

# Blinn College

## CATALOG

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Vol. 76

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### ONE HUNDRED THIRTY-THIRD ANNUAL CATALOG

Records of Session of  
2014-2015

Announcements for  
Session of  
2015-2016

#### An Invitation

*You are invited to visit the Blinn College campuses and meet members of the student body, faculty and administration, as well as, inspect the facilities of the College. Escorted tours of the campuses will be provided by appointment. Campus hours vary, so please call to schedule a tour [Brenham (979) 830-4152; Bryan (979) 209-7541; Schulenburg (979) 743-5220 and Sealy (979) 627-7997] in advance of your visit.*

**We encourage you to visit our web site at  
<http://www.blinn.edu>.**

# Blinn College

**The First  
County-Owned  
Public Junior College in Texas**

*133 Years of Continuous Service*

## **Accreditation**

Blinn College is accredited by the Southern Association of Colleges and Schools Commission on Colleges ([www.sacscoc.org](http://www.sacscoc.org)) to award associate degrees.

Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia, 30033-4097; or telephone 404-679-4500; or Web site [www.sacscoc.org](http://www.sacscoc.org) for questions about the accreditation of Blinn College.

*Approved to offer degrees and certificates by*

TEXAS HIGHER EDUCATION COORDINATING BOARD  
THE TEXAS EDUCATION AGENCY

## **Member of**

TEXAS ASSOCIATION OF COMMUNITY COLLEGES  
THE SOUTHERN ASSOCIATION OF COMMUNITY AND JUNIOR COLLEGES  
THE TEXAS ASSOCIATION OF MUSIC SCHOOLS  
THE AMERICAN ASSOCIATION OF COMMUNITY COLLEGES  
THE TEXAS SPEECH ASSOCIATION  
SOUTHWEST JUNIOR COLLEGE FOOTBALL CONFERENCE  
THE TEXAS ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS  
THE AMERICAN ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS  
THE ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES  
TEXAS JUNIOR COLLEGE PRESS ASSOCIATION  
NATIONAL ASSOCIATION OF COLLEGE AND UNIVERSITY BUSINESS OFFICERS  
NATIONAL COUNCIL FOR RESEARCH AND PLANNING  
NATIONAL JUNIOR COLLEGE ATHLETIC ASSOCIATION  
REGION XIV ATHLETIC CONFERENCE  
SOUTHERN ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS  
TEXAS ASSOCIATION OF COLLEGE ADMISSIONS COUNSELORS  
THE ASSOCIATION OF HIGHER EDUCATION FACILITIES OFFICERS  
TEXAS EDUCATIONAL THEATRE ASSOCIATION

This catalog describes a flexible program of the curricula, educational plans, offerings and requirements which may be altered from time to time to carry out the purposes and objectives of the College. The provisions of this catalog do not constitute an offer for a contract which may be accepted by students through registration and enrollment in the College. The College reserves the right to change any provision, offering or requirement at any time within the student's period of study at the College. The College further reserves the right to require a student to withdraw from the College for cause at any time.

Copies of this publication have been deposited with the Texas State Library  
in compliance with the State Depository Law.

## Important New Student Information

1. Complete a Blinn College application for admissions. Complete the Texas Common Application at <https://www.applytexas.org>.
2. Apply for financial aid. Complete the Free Application for Federal Student Aid (FAFSA) at [www.FAFSA.ed.gov](http://www.FAFSA.ed.gov). Utilize the IRS data retrieval tool for faster processing and to reduce documents requested by Blinn.
3. Apply for Housing (Brenham Campus only). Housing assignments for the residence halls and apartments are made according to the date of the deposit; therefore, an early application, preferably in the Fall semester of a high school student's senior year, is advised. Student must apply for admission before housing assignments are made. Applications can be found in the back of this catalog.
4. Send your final high school transcript if your college transfer hours are less than 12 semester credit hours.
5. Send your complete college transcripts from all colleges attended, if applicable.
6. Determine your Texas Success Initiative (TSI) status by having an approved exemption or test scores from a state-approved placement test ([http://www.blinn.edu/admissions/success\\_initiative.html](http://www.blinn.edu/admissions/success_initiative.html)). Blinn College offers the Accuplacer, Compass, and THEA-QT tests. For information on testing visit the following web site (<http://www.blinn.edu/counseling/testing.html>) or contact the Testing Center/Academic Advising and Counseling Office on the campus that will be attended.
7. Send your bacterial meningitis vaccination documentation. (<http://www.blinn.edu/immunization.html>)
8. Meet with a counselor/advisor to discuss course options. (<http://www.blinn.edu/counseling/advising.htm>)
9. Research course offerings.
10. Register using <http://my.blinn.edu> during approved times (<http://calendar.blinn.edu>).
11. Pay by the payment deadlines (<http://calendar.blinn.edu>).
12. Stay in touch.
  - a. Create <http://my.blinn.edu> password
  - b. Check your e-mail account
  - c. Check the Blinn College web page <http://www.blinn.edu>

(For further information or assistance, visit or call the campus you plan to attend.)

## Student Right-to-Know and Campus Security Act

On November 8, 1990, the President of the United States signed into law the Student Right-to-Know and Campus Security Act. Considered a consumer rights statute, the Act requires colleges and universities to report graduation rates of all students as well as those of student athletes. In addition, schools must report certain campus crime statistics and campus security procedures. These statistics are available on the Blinn College web site. For questions contact the Office of the Senior Vice President of Student Services for the Brenham, Schulenburg, and Sealy campuses and the Dean of Student Success on the Bryan Campus.

### BLINN COLLEGE ALMA MATER

Dear College we, our hearts to thee have holden  
 By loyal love for each familiar scene,  
 Our faithful pledge to thee is ever golden  
 On our dear Blinn the sun of glory beams  
 Our song to thee we raise in joyous praise,  
 Our song to thee we raise in praise.

The children we, our love and pride confessing

Within thy walls we find a pleasant home;  
 And may strive to bring a greater glory  
 To crown thee now, and thro' years to come,  
 And may we strive to bring a greater glory

To crown thee now, thro' the years to come.

### BLINN COLLEGE FIGHT SONG

Fight, Fight you Blinn Buccaneers  
 Fight on to victory amid our cheers  
 You're the masters of the ball  
 You'll never falter, never fall  
 With colors waving, Fight on, team fight  
 You'll make a touchdown for blue and white  
 Win or lose you'll always know  
 We're for you Blinn Buccaneers.

Fight, Fight, Fight Team Fight  
 Fight, Fight, Blue and White  
 B U C S Blinn Buccaneers Fight  
 Team Fight.

**ATHLETIC NICKNAME:** Buccaneer

**COLORS:** Blue and White



Dear Students:

On behalf of the Board of Trustees and the entire Blinn College family, I am pleased to welcome you to Blinn College. For more than 130 years, Blinn has offered high-quality, affordable educational opportunities in a uniquely personalized and friendly atmosphere.

The premier two-year college in Texas, Blinn College has one of the nation's highest percentages of students who transfer to and graduate from top universities (exceeding the state average by more than 20 percent), and has earned national recognition for its affordable educational excellence and its commitment to community service and civic responsibility.

Blinn offers job seekers the skills and credentials they need to succeed in the region's fast-growing industries, and partners with local businesses to provide skills development training for incumbent employees. Each year, Blinn programs and students make a \$345.3 million impact on the local economy.

Blinn has been named to the President's Higher Education Community Service Honor Roll, the highest accolade an educational institution can receive from the federal government for its commitment to service and civic engagement, five of the last seven years, and received Carnegie Classification from the Carnegie Foundation for Advancement of Teaching. That honor places Blinn among the top five percent of colleges and universities in the nation.

Blinn has been recognized as one of the most affordable large community colleges in the nation. Blinn students who take 30 credit hours will save approximately \$3,500 in tuition compared to the average Texas public university. We also offer more than 220 endowed scholarships.

And while we're one of the most widely-recognized community colleges in the state of Texas, we continue to explore innovative opportunities to help you succeed. Beginning in Fall 2015, we are introducing a new initiative, "Destination Success: First-Year Focus," in which we will use learning communities to help first-year college students make the transition from high school through learning communities that give each student a strong support system as they adapt to a college workload.

With a focus on students and teaching excellence, Blinn offers a robust and modern variety of academic transfer courses, health science programs, workforce training and continuing education classes for almost 20,000 students. We serve students throughout a 13-county district that encompasses four unique campuses in Bryan, Brenham, Schulenburg and Sealy, and our flexible online programs allow you to study from anywhere in the world.

Thank you for your interest in Blinn College. Schedule a tour with us today and let us show you why Blinn College is the "*Proven*" choice for all your educational needs.

**Mary Hensley, Ed.D.**  
**District President/CEO**  
 Blinn College



On behalf of the Student Services Division, I welcome you to Blinn College. We hope your time at Blinn is fulfilling and enjoyable. According to the Texas Higher Education Coordinating Board, Blinn College is the top transfer institution in the state of Texas. We pride ourselves on helping students complete their educational goals whether they are to receive an Associate's Degree, transfer to a senior institution, or receive a professional degree or certificate.

Blinn College has four unique campuses located in Brenham, Bryan, Schulenburg, and Sealy. For those of you in high school, Blinn College has a large dual credit program where high school students earn both college and high school credit. Blinn offers a full range of transferrable academic courses as well as many professional degrees and programs offered in both traditional classroom settings and online.

This catalog and its online counterpart is designed to be used as your resource for Blinn College policies and procedures. It also contains campus specific information to assist you to be a more informed student.

The Student Services Division is here to help you in your pursuit of academic enlightenment and excellence. Please contact myself or one of the Student Services professionals for help and guidance. We are here to help you succeed!

Good luck in your educational endeavors both here at Blinn College and throughout your academic career.

Sincerely,

Dennis K. Crowson, Ph.D.  
Senior Vice President of Student Services

On behalf of Student Government Association (SGA) and the entire student body, I am excited to welcome you to Blinn College, Brenham campus. I can assure you that you have made an excellent choice in choosing Blinn to continue your education. We are excited to have you join us on our continued journey toward academic excellence. I would encourage each of you to find a place to be involved, whether it is through academic clubs, social clubs, or activities such as intramural sports. Giving yourself the opportunity to experience new things and meet new people is the best way to discover pathways to a bright and exciting future. It is what your college experience should provide.

I am honored to serve as your Student Body President, and it is my mission to help you discover the best you that you can be through the opportunities that Blinn has to offer. If you have questions or concerns, or just need someone to listen because you're feeling overwhelmed, please don't hesitate to get in touch with me.

My email is, [randall.russell72@buc.blinn.edu](mailto:randall.russell72@buc.blinn.edu), and I'll have regular hours at the SLA office in the student center.

Looking forward to a great year with you! Sincerely,

Randall "Austin" Russell  
Blinn College Student Body President, Brenham

Hello fellow Students,

On behalf of the Blinn Bryan Student Government Association (SGA), I am happy to welcome you to Blinn College Bryan. Coming to college is a step towards accomplishing your goals and dreams. For this reason I want to congratulate you on your accomplishments thus far and encourage you to keep going strong. Work hard, study hard, have fun and after your studies are done, reap the fruits of your efforts.

As you make your way through the halls and classes of Blinn College, faculty and staff work hard to ensure that you get the best education possible. SGA is also committed to help students and make life at the college better. Our organization helps both in the school community and also the local one. Last year we had our holiday Food Drive and it was a success. This year we intend to have another Food Drive and hopefully surpass our last year's mark.

The past year we were able to start intramurals at Blinn. This year they will continue and you should keep an eye out for them so you can get involved and have some fun. Furthermore, our organization helps with other clubs on campus so that regardless of what your interests are that you can be part of something you enjoy.

SGA will continue to support student like and to better your experience in other areas. Through the course of time the organization has also served as a liaison between the students and the administration. We will do our best to benefit you as a student, since we represent the voice of all of you guys. I, as your SGA president, will do my best and so will all our organization to voice your concerns. However, you can also do you part. I encourage you to get involved with SGA. Show up to the general assemblies, or stop by the Student Government Office in the Student Center Room E119 and ask how you can become a member of the organization. Make sure to like the Blinn – Bryan CAB page on Facebook where you can keep up to date with the activities that are taking place at Blinn College.

Hope to see you around!

Best Regards,

Oscar Reyes, Blinn Bryan Campus Student Body President

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Hello students,

I am so excited to welcome you to Blinn College Schulenburg. This college incorporates the foundations of learning while creating enjoyable, lasting memories. There are amazing faculty and staff who work hard, long hours to create an opportune environment to help you better yourself through higher education. College is a time in your life that you will look back on always. It is the major stepping stone into your future. Make your time here count.

Outside of Schulenburg's classes, we have a newly formed Student Government Association (SGA). Each Blinn campus has an SGA, and its main purpose is to be the voice of the students. We work with the administration to make our school a better place for your education. Along with that, we take trips to attend region and state conventions to meet other SGAs around the state of Texas.

As your SGA president, I work hard to get to know as many of you as I can and want to know your thoughts and concerns about our campus. Not only do we, as an SGA, work to create a better learning environment for you, but we also try to create a bit of student life around the campus by having fun activities such as giving out finals stress packets, fundraising for a cause, helping out when the school hosts an event on campus, and having welcome-back activities.

The more students who are involved, the more fun we end up having. I would like to personally invite you to join SGA. It doesn't matter if you are fresh out of high school or you are coming back after taking a break from your education. We want to hear what you think because everyone has ideas and every idea is different. Let your imagination run because you never know where it might take you.

Hope to see you soon!

Best Wishes,

Ashley Brugger  
Blinn College SGA President, Schulenburg

# Blinn College Important Dates

## AUGUST 2014

August 27, 2014..... First Day of Fall 2014 and First 8-Week Classes

## SEPTEMBER 2014

September 4, 2014 .... Fall 2014 First 8-Week Day of Record

September 12, 2014 .. Fall 2014 Day of Record

September 26, 2014 .. Fall 2014 Refund Disbursements Begin

September 29, 2014 .. .First Day Fall 2014 12-Week Classes

## OCTOBER 2014

October 8, 2014.. ..... .Last Day to Drop First 8-Week Classes with a “Q”

October 9, 2014..... Fall 2014 12-Week Day of Record

October 15, 2014 ..... Fall 2014 First 8-Week Last Day

October 16, 2014 ..... First Day of Fall 2014 Second 8-Week Classes

October 20, 2014 ..... Winter Minimester & Spring 2014 Registration Begins for all Currently Enrolled Students

October 23, 2014 .....Fall 2014 Second 8-Week Day of Record

October 27, 2014 ..... Winter Minimester & Spring 2014 Registration Begins for All Students

## NOVEMBER 2014

November 14, 2014 ... ....Fall 2014 Last Day to Drop with a ‘Q’

November 26-28, 2014...Thanksgiving Holiday – Offices Closed

## DECEMBER 2014

December 10, 2014 ... ....Fall 2014 Last Class Day

December 11-16, 2014...Fall 2014 Finals

December 19, 2014.....December Graduation – Bryan Civic Center Auditorium

December 19, 2014.....First Day of Winter Minimester Classes

December 22, 2014 - January 2, 2015...Blinn College Offices Closed

December 22, 2014 ... ....Winter 2014 Minimester Day of Record

December 23, 2014.....Last Day for Winter Minimester to Meet before Holidays

## JANUARY 2015

January 5, 2015 ..... Winter Minimester Classes Resume

January 9, 2015..... Last Day to Drop Winter Minimester with a “Q”

January 15, 2015.....Winter Minimester Finals

January 19, 2015.....Holiday

January 20, 2015 ..... First Day of Spring 2015 and First 8-Week Classes

January 27, 2015..... Spring 2015 First 8-Week Day of Record

**February 2015**

February 4, 2015.....Spring 2015 Day of Record

February 16, 2015....Spring 2015 12-Week Classes Begin

February 26, 2015....Spring 2015 12-Week Classes Day of Record

**MARCH 2015**

March 2, 2015.....Spring 2015 Last Day to Drop First 8-Week Classes with a “Q”

March 13, 2015.....Spring 2015 First 8-Week Last Day of Class

March 16-20, 2015..... Spring Break – Offices Closed

March 23, 2015.....Spring 2015 Second 8-Week Classes Begin

March 30, 2015.....Spring 2015 May Minimester Registration Begins

March 30, 2015.....Spring 2015 Second 8-Week Classes Day of Record

**APRIL 2015**

April 3, 2015.....Holiday

April 6, 2015.....May Minimester, Summer I, & Summer II Registration Begins for Currently Enrolled Students

April 13, 2015.....May Minimester, Summer I, & Summer II Registration Begins for all Students

April 17, 2015.....Spring 2015 Last Day to Drop with a ‘Q’

April 20, 2015.....Fall 2015 Registration (along with May Mini, Summer I, & Summer II) Begins for Currently Enrolled Students

April 27, 2015.....Fall 2015 Registration (along with May Mini, Summer I, & Summer II) Begins for All Students

April 30, 2015.....Spring 2015 Last Day to Drop Second 8-Week Classes with a “Q”

**MAY 2015**

May 1, 2015.....Spring 2015 Last Day to Drop 12-Week Classes with a “Q”

May 8, 2015.....Spring 2015 Last Day of Class

May 11-14, 2015..... Spring 2015 Finals

May 15, 2015 ..... Spring 2015 Graduation – Brenham High School Auditorium

May 18, 2015 ..... First Day of May 2015 Minimester Classes

May 19, 2015.....May 2015 Minimester Day of Record

May 25, 2015.....Holiday

May 28, 2015 ..... May 2015 Minimester Last Day to Drop with a “Q”

**JUNE 2015**

June 3, 2015.....May 2015 Minimester Finals

June 4, 2015 ..... First Day of Summer I 2015 and Summer I 10-Week Classes

June 9, 2015 ..... Summer I Day of Record

June 16, 2015 ..... Summer I 10-Week Day of Record

June 24, 2015 ..... Summer I Last Day to Drop with a ‘Q’



## **JULY 2015**

July 1, 2015..... Summer I Last Day of Class  
July 2, 2015..... Summer I Finals  
July 3, 2015... .. Holiday  
July 7, 2015..... First Day of Summer II Classes  
July 10, 2015..... Summer II Day of Record  
July 17, 2015..... Summer I 10-Week Last Day to Drop with a 'Q'  
July 27, 2015..... Summer II Last Day to Drop with a 'Q'

## **AUGUST 2015**

August 3, 2015..... Summer II and Summer I 10-Week Last Day of Class  
August 4, 2015..... Summer II and Summer I 10-Week Finals

For additional date information, please view our Academic Calendar found at <http://calendar.blinn.edu/events/> and clicking 'Printable Academic Calendar'.

**To apply for admission to Blinn College, please complete  
the ApplyTexas application at [www.applytexas.org](http://www.applytexas.org)**

# Blinn College Campus Telephone Directory

## Brenham Campus

**Address: 902 College Avenue, Brenham, TX 77833**

<b>Main Information .....</b>	<b>(979) 830-4000</b>
A.W. Hodde, Jr., Technical Education Center .....	830-4443
2910 S. Blue Bell Road, Brenham, TX 77833 .....	
Academic Advising and Counseling Services .....	830-4196
Academic Affairs .....	209-7280
Admissions and Records Office .....	830-4141
Admissions and Records Office FAX .....	830-4110
Athletics .....	
Director .....	830-4170
Baseball .....	830-4278
Basketball-Men .....	830-4172
Basketball-Women .....	830-4173
Football .....	830-6733
Softball .....	830-4033
Volleyball .....	830-4171
Band Hall .....	830-4260
Bookstore .....	251-7810
Bullock Computer Lab .....	830-4298
Business Office .....	830-4505
Cafeteria/Food Services .....	830-4165
Continuing Education/Workforce Education .....	830-4443
Disability Services .....	830-4157
Divisions .....	
Agricultural and Natural Sciences .....	209-8256
Health Sciences (Vocational Nursing) .....	691-2066
Humanities .....	830-4446
Mathematics, Business, Engineering and Technology .....	830-4186
Social Science .....	830-4210
Technical and Workforce .....	209-7653
Visual/Performing Arts and Kinesiology .....	209-7460
Dual Credit Program/Academic .....	830-4204
Dual Credit Program/Technical .....	209-7547
Enrollment Services .....	830-4800
Financial Aid Office .....	830-4145
Foundation/Resource Development Office .....	830-4017
Health Clinic .....	830-4005
Housing Office .....	830-4461
Human Resources .....	830-4128
Government and Public Affairs .....	830-4115
Learning Center .....	830-4442
Library .....	830-4250
Maintenance/Facilities .....	830-4161
Marketing and Communications .....	830-4113
O'Donnell Performing Arts .....	830-4024
President's Office .....	830-4112
Prospective Student Relations .....	830-4152
Registrar .....	830-4413
Security/Campus Police .....	337-7272
Student Center/Student Leadership and Activities .....	830-4180
Student Services .....	830-4150
Success Initiative - Related Questions .....	830-4104
UIL .....	830-4150

## Bryan Campus

**Address: 2423 Blinn Boulevard, P.O. Box 6030, Bryan, TX 77805**

**Main Information ..... (979) 209-7200**

**Tejas Center – Central Administrative Services Building**

**3125 South Texas Avenue, Suite 1900, Bryan, TX 77805..... (979) 209-7240**

Academic Advising and Counseling Center .....	209-7250
Academic Affairs .....	209-7301
Admissions and Records Office .....	209-7280
Admissions and Records FAX .....	209-7229
Bookstore .....	775-1846
Brazos County President's Office.....	209-7201
Business Office .....	209-7550
Continuing Education/Workforce Education .....	209-7205
Copy Center .....	822-2744
Dean of Student Services.....	209-7227
Disability Services .....	209-7251
Divisions	
Agricultural and Natural Sciences .....	209-8256
Health Sciences .....	General Information 691-2133
Associate Degree Nursing .....	691-2012
Dental Assistant/Hygienist.....	209-7272
Emergency Medical Services .....	691-2130
Fire Science Technology .....	691-2130
Physical Therapist Assistant .....	691-2010
Radiologic Technology .....	691-2011
Veterinary Technology .....	209-7202
Vocational Nursing .....	691-2010
Humanities .....	209-7446
Mathematics, Business, Engineering and Technology .....	830-4446
Accounting, Business, Computer Science & Economics .....	209-7540
Child Development.....	209-7374
Computer Information Technology .....	209-7430
Criminal Justice.....	209-7375
Information Management .....	209-7431
Legal Assistant.....	209-7399
Real Estate .....	209-8216
Social Science.....	209-7310
Technical and Workforce.....	209-7430
Visual/Performing Arts and Kinesiology .....	209-7460
Dual Credit Program/Academic .....	830-4204
Dual Credit Program/Technical .....	209-7547
Enrollment Services .....	209-7240
Financial Aid Office/Veterans Coordinator.....	209-7230
Health Clinic .....	209-7269
International Student Advisor .....	209-7305
Learning Center .....	209-7267
Library .....	209-7277
Maintenance/Facilities .....	209-7373
Marketing and Communications .....	209-7285
Open Computer Lab.....	209-7265
Parking .....	209-7240
Security/Police, Campus .....	209-7600
Prospective Student Relations .....	209-7541
Student Center/Student Leadership and Activities .....	209-7260
Testing Office .....	209-7250

Schulenburg Campus

Address: 100 Ranger Drive, Schulenburg, TX 78956

Main Information .....	(979) 743-5200
FAX .....	743-5225
Continuing Education/Workforce Education .....	743-5237

Sealy Campus

Address: 4701 Outlet Center Drive, Suite 250, Sealy, TX 77474

Main Information .....	(979) 627-7997
FAX .....	627-0840
Counseling Services.....	627-7997
Workforce Education .....	627-0286

# General Information

# Community Service

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**Marketing and Communications**

**Star of the Republic Museum**

**Prison Education Program**

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## Vision of the Institution

Blinn College will be the leading educational, cultural and economic resource for our stakeholders.

## Mission of the Institution

Blinn College is a comprehensive community college committed to educational excellence and to individual and community enhancement.

## Strategic Priorities and Goals (2013-2016)

**Strategic Priority 1: Student Success** - Blinn College provides excellent learning experiences and services for students.

Goals:

1. Improve processes to support a seamless student experience.
2. Enhance student skills to support academic achievement.
3. Prepare students to meet workforce needs.
4. Foster personal responsibility, social responsibility, and teamwork among students.

**Strategic Priority 2: Community Enhancement** - Blinn College enriches the communities we serve.

Goals:

1. Be an economic resource in the communities we serve.
2. Provide cultural enrichment in the communities we serve.
3. Promote educational opportunities in the communities we serve.

**Strategic Priority 3: Human Capital** - Blinn College invests in employees and improves its processes.

Goals:

1. Enhance the culture of employee recognition.
2. Expand opportunities for ongoing professional development.
3. Improve communication between departments and across levels.

**Strategic Priority 4: Planned Growth** – Blinn College builds capacity to respond to demand and develops programs needed by our service area.

Goals:

1. Review and develop programs
2. Improve the efficient/effective use of resources

*Revised by the Board of Trustees, June 16, 2015*

## Historical Statement

Blinn College, the Junior College District of Washington County, is located in Brenham, Texas, and serves a thirteen-county service area with campuses in Bryan, Schulenburg and Sealy. The school was founded in 1883 by the Southern German Conference of the Methodist denomination under the name of Mission Institute. In 1889, the name was changed to Blinn Memorial College in honor of the Reverend Christian Blinn of New York who had donated a considerable sum of money to make the school possible. The institution was originally founded for the purpose of training young men for the ministry, but in the course of time, to meet the demands of the public, academic courses were added. After operating for five years as an institution for men only, Blinn College was made coeducational in 1888. Until 1927, the school was of academy rank. In 1927, the Board of Trustees, under the leadership of President Philip Deschner, organized a junior college. In 1930, the school was merged with Southwestern University (Georgetown, Texas). In 1934, a new charter was procured by the citizens of Brenham, and a private nonsectarian junior college, under the name of Blinn College, was organized with nine regents as the board of control. In February 1937, all connection with Southwestern University and the Methodist denominations was severed. An election held in Washington County on June 8, 1937 for the purposes of creating a public junior college district and for levying a small tax was successful. Blinn thus became the first county-owned junior college district in Texas. The college continues to operate as one of the largest 50 public junior/community college districts in Texas.

## Locations

The home campus of Blinn College is located at 902 College Avenue, Brenham 77833, Washington County, Texas. The A.W. Hodde Technical Education Center is located at 2910 S. Blue Bell Road, Brenham, Texas 77833. Brenham has a population of approximately 13,500. It lies in the south central part of the state about 90 miles east of Austin, Texas, and 70 miles west of Houston, Texas. It is the hub of three major highways: State Highway 105, U.S. Highway 290, and State Highway 36. Somerville Lake, about 12 miles north on Highway 36, affords excellent facilities for fishing, boating, and water sports. Independence, Washington-on-the-Brazos, and Brenham itself played major roles in the early development of Texas -- politically, socially, and educationally.

Blinn College has offered a full schedule of classes in the Bryan/College Station area since 1970. The Bryan campus is located at 2423 Blinn Blvd., Bryan, Texas 77802. The Post Office Campus is located at 301 Post Office Street (off Texas Ave.), Bryan, Texas 77801, the Physical Fitness Building is located on 3608 Old College Road, Bryan, Texas 77801; the Workforce Education Center is located at 5303 Raymond Stotzer Parkway, College Station, Texas 77840; and the Texas A&M Health Science Center-Clinical Building I, is located at 8441 State Highway 47, Suite 2500, Bryan, Texas 77807.

A campus was opened in Schulenburg, Texas (Fayette County), in the fall of 1997. It is located at 100 Ranger Drive, Schulenburg, Texas 78956. A campus was opened in Sealy, Texas (Austin County), in the spring of 2005. It is located at 3701 Outlet Center Drive, Sealy, Texas 77474.

The Blinn College service area includes the following thirteen counties: Austin, Brazos, Burleson, Fayette, Grimes, Lee, Madison, Waller and Washington Counties and parts of Milam, Montgomery, Robertson and Walker Counties.

## Advantages Offered by Blinn College

### I. College Education at a Low Cost

- A. Blinn College is tax-supported both by the State of Texas and by Washington County. The student pays for only a part of the total cost of the college education.
- B. Tuition and fees are comparatively low.
- C. Room and board are comparatively low.
- D. Many students live at home.
- E. Scholarships and part-time jobs are available for many students and are based on need and ability. Student loans and grants are available to qualified students.

### II. Various Types of College Programs Available

- A. Academic courses are offered leading toward a degree from a senior college or university.
- B. Preparatory courses are available for a vocation, business, or profession.

### III. Immediate Leadership Development

Blinn students may take part in the many extracurricular activities during their first year in college without having to compete with juniors and seniors. The students are encouraged to participate in religious, music, literary, speech, dramatics, journalism, civic, social, academic, and athletic activities.

### IV. Normal Step of Progression

- A. Blinn College is a normal step for progression in college-level work.
- B. Individual attention is available for those students who need additional help.
- C. The student has an opportunity for close acquaintance with and more guidance from the faculty.

## Programs Available at Blinn

### A. Academic courses leading toward a degree from a senior college or university

Blinn students who plan to transfer to a senior college should carefully follow a curriculum at Blinn that will meet course and degree plan requirements of the senior college they plan to attend.

### B. Dual Credit Course Credit

Qualified high school juniors and seniors may enroll in college-level courses. Students must satisfy the Early Admissions Program requirements.

### C. Career courses for vocations, businesses, or professions

Blinn students who prefer to seek immediate employment upon graduation from Blinn College may select a program that will best prepare them for their chosen field of work.

### D. Continuing Education Courses

Blinn College provides a full complement of lifelong learning opportunities. Through continuing education and workforce education courses, a person can master a skill, learn a subject, or gain a level of professional competency without enrolling in college credit courses.

## Summer Sessions/Minimester

Blinn College offers two summer terms. Classes are offered in the morning, afternoon, and evening. Course offerings are listed in the Summer Course Schedule usually available in late spring. Blinn College also offers winter and May minimester sessions.

Call or write the Office of Admissions and Records for information at (979) 830-4140 (Brenham), (979) 209-7220 (Bryan), (979) 743-5200 (Schulenburg), or (979) 627-7997 (Sealy).

## Library

Blinn College has libraries at its campuses in Brenham, Bryan, and Schulenburg. The library room at the Sealy Campus provides access to electronic resources as well as delivery of materials requested from the other libraries.

Each library provides books, periodicals, reference tools, movies, electronic resources, and Internet access for student assignments, research, and recreation. The library's web site provides access to the library's online catalog, electronic subscription databases and much more. A daily (Monday-Friday) delivery service generally assures that materials ordered from one library location in the morning will be available at the pickup location that afternoon. Students taking classes on any campus may check out materials at any library location. Items may be returned at any library location. Periodical articles requested from other campus libraries can be delivered directly to students via e-mail.

A valid Blinn I.D. card is required for most library services including checking out reserve materials, books, movies and using computer workstations. Fines are charged for overdue materials, and any student who neglects to pay library debts or return library materials will be placed on Blinn Administrative Hold at the end of the current semester. This blocks access to grades, registration, including adding or dropping classes, and issuance of official transcripts until the situation is resolved. Students must know their Blinn I.D. number and password to log on to computers on campus. When computers or study areas are at capacity, preference will be given to those students using library databases and materials.

Professional librarians and support staff are available to help students find and use materials. Students are also encouraged to participate in library instruction sessions offered each semester. Additional information is available on the library web site at <http://www.blinn.edu/library>.

### Library Guidelines:

The following general usage guidelines apply for all Blinn libraries:

- Beverages are allowed in closed, spill-proof containers.
- Food items that do not disturb others with noise or odor and that do not leave crumbs or sticky residues are allowed.
- Cell phones and pagers must be set to silent.
- Tobacco products are not permitted.
- Blinn dress code and behavior expectations are enforced.

### Library Hours and Locations:

Library hours vary by campus, and may also change for holidays, between semesters, and during the summer. See the library website ([www.blinn.edu/library](http://www.blinn.edu/library)) for more information, or contact the individual library location.

Brenham: (979) 830-4250

Schulenburg: (979) 743-5226

Bryan: (979) 209-7278

Sealy: (979) 627-7997

### Library Online Resources

The library website ([www.blinn.edu/library](http://www.blinn.edu/library)) provides access to a wealth of resources and services, most of which are available 24 hours a day, seven days a week, on or off- campus. Resources available on the library website include the following:

- **Research Help.** Use links under Contact Us on the library homepage to get personal research help from librarians via Chat, email, and telephone whenever the library is open. Interactive tutorials and research guides are available 24/7.
- **Library Catalog.** Provides information on all books, ebooks, magazine and journal subscriptions, videos, and other items from all library locations. Links to electronic books and journals make many items accessible around the clock from any Internet- connected computer. The Request feature allows students to have materials delivered from one campus to another. By logging in the catalog with a Blinn I.D. number and password, students can renew items online and keep an eye on due dates, fines, and more.
- **Databases.** Over 60 databases to choose from, providing indexing and full-text articles from thousands of magazines, scholarly journals, newspapers, and other resources such as wire service reports, pamphlets, government documents, broadcast transcripts, maps, ebooks, encyclopedias, and photographs. General databases cover a broad range of research topics; subject-specific databases focus on narrower topic areas such as literature, careers, music, psychology, history, medicine, genealogy, and more.
- **Reference Resources.** Hundreds of reference books and encyclopedias are available online through Gale Virtual Reference Library, Credo Reference, and specialized databases such as StatRef for nursing.
- **Useful links.** Access to a variety of Internet search engines, online catalogs for nearby libraries, government resources, and other sites that librarians have found to be reliable sources of information.



## Community Service and Outreach Activities

### Department of Prospective Student Relations and Community Outreach

The mission of the Department of Prospective Student Relations and Community Outreach is to serve our communities, prospective students and K-12 schools through recruiting efforts and partnerships with community organizations. To accomplish this, we must strive to provide prospective students, parents, high schools and communities with the most accurate information regarding Blinn College programs, admissions procedures and the enrollment process.

Our responsibilities include:

- Recruiting Prospective Students to all 4 Campuses
- Advancing P-16 Initiatives
- Coordinating school relations in K-12
- Overseeing Blinn's Mobile Go Center

We are fortunate to have a dedicated team of individuals who are passionate about Blinn College and the idea of increasing the College going culture in our service area communities. Prospective Student Advisors make personal visits to high schools throughout the state of Texas with particular emphasis on classroom presentations for service area schools each Spring. Ambassadors serve as tour guides on the Brenham and Bryan campuses. These scholarship recipients are official College spokespersons selected for their communications skills, composure, maturity and academic standing.

To contact the Department of Prospective Student Relations and Community Outreach for Brenham, Schulenburg and Sealy contact (979) 830-4152 and for Bryan contact (979) 209-7367. We look forward to great things in the future for our students and communities.

### Blinn College Small Business Development Center (SBDC)

Blinn College Small Business Development Center (SBDC) is charged with the responsibility to provide economic outreach for Blinn College by helping businesses establish, grow, survive and succeed. To achieve this mission qualified professionals provide one-on-one confidential consulting at no charge and high quality, low cost non-credit business education classes and seminars listed on our website [www.blinn.edu/sbdc](http://www.blinn.edu/sbdc).

The vision of Blinn College SBDC is to be a well-established, highly respected, and soundly funded small business development center recognized by public and private sector entities as the preeminent provider of professional quality business information, education and assistance.

Blinn College SBDC is a member of the University of Houston SBDC Network and one of 14-SBDC centers in the 32-county Gulf Coast Region. Our resource partners include the U.S. Small Business Administration (SBA).

The Blinn SBDC is located at 108 Blinn Boulevard, on the Brenham Campus. Contact information is: Phone: (979) 830-4137; Fax: (979) 830-4135. For more information on the Blinn College SBDC program and current training schedules go to: [www.blinn.edu/sbdc](http://www.blinn.edu/sbdc).

### Marketing and Communications

The Office of Marketing and Communications supports the mission and objectives of Blinn College through the development, management and implementation of the College's marketing and media relations programs. Working in partnership with the college administration, faculty, staff and student organizations, the Office of Marketing and Communications creates and maintains a consistent, positive and dynamic public image for the College.

### Star of the Republic Museum

The Star of the Republic Museum, located in the Washington-on-the-Brazos State Historical Park, was placed under the administration of Blinn College by the Texas Legislature in 1969, and officially opened on March 2, 1970. Its purpose is to collect and preserve the material culture of the Texas Republic (1836-1846) and to interpret the history, cultures, diversity and values of early Texans. The Museum strives to inspire interest, understanding and appreciation of Texas heritage for students, teachers, scholars, and the general public through exhibits, tours, programs, web activities and outreach. In addition to 10,000 square-feet of historical exhibitions, the Museum houses a four-thousand volume library and over 6,000 artifacts and documents for research. These combined resources provide students with a comprehensive history of the people, places, and events of the Republic of Texas. For information on the museum call (936) 878-2461 or visit the website at [www.starmuseum.org](http://www.starmuseum.org)

## Prison Education Program

Blinn College provides educational services in the form of academic and technical courses at a correctional institution located in Brazos County. These courses allow offenders the opportunity to earn an Associate degree and several technical certificates.

**The Federal Prison Camp (FPC)** Bryan, Texas, is a minimum security facility where Blinn College offers one Business Administration and Management Certificate: Entrepreneurship; two Information Management Certificates: Medical Billing and Coding Specialist and Administrative Assistant Specialist; and an Accounting Technology Certificate.

## REQUIRED NOTICES

### Nondiscrimination & Annual Public Notice:

Blinn College, including its career and technical education programs, does not discriminate on the basis of race, color, religion, gender, national origin, disability, age, or any other basis prohibited by law. A lack of English language skills will not be a barrier to admission and participation in career and technical education programs.

#### STUDENT Title IX Coordinators/Specialist:

##### All Campuses Coordinator:

James Reed, Director, Housing  
902 College Avenue, Brenham, TX 77833  
(979) 830-4189 [james.reed@blinn.edu](mailto:james.reed@blinn.edu)

##### All Campuses Specialist:

Rebecca Ruffino, Title IX Specialist  
902 College Avenue, Brenham, TX 77833  
(979) 830-4114 [rebecca.ruffino@blinn.edu](mailto:rebecca.ruffino@blinn.edu)

##### Brenham Campus Deputy Coordinator:

Betty Hegemeyer, Judicial Officer  
902 College Avenue, Brenham, TX 77833  
(979) 830-4372 [betty.hegemeyer@blinn.edu](mailto:betty.hegemeyer@blinn.edu)

##### Bryan Campus Deputy Coordinator:

Bennie Graves, Director, Student Activities  
2423 Blinn Boulevard, Bryan, TX 77805  
(979) 209-7400 [bgraves@blinn.edu](mailto:bgraves@blinn.edu)

##### Schulenburg Campus Deputy Coordinator:

Rebecca Garlick, Director, Schulenburg Campus  
100 Ranger Drive, Schulenburg, TX 78956  
(979) 743-5222 [rgarlick@blinn.edu](mailto:rgarlick@blinn.edu)

##### Sealy Campus Deputy Coordinator:

Lisa Caton, Director, Sealy Campus  
3701 Outlet Center Drive, Sealy, TX 77474  
(979) 627-0286 [lisa.caton@blinn.edu](mailto:lisa.caton@blinn.edu)

#### EMPLOYEE Title IX Coordinator:

##### College District Coordinator:

Marie Kirby, Assistant VP, Human Resources  
2423 Blinn Boulevard, Bryan, TX 77805  
(979) 209-7337 [marie.kirby@blinn.edu](mailto:marie.kirby@blinn.edu)

#### STUDENT ADA/Section 504 Coordinators:

##### Brenham, Schulenburg & Sealy Campuses Coordinator:

Patricia Moran, Director, Disability Services  
902 College Avenue, Brenham, TX 77833  
(979) 830-4157 [pmoran@blinn.edu](mailto:pmoran@blinn.edu)

##### Bryan Campus Coordinator:

Brenda Wilkins, Director, Disability Services, Bryan  
2423 Blinn Boulevard, Bryan, TX 77805  
(979) 209-7264 [brenda.wilkins@blinn.edu](mailto:brenda.wilkins@blinn.edu)

#### EMPLOYEE ADA/Section 504 Coordinator:

##### College District Coordinator:

Dennis Crowson, Vice President, Student Services  
902 College Avenue, Brenham, TX 77833  
(979) 830-4456 or [Dennis.Crowson@blinn.edu](mailto:Dennis.Crowson@blinn.edu)

#### STUDENT & EMPLOYEE

##### College District Other Anti-Discrimination Coordinator:

The District President or designee shall serve as coordinator for purposes of College District compliance with all other antidiscrimination laws.

Information regarding Freedom from Discrimination, Harassment, and Retaliation can be found in [Board Policy FFD\(LOCAL\)](#) for students and in [Board Policy DIA\(LOCAL\)](#) for employees.

Blinn College's Career and Technical programs of study, both credit and non-credit, are designed to provide students with the necessary knowledge and skills they will need to immediately enter the workforce. Numerous degree and certificate programs prepare students for careers in fields such as health science, information technology, business management and administration, finance, public safety, hospitality, human services, transportation, and manufacturing.

Career and Technical applicants are required to meet the college's general admission criteria as well as the individual program's admission criteria. Applicants must contact the program director/coordinator to determine eligibility and qualifications for a specific program. Some programs, such as those in health science, are competitive entry and may have required minimum technical standards.

## AVISOS NECESARIOS

### No discriminación y aviso público anual:

Blinn College, incluyendo su carrera y programas de educación técnica, no discrimina por raza, color, religión, género, origen nacional, discapacidad, edad o cualquier otra base prohibida por la ley. La falta de conocimientos del idioma inglés no será una barrera para la admisión y participación en programas de educación técnica y carrera.

#### Estudiante Título IX coordinadores/especialista :

Coordinador de campus todas:

James Reed, Director de vivienda  
902 college Avenue, Brenham, TX 77833  
(979) 830-4189 [james.reed@blinn.edu](mailto:james.reed@blinn.edu)

Todo especialista en campus:

Rebeca Ruffino, Título IX especialista  
902 college Avenue, Brenham, TX 77833  
(979) 830-4114 [rebecca.ruffino@blinn.edu](mailto:rebecca.ruffino@blinn.edu)

Brenham Campus Subcoordinadora:

Betty Hegemeyer, funcionario Judicial  
902 college Avenue, Brenham, TX 77833  
(979) 830-4372 [betty.hegemeyer@blinn.edu](mailto:betty.hegemeyer@blinn.edu)

Bryan Campus Subcoordinadora:

Actividades estudiantiles de Bennie Graves, Director  
2423 Blinn Boulevard, Bryan, TX 77805  
(979) 209-7400 [bgraves@blinn.edu](mailto:bgraves@blinn.edu)

Schulenburg Campus Subcoordinadora:

Rebeca Garlick, Director, Campus Schulenburg  
100 guardabosques unidad, Schulenburg, TX 78956  
(979) 743-5222 [bgarlick@blinn.edu](mailto:bgarlick@blinn.edu)

Sealy Campus Subcoordinadora:

Lisa Caton, Director, Campus Sealy  
3701 outlet Center Drive, Sealy, TX 77474  
(979) 627-0286 [lisa.caton@blinn.edu](mailto:lisa.caton@blinn.edu)

#### Empleado Coordinador del Título IX:

Distrito del Colegio Universitario Coordinador:

Marie Kirby, vicepresidente asistente de recursos humanos, 2423 Blinn Boulevard, Bryan, TX 77805  
(979) 209-7337 [marie.kirby@blinn.edu](mailto:marie.kirby@blinn.edu)

#### Estudiantes coordinadores de ADA, sección 504:

Brenham, Schulenburg y Sealy del campus Coordinador:

Patricia Moran, Director de servicios de discapacidad  
902 College Avenue, Brenham, TX 77833  
(979) 830-4157 [pmoran@blinn.edu](mailto:pmoran@blinn.edu)

Bryan Campus Coordinador:

Brenda Wilkins, Director, servicios de discapacidad  
2423 Blinn Boulevard, Bryan, TX 77805  
(979) 209-7264 [brenda.wilkins@blinn.edu](mailto:brenda.wilkins@blinn.edu)

#### Empleado Coordinador de ADA, sección 504 :

Distrito del Colegio Universitario Coordinador:

Dennis Crowson, Vicepresidente de servicios al estudiante, 902 College Avenue, Brenham, TX 77833  
(979) 830-4456 [Dennis.Crowson@blinn.edu](mailto:Dennis.Crowson@blinn.edu)

#### Estudiante y Empleado

Colegio otros antidiscriminación Coordinador de distrito:

el Presidente de distrito o la persona designada servirá como Coordinador para los propósitos del distrito del Colegio Universitario cumplimiento de con todas las otras leyes antidiscriminación.

Puede encontrar información relativa a la libertad de la discriminación, acoso y venganza en [Mesa directiva FFD\(LOCAL\)](#) para los estudiantes y en [Mesa directiva DIA\(LOCAL\)](#) de empleados.

Carrera de Blinn College y técnicos programas de estudio, crédito y sin crédito, son diseñado para proporcionar a los estudiantes con los conocimientos y habilidades que se necesitan para entrar inmediatamente en la fuerza de trabajo. Numerosos programas de grado y certificado de preparan a los estudiantes para carreras en campos tales como ciencias de la salud, tecnologías de la información, gestión y administración, finanzas, seguridad pública, hospitalidad, servicios sociales, transporte y fabricación.

Carrera y los técnicos solicitantes están obligados a cumplir con los criterios de admisión general del colegio, así como criterios de admisión del programa individual. Los solicitantes deben póngase en contacto con el coordinador y director del programa para determinar elegibilidad y calificaciones para un programa específico. Algunos programas, como los de Ciencias de la salud, son entrada competitiva y requiera normas técnicas mínimas.

## Blinn College District Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) afford eligible students certain rights with respect to their education records. (An "eligible student" under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day the Blinn College District receives a request for access. A student should submit to the registrar, dean, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The school official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the school official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask the school to amend a record should write the school official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

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

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

The school discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the Blinn College District in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of the Blinn College District who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the Blinn College District.

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

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

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

Directory information shall be released to a qualified individual or organization that files a written request with the District President or designee.

The College District shall give public notice of the categories of information designated as directory information and of the period of time after such notice for a student to inform the College District that any or all of the directory information should not be released without prior consent.

The College District designates the following categories of student information as public or directory information. Such information may be disclosed by the institution:

Category I: Name, classification, major field of study, home address, and College District e-mail address.

Category II: Previous institutions attended, attendance status, awards, honors (including Distinguished and President's lists), degree(s) conferred (including dates), past and present participation in officially recognized sports and activities, and physical factors (height, weight of athletes).

Currently enrolled students may withhold disclosure of either or both categories of information under the Family Educational Rights and Privacy Act (FERPA) of 1974. To withhold disclosures, written notification must be received in the office of admissions and records on the Brenham campus or Bryan campus within 12 calendar days from the first day of registration for each long term or four days for summer terms. Forms requesting the withholding of directory information shall be available in the offices listed above. The College District shall assume that failure on the part of any student to specifically request the withholding of directory information indicates individual approval for disclosure.

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, §99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student.

- To other school officials, including teachers, within the Blinn College District whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the university's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of §99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§99.31(a)(13))
- To the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her. (§99.31(a)(14))
- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

# Admissions and Records Student Services Financial Aid

**Enrollment Services**

**Admissions and Records**

**Texas Success Initiative (TSI)**

**Credit by Examination**

**Credit for Int'l Baccalaureate Diploma (IBD)**

**Student Records**

**Residency Status of Students**

**Classification**

**Transcripts**

**Grades & GPA**

**Academic Fresh Start & Good Standing**

**Credit for Military Experience & Coursework**

**Scholastic Probation or Suspension**

**Disciplinary Probation**

**Adding and Dropping Courses**

**Important Information Related to Drops/Deadlines**

**Withdrawals and Refunds**

**Student Rights & Responsibilities, Conduct  
and Complaints**

**Graduation**

**Int'l Student Admissions and Orientation**

**Advising, Counseling and Academic**

**Support Services**

**Bookstore and Bulletin Boards**

**Brenham Campus Housing**

**Food Service**

**Campus Safety & Police**

**Student Identification Cards (Blinn ID Card)**

**Parking and Traffic Regulations**

**Financial Aid**

**Campus Problem Solvers**



## Enrollment Services

Enrollment Services staff work as a team in conjunction with the Admissions and Records, Financial Aid, Business, Housing, Disability Services, Student Leadership and Activities, Dean of Students and Advising/Counseling Offices.

The Enrollment Services team members strive to provide enrollment-related services that are seamless, customer-friendly, and efficient in order to better service the students. Enrollment Services is located in the Administration Building on the Brenham, Bryan, Schulenburg and Sealy campuses.

### Campus Services Include:

#### Answering General Questions about

Admissions  
Advising/Counseling  
Financial Aid  
*\*Housing*  
Student Accounts  
Parking

#### Assisting with Applications for

Admissions  
*\*Housing*

#### Collecting Paperwork for

Admissions  
Advising  
*\*Housing*

#### Collecting Money for

Tuition and Fees  
*\*Housing Deposits and Down Payments*  
*\*Meal Plan*  
Parking Tickets  
Library Fines  
QT (THEA) Test for Brenham, Bryan and Schulenburg Campuses  
HOBET Test for Brenham, Bryan and Schulenburg Campuses  
TEAS Test for Brenham and Bryan Campuses  
Accuplacer and Compass Test for Brenham Campus

#### Distributing

Official Transcripts  
Parking Permits  
Student ID Cards & ID Replacements (Cost of replacement \$7)

#### Registering for Tests

QT (THEA) Test for Brenham, Bryan and Schulenburg Campuses  
HOBET Test for Brenham, Bryan and Schulenburg Campuses  
TEAS Test for Brenham and Bryan Campuses

#### Dropping Courses

Dropping Courses and Withdrawing from School

#### Processing

Official Transcript Requests  
Address and Name Change Requests  
Enrollment Verifications

*\*Housing and meal plans are only on the Brenham Campus*

**For additional information, contact:**

**Brenham campus at 979-830-4800 or go to**  
**<http://www.blinn.edu/enrollment>**

**Bryan Campus at 979-209-7364 or go to**  
**<http://www.blinn.edu/enrollment>**

**Schulenburg campus at 979-743-5200 or go to**  
**<http://www.blinn.edu/enrollment>**  
**For Schulenburg Workforce Education information,**  
**contact 979-743-5237 or the Administration Building.**

**Sealy campus at 979-627-7997 or go to**

**<http://www.blinn.edu/enrollment>.**

**For Sealy Workforce Education information,**  
**contact 979-627-7997 or the Administration Office.**

## Admissions and Records

### How To Enroll At Blinn College

1. Ask your high school to send an official transcript, complete with test scores, to Blinn College. If it is before the high school can certify you have graduated, you will need to submit another one after graduation. If you have attended a college or university, a transcript from each institution attended will be required. You must request that an official transcript be sent to the Office of Admissions and Records at Blinn College. Students registering at the Brenham, Bryan, Schulenburg or Sealy campuses should send all items to the Admissions and Records Office of the campus they will be attending. All other students should send items to the Brenham Admissions Office. Failure to do so will delay acceptance and registration.
2. The American College Test (ACT) and the Scholastic Aptitude Test (SAT) are not required for Admission to Blinn College. Students intending to transfer to a senior college should take the specific test(s) recommended by the senior college.
3. All first-time entering freshmen are required to take a state-approved placement test prior to entering college (except those meeting TSI exemptions), as mandated by Texas law. Test results will be used to assist students in selecting courses which give them an opportunity to succeed. Parallel Studies courses are optional unless the student has failed to pass all components of the placement test. If a student has not taken all sections of the placement test, the section(s) skipped will be considered as failed. High school counselors should be consulted for information and test dates, or the Blinn Academic Advising and College Counseling Center can be reached at (979/830-4196) in Brenham, at (979/209-7250) in Bryan, at (979/743-5203) in Schulenburg, or at (979/627-7997) in Sealy.
4. If you plan to live in a residence hall or apartment on the Brenham campus, you must first apply for admission by filling out an application. To apply for a room, use the Housing Application Form. Due to the demand for rooms it is recommended this be done as soon as possible, preferably in the early part of your senior year in high school.

Documents required for admission to Blinn College are listed below. Former Blinn College students should submit transcripts from any school attended while away from Blinn and may be required to reapply depending on length of time away. All documents submitted to Blinn College become the property of the college upon receipt and should be turned in or mailed to the appropriate campus:

### Office of Admissions and Records

Blinn College-Brenham Campus 902 College Avenue Brenham, TX 77833	Blinn College-Bryan Campus P.O. Box 6030 Bryan, TX 77805
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Blinn College-Schulenburg Campus 100 Ranger Schulenburg, TX 78956	Blinn College-Sealy Campus 3701 Outlet Ctr. Dr, 250 Sealy, TX 77474
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All applications and requests for information regarding courses and transcripts should be sent to the appropriate Office of Admissions and Records of Blinn College at the Brenham, Bryan, Schulenburg or Sealy campus.

The admission procedures are outlined on the inside front cover of this catalog.

## Admissions Requirements

Blinn College is an open-admissions college. However there are requirements that are needed depending upon the student's background.

Students who are academically under-prepared may be required to enroll in developmental courses in accordance with the Texas Success Initiative rules and regulations. Additionally, academically under-prepared students enrolling in some Technical Education courses will be required to enroll in developmental courses that have been paired with these courses, in accordance with Blinn College policies.

### Procedures

The admissions requirements for the different types of students are as follows:

**1. High School Graduates (Including students with less than twelve hours of transferable college credit.)** Any student that has graduated from a state accredited high school is eligible to apply for admission to Blinn College.

The following documents are required for admission:

- Submitted electronic ApplyTexas application ([www.applytexas.org](http://www.applytexas.org))
- A completed official copy of the high school transcript showing the last year's grades and date of graduation. Blinn does not accept faxed transcripts
- Official Texas Success Initiative (TSI) Assessment scores or official exemption test scores and documentation
- (For those students transferring to Blinn College with less than twelve hours of transferable college credit, an official transcript from the accredited college\* is required)
- Proof of Bacterial Meningitis Vaccination ([www.blinn.edu/immunization.html](http://www.blinn.edu/immunization.html))

**2. Students transferring from an accredited college\* or university or who are concurrently enrolled in an accredited college.\*** (This only includes students with twelve or more hours of transferable college work.) Students transferring into Blinn College on academic or disciplinary probation will be put on probation at Blinn College. Students transferring to Blinn College from an accredited college or university must supply Blinn College with official transcripts from each college or university attended (allow 48 hours for documents to process). Only credits from accredited colleges or universities are accepted.

