014)
Police Officer
B.S., Illinois State University

PING, Jared P. (2009)
Police Officer
Certificate, Parkland College
A.A.S., Parkland College

# Career Program Advisory Committees

## Accounting

Vanessa Bechtel
Director
Clifton Larson Allen LLP
Champaign

Temetra Jones
Billing Manager
Health Alliance Medical
    Plans, Inc.
Urbana

Jim Eisenmenger
Partner
Martin, Hood, Friese and
    Associates, LLC
Champaign

Nick Elder
System Director
Education for Employment
    System 330
Champaign

Amy Hoose
Area Manager
Trillium
Danville

Patrick Patterson
Controller and Senior Acct.
    VP, Office of Business
    and Financial Services
University of Illinois
Urbana

Dan Setters
Enrolled Agent/ABA
Accounting Plus Tax
    Solutions, Inc.
Champaign

Lori Stewart
Corporate Director
    Retail Accounting
Supervalu
Champaign

Lynette Strode
Senior VP Dir. Financial
    Reporting
First Busey Corp.
Champaign

## Agriculture

Crystal Allen
Homer

Steve Ayers
University of Illinois Extension
Champaign

Harry Brokish
Station Manager
Ag Reliant Genetics, LLC
Ivesdale

Joe Cannon
Illini FS
Camargo

Terry Cummings
Monticello

Marvin Finfrock
Student
Kenny

Fred Kolb
Professor
University of Illinois
Urbana

Megan Mumm
Farmer
White Heath

Jason Rust
Farmer
Buckley

Vernon Rutledge
Sales Representative
AgroChem West
Saybrook

Dave Shenaut
Technical Support
Monsanto, Inc.
Mahomet

Shelby Weckel
Student
Illinois State University
Urbana

## Automotive

Peter Alexander
Owner
Peter B's Automotive
Urbana

Ernie Jacobson
Service Manager
Worden-Martin
Champaign

Nick Elder
Dir., Champaign/Ford Educ.
    for Employment System
Regional Office of Education
Rantoul

Phil Mohr
Manager
Car Quest
Champaign

Brian McDonald
Owner
Myler Automotive
Champaign

Kevin O'Donnell
Service Manager
Sullivan-Parkhill
Champaign

Rose Russell
Service Advisor
Sullivan-Parkhill
Urbana

Wayne Weber
General Manager
Worden-Martin, Inc.
Champaign

## Automotive Collision Repair

Brian Perino
Executive Director
Collision Revision
Champaign

Lee Blank
Executive Director
Collision Revision
Champaign

Fred Lopez
Sherwin-Williams

Scott Miller
Owner
Fifth Dimension Collision Repair
Champaign

Keith Pillischafske
Collision Manager
Sullivan Parkhill
Champaign

Steve Schmidt
Research Administrator
State Farm Insurance
Bloomington

Tim Tatman
Regional Manager
Tatman's Collision Repair
Champaign

## Automotive/Ford ASSET

Bob Coleman
Roesch Ford
Bensenville

Karl Crapse
Rick Ridings Ford-Mercury
Monticello

Rick Elliott
Ford Motor Company
Downers Grove

Ryan Friis
Ford Motor Company
Downers Grove

Rocky Griffin
Dennison Ford
Bloomington

Gary Horn
Heller Ford
El Paso

Tom Houzenga
Finish Line Ford
Lowell

Nolan Katterman
Ford Motor Company
Downers Grove

Jim Kaufmann
Mangold Ford
Eureka

Charlie Lutz
Homer

Rick Ridings
Rick Ridings Ford-Mercury
Monticello

Derek Scroggins
Ford City
Champaign

Mike Trifilio
Ford Motor Company
Downers Grove

Brad Zara
Owner
Zara Collision Repair
Springfield

## Business

Ann Flesor Beck
Flesor's Candy Kitchen
Tuscola

Marcy Buhrman
Store Manager
Chico's
Champaign

Tonya Hackler-Baylor
Vice President/Relationship
    Manager
First Busey Corporation
Urbana

