

COMMUNITY COLLEGE OF DENVER

Addendum to the 2014-2015 Online and Printed Catalogs

Additions/changes in Yellow

This addendum is an integral part of the college's 2014-2015 Academic Catalog; the purpose of this document is to amend current information or include additional information. The information published herein is effective for the 2014-2015 school-year. If any of these changes impact a student's ability to graduate, please contact the dean for your area.

Changes to Financial Matters

FEE DESCRIPTIONS

Students at CCD's Auraria Campus pay set fees that cover a variety of services and programs. CCD satellite campuses pay all fees except the Auraria Bond Fee, Clean Energy Fee and RTD Bus Pass Fee.

Auraria Bond Fee (\$35.95 for 1-3 credits, \$49.75 for 4-6 credits, \$66.30 for 7-11 credits, \$75.99 for 12 credits or more): Auraria Campus students voted to approve a fee to pay off the bonds that funded construction on the Tivoli Student Union, Auraria Early Learning Center, campus health physical education and recreation facilities. Students at all three Auraria institutions pay this fee.

RTD Bus Pass Fee (\$77.00 per term): The Auraria Student RTD Pass covers fares for local bus service in the Denver-metro area, Light Rail and all Express or Express Regional services. With the pass, students get a \$3.75 discount on all Sky-Ride routes. The pass is for special services like the BroncosRide, RockiesRide, Access-a-Ride and Guaranteed Ride Home.

Student Activity Fee (\$6.20 per credit hour): This fee supports CCD Student Life staff and programs, including New Student Orientation and First Year Experience, CCD Student Government, Student Handbook publication, child care scholarships, lending library, food bank, recreational activities, student events, Tivoli Student Computer Lab, Gay, Lesbian, Bisexual and Transgender Student Services and the Phoenix Center at Auraria.

Auraria Higher Education Center Resource Library Fee (\$4.45 per credit hour): This fee supports Auraria Library functions. **Clean Energy Fee** (\$5.00 per term): This student approved fee is for purchasing clean, renewable, electrical power for the Auraria Campus.

Health Center Fee (\$24.00 per term)

Immunization Fee (\$2.00 per term)

Building/Renovation Fee (\$8.00 per credit hour): This fee supports the construction of the Student Learning & Success Building and the renovation of South Classroom Building.

All CCD students pay the following fees: **Registration Fee:** The Colorado Community College System charges a mandatory \$12.05 per semester registration fee to students at all 13 of its colleges. **Instructional Fees:** CCD charges a \$6.15 per credit hour instructional program fee for high- and medium-cost classes. Other fees and charges may apply.

Additional Fees: Please be aware that certain departments, majors or classes may assess specific fees in order to offset associated costs, such as textbook fees, lab fees or tool kit fees. These fees are subject to change. A current list of high/medium program fees is available.

Auraria Fees: Students are responsible for paying all Auraria fees prior to graduating. If a student neglects to pay Auraria fees (ex. parking or library fees), the student will be held liable for these fees past CCD graduation.

Changes to Legal Notices

FACTA NOTIFICATION TO STUDENTS

In accordance with the Fair and Accurate Credit Transactions Act (FACTA) of 2003, CCD adheres to the Federal Trade Commission's (FTC) Red Flag Rule (A Red Flag is any pattern, practice, or specific activity that indicates the possible existence of identity theft.), which implements Section 114 of the FACTA and to the Colorado Community College System's Identity Theft Prevention and Detection Program, which is intended to prevent, detect and mitigate identity theft in connection with establishing new covered accounts or an existing covered account held by the Colorado Community College System (System or CCCS) or one of its thirteen (13) community colleges, and to provide for continued administration of the Program. If a transaction is deemed

fraudulent, appropriate action will occur. Action may include, but is not limited to, cancelling of the transaction, notifying and cooperating with law enforcement, reporting to the Student Code of Conduct Office, and notifying the affected parties. For more information on FACTA, Red Flag Rules, and Identity Theft Consumer Information, please see the links provided below.

Federal Trade Commission Statute: <http://www.ftc.gov/os/statutes/fcradoc.pdf>

Red Flag Rules: <http://www.ftc.gov/bcp/edu/microsites/redflagsrule/index.shtml>

Identity Theft Consumer Information: <http://www.consumer.ftc.gov/features/feature-0014-identity-theft>

Changes to Academic Matters

REPEATING COURSES

All CCD college-level courses may be repeated twice at CCD. For most courses, once a student attempts to register for the same course a third time, they will be directed to an advisor and must be approved for registration. If a student is denied registration, the student does have the right to appeal through CCD’s Repeat Appeals committee. A fourth repeat attempt will require an appeal, which must be approved by the Repeat Appeals committee.

Each grade received will be listed on the transcript. The transcript notation will follow the course indicating that the course was repeated and designating whether the course will be included in the GPA. The highest grade will be used in the GPA calculation. All credit hours earned for initial and repeated courses will be deducted from a student’s remaining COF stipend eligible hours. Repeating a course may impact a student’s financial aid eligibility. If the same grade is earned two or more times for a repeated course, the most recent instance of the duplicate grade will be included in the term and cumulative GPA. All other duplicate grades will be excluded from the term and cumulative GPA. The Repeat Policy does not apply to courses transferred to CCD.

Repeated courses may be applied only one time to a certificate or degree, except for variable credit courses and designated courses that may be repeated within program requirements. CCD will designate courses that may be repeated within program requirements.

If both the initial and the repeated course were taken in Fall 2006 or after, the system should automatically remove the lower grade from the GPA. If either the initial or the repeated course (or both) were taken prior to Fall 2006, then the student must complete a “Petition for Repeat Courses” form and submit it to the Admissions, Registration and Records Office. If students do not see the repeated designation, they may submit a “Petition for Repeat Courses” form to Admissions, Registration and Records.

For Developmental Courses only:

The grading system for developmental courses changed beginning Fall 2006 and developmental grades are no longer included in the cumulative GPA calculation. However, if either the initial course or the repeated course (or both) were taken prior to Fall 2006, then the student must complete and submit a “Petition for Repeat Courses” form to the Admissions, Registration and Records Office in order for the developmental coursework to be reviewed.

GENERAL INFORMATION

Students may be contacted by automated dialing/texting.

Nothing in this Catalog is intended to create (nor shall be construed as creating) an expressed or implied contract. The College reserves the right to modify, change, delete, or add to, as it deems appropriate, the policies, procedures, and other general information in this Catalog.

New Programs and Plans of Study

ASSOCIATES OF ARTS DEGREE – COMMUNICATION DESIGNATION

General Education Course Requirements:	31
Communication	6
ENG 121 English Composition I: GT-CO1	3
ENG 122 English Composition II: GT-CO2	3
OR	
ENG 122 English Composition II: GT-CO2	(3)
AND	
a GT-CO3 course GT-CO3	
Mathematics	3
One guaranteed transfer Mathematics course GT-MA1	
Arts & Humanities	6
Two guaranteed transfer Arts & Humanities courses (GT-AH1, GT-AH2, GT-AH3, GT-AH4)	

All changes are shaded yellow.

History	3
One guaranteed transfer History course (GT-HI1)	
Social & Behavioral Sciences	6
COM 220 Intercultural Communication:GT-SS3	3
One guaranteed transfer Social & Behavioral Sciences course	3
Natural & Physical Sciences	7
Two guaranteed transfer Natural & Physical Sciences courses - one must be lab-based (GT-SC1) (GT-SC1, GT-SC2)	
Additional Required Courses	18
COM 115 Public Speaking.....	3
COM 125 Interpersonal Communication	3
COM 217 Group Communication (*not available at CCD).....	3
One additional Communication course.....	3
Choose two guaranteed transfer courses from the following areas:	6
History.....	GT-HI1
Social & Behavioral Sciences.....	GT-SS1, GT-SS2, GT-SS3
Electives	11
<i>NOTE: Not all courses listed below are available at CCD.</i>	
ANT – all courses	
ARA – all courses 111 and higher	
ART – all courses	
ASL – all courses 121 and higher	
AST – all courses	
BIO – all courses	
CHE – all courses	
CHI – all courses 111 and higher	
CIS 118	
COM – all courses	
CRJ 110	
DAN & PED - all courses (up to 4 credits total)	
ECE 101	
ECO – all courses	
EDU 221	
ENG – all courses 121 and higher	
ENV 101	
FRE – all courses 111 and higher	
GEO – all courses	
GER – all courses 111 and higher	
GEY – all courses	
HIS – all courses	
HUM – all courses	
HWE 100	
ITA – all courses 111 and higher	
JOU – all courses	
JPN – all courses 111 and higher	
LIT – all courses	
MAT – all courses 120 and higher	
MGD – all courses	
MUS – all courses	
PHI – all courses	
PHY – all courses	
POS – all courses	
PSY – all courses	
SCI 155, 156	
SOC – all courses	
SPA – all courses 111 and higher	
THE – all courses	
WST – all courses	
Total	60

NOTE: Additional COM courses beyond the 4 courses (12 credit hours) identified above in the Additional Required Courses section may not count toward the Communication major at the receiving 4-year institution.

NOTE: Course substitutions are not permitted for any Statewide Transfer Degree program.

If, because course substitutions are not permitted, a student is not able to complete this Statewide Transfer Degree plan, the student should see a Program Advisor for guidance.