\* *Blinn College only recognizes and accepts transferable credit from colleges or universities that have been accredited by one of the following six "Regional Accreditation" bodies: Middle States Association of Colleges and Schools; New England Association of Schools and Colleges; North Central Association of Colleges and Schools; Northwest Association of Schools and Colleges; Southern Association of Colleges and Schools; and Western Association of Schools and Colleges.*

The following documents are required for admission:

- Submitted electronic ApplyTexas application ([www.applytexas.org](http://www.applytexas.org))
- An official, up-to-date transcript from all colleges attended. Blinn does not accept faxed transcripts
- Official Texas Success Initiative (TSI) Assessment scores or official exemption documentation
- Proof of Bacterial Meningitis Vaccination ([www.blinn.edu/immunization.html](http://www.blinn.edu/immunization.html))

**3. Students who have completed the General Educational Development (GED) test.** Students who have completed the GED test are eligible for admittance to Blinn College.

The following documents are required for admission:

- Submitted electronic ApplyTexas application ([www.applytexas.org](http://www.applytexas.org))
- GED certificate with official scores and completion date
- Official Texas Success Initiative (TSI) Assessment scores or exemption test scores and documentation
- Proof of Bacterial Meningitis Vaccination ([www.blinn.edu/immunization.html](http://www.blinn.edu/immunization.html))

**4. Students who are reentering Blinn College after not being enrolled for more than one academic year.** Any student who has previously attended Blinn College but has been away for more than one academic year and has not attended another college or university since last attending Blinn College is eligible for readmission.

The documents needed are:

- Updated and submitted electronic ApplyTexas application ([www.applytexas.org](http://www.applytexas.org)). (A new application has to be submitted even if nothing has changed to comply with state residency requirements)
- Official Texas Success Initiative (TSI) Assessment scores or exemption test scores and documentation
- Proof of Bacterial Meningitis Vaccination ([www.blinn.edu/immunization.html](http://www.blinn.edu/immunization.html))

**5. High School (including home schooled) students enrolling in a Dual Credit program or as early admission students.** High school students may attend Blinn College beginning the summer following their sophomore year in high school. Students are limited to two (2) college credit courses during each semester.

Required documents for admission are:

- Submitted electronic ApplyTexas application ([www.applytexas.org](http://www.applytexas.org))
- Written permission from the high school principal
- A "B" or better average in high school work as indicated on an official high school transcript
- An official high school transcript indicating course work completed up to the time of enrollment in Blinn College
- Students seeking admission under this provision are required by state law to have passed the section(s) of the Texas Success Initiative (TSI) Assessment or TAKS, which directly relates to the course(s) for which they want to register OR satisfy exemption criteria as exhibited by ACT, SAT, or TAKS scores. Scores/exemptions must be furnished on an official document at the time of registration by the high school or the student
- (Students wishing to continue enrollment at Blinn College following their high school graduation are required to submit a final copy of their high school transcript showing the student's high school graduation date)
- Proof of Bacterial Meningitis Vaccination ([www.blinn.edu/immunization.html](http://www.blinn.edu/immunization.html))

**6. Graduates of a Home School or a Non-Accredited High School.** Any student who has completed a home school program or has graduated from a non-accredited high school is eligible to apply for admission to attend Blinn College.

The following documents are required for admission:

- Submitted electronic ApplyTexas application ([www.applytexas.org](http://www.applytexas.org))
- Official Texas Success Initiative (TSI) Assessment scores or exemption test scores and documentation
- A completed copy of the student's transcript signed and notarized by the principal or head of instruction, showing the last semester's grades and date of graduation
- For those students who are seeking Title IV Financial Aid,



additional information may be required.

- Proof of Bacterial Meningitis Vaccination ([www.blinn.edu/immunization.html](http://www.blinn.edu/immunization.html))

**7. Students without a high school diploma or GED certificate.**

Any person who has not graduated from high school and who has not received a GED certificate may enroll in Blinn with the approval of the Registrar or the Director of Admissions.

The following documents are required for admission:

- Submitted electronic ApplyTexas application ([www.applytexas.org](http://www.applytexas.org))
- Texas Success Initiative (TSI) Assessment scores or exemption test scores and documentation
- For those students who are seeking Title IV Financial Aid, additional information may be required.
- For those students under the age of eighteen (18) years of age:
- A copy of the student's transcript signed and notarized by the principal or head of instruction, showing the last semester's grades
- Students are limited to two (2) college credit courses during each semester
- Proof of Bacterial Meningitis Vaccination ([www.blinn.edu/immunization.html](http://www.blinn.edu/immunization.html))

**8. Students enrolling in a certificate program.** Any person seeking a technical certificate is eligible to attend Blinn College. These students are exempt from Texas Success Initiative testing requirements as long as the student enrolls in the courses within the certificate program(s) as outlined in this catalog. However, effective Fall 2004, first-time-in certificate students will be required to take the Texas Success Initiative (TSI) Assessment test for placement. The student will bear the cost of this test. New students or returning students who have not been enrolled for the previous semester will not be allowed to register for classes until this requirement has been met.

For those persons seeking certificates that are 42 or fewer hours, the admissions requirements are:

- Submitted electronic ApplyTexas application ([www.applytexas.org](http://www.applytexas.org))
- Texas Success Initiative (TSI) Assessment scores or exemption test scores. For those students seeking certificates of more than forty-two credit hours, all Texas Success Initiative rules are applicable.
- Proof of Bacterial Meningitis Vaccination ([www.blinn.edu/immunization.html](http://www.blinn.edu/immunization.html))

**9. Students who are non-degree or non-certificate students.**

Any person who is not intending to seek a degree or a certificate, or planning to transfer to another college or university is eligible to attend Blinn College. Students being admitted under this method may not take more than two (2) courses during each semester.

For these persons the following admissions items are required:

- Submitted electronic ApplyTexas application ([www.applytexas.org](http://www.applytexas.org))
- Proof of successful completion of one of the following conditions:
- Graduation from a state accredited United States high school, or
- Successful completion of the GED test, or
- Graduation from a non-accredited high school or from a home-schooled program, or
- Has been out of high school for a period of five or more years
- Official Texas Success Initiative (TSI) Assessment scores or exemption test scores and documentation

- Proof of Bacterial Meningitis Vaccination ([www.blinn.edu/immunization.html](http://www.blinn.edu/immunization.html))

**10. International Students – The following requirements apply to applicants who are not U.S. citizens:** For those students who are not U.S. citizens, the following requirements are necessary for admission to Blinn College:

**LEGAL IMMIGRANTS:**

- Submit your Alien Registration Receipt Card, Permanent Resident Card, or an I-551 stamp in your passport
- Meet the same requirements as a U.S. citizen depending on the category of admission
- **IMMIGRATION STATUS PENDING:**
- Submit evidence (I-797 Notice of Action) that petition to change status has been filed with the U.S. Citizenship and Immigration Service
- Meet the same requirements as a U.S. citizen depending on the category of admission

**NONIMMIGRANT ALIEN:** The following requirements apply to all applicants in F-1 status, and to all non-citizen applicants that do not qualify for admission as Immigrants or Refugee:

- Application for admission showing intended major and campus selection
- Nonrefundable \$200 international student application fee
- Confirmation of Financial Resources Form documenting source of adequate funds. See website for details: [www.blinn.edu/international](http://www.blinn.edu/international)
- Test of English as a Foreign Language (TOEFL): Internet-based with a minimum score of 61; computer-based with a minimum score of 173; and paper-based with a minimum score of 500. TOEFL may be required regardless of prior enrollment in U.S. high school or college
- Entering freshman: Certified English translation and original native language transcript of high school showing completion of secondary school
- Transfer from U.S. college or university: Official transcript from each college or university attended. Cumulative GPA must be at least 2.0
- Copy of current I-20 and I-94 card
- Official Texas Success Initiative (TSI) Assessment scores or official exemption documentation
- Copy of passport
- Compliance with all requirements and procedures established for visa category by U.S. Citizenship and Immigration Service. Application and all documents must be submitted well in advance of registration. See website for semester deadlines: [www.blinn.edu/international](http://www.blinn.edu/international)

International students must enroll in and maintain 12 semester hours during fall and spring semesters. International transcripts may need to be reviewed by a foreign transcript evaluation service. International student orientation is mandatory for all incoming international students. Information regarding orientation can be found at: [www.blinn.edu/international/orientation](http://www.blinn.edu/international/orientation).

*Blinn Administrative Procedure*

**Admissions Testing Requirements**

Blinn College does not require students to take either the ACT or SAT test for admittance. Students are recommended to take either or both of these tests and have their scores sent to the college. Scores from these tests may be used for placement or Texas Success Initiative (TSI) exemptions.

Depending upon their status, students may be required to take a test for TSI compliance and/or for placement (see the Texas Success Initiative section).

### Advising Requirements

Blinn College encourages all students to be academically advised each semester. Some student populations are required to be advised and registration holds will be placed on their accounts until the advising process is completed. Students required to be advised include:

- students who are NOT “College Ready”\*
  - all first time in college freshmen\*\*
  - students returning from academic suspension
- Students on academic probation are strongly recommended to meet with an advisor prior to registration.

*\*College Ready” is defined as one who has passed all sections on, or is exempt from, the state-approved placement tests, ACCUPLACER, ASSET, COMPASS, or THEA QT. A student may also become college ready by successfully completing required developmental education courses.*

*\*\*First time in college freshmen who are “College Ready” have the option of waiving the advising requirement by signing a self-advising waiver form. This form is available on the Blinn College website [http://www.blinn.edu/admissions/self\\_advising\\_waiver.html](http://www.blinn.edu/admissions/self_advising_waiver.html) and must be on file in the Admissions Office prior to registering. Students electing to self-advise should be sure to choose courses that will meet the college’s requirements needed for their educational goals.*

### TSI: Texas Success Initiative

As of September 1, 2003 Senate Bill 286, section 37 replaced the TASP statute with the Texas Success Initiative (TSI). Under the TSI, students will be assessed, receive the help they need to become college-ready, and be evaluated to determine when they are ready to enroll in college-level work.

All students, unless exempt (see TSI exemptions), **MUST** take a state-approved placement test (ASSET, ACCUPLACER, COMPASS, or THEA QT) prior to enrolling in college-level courses. Blinn College accepts scores if recorded on an official transcript or addendum attached to the transcript. Scores reported in the form of a letter from the institution’s registrar, on letterhead, with signature, raised seal, and the words “official score” will be considered official if sent directly from the institution to Blinn. Hand-carried or faxed scores will not be accepted.

There is a fee charged for these placement tests and prior registration may be required. For information on testing visit the following web site (<http://www.blinn.edu/counseling/testing.html>) or contact the Testing Center/Academic Advising and Counseling Office on the campus you plan to attend.

Students who do not pass all three sections of the placement test, need to participate in developmental courses each semester for the failed section of the test. The initial test scores will be used to place students in the appropriate developmental course. Students will need to complete the developmental sequence in the failed area or pass that section of the test prior to enrolling in college-level courses. See the TSI placement chart detailing state-approved tests and corresponding course placement.

### Reading Section

If the student failed the reading section of one of the approved assessment tests, use the following charts based on the student’s initial reading score to find the course placement and “track” required for reading developmental courses. Once the student has determined their “track”, refer to the second chart for the course sequence the student is required to complete prior to enrolling in the related academic courses. Students will need to complete the course sequence to be considered “College Ready” in each section.

Placement Chart for Reading					
		THEA	ASSET	ACCUPLACER	COMPASS
Track A	READ 0304	0-150	0-25	0-45	0-45
Track B	READ 0305	151-199	26-33	46-62	46-59
Track C	READ 0306 or ESOL 0325*	200-229	34-40	63-77	60-80
Passed Reading Section	No Developmental Courses Required	230 or >	41 or >	78 or >	81 or >
	Track A	Track B	Track C	Passed Reading Section	
	READ 0304 <input type="checkbox"/>				
	READ 0305 <input type="checkbox"/>	READ 0305 <input type="checkbox"/>			
	READ 0306 or ESOL 0325*	READ 0306 or ESOL 0325*	READ 0306 or ESOL 0325*		
Reading section marked College-Ready					

### Math Section

If the student failed the math section of one of the approved assessment tests, use the following charts based on the student's initial math score to find the course placement and "track" required for math developmental courses. Once the student has determined their "track", refer to the second chart for the course sequence the student is required to complete prior to enrolling in the related academic courses. Students will need to complete the course sequence to be considered "College Ready" in each section.

Placement Chart for Math					
		THEA	ASSET	ACCUPLACER	COMPASS
			Elem. Algebra	Elem. Algebra	Algebra
Track A	MATH 0309	0-209	0-28	0-50	0-25
Track B	MATH 0310	210-229	29-37	51-62	26-38
Passed Math Section I	MATH 0312	230-269	38-47	63-85	39-69
Passed Math Section II	No Developmental Courses Required	270 or >	48 or >	86 or >	70 or >
	Track A	Track B	Passed Math Section I	Passed Math Section II	
	Math 0309 ↓				
	Math 0310 ↓	Math 0310 ↓			
	Math 0312 ↓	Math 0312 ↓	Math 0312 ↓		
	Math section marked College-Ready Enroll in related academic courses: MATH 1332 or MATH 1314				

## Writing Section

If the student failed the writing section of one of the assessment tests, use the following charts based on the student's initial writing score to find the course placement and "track" required for writing developmental courses. Once the student has determined their "track", refer to the second chart for the course sequence the student is required to complete prior to enrolling in the related academic courses. Students will need to complete the course sequence to be considered "College Ready" in each section.

Placement Chart for Writing					
		THEA	ASSET	ACCUPLACER	COMPASS
Track A	ENGL 0320 or ESOL 0335*	Essay score of 4 or below			
Track B	ENGL 0321 or ESOL 0336*	An essay score of 5 with a multiple choice score of:			
		<220	<40	<80	<59
	ENGL1301**	An Essay score of 5 with a multiple choice score of:			
		220 or >	40 or >	80 or >	59 or >
		OR Essay score of 6 or Above			
Track A		Track B			Passed Writing Section
ENGL 0320 or ESOL 0335* <input type="checkbox"/>					
ENGL 0321 or ESOL 0336* <input type="checkbox"/>		ENGL 0321 or ESOL 0336* <input type="checkbox"/>			
Writing section marked College-Ready					
Enroll in related academic course: ENGL 1301					
*ESOL classes for Non-native English speakers.					
**Before enrolling in ENGL 1301, the student must also pass the <b>Reading section</b> of the THEA test (for alternative test) or pass Reading 0306 with a grade of “C” or better, or pass ESOL 0325 with a grade of “C” or better.					

The Blinn College Success Initiative Plan states that students are considered "College Ready" if they have passed the section of the test or completed the highest developmental course in reading, writing, or mathematics with a grade of "C" or better. A student cannot enroll in any of the approved related academic courses in the failed area until the developmental sequence is completed, or until the failed section of the state-approved placement test is retaken and passed.

Students enrolled in developmental courses must follow the Blinn College attendance policy. A student who is subject to the Success Initiative rules and who acquires the equivalent of two weeks of absences in a required developmental course(s) will be withdrawn from the course. Likewise, a student who is not subject to the Success Initiative rules and acquires the equivalent of two weeks of absences will also be withdrawn from the course. Refer to the "Class Attendance" section for more information.

Students may choose to enroll in developmental courses for one or all areas of skill deficiency. The sooner the developmental sequence is completed with a grade of "C" or better, the sooner the related academic courses may be attempted. Students who believe their study patterns and skills need improvement, should consider enrolling in study skills.

### Success Initiative Exemptions

Students are exempt from taking a state assessment test if any one of the following conditions applies. Official documentation must be provided to Blinn College for the exemption to be accepted. Blinn College may also require a placement test be taken by the student for certain exemptions. Please refer to the Admissions Requirements section.

1. For a period of five (5) years from the date of testing, a student who is tested and performs at or above the following standards:
  - a. American College Test (ACT): minimum composite score of 23 with a minimum of 19 on both the English and Mathematics tests (scores must be from the same test date);
  - b. Scholastic Aptitude Test (SAT): a combined minimum verbal and math score of 1070 with a minimum of 500 on both the verbal and the mathematics tests (scores must be from the same test date);
2. For those students who have taken the ACT or SAT test, a partial exemption may be granted if a student meets the composite score requirement, but does not meet both of the individual exemption score requirements. If the student has not earned an exemption in each of the skill areas, the student must be tested for the remaining skill area(s) and comply with all other Success Initiative requirements.
  - a. ACT Test: If a student has a minimum composite score of 23 and has a score of at least 19 on either the verbal or the mathematics test but not both, the student will be considered exempt on the section in which a 19 was scored.
  - b. SAT Test: If a student has a minimum composite score of 1070 and has a score of at least 500 on either the verbal or the mathematics test but not both, the student will be considered exempt on the section in which a 500 or higher was scored.
3. For a period of (3) years from the date of testing, students who have Texas Success Initiative exemptions with TAKS scores will be placed in courses based on the following charts. Writing essay scores must come from an official label or letter from the Texas Education Agency (TEA) until these scores are placed on the high school transcript:

MATH		
Minimum Math TAKS Score	Math Course Placement	
2200	MATH 0312	
2400	MATH 1314	
WRITING		
Minimum TAKS English Language Arts Score	With TAKS Written Composition Score	Writing Course Placement
2200	3	ENGL 1301
READING		
Minimum TAKS English Language Arts Score	With TAKS Written Composition Score	Reading Course Placement
2200	3	Any Reading Course

4. For a period of three (3) years from the date of testing, a student who is tested and performs on the exit-level Texas Assessment of Academic Skills (TAAS) with a minimum scale score of 1770 on the writing test, a Texas Learning Index (TLI) of 86 on the mathematics test and 89 on the reading test (scores must be from the same test date).
5. A student who has graduated with an associate or baccalaureate degree from a Texas public institution of higher education.
6. A student who transfers to Blinn College from a private or independent institution of higher education or an accredited out- of-state institution of higher education and have taken courses corresponding to the Success Initiative requirements and earned a grade of "C" or higher in each of the three skill areas. These courses must have common course numbers corresponding to courses transferring into Blinn College. If the student has not earned a grade of "C" or higher in each of the skill areas, the student must be tested for the remaining skill area(s) and comply with all other Success Initiative requirements.
7. A student who has previously attended another institution of higher education and has been determined to have met readiness standards by that institution.
8. A student who has enrolled in a certificate program of one year or less (Level-One certificates, 42 or fewer semester credit hours or the equivalent) at a public junior college, a public technical institution, or a public state college. Blinn College also requires a state-approved placement test for all certificate students.
9. A student who is serving on active duty as a member of the armed forces of the United States, the Texas National Guard, or as a member of a reserve component of the United States and has been serving for at least three years preceding enrollment. (A copy of your current military ID card must be submitted to the admissions office.).
10. A student who on or after August 1, 1990, was honorably discharged, retired, or released from active military duty as a member of the armed forces of the United States or the Texas National Guard or service as a member of a reserve component of the armed forces of the United States. (A copy of your DD214 with character of service must be submitted to the admissions office.)

Exemptions will not be granted until documentation is provided in the form of official transcripts sent directly to Blinn College or a score report is sent directly from the testing agency to Blinn College.



**Credit by Examination****ALL CLEP examinations must be SUBJECT EXAMINATIONS ONLY****CLEP (College Level Examination Program)**

<b>CLEP Exam</b>	<b>Score</b>	<b>Blinn Course</b>	<b>Credit Hours</b>
General Chemistry	45	CHEM 1411	4
General Chemistry	50	CHEM 1411 & 1412	8
College Composition Modular*	50	ENGL 1301	3
English Literature w/Essay*	53	ENGL 2322	3
American Literature w/Essay*	52	ENGL 2328	3
French Language	50	FREN 1411	4
German Language	50	GERM 1411	4
American Government	50	GOVT 2305	3
History of the United States I	65	HIST 1301	3
History of the United States II	65	HIST 1302	3
Western Civilization I	65	HIST 2311	3
Western Civilization II	65	HIST 2312	3
College Algebra	50	MATH 1314	3
Pre-Calculus	50	MATH 2412	4
Calculus w/Elementary Functions	50	MATH 2413	4
Introductory Psychology	50	PSYC 2301	3
Introductory Sociology	50	SOCI 1301	3
Spanish Language	50	SPAN 1411	4

**\*Students must qualify on both the objective and essay parts of the CLEP test.**

Students may be awarded up to 12 semester hours of college credit based on examination. Students must take the **College Level Examination Program (CLEP)** (subject matter tests only) or the **Advanced Placement examination**. A grade of "CR" will be posted to the transcript when the student has completed 6 semester hours or more AND after a cumulative grade point average of 2.0 has been earned at Blinn College.

1. Students must present evidence of the completion of either **CLEP** or **AP** examinations with acceptable scores as defined by the accompanying charts.
2. Students should understand that each college and university has its own policy with respect to credit earned by examination and that any such credit allowed by one institution may not necessarily be accepted at another.
3. Any student who is enrolled in, has attempted, or has completed a course to include receiving a grade as listed in the admissions section of the Blinn College Catalog may not receive **AP** or **CLEP** credit in the same course.
4. To receive credit for ENGL 1301, the essay portion of the test must be taken.
5. The application for credit by exam may be made at anytime while the student attends Blinn College as long as he or she has not attempted the course at Blinn College or any other institution. The credit will be applied after the student earns 6 credits at Blinn College. Applications are available online at [www.blinn.edu/admissions/forms.html](http://www.blinn.edu/admissions/forms.html) and Enrollment Services.
6. Blinn College does not administer the CLEP or AP exam. It is the responsibility of the student to locate a CLEP or AP testing center and to have exam scores sent to the Office of Admissions and Records at Blinn College.

**AP Credit by Examination**

<b>AP Exam</b>	<b>Score</b>	<b>Blinn Course</b>	<b>Credit Hours</b>
Calculus (AB)	4 or 5	MATH 2413	4
Calculus (BC)	3	MATH 2413	4
Calculus (BC)	4 or 5	MATH 2413 & 2414	8
English Language & Composition	3	ENGL 1301	3
	4	ENGL 1301 & 1302	6
English Literature & Composition	3	ENGL 1301	3
	4	ENGL 1301 & 1302	6
French Language	3	FREN 1411 & 1412	8
	5	FREN 1411, 1412 & 2311	11
German Language	3	GERM 1411 & 1412	8
	5	GERM 1411, 1412 & 2311	11
Spanish Language	3	SPAN 1411 & 1412	8
	5	SPAN 1411, 1412 & 2311	11
Biology	4	BIOL 1406 & 1407	8
Chemistry	3	CHEM 1411	4
	4	CHEM 1411 & 1412	8
Physics (B)	3	PHYS 1401 & 1402	8
Physics (C) Mechanics	3	PHYS 1401	4
Physics (C) Electricity & Magnetism	3	PHYS 1402	4
Psychology	3	PSYC 2301	3
U.S. Government & Politics	3	GOVT 2305	3
U.S. History	4	HIST 1301 & 1302	6

### Credit for International Baccalaureate Diploma (IBD)

The International Baccalaureate Diploma is an international program of courses and exams offered at the high school level. In keeping with Senate Bill 111 passed in 2005, Blinn College will grant (CR) credit for IB exams with certain required scores.

Texas institutions of higher education must award 24 hours of course specific college credit in subject appropriate areas of all IB exam scores of 4 or above as long as the incoming freshmen have earned an IB diploma. However, course credit does not have to be awarded on any IB exams where the score received is a 3 or less. This may mean that such students will not receive 24 hours of college credit, even if they have an IB diploma.

Students must send an IB transcript to Blinn College. All IB students must show proof of meeting the *Texas Success Initiative (TSI)* requirements prior to their enrollment at Blinn.

Blinn College Credit for IBD			
IB Examination	Score	Blinn Course	Credit Hours
Biology (SL)	4, 5, 6 or 7	BIOL 1406	4
Biology (HL)	4, 5, 6 or 7	BIOL 1406 & 1407	8
Business and Management	4, 5, 6 or 7	BUSI 1301	3
Chemistry (SL)	4, 5, 6 or 7	CHEM 1411	4
Chemistry (HL)	4, 5, 6 or 7	CHEM 1411 & 1412	8
Computer Science	4, 5, 6 or 7	BCIS 1305	3
Economics (SL)	4, 5, 6 or 7	ECON 2301 & 2302	6
Economics (HL)	4, 5, 6 or 7	ECON 2301 & 2302	6
English (SL) Language A1 or A2	4, 5, 6 or 7	ENGL 1301 & 1302	6
English (HL) Language A1 or A2	4, 5, 6 or 7	ENGL 1301 & 1302	6
Geography	4, 5, 6 or 7	GEOG 2312	3
History of the Americas (HL)	4, 5, 6 or 7	HIST 1301 & 1302	6
Mathematics (HL)	4, 5, 6 or 7	MATH 1314 & 1316	6
Mathematics with Further Mathematics	4, 5, 6 or 7	MATH 1314, 1316 & 2342	9
Modern Languages			
Language A1 or A2 (SL)			
French	4, 5, 6 or 7	FREN 1411 & 1412	8
German	4, 5, 6 or 7	GERM 1411 & 1412	8
Spanish	4, 5, 6 or 7	SPAN 1411 & 1412	8
Language A1 or A2 (HL)			
French	4, 5, 6 or 7	FREN 1411, 1412, 2311 & 2312	14
German	4, 5, 6 or 7	GERM 1411, 1412, 2311 & 2312	14
Spanish	4, 5, 6 or 7	SPAN 1411, 1412, 2311 & 2312	14
Language B (SL)			
French	4, 5, 6 or 7	FREN 1411 & 1412	8
German	4, 5, 6 or 7	GERM 1411 & 1412	8
Spanish	4, 5, 6 or 7	SPAN 1411 & 1412	8
Language B (HL)			
French	4, 5, 6 or 7	FREN 1411, 1412, 2311 & 2312	14
German	4, 5, 6 or 7	GERM 1411, 1412, 2311 & 2312	14
Spanish	4, 5, 6 or 7	SPAN 1411, 1412, 2311 & 2312	14
Language AB Initio			
French	4, 5, 6 or 7	FREN 1411	4
German	4, 5, 6 or 7	GERM 1411	4
Spanish	4, 5, 6 or 7	SPAN 1411	4
Music	4, 5, 6 or 7	MUSI 1306	3
Philosophy	4, 5, 6 or 7	PHIL 1301	3
Physics (SL)	4, 5, 6 or 7	PHYS 1401	4
Physics (HL)	4, 5, 6 or 7	PHYS 1401 & 1402	8
Psychology	4, 5, 6 or 7	PSYC 2301	3
Social and Cultural Anthropology	4, 5, 6 or 7	ANTH 2351	3
Theatre Arts	4, 5, 6 or 7	DRAM 1310	3
Visual Arts	4, 5, 6 or 7	ARTS 1301	3

## **STUDENT RECORDS**

### **Privacy Rights of Students (FERPA)**

#### **Notification of Rights**

Every Fall and Spring semester, Blinn College informs students of the Family Educational Rights and Privacy Act (FERPA) of 1974. This act was designed to protect the privacy of student educational records. It establishes the right of students to inspect and review their educational records. It also provides guidelines, through informal and formal hearings, for the correction of the educational records that a student believes to be inaccurate, misleading, or otherwise in violation of his/her privacy rights.

Students also have a right to file complaints concerning FERPA with the U.S. Department of Education concerning alleged failures by the institution to comply with the requirements of the Act and 34 CFR part 99. Complaints should be filed with the Vice President of Student Services. Questions concerning FERPA may be referred to the Office of Admissions and Records.

#### **Disclosure of Student Records**

The term "education records" means those records, files, documents, and other materials that contain information directly related to a student and are maintained by Blinn College.

In general, no personally identifiable information from a student's educational records will be disclosed without written consent from the student, except to the extent that the Act and 34 CFR 99.31 authorize disclosure without consent. Two exceptions include: (1) directory information will be released unless the student requests that it be withheld; (2) records may be disclosed to parents of students who depend upon them as defined by Internal Revenue Code 1954, Section 152. Parents must submit a notarized Certification of Dependency annually, in order for the student's record to be disclosed.

If a student would like to grant another party access to their educational records they must submit a FERPA Release form for each proxy, to the office of Enrollment Services. FERPA Release forms are valid until the student revokes the proxy's access in writing with the office of Enrollment Services.

In order for students to withhold their directory information, they must submit the Request to Withhold Directory Information form to any office of Enrollment Services. Once the Request to Withhold Directory Information has been processed it will remain active until revoked by the student in writing, with the office of Enrollment Services. All of these forms can be found on our website [www.blinn.edu/admissions/forms.html](http://www.blinn.edu/admissions/forms.html); under the Forms category.

A student may not use the right of refusal to opt out of directory information disclosures to prevent a College District from disclosing or requiring a student to disclose the student's name, identifier, or institutional e-mail address in a class in which the student is enrolled. Blinn College will continue to honor any valid request made in the last semester attended of a former student to opt out of the disclosure of directory information, unless the student rescinds the opt-out request. The College will not disclose or confirm directory information without meeting the written consent requirements in 34 CFR 99.30 if a student's Social Security Number or other non-directory information is used alone or combined with other data elements to identify or help identify the student or the student's records.

*Blinn Board Policy FJ (Legal)*

#### **Public Notice Designating Directory Information**

The College District designates the following categories of

student information as public or directory information. Such information may be disclosed by the institution:

- Category I: Name, classification, major field of study, home address, and College District e-mail address.
- Category II: Previous institutions attended, attendance status, awards, honors (including Distinguished and President's lists), degree(s) conferred (including dates), past and present participation in officially recognized sports and activities, and physical factors (height, weight of athletes).

Currently enrolled students may withhold disclosure of either or both categories of information under the Family Educational Rights and Privacy Act of 1974. To withhold disclosures, written notification must be received in the office of admissions and records on the Brenham campus or Bryan campus within 12 calendar days from the first day of registration for each long term or four days for summer terms. Forms requesting the withholding of directory information shall be available in the offices listed above. The College District shall assume that failure on the part of any student to specifically request the withholding of directory information indicates individual approval for disclosure.

*Blinn Board Policy FJ*

*(Local)*

#### **Custodian of Records**

The Registrar is custodian of all records for currently enrolled students, for all official academic records, and all other records. The address for the custodian of records shall be included in the Annual Notice of Student Rights under 20 U.S.C. 1232g.

*Blinn Board Policy*

*FJ (Local)*

#### **Change of Name or Address**

A student who changes his or her name or permanent address shall be asked to notify the Office of Admissions in writing of this change immediately. If a student is changing his or her local address, notification may be made to enrollment services. Any communication from the College District, which is mailed to the name and permanent address on record, shall be considered to have been delivered and the student shall be responsible.

*Blinn Board Policy FJ*

*(Local)*

#### **Request Procedures**

The College District shall make a student's records available to the student. The records custodian or designee shall use reasonable procedures to verify the requestor's identity before disclosing student records containing personally identifiable information.

Records may be reviewed in person during regular business hours without charge upon written request to the records custodian. For in-person viewing, the records custodian or designee shall be available to explain the record and to answer questions. The confidential nature of the student's records shall be maintained at all times. Records to be viewed shall be restricted to use only in the District President's office or other restricted area designated by the records custodian. The original copy of the record or any document contained in the comprehensive record shall not be removed from the school.

Copies of records must be requested in writing and shall be available at a per copy cost, payable in advance. Financial hardship cases shall be dealt with on an individual basis. A student may be denied copies of records if he or she fails to follow proper procedures or pay the copying charge.

*Blinn Board Policy FJ (Local)*



## Procedures To Amend Records

Within 15 College District business days of the record custodian's receipt of a request to amend records, the College District shall notify the student in writing of its decision on the request and, if the request is denied, of his or her right to a hearing. If a hearing is requested, it shall be held within ten College District business days after the request is received.

Students shall be notified in advance of the date, time, and place of the hearing. An administrator who is not responsible for the contested records and who does not have a direct interest in the outcome of the hearing shall conduct the hearing. The student shall be given a full and fair opportunity to present evidence, and at his or her own expense, may be assisted or represented at the hearing. The student shall be notified of the decision in writing within ten College District business days of the hearing. The decision shall be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision. If the decision is to deny the request, the student shall be informed that he or she has 30 College District business days within which to exercise his or her right to place in the record a statement commenting on the contested information and/or stating any reason for disagreeing with the College District's decision.

*Blinn Board Policy FJ (Local)*

## Access by School Officials

A school official shall be allowed access to student records if he or she has a legitimate educational interest in the records.

For the purposes of this policy, "school officials" shall include:

1. An employee, Trustee, or agent of the College District, including an attorney, a consultant, a contractor, a volunteer, and any outside service provider used by the College District to perform institutional services.
2. A person serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

All contractors provided with student records shall follow the same rules as employees concerning privacy of the records and shall return the records upon completion of the assignment.

A school official has a "legitimate educational interest" in a student's records when he or she is:

1. Working with the student;
2. Considering disciplinary or academic actions, the student's case, or services for a student with disabilities;
3. Compiling statistical data;
4. Reviewing an education record to fulfill the official's professional responsibility; or
5. Investigating or evaluating programs.

*Blinn Board Policy FJ (Local)*

## Students With Disabilities

Students receiving services through the Office of Disability Services will be notified of their rights under Family Educational Rights and Privacy Act (FERPA) of 1974 when they register for services.

## RESIDENCY STATUS OF STUDENTS

The Board designates the Registrar as the residence determination official for the College District.

In determining residence status, the Registrar shall be governed by the "Guidelines for Determining Residence Status" approved by the Coordinating Board and the College District.

*Blinn Board Policy FDA (LOCAL)*

## Requirements for In-State Residency

### RESIDENTS

Subject to the other applicable provisions of Education

Code Chapter 54, Subchapter B governing the determination of resident status, the following persons are considered residents of this state for purposes of Education Code Title 3:

1. A person who:

- a. Established a domicile in this state not later than one year (12 months) before the census date of the academic term in which the person is enrolled in an institution, including a college district; and
- b. Maintained that domicile continuously in the state for the year (12 months) immediately preceding the census date of the academic semester in which the person enrolls in an institution. Education Code 54.052(a); 19 TAC 21.24(a)(2)

If a person applies for resident status under this provision, the person shall submit the following information to an institution of higher education to establish resident status under Education Code Chapter 54, Subchapter B:

- a. A statement of the dates and length of time the person has resided in this state, as relevant to establish resident status; and
- b. A statement by the person that the person's presence in this state for that period was for a purpose of establishing and maintaining a domicile. Education Code 54.053(1)

2. A dependent whose parent:

- a. Established a domicile in this state not later than one year (12 months) before the census date of the academic term in which the dependent is enrolled in an institution of higher education; and
- b. Maintained that domicile continuously for the year (12 months) immediately preceding the census date of the academic semester in which the person enrolls in an institution.

Education Code 54.052(a)(2); 19 TAC 21.24(a)(3)

If a person applies for resident status under this provision, the person shall submit the following information to an institution of higher education to establish resident status under Education Code Chapter 54, Subchapter B:

- c. A statement of the dates and length of time any parent of the person has resided in this state, as relevant to establish resident status; and
- d. A statement by the parent or, if the parent is unable or unwilling to provide the statement, a statement by the person that the parent's presence in this state for that period was for a purpose of establishing and maintaining a domicile. Education Code 54.053(2)

3. A person who:

- a. Graduated from a public or accredited private high school in this state or, as an alternative to high school graduation, received the equivalent of a high school diploma in this state, including the successful completion of a nontraditional secondary education; and
- b. Maintained a residence continuously in this state for:
  - (1) The three years (36 months) immediately preceding the date of graduation or receipt of the diploma equivalent, as applicable; and
  - (2) The year (12 months) preceding the census date of the academic term in which the person is enrolled in an institution.
 Education Code 54.052(a)(3); 19 TAC 21.24(a)(1)

If a person applies for resident status under this provision, the person shall submit the following information to an institution of higher education to establish resident status under Education Code Chapter 54, Subchapter B:

- c. A statement of the dates and length of time the

person has resided in this state, as relevant to establish resident status; and

d. If the person is not a citizen or permanent resident of the United States, an affidavit stating that the person will apply to become a permanent resident of the United States as soon as the person becomes eligible to apply. An affidavit signed by a person enrolled and classified during any part of the 2011–12 academic year or later must be retained in a paper or electronic format permanently by the institution or until the student (current and former) provides proof that the student has applied for permanent resident status. Education Code 54.053(3); 19 TAC 21.25(a)(1)(B), (c), .30(a), (c)

For purposes of this section, the domicile of a dependent's parent is presumed to be the domicile of the dependent unless the person establishes eligibility for resident status under the third option. Education Code 54.052(b); 19 TAC 21.24(d)

#### NON-CITIZENS

Non-U.S. citizens are eligible to establish and maintain domicile in this state for the numbered provisions above in accordance with 19 Administrative Code 21.24(c). 19 TAC 21.24(c)

A public or independent institution of higher education that enrolls and classifies a person who is not a Citizen or Permanent Resident of the United States as a resident under provision 3 during any part of the 2011–12 academic year or later shall instruct such students upon admission, annually while the students are enrolled, and upon graduation of their obligation to apply for Permanent Resident status as soon as eligible to do so and refer students to the appropriate federal agency for instructions on how to achieve such status. 19 TAC 21.30(b)–(c)

#### PREEMPTION OF RESIDENT STATUS

A member of the U.S. Armed Services whose home of record with the military is Texas is presumed to be a Texas resident, as are his or her spouse and dependent children. A member whose home of record is not Texas but who provides the institution leave and earnings statements that show the member has claimed Texas as his or her place of residence for the 12 consecutive months prior to enrollment is presumed to be a Texas resident, as are his or her spouse and dependent children. 19 TAC 21.24(h)

### Information Required To Initially Establish Resident Status

#### EVIDENCE OF RESIDENT STATUS

To initially establish resident status under 19 Administrative Code 21.24, a person who qualifies for residency shall provide the institution with a completed set of Core Residency Questions. A person who qualifies for residency under 19 Administrative Code 21.24(a)(1) and who is not a Citizen of the United States or a Permanent Resident of the United States shall, in addition to the other requirements of this section, provide the institution, including a college district, with a signed affidavit in the form provided in 19 Administrative Code 21.25 Chart I stating that the person will apply to become a Permanent Resident of the U.S. as soon as the person becomes eligible to apply.

An institution may request that a person provide documentation to support or clarify the answers to the Core Residency Questions. Appropriate documents are not limited to those listed in 19 Administrative Code 21.25 Chart II. In addition, the institution may request documents that support the information the student may provide in the Core Residency Questions, Section H.

An institution shall not impose any requirements in addition to the requirements established in this section for a person to establish resident status. Education Code 54.075(b); 19 TAC 21.25.

#### INTENT TO ESTABLISH AND MAINTAIN DOMICILE IN TEXAS

Although not conclusive or exhaustive, the following factors occurring throughout at least 12 consecutive months immediately preceding the census date of the semester in which a person seeks to enroll may lend support to a claim regarding the person's intent to establish and maintain domicile in Texas:

1. Sole or joint marital ownership of residential real property in Texas by the person seeking to enroll or the dependent's parent, having established and maintained domicile at that residence;
2. Ownership and customary management of a business, by the person seeking to enroll or the dependent's parent, in Texas that is regularly operated without the intention of liquidation for the foreseeable future;
3. Gainful employment in Texas by the person seeking to enroll or the dependent's parent; and
4. Marriage, by the person seeking to enroll or the dependent's parent, to a person who has established and maintained domicile in Texas.

An individual whose initial purpose for moving to Texas is to attend an institution of higher education as a full-time student will be presumed not to have the required intent to make Texas his or her domicile; however, the presumption may be overruled by clear and convincing evidence.

An individual shall not ordinarily be able to establish domicile by performing acts that are directly related to fulfilling educational objectives or that are required or routinely performed by temporary residents of the state. 19 TAC 21.24(e)–(g)

#### BURDEN OF PROOF

The student has the burden of proof to show by clear and convincing evidence that residence or domicile, as appropriate, has been established and maintained. 19 TAC 21.24(b)

*Blinn Board Policy FDA (LEGAL)*

#### Written Documentation

At minimum, each institution must file and maintain a copy of one or more appropriately dated documents which will certify that the student classified as a resident has legal right to such classification as of the official census date of the semester or term for which enrolling. Documents acceptable but not limited to for this purpose include:

- a. Texas high school transcript
- b. Texas college or university transcript
- c. Employer statement of date of employment
- d. Permanent driver's license (at least one year old)  
Generally the license expiration date minus date of enrollment should not exceed three years.
- e. Property tax payments
- f. Bank statement
- g. Utility bill
- h. Other third party documentations Chart III: 19 TAC §21.25(b) Documentation to Support Domicile and Residency <http://info.sos.state.tx.us/fids/200802309-2.html>

Students may be asked to present proof of residency at the time of initial admission or at any time following registration. A student who believes he/she qualifies for a change of residency status for tuition purposes may file a Petition for Change of Residency. The petition must be filed by the Official Day of Record (twelfth class day of regular semesters and fourth class day of summer semesters) in order to receive any refund of

tuition paid.

### State Residence Classification

Under state statutes and Texas Higher Education Coordinating Board (THECB) rules and regulations interpreting these statutes, a prospective student will be classified as an in-state (in-district or out-of-district), out-of-state, or foreign student. A person who has lived in the state of Texas under circumstances specified in the THECB rules above will be eligible for classification as an in-state resident.

A person who has not been classified as an in-state resident but who is a United States citizen, a permanent resident of the United States, or an eligible nonimmigrant will be classified as an out-of-state resident.

A person who is not a United States citizen, permanent resident of the United States, does not hold a visa which allows domicile in the United States, or does not meet specific circumstances outlined by THECB above will be considered a Foreign Student.

### District Residence Classification

An individual must first qualify for in-state residency before he or she may be classified as an in-district or out-of-district student. An individual who qualifies as an in-state resident may also qualify as an in-district resident if he or she has established residency in Washington County.

To establish residency in Washington County, a student or the parent of whom the student is a dependent, must establish a domicile\* or own ad valorem tax property in Washington County not less than six months before the census date of the academic semester in which the student enrolls at the College District.

"Established domicile in Texas means physically residing in Texas with the intent to maintain domicile in Texas for at least the 12 consecutive months immediately preceding the census date of the term of enrollment, allowing for documented temporary absences. 19 TAC 21.22(10)" *POLICY FDA (LEGAL)*

All other in-state residents will be classified as out-of-district residents.

Residency rules are pursuant to change as per the Texas Legislature and the THECB. For the latest rules and regulations, contact the Admissions Office or view them on the THECB web site at <http://www.thecb.state.tx.us/apps/Laws/>

### Classification of Students

A full-time student is one who is registered for 12 or more semester hours in a regular term or 4 or more hours in a summer term. In order to be classified with sophomore standing, a student must have completed a total of 30 or more semester hours.

*Blinn Board Policy EGB (LOCAL)*

### Academic Transcript

An official transcript of college credits is a record of the student's academic record bearing the college seal and the signature of the Registrar. A student may obtain copies of his/her transcript by written or faxed request to the Office of Admissions and Records in Brenham. An e-mail request will be accepted if the transcript is being sent directly to another school. Official transcripts can also be obtained in person at Enrollment Services on the Brenham campus and Bryan campuses. The request must include full legal name or name attended under, dates of attendance, student ID/Social Security number, and a legible signature. All admission information must be on file, all holds cleared, before an official transcript will be released. E-mail: [trans@blinn.edu](mailto:trans@blinn.edu). Fax: (979) 830-4110. Official transcripts can also be requested by logging into myBLINN and filling out the online request form or go to <http://www.blinn.edu/admissions/transcripts.htm>

### Grades

At the end of each semester, students shall receive a final grade report that shall become a part of their permanent record.

The College District's grading system shall apply to all courses

A	(90-100) - Excellent
B	(80-89) - Good
C	(70-79) - Average
D	(60-69) - Poor
F	(Below 60) - Failure
I -	Incomplete
Q -	Dropped
QF -	Dropped Failing
W -	Dropped Due to Good Cause or Withdrawal from College
CR -	Credit
P -	Pass
NP -	Not Passing
FS -	Academic Fresh Start

I – Incomplete: indicates that the coursework was incomplete because of serious illness or other justified emergency. The instructor shall change the grade of "I" to a grade based on the work completed for the course in addition to the work specified in the course completion contract. All incomplete work shall be completed within 90 days of the start of the next long semester. Failure to complete the work specified in the course completion contract shall result in a grade of zero, which shall be factored into the final grade calculation with appropriate weighting relative to other course grades.

Q – Dropped: assigned before or on the official "Q-Date" as indicated on the College District calendar when a student is officially dropped from a course.

A "Q" may also be given after the "Q-Date" if the student is passing the course at the time the official drop is processed.

QF – Dropped Failing: assigned after the official "Q-Date" as indicated on the College District calendar when a student is officially dropped from a course.

A "QF" may also be given at anytime during the semester if a student:

1. Is administratively dropped from a course;
2. Has exceeded the six-drop limit; and
3. Does not meet any of the areas of exemption for good cause.

W – Dropped Due to Good Cause: assigned before or on the official "Q-Date" as indicated on the College District calendar when a student has officially withdrawn from the College District or is officially dropped from a course for any of the following "good cause" reasons:

1. A severe illness or other debilitating condition that affects the student's ability to satisfactorily complete a course;
2. The care of a sick, injured, or needy person if providing that care affects the student's ability to satisfactorily complete a course; relationship to the student;
3. The death of a member of the student's family;
4. The death of a person who has a sufficiently close relationship to the student;
5. The student's active military duty service;
6. The active military service of a member of the student's family or a person who has a sufficiently close relationship to the student; or
7. A change in the student's work schedule that is beyond the student's control and affects the student's ability to



satisfactorily complete the course.

[For definitions of a student's "family" and "a person who has a sufficiently close relationship to the student," see

#### DEFINITIONS FOR GOOD CAUSE EXEMPTION in ECC (LEGAL).]

A "W" may also be assigned to a student not impacted by SB 1231 when he or she drops a course or withdraws from the College District.

### Health Sciences Grading System

The grading system for Health Science programs may differ from the approved Blinn College Grading Scale as noted in their program handbook and course syllabi. Students not meeting these standards in competitive entry programs may continue to enroll in courses outside the discipline as long as they maintain minimum college requirements.

### Grade Point Average (G.P.A.)

College District progress is normally determined by a grade point average or ratio. Grade points shall be calculated by assigning values to each grade. The value is illustrated in the chart below:

Grade	Grade Points Per Semester Hour
A	4
B	3
C	2
D	1
F, Q, QF	0
I, W, CR	0
P, NP, FS	0

The highest grade of a repeated course shall be used in determining the cumulative grade point average. A grade of "W" or "Q" shall not replace a grade of "F" or higher in a repeated course, but a grade of "F" shall replace a grade of "W" or "Q".

All grades earned while enrolled in the College District shall be used in computing a student's College District grade point average (GPA), except grades of I, W, Q, NP, P, FS, and CR.

The computation of a student's College District Graduation GPA shall include transfer coursework but shall not include developmental coursework. [See the College District Catalog for detailed information about specific degree requirements]

### Grade Change

For any questions regarding grade changes, call the Vice President of Academic Affairs at (979) 830-4130. Blinn College procedure is that grades older than one year will not be changed.

### Academic Fresh Start

State law (Education Code, Sec. 51.931) allows students who have academic credits earned 10 or more years prior to the starting date of the semester in which they seek admission to any public institution of higher education to have those credits or grades not considered in the admission decision. If admitted under this "academic fresh start" provision, the student may not receive any course credit for courses undertaken 10 or more years prior to enrollment.

### Academic Good Standing

In order to remain in academic good standing with the College District, a student must maintain a cumulative grade point average of at least 2.0 (C). A 2.0 cumulative grade point

average is the minimum average required for graduation.

### Credit for Military Experience and Coursework

Students may receive credit for military experience and courses taken while in the military. Two hours of Kinesiology credit will be awarded to students who have completed basic training. An official DD-214 must be on file in the Admissions and Records Office to receive this credit. The College also awards academic credit to students based on the American Council on Education (ACE) and Department of Defense (DOD) guidelines specified by their Military Occupational Specialty (MOS) credentials. These recommendations are published in the Guide to the Evaluation of Educational Experiences in the Armed Services and are found online at <http://www.militaryguides.acenet.edu>. Both proficiency exam scores and completed service schools are documented on military separation papers such as the DD-214 military release document, the Army/American Council on Education Registry Transcript System (AARTS), or the Sailor/Marine Corps/ACE Registry Transcript (SMART). The Registrar evaluates these documents and awards up to twelve hours of academic credit based on the ACE recommendation

### Scholastic Probation or Suspension

A student who falls below a 2.0 cumulative grade point average (GPA) at the close of any long semester or summer school will be placed on scholastic probation. A student who fails to achieve a minimum 2.0 semester and cumulative GPA at the end of subsequent semesters will be placed on scholastic suspension. A student with a semester GPA of greater than 2.0 and a cumulative GPA of less than 2.0 will remain on scholastic probation. Students being placed on scholastic probation [at the end of the long semester] will receive an email at their Blinn College Buc account. Students being placed on scholastic suspension [at the end of the long semester] will be mailed a letter at their permanent address and will receive an email at their Blinn College Buc account.

Students transferring from another college with less than a 2.0 GPA, if admitted, are admitted on scholastic probation. These students must meet the same requirements in subsequent semesters as all other students on scholastic probation (see above).

A student placed on scholastic probation becomes ineligible to be a candidate for an elective or appointive office of a college-sponsored activity or social organization. This restriction does not apply if participation in the activity or organization is part of the requirements of a college course. The student may be required to forfeit college scholarships, be ineligible to represent the College, and may be subject to a loss of veteran's benefits and other financial aid. A student on scholastic probation is required to be advised prior to registration. A student that registers prior to the conclusion of the semester they are placed on probation must be re-advised in order to keep their courses.

A student placed on scholastic suspension will not be allowed to attend Blinn College for one long (fall, spring) semester. At the conclusion of this suspended semester, the student can reenter the College and will be placed on scholastic probation.

For those students who have been scholastically suspended but have extenuating circumstances preventing them from achieving the minimum 2.0 GPA, an appeal for reinstatement may be made. This appeal must be made in writing to the scholastic appeals committee. Information on the appeal procedure and deadline is included in the letter sent to suspended students. The decision of the scholastic appeals committee is final. No appeal for reinstatement may be made after the appeal deadline. If required, a student must make a

separate appeal for reinstatement of financial aid funds.

*Blinn Administrative Procedure*

### Disciplinary Probation

Blinn College maintains rules and regulations and reserves the right to dismiss or to place on disciplinary probation a student for violation and infraction of rules. The College reserves the right to remove the probation. A student who is placed on disciplinary probation forfeits the privilege to hold elective offices and honors. If a student is placed on disciplinary probation or is dismissed by the Disciplinary Committee, the student will be afforded due process as provided by *Blinn Board Policy FMA (Local)*.

### Tuition Charged for Excess Credit Hours

Students who accumulate 45 or more undergraduate semester hours beyond the minimum hours required for their first bachelor's degree at a four year university may be charged a higher tuition rate by the university. These hours will include hours earned at a community college and/or university. For example: Texas A&M University charges their non-resident tuition for hours earned over the excess amount.

The semester credit hours counted toward the limitation include all hours attempted by the student except: courses taken prior to fall 1999, developmental education courses, technical courses, and workforce education courses.

### Limitation on the Number of Transfer Hours

Blinn College is ranked number one in the state of Texas for the percentage of academic students who transfer to senior colleges and universities in Texas. Students transferring to a college or university in Texas need to be aware that there are limits on the number of lower- division (freshman and sophomore) courses that Texas public universities accept in transfer. In many cases, the maximum number of lower-division semester credit hours accepted in transfer is sixty-six (66), although some universities may accept slightly more in special cases. If you accumulate more than 66 semester credit hours in lower-division courses, it is unlikely that the additional hours will apply to a bachelor's degree. Blinn's advising staff can assist you with making appropriate decisions, if your goal is to transfer to a university and obtain a bachelor's degree.

### Important Information Related to Adding/Dropping/Deadlines of Courses

**The Texas Education Code** stipulates that for first time enrolled students, beginning with the Fall 2007 semester, an institution of higher education **may not permit an undergraduate student a total of more than six (6) dropped courses**, including any course a transfer student has dropped at another institution of higher education. Moreover, each institution must establish standards for "Good Cause" drops ([Senate Bill 1231](#)) Rule §4.10. (Note that a student may drop a course, without the ramifications of SB 1231, if the student was able to drop the course without receiving a grade or incurring an academic penalty.)

In compliance with SB 1231 the Blinn College Board of Trustees adopted local policies that affirm the state defined limit on the number of dropped courses and a specific set of exceptions (Good Cause Exemptions), which is detailed in [Board Policy ECC \(LOCAL\)](#) and published for students within the Admissions information section of the [Blinn College Online Catalog](#).

**Dropping Courses:** It is the responsibility of the student to officially drop or withdraw from a course. Failure to drop/withdraw may result in a grade of "F" for the course. A grade of "Q" or "W"

will be given for student-initiated withdrawals that are submitted on or before the withdrawal deadline.

### Important Definitions:

A grade of "Q" or "QF" is recorded for a student initiated drop that will be counted towards the six (6) drop rule.

A grade of "W" is recorded for a student initiated drop that indicates a "good cause" drop/withdrawal and does not count towards the 6 drop rule.

### Good Cause Exceptions for Withdraw/Drop

Good cause shall be determined in Enrollment Services and will be based on the student choosing one of the aligned responses on the drop form that include: (1) *Severe illness*; (2) *Care for a sick, injured, or needy person*; (3) *Death of a close relative*; (4) *Military Duty (to include a family member)*; (5) *Change in work schedule*; or (6) *Other reason*. This information may also be found in more detail within [Board Policy ECC \(LOCAL\)](#) and in the Blinn Catalog Online.

**Board Policy ECC (LOCAL)** specifically outlines the timeline for the designation of grades for student initiated withdrawals based on the length of the course. Prior to the Day of Record no grade is awarded. After the Day of Record, students will receive a W only for the withdrawal from all classes or in the case that a "Good Cause" drop circumstance applies as defined by the state and Board Policy.

### The Impact of a Drop on Student Grades

The following is the list of grade designations based on student initiated drop dates by session.

### Adding and Dropping Courses

**ADDING COURSES:** No courses may be added later than the date specified in the college district calendar for that particular semester. A student adding a course must make up the work missed within two weeks after a course is added. [There is a \$15 charge per add form.]

### DROPPING COURSES:

A student shall receive a grade of "W" or "Q" if he or she drops a class after the:

- first two weeks of a regular semester;
- fourth class day of a summer session;
- ninth class day of a 10-week summer session;
- second class day of a minimester;
- sixth class day of an 8-week session; or
- ninth class day of a 12-week session.

A student may drop a course with a grade of "W" or "Q" until the:

- Friday of the 12th class week in a regular semester;
- Fifteenth class day in a summer session;
- Seventh class week in a 10-week summer session;
- Eighth class day of a minimester;
- Thirtieth class day of an 8-week session; or
- Tenth class day of a 12-week session.