Amy Hoose
Area Manager
Trillium
Champaign

Chris Kaler
Executive Director
Rantoul Area Chamber
    of Commerce
Rantoul

Alicia Lowery
Human Resource Manager
University of Illinois
    Personnel Services
Champaign

Cornelius Meazyck
Manager
JC Penney
Champaign

Skip Pickering
Interim Executive Director
Provena Covenant Medical
    Center Foundation
Champaign

Don Rasmus
Vice-President
First National Bank
Paxton

Susan Toalson
Urbana Business Association
Urbana

Andrew Turner
Business Teacher
Monticello High School
Monticello

Laura Weis
Executive Director
Champaign County Chamber
    of Commerce
Champaign

## Business Administrative Technology

Connie Anderson,, CAP
Executive Assistant
Health Alliance
Urbana

Linda D. Carlson
Patient Experience/Patient
    Satisfaction Liaison
Carle Foundation Hospital

Chris Carr
Senior Manager of
    Employment Services
Staff Human Resources
University of Illinois
Urbana

Donna Clark
Office Coordinator
Urbana Adult Education
Urbana

Jessica Culbertson
Executive Assistant and
    Human Resources
Benefit Planning
    Consultants, Inc.

Nick Elder
Systems Director
Education for Employment
    System #330
Early College and
    Career Academy
Champaign/Douglas/
    Ford/Piatt Counties

Jacquelyn Flowers
Manager of Employment
    Services
Staff Human Resources
University of Illinois
Urbana

Susan Freed
Carle HIM Operations Manager
Carle Foundation Hospital
Urbana

Cindy Giertz
IT Manager
CITES
University of Illinois
Urbana

Jill Larson
Human Resources
Carle Foundation Hospital
Urbana

Alicia Lowery
Deputy Director of
    Employment Services
Staff Human Resources
University of Illinois
Urbana

Amanda Pruitt
Executive Assistant
Carle Foundation Hospital
Urbana

Sheri Shannon
Executive Assistant to the
    Board of Directors and CEO
University of Illinois
    Employees Credit Union
Urbana

Janet Ward
Executive Assistant
Health Alliance Medical Plans
Urbana

## Child Development

Jackie Buckingham
Early Head Start
Champaign

LouAnne Burton
Counselor
Child Care Resource Serv.
Urbana

Nancy Kemna
Director
Parkland Child
   Development Center
Champaign

Kathy Littleton
Center Director
Happi House
Urbana

Brent McBride
Director, Faculty
U of I, Child Development Lab
Urbana

Kelly Russell
Coordinator
Head Start
Champaign

Melanie Stimeling
Millikin University
Decatur

Karen Tarter
Alumna
First United Methodist
   Child Care Center
Champaign

Marsha Townsend
Licensing
D.C.F.S.
Savoy

Stephanie Smith
Faculty
U of I, College of Education
Urbana

Rita Ryan
Teacher
Mahomet High School
Mahomet

Jeanne Williams
Teacher
Urbana High School
Urbana

## Child Development Center

Tara Bailey
Assistant Director
Child Development Center
Parkland College
Champaign

LouAnn Burton
Child Care Resource Service
Urbana

Nancy Gaumer
Prog. Dir., Child Development
Parkland College
Champaign

Chris Gudauskas
Parent of former student
Assistant Teacher
Child Development Center
Parkland College
Champaign

Michael Hogue
Child Development Specialist
Head Start
Champaign

Nancy Kemna
Director
Child Development Center
Parkland College
Champaign

Amy Myers
Faculty
Parkland College
Champaign

Kelly Russell
Child Development
   Services Manager
Head Start
Champaign

## Communication

Chris Brown
Proprietor
Chris Brown Photography
Champaign

Mark Landman
Producer/Director
PM Productions
Champaign

Mark Leonard
General Manager
WILL
Urbana

Corey Berkemann
General Manager
CU Radio Group
Champaign

Mark Spaulding
Chief Engineer
Illini Radio Group
Champaign

Mike Haile
General Manager
WDWS/WHMS
Vice President
The News Gazette, Inc.
Champaign