ASSOCIATES OF ARTS DEGREE – GEOGRAPHY DESIGNATION

General Education Course Requirements:	32-33
Communication	6
ENG 121 English Composition I:	GT-CO1 3
ENG 122 English Composition II:	GT-CO2 3
OR	
ENG 122 English Composition II:	GT-CO2 (3)
AND	
a GT-CO3 course.....	GT-CO3
Mathematics*	3-4
MAT 121 College Algebra:.....	GT-MA1 4
OR	
MAT 135 Introduction to Statistics:	GT-MA1 (3)
<i>*For Adams State, students must take MAT 121</i>	
Arts & Humanities	6
Two guaranteed transfer Arts & Humanities courses (GT-AH1, GT-AH2, GT-AH3)	
History	3
One guaranteed transfer History course(GT-HI1)	
Social & Behavioral Sciences	6
Two guaranteed transfer Social and Behavioral Sciences courses (GT-SS1, GT-SS3)	
Natural & Physical Sciences*	8
Two guaranteed transfer Natural & Physical Sciences courses..... GT-SC1	
<i>*Note: No GEO-prefix science courses.</i>	
<i>GEY 111 (Physical Geology) not recommended</i>	
<i>For Adams State, students must take BIO 111 (General College Biology I: GT-SC1)</i>	
<i>and CHE 101 (Introduction to Chemistry I: GT-SC1)</i>	
Additional Required Courses	14
GEO 105 World Regional Geography:	GT-SS2 3
GEO 106 Human Geography (*not available at CCD):	GT-SS2 3
GEO 111 Physical Geography: Landforms w/Lab (*not available at CCD):.....	GT-SC1 4
GEO 112 Physical Geography: Weather & Climate (*not available at CCD):.....	GT-SC1 4
Electives*	13-14

NOTE: Not all courses listed below are available at CCD.

- ACC 121, 122
- ANT – all courses
- ARA – all courses 111 and higher
- ART – all courses
- ASL – all courses 121 and higher
- AST – all courses
- BIO – all courses
- BUS 115, 216, 217, 226
- CHE – all courses
- CHI – all courses 111 and higher
- CIS 118
- COM – all courses
- CRJ 110
- EDU 221
- ENV 101
- FRE – all courses 111 and higher
- GEO – all courses
- GER – all courses 111 and higher
- GEY – all courses
- HIS – all courses

HUM – all courses	
ITA – all courses 111 and higher	
JOU – all courses	
JPN – all courses 111 and higher	
LIT – all courses	
MAT – all courses 120 and higher	
MUS – all courses	
PHI – all courses	
PHY – all courses	
POS – all courses	
PSY 101, 102, 205, 217, 226, 227, 235, 238, 240, 249, 265	
SCI 155, 156	
SOC – all courses	
SPA – all courses 111 and higher	
THE – all courses	
WST 200	
Total	60

NOTE: *Maximum of 6 credits may be in GEO or GIS prefix.

Number of elective credits may vary according to the receiving institution. Students are advised to contact an advisor at the receiving institution.

If, because course substitutions are not permitted, a student is not able to complete a transfer degree plan, the student should see a Program Advisor for guidance on completion of an Associate of Arts or Associate of Science degree.

ASSOCIATES OF ARTS DEGREE – PHILOSOPHY DESIGNATION

General Education Course Requirements:	31
Communication	6
ENG 121 English Composition I:	GT-CO1 3
ENG 122 English Composition II:	GT-CO2 3
OR	
ENG 122 English Composition II:	GT-CO2 (3)
AND	
a GT-CO3 course.....	GT-CO3
Mathematics	3
One guaranteed transfer Mathematics course.....	GT-MA1
Arts & Humanities	6
Two guaranteed transfer Arts & Humanities courses.....	GT-AH1 GT-AH2 GT-AH4
History	3
One guaranteed transfer History course	GT-HI1
Two guaranteed transfer Social & Behavioral Sciences courses.....	GT-SS1
.....	GT-SS2
.....	GT-SS3
Natural & Physical Sciences	7
Two guaranteed transfer Natural & Physical Sciences courses.	
One of these courses must have the required laboratory (GT-SC1).....	GT-SC1
.....	GT-SC2
Additional Required Courses	15
PHI 111 Introduction to Philosophy:	GT-AH3 3
PHI 112 Ethics:	GT-AH3 3
PHI 113 Logic:	GT-AH3 3
Choose two courses from the following:	6
PHI 214 Philosophy of Religion:	GT-AH3 (3)
PHI 218 Environmental Ethics:.....	GT-AH3 (3)
PHI 220 Philosophy of Death and Dying:	GT-AH3 (3)

Note: If these credits are not required for the major at a receiving 4-year institution, they will be applied to the Bachelor’s degree as elective credit towards graduation. Please check with the receiving institution to determine in which way these courses will be applied.

Electives **14**

NOTE: Not all courses listed below are available at CCD.

- ANT – all courses
- ARA – all courses 111 and higher
- ART – all courses
- ASL – all courses 121 and higher
- AST – all courses
- BIO – all courses
- CHE – all courses
- CHI – all courses 111 and higher
- CIS 118
- COM – all courses
- CRJ 110
- DAN & PED – all courses (up to 4 credits total)
- ECE 101
- ECO – all courses
- EDU 221
- ENG – all courses 121 and higher
- ENV 101
- FRE – all courses 111 and higher
- GEO – all courses
- GER – all courses 111 and higher
- GEY – all courses
- HIS – all courses
- HUM – all courses
- HWE 100
- ITA – all courses 111 and higher
- JOU – all courses
- JPN – all courses 111 and higher
- LIT – all courses
- MAT – all courses 120 and higher
- MGD – all courses
- MUS – all courses
- PHI – all courses
- PHY – all courses
- POS – all courses
- PSY – all courses
- SCI 155, 156
- SOC – all courses
- SPA – all courses 111 and higher
- THE – all courses
- WST – all courses

Total **60**

NOTE: Course substitutions are not permitted for any Statewide Transfer Degree program.

If, because course substitutions are not permitted, a student is not able to complete a transfer degree plan, the student should see a Program Advisor for guidance on completion of an Associate of Arts or Associate of Science degree.

CERTIFICATE IN ARCHITECTURAL TECHNOLOGIES

Architectural Technologies Architectural Computer Visualizations Certificate

This certificate focuses on the tools used by architectural offices to create computer visualizations of their designs. This certificate focuses on cutting edge computer graphics using Revit, SketchUp, 3D Studio Max and other visualization software to prepare the student in the creation of presentation renderings, animations and other computer visualizations. This certificate is intended for people who wish to add computer modeling and rendering skills to their skillset, and it assumes that the student has basic knowledge of the architectural profession.

Program Admission Requirements

1. Meet minimum assessment scores or prerequisites required for general education courses in the program.
2. Meet with Program Chair or Center Program Advisor. Call to make an appointment.

Requirements

CAD 115	Sketchup	3
CAD 217	Rhino	3
CAD 219	3DS Max	3
CAD 222	AUTODESK Navisworks	3

All changes are shaded yellow.

CAD 224	Revit Architecture.....	3
CAD 227	Advanced Revit Architecture.....	3
Total	18

ASSOCIATE OF APPLIED SCIENCE DEGREE IN MEDICAL ASSISTING

Medical Assisting AAS Degree

The Medical Assisting AAS Degree program provides training for both front office administrative and back office clinical duties. It is designed to train medical assistants in mastering clinical techniques such as: pre-examination and examination assistance, obtaining medical histories and vital signs, minor office surgery, routine laboratory procedures including phlebotomy and EKG, and maintaining and sterilizing equipment. Administratively, students will learn the necessary office skills to maintain a clinic including: answering telephones, greeting patients, handling correspondence, scheduling appointments, billing and bookkeeping. This program seeks to develop competent medical assistants to work in a variety of settings including, but not limited to, clinics and hospitals.

In addition to obtaining an AAS in Medical Assisting, students completing the program will have also obtained a Nurse Aide Certificate. In the first semester of this program, students will take nurse aide coursework which, when successfully completed, will prepare them to take the state certification exam. Successful completion of the Nurse Aide Certification Exam will allow students to seek employment while continuing their education. Once students complete all of the prerequisite requirements and the full program curriculum, they will have achieved an AAS Degree in Medical Assisting and will be eligible to sit for the registry exam to become either a Certified or Registered Medical Assistant (CMA or RMA respectively).

Students who have completed their nurse aide certification through CCD will be preferentially accepted into the medical assisting bridge program contingent upon successful completion of the certification exam and a referral from their program coordinator. Students who attained their Nurse Aide Certificate at a Colorado Community College may have their credits for NUA 101 and NUA 170 transferred into this bridge program. Students who attained their credentialing anywhere else will be evaluated on a case-by-case basis for transferability of credits. A grade of C or better is required in all courses in order to progress to the next level and to graduate.

Program Admission Requirements

- Have basic computer skills to include, but not limited to, word processing, creation of PowerPoint presentations, basic Excel skills, email and use of D2L. Students needing additional assistance with computer skills may take CIS 118 Introduction to PC Applications prior to matriculation into the program.
- Have access to a computer as CCD email and D2L are used for communication.
- Provide completion of a High School Diploma or GED.
- Interview with the Medical Assisting Program Chair.
- Complete the Medical Assisting Program application.
- Meet the following prerequisite requirements:
 - MAT 121 College Algebra with a grade of C or better, or equivalent
 - Sentence Skills assessment score of 95 or better, or equivalent
 - BIO 111 General College Biology I with Lab with a grade of C or better
 Waivers may be obtained for all or part of the Accuplacer testing if a student has ACT or SAT scores or a prior degree by contacting the Testing Center on Auraria Campus at 303-556-3810.
- Have a Basic Life Support (BLS) and Cardiopulmonary Resuscitation (CPR) Certification. This certification must last the entirety of the program. If the certification will lapse during the time students are in this program, a renewal will need to be completed prior to matriculation.