Thereafter a grade of "QF" shall be recorded. A grade of "Q" shall only be awarded if the instructor deems it appropriate. A student may not drop or be dropped from a class once the final examination period begins. [There is a \$15 charge per withdrawal/drop form.] *Blinn Board Policy ECC (Local)*

The only exception for the grade of "QF" is in the case of the minimester. The "QF" designation does not pertain to the minimesters. Since a student may only enroll in one class, a drop

in the minimester is a complete withdrawal and the grade status becomes a "W".

A student disputing a final grade is required to initiate the final grade appeal with their instructor. The student must initiate this contact no later than the end of the next long semester. The appeals process is described in Board Policy FLDB (LOCAL).

The Drop/Withdrawal Chart that follows provides a quick reference to information contained within this document. However, **for actual dates based on a specific semester**, always consult the official [Blinn Academic Calendar](#) online.

16 Week Session	
Time Frame	Grade
First Day of class until Day of Record	No grade
Day of Record until Friday of the 12 <sup>th</sup> week	W or Q
Monday of Week 13 through Week 15	QF
Finals Week ( student may not drop or be dropped)	F
10 Week Summer Session	
Time Frame	Grade
First Day of class until Day Nine	No grade
Day 9 (nine) until Seventh class week	W or Q
Week 7 until Finals	QF
Finals period ( student may not drop or be dropped)	F
12 Week Session	
Time Frame	Grade
First Day of class until Day Nine	No grade
Day 9 (nine) until Tenth class week	W or Q
Tenth week until Finals	QF
Finals period ( student may not drop or be dropped)	F
8 Week Session	
Time Frame	Grade
First Day of class until Day Six	No grade
Day 6 (nine) until 13 <sup>th</sup> day	W or Q
13 <sup>th</sup> day until Finals	QF
Finals period ( student may not drop or be dropped)	F
Summer Session	
Time Frame	Grade
First Day of class until Day Four	No grade
Day 5 (five) until Day 15 (fifteen)	W or Q
Day 16 (sixteen) until Finals	QF
Finals period ( student may not drop or be dropped)	F
Minimester Session	
Time Frame	Grade
First Day of class	No grade
After Day 2 (two) until Day 8	W
Day 9 until Day 11	W
Day 12 Final period ( student may not drop or be dropped)	F

Final Grade Appeal Process	
From Board Policy FLDB (LOCAL)	
Informal Meeting between student and faculty.	Level I
Conference between student and instructional dean	Level II
Appeals Committee Hearing for student and faculty	Level III
Decision of the Vice President for Instruction	Final

## Withdrawals for Excessive Absences and the Six Drop Rule

Students who are administratively withdrawn from a course due to excessive absences will have that course counted toward the six drop rule.

### Withdrawal from College

A student who desires to withdraw from the College District on or after the first day of class for a semester must submit a letter requesting withdrawal from school or must complete the Blinn College Withdrawal From School Form. When submitting the form, the effective date of withdrawal shall be the date when the form is completed and returned to enrollment services. If submitting a letter of withdrawal, the date recorded as the effective date of withdrawal shall be no earlier than the postmark date of the letter minus one day. All requests must include full name, student I.D. number and student signature. Letters should be sent to the office of admissions and records.

*Blinn Board Policy ECC (Local)*

### Refunds

In accordance with state statute, if a student withdraws prior to the first day of the semester, all tuition, room, board, and fees (except registration fee and identification card fee) will be refunded.

## Student Complaints: Course Grade Complaints Policy EXCLUSIONS

Student complaints, including but not limited to, discriminatory issues are covered by separate procedures [see FLD]. Student complaints regarding disciplinary issues are covered by separate procedures [see FM and FMA].

### PURPOSE

The purpose of this policy is to provide students with an opportunity to appeal faculty decisions made in regards to scholastic dishonesty and final grades.

## SCHOLASTIC INTEGRITY-FACULTY RESPONSIBILITY AND STUDENT RIGHTS

It is the responsibility of faculty to maintain scholastic integrity at the College District by refusing to tolerate any form of scholastic dishonesty. Adequate control of test materials, strict supervision during testing, and other preventive measures should be utilized, as necessary, to prevent cheating or plagiarism. If there is compelling evidence that a student is involved in cheating or plagiarism, the faculty member should assume responsibility and address the infraction. Likewise, any student accused of scholastic dishonesty is entitled to due process to resolve the allegation.

### "SCHOLASTIC DISHONESTY"

"Scholastic dishonesty" shall include, but not be limited to, cheating, plagiarism, and collusion.

"Cheating" shall include, but shall not be limited to:

1. Copying from another student's test or class work;
2. Using test materials not authorized by the person administering the test;
3. Collaborating with or seeking aid from another student during a test without permission from the test administrator;
4. Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an unadministered test, paper, or another assignment;
5. The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test;
6. Substituting for another student, or permitting another

7. student to substitute for one's self, to take a test; Bribing another person to obtain an unadministered test or information about an unadministered test; or
8. Manipulating a test, assignment, or final course grades.

"Plagiarism" shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work.

"Collusion" shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

#### SCHOLASTIC DISHONESTY RESOLUTION

A student accused of scholastic dishonesty shall make an appointment with his or her faculty member. If the student does not appear for the appointment, the faculty will render a decision and, if applicable, an appropriate penalty for the infraction.

After discussing the incident with the student, the faculty member may dismiss the allegation, issue a verbal warning, issue a written warning (to be forwarded to Student Services for recordkeeping), assign a grade to the assignment, dismiss the student from the class, and/or assign a grade for the class.

A student who wishes to appeal the faculty member's decision may appeal according to the process below.

#### FINAL GRADE DISPUTE

The College District recognizes that the evaluation of student performance is based upon the professional judgment of its faculty. Faculty will clearly outline their grading procedure in their course syllabus. It is the student's responsibility to be familiar with the grading process and seek clarification when needed. A student may question a course grade that the student believes has been awarded in a manner inconsistent with College District policies or class syllabus details or that has resulted from calculation errors on the part of the faculty member.

A student who has questions about his or her grade or who disagrees with a grade assigned should contact his or her faculty members to discuss his or her concerns as soon as possible following receipt of the grade.

#### FINAL GRADE DISPUTE RESOLUTION

A student disputing a grade shall make an appointment with his or her faculty member. Because grade and course materials are not readily accessible after the next long semester, the student must initiate contact no later than the end of the next long semester (e.g., fall to spring, spring to fall, and summer to fall). If the student does not appear for the appointment, the grade shall stand.

After discussing the incident with the student, the faculty member may change the grade or uphold the grade.

A student wishing to appeal the faculty member's decision may appeal according to the process below.

#### APPEAL PROCESS

The process for appealing faculty decisions shall be initiated by the student as soon as possible following receipt of the decision but shall be filed no later than the end of the next long semester (e.g., fall to spring, spring to fall, and summer to fall).

The student shall be afforded the following rights within the academic appeals hearing process:

1. Right to written notice of meeting dates and committee decisions.
2. Right to discontinue the appeals process at any time.

3. Right to reasonable access to the file relating to this matter. Reasonable access provides the student with an opportunity to review the case file in the presence of a College District faculty member, staff member, or other authorized designee of the College District. The student shall be entitled to photocopy relevant items that are directly related to his or her appeal.
4. Right to appeal alone or with legal counsel. The student may not be represented by an attorney unless three days' advanced written notice is provided to the College District detailing the name, address, and telephone number of the student's intended counsel of record. The College District reserves the right, upon receipt of such notification, to have its legal representative present.

If the student wishes to appeal the findings at any level, it is the sole responsibility of the student to provide written notice of his or her intention, in that regard, to the administrator at the next highest level within the time frame(s) provided by this policy.

#### DEFINITIONS

The following definitions shall apply:

1. Appeals Committee—For each appeal, a separate committee will be convened. The appropriate vice president for instruction, or his or her designee, will select the committee, which will be comprised of three faculty members who teach at the student's home campus and the appropriate instructional dean, who shall serve as a nonvoting member of the committee and as chairperson. For students who attend any campuses other than the Brenham-Bryan campuses, the appeals process shall be the responsibility of, and shall take place on, the Brenham campus.
2. Evidence—Written proof concerning disputed issues shall be the responsibility of the student. The course syllabus, with the method of grade calculation, and any other document that explains or clarifies issue being disputed will be included but will be provided by the student. The appeals committee may request clarification of information from the instructional dean.

#### STANDARD OF REVIEW

The standard of review to be used in all proceedings under this policy shall be that of fundamental fairness. Strict rules of evidence and procedure are not required so long as the proceedings are conducted in such a manner as to allow both sides the opportunity to fairly and fully explore the circumstances. Discussion regarding the same shall be made by the party who is conducting the hearing.

#### LEVEL I

The meeting between the student and the faculty member shall represent Level I of the process and shall be considered an informal meeting. If a student has been unable to make contact with the faculty member, the student may make a direct appeal to Level II.

#### LEVEL II

The conference between the student and the instructional dean represents Level II of the appeal.

Prior to or at the conference, the student and the faculty member shall submit a written statement and copies of all coursework or other appropriate documentation to the instructional dean for review. The instructional dean shall hear and evaluate the student's complaint and shall then confer with the faculty member.

The instructional dean shall put in writing his or her findings and related decision.



If the conference is not resolved to the student's satisfaction, the student shall have five class days from his or her receipt of written notification to respond to the instructional dean who will then defer to the appeals process for resolution. The instructional dean will notify the appropriate vice president for instruction of this decision in writing within one class day. If the student does not request a hearing by an appeals committee within the five class days provided by this policy, the student will forfeit the right to any additional appeal.

### LEVEL III

The appeals committee shall be initiated at Level III of the appeal. This committee is an ad hoc committee chosen by the vice president for instruction or his or her designee and shall be chaired by the appropriate instructional dean.

Upon notification of the student's decision to pursue further appeal, the instructional dean will notify in writing the student, the faculty member, and the vice president for instruction that the dispute will be referred within five class days to an appeals committee for review. The instructional dean shall submit to the appeals committee copies of all written documentation obtained from the student and/or the faculty member and written instructions concerning assignments from the faculty member.

Within five to ten days of the receipt of the written materials, the committee chair will convene the appeals committee to review the written materials submitted and shall schedule the date, time, and location of the hearing. The committee chair will notify all parties of the hearing. The student and the faculty member shall receive written notification from the committee chairman that the issue will be reviewed by the committee within the given time frame.

The hearing shall provide an opportunity for both the student and the faculty member to be heard.

No new written evidence may be submitted at the hearing.

If witnesses are to be presented, a list must be provided to the chairperson of the appeals committee prior to the scheduled hearing.

The appeals committee shall make a recommendation to the vice president for instruction, who will then make a final decision and notify the student and faculty member in writing.

The decision of the vice president for instruction is final.

*Blinn Board Policy FLDB(LOCAL)*

### **Student Rights and Responsibilities: Student Complaints Policy**

Blinn College is committed to providing an educational climate that is conducive to the personal and professional development of each individual. In order to ensure that commitment, the College District has developed procedures for students to pursue grievances within the college community, should such action become necessary. A student who has an unresolved disagreement or dissatisfaction with the College District, a faculty or staff member, another student, student group or administrator has the right to file a written complaint without prejudicing his or her status with the College District. It is the goal of the College District to assist all students in finding fair and just solutions to their concerns.

### DEFINITION

Complaints under this policy include concerns in areas where policy does not dictate formal appeal/complaint procedures.

Before filing a written complaint under this policy, the student must first have attempted to resolve the issue by discussing the concern with the person involved, if possible, and

the appropriate dean or supervisor.

### EXCLUSIONS

Student complaints regarding discipline, harassment, discrimination and retaliation, final grade appeals, and student housing appeals shall be covered by separate procedures. This policy is intended to be used only as a manner of appeal. [See FFD for complaints regarding discrimination, harassment, and retaliation; FFE for initial complaints regarding bullying; FG for complaints regarding student housing; FLDB for course grade complaints; and FMA for discipline hearing procedures]

The complaint process is not intended to address appeals related to decisions made in routine College District matters where appeal processes have been outlined.

For assistance in determining the correct procedure to follow or to identify the appropriate dean or supervisor for informal resolution, students can contact the dean of student success, the dean of distance learning, or one of the campus directors (Sealy and Schulenburg). The college catalog is also a source for policy and procedure details.

### COMPLAINT PROCEDURE

If a student cannot resolve his or her concern informally as described above, the student may complete a student complaint form found at <http://www.blinn.edu/complaint>.

The office of the vice president for student services or designee will review the submitted complaint and may request an appointment with the student to discuss the complaint.

The vice president or designee will make a decision concerning the complaint and communicate the decision to the student in writing within thirty (30) days from when the complaint was filed. The decision is final and cannot be appealed. The record of the complaint, including the decision, shall be filed in the office of the vice president for student services at 902 College Avenue, 213 Administration Building, Brenham, TX 77833 and at 979-830-4150.

*Blinn Board Policy FLD(LOCAL)*

### **Student Rights and Responsibilities: Student Expression Policy**

#### FIRST AMENDMENT

A governmental entity, including a college district, shall take no action respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Board for a redress of grievances.

#### FORUM ANALYSIS

##### TRADITIONAL PUBLIC FORUM

A "traditional public forum" includes locations, such as sidewalks and parks, where members of the public have historically been permitted to gather and speak on any topic. An institution's property is not a traditional public forum, with the exception of sidewalks, streets, and parks that are indistinguishable from surrounding city property.

If an institution's property is deemed a traditional public forum, the entity may exclude particular content if that entity can assert a compelling governmental interest that is narrowly tailored to address that interest, a standard referred to as the "strict scrutiny" standard. The institution can also enforce viewpoint-neutral time, place, and manner restrictions to meet a compelling governmental interest if a sufficient number of alternative communication channels are available.

##### DESIGNATED PUBLIC FORUM

A "designated public forum" is a forum that a college or university intentionally opens to the general public to discuss



matters of public concern. Once designated, an institution may enforce reasonable time, place, and manner restrictions. Any content limitations are subject to the strict scrutiny standard described above.

#### LIMITED PUBLIC FORUM

A “limited public forum” is a forum that an institution opens to a particular group of speakers or for discussion regarding a particular topic. Within a limited public forum, limits on expression must be viewpoint-neutral and reasonable in light of the purpose of the forum. The government may impose reasonable time, place, and manner restrictions, as long as these restrictions do not relate to the content of the expression.

To distinguish between a designated public forum and a limited public forum, courts consider two factors: (1) the intent of the institution regarding the forum, and (2) the forum’s nature and compatibility with particular speech.

#### NONPUBLIC FORUM

If an institution has not opened a public forum, it remains a “nonpublic forum”. Although limits on expression must be reasonable and viewpoint neutral even within a nonpublic forum, an institution will have greater discretion to control the content of speech within such a forum.

#### PROTECTED SPEECH

The mere dissemination of ideas on the campus of an institution of higher education may not be restricted on the basis of conventions of decency, regardless of how offensive those ideas are to good taste. However, an institution has the authority to enforce reasonable regulations as to the time, place, and manner of speech and its dissemination. [See also Blinn Board Policies CHE (LEGAL) and CHE (LOCAL) for use of the college district’s mail system. *Blinn Board Policy FLA (LEGAL)*]

#### **For specific rules related to the free speech area for each campus contact:**

##### BRENHAM CAMPUS

Name: Dr. Dennis Crowson  
Position: Senior Vice President of Student Services  
Address: 902 College Avenue, Brenham 77833-4049  
Office Telephone: (979) 830-4150

##### BRYAN CAMPUS

Name: Dr. Bennie Graves  
Position: Director of Student Leadership and Activities, Bryan  
Address: 2423 Blinn Blvd., Bryan 77802  
Office Telephone: (979) 209-7400

##### SCHULENBURG CAMPUS

Name: Rebecca Garlick  
Position: Director Schulenburg Campus  
Address: 100 Ranger Drive, Schulenburg 78956  
Office Telephone: (979) 743-5222

##### SEALY CAMPUS

Name: Lisa Caton  
Position: Director Sealy Campus  
Address: 3701 Outlet Center Drive, Suite 250 Sealy 77474  
Office Telephone: (979) 627-0286

### **Student Rights and Responsibilities: Student Expression Policy**

#### DISTRIBUTION OF LITERATURE

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not

sponsored by the College District shall not be sold, circulated, distributed, or posted on any College District premises by any College District student or registered student organization [see FKC], except in accordance with this policy and administrative procedures adopted pursuant to this policy.

The College District shall not be responsible for, nor shall the College District endorse, the contents of any nonschool literature distributed by students or registered student organizations.

This policy does not apply to materials distributed under the supervision of instructional personnel as a part of instruction or as part of other authorized classroom or College District-sponsored activities. Additionally, nothing in this policy is intended to preclude the exchange of private notes and materials and like items between individuals who have a personal relationship or kinship.

[For distribution of nonschool literature by nonstudents and organizations that are not registered student organizations, see GF]

#### LIMITATIONS ON CONTENT

Nonschool literature shall not be distributed by students or registered student organizations on College District property if:

1. The materials are obscene.
2. The materials contain defamatory statements about public figures or others.
3. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action.
4. The materials are considered prohibited harassment. [See DIA and FFD]
5. The materials constitute nonpermissible solicitation. [See FI]
6. The materials infringe upon intellectual property rights of the College District. [See CT]

#### TIME, PLACE, AND MANNER RESTRICTIONS

The Senior Vice President of Student Services or designee shall designate times, locations, and means by which nonschool literature that complies with this policy, may be made available or distributed by students or registered student organizations to students or others on College District premises.

Administrative procedures adopted pursuant to this policy shall not discriminate on the basis of the content or viewpoint of the literature or upon the expected reaction of others to the literature.

Distribution of the nonschool literature shall be conducted in a manner that:

1. Is not disruptive [see FLB];
2. Does not impede reasonable access to College District facilities;
3. Does not result in damage to College District property;
4. Does not coerce, badger, or intimidate a person;
5. Does not interfere with the rights of others; and
6. Does not violate local, state, or federal laws or College District policies and procedures.

The distributor shall clean the area around which the literature was distributed of any literature that was discarded or leftover.

#### DISPLAY OF SIGNS

For the purposes of this policy, “sign” shall be defined as a billboard, decal, notice, placard, poster, banner, or any kind of hand-held sign; and “posting” shall be defined as any means used for displaying a sign.

Except for signs that violate the limitations on content, as described above, a student may publicly carry a sign in outdoor common areas of the College District in accordance with time, place and manner rules established by the administration.

A sign shall not be larger than 22 inches by 28 inches.

A sign shall not be attached or posted to any College District building, lawn, light pole, fence, fixture, shrub, plant, tree, or fire hydrant. Unattended signs are not permitted.

#### EXCEPTIONS

Students who live in on-campus housing may post a sign on the doors of their rooms to which they are assigned in accordance with administrative procedures.

Registered student organization may post signs on outdoor community bulletin boards or kiosks that are maintained for that purpose. The signs shall be posted and removed in accordance with administrative procedures.

Registered student organizations may request to post signs on in-door bulletin boards. The signs shall be posted and removed in accordance with administrative procedures

#### REMOVAL

A student or registered student organization shall remove each sign from a community bulletin board or kiosk not later than 14 days after posting or, if it relates to an event, not longer than 24 hours after the event to which it relates has ended.

#### DISCLAIMER

Literature distributed by a registered student organization must include a disclaimer indicating that the literature is not sponsored by the College District and does not represent the views of the College District or College District officials, faculty, or staff.

#### IDENTIFICATION

Students or registered student organizations distributing materials on campus shall provide identification when requested to do so by a College District representative.

#### VIOLATIONS OF POLICY

Failure to comply with the policy and procedures regarding distribution of nonschool literature shall result in appropriate administrative action, including but not limited to confiscation of nonconforming materials, suspension of a student's or registered student organization's use of College District facilities, and/or other disciplinary action in accordance with the College District's discipline policies and procedures [see FM and FMA].

#### APPEALS

The administration shall maintain a procedure providing for a prompt appeal of a decision denying a request. The procedure shall require that the appeal be heard within five business days of the filing of the appeal.

*Blinn Board Policy FLA (LOCAL)*

### **Student Rights and Responsibilities: Student Conduct Policy**

#### DEFINITION

Definitions of terms used in this policy shall be as follows.

#### STUDENT

A "student" shall mean one who is currently enrolled in the College District. These policies and regulations shall also apply to any prospective or former student who has been accepted for admission or readmission to any component institution while he or she is on the premises of any component institution.

#### PREMISES

The "premises" of the College District is defined as all

real property over which the College District has possession and control.

#### DISORDERLY CONDUCT

"Disorderly conduct" shall include any of the following activities occurring on premises owned or controlled by the College District:

1. Behavior of a boisterous and tumultuous character such that there is a clear and present danger of alarming persons where no legitimate reason for alarm exists.
2. Interference with the peaceful and lawful conduct of persons under circumstances in which there is reason to believe that such conduct will cause or provoke a disturbance.
3. Violent and forceful behavior at any time such that there is a clear and present danger that free movement of other persons will be impaired.
4. Behavior involving personal abuse or assault when such behavior creates a clear and present danger of causing assaults or fights.
5. Violent, abusive, indecent, profane, boisterous, unreasonably loud, or otherwise disorderly conduct under circumstances in which there is reason to believe that such conduct will cause or provoke a disturbance.
6. Willful and malicious behavior that interrupts the speaker of any lawful assembly or impairs the lawful right of others to participate effectively in such assembly or meeting when there is reason to believe that such conduct will cause or provoke a disturbance.
7. Willful and malicious behavior that obstructs or causes the obstruction of any doorway, hall, or any other passageway in a College District building to such an extent that the employees, officers, and other persons, including visitors, having business with the College District are denied entrance into, exit from, or free passage in such building.

#### RESPONSIBILITY

Each student shall be charged with notice and knowledge of, and shall be required to comply with, the contents and provisions of the College District's rules and regulations concerning student conduct.

All students shall obey the law, show respect for properly constituted authority, and observe correct standards of conduct. Each student shall be expected to:

1. Demonstrate courtesy, even when others do not;
2. Behave in a responsible manner, always exercising self-discipline;
3. Attend all classes, regularly and on time;
4. Prepare for each class and take appropriate materials and assignments to class;
5. Obey all classroom rules;
6. Respect the rights and privileges of students, faculty, and other College District staff and volunteers;
7. Respect the property of others, including College District property and facilities; and
8. Cooperate with and assist the College District staff in maintaining safety, order, and discipline.

#### PROHIBITED CONDUCT

The following behavior shall be prohibited:

#### FEDERAL, STATE, AND LOCAL LAW

1. Violations of federal, state, or local law or College District policies, procedures, or rules, including the college catalog.

#### PROHIBITED WEAPONS

2. Possession, distribution, sale, or use of firearms or other

prohibited weapons without prior approval. [See FLBF]

#### DRUGS AND ALCOHOL

3. The use, possession, control, manufacture, transmission, or sale, or being under the influence, of a drug or narcotic through any or no device, as those terms are defined by the Texas Controlled Substances Act, or other prohibited substances described in FLBD, unless under the direction of a physician.
4. The use, possession, control, manufacture, transmission, or sale of paraphernalia related to any prohibited substance.
5. The use, possession, control, manufacture, transmission, or sale, or being under the influence, of alcohol or other intoxicating beverage without the permission of the College District.

#### DEBTS

6. Owing a monetary debt to the College District that is considered delinquent or writing an "insufficient funds" check to the College District.

#### DISRUPTIONS

7. "Disorderly conduct", as defined above, or disruptive behavior.
8. Disrupting the orderly operations of a campus or College District facility.

#### BEHAVIOR TARGETING OTHERS

9. Threatening another person, including a student or employee.
10. Intentionally, knowingly, or negligently causing physical harm to any person.
11. Engaging in conduct that constitutes harassment, bullying, or dating violence directed toward another person, including a student or employee. [See DIA, FFD, and FFE as appropriate]
12. Hazing with or without the consent of a student. [See FLBC]
13. Initiations by organizations that include features that are dangerous, harmful, or degrading to the student, a violation of which also renders the organization subject to appropriate discipline.
14. Endangering the health or safety of members of the College District community or visitors to the premises.

#### PROPERTY

15. Intentionally, knowingly, or negligently defacing, damaging, misusing, or destroying College District property or property owned by others.
16. Stealing from the College District or others.

#### DIRECTIVES

17. Failure to comply with directives given by College District personnel.
18. Failure to provide identification when requested to do so by College District personnel.

#### TOBACCO USE

19. Tobacco use through any or no device in College District-owned, -leased, or -controlled vehicles, buildings, property, or other facilities.

#### EXCEPTION

Tobacco use shall be permitted only in designated outdoor areas clearly marked with signs and in private vehicles on College District property.

#### ENFORCEMENT

The enforcement methods for noncompliance of the tobacco use provisions are as follows:

- a) The violator may be issued a fine of \$25.
- b) The violator may be escorted off campus/property.
- c) The violator may be charged with criminal trespass.

#### MISUSE OF TECHNOLOGY

20. Violating policies, rules, or agreements signed by the student regarding the use of technology resources.
21. Attempting to access or circumvent passwords or other security-related information of the College District, students, or employees or uploading or creating computer viruses.
22. Attempting to alter, destroy, or disable College District technology resources including but not limited to computers and related equipment, College District data, the data of others, or other networks connected to the College District's system.
23. Using the Internet or other electronic communications to threaten College District students, employees, or volunteers.
24. Sending, posting, or possessing electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.
25. Using e-mail or websites to engage in or encourage illegal behavior or threaten the safety of the College District, students, employees, or visitors.
26. Possessing published or electronic material that is designed to promote or encourage illegal behavior or that could threaten the safety of the College District, students, employees, or visitors.

#### DISHONESTY

27. Making false accusations or perpetrating hoaxes regarding the safety of the College District, students, employees, or visitors.
28. Intentionally or knowingly providing false information to the College District.
29. Intentionally or knowingly falsifying records, passes, or other College District-related documents.

#### GAMBLING

30. Gambling.

#### OTHER CONDUCT

31. Engaging in any conduct that College District officials might reasonably believe will substantially disrupt the College District program or incite violence.

#### DISCIPLINE

A student shall be subject to discipline, including suspension, in accordance with FM and FMA if the student violates this policy:

1. While on College District premises;
2. While attending a College District activity; or
3. While elsewhere if the behavior adversely impacts the educational environment or otherwise interferes with the College District's operations or objectives.

#### PUBLICATION

The student conduct rules contained in this policy and any other conduct rules of the College District developed by the District President shall be published in the college catalog.

*Blinn Board Policy FLB (LOCAL)*

### **Student Conduct: Prohibited Organizations and**

## Hazing Policy

*Blinn Board Policy FLBC (LEGAL)*

### HAZING OFFENSE

A person commits an offense if the person:

#### PERSONAL

1. Engages in hazing.
2. Solicits, encourages, directs, aids, or attempts to aid another in engaging in hazing.
3. Has first-hand knowledge of the planning of a specific hazing incident involving a student in an educational institution, including a college district, or first-hand knowledge that a specific hazing incident has occurred, and knowingly fails to report that knowledge in writing to the dean of students or other appropriate official of the institution.

#### ORGANIZATION

An organization commits an offense if the organization condones or encourages hazing or if an officer or any combination of members, pledges, or alumni of the organization commits or assists in the commission of hazing.

#### DEFINITIONS

"Hazing" means any intentional, knowing, or reckless act, occurring on or off the campus of an educational institution by one person alone or acting with others, directed against a student, that endangers the mental or physical health or the safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include other students. The term includes:

1. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity.
2. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
3. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
4. Any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described above.
5. Any activity that induces, causes, or requires the student to perform a duty or task that involves a violation of the Penal Code.

"Organization" means a fraternity, sorority, association, corporation, order, society, corps, club, or service, social, or similar group, whose members are primarily students.

"Student" means any person who:

1. Is registered in or in attendance at an educational institution;
2. Has been accepted for admission at the educational institution where the hazing incident occurs; or
3. Intends to attend an educational institution during any of its regular sessions after a period of scheduled vacation.

### Discipline and Penalties: Discipline Hearings Procedures Policy

#### REPORTS OF ALLEGED MISCONDUCT

Unless another policy governs the processing of a complaint - such as bullying or dating violence [see FFE]; discrimination, harassment and retaliation [see FFD] - College District faculty, staff, and students shall submit an alleged violation or violations of College District policies and procedures, including the rules for student conduct [see FLB], committed by a student to the vice president of student services within thirty (30) calendar days. The allegations must be submitted in writing, through traditional or electronic means, and must describe the alleged violation and any surrounding facts.

The vice president of student services or designee shall investigate the matter as necessary. If an allegation is deemed to be unfounded, the vice president of student services or designee shall dismiss the alleged violation and shall provide the student who is the subject of the allegation a written notice that the allegation of misconduct was made against the student and that the allegation was dismissed.

#### CONFERENCE

If, however, the vice president of student services or designee determines that the allegation warrants further consideration, the vice president of student services or designee shall require the student who is the subject of the allegation to attend a conference to be held within a reasonable time frame, not to exceed ten (10) College District business days, following the receipt of the alleged violation of misconduct.

At the conference, the vice president of student services or designee shall notify the student of the allegation(s) and provide the student an opportunity to respond.

#### UNFOUNDED ALLEGATIONS

After conferring with the student, if the vice president of student services or designee determines that the student did not commit a violation of College District policies and/or procedures, including the rules of student conduct, then the allegation(s) shall be dismissed as unfounded. The student shall be provided written notice of the dismissal.

#### MISCONDUCT WARRANTING A SANCTION

If the vice president of student services or designee determines that the student committed a violation of College District policies and/or procedures that warrants a sanction, the vice president of student services or designee shall inform the student in writing of the determination and the student's right of disciplinary appeal.

#### INTERIM DISCIPLINARY SUSPENSION

In a situation where it is determined that a student's continued presence at the college constitutes an immediate threat of harm to the student, other individuals, and/or College property or presents a threat of disrupting the educational environment, the vice president of student services or designee may suspend a student pending final disposition of the case through the College discipline process.

#### STUDENT RIGHT OF DISCIPLINARY APPEAL

A student has the right to appeal an initial administrative disposition to the chairperson of the disciplinary appeals committee. The chairperson shall notify the student and the committee of the appeal date, time, and location to review the administrative disposition in question. Following the appeal process, the chairperson will notify the student of the

committee's decision, and this decision will serve as the concluding administrative action regarding the violation. Except when a student has been suspended from the campus by the District President or designee, all penalties except interim suspension or expulsion shall be held in abeyance until the student accepts the penalty given or the appeals process has ended.

#### DISCIPLINARY APPEALS COMMITTEE

The disciplinary appeals committee shall be convened:

1. At the request of a student appealing an administrative disposition. The request must be filed in writing, on a form provided by the College District, within one (1) College District business day of the receipt of the administration's disposition; or
2. At the request of the vice president of student services or an appointed designee.

#### STUDENT REQUEST OF DISCIPLINARY APPEAL

When a student refuses administrative disposition of a violation and appeals the disposition, the student is entitled to a hearing before the disciplinary appeals committee. This request must be made in writing to the chairperson within one (1) College District business day following administrative disposition. The request shall include:

1. Name, address, and student I.D. number;
2. Description, date(s) and place(s) of alleged act(s) for which the student was disciplined;
3. Date of administrative disposition;
4. Nature of disciplinary measure;
5. Circumstances that the student feels should be reviewed;
6. The student's signature and date; and
7. The student's intention, if any, of having an attorney present for the hearing. The attorney will not be allowed to question witnesses but only to advise the student except in hearings brought under Section 51.233-234 regarding withdrawal of consent to remain on campus during periods of disruption or if there is a determination that the student is unable to question witnesses due to extenuating circumstances.

#### STUDENT NOTIFICATION OF APPEAL HEARING

The chairperson of the disciplinary appeals committee shall notify the student by letter of the date, time and location of the appeals hearing. Unless the student and the vice president of student services or designee otherwise agree, the appeal shall take place within a reasonable time period, not to exceed five (5) College District business days, after the date of the student's request for the appeal.

The chairperson of the disciplinary committee shall notify the student of the appeal date, time, and location of hearing and shall advise the student of the right to:

1. Have a private hearing;
2. Appear alone or with legal counsel;
3. Have the student's parents or guardian present at the hearing;
4. Require the production of documentation and other evidence possessed by the College District regarding the alleged violation; and
5. Arrange to have a stenographer present at the hearing to make a transcript of the hearing at the student's expense (the student is not permitted to record the hearing by electronic means).

#### FAILURE TO APPEAR FOR HEARING

The disciplinary appeals committee may impose appropriate sanctions upon a student who, without good cause,

fails to appear at his or her designated appeal hearing. For purposes of assessing sanctions, the committee may proceed with the hearing.

#### PROCEDURE

The hearing shall be informal, and the chairperson shall provide reasonable opportunities for witnesses to be heard. The College District may be represented by legal counsel if the student is to be represented by legal counsel. The hearing shall be closed, except that, with the consent or on invitation of the student, members of the student's immediate family and the student's attorney may attend. The committee shall proceed as follows during the hearing:

1. The chairperson shall read the description of the alleged violation.
2. The chairperson shall inform the student of his or her rights.
3. The vice president or designee shall present the College District's case.
4. The student shall present the student's response.
5. The designated College District official or representative shall present rebuttal evidence.
6. The student shall summarize his or her case.
7. The designated College District official or representative shall summarize the College District's case.
8. The committee members shall meet alone to deliberate the case. The committee members shall vote on the issue of whether or not the student violated the College District policies and procedures.
9. Based on a majority vote, if the committee finds the student in violation, the committee will determine the appropriate sanction.
10. The chairperson shall inform the student of the committee's decision and sanction, if any, immediately following the hearing.

#### EVIDENCE

Legal rules of evidence shall not apply to hearings brought under this policy. The committee may admit and consider evidence that possesses probative value and is commonly accepted by reasonable persons in the conduct of affairs. The committee shall exclude irrelevant, immaterial, and unduly repetitious evidence. Committee members may freely question witnesses, but committee members are not subject to questioning. The committee shall presume no violation has occurred and will make its decision based on the evidence presented. All evidence shall be offered to the committee during the hearing and made part of the hearing record. Documentary evidence may be admitted in the form of copies. Tangible evidence may be photographed or described for the records. The committee shall decide whether a violation has occurred and an appropriate sanction solely on the basis of preponderance of the evidence. The committee may consider a student's grades and disciplinary record only in determining an appropriate sanction after finding the student in violation.

#### RECORD

The hearing record shall include a copy of the notice of hearing, all documentation and other evidence offered or admitted at the hearing, minutes of the hearing, and the committee's decisions.

The committee chairperson, shall send the record to the District President, vice president of student services, and designated College District administrators, with a copy to the student, within one (1) College District business day of the hearing

**SANCTIONS**

A student shall be subject to disciplinary sanctions for violations of College District policies and procedures per FM (Local).

Once a sanction has been imposed by the committee, the chairperson shall notify the student of the committee's decision, and this decision shall serve as the concluding administrative action regarding the violation. There is no right to appeal to the vice president of student services, District President, Board, or any appointed designee(s), however, the vice president of student services, District President, Board, and any appointed designee may amend the committee's findings at their sole discretion.

**SECTION 51.234 PROVISIONS**

If a student is notified in accordance with Section 51.234 of the Texas Education Code that consent to remain on the campus or facility under the control of the College District has been withdrawn due to reasonable cause to believe that the person has willfully disrupted the orderly operation of the campus or facility and will constitute a substantial and material threat to the orderly operation of the campus or facility, the student may request a hearing. A student requesting a hearing under this provision has the following rights:

1. The right to be represented by counsel;
2. The right to call and examine witnesses and to cross-examine adverse witnesses;
3. The right to have all matters upon which the decision may be based introduced into evidence at the hearing in the student's presence;
4. The right to have the decision based solely on the evidence presented at the hearing;
5. The right to prohibit the introduction of statements made against him or her unless the student has been advised of the content and the names of the person who made the statements and has been given the opportunity to rebut unfavorable inferences that might otherwise be drawn; and
6. The right to have all findings made at the hearing be final, subject only to the student's right to appeal to the District President and the Board.

*Blinn Board Policy FMA(LOCAL)*

**Student Welfare: Freedom from Discrimination, Harassment, and Retaliation Policy**

Note: This policy addresses discrimination, harassment, and retaliation targeting College District students. For the College District's response regarding discrimination, harassment, and retaliation targeting College District employees, see DIA.

**STATEMENT OF NONDISCRIMINATION**

The College District prohibits discrimination, including harassment, against any student on the basis of race, color, religion, gender, national origin, disability, age, or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy and is prohibited.

**DISCRIMINATION**

Discrimination against a student is defined as conduct directed at a student on the basis of race, color, religion, gender, national origin, disability, age, or on any other basis prohibited by law, that adversely affects the student.

**PROHIBITED HARASSMENT**

Prohibited harassment of a student is defined as physical, verbal, or nonverbal conduct based on the student's

race, color, religion, gender, national origin, disability, age, or any other basis prohibited by law that is so severe, persistent, or pervasive that the conduct limits or denies a student's ability to participate in or benefit from the College District's educational program.

**EXAMPLES**

Examples of prohibited harassment may include offensive or derogatory language directed at another person's religious beliefs or practices, accent, skin color, or need for accommodation; threatening, intimidating, or humiliating conduct; offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; display of graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

**SEXUAL HARASSMENT BY AN EMPLOYEE**

Sexual harassment of a student by a College District employee includes unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. A College District employee causes the student to believe that the student must submit to the conduct in order to participate in a school program or activity, or that the employee will make an educational decision based on whether or not the student submits to the conduct;
2. The conduct is so severe, persistent, or pervasive that it limits or denies the student's ability to participate in or benefit from the College District's educational program

**BY OTHERS**

Sexual harassment of a student, including harassment committed by another student, includes unwelcome sexual advances; requests for sexual favors; or sexually motivated physical, verbal, or nonverbal conduct when the conduct is so severe, persistent, or pervasive that it limits or denies a student's ability to participate in or benefit from the College District's educational program.

**EXAMPLES**

Examples of harassing behavior include, but are not limited to, unwelcome and inappropriate touching, sexually suggestive remarks or gestures, unsolicited pornographic materials, obscene messages sent via text or computer, pressure for sexual activity, and sexual assault and rape

**SEXUAL VIOLENCE**

Sexual violence is a form of sexual harassment. Sexual violence includes physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol or due to an intellectual or other disability.

Sexual assault is defined as any unwanted, non-consensual sexual contact against any individual by another. Sexual assault can occur either forcibly (against a person's will) or when a person cannot give consent (under the age of consent, intoxicated, developmentally disabled, or mentally/physically unable to consent).

Rape is defined as nonconsensual sexual intercourse that involves the use of force, violence, or immediate and unlawful bodily injury or threats of future retaliation and duress. When the person is incapable of giving consent because he or she is incapacitated from alcohol and/or drugs, or if a mental disorder or developmental or physical disability renders the victim incapable of giving consent, this is nonconsensual.

**EXAMPLES**

Examples of sexual harassment of a student may include sexual advances; touching intimate body parts or coercing physical contact that is sexual in nature; jokes or conversations of a sexual nature; rape; sexual assault; sexual battery; sexual coercion; and other sexually motivated conduct, communications, or contact.

Physical contact not reasonably construed as sexual in nature is not sexual harassment.

#### GENDER-BASED HARASSMENT

Gender-based harassment includes physical, verbal, or nonverbal conduct based on the student's gender, the student's expression of characteristics perceived as stereotypical for the student's gender, or the student's failure to conform to stereotypical notions of masculinity or femininity. For purposes of this policy, gender-based harassment is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct limits or denies a student's ability to participate in or benefit from the College District's educational program.

#### EXAMPLES

Examples of gender-based harassment directed against a student, regardless of the student's or the harasser's actual or perceived sexual orientation or gender identity, may include offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; threatening or intimidating conduct; or other kinds of aggressive conduct such as theft or damage to property.

#### RETALIATION

The College District prohibits retaliation by a student or College District employee against a student alleged to have experienced discrimination or harassment or another student who, in good faith, makes a report of harassment or discrimination, serves as a witness, or otherwise participates in an investigation.

#### EXAMPLES

Examples of retaliation may include threats, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.

#### FALSE CLAIMS

A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a College District investigation regarding discrimination or harassment shall be subject to appropriate disciplinary action.

#### PROHIBITED CONDUCT

In this policy, the term "prohibited conduct" includes discrimination, harassment, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.

#### REPORTING PROCEDURES

##### STUDENT REPORT

Any student who believes that he or she has experienced prohibited conduct or believes that another student has experienced prohibited conduct should immediately report the alleged acts to a responsible employee.

##### EMPLOYEE REPORT

Any College District employee who suspects and any responsible employee who receives notice that a student or group of students has or may have experienced prohibited conduct shall immediately notify the appropriate College District official listed in this policy and shall take any other steps required

by this policy.

#### EXCEPTIONS

A person who holds a professional license requiring confidentiality, such as a counselor, or who is supervised by such a person shall not be required to disclose a report of prohibited conduct without the student's consent.

A person who is a non-professional counselor or advocate designated in administrative procedures as a confidential source shall not be required to disclose information regarding an incident of prohibited conduct that constitutes personally identifiable information about a student or other information that would indicate the student's identity without the student's consent, unless the person is disclosing information as required for inclusion in the College District's annual security report under the Clery Act [see GAC].

#### RESPONSIBLE EMPLOYEE

For purposes of this policy, a "responsible employee" is an employee:

1. Who has the authority to remedy prohibited conduct.
2. Who has been given the duty of reporting incidents of prohibited conduct.
3. Whom a student reasonably believes has the authority to remedy prohibited conduct or has been given the duty of reporting incidents of prohibited conduct.

The College District designates the following persons as responsible employees: any instructor, any administrator, or any College District official defined below.

#### DEFINITION OF COLLEGE DISTRICT OFFICIALS

For the purposes of this policy, College District officials are the ADA/Section 504 coordinators, the Title IX coordinators/specialist, and the District President or designee.

#### ADA / SECTION 504 COORDINATORS

Reports of discrimination based on disability may be directed to the appropriate ADA/Section 504 coordinator. The College District designates the following persons to coordinate its efforts to comply with Title II of the American Disabilities Act of 1990, as amended, which incorporates and expands the requirements of Section 504 of the Rehabilitation Act of 1973, as amended:

##### BRENNHAM, SCHULENBURG AND SEALY CAMPUSES COORDINATOR:

Name: Patricia Moran  
Position: Director, Disability Services  
Address: 902 College Avenue, Brenham, TX 77833  
Telephone: (979) 830-4157  
Email: [pmoran@blinn.edu](mailto:pmoran@blinn.edu)

##### BRYAN CAMPUS COORDINATOR:

Name: Brenda Wilkins  
Position: Director, Disability Services, Bryan  
Address: 2423 Blinn Boulevard, Bryan, TX 77805  
Telephone: (979) 209-7264  
Email: [brenda.wilkins@blinn.edu](mailto:brenda.wilkins@blinn.edu)

#### TITLE IX COORDINATORS/SPECIALIST

Reports of discrimination based on sex, including sexual harassment/violence or gender-based harassment, may be directed to a responsible employee, the Title IX coordinators/specialist or campus police. The College District designates the following persons to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as amended:



**ALL CAMPUSES COORDINATOR**

Name: James Reed

Position: Director, Housing

Address: 902 College Avenue, Brenham, TX 77833

Telephone: (979) 830-4189

Email: [james.reed@blinn.edu](mailto:james.reed@blinn.edu)**ALL CAMPUSES SPECIALIST**

Name: Rebecca Ruffino

Position: Title IX Specialist

Address: 902 College Avenue, Brenham, TX 77833

Telephone: (979) 830-4114

Email: [rebecca.ruffino@blinn.edu](mailto:rebecca.ruffino@blinn.edu)**BRENNHAM CAMPUS DEPUTY COORDINATOR**

Name: Betty Hegemeyer

Position: Judicial Officer

Address: 902 College Avenue, Brenham, TX 77833

Telephone: (979) 830-4372

Email: [betty.hegemeyer@blinn.edu](mailto:betty.hegemeyer@blinn.edu)**BRYAN CAMPUS DEPUTY COORDINATOR**

Name: Bennie Graves

Position: Director, Student Activities

Address: 2423 Blinn Boulevard, Bryan, TX 77805

Telephone: (979) 209-7400

Email: [bgraves@blinn.edu](mailto:bgraves@blinn.edu)**SCHULENBURG CAMPUS DEPUTY COORDINATOR**

Name: Rebecca Garlick

Position: Director, Schulenburg Campus

Address: 100 Ranger Drive, Schulenburg, TX 78956

Telephone: (979) 743-5222

Email: [bgarlick@blinn.edu](mailto:bgarlick@blinn.edu)**SEALY CAMPUS DEPUTY COORDINATOR**

Name: Lisa Caton

Position: Director, Sealy Campus

Address: 3701 Outlet Center Drive, Sealy, TX 77474

Telephone: (979) 627-0286

Email: [lisa.caton@blinn.edu](mailto:lisa.caton@blinn.edu)**COLLEGE DISTRICT OTHER ANTI-DISCRIMINATION LAWS COORDINATOR**

The District President or designee shall serve as coordinator for purposes of College District compliance with all other antidiscrimination laws.

**ALTERNATIVE REPORTING PROCEDURES**

A student shall not be required to report prohibited conduct to the person alleged to have committed the conduct. Reports concerning prohibited conduct, including reports against the ADA/Section 504 coordinators or the Title IX coordinators/specialist may be directed to the District President or designee.

A report against the District President or designee may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.

**TIMELY REPORTING**

Reports of prohibited conduct shall be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to immediately report may impair the College District's ability to investigate and address the prohibited conduct.

**INVESTIGATION OF THE REPORT**

The College District may request, but shall not require,

a written report. If a report is made orally, the College District official shall reduce the report to written form.

**INITIAL ASSESSMENT**

Upon receipt or notice of a report, the College District official shall determine whether the allegations, if proven, would constitute prohibited conduct as defined by this policy. If so, the College District official shall immediately authorize or undertake an investigation, except as provided below at CRIMINAL INVESTIGATION.

If the College District official determines that the allegations, if proven, would not constitute prohibited conduct as defined by this policy, the College District official shall refer the complaint for consideration under FFE.

**INTERIM ACTION**

If appropriate and regardless of whether a criminal or regulatory investigation regarding the alleged conduct is pending, the College District shall promptly take interim action calculated to address prohibited conduct prior to the completion of the College District's investigation.

**COLLEGE DISTRICT INVESTIGATION**

The investigation may be conducted by the College District official or designee(s) or by a third party designated by the College District, such as an attorney. The investigator shall have received appropriate training regarding the issues related to the complaint and the relevant College District's policy and procedures.

The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations.

**CRIMINAL INVESTIGATION**

If a law enforcement or regulatory agency notifies the College District that a criminal or regulatory investigation has been initiated, the College District shall confer with the agency to determine if the College District's investigation would impede the criminal or regulatory investigation. The College District shall proceed with its investigation only to the extent that it does not impede the ongoing criminal or regulatory investigation. After the law enforcement or regulatory agency has completed gathering its evidence, the College District shall promptly resume its investigation.

**CONCLUDING THE INVESTIGATION**

Absent extenuating circumstances, such as a request by a law enforcement or regulatory agency for the College District to delay its investigation, the investigation should be completed within ten College District business days from the date of the report; however, the investigator shall take additional time if necessary to complete a thorough investigation.

The investigator shall prepare a written report of the investigation. The report shall be filed with the College District official overseeing the investigation.

**NOTIFICATION OF OUTCOME**

The College District shall provide written notice of the outcome, within the extent permitted by the Family Educational Rights and Privacy Act (FERPA) or other law, to the victim and the person against whom the complaint is filed.

**COLLEGE DISTRICT ACTION PROHIBITED CONDUCT**

If the results of an investigation indicate that prohibited

conduct occurred, the College District shall promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the conduct in accordance with College District policy and procedures [see FM and FMA].

#### **CORRECTIVE ACTION**

Examples of corrective action may include a training program for those involved in the complaint, a comprehensive education program for the College District community, counseling to the victim and the student who engaged in prohibited conduct, follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred, involving students in efforts to identify problems and improve the College District climate, increasing staff monitoring of areas where prohibited conduct has occurred, and reaffirming the College District's policy against discrimination and harassment.

#### **EXCEPTION**

The College District shall minimize attempts to require a student who complains of sexual harassment to resolve the problem directly with the person who engaged in the harassment; however, if that is the most appropriate resolution method, the College District shall be involved in an appropriate manner. Mediation shall not be used to resolve sexual harassment complaints.

#### **IMPROPER CONDUCT**

If the investigation reveals improper conduct that did not rise to the level of prohibited conduct, the College District may take disciplinary action in accordance with College District policy and procedures or other corrective action reasonably calculated to address the conduct.

#### **CONFIDENTIALITY**

To the greatest extent possible, the College District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.

#### **APPEAL**

A student who is dissatisfied with the outcome of the investigation may appeal through FLD(LOCAL), beginning at the appropriate level. A student shall be informed of his or her right to file a complaint with the United States Department of Education Office for Civil Rights.

#### **RECORDS RETENTION**

Retention of records shall be in accordance with the College District's records retention procedures. [See CIA]

#### **ACCESS TO POLICY, PROCEDURES, AND RELATED MATERIALS**

Information regarding this policy and any accompanying procedures, as well as relevant educational and resource materials concerning the topics discussed in this policy, shall be distributed annually to College District employees and students in a manner calculated to provide easy access and wide distribution, such as through electronic distribution and inclusion in major College District publications. Information regarding the policy, procedures, and related materials shall also be prominently published on the College District's website. Copies of the policy and procedures shall be readily available at the College District's administrative offices and shall be distributed to a student who makes a report.

*Blinn Board Policy FFD (Local)*

#### **Student Welfare: Freedom from Bullying Policy**

Note: This policy addresses bullying targeting College District students. For provisions regarding discrimination and harassment targeting College District students, see FFD.

#### **BULLYING PROHIBITED**

The College District prohibits bullying as defined by this policy. Retaliation against anyone involved in the complaint process is a violation of College District policy and is prohibited.

#### **DEFINITIONS - BULLYING**

Bullying occurs when a student or group of students engages in written or verbal expression, expression through electronic means, or physical conduct that occurs on College District property, at a College District-sponsored or College District-related activity, or in a vehicle operated by the College District and that:

1. Has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property; or
2. Is so sufficiently severe, persistent, and pervasive that the action or threat limits or denies a student's ability to participate in or benefit from the College District's educational program.

#### **EXAMPLES**

Bullying of a student may include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name-calling, rumor spreading, or ostracism.

#### **RETALIATION**

The College District prohibits retaliation by a student or College District employee against any person who in good faith makes a report of bullying, serves as a witness, or participates in an investigation.

#### **EXAMPLES**

Examples of retaliation may include threats, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.

#### **FALSE CLAIM**

A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a College District investigation regarding bullying or retaliation as defined by this policy shall be subject to appropriate disciplinary action.

#### **TIMELY REPORTING**

Reports of bullying or retaliation shall be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to immediately report may impair the College District's ability to investigate and address the prohibited conduct.

#### **REPORTING PROCEDURES STUDENT REPORT**

To obtain assistance and intervention, any student who believes that he or she has experienced bullying or believes that another student has experienced bullying should immediately report the alleged acts to an instructor, counselor, administrator, or other College District employee.

#### **EMPLOYEE REPORT**

Any College District employee who suspects or receives notice that a student or group of students has or may have experienced bullying or retaliation shall immediately notify

the campus police or campus director.

#### REPORT FORMAT

A report may be made orally or in writing. The campus police or campus director or designee shall reduce any oral reports to written form.

#### PROHIBITED CONDUCT

The campus police or campus director or designee shall determine whether the allegations in the report, if proven, would constitute prohibited conduct as defined by policy FFD, including harassment or discrimination on the basis of race, color, religion, gender, national origin, disability, or age. If so, the College District shall proceed under policy FFD instead. If the allegations could constitute both prohibited conduct and bullying, the investigation under FFD shall include a determination on each type of conduct.

#### INVESTIGATION OF THE REPORT

The campus police or campus director or designee shall conduct an appropriate investigation based on the allegations in the report. The campus police or campus director or designee shall promptly take interim action calculated to prevent bullying or retaliation, as defined by this policy, during the course of an investigation, if appropriate.

#### CONCLUDING THE INVESTIGATION

Absent extenuating circumstances, the investigation should be completed within ten College District business days from the date of the initial report alleging bullying or retaliation, as defined by this policy; however, the campus police or campus director or designee shall take additional time if necessary to complete a thorough investigation.

The campus police or campus director or designee shall prepare a final, written report of the investigation. The report shall include a determination of whether bullying or retaliation, as defined by this policy, occurred. A copy of the report shall be sent to the District President or designee.

#### COLLEGE DISTRICT ACTION

If the results of an investigation indicate that bullying or retaliation as defined by this policy occurred, the College District shall promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the conduct.

#### CORRECTIVE ACTION

Examples of corrective action may include implementing a training program for the individuals involved in the complaint, implementing a comprehensive education program for the College District community, conducting follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred, involving students in efforts to identify problems and improve the College District climate, increasing staff monitoring of areas where bullying or retaliation has occurred, and reaffirming the College District's policy against bullying and retaliation.

#### IMPROPER CONDUCT

If the investigation reveals improper conduct that did not rise to the level of bullying or retaliation as defined by this policy, the College District may take disciplinary or any other appropriate corrective action.

#### CONFIDENTIALITY

To the greatest extent possible, the College District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation.

#### APPEAL

A student who is dissatisfied with the outcome of the investigation may appeal through FLD(LOCAL), beginning at the appropriate level.

#### RECORDS RETENTION

Retention of records shall be in accordance with the College District's records retention procedures. [See CIA]

#### ACCESS TO POLICY

Information regarding this policy and accompanying procedures shall annually be made available to College District employees and students and shall be published on the College District's website. Copies of the policy and procedures shall be readily available at the College District's administrative offices.  
*Blinn Board Policy FFE (LOCAL)*

### Graduation

#### Graduation/Achievement Awards

Students who plan to graduate from Blinn College at the end of the current semester should do the following:

1. Prior to graduation, submit an application.
  - Students currently enrolled at Blinn College must apply for graduation by logging into their myBlinn account.
  - Reverse transfer students or students NOT currently enrolled at Blinn College must apply for graduation using the graduation application found on the graduation website (<http://www.blinn.edu/admissions/graduation.htm>).
2. Comply with all requirements (pertaining to your degree, certificate, or Achievement Award) as detailed in the Blinn College Catalog.
3. All holds must be cleared.

Diplomas do not reflect majors for the Associate of Arts and Associate of Science degrees. Achievement Awards are only denoted on the Official Blinn College Transcript. Recipients of this award alone do not participate in commencement exercises.