Dave Schultz
Marketing Director
Horizon Hobby
Champaign

John Dixon
Staff Photographer
The News Gazette, Inc.
Champaign

## Computer Network Administration and Support

Doug Brooks
Assoc. Dir., Network Services
Parkland College
Champaign

Agnel D'Silva
Owner
Integrated Networking
Mahomet

James Hogan
Systems Engineer
Cisco Systems, Inc.
Bloomington

Connie Macedo
Assoc. Dir., Technical
   Support Services
Parkland College
Champaign

Dan Morrison
Owner
Simplified Computers
Champaign

Scott Quinlan
Information Systems Manager
Frasca
Champaign

Allan Tuchman
Principal Research Programmer
UIUC-CITES
Urbana

Brett Williby
System Administrator
Farm Credit Services
Champaign

Tymothé Willis
Owner
Willis Computer Services
Champaign

## Construction Design and Management

Bob Aldridge
Vice President
Felmley-Dickerson Co.
Bloomington

Edward Clancy
Professional Land Surveyor
Berns, Clancy and Assoc.
Urbana

John Cooper
Engineer
Champaign Co. Highway Dept.

Jeff Crabtree
Engineering Technician
City of Champaign

Ed DeAtley
Construction Manager
Barber & DeAtley, Inc.
Urbana

Todd Horton
Prog. Dir., Construction
    Design and Management
Parkland College
Champaign

Mike Hynds
Construction Manager
English Bros. Construction
Champaign

John North
Construction Manager
Riley Homes
Urbana

Erik Paulson
New Prairie Construction
Urbana

John Peisker
Vice President
O'Neil Brothers Construction
Urbana

Mark Ritz
Architect
BLDD Architects, Inc.
Champaign

Craig Shonkwiler
Engineer
City of Urbana

Bill Seaman
General Contractor
Bill Seaman Construction
Champaign

Catherine Stalter
Interim Dean, Career and
    Technical Education
Parkland College
Champaign

Mike Stilger
Construction Manager
PKD, Inc.
Champaign

Gregory Walburg
Associate Professor,
    Construction Design
    and Management
Parkland College
Champaign

Doug White
Engineer
Gleason, Hagen, Ramshaw
    and Associates
Champaign

## Criminal Justice

Jim Clark
Champaign Police Dept.
Champaign

Joe Gordon
Dir., Court Services
Champaign Co. Courthouse
Urbana

Kirk Rogers
Illinois State Police
Pesotum

Dan Walsh
Sheriff, Champaign County
Urbana

## Data Systems and Development

Brandon Bowersox-Johnson
CTO
Pixo

Jackie Kern
Director of IT Shared Services
UIUC

Patrick Barranis
Sr. Project Manager/Developer
Codagami

Omar Elbad
Developer
NCSA

Wes Cravens
Director of Technology
Pixo

Chadwick Becker
Lead Software Engineer
Applied Research Associates

Patty Altstetter
Sr. Technical Relationship
    Manager
US Cellular/AMDocs

## Dental Hygiene

Lori Camacho
Dental Hygienist
Thomasboro

Barry Howell
Dentist
Urbana

Crystal Koslosky
Dental Hygienist
Monticello

Beth Puzey
Dental Hygienist
Sidell

Cindy Ruzic-Anderson
Dental Hygienist
Champaign

Michele Spading
Assistant Dean, Health
    Professions
Parkland College
Champaign

Current Student
Representative
TBA
Dental Hygiene Program

Brooke Wacker
Dental Hygienist
Savoy

Martha Yallaly
Dentist
Champaign

## Diesel Power Equipment Technology

Rich Anstrom
Birkey's Farm Store
Gibson City

Pete Bailey
Watseka

Wayne Coffin
Birkey's Farm Store
Urbana

Phil Fayhee
Birkey's Farm Stores
Rantoul

Randy Osterbur
Shaff Ford
Urbana

Roger Prather
Heaths Inc.
Monticello

Cyndi Punke
CNH Corporation
Gibson City

Catherine Stalter
Interim Dean, Career and
    Technical Education
Parkland College
Champaign