Program Requirements

BIO 201	Human Anatomy and Physiology I with Lab:	GT-SC1	4
BIO 202	Human Anatomy and Physiology II with Lab:	GT-SC1	4
COM 220	Intercultural Communication:.....	GT-SS3	3
ENG 121	English Composition I:.....	GT-CO1	3
HPR 106	Law and Ethics for Health Professions.....		2
HPR 112	Phlebotomy		4
HPR 137	Human Diseases.....		4
HPR 178	Medical Terminology		2
MOT 110	Medical Office Administration		4
MOT 130	Insurance Billing and Coding		3
MOT 136	Introduction to Clinical Skills.....		2
MOT 138	Medical Assisting Laboratory Skills		4
MOT 140	Medical Assisting Clinical Skills.....		4
MOT 150	Pharmacology for Medical Assistants.....		3
MOT 183	Medical Assistant Internship.....		6
MOT 189	Review for Medical Assistant National Examination.....		1

All changes are shaded yellow.

NUA 101	Nurse Aide Health Care Skills	4
NUA 170	Nurse Aide Clinical Experience	1
PSY 101	General Psychology I:	3
	GT-SS3	3
Total	61
MOT 120*	Medical Office Financial Management (optional).....	(3)

*MOT 120 is an optional course for students who want more training in front office duties. It is not part of the core program and its credits are not counted to complete the AAS.

For additional information call 303-365-8300.

CERTIFICATE IN HOME HEALTH AIDE

This program is not eligible for federal student aid.

The Home Health Aide Certificate program provides current certified nurse aides (CNAs) with additional training specifically for home health care. Upon completion of the program, CNAs will be better prepared to assist the chronically ill, disabled, and elderly within the comfort of their own home. The skills are covered in lecture theory, lab, and 30 hours of clinical internship shadowing a home health aide.

Program Admission Requirements

- Complete an online application for admission to CCD. The online application is available at www.ccd.edu, select "Future Students: Apply to CCD Today" and follow the directions.
- Complete the Home Health Aide Program application.
- Have a current and unencumbered Colorado Certified Nurse Aide License.
- Submit all required documentation to the Center for Health Sciences at Lowry.

Program Requirements

NUA 105	Home Health Aide Theory	2
NUA 180	Home Health Aide Internship	1
Total	3

For additional information call 303-365-8300.

Changes to Programs and Plans of Study

DENTAL HYGIENE ASSOCIATE OF APPLIED SCIENCE

Delete DEH 134 Advanced Clinical Skills.
Update Total Credits to 65.

ELECTRONEURODIAGNOSTIC TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE

Update END 115 Patient Care and Safety to 1 credit.
Update Total Credits to 60.

*Note: The elevated cost of allied health education programs requires a minimum student enrollment. Beginning in 2015, insufficient student interest and enrollment may prohibit the program from being offered.

ASSOCIATE OF GENERAL STUDIES: INTEGRATED NURSING PATHWAY DEGREE

Students may take ANT 101 or ANT 250 to satisfy the ANT program prerequisite requirement.
Students may take any guaranteed transfer History course to satisfy the HIS course requirement.

POLITICAL SCIENCE ASSOCIATE OF ARTS DEGREE WITH DESIGNATION

ASL (American Sign Language) courses 121 or higher are an acceptable elective for this degree.

Program Corrections

ASSOCIATE OF ARTS FRENCH DEGREE WITH DESIGNATION

Change acceptable ANT electives to 101 and 107.

ASSOCIATE OF SCIENCE MATHEMATICS DEGREE WITH DESIGNATION

Change acceptable EDU elective to 221.

Course Corrections/Changes

AAA – ADVANCED ACADEMIC ACHIEVEMENT COURSES

AAA 050 Semester Survival

2 credit hours

Prerequisite: English assessment score of 20 or better, Reading assessment score of 20 or better, or Math assessment score of 20 or better; or program chair or advisor permission

Emphasizes basic study skills in order to bolster their chances of completing the current semester successfully.

AAA 090 Academic Achievement Strategies

3 credit hours

Prerequisite: English assessment score of 20 or better, Reading assessment score of 20 or better, or Math assessment score of 20 or better; or program chair or advisor permission

Develops personalized approaches to learn and succeed for easier transition into college. Topics include goal-setting, time management, textbook reading strategies, note-taking, test-taking, listening techniques, concentration and memory devices, and critical thinking for student success.

AAA 099 Active Learning Skills

1 credit hour

Prerequisite: English assessment score of 20 or better, Reading assessment score of 20 or better, or Math assessment score of 20 or better; or program chair or advisor permission

Allows students a variety of experiences in tutorial and enhanced learning activities in the reading, writing, math, and ESL. Topics include academic support, learning styles, and contextualized learning. Students will acquire reading, English composition, English as a Second Language and/or mathematics skills through the use of course tutorial software and individualized instruction.

AAA 101 College 101: The Student Experience

1 credit hour

Prerequisite: English assessment score of 20 or better, Reading assessment score of 20 or better, or Math assessment score of 20 or better; or program chair or advisor permission

Introduces students to college culture and prepares them for the challenges they will face in higher education. Through a series of interactive adventures, students discover learning in a multicultural environment and use college and community resources to attain education and career goals.

AAA 109 Advanced Academic Achievement

3 credit hours

Prerequisite: English assessment score of 20 or better, Reading assessment score of 20 or better, or Math assessment score of 20 or better; or program chair or advisor permission

Examines theories and practices associated with successful learning to enhance college success. Areas of study include education and career planning, effective communication, personal management, critical and creative thinking, development of community and awareness of diversity, leadership, and techniques for successful academic performance.

ACC – ACCOUNTING COURSES

ACC 101 Fundamentals of Accounting

3 credit hours

Prerequisite: Math assessment score of 20 or better, or equivalent ACT/SAT scores

Presents the basic elements and concepts of accounting, with emphasis on the procedures used for maintaining journals, ledgers, and other related records, and for the completion of end-of-period reports for small service and merchandising businesses.

ACC 115 Payroll Accounting

3 credit hours

Prerequisite: Math assessment score of 20 or better, or equivalent ACT/SAT scores

Studies federal and state employment laws and their effects on personnel and payroll records. The course is non-technical and is intended to give students a practical working knowledge of the current payroll laws and actual experience in applying regulations. Students are exposed to computerized payroll procedures.

ACC 132 Tax Help Colorado

2 credit hours

Prerequisite: Math assessment score of 20 or better, or equivalent ACT/SAT scores

This course prepares the students for preparation of federal and state income tax returns for individuals. Emphasis is placed on form preparation with the use of tax software.

NOTE: This class will be offered in the Fall semester only.

AEC – ARCHITECTURE/ENGINEERING/CONSTRUCTION COURSES

AEC 100 Introduction to Design Theory

3 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090 and REA 090; and grade of C or better in MAT 090 or MAT 050; or English assessment score of 95 or better and/or Reading assessment score of 80 or better, and Math assessment score of 60 or better; or equivalent ACT/SAT scores

Evaluates design environments both physical and theoretical. Students will be encouraged to consider how social and individual behavior is reflected in and influenced by these designed environments. Through exploration of assigned readings and movies, the student will critically assess how design influences our perception of the built environment that surrounds us and the design theory behind it.

AEC 102 Residential Construction Drawing

4 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090 and REA 090; and grade of C or better in MAT 090 or MAT 050; or English assessment score of 95 or better and/or Reading assessment score of 80 or better, and Math assessment score of 60 or better; or equivalent ACT/SAT scores

Covers an investigation of light frame construction techniques and the production of residential construction drawings.

AEC 104 Architectural Drawing Theory

4 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090 and REA 090; and grade of C or better in MAT 090 or MAT 050; or English assessment score of 95 or better and/or Reading assessment score of 80 or better, and Math assessment score of 60 or better; or equivalent ACT/SAT scores

Print reading, construction assemblies, terminology, isometric drawings, orthographic projections, and oblique sketching.

AEC 125 History of Architecture

3 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090 and REA 090; and grade of C or better in MAT 090 or MAT 050; or English assessment score of 95 or better and/or Reading assessment score of 80 or better, and Math assessment score of 60 or better; or equivalent ACT/SAT scores

This course will cover major periods of architectural development. Social and cultural values influencing architecture will be highlighted as well as the interaction of art, engineering and architecture as forms of expression.

AEC 225 Architectural Design & Development

4 credit hours

Prerequisite: Grade of C or better in AEC 100 and AEC 104; and grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090 and REA 090; and grade of C or better in MAT 090 or MAT 050; or English assessment score of 95 or better and/or Reading assessment score of 80 or better, and Math assessment score of 60 or better; or equivalent ACT/SAT scores

Covers conceptual design, site analysis, and architectural drafting techniques.

ANT – ANTHROPOLOGY COURSES

ANT 250 Medical Anthropology: GT-SS3

3 credit hours

Prerequisite: ANT 101 and ENG 121 with a grade of C or better, or chair permission

Studies the basic principles of medical anthropology, an applied field within the discipline of cultural anthropology including the cross-cultural study of practices and beliefs regarding illness, health, death, prevention and therapy; and the interaction of the medical systems between Western and other cultures. This course is one of the Statewide Guaranteed Transfer courses. GT-SS3

ARA – ARABIC COURSES

ARA 101 Conversational Arabic I

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Introduces beginning students to conversational Arabic and focuses on understanding and speaking Arabic. Covers basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

ART – VISUAL ARTS COURSES

ART 121 Drawing I

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Investigates the various approaches and media that students need to develop drawing skills and visual perception.

ART 131 Visual Concepts 2-D Design

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Examines the basic elements of design, visual perception, and artistic form and composition as they relate to two-dimensional media.

ART 138 Film Photography I

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Introduces black and white photography as a fine art medium and develops skills necessary for basic camera and lab

BIO – BIOLOGY COURSES

BIO 111 General College Biology I with Lab: GT-SC1

5 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090 and REA 090; and grade of C or better in MAT 055, MAT 099, MAT 120, or MAT 135; or MAT 055 as a corequisite; or English assessment score of 95 or better and/or Reading assessment score of 80 or better; and Math assessment score of 85 or better; or equivalent ACT/SAT scores

Examines the fundamental molecular, cellular, and genetic principles characterizing plants and animals. Includes cell structure and function and the metabolic processes of respiration and photosynthesis, as well as cell reproduction and basic concepts of heredity. The course includes laboratory experience. This course is one of the Statewide Guaranteed Transfer courses. GT-SC1

BUS – BUSINESS ADMINISTRATION COURSES

BUS 175 Special Topics in Business

1-3 credit hours

Provides students with a vehicle to pursue special topics of interest in business. The content of this course is designed on an as needed basis to provide current, up-to-date information. The content of this course will change from year to year.