#### Graduation Seniors at a Senior University

Many students choose to attend Blinn College the same semester they are to graduate from a senior university. Contact the transcript request office at [trans@blinn.edu](mailto:trans@blinn.edu) early in the semester to arrange the transfer of Blinn hours to these schools prior to graduation.

#### Commencement Exercises

Formal commencement exercises are held at the close of the regular spring semester. Degrees and certificates are awarded at the close of each semester at the request of the student. Achievement awards are only denoted on the official Blinn College transcript. Recipients of this award alone do not participate in commencement exercises. Summer, fall, and those who do not participate in the spring ceremony will receive their diploma and/or certificate by mail.

### International Student Admissions and Orientation

For all International Student Information, see No. 10 under Admissions. An orientation for new and transferring international students will be conducted before each fall and spring semester.

Orientation is an important step in beginning an academic career at Blinn College. Topics that will be presented include: F-1 visa regulations, registration process, campus tour, interpreting THEA or alternative test scores, culture differences, academic advising and transfer issues. Students should make plans to arrive early enough to attend orientation. Late arrivals could

result in last minute advising, delayed registration, poor scheduling and additional late fees. For more details visit [www.blinn.edu/international/orientation](http://www.blinn.edu/international/orientation) or call (979) 209-7305

## Academic Advising and Counseling Center

### Academic Advising

Academic advising helps students make appropriate decisions about their academic career and ensures compliance with Blinn College policy and procedure. Blinn College encourages all students to participate in the academic advising process. Professional counselors, advisors and trained faculty are available throughout the year for advising purposes. Students enrolling at Blinn College for the first time must have state-approved test scores or qualifying state test (TSI) exemption scores available before they can be advised for coursework. Students should bring copies of their transcripts from previous colleges attended, and/or previous test scores (ACT, SAT, TAKS, e.g.) to their advising appointment/session. Students should allow 48 hours for documents to process.

### Advising Requirements

Blinn College encourages all students to be academically advised each semester. Some student populations are required to be advised and registration holds will be placed on their accounts until the advising process is completed. Students required to be advised include:

- students who are NOT “College Ready”\*
- all first time in college freshmen\*\*
- students returning from academic suspension

Students on academic probation are strongly recommended to meet with an advisor prior to registration.

*\*“College Ready” is defined as one who has passed all sections on, or is exempt from a state-approved placement test. A student may also become college ready by successfully completing required developmental education courses.*

*\*\*First time in college freshmen who are “College Ready” have the option of waiving the advising requirement by signing a self advising waiver form. This form is available on the Blinn College website ([http://www.blinn.edu/admissions/self\\_advising\\_waiver.htm](http://www.blinn.edu/admissions/self_advising_waiver.htm)) and must be on file in the Admissions Office prior to registering. Students electing to self-advise should be sure to choose courses that will meet the college’s requirements needed for their educational goals.*

### Advising For Technical Programs

Students interested in Technical/Vocational majors are to be advised by the Technical Education Programs Advisor in the Academic Advising and Counseling Center (Brenham), or the program coordinator/director/program representative of their designated major, Technical programs advisor, or counselor/advisor in the Academic Advising and Counseling Center (Bryan), or an advisor (Schulenburg, Sealy). Students seeking admission into any of the Health Sciences programs are required to set up a file with the Technical Education Advisor prior to making application to the chosen program. Complete information can be obtained for each of the Technical Education programs at: <http://www.blinn.edu/twe/index.htm>.

### Brenham Campus - Administration Building

Counseling Services consist of academic advising, career/vocational counseling, personal counseling, as well as a variety of testing services. Counselors and academic advisors are available to assist students, define educational and career goals, make realistic choices between technical/vocational programs at Blinn and coursework transferable to four-year institutions, and deal with life challenges that may limit their

chances of succeeding in college. These services may occur in a one to one process, or in a group. Assistance is provided in the following specific areas:

1. Academic advisement, which involves appropriate course selection/transferability of courses, educational planning, and an examination of study skills.
2. Personal confidential counseling.
3. Career and vocational planning and assessment to explore career goals, career information, and self-assessment of career interests.
4. Small group counseling conducted by counselors.
5. Testing and assessment services to include:
  - a. Tests for selected state and national programs, and health sciences programs including: ACCUPLACER, American College Test (ACT), General Education Development Test (GED), Health Occupations Basic Entrance Test (HOBET), Nurse Entrance Assessment (TEAS), Scholastic Aptitude Test (SAT), Texas Higher Education Assessment (THEA QT) Quick Test.
  - b. Tests of aptitude and career/vocational interests.
6. Referral resources that provide assistance with concerns such as financial aid, tutoring, career/vocational interests, alcohol and drug abuse or personal issues.

**Brenham Campus:** Students may schedule an appointment with a counselor/advisor by phone (979) 830-4196 or by visiting the Academic Advising and Counseling Services office in Room 206 of the Administration building. Walk-in advising is available on a limited basis during peak advising periods.

### Bryan Campus - Science Building

The Academic Advising and Counseling Center provides services for Academic, Technical and Workforce Education students. All services are provided at no cost to the student.

The most frequently requested services include:

- ACADEMIC:** Academic advising, technical education program information, course selection, degree planning and senior college transfer information.
- CAREER:** Computerized career exploration, vocational assessments, resume writing, interview techniques, job search techniques, career counseling, job placement, and job search bank.
- PERSONAL:** Time management, personal adjustment, relationships, communication skills, stress management, study skills, support groups (on a variety of issues), information on and referrals to community services.

**Bryan Campus:** The counseling office on the Bryan campus offers both scheduled appointments and walk-in (first come-first serve) service. To schedule an appointment (encouraged for those traveling from out of town) go to [www.blinn.edu/counseling](http://www.blinn.edu/counseling) and click on the link ‘advising schedule’ on the left. The office is open Monday and Tuesday, 8am to 7pm; and Wednesday-Friday, 8am to 5 pm.

### Testing Services

Blinn College Testing Services provide students with the opportunity to take the following tests:

- General Educational Development (GED), to achieve a high school equivalency diploma.
- ACT and SAT to meet admission requirements of four-year colleges and universities.



- ACCUPLACER, COMPASS, and THEA QT, to meet admissions and/or registration requirements of two-year public colleges.
- Health Occupations Basic Entrance Test (HOBET) and the Test of Essential Academic Skills (TEAS), to meet admission requirements for the health sciences programs.
- DISCOVER and Myers-Briggs Type Indicator (MBTI), to assess vocational interests.

**See the College Expense section of this catalog for fees associated with each test.**

### Office Locations

Students can receive Accuplacer and Compass testing at the following locations. All other tests, students need to check the academic calendar, call the Academic Advising and Counseling Center, or check the website <http://www.blinn.edu/counseling/testing> for information.

#### **Brenham Campus:** Academic Advising and Counseling Center.

- Monday-Thursday at 8am and 1:30pm.
- Administration Building, second floor
- Schedule an appointment with the Counseling Office (979-830-4196)
- Pay in Enrollment Services

#### **Bryan Campus:** Testing Center

- Monday-Friday at 8:30am – 12:00pm
- Pay in Enrollment Services
- Call 979-209-7200, press 2 for more details.

#### **Schulenburg Campus:**

- Q.T. is offered in December, April, May, June, July and August.
- ACCUPLACER, COMPASS are available in the Main Building Library by appointment only.
- HOBET (January and February) and TEAS (March and April) are offered by appointment only.
- Individual testing is held in the Main Building Library. Group testing is held in room 120, Liberal Arts Building, or in an available computer lab.
- Test appointments and payments are made at the Enrollment Services Desk, Main Building.

#### **Sealy Campus:** Director's Office

- Accuplacer, Friday at 9:00am and 1:00pm and other times; by appointment (COMPASS not offered)
- Main Building

### **BRENHAM ADVISING, COUNSELING AND ACADEMIC SUPPORT SERVICES**

#### **Brenham Campus - Administration Building**

Counseling Services consist of academic advising, career/vocational counseling, personal counseling, as well as a variety of testing services. Counselors and academic advisors are available to assist students, define educational and career goals, make realistic choices between technical/vocational programs at Blinn and coursework transferable to four-year institutions, and deal with life challenges that may limit their chances of succeeding in college. These services may occur in a one to one process, or in a group. Assistance is provided in the following specific areas:

1. Academic advisement, which involves appropriate course selection/transferability of courses, educational planning, and an examination of study skills.

2. Personal confidential counseling.
3. Career and vocational planning and assessment to explore career goals, career information, and self-assessment of career interests.
4. Small group counseling conducted by counselors.
5. Testing and assessment services to include:
  - a. Tests for selected state and national programs, and allied health programs including: ACCUPLACER, American College Test (ACT), General Education Development Test (GED), Scholastic Aptitude Test (SAT), Texas Higher Education Assessment (THEA QT) Quick Test.
  - b. Tests of aptitude and career/vocational interests.
6. Referral resources that provide assistance with concerns such as financial aid, tutoring, career/vocational interests, alcohol and drug abuse or personal issues.

**Brenham Campus:** Students may schedule an appointment with a counselor/advisor by phone (979) 830-4196 or by visiting the Academic Advising and Counseling Services office in Room 206 of the Administration building. Walk-in advising is available on a limited basis during peak advising periods.

### **ACADEMIC ADVISING**

Academic advising helps students make appropriate decisions about their academic career and ensures compliance with Blinn College policy. Blinn College encourages all students to participate in the academic advising process. Professional counselors, advisors and trained faculty are available throughout the year for advising purposes. Students enrolling at Blinn College for the first time must have state-approved test scores or qualifying state test (TSI) exemption scores available before they can be advised for coursework. Students should bring copies of their transcripts from previous colleges attended, and/or previous test scores (ACT, SAT, TAKS, e.g.) to their advising appointment/session. Students should allow 48 hours for documents to process.

All Blinn students are encouraged to visit an advisor of their choice. However, the following populations of students are required to be advised prior to each registration:

- a. Students enrolling at Blinn College for the first time (except co-enrolled students at a senior institution).
- b. Students who fail any part of the state-approved placement test.
- c. Students who are on scholastic probation.
- d. Students readmitted following suspension.

### **ACADEMIC SUPPORT SERVICES**

Lab/ Resource	Location of Lab/ Resource	Description of Resources	Phone Number
W.L. Moody Library		Research assistance; books, journals, newspapers (print and electronic); applications software, DVDs, audio books, music; computers, Internet; printers, copiers; study areas. See hours and calendar at: <a href="http://www.blinn.edu/library/info/hours/brenham.htm">http://www.blinn.edu/library/info/hours/brenham.htm</a>	979-830-4250

Bullock Computer Lab (Open Lab)	Bullock Building Room #138	Applications software, internet access, instructional software, scanner & OCR software, color laser printer, technical assistance, CD burner, data recovery services, WebCam computers	979-830-4298 979-830-4497-Fax
Learning Center	Academic Building Room #13	Tutorial assistance in many academic subjects, testing services, distance learning testing, computer use, study guides, & dictionaries	979-830-4442
The Writing Room	Academic Building Room #14	Writing consultation for all disciplines, grammar/style handbooks, computer, non-credit-level English contract lab exercises	979-830-4403
Foreign Language Lab	Academic Building Room #9	Student tutors, foreign language films & instructional videos, language tapes, reference volumes & maps	979-830-4426
Open Science Lab	Classroom Building C-7	Allows students to review important lecture concepts, repeat some biology experiments, and to prepare for laboratory practical examinations. Interactive Chemistry tutorial software (CCC) is available as well as virtual chemistry lab experiments (WinQual).	979-830-4225

### THE BRENHAM LEARNING CENTER (Academic Building, Room 13)

The BLC serves a multi-fold purpose. It is a friendly academically stimulating place. It is an environment in which a student can study, work on assignments and presentations, read, and write while having access to qualified professional assistance. The main strength of the BLC lies in its staff of professional educators. They provide one-on-one tutoring to each student on a walk-in basis or through referrals from faculty. They also conduct regularly scheduled tutoring sessions with small groups of at-risk students or students who recognize a weakness in certain areas.

#### Services include:

##### **Computer Lab:**

Word processing  
Presentations  
Class assignments  
Computer-aided instruction

##### **Tutoring:**

One-on-One; small group  
Computer tutorials  
Supplemental instruction  
ADA special  
Accommodations  
Pre-exam reviews

#### **Testing:**

Distance Learning  
ADA special accommodations  
Make-ups  
Off-campus exams

#### Resources include:

- State-of-the-Art computers, Laser Printers, Color Printers and Color Scanner
- MS Office Software

For more information:

<http://www.blinn.edu/labs/brenham/LC/index.htm>

### BULLOCK COMPUTER LAB

The Bullock Computer Lab is located in Room 138 in the Bullock Building on the Brenham Campus. The lab is a computer support facility that provides services and resources to aid students' academic success. This open lab is free to all students with a valid Blinn ID card. Check out our webpage under Blinn A-Z or go to <http://www.blinn.edu/labs/brenham/bullock>. The staff is available to assist students.

#### Resources include:

- Win 7 PC Computers with DVD-RW
- Two WebCam computers for recording Tegrity speeches
- All Computers networked to Laser B/W & Color printers through the Pharos print system
- MS Office 2013 Professional Suite including Word, Excel, PowerPoint, Access and Publisher
- Tech assistance with Wi-Fi settings
- Headphones for check-out
- Scanners with graphic & OCR software
- Adobe Creative Suite & Web Design
- Tutorial software for academic subjects and other supplemental programs
- Two adjustable workstations for wheelchair access & ZoomText

### THE WRITING ROOM

#### **What is The Writing Room?**

The Writing Room is a free-of-charge writing center and computer lab available to all currently enrolled Blinn College students. By providing friendly, student-centered, one-on-one access to help, The Writing Room seeks to improve students' knowledge and command of the writing process.

#### **Where is The Writing Room?**

The Writing Room is located in Room 14 of the Academic Building on the Blinn College Brenham campus.

#### **When is The Writing Room open?**

The Writing Room opens at 8 a.m., Monday-Friday until the early evening. *Specific times will be determined each semester.*

#### **What can students do in The Writing Room?**

In The Writing Room, students can meet one-on-one with trained writing consultants. By discussing concerns about writing with these consultants, students can discover answers to questions about:

- Different types of writing assignments;
- The writing process;
- Paragraph organization, content, and development;
- Essay organization, content, and development;
- Topic sentences and thesis statements;
- Library research;
- Grammar and punctuation;
- Internal parenthetical documentation and works cited pages;
- MLA format;
- Revision; and
- The use of reference books on writing, including the Little, Brown Handbook.

In The Writing Room, students may also take advantage of individual time at IBM-compatible computers. There are also

two adjustable workstations for wheelchair access. Additionally, students may use The Writing Room as a productive place to think and write.

### How can students get more information about The Writing Room?

Additional information about The Writing Room is available in person in Academic Room 14 or by telephone at (979) 830-4403. For more information: [http://www.blinn.edu/humanities/writingroom04C.html#What\\_is\\_The\\_Writing\\_Room](http://www.blinn.edu/humanities/writingroom04C.html#What_is_The_Writing_Room)

### FOREIGN LANGUAGE LAB

The Foreign Language Laboratory is located in Room 10 of the Academic Building. Students will find various resources there to help them in their language classes, including computers and computer programs, video materials, and reference books. Space is available for group and individual study. In addition, an assistant is available to aid students with the materials and procedures. This person is normally conversant with Spanish and is able to tutor students and answer questions as needed.

### OPEN SCIENCE LAB

We have ample equipment for hands-on physics experiments as well as computer-based experiments. The chemistry lab is equipped with computer-interfaces for experiments in calorimetry, colorimetry and titrations. The geology lab is equipped with ground-water models, and both fresh water and saltwater aquariums. It also has its own weather station on the roof of the Classroom Building, as well as two seismographs constructed by the faculty member. The human anatomy and physiology lab has recently been updated with \$10,000 worth of models including kidney, muscles of the head, arms and legs, cell models, additional human torso models, and spinal cord models. It is also houses an industrial quality refrigerator for storing preserved specimens, several new storage cabinets, the preserved slides and slides of organ tissues, and two new vital signs monitors similar to those used in hospitals. General biology classes are equipped with electrophoresis kits for DNA analysis. The students of biology have access to many preserved specimens to compare with the computer tutorial images in the Open Science Lab in Room C-7. In addition we have a digital microscope, several Symposiums, desktop presenters, and microvideo systems for projecting microscope slides in real time.

### BRYAN ADVISING, COUNSELING AND ACADEMIC SUPPORT SERVICES

#### COUNSELING/ADVISING SERVICES

(Located in the Academic Advising and Counseling Center, Science Building, 979-209-7250)

The Academic Advising and Counseling Center provides services for Academic, Technical and Workforce Education students. All services are provided at no cost to the student.

The most frequently requested services include:

**ACADEMIC:** Academic advising, technical education program information, course selection, degree planning and senior college transfer information.

**CAREER:** Computerized career exploration, vocational assessments, resume writing, interview techniques, job search techniques, career counseling, job placement, and job search bank.

**PERSONAL:** Time management, personal adjustment, relationships, communication skills, stress management, study skills, support groups (on

a variety of issues), information on and referrals to community services.

**Bryan Campus:** The counseling office on the Bryan campus offers both scheduled appointments and walk-in (first come-first serve) service. To schedule an appointment (encouraged for those traveling from out of town) go to [www.blinn.edu/counseling](http://www.blinn.edu/counseling) and click on the link 'advising schedule' on the left. The office is open Monday and Tuesday, 8am to 7pm; and Wednesday-Friday, 8am to 5 pm.

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Academic advising helps students make appropriate decisions about their academic career and ensures compliance with Blinn College policy. Blinn College encourages all students to participate in the academic advising process. Professional counselors, advisors and trained faculty are available throughout the year for advising purposes. Students enrolling at Blinn College for the first time must have state-approved test scores or qualifying state test (TSI) exemption scores available before they can be advised for coursework. Students should bring copies of their transcripts from previous colleges attended, and/or previous test scores (ACT, SAT, TAKS, e.g.) to their advising appointment/session. Students should allow 48 hours for documents to process.

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Blinn College encourages all students to be academically advised each semester. Some student populations are required to be advised and registration holds will be placed on their accounts until the advising process is completed. Students required to be advised include:

- students who are NOT "College Ready"
- students returning from academic suspension

Students on academic probation are strongly recommended to meet with an advisor prior to registration.

*"College Ready" is defined as one who has passed all sections on, or is exempt from a state-approved placement test. A student may also become college ready by successfully completing required developmental education courses.*

### ACADEMIC SUPPORT SERVICES

Lab/Resource	Location of Lab/Resource	Description of Resources	Phone Number
Library	Building L First Floor	Research assistance; books, journals, newspapers (print and electronic); applications software, audio books, music; computers, Internet; printers, copiers; study areas. See hours and calendar at: <a href="http://www.blinn.edu/library/info/hours/bryan.htm">http://www.blinn.edu/library/info/hours/bryan.htm</a>	979-209-7270
Open Computer Lab	Building H Room 225	Applications software, internet access, instructional software, scanner & OCR software, memory card reader, double-sided printing, technical assistance, CD burner, zip drive, data recovery services	979-209-7265
Learning Center	Building L Room 258	Tutorial assistance in many academic subjects, testing services, distance learning testing, computer use, study guides, & dictionaries	979-209-7267



The Writing Center	Building A Room 119	The mission of the Writing Center is to make better writers. This is accomplished in a comfortable environment through one-on-one consultations with experienced, degreed writing tutors. During a tutoring session, students choose what aspects of their assignments they would like to work on. While the Writing Center is not a proofreading service, the tutors will work with writers on any stage of the writing process. The purpose is to help students improve their writing skills overall.	979-209-7591
Foreign Language Lab	Building G Room 218 & 227	Beginning language classes spend regular time in the labs. Also open lab hours are available for the student to do extra practice.	979-209-7346
Math Lab	Building L Room 248	Tutoring services by various instructors in the mathematical division	
The Developmental Reading/Writing Labs (Bryan)	Building L Rooms 257/249	Labs are used as a supplement to class time and give students the opportunity to work with their instructor or a tutor.	

### **BRYAN LEARNING CENTER OPERATING HOURS: Fall and Spring Semester**

Sunday.....5:30 p.m. – 9:30 p.m.  
Monday-Thursday.....7:45 a.m. – 9:30 p.m.  
Friday.....7:45 a.m. – 5:00 p.m.  
Saturday.....9:30 a.m. - 2:30 p.m.

#### **Summer Semesters**

Sunday.....5:30 p.m. – 9:30 p.m.  
Monday-Thursday.....7:30 a.m. – 9:30 p.m.  
Friday.....7:30 a.m. – 5:00 p.m.  
Saturday.....Closed

**See website for Interim Schedule and Holiday Closings at**  
<http://www.blinn.edu/labs/bryan/schedule/htm>

The Bryan Learning Center is located in Room 258 on the second floor of the Library Building, Bryan Campus. The Center is an academic support facility, providing a variety of services for students, staff, and faculty. Center services are free to all Blinn students with a valid Blinn ID card.

#### **Services include:**

- Tutoring - The Learning Center provides free tutoring in a variety of subjects including Accounting, Biology, Chemistry, Physics, Computer Programming, Mathematics and Microsoft Office Applications. Tutoring services are performed by Peer Tutors, Tutors, and Learning Center Assistants.

- Computers - The Learning Center has over 80 computers available for use. Printing costs 7 cents per page (taken off student's or faculty/staff's semester printing balance). Printing is single-sided and in black and white only. Two computers have scanners. All computers have Windows, Microsoft Office, Maple and other software used in Blinn courses. To find out more about the additional software, please call (979) 209-7267 or visit the Center.
- Supplemental Resources - To check out resources you must have a current Blinn College ID. We will keep your ID until you return the resource. All resources, excluding calculators, are for use in the Learning Center only. Resources available for checkout include: textbooks, reference books, calculators, headphones, zip drive and CD burner.
- Test Center - Testing for distance learning courses, make-up exams, and correspondence exams is available in the facility's testing center.

**For more information go to:**

**<http://www.blinn.edu/labs/bryan/index.htm>**

### **OPEN COMPUTER LAB**

The Bryan Open Computer Lab is a computer support facility that supplements all divisions of Blinn College. It provides services and resources to aid students' academic success at the collegiate level. The lab is located in the health building on the second floor, room H225.

#### **OPERATING HOURS:**

##### **Fall and Spring Semester**

Monday-Thursday.....7:45 a.m. – 9:30 p.m.  
Friday.....7:45 a.m. – 4:00 p.m.

##### **Summer Semesters**

Monday-Thursday.....7:30 a.m. – 8:30 p.m.  
Friday.....7:30 a.m. – 5:00 p.m.

Resources include: applications software, Division software, scanners, memory card readers, web cams, CD burners, and laser printers with double-sided printing capability.

### **THE WRITING CENTER (Bryan Campus)**

The Writing Center is located in A119 and serves all students enrolled in Blinn College courses. Our mission is to help students become better writers; this is accomplished in a comfortable environment through one-on-one consultations with experienced, degreed writing tutors. While the Writing Center is not an editing service, we will work with writers on any stage of the writing process. Rather than focusing on one piece of writing during a session, the tutors help students improve their writing skills overall. For more information go to  
<http://www.blinn.edu/brazos/humanities/writingcenter/>

#### **Quick Facts:**

- open Monday-Thursday 9am-8pm and on Friday 9am-1pm
- tutors have a bachelor's degree or higher
- we tutor through personalized, one-on-one consultations
- tutors can help with all writing stages: understanding an assignment, choosing a topic, planning, revising, editing, and documenting sources.

### **THE DEVELOPMENTAL READING AND WRITING LABS (Bryan Campus)**

Parallel Studies is home to two computer labs (L257 & L249) that exist to guide students through their developmental courses. Our aim is to encourage academic achievement. These labs are used as a supplement to class time and give students

the opportunity to work with their instructor or a tutor in a quiet, friendly, individualized setting.

Students may use the lab to complete work for a developmental course or to receive tutoring on a particular concept they are struggling with. Degreed tutors can answer questions about assignments, reading, writing and course computer programs. For more information go to <http://www.blinn.edu/brazos/parallelstud/development>.

### FOREIGN LANGUAGE LAB

The Foreign Languages Department has two computer labs (G218 & G227) which are used intensively by first and second semester students in Spanish, French, German and American Sign Language as part of their course requirements. The lab sessions are an integral part of their courses where the students work with their own instructors who facilitate, design and select activities for their students' language acquisition. Third and fourth semester students use the labs to complete their coursework and get essential practice with the "target" language. The labs also have open hours for students to work with a variety of media to develop their language skills.

### MATH LAB

Math tutoring is available in L248 and serves all students enrolled in all levels of mathematics courses on the Bryan Campus. Staffed by the faculty of the Math Division, this tutoring area is designed to provide students with a central location to work on homework or other classroom work. The faculty are available to answer questions in a casual, one-on-one setting. Open each semester Monday-Thursday from 9:00 a.m. to 5:00 p.m.

## SCHULENBURG ADVISING, COUNSELING AND ACADEMIC SUPPORT SERVICES

### COUNSELING SERVICES

Counseling Services consists of academic advising, personal counseling, career/ vocational counseling, as well as a variety of testing services. Counseling involves processes by which students learn to make better decisions, improve their personal skills, increase self-confidence, and acquire a better awareness of their needs and the needs of others. Students can make an appointment to see an academic advisor at the Enrollment Services desk or by calling (979) 743-5200. Students seeking personal counseling will be referred to the Brenham counselor.

Assistance is provided in the following areas:

- academic advisement involving appropriate course selections, educational plans, and transferability of courses;
  - personal confidential counseling to help students become more effective in their everyday lives;
  - career and vocational counseling to explore vocational goals, occupational information and self-appraisals of career interests and abilities.
- Counseling Services administers various tests that include:
- the THEA Quick Test (Texas Higher Education Assessment);
  - the Health Occupations Basic Entrance Test (HOBET);
  - aptitude, career, and vocational interests.

### ACADEMIC ADVISING

Academic advising is available throughout the year.

Academic advisors can assist students in several areas that include:

- formulating degree plans;
- making appropriate course selections;
- planning course work to optimize transferability to other

institutions.

Before advisement all students are required to have on file THEA (or other state assessment test) scores or TSI exemption documentation. These scores, along with ACT/ SAT scores or other college credit, are used to select semester courses.

The following populations of students are required to be advised prior to each registration:

- students enrolling at Blinn College for the first time (except co-enrolled students at a senior institution);
- students who fail any part of the THEA or other state assessment test;
- students who are on scholastic probation;
- students readmitted following suspension.

Blinn College encourages all students to participate in the academic advising process. Students can make an appointment to meet with an advisor at Enrollment Services or by calling (979) 743-5200.

## ACADEMIC SUPPORT SERVICES

Lab/ Resource	Location of Lab/Resource	Description of Resources	Phone Number
Library	Administration Building	Research assistance; books, journals, newspapers (print and electronic); videos, audio books, computers, Internet; printers, copier	979-743-5226
Computer Lab	Administration Building	Applications software, internet access, instructional software, transparencies	979-743-5200
Testing Center	Library- Administration Building	Distance learning testing; make-up exam testing	979-743-5226

### OPEN COMPUTER LAB

The computer lab is an open lab available to all Blinn students with a valid I.D. The lab is located in Room 104 of the Main Building. Students have access to the Internet and software which will support their computer science and academic classes. Hours of operation are posted at the beginning of each semester. Students needing to make transparencies for class projects should contact the office of Enrollment Services.

## SEALY ADVISING, COUNSELING AND ACADEMIC SUPPORT SERVICES

### ACADEMIC ADVISING AND COUNSELING

Blinn College students have a wide variety of advising services available to them. Academic advisors and counselors can assist students in several areas that include:

- Formulating degree plans.
  - Making appropriate course selections.
  - Planning course work to optimize transferability to other institutions. The Academic Advisor and the Director of the Sealy campus handle academic advising.
- The following populations of students are required to be advised prior to each registration:
- Students enrolling at Blinn College for the first time (except co-enrolled students at a senior institution).
  - Students who fail any part of the THEA Test.
  - Students who are on scholastic probation.
  - Students readmitted following suspension.

Blinn College encourages all students to participate in the academic advising process. Please call the Sealy campus at (979) 627-7997 to make an appointment.

### ACADEMIC SUPPORT SERVICES

Lab/ Resource	Location of Lab/ Resource	Description of Resources	Phone Number
Library	Suite #250 (West Entrance)	Electronic indexes, Internet resources, local newspapers, laser printer accessed through student's PHAROS accounts. Books held in other Blinn Libraries can be checked out directly from this site and delivered via courier.	979-627-7997
Computer Lab	Suite #250, Rm. #113 (East Entrance)	Applications software, internet access, instructional software, transparencies, technical assistance	979-627-7997
Testing Center	Computer Lab	Distance Learning testing, make-up exam testing.	979-627-7997

### COMPUTER LAB

The hours of the Open Computer Lab are dependent on the credit class schedule and the Continuing Education class schedule. Open Lab hours are available most afternoons.

The Computer Lab is located in Room 113 in Suite 250 (East Entrance) of the Sealy campus. The lab is a computer support facility that provides services and resources to aid students' academic success. The lab is free to all students with a valid Blinn ID card. Resources include:

- Computers with DVD
- LaserJet printers
- Internet
- Windows XP
- Office 2007 including Word, Excel, PowerPoint, Access and Publisher

### New Student Orientation

The orientation program focuses on general campus information, Texas Success Initiative requirements, and academic advisement. Attendance at orientation is encouraged but not required. It is also recommended that all new students, who are not exempt from testing, take a state-approved placement test by April so scores will be available in time for academic advising during orientation. Students with documented state test scores or state test exemption scores can be advised for fall semester coursework during orientation. Orientation sessions are scheduled during the months of May-July for students attending the Fall Semester. Registration for orientation is available at [www.blinn.edu/NSO](http://www.blinn.edu/NSO). A web-based (online) orientation is available at [www.blinn.edu/orientation](http://www.blinn.edu/orientation).

### Placement Services

Blinn College has an online job posting system for students and graduates seeking off campus employment. The system utilizes a live job search format, and it allows students and graduates to attach a copy of their resume for employers to view. Employers can access the system to post job vacancies and to search the available supply of students and graduates. Blinn College has teamed with College Central Network (CCN) to make this a powerful and efficient on-line job placement system.

To access the system, use the following website:

[www.collegecentral.com/blinncollege](http://www.collegecentral.com/blinncollege)

In addition to the job posting system mentioned above, Blinn College also lists part time jobs from local employers. These jobs are posted in the Counseling Office, Room 206 of the Administration Building on the Brenham Campus.

Students seeking part time student worker positions at the college should apply for these positions at the Employment Opportunities link on the Blinn College website: [www.blinn.edu](http://www.blinn.edu)

### Special Facilities and Services for Students with Disabilities

#### Non-Discrimination Statement

Blinn College does not discriminate against qualified individuals with disabilities in the recruitment and admission of students, the recruitment and employment of faculty and staff, or the operation of any of its programs and activities, as specified by applicable federal laws and regulations. The designated coordinator for Blinn College's compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and the Americans with Disabilities Act Amendment Act (ADAAA) is Patricia E. Moran, M.Ed., 902 College Avenue, Brenham, TX 77833, (979) 830-4157. The College's facilities are accessible to students and visitors with disabilities. Designated parking spaces, ramps, handicapped restroom facilities, elevators, and assistance from College employees are readily available on all campuses. The College's faculty and staff work closely with students with disabilities to meet their individual needs.

#### Services for Students with Documented Disabilities

Students with documented disabilities must self-identify and provide current, appropriate documentation of the disability to the Office of Disability Services (ODS) prior to receiving services. Students are encouraged to contact this office as early as possible to initiate services. Direct services to students with disabilities are provided in the following areas:

- Assessment of needs and appropriate services
- Provision of classroom and testing accommodations
- Assistance in orientation and registration procedures
- Counseling on disability related issues

Information, education, referrals, and consultation about specific disabilities are available to interested parties on request. For answers to specific questions or to request an information packet, contact the Office of Disability Services on the specific campus you will be attending.

Bryan Campus: (979) 209-7251; Brenham, Sealy, Schulenburg Campuses: (979) 830-4157.

#### On-Campus Bookstore (Brenham or Bryan Only)

The bookstore carries textbooks for all classes as well as school and office supplies. Students should bring their schedules with them when they buy their books to help ensure the purchase of the correct books. Books must be paid for at the time of purchase with cash, check, credit card or a financial aid book voucher.

Students with financial aid can access their book voucher using their ID card at the time of purchase. Book vouchers must be used at the Blinn campus bookstore where the student is attending classes.

Board Policy EDA(Legal) provides that "a student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer."



(Education Code 51.9705; 19 TAC 4.216(1), .217-.218)

For additional information, visit the Blinn College website @ [www.blinn.edu](http://www.blinn.edu). Under Blinn College Quick Links, select Blinn Bookstore – Brenham.

Operating Hours for Fall and Spring Semesters: Monday-Thursday, 7:30 a.m.-5 p.m., Friday, 7:30 a.m.–1:00 p.m.

### Posters and Bulletin Boards

All posters, handbills, student election materials, and related literature posted in any building must have approval of the Director of Student Leadership and Activities. All signs, notes, circulars, and posters will be in English and parties who post them should remove them after the day of the expiration. No literature may be displayed in such a manner as to mar or damage the buildings. No literature may be displayed on windows, doors, painted surfaces, or the outside of buildings. All posters must be removed by the individual or group responsible.

### Brenham Campus Housing

Living on campus provides an overall educational experience that contributes to the student's development. Group living challenges each student to develop a new personal awareness, to exchange ideas, and to explore serious commitments to learning. Group living also requires a development of respect for the rights of others.

Students are expected to observe a proper standard of conduct at all times which calls for respect for order, respect for authority, courtesy and good judgment. Procedures, compiled in accordance with state law and college regulations, provide an atmosphere of health and safety for the residents. A Residence Life Handbook provided for each student explains the procedures that govern residence life.

Refer to the website ([www.blinn.edu/housing](http://www.blinn.edu/housing)) for updates.

### Applying for Housing

To reside in college housing, a student must enroll in a minimum of 12 semester hours at Blinn College, must pass a criminal history record review, and must have documentation on file in Admissions for having received the Bacterial Meningitis Vaccination. Blinn College housing assignments are made without regard to race, color, creed, national origin or disability. A prospective student must complete the on line Housing Application and Background Application process. The two applications and the payment for the housing deposit and the background fee must be processed correctly. Otherwise, the application will not be accepted. Room assignments are made according to the date the applications are accepted. Therefore, an early application is advised. A prospective housing student must first apply for admission to Blinn College. When admitted, the student will receive instructions for logging into his myBLINN account. NOTE: If a student's admission file is incomplete due to missing documents or application materials, the student will not be able to access the housing links in his myBLINN account. When the prospective student has access to his myBLINN account, he will follow the instructions for Login of MyHousing.

Login into **myBLINN**

Click on **Student Links** tab

Under **Student Links**, click on **Residential Life**

Choose the **Login to Apply Online** box

Select the Spring 2013 Housing Application drop down option

Read and accept the Housing Agreement

Complete the housing application questions and preferences. You will be directed to pay the online deposit payment of \$300 plus \$8.25 for a service fee if paying by credit card.

• **No cash, check, or money order can be accepted.** This

must be done with a credit card or checking account/savings account (e-check). Blinn accepts American Express, MasterCard, and Discover. **BLINN DOES NOT ACCEPT VISA.**

- If you do not have a credit card or checking account/savings account, you can get a prepaid store credit card with the American Express, MasterCard, or Discover logo.
- Prepaid store credit cards can be purchased from Walmart, Walgreens, CVS, and many other stores. (Examples are the MasterCard Green Dot or Walmart Money Card).
- The service fee for each payment by credit card (including prepaid) will be 2.75%. If you are using a prepaid store credit card, you should purchase it in the amount of \$318.53 to cover the housing deposit, background check fee, and two service fees.

A Thank You confirmation page will be emailed when the Housing Application is completed successfully.

**Return to MyHousing and select the Background Check Application drop down option.**

Read and accept the Background Check Agreement. Out-of-state students are required to submit an out-of-state Background Check Form, which can be printed from the link available on the agreement page. The out-of-state form can also be found on the Housing website. Complete the Background Check Application accurately.

You will be directed to pay the online background fee of \$10 plus \$0.28 for a service fee.

A Thank You confirmation page will be emailed when the Background Application is completed successfully.

As a room becomes available, an assignment letter will be emailed and a paper copy will be mailed to the student's address on file. Please check your email on a regular basis. Prospective students can also check [www.blinn.edu/housing](http://www.blinn.edu/housing) for updates and information on "How to Apply" for housing.

### Room Assignments

Initial assignments begin June 1 for the fall semester and December 1 for the spring semester. Summer school assignments are made prior to or during summer session registration. The Director of Housing reserves the right to make hall and room assignments. The prospective resident must be placed on the waiting list prior to the assignment process. To be eligible for the waiting list the applicant must complete the online housing application with the \$300 deposit, complete the online background history check with the \$10 fee and have a clear background history check. The applicant's name appears on the waiting list according to the date the application is accepted. A confirmation email will be sent to the applicant after each application is completed and accepted. Rooms are assigned in the order of first students with the completed application process.

An assignment letter will be sent by e-mail and by mail to the student's address on file. The assignment letter has very important information: the assigned housing placement, move-in dates, move-in requirements and the due date for the required down payment to hold the room reservation.

All unclaimed rooms will be declared vacant at 5:00 p.m. on the last designated move-in day. Students unable to claim their room by this date and time should call (979) 830-4461. There is no reduction in cost for the late arrival. Adjustments in room and board charges will be made for the late move-ins occurring after the first week of classes in either the fall or spring semester.

### Down Payment

When a student is assigned a room for the fall or spring semester, a \$400 room payment must be paid by the date designated in the assignment letter. This payment is required by all students to reserve the room, including outside scholarship

and financial aid recipients. Students who receive Blinn College room scholarships are exempt from the \$400 down payment. If payment is not received by the specified date, the student's housing will be canceled, and the deposit is forfeited. If the student subsequently requests housing, the assignment will be made on a "space available" basis after the \$400 payment has been received.

### Housing Agreement

The student must agree to the terms of the Housing Agreement at the time of application in order to complete the application process. The Housing Agreement is a legal and binding agreement for the full academic year (9 months) and expires at the end of the spring semester. The agreement specifies provisions for cancellations, buy-out conditions, occupancy, room entry, property damages, and liabilities. Any student wishing to move from college housing should consult the Housing Agreement for the provisions applicable for release from the agreement. Authorization for off-campus housing does not relieve the student of agreement obligations which have been assumed with Blinn College for on-campus housing.

### Room Cancellations

Students who cancel their rooms between August 1 and the first day of fall classes and January 2 and the first day of spring classes will receive a full payment refund for room rent. The deposit will not be refunded. The room deposit will be refunded if returning students do not attend Blinn College and submit a request in writing before these deadline dates:

Fall .....	June 1
Spring .....	December 15
Summer I .....	May 15
Summer II .....	June 25

### Refunds

For first time students, a full deposit refund will be made upon request when space is unavailable. The refund for room rent will be prorated for students who withdraw from classes prior to the eighth week for the regular semester and prior to the second week of the summer session. Room rent will not be refunded after the eighth week or after the end of the second week of the summer session. Room rent is not adjusted for mechanical, heating or air conditioning malfunctions. The deposit will not be refunded for early withdrawals. The deposit will be refunded to the student when requested the last semester of residence after all monies owed to the college are paid and all provisions of the Housing Agreement have been satisfied.

Meal plans are on a declining balance plan. Meal (board) refunds will be prorated throughout the semester for the student who is withdrawing. There is no refund or carry over for meal money that is not used by the end of the semester.

### Background History Record Check Requirement

A student applying to live in College District housing must allow the college to obtain criminal history record information. Applicants with a pending charge or a conviction for a felony, Class A misdemeanor, and/or Class B misdemeanor may have his/her housing application declined.

### Semester Hour Requirement

Students living on campus must enroll for a minimum of 12 semester hours and remain enrolled in 12 hours for the duration of the semester. A student who drops or is dropped below 12 semester hours will have 5 class days to complete the academic reinstatement process. If the appeal is unsuccessful the resident must move out of housing. The move-out date determines if a room rent refund is appropriate. The room deposit is

nonrefundable. The balance of the resident's meal account is refundable.

### GPA Requirement

No student with less than 1.50 cumulative grade point average (GPA) after any semester will be allowed to live in student housing. Contact the Housing Department for information about the appeal process for exceptions due to extreme circumstances.

### Closings

College housing is closed during the holiday periods and between semesters. Students (athletes) who have scheduled activities may remain in housing as required. Room and board charges do not cover periods when the college is not in session as published in the college catalog.

### Meal Plans

Meal plans are required of all students who live in campus housing. The meal plan works on a declining balance but any remaining balance at the end of the semester is not refunded or rolled to the next semester. If a student uses all the money on the meal plan balance, he/she can add money during the semester in increments of \$25. The money for the plan is placed on the student's ID card, which is swiped each time the student eats in the dining hall or buys items from the Cove, a short order snack bar.

A minimum plan is required for residence hall students and apartment residents. Optional meal plans are available. The meal balance can be determined at each swipe of the ID card.

### Residence Halls

The Brenham campus of Blinn College has 9 traditional air-conditioned/central heated residence halls with capacity for 528 students. Five residence halls house 286 women and four residence halls house 242 men. The rooms are double occupancy. Residence Hall students must purchase a meal plan.

Each resident hall is supervised by a live-in hall director and a student resident assistant. Each hall has a large living area with cable television. Most halls have a study room or study area. Internet, cable television, and phone lines with free local service are provided in each room. Most rooms have two telephone lines and two data ports. A microwave and free laundry facilities are available in each hall. Men and women residence halls have rooms for students with disabilities.

### Bert and Mae Dean Wheeler Residence Hall

Blinn College has one co-ed residence hall opened in August 2011. This state-of-the-art three story residence hall has 300 rentable beds on designated floors for male and female students. The floor plan provides a variety of housing to offer the resident a choice of a private bedroom in a 4 bedroom-2 bath suite or a semi-private bedroom (2 beds per room)-1 bath suite. Suites are available for students with disabilities.

The hall is supervised by a live-in hall manager, assistant managers, and student resident assistants. Wireless internet and cable television are available for the residents. Social lounges and study areas are conveniently located on each floor. A laundry room is available for the student's convenience. Each carpeted bedroom is furnished with a junior loft style twin bed, a desk and chair, and a 3 drawer chest. Semi private rooms have lockable closets.

### Apartment Style Housing

Blinn College Park Apartments, located at 405 Saeger Street, offers 338 students a more independent style of living. A live-in resident manager, assistant managers and student

resident assistants manage the complex.

The apartment complex consists of the Arthur Ehrig Commons Building, which has a TV area and management staff offices, and seven two-story buildings with laundry facilities in each building. The four single bedroom and two bath apartments include a small living-dining area and kitchen. The two single bedroom and one-bath apartments include a small living-dining area and an efficiency kitchen. The apartments are furnished.

Residents must purchase a minimum meal plan. Optional meal plans are available. Internet, cable television, and a phone line with free local service are provided in each room. During the contract period, students may remain in the apartments provided they present written evidence of the need to remain.

### **Blinn College Health Clinic**

Blinn College has a Health Clinic on both the Brenham and Bryan campuses. Students can visit with a Registered Nurse to receive a professional assessment, minor and emergent treatments, or referral to area clinics and care centers. There are no additional fees for the services provided at the Blinn College Health Clinic for students, staff, or faculty. The clinics also provide health promotional materials and education on health-related issues.

Brenham campus: (979) 830-4005; Bryan campus: (979) 209-7269. For more information visit the website at <http://www.blinn.edu/healthclinic.html>

### **Student Health Insurance**

Students are encouraged to carry major medical health insurance. Blinn College does not provide health insurance for its students or offer or endorse any student insurance policy. Any medical expense incurred by the student is the responsibility of the student.

### **Food Service**

#### **Brenham Campus**

Blinn College operates its own cafeteria and snack bar (The Cove) located in the Student Center on the Brenham campus.

The cafeteria has a full salad bar, baked potato bar, sandwich bar, two choices of entrees, vegetables and wide variety of desserts and drinks. Meals are served buffet style, allowing students to choose their own selections and quantities. The cafeteria serves Breakfast, Lunch and Dinner, Monday through Friday when school is in session.

The snack bar features hamburgers and fries, sandwiches and chips, drinks and snacks. The Cove is open seven days a week.

All students who live in on-campus housing are required to purchase a meal plan. Commuter students may purchase individual meals or any of the meal plans. Students who require special diets must make these arrangements with the Vice President of Administrative Services prior to registration.

#### **Food Service for Campus Housing (Available on Brenham Campus Only) Food Service Prices Per Semester**

Flexible Meal Plan .....	\$1,450.00
Full Meal Plan (Scholarship) .....	1,450.00

Blinn Bucs - Cafeteria or The Cove Residence Hall Plan (Minimum for Residence Halls) .....	850.00
Summer (per term) .....	260.00

Apartment Meal Plan (Minimum for Apartments).....	525.00
Summer (per term) .....	200.00

May Minimester .....	175.00
Additional Purchase (minimum) .....	25.00

Meal plans cannot be carried over to the following semester or refunded.

Individual Meal Prices		
Breakfast - \$6.50	Lunch - \$7.50	Dinner - \$7.25

All prices include sales tax (8.25%) and are subject to change without notice.

### **Brenham Dining Hall and Snack Bar**

The Brenham campus offers a Dining Hall for the convenience of students, faculty and other college personnel. Persons entering the Dining Hall should dress in a manner that conforms to acceptable standards of cleanliness and good taste.

Housing students must swipe their own I.D. cards at each meal, only after the picture is shown. Cards are not transferable; the cardholder/owner can swipe for another student/ person ONLY in the presence of both parties. Non-boarding students may purchase a meal plan or pay for a meal at the following prices:

Breakfast - \$6.50	Lunch - \$7.50	Dinner - \$7.25
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Dining hall serving times for meals are as follows:

BREAKFAST/LUNCH/DINNER	
Monday - Friday/7:00 - 8:30/11:30 - 1:45/5:00 - 6:30	

Blinn College operates a Snack Bar "The Cove" in the Student Center near the Dining Hall. The Cove offers a variety of fast food choices such as hamburgers and french-fries, burritos, chicken tenders, deli sandwiches, fresh fruit bowls, deluxe salad bowls and a variety of drinks and beverages. The Cove offers some additional necessities at reasonable prices, saving students time-consuming trips off campus.

The Cove's hours of operation are:

Monday - Friday .....	7:00 a.m. - 9:00 p.m.
Saturday .....	9:00 a.m. - 9:00 p.m.
Sunday .....	11:00 a.m. - 9:00 p.m.

Blinn College also operates a food kiosk "Pirates Den" on the second floor of the Student Center. The Pirates Den offers a variety of food choices such as candy, chips, soft drinks, deli sandwiches, and a variety of drinks and beverages.

#### **Pirates Den hours of operation are:**

Monday – Friday .....	11:00 a.m. - 3:00 p.m. & 5 p.m. – 9 p.m.
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### **Bryan Campus**

Blinn College operates 2 snack bars on the Bryan Campus, the Block & Barrel Deli and the Clux Delux. Block & Barrel serves soups, sandwiches and salads made fresh daily and are open Monday through Thursday, 8 a.m. to 7 p.m., and Friday, 8 a.m. to 2 p.m. during the fall and spring semesters.

The Clux Delux serves lunch and dinner which includes chicken sandwiches, burgers, and a special of the day. Hours of operation are Monday through Thursday, 7:30 a.m. to 3 p.m. during the fall and spring semesters.

Maui Wowi Hawaiian Coffees and Smoothies, a beverage bar, offers authentic, natural Hawaiian products, fresh-fruit smoothies, and blended Hawaiian coffees, lattes and cappuccinos. Hours of operation are Monday through Thursday, 7:30 a.m. to 7:30 p.m., and Friday, 7:30 a.m. to 2 p.m. during the fall and spring semesters.



## Schulenburg Campus

The college operates a snack bar in the student center on the Schulenburg campus offering hot dogs, sandwiches, and a variety of snacks and beverages.

### Campus Safety

The campus police department is composed of certified Texas Peace Officers who enforce state and federal law as well as college regulations on all property owned and controlled by Blinn College. Parking is only by permit, which may be obtained from the Enrollment Services Department.

To report a crime or request an officer, telephone (979) 830-4100 in Brenham or (979) 209-7600 in Bryan.

In the case of emergency, students on the Schulenburg and Sealy campuses should call 911.

For non-emergencies they may call the Schulenburg Police Department at (979) 743-2677 or the Sealy Police Department at (979) 885-3330.

### Brenham Campus College Police Department Emergency Telephone Numbers

To summon police, fire or ambulance service in case of an emergency:

On-campus phone .....	9-911
Off-campus phone.....	911
College Police Department .....	830-4100
Rape Crisis Center, Brazos Valley .....	979-731-1000
Crime Stoppers .....	836-8477

### Department Overview

The Blinn College Police Department has the major responsibility for the safety and well being of the students, faculty and staff members of the college. Department personnel are sensitive to the special nature of a college campus and especially students, who are generally young and on their own for the first time.

The state certified police agency employs ten commissioned officers and a number of support staff. The BCPD Officers not only have authority over the more than 62 acres and various buildings that make up the Brenham Campus, but extends to any property owned, leased, rented or otherwise under the control of Blinn College. The well-trained officers patrol throughout the campus and investigate all criminal incidents on campus.

BCPD Officers have complete authority to apprehend and arrest anyone involved in illegal acts on campus and areas immediately adjacent to the campus. If a Blinn student commits offenses involving Blinn College Rules and Regulations, BCPD will refer the individual to the Disciplinary Division of Student Services.

The department offers these additional services: Nighttime escorts; Response to a network of fire, smoke and intrusion alarms; and Response to medical emergencies

The BCPD cooperates with other law enforcement agencies at the city, county, state and federal levels. This includes coordination of special events and a mutual assistance program. The Brenham Fire Department responds to fire calls and activation of alarms on campus.

The Washington County EMS responds to medical emergencies on campus; or you may go to Trinity Medical Center located off South Day Street. If a medical emergency arises on campus dial 911 and then campus police at 830-4100.

### Safety and Security of Campus Facilities

The facilities and grounds, of Blinn College, are maintained for use by students, faculty and staff. The landscaping and outdoor lighting on the campus are designed for the safety and

security of the campus population. Their maintenance receives constant attention. The Blinn campus has an open design and some facilities, including the bookstore and library, are open to the general public. Some academic buildings are open evenings and weekends. To ensure safety under such circumstances, the following procedures are taken: (1) limit access to students and employees who have a legitimate reason to be there, (2) require keys and pass cards to gain access to many areas and (3) limit classroom and laboratory attendance to individuals enrolled in that class.

Safety is everyone's responsibility. If any student identifies a safety hazard, it is his/her responsibility to report it immediately to an administrator, faculty member or the Emergency Management/Safety Coordinator at 979-830-4661.

Safety is everyone's responsibility. If any student identifies a safety hazard, then it is his/her responsibility to report it immediately to the appropriate administrator, faculty member or Emergency Management/Safety Coordinator at 979-830-4661.

### Crime Awareness and Prevention

Students must assume responsibility for their personal safety, as well as their property. Always be aware of your surroundings and travel with companions when possible. The BCPD regularly presents programs designed to provide information to students, staff and faculty. These programs include; crime prevention, awareness of rape, acquaintance rape, other forcible and non-forcible sex offenses and campus security procedures. In these programs is the message everyone should take responsibility for their own security. These programs are presented to residential students each semester. Any campus group or organization can request a program presentation. Crime prevention is everyone's responsibility. If you see criminal or suspicious activity, report it immediately.

### Crime Information and Statistics

The BCPD provides for the public a daily crime log. This report identifies the type, location, time and date of a crime. A copy of this report may be picked up at office #112 in the Student Center.

In the event a situation arises, either on or off campus, that in the judgment of the BCPD constitutes an ongoing or reoccurring threat, a campus wide warning will be issued. This timely warning will be sent via e-mail to students, faculty and staff. There will also be fliers posted on bulletin boards throughout the campus.

### Blinn Alert

Students are encouraged to keep their contact information up- dated in the Blinn Alert system in order to receive timely notifications on campus emergencies or unexpected closings. Go to [www.blinn.edu](http://www.blinn.edu) and click on the link found on the bottom of the page 'Emergency Preparedness' for more information.

### Student Identification Cards (Blinn ID Card)

Blinn College students are required to have a current valid Student Identification Card (Blinn ID Card) in their possession at all times when on Blinn College property or attending Blinn College sponsored events.

Brenham Campus students are required to have a new Blinn ID Card issued each semester noting the current term and housing assignment (if applicable).

Blinn ID Cards are issued from Enrollment Services in the Administration Building. Before a Blinn ID Card will be issued, a student must be registered for classes with their account paid in full, covered by financial aid, or enrolled in the payment plan.



Students will receive one free Blinn ID Card per semester. The Blinn ID Card replacement fee is \$7.00.

Students must present their Blinn ID Card when requested by a College employee; including police, faculty, staff, student employees, or other persons operating in an official capacity.

Students are subject to disciplinary action if they loan their Blinn ID Card to another person or are in possession of another student's Blinn ID Card, tamper with or forge a Blinn ID Card, use an invalid/expired Blinn ID Card, or fail to present their Blinn ID Card when requested by a Blinn College employee. A student's Blinn ID Card may be confiscated by a Blinn College employee at their discretion.

Blinn ID Cards are required for admission to, or participation in, Blinn College sponsored events, the library, open computer labs, specific bookstore privileges, visitation to the Brenham Campus residence halls and apartments, non-emergency treatment at the Campus Health Clinic, voting in student elections, College meal plans at the cafeteria, and assistance from the Blinn College Administrative Offices.

### **Parking and Traffic Regulations**

The following guidelines, regulations and statements of authority have been established to manage traffic flow and parking. It is the responsibility of every student, faculty, staff and visitor who operates and/or parks a vehicle on any Blinn College property, to be familiar with, and act in accordance with, Blinn College Parking and Traffic regulations.

#### **Authority:**

Pursuant to the authority granted by sections 135.01 and 135.24 of the Texas Education Code, Blinn College has enacted Parking and Traffic Regulations to regulate and control parking, traffic and the use of parking facilities to provide for the issuance of motor identification and insignia (Blinn College Parking Permits) and to provide jurisdiction over offenses.

All laws of the United States, the State of Texas, as well as, the Blinn College Parking and Traffic Regulations are declared to be in full force and effect on all property of Blinn College. All Blinn College Police Officers/Parking Enforcement Personnel are empowered to enforce all Federal/State laws and Blinn College Parking and Traffic Regulations on all property of Blinn College.

#### **State Of Texas Transportation Code:**

All State of Texas Transportation Codes shall apply to the vehicular traffic within Blinn College property. The operation of any vehicle or bicycle on Blinn College property is a privilege, granted by Blinn College, and is not an inherent right of any student, faculty or staff.