Tom Vaughan
TSC Truck
Forrest

Mike Weaver
Cross Brothers Implement Inc.
Clinton

Mark Ziegler
Prog. Dir., Diesel Power
Parkland College
Champaign

## Digital Media

A.J. Christensen
Visualization Programmer
NCSA
University of Illinois
Urbana

Jeff Griffin
Technical Artist
Parari Group

Gerry Guthrie
Professor
University of Illinois
Champaign

Alex Jerez
Technical Artist
Volition, Inc.
Champaign

Marc Kirkland
Senior Environmental Artist
Volition Inc.
Champaign

Geoff Leu
Graphics Engineer Manager
Frasca International, Inc.
Urbana

Mark Van Moer
Senior Visualization
    Programmer
NCSA
Champaign

## Electronic Control Systems Technology

Karen Crewell
HR Manager
Frasca International Inc.
Urbana

Lyle Hawkey
Engineer
Somat Corp.
Urbana

Bryan Holderfield
Beckman Center
University of Illinois
Urbana

Frank Johnston
Electrical Inspector
City of Champaign

John Leap
Professor, Electronic
    Control Systems
Parkland College
Champaign

James Mansfield
Dept. Chair, Agriculture/
    Engineering Science
    and Technologies
Parkland College
Champaign

Frank Matheny
Engineer
Plastipak Packaging
Champaign

Todd Newsom
Frasca International Inc.
Urbana

Catherine Stalter
Interim Dean, Career and
    Technical Education
Parkland College
Champaign

Russel Strayer
President
DCB

Tom Tavenner
Engineer
Kraft General Foods
Champaign

William Thacker
Supervisor
Kraft General Foods
Champaign

## Emergency Medical Service

Crystal Alexander
Kirby Ambulance
Monticello

Jerry Beckley
Medix Ambulance
Danville

Mary Butzow
EMS Educator
Presence Regional EMS
Urbana

Tim Compton
Pro Ambulance Service
Champaign

Wade Hales
Program Director
Parkland College
Champaign

Joe Higgins
Gibson Area Ambulance
Gibson City

Jennifer Humer
Carle Regional EMS
Champaign

Bob Janson
Parkland College
Champaign

Dr. Lawrence Miller
Presence Regional EMS
Urbana

Shelley Peelman
Presence Regional EMS
Urbana

Paul Pritts
Provena Critical Care Unit
Urbana

Roberta Scholze
Dean, Health Professions
Parkland College
Champaign

Eric Shaughnessy
Edgar County Special
    Service Ambulance
Paris

John Sollars
EMS Coordinator-Educator
Carle Regional EMS
Champaign

Michele Spading
Assistant Dean, Health
    Professions
Parkland College
Champaign