BTE – BUSINESS TECHNOLOGY COURSES

BTE 100 Computer Keyboarding I

1 credit hour

Prerequisite: English assessment score of 20 or better and Math assessment score of 20 or better, or equivalent ACT/SAT scores

Designed for students who have minimal or no keyboarding skills. Introduces the touch method of keyboarding, as well as the basic operation and functions of the equipment. Emphasizes learning the alphanumeric keyboard, proper technique, and speed control.

BTE 108 Ten-Key by Touch

1 credit hour

Prerequisite: English assessment score of 20 or better and Math assessment score of 20 or better, or equivalent ACT/SAT scores

Introduces the student to touch control of a ten-key pad. The class emphasizes the development of speed and accuracy using proper technique.

BTE 117 Legal Terminology and Procedures

3 credit hours

Prerequisite: English assessment score of 20 or better and Math assessment score of 20 or better, or equivalent ACT/SAT scores

Introduces legal terminology and its proper usage in legal documents, legal instruments, and legal correspondence. Emphasis will be placed on definition of legal terms and expressions, correct spelling of terms, correct pronunciation, proper usage in a legal context, and legal procedures. The student will gain a basic understanding of the various areas of the law and career opportunities.

BTE 120 Electronic Office Procedures

3 credit hours

Prerequisite: English assessment score of 20 or better and Math assessment score of 20 or better, or equivalent ACT/SAT scores

Provides instruction in the latest electronic office procedures using business technologies which include: e-mail, FAX, Windows, presentation graphics, telephone techniques, internet, electronic calendaring and appointment scheduling.

BTE 125 Records Management

3 credit hours

Prerequisite: English assessment score of 20 or better and Math assessment score of 20 or better, or equivalent ACT/SAT scores

Instructs on how records are created, stored and retrieved. Covers the basic filing rules — classifying, indexing, coding, storing, and retrieving as applied to the basic methods — alphabetic, chronological, subject, numeric, and geographic. Emphasizes “hands-on” records management through the use of simulations, which includes manual and/or computer software.

BTE 187 Cooperative Education/Internship

2 credit hours

Prerequisite: Chair permission

Provides students with the opportunity to supplement course work with practical work experience related to their educational program and occupational objectives. Students are placed at approved work sites that are related to their program of study. They work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor/coordinator.

BTE 257 Managing Office Technology

3 credit hours

Prerequisite: English assessment score of 20 or better and Math assessment score of 20 or better, or equivalent ACT/SAT scores

Utilizes integrated software applications to research, explore, and report on current concepts of the cooperative computing environment and how office productivity is affected by modern technology.

BTE 287 Cooperative Education/Internship

3 credit hours

Prerequisite: Chair permission

Provides students with the opportunity to supplement course work with practical work experience related to their educational program and occupational objectives. Students are placed at approved work sites that are related to their program of study. They work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor/coordinator.

NOTE: This class will be offered in the Fall semester only.

CAD – COMPUTER ASSISTED DESIGN COURSES**CAD 101 Computer Aided Drafting I**

3 credit hours

Prerequisite: Grade of C or better in MAT 050 or MAT 090, or Math assessment score of 60 or better

Focuses on basic computer aided drafting skills using the latest release of CAD software. Includes file management, Cartesian coordinate system, drawing set-ups, drawing aids, layer usage, drawing geometric shapes, editing objects, array, text applications, basic dimensioning, and Help access.

CAD 115 Sketchup

3 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090 and REA 090; and grade of C or better in MAT 090 or MAT 050; or English assessment score of 95 or better and/or Reading assessment score of 80 or better, and Math assessment score of 60 or better; or equivalent ACT/SAT scores

Focuses on the understanding of basic concepts of the software program SketchUp. Students will learn how to draw and extrude building shapes, stairs, roofs, and interiors utilizing advanced modeling techniques.

CAD 219 3DS Max

3 credit hours

Prerequisite: CAD 224 with a grade of C or better or chair permission

Introduces 3D model creation and editing, rendering and animation using the AutoDesk 3DS Max software. Focuses on 3D geometry, texture mapping, lighting, camera placement, shading, photo-realistic rendering, animation techniques, and walk through animations.

CAD 217 Rhino

3 credit hours

Prerequisite: Grade of C or better in CAD 224; and grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090 and REA 090; and grade of C or better in MAT 090 or MAT 050; or English assessment score of 95 or better and/or Reading assessment score of 80 or better, and Math assessment score of 60 or better; or equivalent ACT/SAT scores; or chair permission

Introduces the Rhino modeling platform, systems and plug-ins and creation and modification of 3-D objects and scenes. Focuses on NURBS systems, Rhino plug-ins such as Grasshopper, and Rhino workflow processes. Examines how Rhino is used in various industries. Prepares students to create physical models and renderings using Rhino.

CCR – COLLEGE COMPOSITION AND READING COURSES**CCR 092 Composition & Reading**

5 credit hours

Prerequisite: ENG 030, ESL 043, ESL 052, or REA 030 with a grade of C or better; or English Assessment score of 50-69 and/or Reading Assessment Score of 40-61

Integrates and contextualizes college level reading and writing. Students will read and understand complex materials and respond to ideas and information through writing informative and/or persuasive texts.

CCR 093 Studio D

3 credit hours

Prerequisite: CCR 092, ENG 060, ESL 053 or REA 060 with a grade of C or better; or English Assessment score of 70-94 and/or Reading Assessment score of 62-79

Integrates and contextualizes reading and writing strategies tailored to a corequisite 100-level course within one or more of the four discipline strands. The four discipline strands are defined as: Communication, Science, Social Science, and Arts and Humanities. Non-GT courses are not eligible for this consideration. Students will read and understand complex discipline-specific materials, and respond to ideas and information through writing informative and/or persuasive texts.

CCR 094 Studio 121

3 credit hours

Prerequisite: CCR 092, ENG 060, ESL 053 or REA 060 with a grade of C or better; or English Assessment score of 70-94 and/or Reading Assessment score of 62-79

Corequisite: ENG 121

Integrates and contextualizes reading and writing strategies tailored to corequisite ENG 121 coursework. Students will read and understand complex materials, and respond to ideas and information through writing informative and/or persuasive texts.

CHE – CHEMISTRY COURSES**CHE 101 Introduction to Chemistry I with Lab: GT-SC1**

5 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090 and REA 090; and grade of C or better in MAT 055, MAT 099, MAT 120, or MAT 135; or English assessment score of 95 or better and/or Reading assessment score of 80 or better; and Math assessment score of 85 or better; or equivalent ACT/SAT scores

Includes the study of measurements, atomic theory, chemical bonding, nomenclature, stoichiometry, solutions, acid and base, gas laws, and condensed states. Laboratory experiments demonstrate the above concepts qualitatively and quantitatively. Designed for non-science majors, students in occupational and health programs, or students with no chemistry background. This course is one of the Statewide Guaranteed Transfer courses. GT-SC1

CHE 109 General, Organic and Biochemistry

4 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090 and REA 090; and grade of C or better in MAT 055, MAT 099, MAT 120, or MAT 135; or English assessment score of 95 or better and/or Reading assessment score of 80 or better; and Math assessment score of 85 or better; or equivalent ACT/SAT scores

Focuses on fundamentals of inorganic, organic, and bio-chemistry, primarily for students in health sciences, non-science majors, and/or students in the occupational and health-related career areas. Includes the study of measurement, atomic theory, chemical bonding, nomenclature, stoichiometry, solutions, acid and base chemistry, gas laws, condensed states of matter and nuclear chemistry, nomenclature of organic compounds, properties of different functional groups, nomenclature of various biological compounds, their properties, and biological pathways.

NOTE: Recommended for health science career areas, specifically Pre-Dental Hygiene.

CHI – CHINESE COURSES**CHI 101 Conversational Chinese I**

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Introduces beginning students to conversational Chinese and focuses on understanding and speaking Chinese. Covers basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

CIS – COMPUTER INFORMATION SYSTEM COURSES**CIS 101 Alternative I/O for Computers**

1 credit hour

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores, or instructor permission

Focuses on teaching alternative methods for interacting with a computer. Individualized for each student, the course covers such programs as Dragon NaturallySpeaking, Dragon Dictate, or Job Access with Speech (JAWS). It is designed for students who have little or no previous computer experience.

CIS 110 Introduction to the PC

1 credit hour

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores, or instructor permission

Provides the beginning computer user with hands-on experience in the elementary use of the personal computer. This course introduces the basic feature of and the terminology associated with personal computers, including topics such as database, spreadsheet, and word processing.

CIS 114 Computing for Health IT

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores, or instructor permission

This is an introductory course in Computer Information Systems for Healthcare professionals. The focus of the class will be on computers as applied to Healthcare needs. The class will cover data representation, data communication, data storage, networking architecture and security. Network security will be covered as it relates to Electronic Health Records and Healthcare Privacy issues. The class will provide an introduction to computer programming and database management.

CIS 117 Introduction to Technical Applications

2 credit hours

Prerequisite: CIS 110 with a grade of C or better, or English assessment score of 40 or better, or equivalent ACT/SAT scores, or instructor permission

Provides a basic introduction of standard software packages available to support a microcomputer-based workstation. Includes entry-level hands-on work with word processors, spreadsheets, electronic presentations and basic Internet functionality to support the technical environment.