#### **Liability/Responsibility:**

Blinn College assumes no responsibility for any vehicle or its contents, at any time the vehicle is operated or parked on Blinn College property; or for fire, theft, damage or loss of a vehicle parked or operated on Blinn College property.

Blinn College or its employees shall not be liable for any loss or injury sustained while on Blinn College property. Any person who willfully or through negligence causes damage to any property belonging to or under the control of Blinn College shall be liable for any damages done to said property.

#### **Parking and Traffic Enforcement:**

Blinn College reserves the right to enforce parking and traffic regulations through:

- Issuing Blinn College Parking and Traffic citations and/or State of Texas citations
- Suspending or revoking any Blinn College Parking Permit

- Barring re-admission, withholding grades, degree(s), refunds, official transcripts, of any student for non-payment of outstanding parking or traffic citations
- Initiating disciplinary action against students and employees who fail to abide by the Blinn College Parking and Traffic Regulations
- Denying parking permits to those with overdue charges

### **Parking and Traffic Violations:**

Vehicles must yield to pedestrians entering the street in marked crosswalks and within fifty (50) feet of a college or city street.

Student, faculty and staff pedestrians shall yield the right-of-way to vehicles while walking on or crossing streets at places other than crosswalks. Pedestrians are required to utilize crosswalks.

The speed limit is twenty (20) MPH on all college and city streets, or as legally posted and ten (10) MPH within all college parking lots.

The passing of other vehicles in crosswalks or within fifty (50) feet of a college or city street intersection is a violation of State of Texas Law.

Motorcycles, motor scooters, mopeds, bicycles or other motor assisted bicycles must not be parked, operated or secured in unauthorized places such as sidewalks, secure posts, rails, trees or inside a Blinn College building. Bicycles must be placed within bicycle racks and secured, or they will be impounded.

Students, faculty and staff who establish residence or become engaged in gainful employment with the State of Texas must register and title their vehicle within thirty (30) days.

Parking and Traffic Violations include, but are not limited to the following:

- Failure to display a valid Blinn College Parking Permit
- Parked in unauthorized space
- Any violation of the State of Texas Motor Vehicle Laws/Transportation Code
- 

All traffic and parking regulations are in effect at all times. Parking citations are issued by the Blinn College Police and/or Parking Enforcement. The parking fine per violation is \$40.00. Multiple violations may be assessed on one citation.

### **Permitted Parking:**

- 'Reserved' spaces are assigned to Faculty/Staff ONLY
- 'Visitor' spaces are designated ONLY for persons who are visiting Blinn College
- Brenham Campus:
  - Apartment/Commuter Permit - Park in Apartment lots, commuter lots or street parking ONLY
  - Residence Hall Permit - Park in Residence Hall lots ONLY
  - Commuter Permit - Park in commuter lots or street parking ONLY

### **Register Vehicle - Parking Permit:**

All students parking a vehicle on the Blinn College-Brenham, Bryan, or Schulenburg campus must register their vehicle and purchase a Blinn College vehicle parking permit. When the vehicle is parked on Blinn College property (campus street boundaries included), the parking permit MUST BE CLEARLY VISIBLE WITH NO OBSTRUCTIONS.

- Parking Sticker - must be displayed on the outside of the vehicle's back window in the lower left corner
- Parking Hang Tag - must be hung from the rearview mirror with the permit number facing the front windshield
- Parking Interior Decal - must be properly affixed (not taped) on the inside, in the lower right corner (passenger side) of the front windshield (opposite of the vehicle inspection sticker)

Students must register for a Blinn College Parking Permit online, through their MyBlinn account.

NOTE: Sealy Campus parking is not considered Blinn College property for the purpose of this procedure.

In order for a student to receive their Blinn College parking permit, they must be registered for classes, complete the online vehicle registration form, and pay for the vehicle permit fee. Payments may be made online or at Enrollment Services.

Students must pick up their parking permits from Enrollment Services on the campus where they will be attending classes. Parking permits will be issued to the student only.

NOTE: Bryan Campus students may select a permit mail-out option, when available.

Students living on the Brenham Campus are required to have either an Apartment permit or Residence Hall permit. All other students will be issued Commuter permits.

The registered owner of the permit will be responsible for all parking citations incurred when utilizing the permit for compliance with Blinn College Parking and Traffic Regulations.

Parking permits are not transferable to any other vehicle or person.

Parking permit fees are non-refundable.

Report stolen or vandalized parking permits to Campus Police and Enrollment Services as soon as possible. Possession of a stolen parking permit is grounds for disciplinary action.

#### **Vehicle Registration Fees:**

Fall/Spring/Summer Semesters	\$200.00
Spring/Summer Semesters	\$125.00
Summer Semester Only	\$ 75.00
Minimester	No Permit Required
Replacement Permit	Full Price

#### **Citation Fines:**

\$40.00 per violation (multiple violations may be assessed on one citation)

#### **Temporary Permits:**

Temporary Permits are needed when a parking permit holder operates/parks an alternate vehicle on Blinn property. Temporary Permits may be requested from Enrollment Services and are issued based on each request (i.e. vehicle repairs, switching vehicles, rental vehicles). A current, official permit must already have been purchased in order to receive a Temporary Permit. The Temporary Permit allows the vehicle to be parked ONLY in the assigned location of the official issued permit.

#### **Visitors:**

Visitors to Blinn College must check-in at Enrollment Services and may pick up a Visitor Parking Permit if intending to park a vehicle on campus. Visitors must park in designated 'Visitor' parking spaces or the location assigned by Enrollment Services, and must abide by the State of Texas Traffic Regulations and Blinn College Parking and Traffic Regulations. Anyone other than a 'visitor to Blinn College' parking in a visitor space will be issued a parking citation.

Visitors receiving a parking citation may bring the citation to Enrollment Services, and the citation may be voided.

**Brenham Campus Only** - Visitors arriving after business hours, to visit students living in the Residence Halls or Blinn College Park Apartments, must check in with the Residence Hall Manager or Apartment Manager and request a Visitor Parking Permit.

#### **Additional Parking Information for Specific Students:**

#### **Health Science Center:**

A Blinn College parking permit will be provided free of charge to Blinn students who are registered for Health Science classes and have purchased a Health Science Center parking permit. The Blinn College and Health Science Center parking permits must be issued during the same semester as the student's HSC classes. In order to receive a free Blinn College parking permit, HSC students must provide the following, in person, to Enrollment Services on the campus where Blinn classes will be attended.

- Health Science Center parking permit paid receipt (hard copy only)
- Student's name must appear on the paid receipt
- Picture ID

NOTE: Students who did not have HSC classes for the Fall semester and purchased a Blinn permit in the Fall, but now have HSC classes for the Spring semester, are not eligible to receive any type of refund or credit for their Fall permit purchase.

#### **Citation Appeal Procedure:**

Blinn College citations must be appealed electronically through the Blinn College website within 10 class days of the citation issue date. The appeal will be reviewed by the Blinn College Parking Appeals Committee. After the committee evaluates the appeal, a final decision of either 'Granted' or 'Denied' will be electronically submitted to the email address provided on the appeal form. Decisions of the Committee are final and are not subject to further appeal. 'Granted' appeals will be removed from the student's account. 'Denied' appeals may be paid at Enrollment Services. If not paid, a 'Business Office Hold' will be placed on the student's account.

To appeal a citation received on the Brenham Campus, please complete this [Brenham Campus Parking Citation Appeal Form](#) and submit to Enrollment Services. To appeal a citation received on the Bryan Campus, please complete this [Bryan Campus Parking Citation Appeal Form](#) and submit to Enrollment Services. For further assistance, contact the Enrollment Services Department: Brenham Campus (979)830-4800; Bryan Campus (979)209-7200.

#### **Towing Procedure:**

Parking and Traffic Regulations are enforced at all times, including weekends, holidays and vacation periods. Blinn College reserves the right to regulate the use of its vehicle parking facilities and lots, including the authority to impound vehicles. The responsibility of locating a legal parking space rests with the operator of the vehicle. The most effective way to avoid having a vehicle towed is to adhere to all posted regulations; and in the event of receiving a citation, to pay or appeal the citation in a timely manner.

Vehicles may be towed for violations of the State of Texas Transportation Code, Blinn College Parking and Traffic Regulations or in emergency situations. All towing expenses will be the responsibility of the vehicle owner. A vehicle may be towed for, but not limited to the following examples:

- Vehicle is restricting pedestrian and wheelchair routes; and the owner cannot be located within a reasonable amount of time
- Vehicle is blocking or partially blocking a service drive, or roadway
- Vehicle is non-operable
- Vehicle has been deemed abandoned by the Blinn College Police
- Vehicle is parked in a handicap space; and the owner cannot be located within a reasonable amount of time

- Vehicle is blocking an area which creates a danger to safety and welfare of persons and property (fire lanes, service areas, traffic lanes, walkways or posted areas)
- Emergency situations *Blinn Administrative Procedure*

### Financial Aid

There are a number of financial aid programs available to assist students attending Blinn College. For information about financial aid, students should visit [www.blinn.edu/finaid](http://www.blinn.edu/finaid) or contact the Financial Aid Office in Brenham at (979) 830-4144; or the Bryan Campus at (979) 209-7230.

### How to Apply

To apply for federal, state, or institutional funding, students must complete the Free Application for Federal Student Aid (FAFSA) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The Blinn College Federal School Code is 003549. Students and parents are encouraged to use the IRS Data Retrieval Process when completing the FAFSA. The Data Retrieval Process allows the applicant to view and transfer IRS tax return data directly from the IRS website into the appropriate fields on the FAFSA. Using the Data Retrieval Process may help students avoid having to submit additional documents to the financial aid office.

Most, but not all, programs require a student to demonstrate financial need. Awards may include grants, work-study jobs and student loans. Students with demonstrated need are always considered for gift aid first, then student loans. Students may accept or decline all or any part of their award offer. Students who have been enrolled at other postsecondary institutions must supply the Blinn Admissions Office with an academic transcript from each of those institutions (even if no aid was received).

To receive the maximum consideration for limited financial aid resources, students must submit the FAFSA and all required materials by June 3, 2013 prior to the beginning of the Academic year or by October 11, 2013 for the Spring semester. Summer awards are for continuing Blinn students who notify the office of their intent to attend summer school by April 18, 2014. Please visit our website at [www.blinn.edu/finaid](http://www.blinn.edu/finaid) for more details on all the financial aid programs available at the Blinn College.

### Establishing and Maintaining Eligibility

In addition to establishing financial eligibility the student must be enrolled, or accepted for enrollment, as a "regular student" in an eligible program of study and must maintain satisfactory academic progress. A "regular student" is one who has graduated from high school, has a GED, or has completed a secondary school education school under State law. A student in an "eligible program of study" is one who is seeking a degree or certificate at Blinn College and is enrolled in courses leading to that goal.

Summer Transient students are not eligible for aid. Students who are co-enrolled at Blinn and another college may not be eligible to receive aid. Recipients are expected to enroll and attend as at least half-time students.

### Disbursement of Aid

Each semester, financial aid disbursement begins no earlier than the 12th day of classes, or "day of record". Students who have satisfied all application and disbursement requirements and met the conditions of the award at least two weeks prior to the beginning of registration, will have financial aid automatically credited to their student account as payment.

All students who have accepted a loan must complete entrance counseling and Master Promissory Note requirements before loan funds will be requested. Student loan funds for first time freshman borrowers cannot be released until 30 days after classes begin.

If the student has financial aid remaining after all charges are fully paid, an institutional refund will be issued to the student. Financial aid funds must be used for education related expenses. Students whose financial aid credit is not sufficient to cover charges must be prepared to pay the difference.

Students who withdraw from school prior to receipt of aid funds will not receive those funds. Any indebtedness they incur from registration will be the student's responsibility.

### Revisions and Cancellations of Aid

Blinn College reserves the right to review, revise, or cancel all financial aid at any time due to changes in the student's financial and/or academic status or failure to comply with federal or state laws and regulations, including financial verification, audit procedures, and institutional policies. In addition, all financial aid is subject to revision based on the funds received by the College from the federal or state government and any changes to federal or state laws, regulations, or policies.

If the student registers for classes on financial aid credit and the student reduces the number of enrolled hours, financial aid will be adjusted to reflect semester registration. If the reduced enrollment results in less eligibility for aid, the student will be responsible for any charges due.

### Satisfactory Academic Progress (SAP)

Federal regulations require Blinn College to implement Satisfactory Academic Progress (SAP) policies to ensure that students receiving federal student aid are making adequate progress toward completing their degree programs. Satisfactory Academic Progress will be monitored for all periods of enrollment whether or not you have received financial aid. The satisfactory academic progress policy applies to all Federal, State and institutional aid, including Federal and State loan programs. Private loans that require school certification may also be subject to SAP policies.

Blinn's financial aid SAP policies are similar, but not identical, to the College's Academic Standing policies. Students should review both sets of policies and ask for clarification as needed. Questions about financial aid SAP policies should be directed to the Financial Aid Office; questions about the College's Academic Standing policies should be directed to the Registrar's office.

### Measurements of Satisfactory Academic Progress (SAP)

Blinn measures your academic performance based on three standards: grade point average (GPA), pace and maximum time. See below for a detailed description.

### Minimum Satisfactory Academic Progress (SAP) Standards

CUMULATIVE GPA	CUMULATIVE Pace of Completion (Hrs Completed/Hrs Attempted)	Total Attempted Hours (Including Transfer Credits)
Minimum 2.00	67%	96

**1. Grade Point Average:** Students must maintain a cumulative grade point average of 2.0 (equivalent to C average) on a 4.0 scale.

A	4.0
B	3.0
C	2.0
D	1.0
F	0.0

**Special Note:** Hours earned in repeated courses count only once in calculating GPA and the highest grade is used. An "F" will only be replaced by a passing grade. A "W" or "Q" will not replace an "F" or higher. An "F" will replace a "W" or "Q.". Incomplete (I) and "QF" are treated as an "F."



**2. Pace of Completion:** Students must successfully complete 67% their overall attempted hours to stay on pace to complete their degree. The following formula is used to determine a student's Pace:  
 (# of credits earned at Blinn + Transfer hours accepted by Blinn)

(# of credits attempted at Blinn + Transfer hours accepted by Blinn) Attempted credits include:

- o Earned credits - Passed (A through D-), Pass (P)
- o Withdrawal (W)
- o Drops (Q) (QF)
- o Failures - Failed (F), Not Passing (NP)
- o Incomplete (I)
- o Developmental courses
- o Repeated courses - both attempts
- o All accepted transfer credits

**3. Maximum Timeframe:** In addition to the above GPA and Pace requirements, all students must complete their programs of study by attempting no more than 150% of the hours normally required for completion. For example, an associate's degree from Blinn is normally completed with 64 credit hours; financial aid eligibility will be suspended once a student has attempted 96 credit hours or more. All attempted credits are counted toward the maximum timeframe.

Consideration of eligibility includes all terms of enrollment, whether or not a student received financial aid during those terms.

#### Evaluation of Satisfactory Academic Progress

Blinn College calculates SAP annually at the end of the spring semester. Reviews will occur once grades are published in the College's system. If the student meets all three of the conditions listed above, they remain eligible to receive federal student aid funds until the next evaluation period.

#### Financial Aid Suspension

If a student fails to meet the minimum SAP standards, they will be placed on Financial Aid Suspension and will not be eligible to receive financial aid. Students may appeal their financial aid suspension by submitting a SAP appeal. Students who have been academically suspended but who are subsequently given permission to re-enroll are not automatically eligible to continue to participate in federal, state, or institutional aid programs. Admissions decisions are separate from funding decisions.

#### Students with an Associate's Degree and/or Bachelor's Degree:

Students who have earned an Associate's Degree and/or Bachelor's Degree and continue enrollment at Blinn College are not making satisfactory academic progress and will be placed on financial aid suspension. A suspended student may submit a SAP appeal to the Financial Aid Office. Students must be degree seeking at Blinn College and have their chosen major and degree already declared prior to submitting their Appeal.

#### First-time freshman students:

First-time freshman students are meeting the satisfactory academic progress (SAP) requirements as long as they have:

- o Been accepted as a regular student in an eligible program. A regular student is defined as someone enrolled in an eligible institution for the purpose of obtaining a degree or certificate offered by the institution.
- o A high school diploma or a recognized equivalent of a high school diploma, typically a general education development (GED) certificate. Students who have been homeschooled are reviewed on a case by case

basis. Blinn College reserves the right to deny financial aid to any student who does not have a high school diploma or GED from a recognized and accredited institution.

#### Notification of SAP standing

Students are notified through the myBlinn portal of their SAP status. Students who are not meeting the SAP standards are told what aspect of their academic history caused them not to meet SAP standards. E-mails are sent to the student's Blinn Buc e-mail account.

#### Appeal Process

Students are allowed to appeal their financial aid suspension once a year. Students may submit a Satisfactory Academic Progress (SAP) Appeal Form. The appeal may not be based upon your need for the assistance OR your lack of knowledge that your assistance was in jeopardy. It is the student's responsibility to provide 3rd party documentation showing that their failure to meet the SAP standards was caused by something outside of their appeal. Examples of possible situations include documented serious illness, severe injury, or death of a family member.

#### Appeal Approval Conditions

Appeals are reviewed on a case by case basis. Each student's prior academic history, letter, and 3rd party documentation are reviewed. Students who are denied may submit a Review of Denied Appeal by contacting the Financial Aid Office. A Review of Denied Appeal can only be submitted if an additional situation arose or additional documentation was unavailable when the first appeal was submitted.

If a student's appeal is approved they are placed on tougher academic standards and will be expected to maintain those stricter standards until they are meeting SAP, graduate, or no longer attend Blinn. If a student fails to meet the conditions of their appeal their aid will be denied for the remainder of the academic year (Fall/Spring/Summer). Students who are denied will not be able to appeal again until the beginning of the new academic year (Fall).

#### Financial Aid Appeal Decisions

Students whose appeals are approved will receive aid on a conditional basis. Students will be placed on a strict semester-by-semester contract (academic plan) with the Financial Aid Office. Failure to meet any section of the contract will jeopardize future Financial Aid eligibility.

If the student does not have grounds to appeal, or the appeal is denied, the student may submit additional documentation or request a Review of Denied Appeal. The decision on the Review of Denied Appeal is **final** and cannot be appealed.

Students awaiting a decision on their financial aid appeal are responsible for paying their tuition fees by the payment deadline to avoid being dropped from classes or to avoid late fees.

#### Regaining Eligibility for Financial Aid

To regain financial aid eligibility after Financial Aid Suspension, or denial of a SAP appeal, a student must meet all of the following:

- o Complete at least 100% of the attempted cumulative hours;
- o Not exceed the maximum time frame;
- o Achieve the required 2.0 cumulative GPA;
- o Enroll in 6 or more hours. All hours enrolled will be reviewed, or
- o Students who were on appeal and did not meet

conditions must meet overall SAP in order to regain eligibility within the same academic year.

[www.blinn.edu/finaid/vets.htm](http://www.blinn.edu/finaid/vets.htm).

### Withdrawal

For any student receiving Federal Title IV Funds that officially or unofficially withdraws or fails to earn a passing grade in all courses, federal regulations require a refund calculation to be performed. The calculation of the return of these funds may result in the student owing a balance to the college. In addition, any future aid will be canceled.

Withdrawing from classes will impact the student's Satisfactory Academic Progress and may cause the student to be ineligible for future financial aid. All students should contact the financial aid office prior to withdrawing.

### Vocational Rehabilitation Aid

The Texas Rehabilitation Commission offers assistance for tuition and required fees to eligible students in Texas colleges and universities. Eligibility for such assistance is based on permanent disabilities. Applications should be made to the Texas Rehabilitation Commission, 1002 W. Main, Brenham, Texas 77833.

### Veterans Educational Benefits

The Office of Veterans Affairs, housed in the financial aid office, provides assistance and information to veterans and dependents of veterans. Students may review information and steps to apply for and receive VA and Hazlewood benefits by going to <http://www.blinn.edu/veterans/index.html>. Students or parents may also speak with a Financial Aid Advisor by calling (979) 209-7230 or (979) 830-4144 or emailing [veteran.services@blinn.edu](mailto:veteran.services@blinn.edu).

Certification requests must be made by the veteran or their eligible dependents each semester so that The Office of Veterans Affairs can certify enrollment to the Veteran Administration, (VA). All students are responsible for paying all tuition and fee charges that are not paid directly to Blinn College under chapter 33 (post 9/11) or Chapter 31 (Vocational Rehabilitation) benefits. Payment for tuition and fees will be due at the time of registration unless a payment plans or satisfactory arrangements have been made. The fees may include but are not limited to parking, books, late registration, class change fees, housing and meal plans. It is the responsibility of the veteran or veteran's eligible dependent to contact the Office of Veterans Affairs concerning enrollment certification or any change in enrollment status.

### Requirements for Certifications

The veteran or veteran's eligible dependent must submit the following to the Office of Veteran's Affairs prior to enrollment certification.

1. Copy of DD-214 member 4 copy or DD-2384 (Notice of Basic Eligibility). These are the separation papers for Prior Active Duty and Reservist/National Guardsmen respectively.
2. Transcript of any previous college course work from each institution attended (if applicable).
3. Appropriate THEA or Assessment Test scores to document any eligible Development courses being certified (if applicable).
4. Certificate of Eligibility from the Department of Veteran's Affairs indicating proof that veteran or dependent is eligible to receive educational benefits. This can be obtained by applying for benefits at [www.gibill.va.gov](http://www.gibill.va.gov).
5. Appropriate Blinn College packet for veterans or dependents obtained from

### Educational Objectives

The veteran or their eligible dependent must choose an associate degree or certification program and must decide on a major within the associate degree plan after completing thirty-two, (32), semester hours. The VA will compute benefits based only on those courses required for the selected course of study. Courses taken at other institutions must be evaluated prior to enrollment certification from Blinn College. The VA will only permit payment for courses that have been taken and passed with a "D" or better at a previous institution.

In order to qualify for maximum educational benefits, the veteran or veteran's eligible dependent must enroll in a minimum of twelve (12) semester hours in a long semester or four (4) hours in a short semester.

A veteran or veteran's eligible dependent must notify the Office of Veterans' Affairs before changing their course of study. The veteran or veteran's eligible dependent must also notify the VA of a change of program or place of training.

### Standards of Academic Progress

Students utilizing any VA educational benefits must maintain a minimum cumulative 2.0 GPA. Under the guidelines of the Veterans Administration, the Veteran Services Office at Blinn College monitors and notifies VA any time a student, utilizing VA educational benefits, is not maintaining a cumulative GPA of a 2.0 or better. Students should refer to Blinn College's Academic Good Standing and Scholastic Probation or Suspension rules in the Admissions and Records section of the catalog for academic requirements and consequences.

Veterans who transfer from another institution without the required 2.00 G.P.A., must visit the Coordinator of Veterans Affairs to determine if they are eligible for certification. Veterans who are placed on scholastic suspension will not be certified again until they receive written approval from the VA. Additional information can be found in this catalog under the heading Scholastic Probation. Recipients must notify the Veteran Services Office and the VA when dropping a class. A veteran or veteran's eligible dependent who drops a class or classes during the semester may expect to receive an overpayment statement from the VA requiring the veteran to repay that portion of the benefits received.

### Hazelwood Act

The Hazelwood Act, (Article 2654B-1), aids Texas veterans who have exhausted all of their VA educational benefits. A legal resident of Texas is exempt from all tuition and fees, excluding student services fees, if they meet certain criteria. Please contact the Office of Veterans Affairs to find out if you qualify.

**PROBLEM SOLVERS - BRENHAM CAMPUS**

<b>Who do I talk to if I need assistance with</b>	<b>Office</b>	<b>Building</b>	<b>All Area Codes (979)</b>
Address Changes	Enrollment Services	Administration	830-4800
Appeal Academic Suspension	Admissions and Records	Administration	830-4140
Appeal Financial Aid Suspension	Financial Aid	Administration	830-4144
Blinn Bucs Card (Higher One)	Enrollment Services	Administration	830-4800
Bookstore (buy books/supplies)		Student Center	830-4183
Bookstore Vouchers	Business Office	Administration	830-4067
myBlinn Questions	Enrollment Services	Administration	830-4800
Bryan Campus Questions	Enrollment Services	Bryan	209-7240
Career Information	Academic Advising/Counseling	Administration	830-4196
Check Cashing	Enrollment Services	Administration	830-4800
Clubs/Organizations	Student Leadership/Activities	Student Center	830-4180
College Catalog	Enrollment Services	Administration	830-4800
Distance Learning	Distance Learning Support	Bookstore Bldg.	209-7298
Drop a Class	Enrollment Services	Administration	830-4800
Faxes (Send or Receive)	Student Leadership/Activities	Student Center	830-4180
Financial Aid Advising	Financial Aid	Administration	830-4144
Fines and Fees	Enrollment Services	Administration	830-4800
Game Room	Student Leadership/Activities	Student Center	830-4180
GED Testing	Counseling/Advising	Administration	830-4196
Grade Appeal	Instructor		
Grades/Academic Records	Admissions and Records	Administration	830-4140
Graduation Information	Admissions and Records	Administration	830-4174
Health Clinic	Carol Caddell	Health Clinic	830-4005
Housing Questions	Housing Office	Administration	830-4461
I.D. Card	Enrollment Services	Administration	830-4800
Instructor (Complaint against)	Division Chair	Old Main	830-4130
International Students	Student Services	Administration	830-4150
Intramurals	Athletic Department	Physical Ed	830-4170
Jobs Off-Campus	<a href="http://www.collegecentral.com/blinncollege/">http://www.collegecentral.com/blinncollege/</a>		
Jobs On-Campus	<a href="https://employment.blinn.edu">https://employment.blinn.edu</a>		
Lost and Found	Student Leadership/Activities	Student Center	830-4180
Meal Plans	Enrollment Services	Administration	830-4800
Parking Permits	Enrollment Services	Administration	830-4800
Parking Tickets	Enrollment Services	Administration	830-4800
Payments (Fines, Tuition/Fees)	Enrollment Services	Administration	830-4800
Police	Blinn Police Department	Student Center	830-4100
Refunds	Business Office	Administration	830-4067
Register on Campus	Enrollment Services	Administration	830-4800
Register over the Internet	<a href="https://my.blinn.edu/cp/home/displaylogin">https://my.blinn.edu/cp/home/displaylogin</a>		
Registration for more than 5 classes	Academic Affairs Office	Old Main	830-4130
Scholarship Applications	<a href="http://www.blinn.edu/finaid/scholar.htm">http://www.blinn.edu/finaid/scholar.htm</a>		
Scholarships	Financial Aid	Administration	830-4144
Sports (Men and Women)	Athletic Department	Physical Ed	830-4170
Student Leadership and Activities	Student Leadership/Activities	Student Center	830-4180
Student Government	Student Leadership/Activities	Student Center	830-4180
Technical & Workforce Education	<a href="http://www.blinn.edu/twe/index_bren.html">http://www.blinn.edu/twe/index_bren.html</a>		
Technical Advising	Counseling/Advising	Administration	830-4196
Texas Success Initiative (TSI)	TSI Coordinator	Administration	830-4104
Transcript Requests	<a href="http://www.blinn.edu/admissions/transcripts.html">http://www.blinn.edu/admissions/transcripts.html</a>		
Tutoring (Free)	Learning Center	Academic	830-4442
Veteran's Benefits	Veteran Services Office	Administration	209-7203
Withdraw from School	Enrollment Services	Administration	830-4800



## Scholarships

A large number of endowed scholarships are available to Blinn students. For additional information including the online application, please visit [www.blinn.edu/financial/scholar](http://www.blinn.edu/financial/scholar), or call the Blinn College Foundation at (979) 830-4159.

**Unless otherwise stated, these scholarships are given to full-time Blinn students who have completed one semester at Blinn College, have maintained a minimum cumulative GPA of 2.0, and have met the requirements of the specific scholarship.**

**Alpha Beta Alumni Scholarship:** This scholarship is sponsored by the Phi Theta Kappa community-based alumni chapter, Alpha Beta of Texas. Established in 1992, this scholarship is awarded to an outstanding sophomore member of Beta Alpha who has exhibited superior academic and leadership skills as a freshman student.

**Alumni Lettermen/Dr. James H. Atkinson Scholarship:** Established in 2000 in honor of Dr. James H. Atkinson, the former football coach, director of athletics, dean and President of Blinn College, by the Buccaneer Alumni Lettermen Association, Inc. in recognition of his many contributions to Buccaneer Athletics. The scholarship recipient will be a deserving sophomore student-athlete.

**Agnes Karlik Anderson Associate Degree Nursing Scholarship:** Agnes “Andy” Karlik Anderson, R.N. was a 1942 graduate of The Providence Hospital School of Nursing in Waco, Texas. The career she loved as a registered nurse spanned 48 years in Brenham. In 1956, she joined the Brenham Clinic as the first nurse working with W.F. Hasskarl, Sr., M.D., Thomas H. Giddings, M.D., W.F. Hasskarl, Jr., M.D. and Joel H. Johnson, M.D. As the clinic grew, she served as the director of nursing. The Anderson family in 2010 wanted her love and legacy in nursing to continue by establishing this scholarship in her memory. This scholarship will be awarded to a deserving student in the Associate Degree Nursing program.

**Agnes “Andy” Anderson Scholarship:** Established in 1997 by Agnes “Andy” Anderson, R.N., and her family. Mrs. Anderson believes in the associate degree nursing program and wishes to help deserving students pursue that goal. This scholarship will be awarded to a deserving Washington County student in the associate degree nursing program.

**Clinton G. Anderson Scholarship:** Established in 1995 by Mr. Anderson, this scholarship is awarded without regard to major. Mr. Anderson graduated from Blinn College in 1936 and had a distinguished career as a Broadway actor.

**Elton B. Anderson Memorial Scholarship:** Established in 1997 in memory of Elton B. Anderson by his wife, Agnes, and family. Mr. Anderson, a man of integrity, strength, and generosity, gave unselfishly of his time to others. This scholarship will be awarded to a deserving Washington County student without regard to major.

**Billye Jean and Arleigh Appel Scholarship:** Established in 2003 by Billye Jean and Arleigh Appel, this scholarship is offered to a deserving student without regard to major. Mr. and Mrs. Appel both attended Blinn College, and Mrs. Appel graduated in the class of 1943.

**Caroline and Robert C. Appel Scholarship:** Established in 1988 in memory of Caroline and Robert C. Appel by their children Arleigh Appel, Robert Appel, Jr. and Mrs. Elwood Jaeger. This scholarship will be given to deserving students from Washington or Lee counties without regard to major.

**Mary Lou and Robert Appel, Jr. Scholarship:** Established in 1996 by Mr. and Mrs. Robert Appel, this scholarship is given to deserving students from Texas without regard to major. The Appels are lifelong residents of Washington County where Mr. Appel is an active businessman, civic leader and former mayor of Brenham.

**Oleis H. Arlitt Memorial Scholarship:** Established in 2005 by Jack W. Arlitt in memory of his late wife, Oleis Heineke Arlitt, this scholarship will be awarded to a deserving student without regard to major. Mrs. Arlitt, a Blinn graduate, and her family have long been affiliated with Blinn College. Her mother, Ruby Heineke, was a 1919 graduate of Blinn; and her father, Dr. Gus Heineke, served on the college's Board of Trustees (1947-1953). Marie Heineke Memorial Gymnasium on the Brenham campus is named for her grandmother. In 1999, Mrs. Arlitt and her husband established the Dr. and Mrs. Gus Heineke Memorial Scholarship.

**Ashorn Brothers Scholarship:** Established in 1998 by J.K. and Lillian Ashorn Wilhelm and family in honor of Herbert, Edmund and Walter Ashorn. This scholarship is awarded to deserving students with financial need and without regard to major.

**Eva Beazley Atkinson Memorial Scholarship:** This scholarship is given annually to a deserving Blinn College student majoring in chemistry or mathematics. It was established in 1986 in memory of Eva Beazley Atkinson, former Dean of Women and Chairperson of the Blinn College Division of Natural Science.

**President Emeritus James H. Atkinson Scholarship:** Established in 1993 in honor of Dr. James H. Atkinson, it is given to a deserving student who shows special talents for leadership and integrity.

**Katherine Smith Atkinson Memorial Scholarship:** This scholarship is given to deserving students majoring in English or journalism. It was established in 1971 in memory of Katherine Smith Atkinson, a Brenham civic leader.

**Nancy Sheppard Atkinson Scholarship:** Established in 1993 in honor of Nancy Sheppard Atkinson by her husband, former Blinn College President Dr. James H. Atkinson, this scholarship is awarded to an American History or English major with at least a 3.5 overall grade point average. Mrs. Atkinson is a former member of the Blinn College English faculty and an active volunteer in the Brenham community.

**Auggie Darr Babbitt Physical Therapy Assistant Scholarship:** Established in 2012 by family and friends in honor of Auggie Babbitt who provided many years of service and dedication to the physical therapy profession and her community. Auggie pioneered and was instrumental in the establishment of the Blinn College PTA Program and in achieving initial accreditation. Throughout the years, Auggie devoted herself to transferring invaluable physical therapy knowledge from the classroom to the clinical setting in order to improve the quality of

patient care, and volunteered countless hours to assist students in preparing for the state licensure exam. The scholarship will be awarded to a second year exemplary student in the PTA program who demonstrates financial need.

**Inez Berger Memorial Real Estate Scholarship:**

This scholarship was established in 2000 by the Bryan/College Station Association of Realtors and friends of Ms. Berger. Ms. Berger was very active with the real estate industry in the Bryan/College Station area. Preference will be given to students who plan on working in real estate or a related field in the Bryan/College Station area.

**Blinn College Alumni & Friends Association Scholarship:**

Established in 1995 by the then Blinn College Ex-Students Association, this scholarship was made possible by monies from membership fees and donations from former students. This scholarship is awarded to an outstanding full-time sophomore student who participates in extracurricular activities and exhibits superior leadership and academic skills.

**Blinn College Foundation Scholarship (Brenham):**

Established in 2003 by the Blinn College Foundation with donations designated for scholarships to students attending classes on the Brenham Campus. This scholarship will be awarded to a deserving student selected by the scholarship committee.

**Blinn College Foundation Scholarship (Bryan):** Established in 2003 by the Blinn College Foundation with donations designated for scholarships to students attending classes on the Bryan Campus. This scholarship will be awarded to a deserving student selected by the scholarship committee.

**Blinn College Jaster-Krause Trust:** Established in 2007 by her Last Will and Testament, Gladys Krause bequeathed a portion of her estate to Blinn College to be placed in a trust and utilized for scholarships. Mrs. Krause contributed to the successful lives of many students through her years as librarian at Brenham Middle School. The Board of Trustees of Blinn College shall determine who will be eligible for this scholarship which shall be based on financial need and demonstrated academic ability.

**Blinn College Professional Association (Brenham)**

**Scholarship:** Established in 1996 by the Blinn College Professional Association in Brenham, this scholarship is awarded to a returning full-time sophomore on the Brenham campus who maintains a grade point average of 3.25 or above and has participated in extracurricular activities.

**Blue Bell Creameries/E.F. Kruse Memorial Scholarship:**

Established in 1987 by Blue Bell Creameries in memory of E.F. Kruse, a noted Brenham civic and business leader, this scholarship is given to a deserving student majoring in business, mathematics, engineering or natural science.

**Henry and Ethel Boehm, Sr. Scholarship:** Established in 1986 by Henry and Ethel Boehm, Sr., this scholarship is awarded to a deserving Blinn student from Washington County. Mr. Boehm was a former academic dean of Blinn College.

**Dr. and Mrs. Henry J. Boehm, Jr. Scholarship:** Established in 1997 by Mr. and Mrs. Henry J. Boehm, Sr. in honor of their son and daughter-in-law. Mr. Boehm served for many years as the Dean of the college prior to his retirement.

**Mr. and Mrs. Robert William Boehm Scholarship:**

Established in 1997 by Mr. and Mrs. Henry J. Boehm, Sr. in honor of their son and daughter-in-law. Mr. Boehm served for many years as the Dean of the college prior to his retirement.

**Ben W. Boehnke Memorial Scholarship:** Established in 2012 by the Boehnke Family. "Coach Ben" as he was referred to by his students, began his career at Blinn College in 1963 as assistant Football Coach and head Track Coach. He became head football coach in 1972 and led the football program to its first undefeated football season in Blinn College history and a Wool Bowl victory that same year. He was named National Junior College Coach of the Year in 1972 and was also Texas Sports Writers Association Coach of the Year in 1972 and 1987. In 1998 he was inducted into the NJCAA Football Hall of Fame. This scholarship will be awarded to a student Football or Track Athlete.

**Sue Boehnke Scholarship:** Established in 1993 by Sue and Ben Boehnke. Mrs. Boehnke organized Blinn College's first drill team and was its director for 20 years. This scholarship will be awarded to a member of the drill team.

**Henry and Martha Boenker and Esther Boenker Scholarship:**

Established in 2006 by Mrs. Lee Bernice Leissner in honor and memory of her sister Esther Boenker. Their mother managed the Blinn College Bookstore for many years. This scholarship will be awarded to students interested in agriculture or agriculture business.

**The Wilburn "Bill" Bohne Scholarship:** This scholarship was established in 2011 by Wilburn Bohne through his estate. This scholarship will be awarded to a deserving student attending the Blinn College Brenham Campus majoring in Math, Engineering, or Science. Preference will be given to entering freshman. Recipients must be a Washington County resident, must maintain a minimum 2.0 GPA and demonstrate financial need. Mr. Bohne was a strong advocate of education.

**The Wilburn "Bill" Bohne Technical Education Scholarship:**

This scholarship was established in 2011 by Wilburn Bohne through his estate. This scholarship will be awarded to a deserving student enrolled in Technical Education on the Brenham Campus. Students must be a Washington County resident with a high school diploma or GED. Mr. Bohne was a strong advocate of education.

**Brazos County Go-Texan Scholarship:** Established in 1995, this scholarship is awarded to a deserving first-year student from Brazos County who has participated in 4-H and FFA activities and has displayed leadership skills.

**Brenham B.P.O.E. No. 979 Charity Scholarship:** Established in 1992 by the Brenham Elks Lodge, this scholarship is awarded without regard to major.

**Brenham Evening Lions Club Scholarship:** Established in 1994 by the local civic club, this scholarship is awarded to an incoming freshman who is a graduate of Brenham High School and a resident of Washington County. It is a two-year scholarship that will extend to the student's sophomore year provided he/she remains a full-time student in good academic standing.

**Brenham Noon Lions Club Scholarship:** Established in 2001 by the local civic club, this scholarship is awarded to an incoming freshman with financial need who is a graduate of Brenham High School.

**Brenham Rotary Club Scholarship:** Established in 1999 by the largest civic organization in Brenham. The Brenham Rotary Club is a member of the world's first and largest service club, an organization of business and professional leaders united worldwide that provides humanitarian service, promotes high ethical standards in all vocations and helps build good will and peace in the world. This scholarship is open to sophomore students at Blinn, but with first preference given to Washington County residents.

**Brenham University Women's Scholarships:** Established two scholarships in 1994 and in 2003 to be awarded to Brenham High School girls attending Blinn College the fall semester after high school graduation. The selection of a recipient is based on academic standing and participation in school and community activities.

**Travis and Lucille Broesche Scholarship:** This scholarship was established in 1995 by Travis Charles Broesche, a Houston attorney, in honor of his parents Travis and Lucille Broesche of Brenham. The Broesches are alumni of Blinn College. Mr. Broesche is a noted architect and designed two of the Brenham campus buildings. This scholarship will be awarded to a full-time student on the Brenham campus without regard to major.

**Brown Family Scholarship:** Established in 1990 by Mrs. Edwina Day Hallstein in honor of the L.D. and Fannie Brown Family and Beatrice Brown Bouldin. This family has contributed much to the education of minority students and to the civic improvement of Brenham.

**Raymond G. Bryant Scholarship:** Established in 1986 by Mr. and Mrs. Raymond G. Bryant, this scholarship is awarded to students interested in engineering, mathematics or science. Need for financial assistance is a basic requirement. Mr. Bryant is a graduate of Blinn College and was formerly the Director of Engineering for Freeport Mineral Company.

**Porscha Rae Buck Scholarship:** Established in 2000 in memory of James Brewer by Mildred Brewer, his widow, and Karen Buck, his daughter, this scholarship is available only for students majoring in an Applied Sciences Education program. It is open to both certificate and degree seeking Applied Sciences students and is established as an incentive to those who have experienced unusual academic obstacles such as a learning disability, but have triumphed to become successful students.

**Bob Bullock Scholarship:** Established in 1994 by friends and supporters of Texas Lt. Gov. Bob Bullock in recognition of his work to improve higher education in the State of Texas, this scholarship is awarded to a business or computer science major.

**Susan Burkhart Memorial Scholarship:** Established in 1991 by the family and friends of Susan Burkhart to provide financial assistance to Blinn College students majoring in mathematics or mathematics education.

**Burleson County Go-Texan Committee Scholarship:** Established in 1993, this scholarship is awarded to a student from Burleson County.

**Waldo F. Burt Memorial Scholarship:** Established in 1996 in memory of Waldo F. Burt by his family and friends. Mr. Burt served as an instructor of business and as Registrar at Blinn College prior to his retirement. This scholarship is awarded to a deserving student majoring in education.

**Burton Lions/Sid B. Stevenson Memorial Scholarship:** Established in 1996 by the Burton Lions Club in memory of noted civic leader and educator Sid B. Stevenson, a charter member of the Burton Lions Club. Mr. Stevenson taught at Blinn College and served as Superintendent of the Burton Independent School District. This scholarship is awarded on the recommendation of the Superintendent of Burton I.S.D. to a student from Burton High School based on academic achievement, leadership ability, character and integrity.

**Cantey Family Scholarship:** Established in 1998 on behalf of the Cantey family, and in memory of Craig C. Cantey, Jr., to encourage the attainment of advanced education and the development of leadership of deserving individuals. This scholarship is awarded without regard to major or financial need.

**William Kenneth Carnes Scholarship:** Established in 1995 by the Brenham Citizens Police Academy Alumni Association and supporters to honor William Kenneth Carnes, former City of Brenham police chief and teacher of law enforcement classes at Blinn College. This scholarship is awarded to a deserving student majoring in criminal justice/law enforcement with preference given to freshmen graduates of Brenham and Burton High Schools.

**J.B. Carrington Scholarship:** Established in 1991 in honor of the many contributions Mr. J.B. Carrington has made to students and Blinn College. This scholarship has been established by his friends and colleagues to support the education of students attending the Bryan Campus of Blinn College.

**Margaret Chesley Memorial Scholarship:** Established in 1996 by the Josephine C. Zeiske Estate, Elroy Kiecke, trustee, in honor of her mother, Margaret Chesley. Preference will be given to students from Bellville High School with good academic records.

**Doyle Coatney Scholarship:** Established in 1993 by Doyle Coatney, this scholarship is specifically for graduates of Montgomery High School, Montgomery, Texas. The scholarship recipient is selected by Montgomery High School and goes to a student who has exhibited athletic, entrepreneurial and leadership skills. The need for financial assistance is a basic requirement. Mr. Coatney is a successful businessman who is a graduate of Montgomery High School and Blinn College. While at Blinn College, Mr. Coatney was a member of the football, basketball, baseball and track teams.

**Joseph B. Collerain, Sr. Scholarship:** Established in 2006 by Joseph B. Collerain and his family to honor Mr. Collerain's late wife who was a nurse. A daughter, Mary Alfred, worked for Blinn in the English department. This scholarship will be awarded to deserving students in the Associate Degree Nursing program.

**Robert David Commander Memorial Scholarship:** Established in 1996 in memory of Robert David Commander by his brother, Dr. Allen Commander of Brenham, and his sister, Mrs. Charles Stanley of Conroe. It is awarded to a full-time student without regard to major.



**Charles and Grace Crawford Scholarship:** This scholarship was established in 2011 by Charles and Grace Crawford. Grace and Charles were engaged in numerous student activities while attending Blinn and are proud graduates. Grace serves on the Blinn College Foundation Board of Directors and both are lifetime members of the Blinn College Ex-Students Association.

**Cutright and Allen Architects Scholarship:** Established in 2006, in appreciation to the College for the opportunity to master plan, renovate, and design facilities for the Brenham, Schulenburg and Sealy campuses. Cutright & Allen offers this scholarship to applicants residing in Fayette County. The scholarship is available to applicants without regard to major.

**C.D. Dallmeyer-Brenham Wholesale Grocery Co., Inc. Memorial Scholarship:** Established in 1999 by Brenham Wholesale Grocery Co., Inc. in memory of Mr. C.D. Dallmeyer. Besides serving as president of Brenham Wholesale Grocery Co., Inc. for a number of years, Mr. Dallmeyer was a Board member of Blinn College and served several terms as its chairman. Mr. Dallmeyer was a former mayor of Brenham and was very active in local and civic affairs. This scholarship is awarded without regard to major.

**Debban-Eaton Nursing Scholarship:** Established in 2003 by the families and friends of Rhonda Debban, nursing instructor at Blinn College, and John Eaton, a nurse at St. Joseph's emergency services department. This scholarship will be available to qualified students who have been accepted into the Blinn ADN program, with preference given to single parents.

**Gerald "Pat" Derrick Athletic Scholarship:** This scholarship was established in 2005 by Pat Derrick through his estate. Mr. Derrick attended Blinn College and was a member of the Buccaneer Football Team. Because he was an active supporter of Blinn College athletics, this scholarship will be awarded to a student athlete, preferably in the football program.

**Oscar and Lillie Meinecke Dietrich Memorial Scholarship:** Established by their family in 2006: Nevi Lee Lauter and the late Bennie Lauter; Raymond and Virginia Dietrich; and Drs. Wilfred and Bobbie Dietrich. Since their mother and father farmed and ranched for 70+ years on the family Century Farm, the family would like for the scholarship to be given to an agriculture major at Blinn College. The student should have a 3.0 average, be involved in community activities, and be active in Blinn College agriculture organizations.

**W.O. and Bobbie Dietrich Scholarship:** Established in 1995 by Drs. Wilfred and Bobbie Dietrich to be awarded to a student majoring in speech, drama or English. The Dietrichs, instructors at Blinn College, are authors and civic leaders in Brenham and Washington County.

**James F. Dillon VFW Post 7104/Melvin H. Reddehase Scholarship:** Established in 1989 by the Brenham Veterans of Foreign Wars James F. Dillon Post in memory of Melvin H. Reddehase, a disabled American veteran who served in the U.S. Army during World War II. This scholarship is awarded to a veteran, or child of a veteran, with preference given to students from Washington County.

**Beatrice Bednar Donisi Memorial Scholarship:** Established in 2013 in memory of Ms. Beatrice Bednar Donisi by her son, John Philip Donisi. Ms. Donisi was a Phi Theta Kappa graduate of Blinn College and a Phi Beta Kappa graduate of the University of Houston. She was very thankful for the opportunities made available to her as a result of the education she received at Blinn College. This scholarship is awarded to deserving first-generation college students exhibiting financial need.

**Leroy and June Dreyer Scholarship:** Established in 1994 by former Blinn College athletes, family and friends to pay tribute to Coach Leroy Dreyer and his wife, June. Coach Dreyer, a former student and athlete at Blinn College, served as coach and athletic director for 36 years. This scholarship is to provide financial assistance to a deserving athlete, trainer or manager without regard to major.

**Ora Lee Edwards Vocational Nursing Scholarship:** Established in 1995 in honor of Mrs. Edwards by friends, ex-students and family members. This scholarship will be awarded to a student enrolled in the Brenham campus Vocational Nursing program. Mrs. Edwards served as director of the Vocational Nursing program at Blinn College prior to her retirement.

**M.H. and Irene Ehlert Memorial Scholarship:** Established in 2007 in memory of M.H. and Hazel Irene Ehlert for their lifelong contributions to the field of education in Washington County. M.H. served as the Washington County school superintendent and Irene taught English at Blinn College. The scholarship was funded by three of their grandsons: Scott Ehlert, Jeffrey Ehlert and Melvin Ehlert, Jr.; and will be awarded to students majoring in education who demonstrate financial need.

**Arthur H. Ehrig and Myrtle Ehrig Scholarship:** Established in 2007, the Last Will and Testament of Myrtle Ehrig directed that the Arthur H. Ehrig and Myrtle Ehrig Scholarships, previously established in 1997, be consolidated into a single scholarship fund named the Arthur H. Ehrig and Myrtle Ehrig Endowed Scholarship and also provided for the addition of significant funds to the scholarship. Following the requirements of the first two, this scholarship will be awarded to students pursuing agricultural related majors and nursing students from Washington, Burleson or surrounding counties.

**Alma Amsler Eversberg and Heber H. Drumm Scholarship:** Established in 1996 in memory of the first woman graduate of Blinn and her son-in-law, by Florence Eversberg Drumm, daughter and wife. Mrs. Eversberg was also the valedictorian of her graduating class at Blinn. Mr. Drumm was a longtime business and civic leader. This scholarship is awarded to a Washington County resident and U.S. citizen without regard to major, who is a full-time student and who, because of family circumstances, may not qualify for federal or state grants or loans.

**Joel and Pam Franke Scholarship:** Established in 2002 by colleagues, friends and former students, this scholarship honors the contributions made to students by Joel and Pam Franke. Joel, a faculty member at Blinn College and Chairman of the Social Sciences Division, is a former sponsor of the Circle K International service organization and the Student Government Association and founded the Blinn College Republicans. Pam, a teacher in the Brenham Independent School District, served many years in the special education department. This scholarship is awarded to a full-time student maintaining a 2.5 GPA or better and majoring in the social sciences.

**N.W. and Norma Freeman Scholarship:** The N.W. and Norma Freeman Scholarship is awarded to a student majoring in business or agriculture. This fund was established in 1972 by N.W. and Norma Freeman. Mr. Freeman was the Chairman of the Board of Tenneco.

**Friends of Blinn College from Fayette County Scholarship:**

This scholarship was established in 2008 by local businessmen, and organizations for the purpose of assisting students from Fayette County with the purchase of textbooks. The student must be an entering freshman attending the Schulenburg campus who demonstrates financial need and is awarded at the discretion of the Campus Director or his/her designee.

**Rosa Lee Fuchs Scholarship:** Established in 2006 in memory of Rosa Lee Fuchs. Ms. Fuchs attended Blinn College and was named Outstanding Alumnus in 2003 by the Blinn College Ex-Students Association. She served as Washington County Treasurer for 41 years and received many awards honoring her service. She was a "special person" and an inspiration to all who met her. This scholarship is awarded to a deserving student without regard to major.

**Milton Gaskamp Memorial/Washington County Go-Texan Committee Scholarship:** Established in 2002, this scholarship is named in honor of the late Milton Gaskamp and the Washington County Go-Texan Committee. Milton was a member of the Washington County Go-Texan Committee and the Houston Livestock Show and Rodeo for 25 years until his death in January of 2001. During those years, he strongly supported the youth of Washington County by working to raise money for scholarships. This scholarship will be given annually to a graduating senior from Brenham or Burton High School who meets the requirements.

**Germania Farm Mutual Insurance Association Scholarship:** Established in 1996 by Germania Farm Mutual Insurance Association. This Brenham based insurance company endowed the scholarship in honor of its 100th anniversary. This scholarship is awarded to a full-time student without regard to major.

**Robert L. Giles/Phi Theta Kappa Scholarship:** Established in 1988 by the alumni and friends of the Blinn College Beta Alpha Chapter of Phi Theta Kappa in memory of its longtime and distinguished sponsor, Robert L. Giles. This scholarship is awarded to a returning sophomore who is a member of the Beta Alpha Chapter and who has exhibited superior academic and leadership skills.

**Graham Masonic Lodge Scholarship:** This scholarship was established in 2012 by the Graham Masonic Lodge, one of the oldest Masonic Lodges in Texas, chartered in 1845 and in keeping with the Masonic commitment to education. This scholarship is open to Washington County residents, without regard to major, and preference will be given to students with a Masonic connection.

**David Keith Griffin Memorial Scholarship:** Established in 1984 in memory of David Keith Griffin, a 1981 graduate of Blinn College, by his parents, Mr. and Mrs. Edwin C. Griffin, this scholarship is awarded to a deserving Blinn student with preference given to students from Burleson County.

**The Edwina Hallstein-Board of Trustees Scholarships:**

These scholarships are offered to students from high schools in the Blinn College service area who do not qualify for the valedictorian or salutatorian scholarship but who are in the top five percent of their class. These scholarships cover the cost of tuition and fees at Blinn College for up to two years.

**Fred J. and Edwina Day Hallstein Memorial Scholarship:**

Established in 1991 by the Board of Trustees of Blinn College in memory of Mrs. Hallstein, a longtime teacher of foreign languages at the college and active civic leader in Brenham. Mrs. Hallstein left a substantial sum of money to the college at the time of her death in 1989. This scholarship is awarded without regard to major.

**Fred Hartman/Brenham Banner-Press Scholarship:**

Established in 1984 by the Brenham Banner-Press and Mr. and Mrs. Charles Moser in honor of Fred Hartman, a noted newspaper publisher and civic leader, this scholarship is awarded to a student planning a career in journalism or communications. Preference will be given to students from Washington County and surrounding areas and to students with superior academic records.

**Katherine Mgebroff Hasskarl Memorial Scholarship:**

Established in 1989 in memory of Mrs. Hasskarl by her family and friends. Mrs. Hasskarl attended the Brenham schools and Blinn College, was a registered nurse and an active and prominent civic leader in Brenham. This scholarship will be given to a student attending the college's Associate Degree Nursing program.

**Dr. and Mrs. Gus Heineke Memorial Scholarship:**

Established in 1999 by Jack and Oleis Arlitt in memory of her parents who were both active participants in civic and business affairs in Brenham. Mrs. Heineke was a graduate of Blinn College in 1919. Dr. Heineke, a local dentist for thirty-five years, served on the Blinn College Board of Trustees for over eleven years, serving as President of the Board for seven years (1947-1953). The Marie Heineke Memorial Gymnasium, formally opened and dedicated in March 1941, was named in memory of Dr. Heineke's mother.

**John E. Hejl-Caldwell High School Scholarship Fund:** This scholarship was established in 2006 by John Hejl to be awarded to Caldwell High School students. Mr. Hejl is a resident of Caldwell and attended Blinn College in the 1950's.

**John E. Hejl-Caldwell High School Technical Scholarship:**

This scholarship was established in 2010 by John Hejl to be awarded to Caldwell High School students in technical education. Mr. Hejl is a resident of Caldwell and attended Blinn College in the 1950's.

**Lawrence H. Hemann Scholarship:** Established in 2004 in honor of Lawrence H. Hemann who was an employee at Blinn College for 36 years where he taught agriculture courses. He was Chairman of the Applied Arts and Sciences Division and also the Director of Transportation. This scholarship is to be given to a sophomore Agriculture or Industrial Arts major with a grade point average of 2.5 or better.