Steve Sparrow
Medix Ambulance
Danville

Justin Stalter
EMS Educator
Carle Regional EMS
Champaign

Earl Stevens
Community survivor

Current Student
Representative
TBA
Paramedic Program

Jared Vickers
Carle Regional EMS
Champaign

Irene Wadhams
Illinois Department of
    Public Health
Champaign

Dr. Brad Weir
Carle Regional EMS
Champaign

## Fire Service Technology

Michael Dilley
Urbana Fire Department
   (retired)
Punta Gorda, FL

David Ferber
Chief
Champaign Fire Department
Champaign

Lloyd Galey
Chief
Cornbelt Fire Protection District
Mahomet

Brian Nightlinger
Chief
Urbana Fire Department
Urbana

## Graphic Design

John Bonadies
Principal and Creative Director
Bonadies Creative
Champaign

Vanessa Burgett
Art DIrector
Krannert Center for the
   Performing Arts
Urbana

Tyler Edwards
Graphic Designer
Pixo
Urbana

Teresa Ellis
Senior Design Director
Surface 51
Champaign

Chad McKenzie
Creative DIrector and Partner
McKenzie Wagner, Inc.
Champaign

Heidi Kellner
Web Designer
Wolfram Research
Champaign

Gina Manola
Owner
Calico Kids
Urbana

Dave Schultz
Senior Creative Director
Horizon Hobby
Champaign

Chris Sims
Graphic Designer
BLDD Architects
Champaign

Matt Wiley
Graphic Designer
Taylor Studios
Rantoul

Thom Whitaker
Marketing Graphic
   Design Manager
Human Kinetics
Champaign

## Heating, Ventilation, and Air Conditioning

Neal Asklund
Owner
A&R Mechanical
Champaign

Jim Connell
Customer Assurance Manager
The Habegger Corporation
Monmouth

Bruce Hinman
HVAC Technician
University of Illinois
Champaign

Todd Horton
Prog. Dir., Construction
   Design and Management
Parkland College

Ed Hoveln
Owner
Hoveln Heating & Cooling, Inc.
Thomasboro

Rob Jamison
HVAC Technician
University of Illinois
Champaign

Jim Mansfield
Department Chair, Agriculture/
   Engineering Science
   and Technologies
Parkland College
Champaign

Flynn McCormick
McCormick Service
Urbana

Bill McWilliams
Owner
McWilliams Mechanical
   Services, Inc.
Champaign

Kevin Sage
Training Coordinator
Plumbers & Pipefitters
   Local Union 149
Champaign

## Hospitality Industry: Restaurant/Hotel/Motel Management

Sean G. Baird
Owner
Cracked Food Truck
Urbana

Ginger Bernard
Owner
Party in a Pinch Catering
Farmer City

Cindy Hast
County Market
NFI Recruiting Specialist
Champaign

Beckie Kane
Big Grove Tavern
Marketing and Event
   Coordinator
Champaign

Stephen Kovachevich
President
Michael's Catering
Champaign

Scott Miller
Owner/Operator
McDonald's
MAS Restaurant, Inc.
Urbana

William Myers
Owner
Franchise Mgt. Systems
Champaign

Brad Pierson
Instructor
Parkland College
Champaign

Julie Sizemore
Director of Sales
Hyatt Place
Champaign

Randy Tucker
Director of Operations
Franchise Mgt. Systems
Champaign

William Wagner
Instructor and former student
Rantoul

Rebecca Walters
Residence Inn
Director of Sales
Champaign

## Industrial Technology

James Ayers
President
Central IL Manufacturing Co.
Bement

Tom Cech
Recruiter
Plastipak Packaging
Champaign

Ed Cler
President
Paul's Machine & Welding
Villa Grove

Rusty Ernst
Plant Manager
Conair Corp.
Rantoul

Gary Hinton
Human Resource Manager
Guardian West
Urbana

Steve Hood
Manager of Production
Frasca International
Urbana

John Ireland
Human Resource Manager
Plastipak Packaging
Urbana

Teresa Kelnhofer
Safety Director
Central IL Manufacturing Co.
Bement

Bill Thacker
Maintenance Supervisor
Kraft Foods
Champaign

## Land Surveying

Ben Fisher
Professional Land Surveyor
City of Urbana

Todd Horton
Prog. Dir., Construction
   Design and Management
Parkland College
Champaign