CIS 118 Introduction to PC Applications

3 credit hours

Prerequisite: CIS 110 or CIS 117 with a grade of C or better; or English assessment score of 50 or better, Reading assessment score of 40 or better, and Math assessment score of AR 40 or EA 30 or better

Introduces basic computer terminology, file management, and PC system components. Provides an overview of office application software including word processing, spreadsheets, database, and presentation graphics. Includes the use of a web browser to access the internet.

CIS 240 Database Design and Development

3 credit hours

Prerequisite: CIS 145 with a grade of C or better, or instructor permission, or CIS 145 as a corequisite

Introduces the basic concepts of relational databases, data storage, and retrieval. Covers database design, data modeling, transaction processing, and introduces the Structured Query Language for databases

CNG – COMPUTER NETWORK TECHNOLOGIES COURSES**CNG 120 A+ Certification Preparation**

4 credit hours

Prerequisite: CNG 116 with a grade of C or better, or CNG 116 as a corequisite

Prepares students for the CompTIA A+ certification examination. PC hardware and operating system installation, configuration and troubleshooting are practiced and reviewed using A+ techniques.

CNG 125 Networking II: Network+

3 credit hours

Prerequisite: CNG 124 with a grade of C or better, or CNG 124 as a corequisite

Continues to provide students with the knowledge necessary to implement and support a network. Focuses on the vendor-independent networking skills and concepts that affect all aspects of networking. The Networking I and II: Network + courses prepare students for the Network+ certification.

CNG 211 Windows Configuration: (OS)

3 credit hours

Prerequisite: CIS 124 or CNG 124 with a grade of C or better, or instructor permission, or CIS 124 as a corequisite

Provides students with the knowledge and skills necessary to address the implementation and desktop support needs of customers who are planning to deploy and support Microsoft Windows Client OS in a variety of network operating system environments.

COM – COMMUNICATION COURSES**COM 100 Workplace Communication**

1 credit hour

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Covers topics that teach students how to communicate effectively in the workplace. Includes listening, speaking, reading, and writing and emphasizes the importance of these four modes of communication in the workplace.

COM 115 Public Speaking

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Recommended: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090; or English assessment score of 95 or better; or equivalent ACT/SAT scores

Combines the basic theories of communication with public speech performance skills. Emphasis is on speech preparation, organization, support, audience analysis, and delivery.

ECE – EARLY CHILDHOOD EDUCATION COURSES

ECE 101 Introduction to Early Childhood Education

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Provides an introduction to Early Childhood Education. Includes the eight key areas of professional knowledge: Child Growth and Development, Health, Nutrition and Safety, Developmentally Appropriate Practices, Guidance, Family and Community Relationships, Diversity, Professionalism, Administration and Supervision. Focuses on ages birth through age eight.

ECE 103 Guidance Strategies for Young Children

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Explores guidance theories, applications, goals, techniques and factors that influence expectations, classroom management issues, and pro-social skills. Addresses ages birth through age eight.

ECE 108 The Assessment Process in Early Childhood Education

1 credit hour

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Focuses on exposing students to a wide variety of screening tools and evaluations appropriate for children birth to eight years of age. Enables students to gain beginning knowledge in the selection of developmental screening tools and evaluations important to the IFSP/IEP.

ECE 111 Infant and Toddler Theory and Practice

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Presents an overview of theories, applications (including observations), and issues pertinent to infant and toddler development in group and/or family settings. Includes state requirements for licensing, health, safety, and nutrition issues. Focuses on birth through age three.

ECE 238 Child Growth and Development

3 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, or ENG 090 and REA 090; or English assessment score of 95 or better and/or Reading assessment score of 80 or better; and ECE 101 and ECE 102 or ECE 103 with a grade of C or better

Corequisite: ECE 236

Covers the growth and development of the child from conception through the elementary school years. Emphasizes physical, cognitive, language, social and emotional domains and the concept of the whole child as well as how adults can provide a supportive environment through teaming and collaboration.

NOTE: This course has an early childhood laboratory component.

ECE 260 Exceptional Child

3 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, or ENG 090 and REA 090; or English assessment score of 95 or better and/or Reading assessment score of 80 or better; and ECE 238 with a grade of C or better

Presents an overview of critical elements related to educating young children with disabilities in the early childhood setting. Topics include the following: typical and atypical development, legal requirements, research based practices related to inclusion, teaming and collaboration, and accommodations and adaptations. Student will learn how a disability will impact a young child's learning process. Focus of the course is on birth through age 8.

EDU – EDUCATION COURSES

EDU 187 Cooperative Education

1-6 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Provides students an opportunity to gain practical experience in applying their occupational skills and/or to develop specific skills in a practical work setting. The instructor works with the student to select an appropriate work site, establish learning objectives, and to coordinate learning activities with the employer or work site supervisor.

EDU 188 Practicum I

4 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the education facility and with the direct guidance of the instructor.

EDU 222 Effective Teaching

1 credit hour

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Focuses on strategies for becoming an effective teacher. Topics included are: course goals and objectives, the first day, planning a lesson, higher levels of thought, test design and grading, assessment, and teaching and learning styles.

EDU 230 Literacy Instructional Techniques

4 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Provides students with more knowledge of instructional techniques in the teaching of language, reading, and writing. Introduces students to the phases of literacy development and explores the best practices in literacy instruction for grades K-6. Accommodating the needs of learners with special needs, including learning disabilities or second language considerations, are also covered. Theory and practical classroom applications methods are emphasized.

EDU 231 Introduction to Bilingual Education

4 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Focuses on bilingual and multicultural education with emphasis on the linguistically and culturally diverse learner. Covers historical perspectives, philosophical frameworks, legal implications, subject matter methodologies, and current issues which impact bilingual educational programs.

EDU 232 Literacy in the Multicultural/Multilingual Classroom

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Introduces students to the theories, methods, and techniques for teaching reading and language to children from diverse cultural and linguistic backgrounds. Includes field experience applying coursework with children.

EDU 233 English Language Learning (K-6)

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Prepares teachers who work with limited English proficient student to learn strategies to develop English language learners (ELLs) social and academic English and supports their transition to US culture and schools. This course is appropriate in a variety of program models: mainstream classrooms, self-contained ESL classrooms, and bilingual programs and may be adapted for use with preschool teachers.

EDU 289 Capstone

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Focuses on a demonstrated culmination of learning within a given program of study.

EGT – ENGINEERING GRAPHICS COURSES

EGT 103 Applied Dimension & Tolerance

3 credit hours

Focuses on industrial dimensioning practices, enables the student to develop skills in dimensioning techniques and learn to apply the ASME Y14.5 dimensioning standard.

END – ELECTRONEURODIAGNOSTICS COURSES

END 115 Patient Care and Safety

1 credit hour

Prerequisite: Math assessment score of 85 or better, English assessment score of 95 or better, and Reading assessment score of 80 or better

Corequisite: END 102

Develop the knowledge necessary to provide safe, ethical, culturally sensitive patient care and communication skills.

END 280 Clinical Internship I

5 credit hours

Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

END 281 Clinical Internship II

5 credit hours

Emphasizes electroencephalographic (EEG) testing at clinical sites and includes history taking, electrode application, and recording. Emphasis will be placed on development of basic techniques and interpersonal skills.

END 282 Clinical Internship III

5 credit hours

Emphasizes evoked potential testing (EP) at clinical sites and includes evoked potential testing (EP) in the somatosensory, visual and auditory modalities. Emphasis will be placed on the observation and performance of other more specialized neurodiagnostic procedures such as intraoperative monitoring.

ENV – ENVIRONMENTAL SCIENCE COURSES

ENV 101 Environmental Science with Lab: GT-SC1

4 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090 and REA 090; and grade of C or better in MAT 090 or MAT 050; or English assessment score of 95 or better and/or Reading assessment score of 80 or better, and Math assessment score of 60 or better; or equivalent ACT/SAT scores

Provides an introduction to the basic concepts of ecology and the relationship between environmental problems and biological systems. Includes interdisciplinary discussions on biology, chemistry, geology, energy, natural resources, pollution, and environmental protection. Using a holistic approach, students will study how the foundations of natural sciences interconnect with the environment. This course includes laboratory experience. This course is one of the Statewide Guaranteed Transfer courses. GT-SC1

ESL – ENGLISH AS A SECOND LANGUAGE COURSES

ESL 071 Basic Language Skills

9 credit hours

Prerequisite: LOEP Listening assessment score of 35-49, and LOEP Reading assessment score of 25-45, and LOEP Grammar assessment score of 16-30; or chair permission

Develops and strengthens the reading, writing, listening, speaking and grammar production skills of non-native English speakers whose assessment scores reflect a readiness to benefit from basic-level ESL courses.

ESL 072 Intermediate Language Skills

9 credit hours

Prerequisite: ESL 021, ESL 041 or ESL 071 with a grade of C or better; or LOEP Reading assessment score of 46-70 and LOEP Grammar assessment score of 31-45 and LOEP Listening assessment score of 50-69; or chair permission

Provides intermediate and high-intermediate English language students with intensive instruction and practice in reading, writing and speaking English. Teaches intermediate and advanced-level grammar concepts. Prepares students for further academic and vocational study.

FIN – FINANCE COURSE

FIN 105 Principles of Banking

3 credit hours

Prerequisite: Math assessment score of 20 or better, or equivalent ACT/SAT scores, or chair permission

Explores nearly every aspect of banking as a solid foundation for any career in the financial services industry. Just as the industry is constantly changing, this course is continually being revised to provide specific up-to-date information.