**L.G. Herzog Memorial Scholarship:** Established in 2006 by L.G. Herzog through his estate. Mr. Herzog graduated from Burton High School, Blinn College and attended Sam Houston State Teacher's College. L.G. was a part of the Blinn College Family working in the mailroom for 14 years before his retirement. He was involved in numerous community activities and organizations. L.G. was an active supporter of Blinn College athletics and could usually be found keeping the clock at football or basketball games. This scholarship will be awarded to Brenham campus students without regard to major.

**Kathryn Kyle Hicks Scholarship:** Kathryn was a student in the Blinn College Associate Degree Nursing program. Her family and the Associate Degree Nursing Class of 2000 established this scholarship in her memory in 2003. The scholarship is to provide financial assistance to a deserving student in the registered nursing program with at least a 3.0 overall grade point average.

**Judy and Larry Holt-Still Creek Ranch Endowed Scholarship:** Established in 2007 and created for students who have been residents of Still Creek Ranch's Still Creek Christian School in Bryan, Texas. The scholarship shall pay for all tuition, fees and books for seventy (70) semester hours performed over a time period not to exceed 36 months at Blinn College.

**Walter Henry and Geneva Housley Holle Memorial Scholarship:** Established in 1993 by Pierre and Sarah Holle Roberts of Brenham in memory of her parents Mr. and Mrs. Holle. Mr. Holle, a Brenham native, was a Blinn graduate. He and Mrs. Holle were active participants in the business, civic and church interests of Brenham. The education of the youth was very important to them.

**Myrtle Gebert Isensee Scholarship:** Established in 2009 by Myrtle Gebert Isensee, who was a graduate of Blinn College where she majored in library science. Myrtle married George Isensee, a geophysicist for Mobil Corporation and, during their 25 years of marriage, they lived in 20 locations in the United States and Canada. After her husband's death, Myrtle moved back to Schulenburg and gave her time to the Schulenburg Public Library for 25 years. She was a member of the Literary Guild and was named Citizen of the Year in 1989. This scholarship will be awarded to a student attending the Schulenburg campus without regard to major.

**Eugene Janner Memorial Scholarship:** Established in 1998 in memory of Eugene Janner by his family and friends. Mr. Janner was a teacher at the Brenham schools and at Blinn College where he also served as chairman of the business and computer science department. This scholarship is awarded to a full-time student with preference given to accounting or business majors, and has at least a 3.0 grade point average or better.

**Jones and Carter, Inc. - Pledger, Kalkomey, Inc. Engineering Scholarship:** Established in 2008 by Jones and Carter, Inc. and Pledger and Kalkomey, Inc. to promote academic excellence, character, and leadership development in the field of engineering. This scholarship will be awarded to a student majoring in engineering.

**Atwood C. Kenjura Scholarship:** Established in 1998 by Marilyn Kenjura in honor of her husband, Atwood C. Kenjura, who has served on the Blinn College Board of Trustees since 1976. A graduate of Blinn, Mr. Kenjura is a prominent Brenham pharmacist, businessman and civic leader.

**Alice Kowles Scholarship:** Established in 2009 by Alice Kolwes through her Estate in memory of the H.F. Kowles Family, H.F. Kolwes, Alice Kowles and Diane Kowles. This scholarship will be awarded to a deserving student enrolled at the Brenham campus or a Washington County resident enrolled at any Blinn campus without regard to major.

**Steven Krolczyk Memorial Scholarship:** Established in 1995 in memory of Steven Krolczyk, a Blinn graduate, by his family and friends. Preference will be given to students from Washington and surrounding counties with a need for financial assistance. This scholarship is awarded without regard to major.

**Bertha Quebe Kruse Scholarship:** Established in 1993 by Bertha Quebe Kruse, this scholarship is awarded without regard to major to a Texas resident and U.S. citizen attending the Brenham campus as a regularly enrolled student carrying a full-time academic class load.

**Ed F. Kruse Scholarship:** Established in 1990 by key management employees of Blue Bell Creameries in Brenham to honor Mr. Kruse who serves as that company's Chairman of the Board and Chief Executive Officer. This scholarship is awarded to a returning sophomore with a 3.0 or better grade point average without regard to major.

**Ed and Evelyn Kruse Scholarship:** Established in 2006 by Ed and Evelyn Kruse to demonstrate their love of education. Having educators in their family, they recognize the influence teachers have. This scholarship is their way of saying thank you to those who teach our youth.

**Howard W. Kruse Scholarship:** Established in 1993 by employees of Blue Bell Creameries in honor of Howard W. Kruse who serves as that company's Chief Executive Officer and President, this scholarship is awarded to a full-time returning sophomore with a 3.0 grade point average or better and majoring in business or agriculture.

**Dan Kubiak Memorial Scholarship:** Established in 1998 in memory of Representative Dan Kubiak, a dedicated public servant. A former athlete and graduate of Blinn College, he was a strong advocate of higher education in the Texas Legislature. This scholarship will be awarded without regard to major to a full-time student with a 3.0 or better GPA who is involved in student activities.

**L.J. and Norma Lacina Family Scholarship:** Established in 1999 in honor of Mr. and Mrs. Lacina by their children and their families: L.J., Jr. and Carey Lacina; Dr. Lorna and Russell Gifford; and Tim Lacina. This scholarship will be awarded to deserving students who have shown community service through youth organizations such as religious groups, Boy Scouts and Girl Scouts.

**Wadene Lampe Academic Scholarship:** This scholarship was established in 2010 by Wadene Lampe through her Estate. Her husband attended Blinn College and her daughter taught English at Blinn College from 1982 to 2008. This scholarship will be awarded to a deserving academic student enrolled at the Bryan Campus without regard to major.

**Dr. Marilyn R. Lane Memorial Scholarship:** Dr. Marilyn Lane taught English at the Bryan campus of Blinn College and dedicated her professional life to education. In 2003 her family established this scholarship in her memory to recognize her many achievements resulting from her dedication and diligence. This scholarship is intended to assist a deserving student majoring in English or the arts.

**Norwood and Barbara Lange Scholarship:** This scholarship was established in 2006 in memory of Mrs. Lena Lange, a strong supporter of Blinn College and a friend and mentor to foreign students through her work at the Student Center and Bookstore. Norwood is a graduate of Blinn College where he lettered in basketball and baseball. This scholarship is to provide financial assistance to a deserving student without regard to major.

**Ruth Dallmeyer LaRoche Scholarship:** This scholarship was established in 1996 by Brenham businessman and civic leader, Paul F. LaRoche, Jr., in honor of his wife Ruth Dallmeyer LaRoche. Mrs. LaRoche, a graduate of Blinn College, was the daughter of a former member of the college board of trustees. This scholarship is given without regard to major.

**Otto Q. Lehrmann Scholarship:** Established in 2004 in honor of Otto Q. Lehrmann's retirement after 53 years in accounting. This scholarship is offered to full-time Blinn students attending the Brenham campus. Recipients must declare accounting as their major, must maintain a GPA of 2.5 and must demonstrate financial need.

**Otto Q. Lehrmann Memorial Scholarship:** Established in 2012 in memory of Otto Quade Lehrmann, a dedicated and loyal supporter of education at Blinn College, by his friends and family. Mr. Lehrmann served 8 years on the Blinn College Board of Trustees. This scholarship is offered without regard to major to full-time students on the Brenham campus.

**Reese B. Lockett Memorial Scholarship:** Established in 1977 in memory of Reese B. Lockett, former mayor of Brenham and civic leader, this scholarship is awarded to deserving students majoring in agriculture or business.

**The Lone Star Scholarship:** Established in 2011 from royalty income from the sale of A Lone Star Reader (the Texas history reader used in classes) which was edited by Bryan campus faculty members Chuck Swanland and Kirk Bane. The Lone Star Scholarship will be awarded to a student attending the Bryan campus and majoring in Social Science (preferably History) or Education.

**Aletha Look-Engel Scholarship:** Established in 1998 by Aletha Look Engel in order to encourage students to pursue studies in historic preservation and architecture. Mrs. Engel has worked closely with the Somerville and Brenham Museums and has been involved with the United Daughters of the Confederacy, the Daughters of the American Revolution and an active member of the Daughters of the Republic of Texas.

**Look-Lyon Memorial Scholarship:** Established in 1997 by Aletha Look Engel in honor of her parents Charles B. and Mae Lyon Look of Somerville. This scholarship is awarded to a deserving student who has a superior academic record and outstanding character. Preference will be given to students from Bureson County.

**Kenneth Lovett Scholarship:** Established in 1995 by Kenneth Lovett, a former student athlete, to provide financial assistance to a deserving Blinn College student. This scholarship is awarded without regard to major.

**Clyde Martin Memorial Scholarship:** Established in 2002 by his friends and family, this scholarship honors the memory of Clyde H. Martin, a dedicated Blinn College agriculture and science instructor for more than 30 years. Mr. Martin's sense of humor and love of learning inspired generations of students. This scholarship will be awarded to students majoring in science or agriculture science.

**Jon Dee May Memorial Scholarship:** Established in 2001 by the family and a friend of the late local radio personality. This scholarship is awarded to a student from Washington or Austin County who will participate in either the Blinn College softball or volleyball athletic program.

**Dottie Miller Scholarship:** Established in 2008 in memory of Dottie Miller by her family and friends. As a resident of Brenham for many years, Dottie was active in community functions and was an avid supporter of Blinn College. She enjoyed a career in real estate and motel management. This scholarship will be awarded to a student majoring in business and demonstrating financial need.

**H.L.P. Moore Family Scholarship:** Established in 1998 in memory of H.L.P. Moore and James P. Moore, former Blinn students. This scholarship is awarded to a deserving Blinn student without regard to major.

**Clarence and Ettie Richburg Morrow Scholarship:** This scholarship was established in 2006 by members of the Morrow family: Drs. Wilfred and Bobbie Morrow Dietrich, Joyce Morrow Keller, Gary Morrow, and the late Larry Morrow. This scholarship shall be awarded to a speech, drama, restaurant or agriculture major.

**Lee C. Munke Estate Scholarship:** Established in 2003 by a bequest from Lee C. Munke who attended Blinn College and graduated from the University of Texas with a degree in accounting. Mr. Munke was a Certified Public Accountant. This scholarship will be awarded to a deserving student with financial need without regard to major.

**Ronald Lee Muske Memorial Scholarship:** Established in 1982 in memory of Ronald Lee Muske, a former Blinn student, this scholarship is available to a deserving Blinn student without regard to major.

**Gus and Gertie Mutscher Memorial Scholarship:** Established in 2008 by Dr. Herbert L. and Margie A. Foelber (daughter) to recognize that Mother and Dad Mutscher were great believers in the value of a good education and worked hard to provide for each of their children. All four children graduated from Blinn College; Goeke ('48), Gus F. ('52), Betty ('56) and Margie ('58). The scholarship shall be awarded to a deserving student aspiring to a career in business, government or education.

**Ralph and Daye H. Oelfke Memorial Scholarship:** Established in 1993 by Ted E. Bailey, Jr. from the estates of Ralph L. and Daye H. Oelfke in their memory. This scholarship is given to deserving students majoring in business, mathematics, engineering or natural science.

**Richard J. and Marcena O'Malley Scholarship:** Established in 1998 by O'Malley Engineers, Inc., a Brenham based professional engineering firm, in honor of the company's 30th anniversary and in honor of the two owners who have contributed timeless effort and hours to the engineering profession and the community of Brenham. This scholarship will be awarded to a full-time engineering student from Washington or one of the surrounding counties who has demonstrated superior academic and leadership skills.

**William O'Shea Memorial Scholarship:** Established in 1978 in memory of William O'Shea, a longtime Texas journalist, this scholarship is given to deserving students majoring in journalism or physical education.

**Phillips Sharpe and Winkler Scholarship in the Natural Sciences:** Established in 1997 by these three authors who are instructors at Blinn College with the royalties generated from the sales of the Lab Manual "Biological Reflections I & II" in cooperation with the publisher Simon and Schuster.

**Joe Al and Merle Picone Scholarship:** Joe Al and Merle and their sons, Kyle and Kevin, are all Blinn Alumni and were all members of the Beta Alpha Chapter of Phi Theta Kappa. Joe Al served on the Blinn Board from 1974-1991 and was Chairman from 1976-1980. Believing strongly in scholarship, the donors require the recipient to have an overall GPA of at least 3.25 and be a Mathematics, Mathematics Education or Business major. This scholarship was established in 2007.

**Laura Lee Wilson Pieratt Memorial Scholarship:** Laura Lee Wilson Pieratt (1917-1989) was the proud descendant of a pioneer Texas and Lee County family. She graduated from Giddings High School as did her four children and two of her grandchildren. In order to perpetuate her interest and commitment to the youth attending Giddings High School, this scholarship will be awarded to a Giddings High School graduate with a true need for financial assistance and is given without regard to major. This scholarship was established in 1999.

**W.H. "Bill" Pieratt Memorial Scholarship:** W.H. (Bill) Pieratt (1915-1997) was a Lee County rancher and businessman. He also served the state and federal government in executive positions. Always interested in education, he served on the local school board. Also, serving as a member of the Texas State House of Representatives Committee on Higher Education, he led a successful drive to grant the University of Houston the privilege of becoming a state-supported university. This scholarship is awarded to a Dime Box High School graduate with a true need for financial assistance and is given without regard to major. This scholarship was established in 1999.

**Maisie Louellen Pledger Scholarship:** Established in 2004 by Mrs. Louellen Pledger who dedicated her career to teaching in the Brenham Independent School District and at Blinn College. Mrs. Pledger taught most grades at the elementary level and English at the secondary level and at Blinn College. This scholarship will be awarded to a deserving student demonstrating high scholastic ability and majoring in the Liberal Arts.

**Betty Cantrell Plummer Memorial Scholarship:** Established in 1998 by A.Q. Plummer in memory of his wife, Betty Cantrell Plummer. Betty Plummer obtained a master's degree in history from Texas A&M University and was also listed in Who's Who in Texas, World's Who's Who of Women and the Heredity Register of the United States. She was a local historian, author of numerous books and articles about the history of Washington County, co-founder of the Washington County Historical Society and also a teacher of History and English at Blinn College. This scholarship will be awarded to students graduating from Brenham High School majoring in History or English.

**Sarah Beth Pohlmeier Scholarship:** Established in 2004 by the Estate of Melvin and Dorothy Pohlmeier in memory of their daughter, Sarah Beth. Sarah was a 1975 graduate of Brenham High School, a member of the National Honor Society and a member of Christ Lutheran Church. This scholarship will be awarded to deserving students at the discretion of the Blinn College Scholarship Committee.

**Al and Elizabeth Rampmeier Endowed Scholarship:** Established in 2001 by W.A. (Al) Rampmeier, owner of a personnel services business with locations in Brenham and Bryan. Recipients of this scholarship must maintain a minimum 2.5 grade point average while working their way through college and be involved in college activities. This scholarship is also designed to assist parents who must make financial sacrifices to support their children in furthering their education.

**Barbara and Richard Powell Scholarship:** This scholarship was established in 2008 by Barbara and Richard Powell in recognition of the importance of Blinn College to the community. This scholarship will be awarded to a Washington County student attending the Brenham campus.

**Mary Stone Rankin Scholarship:** Established in 1999 by C.W. Rankin, Jr. in honor of Mary Stone Rankin on the occasion of their 55th wedding anniversary. This scholarship is awarded to a returning sophomore demonstrating outstanding academic achievement. Preference is given to residents of Washington County.

**Martha Jane (Pat) Ratcliff Scholarship:** In 2003 her family and friends established this scholarship in loving memory of Martha Jane (Pat) Ratcliff. Their beloved Pat wanted to do something that would make a difference. As a registered nurse, she wanted to help alleviate the shortage of registered nurses. This scholarship will be awarded to a deserving student accepted to the Associate Degree Nursing program at Blinn College.

**Harry M. and Macey Hodges Reasoner Scholarship:** Established in 1991 by the Blinn College Board of Trustees to recognize the contribution of Mr. Harry Reasoner to higher education in Texas. This scholarship will support a returning sophomore student whose career interest is in law or education.

**Hoffman and Katherine Reese Memorial Scholarship:** Endowed in 1997 by the four daughters of Hoffman and Katherine Reese; Erette Red, Martha Sterling, Kathryn Jones and Inez Rymer, in loving memory of their parents. Mr. Reese was Sheriff of Washington County for many years. He and Mrs. Reese were active in civic, church and business interests of Washington County. This scholarship will be awarded to students carrying a full-time academic load and maintaining a 3.0 or better grade point average.



**Doug and Trish Rodgers Memorial Scholarship:** Established in 1993 in memory of Gary Douglas Rodgers and Trish Christine Rodgers, this scholarship is given to deserving students who, because of family circumstances, may not necessarily qualify for national grants or loans.

**Lillian Rossing-Dobson RN Scholarship:** This scholarship was established in 2001 by Lillian Rossing-Dobson, in honor of her mother, Bertha Rolles Rossing, and friends Anna Caperson and Dr. Gerald Garwood. Lillian began her nursing training at age 22 while working to pay her expenses. In recognition of the hardships of pursuing a nursing education with limited funds, this scholarship is awarded to a nursing major with demonstrated financial need.

**Robert A. and Emilie L. Schaefer Memorial Scholarship:** Established in 2012 in memory of Robert A. and Emilie L. Schaefer by their son, Mr. Michael Schaefer, Division Chair, Business, Information Technology and Public Service. Mr. and Mrs. Schaefer were active members of the Blinn family for many years. Robert taught accounting at Blinn for 15 years and retired in 1983. This scholarship is awarded to a full-time student who is a child of a Blinn College Brazos County faculty or staff member, and has at least a 2.5 GPA.

**Janette and Ruben Schmidt Memorial Scholarship:** This scholarship was established in 2011 by Ruben O. Schmidt through his Estate. Janette and Ruben were supporters of Blinn College displaying a strong belief in any type of education. This scholarship will be awarded to a graduate of Round Top-Carmine High School with a GPA of at least 2.5.

**Dr. C.W. Schoenvogel Family Scholarship:** This scholarship was established in 2012 by the Schoenvogel Family for his many years of service at Blinn College and the community. Dr. Schoenvogel was the team physician for the football team for many years. Dr. Schoenvogel's father, Dr. O.F. Schoenvogel, served on the Blinn College Board of Trustees from 1944-1948. This scholarship will be awarded to a deserving student demonstrating financial need in the LVN or ADN nursing program.

**C.W. "Walt" Schoenvogel, Jr. Scholarship:** This scholarship was established in 2012 by Mrs. Clarence Schoenvogel to honor her son, Walt Schoenvogel, for his many years of support to Blinn College and the community. Walt Schoenvogel's father, Dr. Schoenvogel was the team physician for the football team for many years. Dr. Schoenvogel's father, Dr. O.F. Schoenvogel, served on the Blinn College Board of Trustees from 1944-1948. This scholarship will be awarded to a deserving student demonstrating financial need in the LVN or ADN program.

**Dr. Clarence Schoenvogel Scholarship:** This scholarship was established in 2010 by Mrs. Clarence Schoenvogel to honor Dr. Clarence Schoenvogel for his many years of service at Blinn College and the community. Dr. Schoenvogel was the team physician for the football team for many years. Dr. Schoenvogel's father, Dr. O.F. Schoenvogel, served on the Blinn College Board of Trustees from 1944-1948. This scholarship will be awarded to a deserving student demonstrating financial need in the LVN or ADN nursing program.

**Dr. and Mrs. Clarence Schoenvogel Scholarship:** This scholarship was established in 2010 by Dr. and Mrs. Clarence Schoenvogel. Dr. Schoenvogel's father, Dr. O.F. Schoenvogel, served on the Blinn College Board of Trustees from 1944-1948. This scholarship will be awarded to a deserving student demonstrating financial need in the LVN or ADN nursing program.

**Dr. C.W. Schoenvogel Scholarship:** This scholarship was established in 2011 by Mrs. Clarence Schoenvogel to honor Dr. Clarence Schoenvogel for his many years of service at Blinn College and the community. Dr. Schoenvogel was the team physician for the football team for many years. This scholarship will be awarded to a deserving student demonstrating financial need in the LVN or ADN nursing program with a GPA of at least 3.0.

**Melton Schoenvogel Scholarship:** This scholarship was established in 2012 by Mrs. Clarence Schoenvogel, who has been a supporter of Blinn College and the community for many years. Mrs. Schoenvogel's husband, Dr. Schoenvogel was the team physician for the football team for many years. Dr. Schoenvogel's father, Dr. O.F. Schoenvogel, served on the Board of Trustees from 1944-1948. This scholarship will be awarded to a deserving student demonstrating financial need in the LVN or ADN nursing program.

**Dennis W. Schomburg, Jr. Scholarship:** Established in 2001 by his wife, Doris Schomburg, in recognition of his devotion to his family, community and belief in helping others. Mr. and Mrs. Schomburg are graduates of Blinn College. This scholarship is awarded without regard to major.

**Doris Schomburg Scholarship:** Established in 1998 by Doris Schomburg's husband Dennis, in recognition of her devotion to her family and community. Mr. and Mrs. Schomburg are long-time friends of Blinn College. This scholarship is awarded without regard to major.

**Melvin and Mary Schomburg Memorial Scholarship:** Established in 1997 by Arthur Schomburg, lifelong Washington County resident who had been very active in the livestock business, the Washington County Fair and the Houston Livestock Show. He established this scholarship in memory of his parents. This scholarship will be awarded to a full-time student without regard to major.

**Allan R. Schroeder Memorial Scholarship:** Established in 1997 in memory of Allan R. Schroeder by his parents, Mr. and Mrs. Rudy Schroeder of Brenham. Mr. Schroeder was a graduate of Blinn College and a Brenham businessman. This scholarship is available to a deserving Blinn student without regard to major.

**Don and Debbie Schroeder Scholarship:** Established in 2008 by Don and Debbie Schroeder. Mr. Schroeder is a graduate of Blinn College and was a two year letterman on the Blinn track team under track coach Ben Boehnke. Mr. Schroeder's father, Rudy Schroeder, was also a Blinn graduate and served on the Blinn College Board of Trustees from 1963-1980. He was Chairman of the Board from 1972-1976. This scholarship will be awarded to a deserving student without regard to major.

**Irene Bohne Schroeder and Gliffard Merle Schroeder**

**Scholarship:** Established in 2007 by Irene Bohne Schroeder, this scholarship is awarded to a deserving Brenham High School graduate to attend Blinn College, Brenham campus without regard to major. Preference will be given to entering freshmen. Recipients must maintain a minimum 2.0 grade point average and must demonstrate financial need. Mr. and Mrs. Schroeder both attended Blinn College.

**Rudolph and LaThel Schroeder Scholarship:** Established in 2000 by Mrs. R.W. Stolz in honor of her brother and sister-in-law, Rudy and LaThel Schroeder. Mr. Schroeder was a graduate of Blinn College and served on the Blinn College Board of Trustees from 1963 to 1980 and was chairman from 1972 to 1976. The Schroeders are long-time residents of Washington County.

**Zane Schulte Memorial Student Athlete Scholarship:** This scholarship will be offered to a Brenham High School or Brenham Christian Academy student needing financial assistance. The recipient should be in good academic standing and have participated in a varsity sport, and/or cheerleading, his or her senior year. Special consideration should be given to applicants who are “walk-on” athletes at Blinn College. Students may apply or their athletic director may recommend them. This scholarship was established in 2000.

**Annie Belle Schwartz Scholarship:** Established in 1991 in honor of Mrs. Schwartz, a retired teacher and the wife of Walter C. Schwartz, the 11th President of Blinn College, by her family and friends. This scholarship is awarded without regard to major.

**Annie Belle Schwartz Memorial Scholarship:** This scholarship was established in 2009 in memory of Annie Belle Schwartz by her family and friends. Mrs. Schwartz was a graduate of Blinn College and was a band director and a teacher in the public schools. She was the wife of Walter C. Schwartz, the 11th president of Blinn College. This scholarship will be awarded to a deserving student without regard to major.

**Annie Belle and Walter C. Schwartz 50th Anniversary Scholarship:** This scholarship was established in 1997 by friends of Annie Belle and Walter C. Schwartz on the occasion of their 50th wedding anniversary. Mr. and Mrs. Schwartz are both graduates of Blinn College and Mr. Schwartz served as the 11th President of Blinn.

**Charles W. Schwartz Scholarship:** This scholarship was established in 1997, endowed by Mr. Schwartz's partners at Vinson & Elkins, L.L.P., to be awarded to a student pursuing a degree in the legal field. Mr. Schwartz is also a Blinn alumnus.

**Walter C. Schwartz Scholarship:** Established in 1992 in honor of the 11th President of Blinn College by the citizens of Washington and surrounding counties, this scholarship is awarded to an outstanding student without regard to major.

**Walter C. Schwartz Memorial Scholarship:** This scholarship was established in 2003 in memory of Walter C. Schwartz by his friends and family. Mr. Schwartz began his career at Blinn College as a night school instructor in 1948 and served the College in numerous capacities, including President and Chancellor, until his death in July of 2003.

**Ernest H. Seelhorst Education Fund:** Established in 1997 by Ernest H. Seelhorst, a former pre-engineering student at Blinn College, to be awarded to a returning sophomore majoring in engineering, mathematics or natural science. The recipient must earn a 3.0 or better grade point average, be a member of the Beta Alpha Chapter of Phi Theta Kappa, and demonstrate superior academic and leadership skills.

**Ozell Henderson Sharp Memorial Endowed Nursing**

**Scholarship:** Established in 2012 in memory of Ozell Henderson Sharp by her children, Don Sharp, Elaine Sharp Smith and Kenneth Sharp. This scholarship will be awarded to an African-American LVN student at the Brenham campus, during the spring/summer semester, who has demonstrated attributes in ability, character, and integrity necessary for success in the field of nursing. Mrs. Sharp, a graduate of the Blinn School of Nursing, has a genuine love for the nursing profession and will be remembered for her “yes, you can do it” attitude when encouraging prospective students. Once graduated, she attended many annual pinning ceremonies, served as President of the local LVN division and was recognized as LVN of the year by the LVN Association of Texas.

**Lucille Click Sheppard Memorial Scholarship:** Established in 1992 in memory of Mrs. Lucille Click Sheppard by her family to support a student majoring in business. Mrs. Sheppard had a lengthy and distinguished career in business and a love for learning which has resulted in this memorial scholarship to assist others.

**Evelyn Marie Wilson Smith Memorial Scholarship:** This scholarship was established in 2002 to honor the life and memory of Evelyn Marie Wilson Smith. Evelyn was a graduate of Blinn College and served as the Learning Center Director at the Bryan campus from August 1998 until her death in July 2001. This scholarship will provide a female student, 35 years of age or older, with financial assistance without regard to major.

**Janis Sneed Scholarship:** Established in 1993 in honor of Janis Sneed, a longtime teacher, administrator and sponsor of the Beta Alpha Chapter of Phi Theta Kappa at Blinn College. This scholarship will be awarded to a sophomore level member of Phi Theta Kappa.

**Social Science Scholarship:** Established in 2003 from royalty income generated from the sales of a Blinn College reader in U.S. History which was compiled and annotated in three editions by Blinn College faculty members: Dr. Irvin May, Dr. Jim Thomas, Dr. Larry Watson and Mr. Ron Wright. This scholarship will be awarded to a student majoring in the social sciences.

**Gregory Ray Speir Memorial Scholarship:** This scholarship was established in 1993 by the family and friends of Gregory Ray Speir of Missouri City who was a student at Blinn College at the time of his death. This scholarship will be awarded without regard to major.

**Thomas Morris and Rachel Bradham Spencer Scholarship:** Established in 1991 by the family and the Board of Trustees of Blinn College in honor of Dr. Thomas Morris Spencer who served as President of Blinn College from 1947 until 1957 and his wife, Rachel Bradham Spencer. This scholarship is awarded to a member of the Beta Alpha Chapter of Phi Theta Kappa who has maintained at least a 3.25 grade point average.



**Delbert Stark Memorial Scholarship:** Established in 1986 in memory of Dr. Delbert Stark by his wife Sudie Schaer Stark, this scholarship is awarded to a deserving Blinn student with preference given to an athlete planning a career in the medical field. Dr. Stark, a Brenham dentist and civic leader, attended Blinn College where he served as captain of the football team.

**Lonnie Henry Stern Scholarship:** Established in 2012 by Floriene P. Stern. Mr. Stern attended grade school in a one room school for eight grades and rode a pony to school. He is a graduate of Brenham High School, Blinn College and Texas A&M. He also attended Harvard University and M.I.T. His professional career involved agriculture. He organized Producers Marketing Association in Levelland, Texas, and also received the Agri- Business Personality of the Year Award. This scholarship will be awarded to a deserving student with a major in Agriculture.

**Paula K. Stoltenberg Memorial Scholarship:** Established in 1995 in memory of Paula K. Stoltenberg who died at age 38 leaving behind three children, a husband and many close friends. Music was her great love. She was a wonderful singer and songwriter, and was an active member of a local band. This scholarship was established to help students pursue their interest in music.

**LaVerna Stolz Music Foundation Scholarship:** Established in 1996 in honor of LaVerna Stolz, this scholarship is given to a student that is talented in music.

**R. W. Stolz Memorial Scholarship:** Established in 1997 by Mrs. LaVerna Stolz in memory of her husband. Mr. Stolz, having been in business for many years, always tried to hire young people graduating from Blinn. Mr. Boehm, Dean of Men, could always suggest some bright, intelligent graduates eager to work.

**Robert F. Strange Scholarship:** Established in 1993 by Robert F. Strange, a Washington County civic leader, this scholarship is awarded without regard to major.

**Technical Education Scholarship:** The Technical Education Scholarship was created largely due to an anonymous gift and a gift from the Alice Kolwes Estate. Additional amounts were given by community supporters of the Blinn College Technical Education Program. Scholarships will be awarded to students enrolled in the A.W. Hodde, Jr. Technical Education Training Center.

**Elton Tiemann Scholarship:** Established in 2008 by Elton "Lon" Tiemann in memory of his father who graduated from Blinn College. His father was on the track team while he attended Blinn. His mother is an instructor in the division of social science. This scholarship will be awarded to a deserving student.

**Linda Tiemann Scholarship:** Established in 2011 by Elton "Lon" Tiemann. Linda is an instructor in the division of social sciences. The scholarship was established to further Blinn's mission to provide opportunity and education to the community. The scholarship should be awarded to students who are studying to become educators or work in a field with an emphasis on education or working with students.

**Ronna and Lon Tiemann Scholarship:** Established in 2011 by Elton "Lon" Tiemann, the Ronna and Lon Tiemann Scholarship is in recognition of the role of Blinn College in providing the opportunities for a quality education. Lon, his brother, Treyce, and his sister, Brooke attended Blinn College. His father, Elton, was a graduate of Blinn and his mother Linda, is an instructor in the division of social sciences. This scholarship will be awarded to a deserving student.

**Bernita Tomachefsky Memorial Scholarship:** Established in 1995 by the family and friends of Mrs. Tomachefsky, this scholarship is awarded to a full-time student majoring in education. Mrs. Tomachefsky was a former Blinn College student and elementary school teacher. Both her husband and son served as legal advisors for the college.

**Odis Tomachefsky Memorial Scholarship:** Established in 1977 in memory of Odis Tomachefsky, former legal advisor for Blinn College and Washington County Judge, this scholarship is given to deserving students majoring in pre-law.

**Edyna Kuehn Tomlinson Scholarship:** Established in 2001 in memory of Edyna K. Tomlinson who was a 1923 graduate of Blinn College and had a life-long passion for music. Established by her family to honor her memory and the enjoyment she derived from music, this scholarship is awarded to a student majoring in the fine arts.

**Ruth Elizabeth Paris Tottenham Memorial Scholarship:** Established in 1996 by the children of Mrs. Tottenham, the founder and longtime director of the vocational nursing program at Blinn College.

**Milton Toubin Memorial Scholarship:** Established in 1999 by Sara Toubin in memory of her husband Milton Toubin. He was a Brenham businessman born in Lithuania, lived in Cuba for seven years before joining his brother in Brenham, Texas. He became an American citizen, served in World War II and returned to Brenham where he resided for the rest of his life. He spoke fluent Spanish and enjoyed great success from his business investments. This scholarship is awarded to a business, finance, economics, or agriculture major who must be a resident of Austin, Fayette, Lee, or Washington County.

**Sam and Rosa Toubin Memorial Scholarship:** Established in 1993 in memory of Sam Toubin and his wife Rosa Levin Toubin by the Toubin family. Sam Toubin, long-time businessman, owned and operated the New York stores in nine towns in Texas. Rosa Toubin, a Brenham native, attended local schools, Blinn College and Rice University. Both were civic leaders and well respected in the Brenham area for their philanthropic endeavors. This scholarship will be awarded to a student in health science, nursing, business, or agriculture from Austin, Fayette, Lee, or Washington County.

**Keith and Elizabeth Twiggs Scholarship:** Recognizing the importance of education and the role of Blinn College in the community, the Keith and Elizabeth Twiggs Scholarship was established in 2013 by Keith and Elizabeth Twiggs. Mr. and Mrs. Twiggs have been long time supporters of Blinn College through generous donations with particular interest in the Blinn Band and music program. The scholarship will be awarded to a member of the Blinn College Band without regard to major or financial need.

**Theodore M. Vanderwerth, Jr Technical Education**

**Scholarship:** Established in 2013 by Mrs. Theodora V. Boehm in memory of her father, Mr. Theodore M. Vanderwerth, Jr. Mr. Vanderwerth was involved in the technical and mechanical field for many years. He always appreciated the value and significance of education.

**Van Dyke-Rankin Scholarship:** Established in 1988 by Brenham insurance executives Eddie Van Dyke and Bob Rankin, this scholarship is awarded without regard to major.

**Vinson & Elkins, L.L.P. Scholarship:** This scholarship was established in 1995 by the Houston law firm of Vinson & Elkins, L.L.P. which assisted the college in the establishment of its new Bryan campus. This scholarship was created to celebrate that achievement and is awarded without regard to major to a full-time student on the basis of distinguished academic achievement.

**Oliver and Virginia Wagner/Graham masonic Lodge**

**Endowed Scholarship:** The Brothers of Graham Masonic Lodge #20 of Brenham established this scholarship in honor of Master Mason Oliver and Virginia Wagner for their commitment to aid and assist those in need. The scholarship is open to Washington County residents, without regard to major, and preference will be given to students with a Masonic connection.

**Warren Masonic Lodge Scholarships:** Established in 2013 the Warren Masonic Lodge #56 has been a strong supporter of higher education since its beginning on January 24, 1850 when it was chartered by the Grand Lodge of Texas. The establishment of this endowed scholarship is an example of this continued support. The Warren Masonic Lodge Endowed Scholarship will be awarded to a student from the Caldwell Independent School District. Preference will be given to students with a Masonic Connection.

**Washington County Go-Texan Committee Scholarships:**

Established two scholarships, the first in 1991 and the second in 2008, by the Washington County Go-Texan Committee which is associated with the Houston Livestock Show and Rodeo. These scholarships are awarded to Washington County students.

**Leona Mazoch Watzlavick Memorial Nursing Scholarship:**

Established in 1999 in loving memory of Mrs. Leona M. Watzlavick by her family and friends. Mrs. Watzlavick was a registered nurse and active in nursing and education for over 50 years. She was a respected member of the South Texas medical community.

**Dorothy Kunrad Wehring Memorial Scholarship:**

This scholarship was established in 2009 by the Gus Wehring Estate in memory of his first wife Dorothy Wehring. Mr. Wehring attended Blinn College in the 1940s. This scholarship will be awarded to a deserving student with a business major from Washington County and those counties contiguous with Washington County.

**Mr. Glenn and Mrs. Kathryn Boehm Wehring Scholarship:**

Established in 1997 by Mr. and Mrs. Henry J. Boehm, Sr. in honor of their daughter and son-in-law. Mr. Boehm served for many years as the Dean of the college prior to his retirement.

**F.W. Bert and Mae Dean Wheeler Nursing Scholarships:**

Established in 2003 in memory of F.W. Wheeler, these scholarships will be awarded to students accepted to the Associate Degree Nursing program at Blinn College. Recipients must be academically qualified, be dedicated to the nursing profession and have the greatest financial need.

**Larry and Mary Whigham Scholarship:**

Established in 2003 by Larry and Mary Whigham, this scholarship is awarded to students majoring in theater arts with preference given to those with greatest financial need. Active supporters of theater in Washington County and surrounding areas, Mr. and Mrs. Whigham endowed this scholarship to attract students to the field of theater arts.

**Timothy Ray Whigham Scholarship:**

Established in 2004 by Larry and Mary Whigham in memory of their son, Timothy, this scholarship will be awarded to students majoring in theater arts and demonstrating financial need. As active supporters of the Navasota Theatre Alliance and other area theaters, the Whighams endowed this scholarship to attract more students to the field of theater arts.

**Tom S. and Edythe Whitehead Memorial Scholarship:**

Established in 1996 by Tom S. Whitehead, Jr. and Bonnie Whitehead in memory of his parents, Tom S. and Edythe Whitehead. Mr. Whitehead was noted for his civic leadership and progressive editorials. He published the Banner-Press for 25 years and founded both Brenham's first radio station and its cable TV system. This scholarship is awarded without regard to major. First preference is given to students from Washington County.

**Jean Winkelmann Whitmore Memorial Scholarship:**

Established in 1991 in memory of Jean Winkelmann Whitmore by her parents, F. C. and Floy Winkelmann, to provide financial assistance to a deserving Blinn College sophomore student majoring in the natural sciences.

**Wilder Family Scholarship:**

Established in 1998 by the Donald M. Wilder family for any deserving student and awarded at the discretion of the Scholarship Committee.

**Oran "Sonny" Wilks, IV Memorial Scholarship:**

Established in 1995 in memory of Sonny Wilks, a Blinn College student, by his family and estate. Mr. Wilks believed that education is important and wanted to make a difference in helping people pursue that goal. This scholarship is awarded without regard to major.

**F.C. and Floy Winkelmann Scholarship:**

Established in 1997 by F.C. and Floy Winkelmann for a deserving Blinn student.

**Sam and Helen King Winkelmann Scholarship Fund:**

Established in 2004 by the late Dr. Sam King Winkelmann in honor of his parents, Sam and Helen King Winkelmann, from proceeds of the sale of the Sam King Winkelmann Ranch. Both father and son served as members of the Blinn College Board of Trustees: Sam from 1956 to 1972 and Sam King from 1984 to 1990. This scholarship will be awarded to students with financial need without preference as to major.

**Woodson Lumber Company Technical Education**

**Scholarship:** The Yager Foundation and Woodson Lumber Company established this scholarship in 2011 as a technical education scholarship. This scholarship will be awarded to a recipient with an overall GPA of at least 2.0 and demonstrating financial need. Preference will be given to employees or employee family members of Woodson Companies.

**Yager Foundation/Woodson Lumber Company Scholarship:**

The Yager Foundation and Woodson Lumber Company established this scholarship in 2010 as an academic or technical education scholarship. This scholarship will be awarded to a recipient with an overall GPA of at least 2.0 and demonstrating financial need. Preference will be given to employees or employee family members of Woodson Companies. Preference will also be given to construction science or agricultural business majors.

**Meredith Garrett York Memorial Scholarship:** The Meredith Garrett York Memorial Scholarship was established in 1993 by Miriam York of Giddings in memory of her husband, a former Lee County School superintendent. Preference will be given to students from Lee County with good academic records.

**Milton Garrett York, Sr. Memorial Scholarship:** Established in 1994 in memory of Milton G. York, a teacher, rancher, commissioner and legislator, this scholarship is awarded to a deserving student interested in becoming a teacher. Preference will be given to students from Lee County who have a superior academic record and outstanding character.

**Miriam York Scholarship:** Established in 2000 by Miriam York, a former educator and widow of a former educator. This scholarship will be awarded to a student majoring in education who is in need of financial assistance. Preference will be given to students from Lee County.

**Miriam York Nursing Scholarship:** Established in 2003 by Miriam York, this scholarship will be awarded to a deserving student majoring in the nursing profession with financial need. It is the third scholarship endowed by Mrs. York, an educator and widow of a former educator.

**Melvin and Gladys Ziegenbein Scholarship:** Established in 2003 in memory of Melvin and Gladys Ziegenbein by their son and daughter-in-law, this scholarship will be offered to a student in good academic standing and needing financial assistance. Special consideration will be given to applicants from Burton High School and the Fellowship of Christian Athletes. Melvin was principal at Burton High School from 1961-1977, and both Melvin and Gladys attended Blinn College.

## Blinn College Scholarships

There are a number of scholarships given by the college to deserving Blinn students. These include various activity scholarships, valedictorian and salutatorian scholarships and the Blinn College Trustees Scholarship. The college-sponsored scholarships are listed here.

**Athletic Scholarships** — Blinn College provides a number of scholarships in varying amounts to its student athletes in football, men's and women's basketball, baseball, softball, volleyball, cheerleading and dance team. For information on these contact the Director of Athletics at (979) 830-4171.

**Band Scholarships** — These scholarships are available to qualified musicians with successful backgrounds in a high school band program and awarded through an on-campus audition. Auditions consist of region tryout etudes, sight-reading and/or class one U.I.L. solos. Color Guard must prepare a representative routine and must have experience in a high school color guard. All applicants must provide a recommendation from their high school director. For complete arrangements contact the director of bands at (979) 830-4652.

**The Exemplary Student Scholarship** — These scholarships are available to qualified students attending and living on the Blinn College Brenham campus. The scholarships are awarded on a first-come, first-served basis to the first 75 eligible students. Qualified students must: be a recent high school graduate on the recommended or distinguished high school plan; have a GPA of 84 or higher in ALL Math, Science, Social Studies, Economics, and English classes; have displayed leadership qualities while in high school; register as a full-time student; and live in on-campus housing on the Blinn College Brenham campus. Students receiving the scholarship in the Fall semester are required to maintain a 3.00 GPA to receive the scholarship for the Spring semester. For more information contact the Financial Aid Office at (979) 830-4107 or (979) 209-7230.

**Choral Scholarships** — Blinn College provides scholarships in varying amounts for students who participate in choir and/or choral ensemble. Scholarships are awarded on the basis of an audition consisting of a prepared solo piece such as Class I UIL solo and sight reading. Prospective choir members are expected to provide a recommendation from their high school choir director. Requests for information and applications should be made to the Choral Director at (979) 830-4239.

**Theatre Arts Scholarships** — These scholarships are available to qualified theatre arts majors through audition only. Recipients of these scholarships must declare theatre arts/speech as a major, audition and take part in all Blinn College dramatic productions, and also be enrolled in at least three semester hours of theatre arts or speech classes. For more information on these scholarships contact the Theatre Arts Director at (979) 830-4269.

**UIL Scholarships** — Blinn College will give a \$1000 per semester scholarship for Fall and Spring only for one year to each applicant who participated in the literary or academic contest for the University Interscholastic League at the state meet. For more information contact the Financial Aid Office at [finaid@blinn.edu](mailto:finaid@blinn.edu), (979) 830-4144 or (979) 209-7230 or visit <http://www.blinn.edu/finaid/scholar.html>.

**Valedictorian and Salutatorian Scholarships** — Blinn College offers the Valedictorian of any Texas high school a scholarship that covers tuition, fees and use of books. The Salutatorian will receive a scholarship that covers tuition and fees. For more information contact the Financial Aid Office at (979) 830-4107 or (979) 209-7230.

## Other Scholarships

**Community scholarships** are given each year by individuals, businesses and civic organizations. Recipients are normally selected by the donor.

**Fiestas Patrias Scholarship:** This scholarship was established in 2006 by the Fiestas Patrias Committee in Bryan, Texas. The scholarship recipient will be selected by the organization.

**Professional Association Scholarship:** The Blinn College Professional Association, Bryan campus, awards a scholarship to a returning Blinn College student who is a sophomore. Applications are accepted and selections are made by the organization during the spring semester. Recipients are notified by the organization.

**Sunshine Auxiliary Health Career Scholarship:** Established in 1990 by the Humana Hospital Sunshine Auxiliary of College Station, this scholarship is to be awarded to student health care majors selected by the Auxiliary. This financial support provides students the opportunity to complete their health care education.

**University Transfer Student Scholarships:** Blinn College Advising and Counseling offices have information pertaining to scholarships offered to Blinn College Students who transfer to a four-year college or university. Explore all of the scholarships available to community college transfer students online at [www.blinn.edu/p16](http://www.blinn.edu/p16).

# College Expenses

## **Expenses**

**Tuition and General Fees**

**High School Dual Credit**

**General Property Deposit**

**Non-funded Course Tuition**

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**Non-Refundable Fees**

**Fees by Course**

**Health Sciences Program Fees**

**Alternative Teaching Certificate**

**Auditing of Courses**

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**Food Service for Campus Housing**

**Vehicle Parking Fines**

**Library Fines and Fees**

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Fees**

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**Use of Collection Agencies**

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**Residence Hall Student Refunds**

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**Return of Title IV Funds**

**Military Service**

**Refund**

**Drop/Withdrawal from College**



## Expenses

Payment of tuition, fees, books, room and board are due by the payment due date (see academic calendar for specific dates at [www.blinn.edu](http://www.blinn.edu)). A payment plan is available for tuition, fees, room and board (see Installment Payment Plan). Internet registration requires payment by the stated due date. Failure to pay by the due date will result in the student being dropped from classes. Students that register after the stated due date will be required to pay at the time of registration. Students will be dropped nightly if payment is not received. Students with delinquent balances will be placed on a business office hold, which will keep students from registering from additional courses and will also deny access to the student's official transcript.

### Tuition and General Fees

<b>Tuition</b>	<b>Per Semester Hour</b>
In-(Taxing) District Texas Resident	\$48.00
In-Service Area Texas Resident	102.00
Out-of-Service Area Texas Resident	117.00
Out-of-State Non-Resident/International	200.00
<b>General Fee</b>	46.00

### Tuition and General Fee Schedule - All Semesters Effective Fall Semester 2015 (Minimum charge is for 3 semester hours)

<b>Semester Hours</b>	<b>Total In-(Taxing) District Texas Resident</b>	<b>Total In-Service Area Texas Resident</b>	<b>Total Out-of-Service Area Texas Resident</b>	<b>Total Out-of-State Non-Resident/International</b>
1-3	\$ 282.00	\$ 444.00	\$ 489.00	\$ 738.00
4	376.00	592.00	652.00	984.00
5	470.00	740.00	815.00	1230.00
6	564.00	888.00	978.00	1476.00
7	658.00	1036.00	1141.00	1722.00
8	752.00	1184.00	1304.00	1968.00
9	846.00	1332.00	1467.00	2214.00
10	940.00	1480.00	1630.00	2460.00
11	1034.00	1628.00	1793.00	2706.00
12	1128.00	1776.00	1956.00	2952.00
13	1222.00	1924.00	2119.00	3198.00
14	1316.00	2072.00	2282.00	3444.00
15	1410.00	2220.00	2445.00	3690.00
16	1504.00	2368.00	2608.00	3936.00
17	1598.00	2516.00	2771.00	4182.00
18	1692.00	2664.00	2934.00	4428.00
19	1786.00	2812.00	3097.00	4674.00
20	1880.00	2960.00	3260.00	4920.00
21	1974.00	3108.00	3423.00	5166.00
22	2068.00	3256.00	3586.00	5412.00
23	2162.00	3404.00	3749.00	5658.00
24	2256.00	3552.00	3912.00	5904.00

### High School Dual Credit

<b>Tuition</b>	<b>Per Semester Hour</b>
In-District Tuition	\$36.00
Out-of-District Tuition	92.00
<b>General Fee</b>	14.00

### Semester Hours Total In-District Students Total Out-District Students

1-3	\$ 150.00	\$ 318.00
4	200.00	424.00
5	250.00	530.00
6	300.00	636.00
7	350.00	742.00

**In-(Taxing) District Texas Resident** - Students who have legal residence in Washington County, Texas.

**In-Service Area Texas Resident** – Students who have residence in Texas (as defined in the Blinn College residency rules) and reside in the Blinn College Service Area.

**Out-of-Service Area Texas Resident** - Students who have residence in Texas (as defined in the Blinn College residency rules) but do not reside in the Blinn College Service Area.

**Out-of-State Non-Resident/International Students** - Students who reside outside the state of Texas or outside the United States.

**High School Dual Credit Students** - Students who are enrolled in dual credit [high school/college] courses.

**General Property Deposit**

The Board of Trustees has determined not to collect a general property deposit. However, students shall be held responsible for the payment of damages to and/or lost or stolen college property, and for all unpaid accounts and insufficient checks. Students owing the college for damaged, stolen or lost college property or unpaid accounts will not receive an official transcript or college credits. The college may also suspend or dismiss such students from class, and/or refuse re-admittance to the college. Unpaid accounts are subject to the College's collection procedures.

**Nonfunded Course Tuition**

If you are enrolling in a course which you have previously taken two or more times and have received a grade of A-F, W, Q, QF, you will be charged an additional \$50 per semester credit hour (SCH) for the course. This charge will be added to your student account the business day following your registration session. These additional charges must be paid prior to the end of late registration or your account will be put on hold. The following groups of students are exempt from this Nonfunded Course Tuition charge:

1. Foreign or Out-of-State students.
2. Those who have already received a Bachelor's degree.
3. Those who have course work prior to Fall 1996.
4. Remedial courses.
5. Technical courses.

**Music Lesson Fees**

Music (voice, piano, or music instrument, two credit hours (50 minutes per week) .....\$175.00  
 Music (voice, piano, or music instrument, one credit hour (30 minutes per week) .....\$100.00

**Non-Refundable Fees(Per Semester Unless Otherwise Noted)**

Health Sciences Liability Fee ..... \$6.50 (Per Long Semester)  
 Class Change Fee via myBlinn (on-line) ..... No Charge  
 Credit by Examination (CLEP)..... No Charge  
 Foreign Student Application Fee .....200.00  
 Graduation Fee ..... No Charge  
 Installment Plan Fee.....25.00  
 Internet Connection Fee (Resident Students) ..... No Charge  
 Nonfunded Course Tuition (See Above)..... 50.00 SCH  
 Nursing Testing Fee  
 (Fee varies per semester with a range of ..... \$155.00 - \$350.00)  
 Overnight Refund Fee .....30.00  
 Replacement of Identification Card Fee .....7.00  
 Replacement Fee, Blinn Bucs Card  
 (See Blinn Bucs Refund Card) ..... 20.00  
 Registration Fee ..... No Charge  
 Returned Check Fee (paper/electronic/account not found) ..25.00  
 Transcript (Electronic) .....5.00  
 Transcript (Official Hard Copy) .....7.50  
 Vehicle Registration Fee (Fall/Spring/Summer Semesters)200.00  
 Vehicle Registration Fee (Spring/Summer Semesters) .....125.00  
 Vehicle Registration Fee (Summer Only).....75.00  
 Minimester..... No Permit Required  
 Replacement Permit.....Full Price

**VEHICLE PARKING FINES**

Parking Tickets (Per Violation).....\$40.00

**Fees by Course**

Course-specific fees are listed in the Detailed Class Information section found under Look Up Classes of the Students myBlinn account.

**Health Sciences Program Fees**

There is a \$300 program fee (per semester) for the following Health Sciences programs: Associate Degree Nursing; Dental Hygiene; Emergency Medical Technician (Basics only); Health Information Technology; Physical Therapist Assistant; Radiologic Technology; Veterinary Technology and Vocational Nursing.

**Auditing of Courses**

Prior to and 7 days past late registration, any person 18 years of age or older may enroll in a traditional face-to-face course as an auditor, with the consent of the Vice President for Instruction and the appropriate dean to assure space is available, by paying the current semester credit hour tuition and fee rate, plus any required laboratory fees. Auditors may use the library facilities and materials in the library only. The instructor is not obligated to accept any papers, tests or examinations from the auditor. An auditor is free from such course requirements as attendance, written work, and tests. Credit will not be granted for auditing a course. Once a student has registered as an auditor, the student may not change to credit status nor can a credit student change to audit status after the semester has begun. Neither the instructor nor the college assumes responsibility for the academic progress of an auditing student. No refunds of tuition and fees are made to auditing students. Currently enrolled students shall have first priority for auditing space. One hour classes may not be audited.

**Testing Fees**

TSI Assessment Test .....\$45.00  
 TEAS .....40.00  
 HOBET .....40.00  
 THEA Quick Test.....40.00  
 Additional Score Report.....10.00  
 Proctored Exam (Non-Blinn Student) .....25.00

**FOOD SERVICE FOR CAMPUS HOUSING**

**(Available on Brenham Campus Only)**

**Food Service Prices Per Semester**

19 Meals per Week (Residence Halls and Wheeler Hall)\$1,450.00  
 11 Meals per Week (Apartments).....850.00  
 Summer (Apartments) .....200.00  
 Minimester.....175.00

*Additional purchase can be added to the meal plan*

*Meal plans cannot be carried over to the following semester or refunded.*

**Individual Meal Prices**

Breakfast .....\$6.50  
 Lunch.....7.50  
 Dinner.....7.25

*All prices include sales tax (8.25%) and are subject to change without notice.*

**LIBRARY FEES AND FINES**

Overdue Charges	
General circulation.....	25 cents/day, maximum of \$10.00 per book
Reserve circulation (1 – 2 hour use in library only).....	25 cents/hour, maximum of \$10.00 per book
Reserve circulation (3/5 day).....	\$1.00/day, maximum of \$10.00 per book
Lost Material Charges	
Price of item.....	\$30.00 minimum if out of print
Fines owed.....	\$10.00 per item maximum (not refundable)
Processing fee.....	\$10.00 per item (not refundable)
Binding fee.....	Actual Cost
Damaged Materials Charges	
Depends upon damage and repairs needed -- ranges from the cost of the entire book, to rebinding charge to \$3.00 repair charge	
Photo Copies.....	10 cents per copy
Microform Copies.....	15 cents per copy
Miscellaneous Reimbursements	
Charges billed to the College by TexShare libraries for bills owed to them by the student	
Library and Computer Labs	
Printing Charges: First \$15 at No Charge, then.....	7 cents per copy, 12 cents per duplexed page, 50 cents per color copy

**ON-CAMPUS HOUSING**  
**(Cost is per semester)**

Housing Application Fee (Nonrefundable).....	\$125 First Semester \$50 Each Semester Thereafter
Housing Agreement Buy-Out Fee .....	400.00

**Residence Hall with Semi-Private Room**

Residence Hall	Room Rent	Residence Hall Meal Plan (Required)	Total
Melcher.....	\$1,350.00	\$850.00	\$2,200.00
Beazley.....	1,350.00	850.00	2,200.00
Helman.....	1,350.00	850.00	2,200.00
Hallstein.....	1,350.00	850.00	2,200.00
Buccaneer.....	1,350.00	850.00	2,200.00
Lockett.....	1,350.00	850.00	2,200.00
Katherine Atkinson.....	1,350.00	850.00	2,200.00
Spencer.....	1,350.00	850.00	2,200.00
Memorial.....	1,350.00	850.00	2,200.00
Solons.....	1,350.00	850.00	2,200.00
Private Room-Additional.....	500.00		
Summer (each term) .....	500.00	260.00	760.00
Private Room-Additional Summer (each term) .....	125.00		
Minimester.....	400.00	175.00	575.00

**Bert and Mae Dean Wheeler Residence Hall**  
**(Cost is per semester)**

	Room Rent	Residence Hall Meal Plan (Required)	Total
Semi-Private Bedroom	\$2,200.00	\$850.00	\$3,050.00
Private Bedroom	2,400.00	850.00	3,250.00
Private Bedroom/Private Bath	2,800.00	850.00	3,650.00

**Blinn College Park Apartments**  
**(Cost is per semester, one student per room)**

Apartments	Room Rent	Apartment Meal Plan (Required)	Total
Four Bedroom Units	\$2,700.00	\$525.00	\$3,225.00
Two Bedroom Units	2,750.00	525.00	3,275.00
Summer (Per Term)	700.00	200.00	900.00
Minimester	425.00	175.00	600.00

### Fines in Relation to Student Housing Facilities

1. Key Replacement (resident halls).....	\$25.00
2. Key Replacement (apartments).....	50.00
3. Lock change out (resident halls).....	50.00
4. Lock change out (apartments).....	150.00
5. Improper room check-out .....	\$5.00 to \$25.00 (depending upon condition)
6. Failure to check-out at end of semesters.....	25.00
7. Failure to return key at check out (resident halls).....	50.00
8. Failure to return key at check-out (apartments).....	150.00

*All outstanding fines and fees must be paid in full prior to registration.*

### Installment Payment Plan

Blinn College offers a payment plan through NelNet Business Solutions (formerly FACTS Management) for the total of tuition, fees, room and board. Students must sign up for the payment plan online through the myBlinn registration system. Payment options vary by semester and registration date. Payment plans are not available for the minimester or summer semesters.