Roger Meyer
Professional Land Surveyor
Berns, Clancy & Associates, P.C.
Urbana

Wes Meyers
Professional Land Surveyor
Farnsworth Group
Champaign

David Phillippe
Professional Land Surveyor
HDC Engineering, Inc.
Champaign

## Landscape/Horticulture

Cale Beccue
Urbana Park District
Urbana

Paula Blakely
Illini FS
Urbana

Mary Ann Metz
Prairie Gardens
Champaign

Randy Hauser
Champaign Park District
Champaign

Chris Kaler
Executive Director
Rantoul Chamber of Commerce
Rantoul

Carol Kamradt
Alumna
Champaign

John Karduck
City of Champaign
Champaign

Joel Kouski
Kouski Landscapes
Champaign

Kent Miles
Illinois Willows
Seymour

Jim Minott
Floral Manager
Blossom Basket
Champaign

Jim Schmidt
University of Illinois
Urbana

## Massage Therapy

Theresa Bosch
Nurse
Champaign

Michelle Boynton
Massage Therapist
Champaign

Lisa Dalbey
Massage Therapist
Champaign

Tamala Everett
Prog. Dir., Massage Therapy
Parkland College
Champaign

Kay Hart
Massage Therapist
Champaign

Cheryl Louviere
Massage Therapist
Champaign

John Mansinni
Massage Therapist
Urbana

Michelle Oakley
Massage Therapist
Urbana

Marilyn Ryan
Counselor
Parkland College
Champaign

Belinda Schneider
Massage Therapist
Mahomet

Pamela-Alyse Shelley
Massage Therapist
Urbana

Michele Spading
Assistant Dean, Health
   Professions
Parkland College
Champaign

Mary Walters
Massage Therapist
Urbana

Marva Wright
Massage Therapist
Champaign

## Medical Assisting

Julie Aubert, RN
Kirby Medical Group
Monticello

Julie Bowen, RN
Gibson Area Hospital
Gibson City

Barb Dalenberg, RN
Frances Nelson Health Center
Champaign

Sandy Fitzgerald
Christie Clinic
Champaign

Robin Hayden, CMA
Carle
Urbana

Wade Hales, BSEd., EMT-P
Parkland College
Champaign

Shelby May, RN, MA
Parkland College
Champaign

Rita Myles, RN, MSN
Instructor, Health Professions
Parkland College
Champaign

Melissa Quigg, MSN, RN
Carle
Champaign

Jody Randolph, RN
Professor, Medical Assisting
Parkland College
Champaign

Jean Smith, RN
Christie Clinic
Champaign

Michele Spading
Assistant Dean, Health
   Professions
Parkland College
Champaign

## Nursing Assistant — CNA

Tom Badgely, RN
Illini Heritage Nursing
   and Rehab
Champaign

Julie Bowen, RN
Gibson Area Hospital
Gibson City

Kym Halberstadt, RN
Swann Special Care Center
Champaign

Michele Heil
Clark-Lindsey Village
Urbana

Karen Noffke
Champaign County
   Nursing Home
Urbana

Shelby May, RN, MA
Parkland College
Champaign

Rita Myles RN, MSN
Parkland College
Champaign

Stephanie Raney, RN
Illini Heritage Nursing
   and Rehab
Champaign

Debbie Robbins, RN
Gibson Area Hospital
Gibson City

Michele Spading, RN, MSN
Assistant Dean, Health
   Professions
Parkland College
Champaign

## Nursing — RN and LPN

Rikki Brady, BSN, RN
Clark-Lindsey Village
Urbana

Diane Cousert, DNP, RN
Assistant Dean, Health
   Professions
Parkland College
Champaign

Kristy Elder, RN
Gibson Area Hospital
Gibson City

Joanne Heck, MSN, RN
Parkland College
Champaign

Kathy Lewis, MSN, RN
Parkland College
Champaign

Lisa Malinowski, BSN, RN
Carle Foundation Hospital
Urbana

Jim Roberts, MSN, RN
Parkland College
Champaign

Roberta Scholze, MSN, RN
Dean, Health Professions
Parkland College
Champaign

Michele Spading
Assistant Dean, Health
   Professions
Parkland College
Champaign

Amy Workman, RN
Carle Foundation Hospital
Urbana

## Occupational Therapy Assistant

Brenda Adolph, COTA/L
Carle Therapy Services
Urbana

Rebecca Bahnke, MHS,
   OTR/L
Parkland College
Champaign

Susan Bane, OTR/L
Private Practice
Sidney

Amy Barber, AAS, COTA/L
Team Leader, Clinical Instructor
Decatur Memorial Hospital

Laura Bennett
Director
Developmental Services Center
Champaign

Sandra Durham, MS, OTR/L
Eastern Illinois Special Ed.
Charleston

Marcy Ferrell, COTA
Program Manager
Gardenview Manor-
   Rehab Center
Danville

Beth Frerichs, OTR/L
Gibson Area Hospital
Gibson City

Kelli Martin, COTA/L
Training Coordinator
Developmental Services
Champaign

Tasha Mauzy, MS, OTR/L
Sarah Bush Lincoln
   Health Center
Mattoon

Kathy Rhoads, MSW, LCSW
Director
Circle of Friends Adult
   Day Center
Champaign

Michelle Roberts, BSOT,
   MHS
Parkland College
Champaign

Carol Sabaj, COTA/L
Danville Public Schools
Danville

Holly Sandholm, OTR/L
Clinical Coordinator
Presence Covenant
   Medical Center
Urbana