FRE – FRENCH COURSES

FRE 101 Conversational French I

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Introduces beginning students to conversational French and focuses on understanding and speaking French. Covers basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

GEO – GEOGRAPHY COURSES

GEO 105 World Regional Geography: GT-SS2

3 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, or ENG 090 or English assessment score of 95 or better

Examines the spatial distribution of environmental and societal phenomena in the world's regions; environmental phenomena may include topography, climate, and natural resources; societal phenomena may include patterns of population and settlement, religion, ethnicity, language, and economic development. Analyzes the characteristics that define world regions and distinguish them from each other. Examines the relationships between physical environments and human societies. Examines globalization, emphasizing the geopolitical and economic relationships between more developed and less developed regions. This course is one of the Statewide Guaranteed Transfer courses. GT-SS2

GER – GERMAN COURSES

GER 101 Conversational German I

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Introduces beginning students to conversational German and focuses on understanding and speaking German. Covers basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

HWE – HEALTH & WELLNESS COURSES

HWE 129 Wilderness First Responder

4 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Provides the student with those skills and emergency medical care techniques used by guides, trip leaders and others providing primary care in backcountry setting. The student will be able to respond correctly to those medical and trauma situations commonly encountered when entry into the EMS system is delayed or unlikely.

ITA – ITALIAN COURSES

ITA 101 Conversational Italian I

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Provides the first course in a sequence for beginning students who wish to understand and speak Italian. The material includes basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

JOU – JOURNALISM COURSES

JOU 251 Media Law and Ethics

3 credit hours

Prerequisite: JOU 106 with a grade of C or better, or department chair permission

Students study and interact with precedent and case studies of statutory law surrounding the journalistic enterprise in America, and the effects of media law on a free and unbridled press. Topics include censorship, defamation, publicity and privacy, free expression, chilling effect, access to information, and press freedom. Students are challenged to think critically about the interpretation and application media law and to discern between issues of legal media practice and advisable professional ethics.

MAC – MACHINE TECHNOLOGIES COURSES

MAC 100 Machine Shop Safety

1 credit hour

Prerequisite: Math assessment score of 20 or better, or equivalent ACT/SAT scores

Covers the hazards of a machine shop including health and safety, locating essential safety information from a code or other standard, location and use of safety and emergency equipment, and identifying and applying shop safety procedures.

MAN – MANAGEMENT COURSES

MAN 225 Managerial Finance

3 credit hours

Prerequisite: BUS 115 with a grade of C or better

Examines the concepts and techniques used to analyze financial accounting information for managerial planning, decision

making and control. The focus of the course is on decision-making relating to the areas of budgets, forecasts, cost volume production, ROI and financial statements.

MAT – MATHEMATICS COURSES

MAT 025 Algebraic Literacy Lab

1 credit hour

Prerequisite: Grade of C or better in MAT 050, MAT 070, MAT 071, or MAT 090; or EA score of 45-84

Corequisite: MAT 055

Supports skill development for students registered in MAT 055 Algebraic Literacy. Topics covered in this course include those defined in MAT 055 and/or any prerequisite skills needed by the student. For students with Accuplacer score EA 45-59, this course is a required corequisite with MAT 055 Algebraic Literacy.

MAT 050 Quantitative Literacy

4 credit hours

Prerequisite: Grade of C or better in MAT 030 or MAT 045; or Math assessment score of EA 30-59 or AR 40 or better

Develops number sense and critical thinking strategies, introduce algebraic thinking, and connect mathematics to real world applications. Topics in the course include ratios, proportions, percents, measurement, linear relationships, properties of exponents, polynomials, factoring, and math learning strategies. This course prepares students for Math for Liberal Arts, Statistics, Integrated Math, and college level career math courses.

MAT 055 Algebraic Literacy

4 credit hours

Prerequisite: Grade of C or better in MAT 050, MAT 070, MAT 071, or MAT 090; or EA 60-84

Students with EA 45-84 may be advised into MAT 055 but must co-enroll in MAT 025.

Develops algebraic skills necessary for manipulating expressions and solving equations. Topics in the course include radicals, complex numbers, polynomials, factoring, rational expressions, quadratic equations, absolute value equations and inequalities, systems of linear equations, related applications, and math learning strategies. This course prepares students for College Algebra and Finite Math.

MAT 155 Integrated Math I

3 credit hours

Prerequisite: Grade of C or better in MAT 050, MAT 090, or Math assessment score of 60 (EA) or better, or equivalent ACT/SAT scores

This course engages students in the concepts of school mathematics, including the recognition of numerical and geometric patterns and their application to a variety of mathematical situations; mathematical problem-solving, reasoning, critical thinking, and communication; algebraic thinking, representation, analysis, manipulation, generalizations and extensions.

NOTE: This course is designed for students who are seeking an AA degree with an emphasis in education.

OSH – OCCUPATIONAL SAFETY TECHNICIAN COURSES

OSH 116 OSHA Voluntary Compliance

3 credit hours

Prerequisite: Math assessment score of 20 or better, or equivalent ACT/SAT scores

Provides a 30-Hour OSHA certification course for general industry. Participants will review the current OSHA standards contained in 29 CFR 1910 and participants that complete the course will receive a certificate of completion from the United States Department of Labor, Occupational Safety and Health Administration. The course is taught by instructors certified by the Occupational Safety and Health Administration.

OUT – OUTDOOR STUDIES COURSES

OUT 112 Mountain Orientation

2 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

A concentrated field experience in the Colorado mountain environment is provided in this course. Emphasis is on backpacking skills, safety procedures, ecology, geology, geography and group dynamics.

OUT 131 Rock Climbing I

2 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Introduces basic rock climbing, improving dexterity, problem solving skills and the physical work capacity of an individual. Enables the student to gain an understanding of the general principles of climbing; how equipment works and how it is used; basic climbing skills and techniques; safety and climbing etiquette and terminology.

OUT 135 Risk Management for Outdoor Professionals

1 credit hour

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Introduces risk management in the outdoor environment. Students will gain a better understanding of the inherent risks associated with various outdoor activities. They will learn how to analyze and minimize those risks, how to establish emergency protocols to react to those risks, and how to take the proper steps to resolve the consequences from those risks. After learning to identify, assess and reduce the risk, students will write a risk management plan specific to their area of interest. This course will cover outdoor leadership skills and delve into backcountry emergency situations and scenarios.

OUT 145 Introduction to Winter Sports

1 credit hour

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Corequisite: OUT 168 or chair permission

Provides an overview of at least two of the following winter sports: alpine skiing, snowboarding, ice skating, telemark skiing, nordic skiing, snowshoeing, or skate skiing. Enables the student to gain the knowledge and techniques necessary for winter sports on beginner to intermediate groomed or backcountry terrain. Incorporates multiple field trips to ski areas or other outdoor venues.

OUT 168 Avalanche Awareness Level I

1 credit hour

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Corequisite: OUT 145 or chair permission

Emphasizes the latest information available about the study of avalanches, snow science, rescue equipment, and rescue techniques. Provides students with the knowledge and skills necessary to help instill good judgment and sound skills when making day-to-day travel decisions in the winter environment. This course fulfills the National Ski Patrol's Basic (Level 1) Avalanche course requirements.

PRA – PARK RANGER COURSES

PRA 218 Outdoor Leadership

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Enables the student to develop, acquire and apply outdoor leadership skills and knowledge. Exposes students to the latest information, philosophy, and techniques necessary to safely conduct outdoor programs and expeditions as an outdoor leader. Skills are applied under actual field conditions. Emphasizes minimum impact camping, wilderness ecology, judgment, decision making, group dynamics, and trip logistics. These skills enhance the effectiveness of the student as a professional outdoor leader.

PSM – PUBLIC SECURITY MANAGEMENT COURSES

PSM 104 Introduction to Emergency Management

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Offers the student an orientation to the position of Emergency Manager; the requirements for emergency preparedness in the USA, an orientation to community disaster relief; basic incident command systems, state disaster management, the role of emergency management in community preparedness, response and recovery, and the response to failure of infrastructure on individuals and communities.

PSM 105 Crime and Forensics

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Examines the philosophical considerations of the integration of forensic science disciplines with criminal investigations. The course encompasses and provides an overview of physical evidence and examines the major forensic sub-disciplines of pathology, toxicology, deontology, anthropology, art, firearms and tool marks, criminalistics, serology, and questioned documents. The course provides an important base for the security management professional who may become the first responder in a crime scene.

PSM 110 School Violence

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Provides an understanding of what leads to violence and the types of support that research has shown to be effective in preventing violence as a necessary tool for the security management professional. Preparing for a violent confrontation or the threat of physical harm is not an everyday occurrence. Although most schools are safe, the violence that occurs in our neighborhoods and communities has found its way inside the schoolhouse door.

PSM 132 Homeland Defense: Forecasting Terrorism

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Examines the variety of new indicators, warning methodologies, and analytical tools available to analysts; review of the extensive academic, governmental, and policy literature on terrorism forecasting that has been developed to assess and forecast terrorism in its numerous dimensions. Students will comprehend the various analytical capabilities of the types of terrorist threats that are most likely to confront the USA and its allies in the near future, and predict how to develop proactive defenses for the long term protection of our society.

PSM 133 Homeland Security: Chemical and Biological Defense

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Provides an overview of the radiological, chemical, biochemical, and biological threat to Homeland Security. Analysis of the agents and means of dissemination or attack that an adversary nation, group, or terrorist cell may employ to deliver these agents; review the current and projected means, techniques, and procedures for defense against such agents; review of theory and practices in chemical and biological threats to develop proactive defensive postures to defeat these threats.

PSM 204 Terrorism, Intelligence, and Justice

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Provides the student with an interactive opportunity for students to develop enforcement strategies for investigating terrorism, intelligence gathering, and justice. The course will focus on the history and development of traditional and non-traditional terrorist actors, cells, supporting countries, and homeland defensive methodologies for the security professional. The operational strategies of law enforcement in combating terrorism, including electronic surveillance, intelligence operations and covert operations will be discussed and applied in role-play situations.