A student who fails to make full payment for their balance due, including incidental fees, by the final payment due date will be prohibited from registering for classes until the balance due is paid in full. A student who fails to make payment prior to the end of the semester may be denied credit for the work done that semester.

The Payee (Blinn College) reserves the right to withdraw the student from class if the Note (balance due) is not paid in full by the final payment due date. If the Promiser (student) is withdrawn and subsequently pays the balance due in full, the Promiser may petition the Registrar, through Enrollment Services, for reinstatement.

### Check and Credit Card

Enrollment Services accepts personal checks, cashier's checks/money order, Visa, MasterCard, Discover, and American Express for payment of tuition, fees, and fines.

Students may cash checks at Enrollment Services Monday through Friday by presenting their Blinn I.D. Card. Checks may be cashed in the following maximum amounts: Students, \$35.00; parents and guardians, \$50.00. A \$25.00 Service Charge will be added for any check which is returned by the bank for any reason and the student will be prohibited from paying with checks in the future. The student will also be placed on hold until the check and fee are paid. Temporary checks are not accepted.

### Return Check

When notification is received by the college that a check has been returned unpaid, the student responsible for the check is sent notice by certified mail giving 15 days to redeem the check with cash or certified funds and pay the service fee. If not redeemed within the 15 day period, the returned check may be submitted to local authorities for collection or turned over to a collection agency.

Once the student's account reflects the return of an unpaid check, the college may require future payment to be by cash or certified funds. The student's account will remain on hold until payment is made.

### Use of Collection Agencies

If student accounts become past due, the College will initiate internal collection efforts, which may consist of correspondence. As a final effort, the College may employ an outside collection agency.

### State Tuition Rebate Program

Texas Education Code (54.0065) authorizes tuition rebates for students who complete a baccalaureate degree with no more than 3 credits in excess of those required for their degrees. To be eligible for rebates under this program, students must meet all of the following conditions: (1) they must have enrolled for the first time in an institution of higher education in the fall 1997 semester or later, (2) they must be requesting a rebate for work related to a first baccalaureate degree received from a Texas public university, (3) they must be a resident of Texas, must have attempted all coursework at a Texas public institution of higher education, and have been entitled to pay resident tuition at all times while pursuing the degree, and (4) they must attempt no more than 3 hours in excess of the maximum number of semester credit hours required to complete the degree under the catalog under which they were graduated.

The amount of tuition to be rebated to a student under this program is \$1,000, unless the total amount of undergraduate tuition paid by the student to the institution awarding the degree was less than \$1,000, in which event the amount of tuition to be rebated is an amount equal to the amount of undergraduate tuition paid by the student to the institution. For additional information, contact the baccalaureate-granting institution to which you are planning to transfer.

### Non-Mandatory Fees

Students who withdraw prior to the first day of class will have all non-mandatory fees refunded. Students who withdraw on or after the first day of class will be refunded as follows:

- (1) The refund on room and board is proportional with no room refund after the eighth week.
- (2) There is no refund on vehicle registration fee.

### Residence Hall Student Refunds

Residence Hall students must turn in their room and post office key and leave their room clean. They must get a clearance insofar as room damage is concerned in order to get a refund on their room deposit. Refunds must be requested from the Housing Office.

The refund on board is proportionally calculated on a weekly basis. There is no refund on rent after the eighth week for long terms or the end of the second week of summer school. The deposit will not be refunded for either period.

### Blinn Bucs Refund Card

All Blinn College student refunds are issued through Higher One, a financial services company focused exclusively on higher education. Blinn College no longer issues refund checks; all refunds are processed through Higher One. Higher One offers Blinn College students a choice in the timing and the delivery of student refunds. The initial Blinn Bucs refund card is issued to Blinn College students at no cost and automatically sent to the students permanent address; however, there is a \$20 fee to re-issue the card. Students and parents can learn more about the Blinn Bucs refund card through the Business Office website,

<http://www.blinn.edu/businessoffice/>. Students can activate their refund card and learn more about Higher One services and fees at <http://www.blinnbucs.com>.

### Return of Title IV Funds

If a student withdraws prior to the receipt of aid, the aid award is cancelled. If a student withdraws on or before the 60% point in time of period of enrollment, calculated using calendar days, a portion of the total of all Title IV funds awarded to a student (Pell Grant, Supplemental Educational Opportunity Grant, Federal Stafford Loan, Federal PLUS Loans and Academic Competitive Grant) must be returned, according to the provisions of the Higher Education Act Amendments of 1998. The calculation of the return of these funds may result in the student owing a balance to the college and/or the Federal Government. The Business Office must send refunds

applied to Stafford and SLS loans directly to the lender. If the student retains a balance, their account will be placed on hold until such time that the balance is repaid. These accounts will be subject to collection actions by the College.

### Military Service

If a student withdraws because he or she is called to active military service, the College District, at the student's option, shall refund the tuition and fees paid by the student for the semester in which the student withdraws.

*Education Code 54.006(f); 19 TAC 4.9(a)-(b) [See EGA for grading and credit options]*

*Blinn College Board Policy FC (Legal)*

## REFUND

### Drop/Withdrawal from College Tuition and Mandatory Fees

Drops and withdrawal from college are official at the time that the Office of Admissions and Records is notified. Notification should be made through myBLINN or in person. Students will have their tuition and mandatory fees refunded 100% before the first class date. After that time, students who drop or withdraw from classes will have their tuition and mandatory fees refunded according to the following schedule:

### Drop/Withdrawal Schedule Texas Administrative Code (Chapter 19, § 4.9(a)-(b)) *Blinn College Board Policy FC (Legal)*

Length of Class Term in Weeks	Last day for 70 percent refund	Last day for 25 percent refund
2 or less	2nd class day	n/a
*3	3rd class day	4th class day
4	4th class day	5th class day
5	5th class day	6th class day
**6	5th class day	7th class day
7	7th class day	9th class day
***8	8th class day	10th class day
9	9th class day	11th class day
****10	9th class day	12th class day
11	10th class day	14th class day
12	12th class day	15th class day
13	13th class day	16th class day
14	13th class day	17th class day
15	14th class day	19th class day
*****16	15th class day	20th class day

- |                            |                                 |
|----------------------------|---------------------------------|
| * Minimester               | **** 10 Week Summer Semesters   |
| ** Summer I & II Semesters | ***** Fall and Spring Semesters |
| *** 8 Week Semester        |                                 |

Tuition and fees paid directly to the institution by a sponsor, donor, or scholarship shall be refunded to the source rather than directly to the student. If a student who has a scholarship withdraws before the end of the semester, the scholarship is revoked and the student may be required to repay the scholarship fund.



# Student Leadership and Activities

## **Student Activities**

**Buccaneer Band**

**Blinn College Percussion and  
Steel Drum Band**

**Kappa Kappa Psi**

**Blinn College Treasures**

**The Choir Program**

**Blinn College Cheerleaders**

**Dramatic Productions**

**Speech and Debate Team**

**Photography Club**

**Intramural Sports**

**Intercollegiate Sports**

**Brenham Campus & Open**

**Recreation and**

**Employment**

**Student Government**

**Association**

**Procedures for Establishing  
Student Organizations**

**Registered Student  
Organizations**

**Blinn College Student  
Organizations**

**Campus Clubs, Honor Societies  
and Organizations**

**Brenham Student Center**

### Student Activities

Each student's college experience should be enhanced with activities that contribute toward individual growth. Therefore, Blinn College seeks to provide opportunities that meet the student's needs and interests through a wide range of co-curricular activities. These activities are not separate and apart from academic life, but complement the curriculum, serving to "broaden the horizons" of each student.

Student organizations encompass a wide range of interests. Their focus is to enhance opportunities which aid in the development of leadership, decision making, social skills, self-esteem and professional growth.

Each organization is advised by a member of the professional staff who assists the students in planning their projects and activities. Participation in certain student activities requires enrollment in a credit course and, in some cases, tryouts and/or approval by the instructor. Included in these categories are the Buccaneer Band, Buccaneer Treasures, cheerleaders, chorus, intercollegiate athletics, publications, and the stage band.

Faculty advisors and club members are financially responsible for any expenses incurred and should maintain accurate records of their funds. A financial report is requested by the Director of Student Leadership and Activities or Director of Student Leadership and Activities at the end of each semester.

All fund raising activities of clubs and organizations must be approved via a "Request for Student Activity" form and by the administration. Clubs or organizations are not allowed to solicit for funds off campus.

To spend allocated funds from approved club and organization budgets, purchase requisitions and trip tickets must be completed in a timely matter by club advisors. They should be submitted to the Director of Student Leadership and Activities or Director of Student Leadership and Activities for a budget code and signature. The requests are then forwarded to the appropriate offices for signatures and approval and returned to the club advisor.

### Buccaneer Band

The Buccaneer Marching Band (Brenham campus) consists of 125+ members from as many as 60 area high schools including the Houston, Austin, San Antonio and Dallas-Fort Worth area. Performances include home football games, select away games, exhibition performances at regional, area and state U.I.L. marching contests and hosting the annual Buccaneer Marching Festival. The marching band includes a Wind Symphony, Symphonic Band and Jazz Ensemble. The bands perform several on-campus concerts, tour throughout southeast & central Texas, host an annual jazz festival and music meet and annually place more students in the Texas Community College All-State Band than any community college in the state.

The band program is open through audition to all students with experience in a high school band. Substantial scholarships are available through the audition process to all members including color guard. On-campus audition and a recommendation from the students' high school director are required. Audition material is to consist of region tryout etudes, and/or class one U.I.L. solos plus sight reading. Music majors make up approximately 50% of the total band program, and the scholarships are awarded equally to all majors based on musicianship and availability of funds at the time of the audition. For complete audition arrangements contact the Director of Bands (979) 830-4652 or

see our website at [www.blinn.edu](http://www.blinn.edu) Brenham campus, Visual and Performing Arts, Buccaneer Band.

**For complete audition arrangements contact the Director of Bands (979) 830-4652 or on-line [www.blinn.edu](http://www.blinn.edu) Brenham campus, Fine Arts, Buccaneer Band etc.**

### Blinn College Percussion Studies and Steel Drum Band

The Percussion Studio at Blinn College strives to attain the highest possible performance standards while helping students experience a diverse array of percussive performance outlets. Students at Blinn have the opportunity to perform in drumline (The Mothership Connection), steel band, percussion ensemble, jazz band, wind ensemble, symphonic band, and marching bands. All students, not just music majors, receive private instruction that assists each student in attaining their individual artistic goals.

The Blinn College Percussion Ensemble (BCPE) performs several full-length concerts per year, including past performances at a Day of Percussion, Drumline Exhibitions, and as invited guests at area high schools. BCPE strives to present a variety of percussion ensemble styles ranging from classical transcriptions, to marimba orchestra pieces, commissioned works, and standard chamber music repertoire. Each Fall we also have a full drumline, known as the Mothership Connection, that supports the marching band and plays solo performances.

The Blinn College Steel Band (BC Steel – Beyond Caribbean) in an ensemble made up of members of the percussion and instrumental music program. As a smaller combo style steel band we focus on learning the traditional styles and techniques. Music includes traditional Caribbean music in addition to arrangements of classical and contemporary music for steel drum ensemble. No previous steel pan experience is required, simply a willingness to learn.

Whether music is just a passion or a future career there is an outlet for your musical talents at Blinn College. Former percussion music majors have been accepted into four-year institutions including the University of Texas, the University of North Texas, Baylor University, Texas Tech University, Texas Christian University, Sam Houston State, Texas A&M Commerce and Kingsville, University of Houston, and West Texas A&M among others. For information regarding the percussion program or to schedule an audition please contact Dr. Sarah Burke by phone at (979) 830-4015, or through email at [sarah.burke@blinn.edu](mailto:sarah.burke@blinn.edu).

### Kappa Kappa Psi

Blinn College is proud to have the Iota Sigma Chapter of Kappa Kappa Psi, national band service fraternity on the Brenham campus. Members of the Blinn College Band Program are eligible to rush and become membership candidates for Kappa Kappa Psi in the fall semester each year. Kappa Kappa Psi provides service to the band through activities such as weekly field painting, providing water at games, serving as load crew for trips and providing social activities for band members. An active member of the Iota Sigma chapter of Kappa Kappa Psi may continue their active membership at their transfer university through advisor approval.

### **The Blinn College Treasures**

The Blinn College Treasures dance team is an exciting group that performs at Blinn College athletic events, pep rallies, college and community events, as well as at a number of other special events. This team of student-athletes demonstrates their support for the Buccaneer and Lady Buc athletic teams with energetic and entertaining performances. They are more of a dance team rather than a drill team. During football season performances consist of field jazz and pom. During basketball season, the team's style is a combination of jazz and funk. Each person who makes the team receives some level of scholarship funding. Contact the dance coach for more information at 979-830-4264.

### **The Choir Program**

Blinn College has one of the largest choral programs in the state, with five separate choirs. Choral Union, is open to all students. This choir offers members the opportunity to sing a variety of large and small scale choral works with the community chorus, known as the Brenham Chorale. The other four ensembles are auditioned groups – a mixed ensemble known as the Blinn College Camerata Choir, a select Women's Chorus, the Opera Workshop/Musical Theater Ensemble and the Select Choral Ensemble in Bryan. Each of these choirs present at least one major performance each semester and also participate in community outreach and recruitment events. Scholarships are available to students who participate in two or more ensembles, and are offered after a brief scholarship audition with the Director of Choirs and Vocal Studies. Not all choir students are music majors, and choir scholarships may be awarded to students majoring in any subject. For more information, contact the Director of Choral Studies (979) 830-4239 (Brenham); (979) 209-7580 (Bryan).

### **The Blinn College Cheerleaders**

The Blinn College Cheerleaders are an exciting group that cheers at Blinn College athletic events, pep rallies, college and community events, as well as at a number of special events. The members of the squad are well respected on campus as student-athletes striving to support the Blinn College athletic program. Scholarships are available to those who qualify and cover tuition, fees, and use of books. Tryouts are held in April and for more information please contact the cheer coach at 979-830-4264.

### **Dramatic Productions**

The Theatre Arts Program offers a quality educational foundation through study, application, and experience. A wide range of performance and production studies combined with Blinn's outstanding reputation as the state leader in transferring students to top four-year institutions paves the way for success in an exciting entertainment career. In the Theater Arts Program at Blinn, students apply their knowledge each year in four or more dramatic productions, two musical theatre ensembles, and hosting local, regional, and national presentations. Trips and tours enhance the experience as students enjoy a variety of professional plays and musicals, often with scheduled artist talk-backs. Scholarships are available to qualified students and are awarded through an audition process. Contact the theatre arts director for complete details at (979) 830-4269 (Brenham); 979-209-7244 (Bryan).

### **Speech and Debate Team**

The Blinn College Speech and Debate Team is an open group that represents Blinn College at a variety of competitions across the state. Students need no previous experience- just an interest in preparing and presenting original material. Events include but are not limited to individual prepared addresses, oral interpretations, limited preparation events, and parliamentary debate. Email Kathryn Kelly or Betsy Stoltz at [kathryn.kelly@blinn.edu](mailto:kathryn.kelly@blinn.edu) and [elizabeth.stoltz@blinn.edu](mailto:elizabeth.stoltz@blinn.edu) for details and information.

Meetings are Tuesday evenings at 7pm in H220 (Bryan Campus)

### **Photography Club**

The Blinn Photography Club (Bryan Campus) functions as a student organization where students that have an interest in photography can come together. Led and run by students, this creative group experiences a wide range of activities that include official Blinn photo shoots, portfolio discussions, techniques and setups, as well as film and darkroom developing. Photo club is closely tied with the Blinn photography classes, thereby giving club members access to professional equipment reserved for studio photography lessons. Advanced photography techniques in digital photo manipulation and creative exposure are shared in weekly meetings. Photo club often morphs according to the photo experience of its current members and student leadership. For more information on the Photography Club please contact (979) 209-8255.

### **Intramural Sports**

The Blinn College Athletics department offers an intramural athletic program. A well-organized and administered program provides opportunities for students, both men and women, to enjoy scheduled competitive, informal athletic activities.

### **Intercollegiate Sports**

Blinn College offers intercollegiate competition in football, men's and women's basketball, baseball, softball, and volleyball. The college is a member of the National Junior College Athletic Association (NJCAA) and competes in the Region XIV Athletic Conference and the Southwest Junior College Football Conference. For information concerning participation and scholarships in these sports, contact the Director of Athletics or the head coach of the specific sport by FAX (979-830-4032) or visit the web site [www.buccaneersports.com](http://www.buccaneersports.com)

### **Brenham Campus & Open Recreation and Employment**

The Blinn College Campus Recreation program seeks to provide quality recreational opportunities, intramural contests, athletic facilities and services to a diverse student, faculty and staff population of the Blinn College system and to encourage healthy lifestyle choices and positive social interaction within the Blinn College community. Campus Recreation at Blinn College includes Open Recreation - where students are able to utilize athletic facilities for pick-up game competition and personal improvement, Intramurals – students compete against other Blinn College students in a variety of sports that changes throughout the year. Employment – campus recreation typically is one of the largest employers of student workers on campus. Campus Recreation averages over 10,000 participations every semester! Now it is your turn. Come out and play!!!

Blinn College has a number of facilities available for the general student population to utilize in the recreational pursuits. The Heineke Gym is open most week nights for basketball, volleyball, dance and other uses. The Heineke Gym also has sports equipment that students may check out with their Blinn ID including basketballs, volleyballs, footballs, horseshoes, Frisbees and more. The Boehm Weight Room (name of facility may be changed prior to publication) is open most week nights for students to pursue their personal fitness goals. The weight room has free weights and cardiovascular equipment including ellipticals, treadmills, stair steppers and bicycles. There are also a number of outdoor facilities for use including the sand volleyball courts, tennis courts, basketball court, walking track and intramural field.

Blinn College Campus Recreation is one of the largest employers of students on campus. Employment opportunities exist as student supervisors in the Heineke Gym and Boehm Weight Room. Other opportunities exist for students who have experience or would like to learn to officiate many of the team sports offered through the intramural program. Applications must be made online at <http://employment.blinn.edu> and students are welcome to speak with the Campus Recreation Director when they apply.

### **Student Government Association**

The Student Government Association is organized to provide a student-directed structure within which students have opportunities to promote and regulate a program of student activities and governance. Blinn College provides a Student Government Association on the Brenham, Bryan and Sealy campuses.

These Student Government Associations are composed of officers elected by the student body. Freshman and sophomore delegates are also elected. All elected and appointed officers must complete a minimum of twelve (12) semester hours per semester and maintain a permanent grade point average of 2.50 each semester. The President of the Student Government Association must carry a 2.75 GPA at all times and complete a minimum 12 semester hours on the Blinn Campus. First semester freshmen are exempt from the grade point average for the semester only. Failure to meet this guideline shall result in disqualification from office. To become or remain a participating member of the Student Senate, a student must maintain a grade point average (GPA) of 2.00. The association on the Bryan campus is also represented by members-at-large and delegates from the student organizations. The officers provide leadership services to and foster cooperation between the organizations.

### **PROCEDURES FOR ESTABLISHING STUDENT ORGANIZATIONS**

1. Students interested in forming a campus organization will identify seven or more potential members and a willing Blinn advisor. The Director of Student Leadership and Activities or will approve the appointment of this individual.
2. The group will write a proposal and submit it to the Student Government Association for review.
3. The president of Student Government Association will assign a standing committee to examine the document. Having reviewed and agreed upon the content of the proposed constitution, this committee will recommend the document to the membership of the SGA as a whole.
4. Having been reviewed and approved by the SGA, the constitution is then submitted to the Director of Student Leadership and Activities.

5. Once approved by the Director of Student Leadership and Activities, the proposed constitution is sent to the Vice President, Student Services for review and recommendation.
6. The final approval for the establishment of the organization will rest with the District President.

### **REGISTERED STUDENT ORGANIZATIONS**

An organization in which membership is limited to students, staff, and faculty may become a registered student organization by complying with the registration procedures established by the Vice President, Student Services.

Registered student organizations shall abide by College District policies and procedures and applicable law. Registered status shall not imply that the College District endorses a student organization's opinions and activities.

### **REGISTRATION REQUIRED**

An eligible group of students shall be entitled to register as a student organization. Approval for registration of an organization on any one campus or center shall be effective College districtwide.

### **ELIGIBILITY**

A group shall be eligible for registration if:

1. Its membership consists of seven or more students.
2. It does not deny membership to anyone on the basis of sex, disability, age, color, race, nationality, or religion.
3. It has an advisor who is a member of the faculty or the staff.
4. It is not under a disciplinary penalty prohibiting registration.
5. It conducts its affairs in accordance with College District policies, procedures, rules, and regulations; as well as with local, state, and federal laws.
6. Its membership is limited only to students, staff, and faculty of the College District.

### **REJECTION OF APPLICATION**

If the Vice President, Student Services does not approve the application for registration, he or she shall provide the applicant with a copy of a written statement of the reasons for refusal, and the applicant may appeal to the District President.

The District President may take one of the following actions:

1. Affirm the Vice President, Student Services's decision.
2. Reverse the Vice President, Student Services's decision.
3. Appoint a committee to conduct a hearing and report its findings to the applicant and the District President, who shall then take final action.

The District President's decision may be appealed to the Board.

### **RIGHTS AND DUTIES**

Each registered student organization shall adopt a written charter, constitution, or other governing document. A copy shall be filed with the College District.

A registered student organization may conduct meetings, events, performances, and similar activities in accordance with College District facilities use policies and procedures. [See FLAA] The organization shall not advertise, promote, or represent that an event or activity is associated with the College District unless prior approval is obtained in accordance with applicable procedures. [See FK]

A registered student organization may distribute written or printed materials or other visual or auditory materials in



accordance with College District literature distribution policies and procedures. [See FLA] The organization may not represent that visual or auditory materials are sponsored by the College District unless prior approval is obtained in accordance with applicable procedures. [See FKA]

The purpose and/or functions of a student organization must not duplicate those of an existing recognized student organization. This requirement, however, is not applicable to an organization with religious or political purposes and/or functions as declared in its constitution.

In accordance with state law, officers of a registered student organization shall attend a risk management program provided by the College District.

### Membership

Only currently registered students shall be eligible for active membership status in student organizations. All other persons, including former students and community members, are not eligible for membership. Furthermore, non-currently registered student attendance at sponsored meetings, events, performances and similar activities are prohibited unless approved in advance by the Student Leadership and Activities Office or by the Vice President, Student Services.

### REQUIRED SUBMISSIONS

Each registered student organization shall submit the following:

1. At the beginning of each semester, a complete list of officers or other representatives of the organization who are authorized to receive official notices, directives, or information from the College District on behalf of the organization. The list shall be kept current and accurate by the organization.
2. At the beginning of each school year, a list of proposed travel requests for approval to the Student Leadership and Activities Office.

### Advisor Responsibilities

All student organizations require the appointment of a College faculty or staff member as an advisor. Multi-advisor involvement in student organizations is encouraged, however, advisors are only permitted to serve in the role of advisor for two student organizations per one academic year.

Advisors are expected to provide counsel in regards to the nature of the student organization, guidance, and accountability to ensure the organization is abiding by its constitution. Furthermore, advisors should be actively involved with the activities of the organization, and are charged with creating a positive and cohesive environment for all. Advisors are expected to attend all student organization meetings, whether they be on campus or off campus.

The advisor is responsible for ensuring that all activities and events are approved in accordance with established procedures set forth by the Vice President, Student Services. Furthermore, the advisor will oversee the finances of the student organization, and will approve all organization deposits and expenditures.

College faculty and staff who aspire to be an advisor for a student organization must be approved by the Vice President, Student Services. Once approved, advisor performance is reviewed on a yearly basis. Lack of performance may result in removal from advisorship.

### LOSS OF REGISTRATION

Upon written notice, a student organization's registered status may be revoked by the Vice President, Student Services if it:

1. No longer meets the eligibility requirements; or
2. Violates College District policies and procedures or local, state, or federal law.
3. Upon determination that the organization is no longer fulfilling the purposes and/or functions described in its constitution.

A student organization whose registered status has been revoked may appeal to the District President, who may take appropriate action regarding the issue. If the organization is not satisfied with the decision, it may appeal that decision to the Board.

A student organization whose registered status has been revoked shall be prohibited from reapplying for registered status for a period described in the revocation notice. The prohibition shall be for a period of not less than four months following the date of the notice and may be permanent. The revocation shall be effective College districtwide.

### DISCIPLINARY VIOLATIONS

In addition to the revocation of registered status, violations of College District policies and procedures or local, state, or federal law shall subject the student organization and its individual members to disciplinary action in accordance with policies FM and FMA.

*Blinn College Board Policy FKC (LOCAL)*

### Blinn Organizations Include

Blinn College Student Government Association, Brenham  
Blinn College Student Government Association, Bryan  
Blinn College Student Government Association, Schulenburg  
Blinn College Student Government Association, Sealy

### Honor Societies

- Delta Psi Omega, Brenham
- Kappa Kappa Psi, Iota Sigma, Brenham
- Mu Alpha Theta, Brenham
- Phi Theta Kappa, Alpha Phi Lambda, Bryan
- Phi Theta Kappa, Beta Alpha, Brenham
- Psi Beta, Bryan
- Sigma Kappa Delta, Brenham
- Sigma Kappa Delta, Bryan

### Political Organizations

- Blinn College Republicans, Brenham and Bryan
- Progressive Democrats, Brenham
- Blinn College Democrats, Bryan
- Young Conservatives of Texas Blinn College Chapter, Bryan

### Professional Organizations

- Agricultural Mechanics Club, Brenham
- Blinn College American Chemical Society, Bryan
- Agricultural Association, Brenham
- American Dental Hygienist, Bryan
- Art Club, Brenham
- Blinn College Nursing Students Association, Bryan
- Blinn College Vocational Nursing Students Association, Bryan
- Blinn International Fire Science Student Association, Bryan
- Blinn Naturalists Club, Brenham
- Blinn - Theatre Club, Bryan
- Blinn Times Newspaper, Brenham
- Blinn College Veterinary Technology Student Association, Bryan



- Communication Studies Student Organization, Brenham
- Emergency Medical Services Student Association, Bryan
- Film Production Club, Bryan
- Forensic Science Club, Brenham
- Future Registered Nurses, Bryan
- Future Teachers Organization, Brenham and Bryan
- Future Vocational Nurses, Brenham
- Legal Assistant Student Organization, Bryan
- Medical Education Development Society, Brenham
- Photography Club, Bryan
- Physical Therapist Assistant Association, Bryan
- Professional Secretaries International, Bryan
- Psychology Club, Bryan
- Radiology Technologist Association, Bryan
- Spanish Club, Bryan
- Technology in Computer Systems and Coding, Bryan
- United States Institute for Theatre Technology, Brenham

### Religious Organizations

- Bahai Club, Brenham
- Baptist Student Ministries, Bryan
- Baptist Student Outreach, Brenham
- Blinn Catholic Club, Bryan
- Blinn Christian Fellowship, Bryan
- Blinn Latter Day Saints, Bryan
- Catholic Student Union, Brenham
- Chi Alpha, Brenham
- Fellowship of Christian Athletes, Brenham
- Wesley Foundation, Brenham
- Latter Day Saint Student Association, Brenham

### Student Organizations

- Blinn College Ethnic Student Organization, Bryan
- Blinn College Lions Club, Brenham/Bryan
- Blinn College Veterans Association, Bryan
- Brazos Region Astronomy Service Society, Bryan
- Festival Singers, Bryan
- Fit Life Alliance, Bryan
- Geographical Society, Bryan
- History Society, Bryan
- International Student Organization, Bryan
- League of United Latin American Citizens, Bryan
- Science Club, Bryan
- Blinn College Sociology Club, Bryan

### Service Clubs

- Blinn Allies, Bryan
- Blinn Anthropology Club, Bryan
- Blinn Art Club, Bryan
- Blinn College Music Club, Bryan
- Pro-Life Buccaneers, Bryan
- Sociology Club, Bryan

### Social Clubs

- Blinn College International Student Organization, Bryan
- Dynasty Step Team, Brenham
- Students for Concealed Carry On Campus, Bryan
- Choral Club, Brenham
- Distinguished Gentlemen, Brenham
- Gaming Coalition, Bryan
- Gaming Society, Brenham
- Gay Straight Alliance, Brenham
- Hispanic Organization for Latino Awareness (HOLA), Brenham
- League of United Latin American Citizens, Bryan
- Ping Pong Club, Brenham
- Taekwondo Club

## CAMPUS CLUBS, HONOR SOCIETIES AND ORGANIZATIONS

### Agricultural Club/Wildlife Club

The Texas Junior College Association meets bimonthly. It is a club designed to promote professionalism and leadership among agriculture students. Membership is open to students majoring in an agriculture related field.

### Agricultural Mechanics

The Blinn College Agriculture Mechanics Club is open to all students interested in engines and automobiles. Its purpose is to promote the Agri Mechanics program and other Agriculture course in area schools. Activities include field trips, Homecoming Fall Car show, an end-of-school project, and Spring Antique Engine and Car Show.

### Art Club

The Blinn Art Club is to promote liberal arts on the Blinn campus and the Brenham community. Membership is open to all Blinn College students in good academic standing with an appreciation for art.

### Baptist Student Outreach

The Baptist Student Outreach is a student led organization which emphasizes the sharing of the good news of Jesus Christ both among Blinn students and other through activities, events, and fellowship. B.S.O. activities focus on worship, Bible study, missions, leadership training, recreational and social concerns such as world hunger. Membership is free and open to all students of Blinn College.

### Blinn College Lions Club

The mission statement of the Blinn College Lions Club is to create and foster a spirit of understanding among all people for humanitarian needs by providing voluntary services through community involvement and international cooperation. Membership is open to Blinn students in good academic standing.

### Blinn College Republicans

Blinn College Republicans exists to (1) provide an opportunity for the expression of Republican Party ideals through an organized structure; (2) to make known to the students and faculty the ideals of the Republican Party; (3) to foster and encourage loyalty to the Republican Party; (4) to foster and encourage student and faculty involvement in and an understanding of political processes locally, statewide and nationally.

### Catholic Student Union

The Catholic Student Union is a Catholic campus ministry which encourages and invites all students to attend its fellowship gatherings. CSU activities include retreats, speakers, conventions, socials, fellowship and ministry.

### Choral Club

This organization directs its activities toward the promotion of the Blinn College Choral Organization; social events for members, Blinn College, and the community; spirit within the school; and an interest in music and the related arts. Membership is open for all Blinn students enrolled in Chorus, Choral Ensemble, and/or vocal study; and anyone interested in music performance with approval by the advisor.

### Communication Studies Student Organization

The purpose of this organization shall be to promote the Communication Studies discipline with members of the campus and community, and promote the interdisciplinary exchange of knowledge through the use of the outside sources, including but not limited to speakers, field trips, social and service activities.

#### **Constitutionalist Club**

This organization is a Madisonia-Jeffersonian political club whose intent is to inform the student body and public of the original intent of the frames of the United States constitution. It is open to all interested students.

#### **Distinguished Gentlemen**

This organization is a social club which supports and educates underrepresented male students about the culture and heritage of African Americans.

#### **Dynasty Step Team**

Dynasty Step Team uses a variety of steps and dancing techniques that involves clapping, stomping, and making noise on the body to make a beat with a whole group of people.

#### **Delta Psi Omega**

Delta Psi Omega is an honorary dramatic society. The organization is open to those students maintaining a high standard of work in dramatics and those interested in the college theater.

#### **Fellowship of Christian Athletes**

The vision of Blinn's Fellowship of Christian Athletes is to see Blinn impacted for Jesus Christ through the influence of athletes and coaches. Meetings are held weekly to fellowship, study God's word, and build character as student-athletes facing the challenges of navigating the world of college sports.

#### **Forensic Science Club**

The purpose of the Forensic Science Club is to promote the spread of forensic knowledge with members of the club and community, and the interdisciplinary exchange of knowledge through the use of outside sources, including but not limited to speakers, field trips, social activities, etc.

#### **Future Teachers Organization**

The Future Teachers Organization is a club for students who are interested in a teaching career. The club meets monthly and is interested in topics pertinent to education and the teaching field. Experienced teachers are invited to present programs on these and related topics throughout the year.

#### **Gaming Society**

The objective of the Blinn College Gaming Society is to promote student social interaction through the sport of competitive gaming by organizing events where such interaction can take place.

#### **Gay Straight Alliance**

The purpose of this organization shall be to serve as a support group and provide a forum for student expression; to help provide education in prevention of gay and straight abuse; to promote in each individual of the BCGSA a desire for good citizenship based on democratic processes; to promote community outreach, knowledge, self-awareness, self-improvement, male and female empowerment (homosexual, bisexual, heterosexual).

#### **Hispanic Organization for Latino Awareness (HOLA)**

HOLA is an organization open to all students that promotes the awareness of the Hispanic culture on the Blinn campus. Its

purpose is for students to share common cultural background and interests and serve as a support group for better communication with other student organizations and college personnel.

#### **Kappa Kappa Psi**

Kappa Kappa Psi is a national fraternity for college and university band members. Its purpose is to promote and encourage band-related activities on campus and to honor outstanding band members. Membership is open to members of the Blinn College Band who have a "C" average or above.

#### **Latter-Day Saint Student Association**

This organization was established to help students have a balanced secular and spiritual life on campus as well as to provide members with meaningful service, social, and religious activities that are consistent with LDSSA standards. It is open to all interested students.

#### **Medical Education Development Society (Health Science)**

MEDS is for students interested in the health profession. Activities include speakers, field trips, and service opportunities. All students interested in a career in any health area are welcome.

#### **Mu Alpha Theta**

Mu Alpha Theta is a national honor society in mathematics for the junior college student. Its purpose is to stimulate interest in mathematics by providing public recognition of superior mathematical scholarship and by promoting various mathematical activities. Initiation is held in the spring.

#### **Naturalists Club**

The Blinn Naturalists are concerned with environmental issues and problems. The main goal is to raise the awareness of environmental issues on the Blinn campus. Membership is open to all students. Activities include speakers, seminars, educational trips, and service projects such as collecting aluminum cans on campus.

#### **Phi Theta Kappa**

Phi Theta Kappa is the international junior college honor society. The organization is recognized by the National Fraternity of American Junior and Senior Colleges and by the American Association of Junior Colleges. Membership into Phi Theta Kappa is by invitation only. The Brenham chapter, Beta Alpha, advisors various activities that include: blood drives, field trips, and guest speakers on campus. Club members from Beta Alpha attend regional and international conferences and have won numerous awards.

#### **Ping Pong Club**

The purpose of this organization is to get together and engage in friendly ping pong competitions in a fun and safe environment. It is open to all interested students.

#### **Progressive Democrats**

This organization holds weekly meetings for the purpose of supporting and promoting the ideals of the National Democratic Party. It is open to all interested students.

#### **Sigma Kappa Delta**

The purpose of the organization is to stimulate interest in the English studies by providing recognition of superior English scholarship and by promoting various opportunities for developing skills in the study of English and in creative and

analytical writing.

### **United States Institute for Theatre Technology**

This organization promotes and represents the interest of students in the technical theatre field through organized activities and events held at Blinn College also sharing educational experiences in technical theatre.

### **Blinn Future Vocational Nurses**

The purpose of the club is to provide a forum for students' expression, provide education in the prevention of illness and to promote and provide quality health care. The membership is opened to students enrolled in vocational nursing at Blinn College.

### **The Blinn Times Student Newspaper**

The Blinn Times is a student-run online newspaper created entirely by Blinn students, and it can be viewed anytime at [www.theblinntimes.com](http://www.theblinntimes.com). The Blinn Times aims to keep students, faculty, and staff up to date with the latest news and events from throughout the Blinn College service area. Students who participate in the newspaper are given the chance to serve in a wide variety of journalistic roles such as writers, photographers, editors, or graphic artists. Students wanting to learn more about The Blinn Times may contact the Student Leadership & Activities office.

### **Wesley Foundation**

This organization is sponsored by the Methodist Church. Its purpose is to provide an atmosphere for students to enjoy Christian fellowship. Membership is open to all Blinn College students.

### **Wii Speak**

The purpose of this organization is to promote the Communication Studies discipline and promote the interdisciplinary exchange of knowledge through speakers, field trips, social and service activities.

## **BRENHAM STUDENT CENTER**

Normal operating hours for these facilities during the regular school semester are as follows. Hours are subject to change as necessary to meet the demands of the students and follow the holiday schedule of the college.

### **OPERATING HOURS:**

**Student Center:** Monday-Friday, 7:00 a.m.-10:00 p.m.  
Saturday, 8 a.m.-10:00 p.m. Sunday, 1 p.m.-10:00 p.m.

### **North and South Dining Halls:**

Monday-Friday 7:00-8:30 am, 11:30 am-1:45 pm, 5:00-6:30 pm

**The Cove:** Monday-Friday, 7:00 a.m.-9:00 p.m.  
Saturday, 9:00 a.m.-9:00 p.m. Sunday, 11 a.m.-9:00 p.m.

**Pirates Den:** Monday-Friday, 11:00-3:00 p.m., 5:00 p.m.-9:00 p.m.

**Gameroom:** Monday-Friday, 8:00 a.m.-10:00 p.m. TV  
Rooms: Student Center Operating Hours Study  
Rooms: Student Center Operating Hours

**Meeting Rooms:** The Conference Center and the Banquet Room are available by reservation only through the office of Director of Student Leadership and Activities.

### **Activities**

The Blinn College Student Center on the Brenham campus was completed in 1990 and occupies 60,000 square feet. The building serves as the principal social and recreational area for students and houses several facilities. Students can spend their leisure time enjoying refreshments, conversation, club meetings and entertainment.

### **Social Functions**

Official campus organizations may conduct social functions in the Student Center. A Request for Student Activities form must be approved by the Student Government Association and the Director of Student Leadership and Activities in advance of the event. The proposed function must be approved and attended by an advisor of the organization.

### **Decorum**

The Director of Student Leadership and Activities is responsible for maintaining appropriate decorum in the Student Center. The use of the Student Center is available only for students who conduct themselves in an acceptable manner.

All students using the center are expected to help keep the building clean. Appearance (dress) guidelines, rules, regulations, procedures and policies established by Blinn College and published in this handbook should be followed by all students. Blinn College personnel, clubs and organizations, and any outside groups using the student center are subject to all rules, regulations, procedures and policies established by the college.

### **Facilities**

The Student Center houses various facilities including: the Bookstore, the north and south dining halls, the Cove, post office, gameroom (table tennis, billiards, video games), TV rooms, study rooms, five meeting rooms, conference center and banquet room. Offices located in the building include the: Bookstore, Student Leadership and Activities, Food Services, Post Office, Police Department, Athletic Advising and The Cord Newspaper.

### **Lost and Found**

The office of Student Leadership and Activities serves as a lost and found center. An item found on campus should be turned in to the Student Leadership and Activities office promptly. Likewise, also inquire about lost items in the same office. Residence hall and apartment students should report losses and thefts immediately to their hall director, campus police or the Deans of Student Affairs.

### **Post Office**

Blinn College provides a post office located in the Student Center on the Brenham campus. In all written correspondence, students should use the P.O. Box number and the name of their residence hall for their return address. Stamps may be purchased from the vending machine area in the atrium of the student center. Mail is picked up by the U. S. Postal Service Monday - Friday at approximately 4 p.m.

The Blinn post office boxes may be used by clubs to distribute information which has been approved by the Director of Student Leadership and Activities. Individuals may not use these boxes for mass or commercial distribution.

Operating Hours: Monday-Sunday, Student Center Operating Hours Monday-Saturday, Mail Delivery, Approximately 9 a.m. Monday-Friday, Mail Pick Up, Approximately 4 p.m.

**Student Elections**

In the spring semester, students on the Brenham campus are given the opportunity to vote for Mr. and Ms. Buccaneer. This election is for two full time sophomore students with at least a 3.0 GPA who have exhibited outstanding leadership and moral character. Nominations are made by the Blinn faculty, administration and staff. The top nominees in each category are placed on the ballot and voted on by the student body.

Students also have the opportunity to elect the student government president, vice president, secretary, and treasurer in Brenham. Candidates must carry at least 12 semester hours and have a cumulative grade point average of 2.50. The President of the Student Government Association must carry a cumulative grade point average of 2.75. Applications are available in the Office of Student Leadership and Activities in the Student Center. Students who are on disciplinary probation are ineligible to serve.

# Academic Regulations / Degrees:

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## Academic Regulations

### Academic Honors

A list of students earning academic honors is compiled each fall and spring semester. The Distinguished Students Roster represents students who earn a grade point average of at least 3.25 on twelve or more semester hours of work (excluding developmental courses) and make no failing grades. The President's Scholars honor roll represents those students meeting all the preceding requirements and attaining a grade point average of 3.75 or higher. Upon graduation, students with averages of 4.0 to 3.9 earn the distinction of summa cum laude; 3.89 to 3.70, magna cum laude; and 3.69 to 3.50, cum laude.

### Religious Holy Days

A student shall be excused from attending classes, or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this provision may not be penalized for that absence and shall be allowed to take an examination or complete an assignment within a reasonable time after the absence.

A "religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20, Tax Code. A student who is excused under this section may not be penalized for the absence, but the instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination.

19 TAC 4.4 (c) If a student and an instructor disagree about the nature of the absence being for the observance of a religious holy day as defined therein, or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the chief executive officer of the institution or his or her designee. The student and instructor shall abide by the decision of the chief executive officer or his or her designee.

*Blinn Board Policy FC (LEGAL)*

### Attendance

The College District believes that class attendance is essential for student success; therefore, students are required to promptly and regularly attend all their classes. Each class meeting builds the foundation for subsequent class meetings. Without full participation and regular class attendance, students shall find themselves at a severe disadvantage for achieving success in college. Class participation shall constitute at least ten percent of the final course grade. It is the responsibility of each faculty member, in consultation with the instructional dean, to determine how participation is achieved in his or her class. The faculty shall require students to regularly attend class and shall keep a record of attendance from the first day of classes and/or the first day the student's name appears on the roster through final examinations. If a student has one week's worth of unexcused absences during the semester, he or she will be sent an e-mail by the College District requiring the student to contact his or her instructor and schedule a conference immediately to discuss his or her attendance issues. Should the student accumulate two weeks' worth of unexcused absences, he or she will be administratively withdrawn from class.

There are four forms of excused absences recognized by the institution:

1. Observance of religious holy days - Sec. 51.911(b), Texas Education Code. An institution of higher education shall excuse a student attending classes and/or required activities, including examinations, for the observance of a religious holy day. A student whose absence is excused under this section may not be penalized for that absence and shall be allowed to take an examination or complete an assignment. **The student should notify his or her instructor(s) not later than the 15th day of the semester concerning the specific date(s) that the student will be absent for any religious holy day(s).**
2. Representing the College District at an official institutional function. If a student is asked by the College District to be an official representative of the College District at any function approved by the institution, the student will be excused from any classes missed and must be allowed to complete all work without penalty for that absence(s) in a timely manner as directed by the faculty member.
3. A high school student representing the independent school district at an official institutional function. If a high school student is asked by the independent school district to be an official representative of the school district at any function approved by the institution, the student shall be excused from any class missed and must be allowed to complete all work without penalty for the absence(s) in a timely manner as directed by the faculty member.
4. Military Service – Sec. 51.911(d), Texas Education Code; 19 Administrative Code 4.9. If a student can prove he or she is serving on active duty to which he or she is called with the Armed Forces of the United States, the student shall be excused from attending classes and allowed to complete an assignment or take an examination from which the student is excused within a reasonable time after the absence.

Other absences may be excused at the discretion of the faculty member.

**Developmental Courses:** A student enrolled in a developmental course is subject to College District-mandated attendance policies. Failure to attend developmental classes shall result in removal from the course as defined by the College District.

*Blinn Board Policy FC (LOCAL)*

### ***Absences: Fall and Spring Semesters***

An email will be sent from the Registrar to the student and respective instructor as soon as one week of cumulative, unexcused absences are recorded by the instructor on myBLINN.

Type of Course	1st Email Notification		2nd Email Notification Administrative Drop	
	<i>Number of Absences</i>	<i>Week Equivalency</i>	<i>Number of Absences</i>	<i>Week Equivalency</i>
MWF Classes	<i>3 Classes Missed</i>	<i>1 Week</i>	<i>6 Classes Missed</i>	<i>2 Weeks</i>
MW or TR Classes	<i>2 Classes Missed</i>	<i>1 Week</i>	<i>4 Missed Classes</i>	<i>2 Weeks</i>
Night Classes	<i>1 Class Missed</i>	<i>1 Week</i>	<i>2 Classes Missed</i>	<i>2 Weeks</i>
Blended Classes	<i>1 On-Site Class Missed</i>	<i>1 Week</i>	<i>2 Classes Missed</i>	<i>2 Weeks</i>
On-Line Classes	<i>Defined by Instructor</i>	<i>1 Week</i>	<i>Defined by Instructor</i>	<i>2 Weeks</i>

The first email notification will contain the following:

- An explanation of attendance.
- A requirement for the student to meet with his or her respective instructor.

The second email notification will contain the following:

- An explanation of attendance.
- Notice that the student will receive a "W" or "WF" as the final grade.
- Current appeal process instructions.

Due to the extension of attendance, student drops will be processed through the last class day. If a student is dropped from a class prior to the "W" date, they will receive a "W" in the class. When the student is administratively dropped after the "W" date, students will receive a "WF".

### ***Absences: Other Semesters***

Type of Course	Administrative Drop	
	<i>Number of Absences</i>	<i>Week Equivalency</i>
Minimester	<i>2 Classes Missed</i>	<i>2 Weeks</i>
Summer Semester	<i>3 Classes Missed</i>	<i>2 Weeks</i>
10 Week Semester	<i>6 Classes Missed</i>	<i>2 Weeks</i>
Accelerated Semester	<i>3 Classes Missed</i>	<i>2 Weeks</i>

Due to the compressed time frame in a short semester, **no notification** at the one-week point will be given **during minimesters, summer semesters, ten-week, and accelerated semesters.**

### **Class Attendance**

Students are expected to attend all classes. An accurate record of each student's attendance is kept by each instructor. It is the student's responsibility to officially drop a class he or she is no longer attending. A student who acquires the equivalent of two weeks of absences will be withdrawn from the course and not allowed to attend class. Students are not assessed absences when representing Blinn College but are responsible for class work missed. Class days missed due to inclement weather will be made up as appropriate. A student on scholastic or disciplinary probation should not have any unexcused absences. For students receiving Title IV Financial Aid, attendance in class is mandatory. If you are found not attending, your aid may be withdrawn.

## **Excused Absences for Students Called to Active Military Service**

Upon notice from the Admissions Office of an excused absence for active military service, the instructor will:

1. Provide a mechanism for the retention of the student's coursework completed during the portion of the course prior to the student being called to active military service;
2. Provide a mechanism for the retention of the course syllabus or other instructional plan, so that the student will be able to complete the course without prejudice and under the same course requirements that were in effect when the student enrolled in the course;
3. Follow up with the Admissions Office and report the student's final grade once he/she has completed the course requirements in a reasonable time after the absence. The definition of a reasonable time after the absence for the completion of assignments and examinations will follow the Blinn College Incomplete Procedure (completion within ninety (90) days after the beginning of the next long semester). If the student has completed 95% of the course the instructor at his/her discretion has the option of issuing a grade based upon work completed.

Students enrolled in distance learning, self-paced, correspondence, and other asynchronous courses will follow the same guidelines listed above.

If the student fails to satisfactorily complete the assignment or examination within ninety (90) days after the beginning of the next long semester, the instructor will have the right to issue a final performance grade based on the work that has been completed.

Upon notice from the student of needing an excused absence for active military service, the registrar will require the student to:

1. Present an original copy of their orders notifying them they have been called to active duty;
2. Sign a "Military Withdrawal Contract" stating that it is their responsibility to contact each of their instructor(s) prior to leaving for active duty, so that they can discuss which assignments/projects/examinations will need to be completed once they return and sign a "Course Completion Contract" (only if an "I" is recorded).
3. Contact their instructor(s) upon returning from active duty.

A student who wishes to dispute the processes regarding this procedure should follow the procedures outlined in the College Catalog entitled Student Rights and Responsibilities: Student Complaints [Board Policy FLD (LOCAL)]. *Blinn Administrative Procedure*

## **Student Dress Code**

Blinn College students are expected to dress following generally accepted community standards of neatness, cleanliness, modesty and good taste.

This procedure is interpreted to require students to wear shoes in all buildings other than residence halls and campus apartments. Elasticized, form-fitting, athletic-type apparel is not acceptable in the classrooms, labs, library or dining hall. Outer garments should cover underwear garments. Apparel with suggestive or obscene writing and/or indecent graphics may not be worn in any public area of the campus including, but not limited to, the classroom, labs, library, dining hall, student center, athletic fields and stadiums, and the residence halls day rooms. Tank tops are not permitted in the dining hall.

The right and responsibility to determine the appropriateness of the dress of a particular student lies with the classroom instructor or when the student is outside the classroom, with the immediate supervisor of the building or grounds the student is utilizing. An instructor may require specific, appropriate dress when students are to give classroom presentations or speeches of any type or when representing the College outside the classroom. When an instructor or supervisor informs a student that the clothing s/he is wearing is not appropriate, the student must leave the classroom or other facility until the student changes the clothing or agrees not to wear such clothing again, as the instructor or supervisor directs.

Students may appeal any decision or directive relative to dress in accordance with the appeals process established by the Board policy FLD (LOCAL) on student complaints or Board Policy FMA (LOCAL) on disciplinary appeals (if a disciplinary penalty has been imposed). *Blinn Administrative Procedure*

## **Blinn Student Identification (ID) Card**

### **Scope/Statement**

Blinn College students are required to have a current valid Student Identification Card (Blinn ID Card) in their possession at all times when on Blinn College property or attending Blinn College sponsored events.

### **Procedures/Guidelines**

Brenham Campus students are required to have a new Blinn ID Card issued each semester noting the current term and housing assignment (if applicable).

Blinn ID Cards are issued from Enrollment Services in the Administration Building. Before a Blinn ID Card will be issued, a student must be registered for classes with their account paid in full, covered by financial aid, or enrolled in the payment plan. Students will receive one free Blinn ID Card per semester. The Blinn ID Card replacement fee is \$7.00.

Students must present their Blinn ID Card when requested by a College employee; including police, faculty, staff, student employees, or other persons operating in an official capacity.

Students are subject to disciplinary action if they loan their Blinn ID Card to another person or are in possession of another student's Blinn ID Card, tamper with or forge a Blinn ID Card, use an invalid/expired Blinn ID Card, or fail to present their Blinn ID Card when requested by a Blinn College employee. A student's Blinn ID Card may be confiscated by a Blinn College employee at their discretion.

Blinn ID Cards are required for admission to, or participation in, Blinn College sponsored events, the library, open computer labs, specific bookstore privileges, visitation to the Brenham Campus residence halls and apartments, non-emergency treatment at the Campus Health Clinic, voting in student elections, College meal plans at the cafeteria, and assistance from the Blinn College Administrative Offices.

*Blinn Administrative Procedure*

## Academic Affairs

### **Blinn Online ID (BOLD)**

The BOLD is the username students will use to access most electronic systems at Blinn College. This includes myBLINN, eCampus/D2L, student email, Library database proxy, wireless network, printing services, and on-campus computers.

The BOLD consists of your firstname.lastnameLast2digitsofStudentID. For example if you are Stacy Smith with student ID number of B00111112 then your BOLD is Stacy.Smith12. Managing the password for BOLD is performed at <https://password.blinn.edu>.

### **Student E-Mail Accounts**

Blinn College is partnered with Microsoft Office 365 for education to provide e-mail accounts to future, current, and former Blinn students. This e-mail account is the primary electronic communication method between Blinn College and students. The account is created during the admissions application process.

- To start using the account go to: <http://outlook.com/buc.blinn.edu> or use the email icon in myBLINN
- Your e-mail address is: Firstname.LastnameLast2digitsBlinnID@buc.blinn.edu
- Your username is the BOLD - Firstname.LastnameLast2digitsBlinnID
- Your password for email and Office 365 is the same as your Blinn password (myBLINN, eCampus, wireless, printing, etc.)
- Mobile Devices and Outlook - Use Exchange, Outlook or ActiveSync as the account type and your full email address as the Username and your Blinn password.
  - If requested- Exchange ActiveSync server name: outlook.office365.com

Students can use the Blinn e-mail account to do the following:

- Receive official communications from Blinn College
- Send/Receive e-mail to friends, fellow students, faculty and staff
- Check email on Mobile/Cell phone
  - (Exchange ActiveSync server name if requested: outlook.office365.com)
- Store and share 5 GB of documents on SkyDrive
- Microsoft Office licensing Discounts
- Share information with blogs, web pages, lists and photos in Spaces
- Use Office Online applications (Word, Excel, PowerPoint, OneNote)
- Forward this e-mail account or check multiple e-mail accounts

Student e-mail accounts do not expire and the Inbox remains active as long as the student logs in at least once every 180 days.