Rachel Spaide, MS, OTR/L,
   CLT-LANA, CBIS
Director of Rehab,
   Sports Medicine, and
   Wound Services
Saint Mary's Hospital
Decatur

Nancy Yeagle, OTR/L
District OT
Rural Champaign Co. Special Ed.
Rantoul

Stacie Young, MHS, OTR/L
Larkin's Place Program Director
Stephen's Family YMCA
Champaign

## Personal Fitness Trainer

Garrett Arndt
Manager
Mettler Athletic Center
Champaign

Justin Barnhart
Dir., Personal Training
Mass Transit District
Champaign

Lindy Brown
Director
Transform Fitness
Champaign

Melinda Dragunek
Personal Trainer
Transform Fitness
Champaign

Jason Heinhold
Dir., Performance Enhancement
Carle Foundation Hospital
Urbana

## Precision Agriculture Technology

Jeff Brown
United Prairie
Tolono

Troy Endress
Precision Planting
Southern Illinois

Brandon Everett
GROWMARK, Inc.
Northern Illinois

Brian Henze
GROWMARK Inc.
Southern Illinois

Sean Nettleton
Beck's Hybrids
Central Illinois

Cyndi Punke
CNH Industrial
Illinois

Emily Swartz
Helena Chemical Company
Illinois, Indiana, Kentucky

Mike Wilson
SST Software
Champaign

## Radiologic Technology

Tammy Cox
Clinical Coordinator
Parkland College

Jenna Einck
Gibson Area Hospital
Gibson City
Delores Fernandez
Christie Clinic

Champaign
Joyce Flowers
Sarah Bush Lincoln
   Health Center
Mattoon

Tracey Gebhardt
Presence Covenant
   Medical Center
Urbana

Stacia Goings
Sarah Bush Lincoln
   Health Center
Mattoon

Bob Holbrook
Christie Clinic
Champaign

Rosemarie Jamison
Presence Covenant
   Medical Center
Urbana

Amandine Ledent
Christie Clinic
Champaign

Nancy McEntire
Carle Foundation Hospital
Urbana

Kimberly Mills
Program Director
Parkland College

Dr. Kendall Newsome
Carle Foundation Hospital
Urbana

Jaime Richards
Kirby Hospital
Monticello

Angela Rosa
Christie Clinic
Champaign

Andy Swartzentruber
Gibson Area Hospital
Gibson City

Robin Vale
Presence Covenant
   Medical Center
Urbana

Chelsey Witges
Sarah Bush Lincoln
   Health Center
Mattoon

Tracy Young
Kirby Hospital
Monticello

## Respiratory Care

Sujay Bangarulingam, MD
Carle Physicians Group
Urbana

Lexi Caraway
Sarah Bush Lincoln
   Health System
Mattoon

Terrie Decker
Dr. John Warner Hospital
Clinton

Jody Deters
Sarah Bush Lincoln
   Health System
Mattoon

Jamie Dunn
Presence Covenant
   Medical Center
Urbana

Angie Fielder
Presence United Samaritan's
   Medical Center
Urbana

Brenda Galloway
St. Mary's Hospital
Decatur

Judy Goff
Presence United Samaritan's
   Medical Center
Danville

Chad Goveia
Advocate Bromenn
   Medical Center
Normal

Deidre Guy
OSF St. Francis
Peoria

Andy Habing
St. Anthony's Hospital
Effingham

Sarah Higar
Decatur Memorial Hospital
Decatur

Shandra Jamison
Carle Hospital
Urbana

Peggy Kaeb
Carle Foundation Hospital
Urbana

Sharri Taylor
St. Joseph Medical Center
Bloomington

Lynn Wells
Gibson Area Hospital
Gibson City

## Surgical Technology

Trayce Bartley, RN
Advocate Bromenn
Normal

Emily Benting, CST
Carle Foundation Hospital
Urbana

Jane Brummer, RN
St Anthony's Medical Center

Marc Changnon
Public member
District Coordinator for
   Career Programs and
   Community Partnerships
Champaign Unit 4
   School District
Champaign