PSM 221 Forensic Computer Analysis: Computer Forensics I

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Offers the student an overview of computer forensics, while discussing the different aspects of computers as it pertains to the forensic field, loss prevention, security management, and homeland security. Introduction to the legal aspects as it pertains to the search and seizure of computers and the effects of new legislation that changes our concepts of privacy and ownership.

REC – RECREATION COURSES

REC 101 Recreation-Principles and Practice

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Examines the structure and economics of recreation in the United States as well as the inter-relationships between private, public and volunteer recreation groups. Introduces the history, philosophy and theories of recreation as well as career opportunities and professionalism in recreation.

SPA – SPANISH COURSES

SPA 101 Conversational Spanish I

3 credit hours

Prerequisite: English assessment score of 20 or better, or equivalent ACT/SAT scores

Offers beginning students the skills necessary to understand and speak Spanish. The material includes basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

VET – VETERINARY TECHNOLOGY AND VETERINARY ASSISTANT COURSES

VET 103 Veterinary Assistant Restraint and Handling

2 credit hours

Prerequisite: Math assessment score of 57 (AR) or better, English assessment score of 70 or better, Reading assessment score of 62 or better, and admission into the Veterinary Assistant program

Corequisite: VET 113, VET 114, and VET 120

Introduces students to basic animal care skills and clinical procedures common to a veterinary assistant in practice. Laboratories provide practice in restraint, grooming and physical exam techniques.

VET 113 Vet Assist Surgical & Nursing Care

3 credit hours

Prerequisite: Math assessment score of 57 (AR) or better, English assessment score of 70 or better, Reading assessment score of 62 or better, and admission into the Veterinary Assistant program

Corequisite: VET 103, VET 114, and VET 120

Introduces surgical assisting of the veterinarian and/or the veterinary technician, including basic knowledge of surgical instruments and surgery room hygiene. Also introduces basic nursing care of animal patients including safety concerns and nursing procedures.

VET 114 Vet Assist Lab & Clinical Procedures

3 credit hours

Prerequisite: Math assessment score of 57 (AR) or better, English assessment score of 70 or better, Reading assessment score of 62 or better, and admission into the Veterinary Assistant program

Corequisite: VET 103, VET 113, and VET 120

Covers selected areas of common laboratory and diagnostic imaging procedures performed in a veterinary hospital. Emphasis is on assisting the veterinarian and/or veterinary technician with these procedures.

VET 183 Internship

3 credit hours

Prerequisite: VET 103, VET 113, VET 114, and VET 120 with a grade of C or better

Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

WEL – WELDING AND FABRICATION COURSES

WEL 100 Safety for Welders

1 credit hour

Prerequisite: Math assessment score of 20 or better, or equivalent ACT/SAT scores

Covers the hazards of welding on health and safety, locating essential safety information from a code or other standard, and identifying and applying shop safety procedures.

New Courses - Beginning Summer 2014

ACC – ACCOUNTING COURSES

ACC 125 Computerized Accounting

3 credit hours

Prerequisite: ACC 101 or ACC 121 with a grade of C or better

Introduces the capabilities of computer applications in accounting. Includes solving accounting problems of a financial nature and hardware and software controls.

ACC 280 Internship

3-6 credit hours

Prerequisite: ACC 121 and ACC 122 with a grade of C or better and instructor permission

Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

NOTE: This class will be offered in the Spring semester only.

AEC – ARCHITECTURE/ENGINEERING/CONSTRUCTION COURSES

AEC 175 Special Topics

2-12 credit hours

Prerequisite: Chair permission

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

AEC 275 Special Topics

3-6 credit hours

Prerequisite: Chair permission

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

ANT – ANTHROPOLOGY COURSES

ANT 175 Special Topics

1-12 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, or ENG 090; or English assessment score of 95 or better, or equivalent ACT/SAT scores

Studies human cultural patterns and learned behavior. Includes linguistics, social and political organization, religion, culture and personality, culture change, and applied anthropology.

CAD – COMPUTER ASSISTED DESIGN COURSES

CAD 217 Rhino

3 credit hours

Prerequisite: CAD 224 with a grade of C or better or chair permission

Introduces the Rhino modeling platform, systems and plug-ins and creation and modification of 3-D objects and scenes. Focuses on NURBS systems, Rhino plug-ins such as Grasshopper, and Rhino workflow processes. Examines how Rhino is used in various industries. Prepares students to create physical models and renderings using Rhino.

CHE – CHEMISTRY COURSES

CHE 175 Special Topics

1-12 credit hours

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

CHW – COMMUNITY HEALTH WORKER COURSES

CHW 175 Special Topics

1-12 credit hours

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

CIS – COMPUTER INFORMATION SYSTEMS COURSES

CIS 220 Fundamentals of Unix

3 credit hours

Prerequisite: CSC 119 with a grade of C or better, or CSC 119 as a corequisite, or instructor permission.

Covers the structure and fundamentals of the UNIX operating system. Includes the file system and file processing, various utility programs, shell, multi-user operation, text processing and communications.

CIS 243 Introduction to Structured Query Language 3 credit hours

Prerequisite: CSC 119 with a grade of C or better, or instructor permission

Introduces students to Structured Query Language (SQL). Students learn to create database structures and store, retrieve and manipulate data in a relational database. Students create tables and views, use indexes, secure data, and develop stored procedures and triggers.

COM – COMMUNICATION COURSES

COM 176 Special Topics

0-12 credit hours

Prerequisite: This course may require prerequisites or permission of instructor

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

CSC – COMPUTER SCIENCE COURSES

CSC 175 Special Topics

2-12 credit hours

Prerequisite: Instructor permission

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

CWB – COMPUTER WEB BASE COURSES

CWB 110 Complete Web Authoring: (Scripting Language)

3 credit hours

Prerequisite: CIS 118 with a grade of C or better, or CIS 118 as a corequisite, or instructor permission

Explores the complete set of web authoring skills using HTML and/or other scripting languages. Includes links, backgrounds, controlling text and graphic placement, tables, image maps, frames and forms.

CWB 125 Introduction to Technical Applications

3 credit hours

Prerequisite: CWB 110 with a grade of C or better, or CWB 110 as a corequisite, or instructor permission

Introduces the student to the more common scripting languages used in web development. This allows for the development of dynamic, interactive and responsive web pages. Both client-side and server-side scripting is introduced. Using topics learned in this course, the student will be able to develop web pages that look, feel and have the usability of desktop applications.

CWB 130 Web Editing Tools: (Editor)

3 credit hours

Prerequisite: CIS 118 with a grade of C or better, or CIS 118 as a corequisite, or instructor permission

Teaches the use of tools for Web page design and development. These tools are designed to make the creation of Web pages easy and consistent. With the use of editing tools, students will be able to build Web pages making use of forms, tables, frames, templates, Cascading Style Sheets (CSS), and layers. The student will also be able to easily publish and manage a Web site once it is created.

CWB 204 Web Presentation: (Software)

3 credit hours

Prerequisite: CWB 110 with a grade of C or better, or CWB 110 as a corequisite, or instructor permission

Teaches control of presentational elements of Web documents by effectively separating page structure from the presentation or design of that page using a style language, controlling page formatting, image inclusion, page layout, and hyperlinks.

CWB 275 Special Topics

3 credit hours

Prerequisite: Instructor, chair, or advisor permission

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

ECO – ECONOMICS COURSES**ECO 175 Special Topics**

2-12 credit hours

Prerequisite: Chair permission

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

EGG – ENGINEERING COURSES**EGG 175 Special Topics**

1-12 credit hours

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

GEO – GEOGRAPHY COURSES**GEO 106 Human Geography: GT-SS2**

3 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090; or English assessment score of 95 or better; or equivalent ACT/SAT scores

Introduces students to geographic perspectives and methods in the study of human societies by examining the spatial characteristics of populations, language, religion, ethnicity, politics, and economics. Examines the relationships between physical environments and human societies. This course is one of the Statewide Guaranteed Transfer courses. GT-SS2

GEO 111 Physical Geography: Landforms with Lab: GT-SC1

4 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090, or English assessment score of 95 or better; and grade of C or better in MAT 090 or MAT 050, or Math assessment score of 60 or better; or equivalent ACT/SAT scores

Introduces students to the principles of Earth's physical processes, emphasizing landforms, soils, and hydrology. Examines the formation and distribution of landforms, such as mountains, valleys, and deserts, and their shaping by fluvial and other processes. The course incorporates an integrated process of lectures, discussion, and laboratory assignments.

GEO 112 Physical Geography - Weather and Climate with Lab: GT-SC1

4 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090 or English assessment score of 95 or better; and grade of C or better in MAT 090 or MAT 050, or Math assessment score of 60 or better; or equivalent ACT/SAT scores

Introduces the principles of meteorology, climatology, world vegetation patterns, and world regional climate classification. The course includes investigating the geographic factors which influence climate such as topography, location, elevation, winds, and latitude.

GEO 175 Special Topics

2-12 credit hours

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

GEY – GEOLOGY COURSES

GEY 135 Environmental Geology with Lab: GT-SC1

4 credit hours

Prerequisite: GEY 111 with a grade of C or better

Introduces the subject of geology as it relates to human activities. Geologic hazards such as floods, landslides, earthquakes, and volcanoes are investigated. Mineral, energy, soil, and water resources are discussed in terms of their geologic formation and identification, usage by society, and associated environmental impacts. Land use issues, waste, and pollution are also examined. This course is part of the Statewide Guaranteed Transfer courses. GT-SC1

GEY 175 Special Topics

3 credit hours

Prerequisite: This course may require prerequisites or permission of instructor

Presents an overview of the special topic including one aspect of the earth and its history as recorded in rocks and rock formations. May include current changes and impact of historical events and exploration of current topics, issues and activities related to one or more aspects of the named discipline.

HIS – HISTORY COURSES

HIS 215 Women in U.S. History: GT-HI1

3 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090; or English assessment score of 95 or better, or equivalent ACT/SAT scores

Examines women's changing roles in American history from the pre-colonial native population to the present. Emphasizes the nature of women's work and the participation of women in the family, political, religious, and cultural activities and in social reform movements. This course is one of the Statewide Guaranteed Transfer courses. GT-HI1

HPR – HEALTH PROFESSIONS COURSES

HPR 112 Phlebotomy

4 credit hours

Prerequisite: Grade of C or better in BIO 201, BIO 202, ENG 121, HPR 106, HPR 137, HPR 178 and MOT 136

Teaches the duties associated with the practice of venipuncture, capillary puncture, and special collection procedures. Students will have experience with quality control, infection control and safety procedures as well as laboratory computer systems. Students successfully completing this course may apply for a National Phlebotomy Registry Examination.

HPR 137 Human Diseases

4 credit hours

Prerequisite: Grade of C or better in BIO 201, BIO 202, HPR 106, HPR 178 and MOT 136

Corequisite: MOT 150

Covers basic knowledge of the deviations that occur in the human body with disease and injury. An integrated study of signs/symptoms, diagnostic tests and treatment.

HWE – HEALTH & WELLNESS COURSES

HWE 175 Special Topics

1-12 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, or ENG 090 and REA 090; and Grade of C or better in MAT 060; or English assessment score of 95 or better and/or Reading assessment score of 80 or better; and Math assessment score of 45(EA) or better. Provides students with a vehicle to pursue in depth exploration of special topics of interest.

MAN – MANAGEMENT COURSES

MAN 175 Special Topics

2-12 credit hours

Prerequisite: Chair permission

Provides students with a vehicle to pursue special topics of interest in business. The content of this course is designed on an as needed basis to provide current, up-to-date information.

MAT – MATHEMATICS COURSES

MAT 166 Pre-Calculus: GT-MA1

5 credit hours

Prerequisite: Grade of C or better in MAT 121, or Math assessment score of 63 (CLM) or better, or equivalent ACT/SAT scores

Reviews college algebra and college trigonometry intended for those planning to take calculus. Topics include algebraic manipulations, properties of algebraic and trigonometric functions and their graphs, trig identities and equations, conic sections, polar coordinates and parametric equations. This course is one of the Statewide Guaranteed Transfer courses. GT-MA1

MAT 203 Calculus III: GT-MA1

4 credit hours

Prerequisite: Grade of C or better in MAT 202

Focuses the traditional subject matter of the Calculus. Topics include vectors, vector-valued functions, and multivariable calculus including partial derivatives, multiple integrals, line integrals and application. This course is one of the Statewide Guaranteed Transfer courses. GT-MA1

MAT 255 Linear Algebra

3 credit hours

Prerequisite: Grade of C or better in MAT 202

Explores vector spaces, matrices, linear transformations, matrix representation, eigenvalues, and eigenvectors.

MAT 265 Differential Equations: GT-MA1

3 credit hours

Prerequisite: Grade of C or better in MAT 202

Explores techniques of problem solving and applications. Topics include first, second, and higher order differential equations, series methods, approximations, systems of differential equations, and Laplace transforms. This course is one of the Statewide Guaranteed Transfer courses. GT-MA1

MOT – MEDICAL OFFICE TECHNOLOGY COURSES**MOT 110 Medical Office Administration**

4 credit hours

Prerequisite: Grade of C or better in ENG 121 and HPR 178

Introduces the administrative duties specifically used in medical offices.

MOT 120 Medical Office Financial Management

3 credit hours

Prerequisite: Grade of C or better in HPR 137, HPR 178 and MOT 110

Covers the practical uses of accounts and records with emphasis on accounting principles and analysis for use in a medical office.

MOT 130 Insurance Billing and Coding

3 credit hours

Prerequisite: Grade of C or better in HPR 137, HPR 178 and MOT 110

Introduces outpatient coding with an ultimate goal to present a clear picture of medical procedures and services performed (CPT codes), correlating the diagnosis, symptom, complaint or condition (ICD-9 codes), thus establishing the medical necessity required for third-party reimbursement.

MOT 136 Introduction to Clinical Skills

2-3 credit hours

Prerequisite: Grade of C or better in ENG 121

Provides hands on experience with the basic clinical skills required for assisting with patient care in an ambulatory setting. Delivers the theory behind each skill presented as well as proper technique for performing each skill. Includes knowledge and/or performance of universal precautions/OSHA regulations, HIPAA, medical asepsis, procedural gowning and gloving, patient draping and positioning, and measurement of vital signs.

MOT 138 Medical Assisting Laboratory Skills

4 credit hours

Prerequisite: Grade of C or better in BIO 201, BIO 202, COM 220, ENG 121, HPR 106, HPR 178, MOT 136 and PSY 101

Introduces the student to basic routine laboratory skills and techniques for collection, handling, and examination of laboratory specimens often encountered in the ambulatory care setting. Emphasizes hands-on experience.

MOT 140 Medical Assisting Clinical Skills

4 credit hours

Prerequisite: Grade of C or better in BIO 201, BIO 202, COM 220, ENG 121, HPR 106, HPR 178, MOT 136 and PSY 101; and grade of C or better in MAT 121 or Math assessment score of 85 or better

Provides hands on experience with the clinical skills required for assisting with patient care. Delivers the theory behind each skill presented as well as proper technique for performing each skill.

MOT 150 Pharmacology for Medical Assistants

3 credit hours

Prerequisite: Grade of C or better in BIO 201, BIO 202, HPR 106, HPR 178 and MOT 136

Corequisite: HPR 137

Provides an overview of pharmacology language, abbreviations, systems of measurement and conversions. The Controlled Substances Act, prescriptions, forms of medications, patient care applications, drug classifications/interactions, and safety in drug therapy and patient care are presented. Information regarding the measurement of medications, dosage calculations, routes of administration, and commonly prescribed drugs in the medical office is provided.

MOT 183 Medical Assistant Internship

0-12 credit hours

Prerequisite: Current CPR and First Aid Certificates and grade of C or better in BIO 201, BIO 202, COM 220, ENG 121, HPR 106, HPR 137, HPR 178 and PSY 101

Provides supervised placement in contracted facility for guided experience in application of knowledge and skill acquired in the classroom. The student assists with a variety of business and clinical procedures. Positions are non-paid due to CAAHEP requirement. Student must have permission by program coordinator to begin internship.

MOT 189 Review for Medical Assistant National Examination

0.25-6 credit hours

Prerequisite: Grade of C or better in BIO 201, BIO 202, COM 220, ENG 121, HPR 106, HPR 137, HPR 178 and PSY 101

Prepares the candidate sitting for the National Registration/Certification Examination for Medical Assistant through review and practice. These examinations are given with the intent of evaluating the competency of entry-level practitioners in Medical Assisting, therefore supporting quality care in the office or clinic.

MOT 209 Introduction to ICD-9 Coding

2 credit hours

Covers how to use the ICD-9-CM coding system for insurance claims. The course will introduce student to using the HCFA 1500 form generated from the physician's office.

NUA – NURSE AIDE COURSES

NUA 105 Home Health Aide Theory

2 credit hours

Prerequisite: Grade of C or better in NUA 101 and NUA 170, or a current and unencumbered Colorado Nurse Aide license

Corequisite: NUA 180

Introduces the student to the expanding field of Home Health Nursing. The student will discover the uniqueness of Home Health Care and the vital role that the nursing assistant plays as part of the home care team. The student will learn how to assist home care patients with activities of daily living and maintain a safe, clean and comfortable environment. The student will also learn the differences and challenges of caring for patient in their natural home environment versus institutional settings.

NUA 180 Home Health Aide Internship

0.25-6 credit hours

Prerequisite: Grade of C or better in NUA 101 and NUA 170, or a current and unencumbered Colorado Nurse Aide license

Corequisite: NUA 105

Prepares the nurse aide for entry-level into the home health care setting.

PED – PHYSICAL EDUCATION COURSES

PED 175 Special Topics

1-12 credit hours

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

PHY – PHYSICS COURSES

PHY 175 Special Topics

1-12 credit hours

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

PHY 213 Physics III: Calculus Based Modern Physics

3 credit hours

Prerequisite: PHY 212 with a grade of C or better

Expands upon PHY 212 and explores twentieth century advances in physics. Topics may include special and general relativity, quantum theory, atomic physics, solid state physics, nuclear physics, semiconductor physics, and cosmology.

POS – POLITICAL SCIENCE COURSES

POS 215 Current Political Issues: GT-SS1

3 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, CCR 094, or ENG 090; or English assessment score of 95 or better, or equivalent ACT/SAT scores

Incorporates an in-depth analysis of the background and nature of political issues and themes. This course is one of the State-wide Guaranteed Transfer courses. GT-SS1

POS 175 Special Topics

2-12 credit hours

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

PSY – PSYCHOLOGY COURSES

PSY 175 Special Topics

1-12 credit hours

Prerequisite: Grade of C or better in CCR 092, CCR 093, or ENG 090; or English assessment score of 95 or better, or equivalent ACT/SAT scores.

Provides students with a vehicle to pursue in-depth exploration of special topics of interest.

SPA – SPANISH COURSES

SPA 175 Special Topics

1-12 credit hours

Prerequisite: Grade of C or better in CCR 092, or ENG 060 and REA 060; or English assessment score of 70 or better and Reading assessment score of 62 or better; or chair permission.

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

VET – VETERINARY TECHNOLOGY AND VETERINARY ASSISTANT COURSES

VET 175 Special Topics

1-12 credit hours

Prerequisite: This course may require prerequisites or permission of instructor

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

WST – WOMEN'S STUDIES COURSES

WST 275 Special Topics

1-12 credit hours

Prerequisite: ENG 121 with a grade of C or better

Provides students with a vehicle to pursue in depth exploration of special topics of interest.