Tove Christensen, CST
Hoopeston Hospital
Hoopeston

Tracey Griffet, CST
Presence Covenant
   Medical Center
Urbana

Holly Hankins, CST
St Anthony's Medical Center
Effingham

Dr. James Harms
Carle Foundation Hospital
Urbana

Mary Ann Hellwig, RN
Carle Foundation Hospital
Urbana

Sue Johnson, RN
Gibson Area Hospital
Gibson City

Dr. Douglas Jones
Christie Clinic
Champaign

Coleen LeCrone, CST
Kirby Hospital
Monticello

Lindsey Lewis, CST
Gibson Area Hospital
Gibson City

Elizabeth Nier, CST
Practicing CST
Presence United Samaritans
   Medical Center
Danville

Graduate of Program
Representative
TBA
Surgical Technology Program

Kacie Richey, RN
Sarah Bush Lincoln
   Health Center
Mattoon

Cheryl Rotramel, RN
Presence United Samaritans
   Medical Center
Danville

Roberta Scholze
Dean, Health Professions
Parkland College
Champaign

Current Student
Representative
TBA
Surgical Technology Program

Barbara Vogelsang, RN
Presence Covenant
   Medical Center
Urbana

## Theatre: Entertainment Technology

Gary Ambler
Member, Board of Directors
The Celebration Company
Urbana

Kay Bohannon Holley
Lecturer, University of Illinois
Member, Board of Directors
The Celebration Company
Urbana

Thomas V. Korder
Production Director (Retired)
Department of Theatre
University of Illinois
Urbana

Brian Morgan
Theatre Facillities Director
Parkland College
Champaign

Harrison Austin
Technical Director/
   Production Manager
Little Theatre on the Square
Sullivan

## Veterinary Technology

Larry Baker, DVM, FAVD,
Diplomat AVDC
Northgate Pet Clinic
Decatur

Elizabeth Clyde, DVM
IVSMA Representative
Clyde's Animal Clinic
Mattoon

Alyssa Duncan, CVT
Veterinary Teaching Hospital
University of Illinois
Urbana

Alinda Higgins, CVT
Practice Manager
East Lake Hospital for Animals
Danville

Tricia Rinaldo, CVT, LATG
AbbVie
North Chicago

Adam Stern, DVM
University of Illinois
Urbana

Katalina Stuckey, CVT
Greenhaven Animal Clinic
San Jose

Kimberly Weber, DVM
Area Sales Manager
Zoetis Animal Health Anchor

G. Robert Weedon, DVM,
MPH
Champaign County
   Humane Society
Urbana

James Wentworth
Public Member
Urbana

*PROFILE* >

# Parkland College Profile

### College

Two-year, public community college, located in East Central Illinois. Founded in 1966, the college is situated on 255 acres.

### Degrees Conferred

Associate in Arts; Associate in Science; Associate in Engineering Science; Associate in Fine Arts; Associate in Applied Science; Associate in General Studies; Certificate; and certain advanced degree programs are available through university partnerships.

### Location

Champaign, Illinois. Champaign County population, 203,000, including students of the nearby University of Illinois. Conveniently located near Chicago, St. Louis, and Indianapolis, the college is accessible via Amtrak; Willard Airport; and Interstates 57, 72, and 74.

### Students

Annual enrollment of approximately 20,763 credit students, including minority (30 percent) and international (4 percent) students.

### Faculty

177 full-time tenure-track and approximately 300 part-time faculty, most with advanced degrees, extensive experience, and professional awards and affiliations.

### Facilities

The campus has an award-winning architectural design with five instructional classroom-laboratory wings and an administrative wing interconnected and joined at the center. The Student Union on the east side of campus offers a front door into Parkland. The S, T, and W instructional buildings are situated on the main campus, while Parkland College on Mattis is about one-half mile from the main campus. All facilities are handicapped accessible.

### Library

Parkland College Library contains over 110,000 volumes, 150,000 electronic books, a wide variety of periodicals, and subscribes to numerous electronic online resources which are available 24/7.