### **Print Management System**

Beginning in summer 2004, a new print management system was installed across the College. The purpose of the system is managing the computer-based printing in the open computer labs, libraries and classroom computer labs.

The College has licensed the Pharos Uniprint system to provide a central and college-wide print solution. The system controls the release of print jobs to all printers in student areas. The system is configured to assess a cost to each print based on the following schedule:

- black and white single side .07 credits per sheet
- black and white double side .12 credits per
- sheet color single side .50 credits per sheet
- 24 inch plotter, Bryan E223B 1.5 credits per linear foot

### **Student Accounts**

Each enrolled student is automatically given a print system account. The account number is the Blinn Online ID (BOLD). Each enrolled student is given 15 credits in their print account per semester. This account will be deducted according to the print schedule. The 15 credits are per semester and are not refundable nor does the balance roll over to the next semester.

Students can add credits to their account using the Add Value stations located in the Brenham Library and Bryan Library building foyer or at the Enrollment Services/Business Office counter on each campus. Funds added to the print account will carry over to the next semester and are not refundable.

### **Operation**

When printing in the Library, Bullock Lab and Open Lab the student will be asked to enter their BOLD. The print job will then be placed in a queue (on hold) and await being released. To release the print job, go to the computer labeled Print Release Station. Swipe your ID card or enter your BOLD and password. The screen will show you all of your pending print jobs. Select the job(s) to print. The documents will print on the nearby printers and the account will be deducted the amount of the job. You can also view your account activity and balances at the release station.

When printing in the classroom labs and testing areas the student will be asked to enter their BOLD and password. A prompt will appear to confirm the print job and will provide the total job cost. After confirmation, the job will print to the nearby printer and the job cost deducted from their account.

### **Guest Accounts**

Community users and those auditing classes can obtain temporary guest cards at the Library on each campus.

## **Recording of Class Lectures by Students**

Students may be permitted to record class lectures under circumstances in which such recordings would enhance the learning process. Students desiring to record lectures must obtain prior approval of each instructor whose lectures they wish to record.

*Blinn Administrative Procedure*

## **Information Technology/Copyright Procedure**

**Purpose:** To ensure clear guidance on the use of Blinn College information technology resources and its application to copyright law for employees, students, authorized users, and the community.

**Scope:** This procedure applies to all information technology resource and electronic media users, including but not limited to administrators, faculty, staff, students, Board members, agents, volunteers, vendors, and the community, both on campus and at remote sites. All information technology resource and electronic media users shall comply with this procedure.

**Authority:** The Dean of Academic Technology Services and the Director of Administrative Computing are responsible for Blinn College information technology resources and electronic media. Blinn College reserves the right to randomly audit the contents of all electronic media to determine adherence to policies and/or procedures and, if requested, to provide material to the state auditors for audit purposes. In the event that any Blinn College information technology resource user leaves, resigns, or in any way concludes his or her relationship with Blinn College for whatever reason, access to all information technology resources, including voice mail and e-mail services, will be terminated immediately unless continued access is authorized and approved by the appropriate parties.

### **Definitions:**

- Information Technology Resources includes all forms of the acquisition, processing, storage, and dissemination of vocal, pictorial, textual, and numerical information by electronic-based computing or telecommunications.
- Electronic Media includes all forms of social media, such as text messaging, instant messaging, electronic mail (e-mail), Web logs (blogs), electronic forums (chat rooms), video-sharing Web sites, editorial comments posted on the Internet, and social network sites. Electronic media also includes all forms of telecommunication, such as landlines, cell phones, and Web-based applications.
- Users include anyone authorized to access information technology resources and/or electronic media owned or operated by Blinn College.
- Copyright Infringement is the unauthorized use of copyrighted material in a manner that violates one of the copyright owner's exclusive rights, such as the right to reproduce or perform the copyrighted work, or to make derivative works that build upon it.
- DMCA (Digital Millennium Copyright Act) is a United States copyright law that implements two 1996 treaties of the World Intellectual Property Organization (WIPO).

**User Responsibilities:** Access to information technology resources and/or electronic media owned or operated by Blinn College is a privilege granted to authorized users. Users are responsible for:

- Reviewing, understanding, and complying with all College policies and/or procedures related to access, use, and the security of Blinn College information technology resources and/or electronic media;
- Adhering to all hardware and software license agreements that are in force on any College system, network, or server;
- Asking system administrators or data owners for clarification of access and acceptable use issues not specifically addressed in College policies and/or procedures; and
- Reporting possible violations to the appropriate parties.

**Employee Usage:** Blinn College's information technology resources are made available to employees to assist with fulfilling their job responsibilities. Employees shall be held to the same professional standards in their use of Blinn College electronic media as they are for any other public conduct. If an employee's use of electronic media violates state or federal law or College policy and/or procedure or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment. Violations of local, state, and federal laws will be reported to appropriate authorities for investigation and prosecution.

**Student Usage:** Blinn College's information technology resources are made available to students to further the educational mission of the College. To ensure availability and reasonable levels of service, the users must exercise responsible, ethical behavior. The misuse of information technology resources by a few can result in degraded performance for all users and interfere with legitimate academic endeavors. Failure to follow this procedure can result in suspension or termination of access to Blinn College's information technology resources and/or electronic media, as well as, other disciplinary actions by the College. Blinn College reserves the right to investigate any unauthorized or improper use of College information technology resources. The appeal of any suspension or termination of access or other disciplinary actions shall be governed by the due process procedures outlined in Board Policy and the College Catalog. Violations of local, state, and federal laws will be reported to appropriate authorities for investigation and prosecution.

**Community and Other Authorized Usage:** Blinn College's information technology resources are made available to community and other authorized users for general use consistent with Blinn College activities. The misuse of information technology resources by community and other authorized users can result in limited or terminated access. Violations of local, state, and federal laws will be reported to appropriate authorities for investigation and prosecution.



**General Guidelines:**

- Blinn College information technology resources and/or electronic media may not be used: to interfere with normal operations and other users; to violate city, state, and/or federal laws; to damage or impair College resources; for commercial use; and/or for more than occasional incidental personal communication.
- All reasonable efforts shall be made by users to prevent unauthorized access to the Blinn College information technology systems. Users shall be responsible for protecting the confidentiality of their password. Users shall be responsible for changing their password if it becomes compromised.
- Users shall minimize the electronic exchange of large files not consistent with Blinn College business.
- No effort will be made to guarantee privacy of electronic media other than to limit access to Blinn College employees, students, and authorized users only. Messages which are returned as undelivered or improperly addressed will be reviewed as part of the ongoing operation of the e-mail system.
- E-mail, including messages archived on backup tapes, is subject to subpoena by civil and criminal courts, as well as, some open records requests.
- The following activities are not allowed: file sharing; spamming; chain mail; downloading or installing unauthorized software or other applications; unauthorized access, removal or modification of data, applications or equipment; unauthorized use of network packet 'sniffers' or packet analyzers; unauthorized installation of routers, switches, hubs, or wireless access points; unauthorized scanning systems to find running services and vulnerabilities; and unauthorized running of Web, proxy, or e-mail servers from computers connected to Blinn College information technology infrastructure.

**Copyright Infringement Procedures:**

Disclosure: Blinn College shall annually disclose that unauthorized distribution of copyrighted material may be illegal, as well as, the Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws:

- Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.
- Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505.
- Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense.
- For more information, please see the web site of the U.S. Copyright Office at [www.copyright.gov](http://www.copyright.gov), especially their FAQ's at [www.copyright.gov/help/faq](http://www.copyright.gov/help/faq).

**DMCA Notices/Illegal Downloading and Distribution:** The procedure to effectively combat the illegal downloading and distribution of copyrighted material for Blinn College is as follows:

- **Students**
  - Locate and block access of the source
  - Send notice to the student responsible
  - Report second occurrence to the Vice President of Student Services for student discipline
  - To have access re-established, the user must acknowledge receipt of complaint and copyright information and/or successfully complete any requirements set forth by the Blinn College Student Discipline Process
- **Employees**
  - Locate and block access of the source
  - Send notice to the employee responsible, as well as, their immediate supervisor
  - Report second occurrence to the appropriate supervisor for employee discipline
  - To have access re-established, the user must acknowledge receipt of complaint and copyright information and/or successfully complete any requirements set forth by the Blinn College Employee Discipline Process
- **Community and Other Authorized Users**
  - Locate and block access of the source
  - Send notice to the user responsible
  - Report second occurrence to the appropriate authorities for investigation and action

**Deterrents:** Blinn College utilizes two types of deterrents for the illegal distribution of copyrighted material:

- Bandwidth shaping;
- Vigorous program of accepting and responding to DMCA notices.

**DMCA Agent:** Blinn College shall designate a DMCA agent to receive notifications of Agent Copyright Infringements Claims. The Blinn College DMCA agent is: Mr. Brad Rowland; [DMCAagent@blinn.edu](mailto:DMCAagent@blinn.edu); 979-209-7480.

*Blinn Administrative Procedure*

**Makeup Examinations**

A student who misses a major or final examination may ask his/her instructor for permission to make up the examination. If a student is absent while officially representing Blinn College or excused on the basis of "a religious holy day," he/she will be permitted to make up the examination. The major examination must be made up within two weeks after he/she returns to class or at the discretion of the instructor. Final examinations must be made up within a reasonable time to allow the instructor to submit the final grade(s) on the day and time defined by the Admissions and Records Office. If a student cannot complete the final examination in that time frame, an

Incomplete (I) may be considered: consult further the Incomplete Procedure. Short tests may or may not be made up, depending upon the instructor's discretion.

### **Tobacco Use**

Tobacco use through any or no device shall not be permitted within College District owned, leased, or controlled vehicles, buildings, property, or other facilities.

#### **Exceptions**

Tobacco use is only permitted in designated outdoor areas clearly marked with signs and in private vehicles on College District property.

#### **Enforcement**

The enforcement methods for noncompliance of the provisions on tobacco use are as follows:

- The violator may be assessed a fine of \$25.
- The violator may be escorted off campus/property.
- The violator may be charged with criminal trespass.

*Blinn Board Policy FLB (LOCAL)*

### **Alcohol and Drug Use**

Drug and alcohol use, misuse, and abuse are complex behaviors with many outcomes at both the cultural and the individual levels. Awareness of the dangerous effects of drug/ alcohol use is imperative for an individual's well-being or survival. Negative Consequences of drug/alcohol may be exhibited through:

- Physical dependence (the body's learned requirement of a drug for functioning).
- Psychological dependence (the experiencing of persistent craving for the drug and/ or a feeling the drug/alcohol is a requirement for functioning).

Abuse of any drug/alcohol whether licit or illicit may result in marginal to marked, temporary to permanent physical and/or psychological damage, even death. Since many of the illicit drugs are manufactured and sold illegally, their content varies and may contain especially harmful ingredients or amounts.

Regardless of the types of drug/alcohol utilized, a perceived need for the continued use is likely to ensue, resulting in dependence. Dependence on drugs and/or alcohol alters the user's psychological functioning. The acquisition of drugs and alcohol becomes the primary focus of the drug dependent individual and often results in reduced job performance and jeopardized family and other interpersonal relationships. Criminal behavior is frequently the means for financing a drug habit. Behavior patterns often include violence and assault as the individual becomes increasingly drug/alcohol dependent. Social and psychological alienation and medical problems increase as the abuser becomes entrapped in drug/alcohol dependence. Drug/alcohol counseling referrals are available in the counselors' offices of the College.

### **Student Conduct: Alcohol and Drug Use Policy**

#### **Alcohol**

A student shall be prohibited from using or being under the influence of intoxicating beverages in classroom buildings, laboratories, auditoriums, library buildings, museums, faculty and administrative offices, intercollegiate and intramural athletic facilities, and all other public campus areas. With the prior consent of the Board or the Board's designee, the provisions herein may be waived with respect to any specific event that is sponsored by the College District. State law shall be strictly enforced at all times on all property controlled by the College District in regard to the possession and consumption of alcoholic beverages.

#### **Controlled Substances**

No student shall possess, use, transmit, or attempt to possess, use, or transmit, or be under the influence of, any of the following substances on College District premises or off premises at a College District-sponsored activity, function, or event:

- Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
- Any abusable glue, aerosol paint, or any other volatile chemical substance for inhalation.
- Any performance-enhancing substance, including steroids.
- Any designer drug.
- Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

The manufacture, transmittal, delivery, sale, or attempted sale of what is represented to be any of the above-listed substances shall also be prohibited under this policy.

#### **Exception**

A student who uses a drug authorized by a licensed physician through a prescription specifically for that student's use shall not be considered to have violated this rule.

#### **Violation**

Students who violate this policy shall be subject to appropriate disciplinary action in accordance with the College Catalog [See also FM and FMA]. Such disciplinary action may include referral to drug and alcohol counseling or rehabilitation programs or student assistance programs, suspension, expulsion, and referral to appropriate law enforcement officials for prosecution.

#### **Notice**

All students shall be given a copy of the College District's policy prohibiting the unlawful possession, use, or distribution of illicit drugs and alcohol, a description of the applicable legal sanctions under local, state, or federal law, and a description of the health risks associated with the use of illicit drugs and the abuse of alcohol. Additionally, this policy may be accessed online at -

<http://pol.tasb.org/Home/Index/1204>.

*Blinn Board Policy FLBE (LOCAL)*

**Scholastic Dishonesty**

It is the responsibility of faculty to maintain scholastic integrity at the College District by refusing to tolerate any form of scholastic dishonesty. Adequate control of test materials, strict supervision during testing, and other preventive measures should be utilized, as necessary, to prevent cheating or plagiarism. If there is compelling evidence that a student is involved in cheating or plagiarism, the faculty member should assume responsibility and address the infraction. Likewise, any student accused of scholastic dishonesty is entitled to due process to resolve the allegation.

*Blinn Board Policy FLDB (LOCAL)*

**Incivility Protocol Procedure****Civility Statement**

Blinn College has adopted Civility and Civility Notification statements, and a statement of Incivility Protocol. The Civility Statement (also included in the Master Course Syllabus Outline) reads as follows: "Members of the Blinn College community, which includes faculty, staff and students, are expected to act honestly and responsibly in all aspects of campus life. Blinn College holds all members accountable for their actions and words. Therefore, all members should commit themselves to behave in a manner that recognizes personal respect and demonstrates concern for the personal dignity, rights, and freedom of every member of the College community, including respect for College property and the physical and intellectual property of others." This Civility Statement is to be placed in the Course Syllabus of every course the college offers.

**Civility Notification Statement**

The Civility Notification statement (also included in the Master Course Syllabus Outline) is primarily for student notification and reads as follows: "If a student is asked to leave the classroom because of uncivil behavior, the student may not return to that class until the student arranges a conference with the instructor; it is the student's responsibility to arrange for this conference." This Civility Notification Statement is placed in the Course Syllabus of every course the college offers. If behavior is threatening or violent, the college police have jurisdiction and the college's Discipline Code takes precedence.

**Discipline and Penalties**

In the case of incivility in the classroom, the college's Incivility Protocol provides for removal of the uncivil student immediately from the classroom to maintain student/teacher integrity and essential pedagogical decorum. IF THE INCIDENT IS THREATENING OR VIOLENT, BLINN COLLEGE POLICE HAVE JURISDICTION AND SHOULD BE NOTIFIED IMMEDIATELY AND THE BLINN COLLEGE DISCIPLINE CODE TAKES PRECEDENCE. If the incident is one of common incivility, the student removed from class must arrange a conference with his or her instructor to discuss and resolve the problem resulting from the uncivil incident before being readmitted to the class.

**Incivility Protocol**

- **Level One**

A student removed from class for uncivil behavior shall make an appointment with his or her instructor. (The instructor may request a third party present if the instructor deems it necessary.) The incident must be resolved before the student may return to class. If there is no resolution, the process moves to appeal level two. (If the instructor is an assistant dean or department head, level two is bypassed). If the student does not appear for the appointment, the student is barred from returning to class until there has been a meeting and resolution.

- **Level Two**

At level two the student will meet with his or her instructor and the assistant dean (or designee). If there is resolution the student may return to class. If there is no resolution the process moves to appeal level three. If the student does not appear for the appointment, the student is barred from returning to class until there has been a meeting and resolution.

- **Level Three**

At level three the student will meet with his or her instructor and the appropriate instructional dean (or designee). If there is resolution the student may return to class. If there is no resolution, the process moves to appeal level four. If the student does not appear for the appointment, the student is barred from returning to class until there has been a meeting and resolution.

- **Level Four**

At level four the student will meet with the appropriate Vice President or designee (and any others listed above at the Vice President or designee's discretion). If there is resolution the student may return to class. If there is no resolution, or if the student does not appear for the appointment, the student is administratively dropped from the course following drop procedure (barring extenuating circumstances, such as a medical emergency). The Vice President or designee is the last appeal level; his or her decision is final.

**Time Completion and Terms of Resolution**

The student has five days to complete the above process. Any missed work may be made up after a resolution is achieved.

*Blinn Administrative Procedure*

## **Expulsion of Students from Class**

A faculty member may expel a student from a class or lab for reasons outlined in the procedure on Incivility Protocol.

### **Denial of Entry to Class**

A faculty member may deny a student entry to class for the following reasons:

- The student is not properly registered for that class.
- The student is not in compliance with any applicable published dress code of the College.
- The student has been previously notified in writing by an appropriate member of the administration of his suspension or expulsion from the class.
- The student appears to be under the influence of alcohol and/or drugs.
- The student has in his possession any unlawful weapon (licensed law enforcement officers are excepted).
- The student's behavior indicates that he might be dangerous to himself or others in the class.
- The student's name is on a list (approved by the President or by a vice president of the College or by an off-campus director) of students to be denied admission to class because of a delinquent account or other good reason.

A student shall not be denied admission to class because of tardiness. However, a student that is tardy on a recurring basis may, subject to the guidelines under the section "Expulsion," be suspended or dropped from class.

### **Authority to Issue Order Denying Students Admission to Class**

Except as outlined above, only the President, vice presidents and campus directors may authorize any order or request to deny students admission to class. All notices shall carry the name of the person authorized to deny admission.

*Blinn Administrative Procedure*

## **Commencement Exercises**

Formal commencement exercises are held at the close of the regular spring and fall semesters. Degrees, certificates and achievement awards are awarded at the close of each semester at the request of the student.

## **Student Course Loads and Excess Hours**

**Fall/Spring:** To promote student success and in compliance with Texas Administrative Code, the regular course load for students in a traditionally delivered sixteen (16) week semester (Fall or Spring) should not exceed one semester credit hour per week for a total of no more than **fifteen to sixteen (15-16) credit hours** (depending on the selected lecture + lab courses) per long semester. Therefore, students must obtain special approval from the appropriate academic dean and the Vice President (or Assistant Vice President) for Instruction for extenuating circumstances that may substantiate the need to enroll in more than sixteen (16) credit hours in any long semester. (Note that some competitive entry programs have prior approval for excess credit hour enrollment.)

**Summer:** To promote student success and in compliance with Texas Administrative Code, the maximum credit hour load for Summer I and II sessions, will be **six (6) credit hours** per summer short semester. The maximum credit hour load for a Summer ten (10) week session is **ten (10) credit hours**. Therefore, students must obtain special approval from the appropriate academic dean and the Vice President (or Assistant Vice President) for Instruction for extenuating circumstances that may substantiate the need to enroll in more than six (6) credit hours in any Summer I or II session or ten (10) credit hours in a Summer 10 week session.

**Minimester:** To promote student success and in compliance with Texas Administrative Code, the maximum credit hour load for any minimester is **three (3) credit hours**.

## **Course Selection**

Meeting with an academic advisor or division designee is a great way for students to begin the decision making process for selecting the correct courses for the student's academic goals. Setting academic goals will help ensure student success toward completion of courses, certificates or degree programs, or possible transfer to a college or university.

During advising sessions, the advisor will suggest courses that satisfy Blinn degree requirements and/or the senior institution's major guidelines. Students undecided on a major/transfer institution, should take general education courses as outlined in the Core Curriculum or associate degree guidelines. Meeting with an advisor can greatly enhance course information for students regarding developmental requirements, transferability of courses, and major/degree requirements. However, the ultimate decision of what courses to take rests with the student.

Students should consider a number of factors, such as skill level, extracurricular activities, difficulty of course/major, employment, and finances, when determining their semester course load. Generally, a student enrolled in academic courses needs a minimum of two (2) hours preparation outside of class for each hour of classroom instruction. By taking into account these factors, students are better able to prepare themselves for academic success.

## **Texas Common Course Numbering System (TCCNS)**

In the past, transferring credits from one college to another meant trying to match comparable courses. Since every college had its own scheme for abbreviating its courses, this process was often complicated and time consuming for both students and advisors. In the common course numbering system, participating institutions have signed agreements accepting a standard numbering system for commonly transferred academic courses. This system ensures that if the student takes the courses the receiving institution designates as common, then the courses will be accepted in transfer and be treated as if they had actually been taken on the receiving institution's campus.

The common course number has a standardized four-letter prefix followed by a four-digit number. The four-letter prefix identifies the subject area. For example, ENGL is the common prefix for English courses, while COSC is the common prefix for computer science courses. The four-digit number following the prefix identifies specific courses within the subject area.

<b><u>Common Number</u></b>	<b><u>Name of Course</u></b>
ENGL 1301	Composition and Rhetoric
ENGL 2327	American Literature I
MATH 1314	College Algebra
CHEM 1411	General Chemistry I

Each digit in the four-digit sequence gives additional information about the course. The first digit identifies the course as either freshman level (e.g., HIST 1301) or sophomore level (e.g., PSYC 2301). The second digit identifies the number of credit hours students earn upon completing the course. Most often this digit will be a 1, 2, 3, 4, or 5. For example with ENGL 1301, the student would meet three lecture hours a week and earn three credit hours after successfully completing the course. Most laboratory classes (e.g., BIOL 1406 e.g.) would meet for three lecture hours per week and three lab hours per week, earning four credit hours. The final two digits serve to establish the sequence in which courses are generally taken. Thus, FREN 1411 – Beginning French I is taken before FREN 1412 – Beginning French II. Courses beginning in "0", such as MATH 0310, are developmental and do not count toward degrees. For more information, see the TCCNS web site at: [www.tccns.org/](http://www.tccns.org/).

## **Lower-Division Academic Course Guide Manual (ACGM)**

The Lower-Division Academic Course Guide Manual (ACGM) is the official list of courses approved for general academic transfer that may be offered by public community and technical colleges in Texas for state funding.

The Texas Higher Education Coordinating Board Rule 5.372 requires that each institution of higher education shall identify in its undergraduate catalog each lower division course that is substantially equivalent to an academic course listed in the web-based inventory of the Academic Course Guide Manual (ACGM). In this catalog, ACGM courses are identified with a plus sign (+), and core curriculum courses are in red lettering and denoted with an asterisk (\*).

For more information, see the ACGM web site at: [www.theccb.state.tx.us/AAR/UndergraduateEd/WorkforceEd/acgm.htm](http://www.theccb.state.tx.us/AAR/UndergraduateEd/WorkforceEd/acgm.htm).

## **Workforce Education Course Manual (WECM)**

The Workforce Education Course Manual (WECM) is a web-based inventory of current workforce education courses available for use by public two-year colleges. This web-based inventory allows for searching the WECM using a variety of criteria. For more information, see the WECM web site at: [www.theccb.state.tx.us/AAR/UndergraduateEd/WorkforceEd/wecm/](http://www.theccb.state.tx.us/AAR/UndergraduateEd/WorkforceEd/wecm/). In this catalog, WECM courses are identified with a pound/number sign (#).



## Core Curriculum

In accordance with Texas Education Code 61.821-61.832, each institution of higher education that offers an undergraduate academic degree program shall design and implement a core curriculum, including specific courses composing the curriculum of no less than 42 lower-division semester credit hours. Through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning.

### Core Objectives

Through the Texas Core Curriculum, students will prepare for contemporary challenges by developing and demonstrating the following core objectives:

- **Critical Thinking Skills:** to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information;
- **Communication Skills:** to include effective development, interpretation and expression of ideas through written, oral and visual communication;
- **Empirical and Quantitative Skills:** to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions;
- **Teamwork:** to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal;
- **Personal Responsibility:** to include the ability to connect choices, actions and consequences to ethical decision-making; and
- **Social Responsibility:** to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

### Foundational Component Areas

Each institution's core curriculum will be composed of courses that adhere to the content description, core objectives, and semester credit hour requirements for a specific component area. The foundational component areas are:

**Communication** courses focuses on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively. Courses involve the command of oral, aural, written, and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion, and audience. The core objectives of Critical Thinking Skills, Communication Skills, Teamwork, and Personal Responsibility must be addressed in each course approved to fulfill this category requirement.

**Mathematics** courses focuses on quantitative literacy in logic, patterns, and relationships. Courses involve the understanding of key mathematical concepts and the application of appropriate quantitative tools to the everyday experience. The core objectives of Critical Thinking Skills, Communication Skills, and Empirical and Quantitative Skills must be addressed in each course approved to fulfill this category requirement.

**Life and physical sciences** courses focus on describing, explaining, and predicting natural phenomena using the scientific method. Courses involve the understanding of interactions among natural phenomena and the implications of scientific principles on the physical world and on human experiences. The core objectives of Critical Thinking Skills, Communication Skills, Empirical and Quantitative Skills, and Teamwork must be addressed in each course approved to fulfill this category requirement.

**Language, Philosophy, and Culture** courses focus on how ideas, values, beliefs, and other aspects of culture reflect and impact human experience. Courses involve the exploration of ideas that foster aesthetic and intellectual creation in order to understand the human condition across cultures. The core objectives of Critical Thinking Skills, Communication Skills, Personal Responsibility, and Social Responsibility must be addressed in each course approved to fulfill this category requirement.

**Creative Arts** courses focus on the appreciation and analysis of creative artifacts and works of the human imagination. Courses involve the synthesis and interpretation of artistic expression and enable critical, creative, and innovative communication about works of art. The core objectives of Critical Thinking Skills, Communication Skills, Teamwork, and Social Responsibility must be addressed in each course approved to fulfill this category requirement.

**American History** courses focus on the consideration of past events relative to the United States, with the option of including Texas History for a portion of this component area. Courses involve the interaction among individuals, communities, states, the nation, and the world, considering how these interactions have contributed to the development of the United States and its global role. The core objectives of Critical Thinking Skills, Communication Skills, Social Responsibility, and Personal Responsibility must be addressed in each course approved to fulfill this category requirement.

**Government/Political Science** courses focus on consideration of the Constitution of the United States and the constitutions of the states, with special emphasis on that of Texas. Courses involve the analysis of governmental institutions, political behavior, civic engagement, and their political and philosophical foundations. The core objectives of Critical Thinking Skills, Communication Skills, Personal Responsibility, and Social Responsibility must be addressed in each course approved to fulfill this category requirement.

**Social and Behavioral Sciences** courses focus on the application of empirical and scientific methods that contribute to the understanding of what makes us human. Courses involve the exploration of behavior and interactions among individuals, groups, institutions, and events, examining their impact on the individual, society, and culture. The core objectives of Critical Thinking Skills, Communication Skills, Empirical and Quantitative Skills, and Social Responsibility must be addressed in each course approved to fulfill this category requirement.

**Component Area Option** courses must meet the definition and Core objectives specified in one or more of the foundational component areas. The core objectives of Critical Thinking Skills, Communication Skills, and one of the remaining Core objectives must be addressed in each course approved to fulfill this category requirement.

**Blinn College 42-Hour Core Curriculum**

The Blinn College 42-hour core curriculum is designed primarily for students who desire to continue their education at a four-year college or university. The core components of the 42-hour core curriculum are part of the Associate of Arts and Associate of Science degrees. Upon successful completion of the 42-hour core curriculum at Blinn College, the entire 42-semester credit hour package will transfer to any other public college or university in Texas, as the core requirements and the College will award a certificate of core curriculum completion. If you do not successfully complete the 42-hour core curriculum, your credits will transfer, but the receiving institution may ask you to take additional courses to fulfill the core requirements. (Note that core curriculum courses are also required for the designated academic components of Associate of Applied Science degrees.)

<b>Communication</b>	6 hours	ENGL 1301 Composition I ENGL 1302 Composition II ENGL 2311 Technical & Business Writing
<b>Mathematics</b>	3 hours^	MATH 1314 College Algebra MATH 1316 Plane Trigonometry MATH 1324 Mathematics for Business & Social Sciences MATH 1325 Calculus for Business & Social Sciences MATH 1332 Contemporary Mathematics I MATH 1333 Contemporary Mathematics II MATH 1342 Elementary Statistical Methods MATH 1414 College Algebra MATH 2412 Pre-Calculus Math MATH 2413 Calculus I
<b>Life and Physical Sciences</b>	6 hours^	ANTH 2401 Physical Anthropology (lecture, lab) BIOL 1108 Biology for Non-Science Majors Laboratory I (lab) BIOL 1308 Biology for Non-Science Majors I (lecture) BIOL 1322 Nutrition and Diet Therapy BIOL 1406 Biology for Science Majors I BIOL 1407 Biology for Science Majors II BIOL 1408 Biology for Non-Science Majors I BIOL 1411 General Botany BIOL 1413 General Zoology BIOL 2306 Environmental Biology (lecture) BIOL 2401 Anatomy & Physiology I BIOL 2402 Anatomy & Physiology II BIOL 2404 Anatomy & Physiology (specialized, single semester course, lecture + lab) BIOL 2420 Microbiology for Non-Science Majors CHEM 1405 Introductory Chemistry I CHEM 1411 General Chemistry I CHEM 1412 General Chemistry II GEOL 1403 Physical Geology GEOL 1404 Historical Geology GEOL 1445 Oceanography PHYS 1401 College Physics I PHYS 1402 College Physics II PHYS 1403 Stars and Galaxies PHYS 1410 Elementary Physics PHYS 2425 University Physics I
<b>Language, Philosophy, Culture</b>	3 hours	ENGL 2322 British Literature I ENGL 2323 British Literature II ENGL 2327 American Literature I ENGL 2328 American Literature II ENGL 2332 World Literature I ENGL 2333 World Literature II PHIL 1301 Introduction to Philosophy PHIL 2306 Introduction to Ethics
<b>Creative Arts</b> (Continues on next page)	3 hours	ARCH 1301 Architectural History I ARCH 1302 Architectural History II ARCH 1311 Introduction to Architecture ARTS 1301 Art Appreciation ARTS 1303 Art History I ARTS 1304 Art History II DRAM 1310 Introduction to Theater DRAM 2361 History of the Theater I DRAM 2362 History of the Theater II DRAM 2366 Introduction to Cinema MUSI 1301 Fundamentals of Music I

<b>Creative Arts</b> (Continued from previous page)		MUSI 1306 Music Appreciation MUSI 1308 Music Literature MUSI 1310 American Music
<b>American History</b>	6 hours	HIST 1301 United States History I HIST 1302 United States History II HIST 2301 Texas History
<b>Government/ Political Science</b>	6 hours	GOVT 2305 Federal Government GOVT 2306 Texas Government
<b>Social and Behavioral Sciences</b>	3 hours	ANTH 2302 Introduction to Archeology ANTH 2346 General Anthropology ANTH 2351 Cultural Anthropology ECON 2301 Principles of Macroeconomics ECON 2302 Principles of Microeconomics GEOG 1302 Cultural Geography GEOG 1303 World Regional Geography GEOG 2312 Economic Geography PSYC 2301 General Psychology PSYC 2308 Child Psychology PSYC 2319 Social Psychology SOCI 1301 Introductory Sociology SOCI 1306 Social Problems SOCI 2301 Marriage & the Family SPCH 1318 Interpersonal Communication
<b>Component Area Option</b>	6 hours^	SPCH 1311 Introduction to Speech Communication SPCH 1315 Public Speaking SPCH 1321 Business & Professional Communication SPCH 2335 Argumentation & Debate PHED 1164 Introduction to Physical Fitness & Sport
^Overflow hours from Mathematics and/or Life and Physical Sciences can be applied to the Component Area Option.		

## Graduation

The District offers the following degrees, certificates, and marketable skills achievement awards to students who meet applicable requirements:

1. Associate of Applied Science (AAS) degree
2. Associate of Arts (AA) degree
3. Associate of Arts degree with Field of Study (FOS) in Communication Studies
4. Associate of Arts degree with Field of Study (FOS) in Criminal Justice
5. Associate of Arts degree with Field of Study (FOS) in Music
6. Associate of Arts in Teaching (AAT) degree (Option A and Option B)
7. Associate of Science (AS) degree
8. Certificates - Level I, Level II, and Advanced Technical
9. Marketable Skills Achievement Awards - institutional

The purpose of the degree programs, shown in 1-7 above, is to provide university parallel and pre-professional curricula that enable students to enter the four-year institutions of their choice or their chosen career path. While the curricula suggested in the catalog links for AA, AS, AAT, and FOS degrees will satisfy the requirements of most senior institutions, it is the student's responsibility to identify as early as possible the institution to which he or she will transfer, and to ascertain the specific requirements of that institution for freshman and sophomore years. After acquiring the necessary information from a specific four-year institution, each student should plan his or her curriculum in consultation with an academic advisor.

### **\*GENERAL REQUIREMENTS FOR ASSOCIATE OF ARTS AND ASSOCIATE OF SCIENCE DEGREES**

The Associate of Arts and Associate of Science Degrees shall be awarded to those students fulfilling the general and specific degree requirements.

**\*Note that beginning with the Fall 2015 semester all associate degrees will be limited to sixty (60) credit hours, unless an award waiver has been granted by the THECB.**

General requirements follow. Degree candidates shall:

1. Satisfy all the admission requirements.
2. Meet the degree requirements as outlined in the general catalog links at the time of first admission or as outlined in any subsequent catalog issued previous to the date of graduation, provided the student meets the requirements no later than five years from the date of the catalog.
3. Meet the requirements of the catalog links under which they are readmitted if their studies are interrupted for more than thirteen (13) consecutive months.
4. Earn at least sixty (60) college credit hours as defined by the degree program. Only academic (non-technical) courses are applicable.
5. Earn at least thirty-three percent (33%) of their academic hours in residence at Blinn College.
6. Earn at least nine (9) semester credit hours of sophomore-level courses.
7. Transfer in (if applicable) no more than forty-five (45) college credit hours. Note: Students who transfer to another college without graduating and who otherwise meet the minimum number of hours in residence are encouraged to transfer hours back and graduate.
8. Declare an area of degree concentration (major) appropriate for the degree sought. (See the degree listings at: <http://www.blinn.edu/academics/degrees.html>)
9. Complete all three (3) areas (reading, math, and writing) of the Texas Success Initiative (TSI).
10. Earn an overall grade point average of at least 2.0.
11. Make a formal application for graduation. This can be done online through myBLINN at: <https://my.blinn.edu/cp/home/displaylogin>, for currently enrolled students. All others may apply for graduation at: [https://adminweb.blinn.edu/privateweb/grad\\_application.htm](https://adminweb.blinn.edu/privateweb/grad_application.htm)
12. Clear all accounts owed to the College.
13. Clear all holds.

The Associate of Arts and Associate of Science degrees are designed to include Blinn's Core Curriculum, General Academic Electives, and Area of Concentration courses. These courses are specifically focused on commonality transfer requirements to area four year colleges and universities. This allows students to achieve their associate and bachelor's degrees in the most efficient and cost effective manner. However, students should still consult with an academic advisor within the college's advising office, or within their chosen division/discipline, to review options for multiple pathways that may be available at different colleges/ universities.

## Associate of Arts and Associate of Science Degrees (Including Field of Study)

### Agricultural and Natural Sciences (ANS)

**Associate of Science in Agriculture:** This degree prepares students by providing the agricultural foundation necessary to successfully transfer and pursue a bachelor's degree in the area of agricultural sciences at a four year college/university. Students are given the opportunity to learn fundamentals – as well as theory and practical application of: animal science, horticulture, agronomy, agriculture economics, agriculture industry, agriculture mechanics, wildlife conservation, food science, livestock evaluation, and plant protection (entomology).

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Arts in Anthropology:** This degree prepares students by providing the academic foundation necessary to successfully transfer and pursue an Anthropology degree at a four year college/university. Students are given the opportunity to learn differing theories in regards to human origins and bio-cultural adaptations along with hands on experience in laboratory techniques and experimentation.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Science in Biology:** This degree is designed and intended primarily for students planning to transfer to a four-year college or university to complete a baccalaureate degree in the field of biology. Students take courses in biology, mathematics, chemistry, and physics common to most biology-related disciplines and continue their studies in specialized areas after transferring to a university program.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Science in Chemistry:** This degree is designed and intended primarily for students planning to transfer to a four-year college or university to complete a baccalaureate degree in the field of chemistry. Students take courses in biology, mathematics, chemistry, and physics common to most chemistry-related disciplines and continue their studies in specialized areas after transferring to a university program.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Science in Geology:** This degree is designed and intended primarily for students planning to transfer to a four-year college or university to complete a baccalaureate degree in the field of geology. Students take courses in biology, chemistry, mathematics, and physics common to most geology-related disciplines and continue their studies in specialized areas after transferring to a university program.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Science in Physics:** This degree is designed and intended primarily for students planning to transfer to a four-year college or university to complete a baccalaureate degree in the field of physics. Students take courses in chemistry, mathematics and physics common to most physics-related disciplines and continue their studies in specialized areas after transferring to a university program.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

### Humanities (HU)

**Associate of Science in Education:** This degree prepares students by providing the academic foundation necessary to successfully transfer and pursue baccalaureate degrees in education that lead to initial Texas teacher certification. This degree has two additional science courses for transfer beyond those required in the Associate of Arts in Education, as well as four education courses beyond the Core Curriculum.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Arts in English:** This degree prepares students by providing the academic foundation necessary to successfully transfer and pursue baccalaureate degrees in communication, business, humanities, law, fine arts, and other related fields. A degree in English prepares students for success in a variety of fields by strengthening skills in communication, critical thinking, personal and social responsibility, and teamwork.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)



**Associate of Arts in a Foreign Language:** This degree prepares students by providing the academic foundation necessary to successfully transfer and pursue baccalaureate degrees in foreign language and other related fields. A degree in a foreign language enables students to broaden their horizons by combining the study of another language with an examination of the cultures associated with it. Concentrations can be selected from Spanish, French, German, or American Sign Language.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Arts in Liberal Arts:** This degree prepares students by providing the academic foundation necessary to successfully transfer and pursue baccalaureate degrees in liberal arts, fine arts, or related fields. A degree in liberal arts emphasizes critical thinking, logical reasoning, communication, personal responsibility, social responsibility, and teamwork.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Arts in Philosophy:** This degree prepares students by providing the academic foundation necessary to successfully transfer and pursue baccalaureate degrees in philosophy, law, business, and other related fields. A degree in philosophy emphasizes critical thinking, logical reasoning, communication, ethics, and personal and social responsibility as students examine the perennial questions of history.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Arts in Teaching – Option A and Option B:** This degree prepares students by providing the academic foundation necessary to successfully transfer and pursue baccalaureate degrees in education that lead to initial Texas teacher certification. A degree in education prepares students for successful careers in the classroom as they study teaching and learning for a variety of environments and levels. **Option A** is for the following grades: Early Childhood to 6 grade; grades 4-8 or Early Childhood – to 12<sup>th</sup> grade in Special Education. **Option B** is for grades 7-12 or Early Childhood – 12 for fields other than Special Education.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

## **Mathematics, Business, Engineering, and Technology (MBET)**

**Associate of Science in Accounting:** This degree prepares students for careers in the accounting profession by providing the foundation necessary to successfully transfer and pursue a degree in the area of accounting at a four year college/university. Students are given the opportunity to learn fundamentals – as well as theory and practical application of managerial and financial accounting principles which shape financial practices within a business organization. Effective auditing practices, preparation of financial statements and an understanding of governmental processes and documentation requirements are also included in coursework. This degree helps prepare students for careers as paraprofessionals in accounting firms assisting certified public accountants and serving as generalists who prepare financial statements and perform audits.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Science in Business:** This degree prepares students for careers in the business profession by providing the foundation necessary to successfully transfer and pursue a degree in the area of business at a four year college/university. Students are given the opportunity to learn fundamentals, as well as, the theory and practical application of: management principles, personal finance, business law, business legal environment, teamwork, research practices, and critical thinking to make decisions and communicate effectively. An Associate of Science in Business, will broadly prepare students to enter further study leading to a degree or career in management, supply chain, marketing, business operations, human resources, or as a business research analyst or entrepreneur.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Science Computer Science:** This degree prepares students for careers in the computer science profession by providing the foundation necessary to successfully transfer and pursue a degree in the area of computer science at a four year college/university. Students are given the opportunity to learn fundamentals – as well as theory and practical application of: computer programming languages including C language and language syntax, data and file structures, algorithms and computer arithmetic, debugging, data types and software development methodology. With an Associate of Science in Computer Science, students begin their preparation for a career in areas such as application and web development, database and information management, systems integration, and support. This may also include positions such as: software developer, database administrator, computer hardware engineer, computer systems analyst, computer network architect, web developer, information security analyst, computer programmer, or information systems managers.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Science in Economics:** This degree prepares students for careers in the economics profession by providing the foundation necessary to successfully transfer and pursue a degree in the area of economics at a four year college/university. Students are given the opportunity to learn fundamentals – as well as theory and practical application of macroeconomic and microeconomic principles involved with the production and consumption of goods and services as well as the analysis of the commercial activities of a society. With an Associate of Science in Economics students begin their preparation for a career as a market research analyst, economic consultant, actuary, credit analyst, or policy analyst.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

## Social Sciences (SS)

**Associate of Arts in Criminal Justice:** Students completing this degree will be prepared to successfully transfer into a four year college/university and pursue a degree in Criminal Justice. This program introduces students to the methodologies and techniques of police officers and their profession.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)      [Faculty](#)

**Associate of Arts Field of Study Criminal Justice:** This degree prepares students to successfully transfer into a four year college/university and pursue a degree in Criminal Justice. The Field of Study (FOS) provides a more extensive emphasis on specific criminal justice courses than the traditional Associate of Arts degree. It is an intensive study of the methodologies and techniques used in law enforcement and the criminal justice system. This curriculum applies to institutions that award the Bachelor of Arts or Bachelor of Science degrees with a major in criminal justice, including all criminal justice specializations. The FOS includes fifteen (15) designated semester credit hours and six (6) discretionary semester credit hours in the field of criminal justice

[Associate Degree Awards](#)      [Course Descriptions](#)      [Faculty](#)      *Note: FOS degrees transfer to all state colleges/universities.*

**Associate of Arts in Geography:** This degree prepares students seeking a higher degree in Geography at the four year college/university level by providing hands on experience in the field. Students will employ the latest modeling techniques used in the rapidly advancing field of Geographic Information Systems while at the same time studying the different aspects of the field, such as human, physical, and economic geography.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)      [Faculty](#)

**Associate of Arts in History:** Students completing the Associate of Arts degree in History will have demonstrated an understanding of the role history plays in our culture and society. They will have explored the differences between European, American, and Western historical development and the role they play in the evolution of the modern world. Upon successful completion of this degree, students will be prepared to pursue a History degree at the four year college/university level.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)      [Faculty](#)

**Associate of Arts in Psychology:** Students completing this Associate of Arts degree will have demonstrated an understanding of psychological concepts as applied to individual and group behaviors. Emphasis is placed on describing and understanding human thought and behavior. Students completing this program will be well prepared to pursue a Bachelor of Arts degree at the four year/university level.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)      [Faculty](#)

**Associate of Science in Psychology:** Students completing this Associate of Science degree will have demonstrated an understanding of psychological concepts as applied to individual and group behaviors. Emphasis is placed on understanding the scientific nature of human thought and behavior. Students completing this program will be well prepared to pursue a Bachelor of Science degree at the four year/university level.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)      [Faculty](#)

**Associate of Arts in Sociology:** Upon successful completion of this degree, students will be able to demonstrate the differences in people, groups, and the importance each contributes to the larger framework of society. Students completing this level will be well prepared to pursue a Sociology degree at the four year college/university level.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)      [Faculty](#)

## Visual/Performing Arts and Kinesiology (VPAK)

**Associate of Arts in Art:** This degree prepares students by providing the artistic foundation necessary to successfully transfer and pursue an arts degree at a four year college/university. Students are given the opportunity to learn fundamentals – as well as elements and principles of creating art in traditional mediums. These include: painting, drawing, ceramics, and watercolor. The degree also explores art appreciation and art history.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Arts in Architecture:** This degree prepares students by focusing on design as the essential element of the architectural discipline. Students learn solid fundamentals through design, drawing, history and studio/lab courses. Furthermore, it provides a pathway to various architecture programs at major colleges/universities.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Arts in Communication Studies:** This degree allows students the opportunity to understand and examine the crucial role of communication in: human relationships, organizations, cultures, society, and civic affairs. It provides students with freshman and sophomore level courses necessary to successfully transfer and pursue a communications degree at a four year college/university. Students can develop proficiencies in both personal and professional communication skills.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Arts – Field of Study (FOS) – in Communication Studies:** Communication degrees must be flexible and adaptable due to rapidly changing and emerging communication technologies. Therefore, the THECB Advisory Committee developed a Field of Study Curriculum for Communication which is intended to serve as a framework within which: (1) current students may transfer more easily between state-supported institutions, and (2) new communication media degrees may be developed or adapted as communication technologies evolve. The FOS Curricula for Communication must be between 12 to 15 semester credit hours (SCH) and is taken from two competency areas. Competency Area 1: 6 to 9 SCH through which students gain historical, theoretical, and/or analytical competency of the communication field and/or sub-area. Competency Area 2: 3 to 9 SCH in which students demonstrate competency in writing/performance/production courses relevant to a sub-area.

[Associate Degree Awards](#)      [Course Descriptions](#)      *Note: FOS degrees transfer to all state colleges/universities.*

**Associate of Arts in Construction Science:** This degree introduces students to basic concepts of architecture, technology, mathematics, building principles, and project management – which are important components in all stages of construction technology. An introduction to building codes, electrical and mechanical systems, construction planning, site work, and heavy machines is incorporated into award courses. Moreover, the degree prepares students to transfer to major four year colleges/universities.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Arts in Digital Arts:** This degree offers courses that are common to the first two years of a four year liberal arts education. Students are taught to develop a blend of artistic and technological skills through a hands-on environment. Additionally, basic digital design skills such as 3D animation, video production, and digital photography alteration are incorporated into digital art classes.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Science in Kinesiology:** This degree prepares students by providing the scientific kinesiology foundation necessary to successfully transfer and pursue a science degree in the area of kinesiology at a four year college/university. Students are given the opportunity to learn fundamentals – as well as theory and practical application of: personal/community health, drug use and abuse, first aid, fundamentals of athletic training, officiating, as well obtain a working knowledge of the kinesiology profession's many fields and disciplines.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Arts in Music:** This degree offers a solid foundation in the creative and technical aspects of music. Students receive training in music theory, history, composition, and performance. Courses expand a student's knowledge of music styles as they learn about different cultures and their music. They may also take part in a variety of workshops or performances. Moreover, it allows the student who is interested in a career in music to pursue a bachelor's degree at a four year college/university, or their own professional playing career.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

**Associate of Arts – Field of Study (FOS) – in Music:** The field of study curriculum should serve as the basis for structuring the associate's degree in music and is designed to apply to a Bachelor of Music degree - but may also be applied to the Bachelor of Arts or other baccalaureate-level music degrees as deemed appropriate by the awarding institution. The FOS Curricula for Music shall consist of 27 to 35 lower-division semester credit hours that are fully transferable. Transfer of credit in ensemble, applied study, and theory/aural skills shall be on a course-for-course basis. Additionally, the FOS Curricula for Music contains one semester of music literature that will automatically transfer into the student's degree program at a receiving institution. Academic credit shall be granted on a course-for-course basis in the transfer of theory/aural skills, applied music, and ensemble courses and will be accepted at the credit-hour level of the receiving institution.

[Associate Degree Awards](#)      [Course Descriptions](#) *Note: FOS degrees transfer to all state colleges/universities.*

**Associate of Arts in Theatre Arts:** This degree provides a basic foundation in classical, modern, contemporary, and multicultural theatre. The plan integrates the artistic, technical, and academic disciplines of theater from the classroom to the stage. Moreover, students have to opportunity to audition for a variety of performances related to drama and theatre. Furthermore, the degree prepares students to transfer to major four year colleges/universities.

[Associate Degree Awards](#)      [Transfer Information](#)      [Course Descriptions](#)

## \*ASSOCIATE OF APPLIED SCIENCE DEGREE

The AAS degrees are awarded in a wide variety of programs, each with its specific requirements. Check with an advisor regarding coursework and degree plans. (**\*Note that beginning with the Fall 2015 semester all associate degrees will be limited to sixty (60) credit hours, unless a waiver has been granted by the THECB.**) For the most up-to-date award plans please refer to: [http://www.blinn.edu/twe/degree\\_cert%20plans/worksheets.htm](http://www.blinn.edu/twe/degree_cert%20plans/worksheets.htm).

### Degree Concentrations

Health Sciences Degrees	Business, Information Technology, and Public Service Degrees	
Nursing AAS	Accounting AAS	Child Development AAS
LVN Transition Option AAS	Administrative Assistant AAS	Criminal Justice Technology AAS
Dental Hygiene AAS	Business Administration and Management AAS	Law Enforcement Technology AAS
Emergency Medical Services AAS	Digital Publishing AAS	Welding Technology AAS
Fire Science Technology AAS	Information Technology Administrator AAS	
Health Information Technology AAS	Legal Assistant (Paralegal) AAS	
Medical Office AAS	Small Business Management AAS	
Physical Therapist Assistant AAS		
Radiologic Technology AAS		
Therapeutics Manufacturing AAS		
Veterinary Technology AAS		

### General requirements follow. Degree candidates shall:

1. Satisfy all the admission requirements.
2. Meet the degree requirements as outlined in the general catalog at the time of first admission or as outlined in any subsequent catalog issued previous to the date of graduation, provided the student meets the requirements no later than five years from the date of the catalog.
3. Meet the requirements of the catalog under which they are readmitted if their studies are interrupted for more than thirteen (13) consecutive months.
4. Earn at least sixty (60) college credit hours as defined by the degree program.
5. Earn at least thirty-three percent (33%) of their semester credit hours in residence with Blinn College.
6. Earn at least nine (9) semester credit hours of sophomore-level courses.
7. Complete the course requirements as outlined in the degree plan for the student's specified degree.
8. Complete all three (3) areas (reading, math, and writing) of the Texas Success Initiative (TSI).
9. Earn an overall grade point average of at least 2.0 (**Note:** Specific grade requirements that are higher than 2.0 may be required for the Health Sciences Programs.)
10. Make a formal application for graduation. This can be done online for currently enrolled students in myBLINN at <https://my.blinn.edu/cp/home/displaylogin>. All others may apply for graduation at [https://adminweb.blinn.edu/privatweb/grad\\_application.htm](https://adminweb.blinn.edu/privatweb/grad_application.htm)
11. Clear all accounts owed to the College.
12. Clear all holds.

THECB Core Curriculum Designation	Core Curriculum Courses	Credit Hours
<b>Communication</b>	ENGL 1301	3
<b>Mathematics/Life and Physical Sciences</b> <b>GIPWE: Natural Sciences/Mathematics</b>	MATH 1314, 1316, 1324, 1325, 1332, 1333, 1342, 1414, 2412, 2413 ANTH 2401; BIOL 1108, 1308, 1322, 1406, 1407, 1408, 1411, 1413, 2306, 2401, 2402, 2404, 2420; CHEM 1405, 1411, 1412; GEOL 1403, 1404, 1445; PHYS 1401, 1402, 1403, 1410, 2425	3
<b>Language, Philosophy, Culture/Creative Arts</b> <b>GIPWE: Humanities/Fine Arts</b>	ENGL 2322, 2323, 2327, 2328, 2332, 2333; PHIL 1301, 2306 ARCH 1301, 1302, 1311; ARTS 1301, 1303, 1304; DRAM 1310, 2361, 2362, 2366; MUSI 1301, 1306, 1308, 1310	3
<b>Social and Behavioral Sciences</b> <b>GIPWE: Social/Behavioral Sciences</b>	ANTH 2302, 2346, 2351; ECON 2301, 2302; GEOG 1302, 1303, 2312; PSYC 2301, 2308, 2319; SOCI 1301, 1306, 2301; SPCH 1318	3
<b>Electives</b>	Must see specific degree plan for required course options	3
		<b>15 Hours</b>

### \*\*As per the Guidelines for Instructional Programs in Workforce Education (GIPWE):

To meet SACSCOC guidelines, each degree must have a minimum of fifteen (15) semester hours of general education courses. The fifteen (15) hours of general education courses must be selected from the following areas and must include at least three (3) SCH in each area: Humanities/Fine Arts, Social/Behavioral Sciences, and Natural Sciences/Mathematics. Each institution should work with its SACSCOC representative concerning courses that meet these requirements. General education courses must be transferable courses found in the ACGM or on the college's approved academic unique need course inventory. Generally, these courses should be selected from the institution's core curriculum. See SACSCOC Principles of Accreditation for further information.



**Certificate Concentrations**

Health Sciences Certificates	Business, Information Technology, and Public Service Certificates	
Fire Science Technology	Accounting Technology	Child Care Worker
Medical Billing and Coding Specialist	Administrative Assistant Specialist	Corrections
Medical Office Specialist	Digital Publishing	Basic Peace Officer Academy
Paramedic Technology	Hospitality Management	Basic Welding Level 1
Therapeutics Manufacturing	Legal Office	Welding Fundamentals Level 2
Therapeutics Manufacturing – Advanced Technical	Linux Specialist	Machinist Option
Vocational Nursing	Microsoft Specialist	MIG Specialization
	Real Estate	
	Small Business Management	
	Software Specialist	
	Web Specialist	

**General requirements follow. Certificate candidates shall:**

1. Satisfy all the admission requirements.
2. Certificate level II students must take the TSI Assessment test. Students will not be allowed to register for classes until this requirement has been met. (Note: Certificate level II students must complete all three (3) areas (reading, math, and writing) of the Texas Success Initiative (TSI).)
3. Meet the certificate requirements as outlined in the general catalog at the time of first admission or as outlined in any subsequent catalog issued previous to the date of graduation, provided the student meets the requirements no later than five years from the date of the catalog.
4. Meet the requirements of the catalog under which they were readmitted if their studies are interrupted for more than thirteen (13) consecutive months.
5. Earn at least thirty-three percent (33%) of their certificate hours at Blinn College.
6. Complete the course requirements as outlined in the award plan for the student's specified certificate.
7. Earn an overall grade point average of at least 2.0. (**Note:** Specific grade requirements that are higher than 2.0 may be required for the Health Sciences Programs.)
8. Make a formal application for graduation. This can be done online through myBLINN at:  
<https://my.blinn.edu/cp/home/displaylogin>, for currently enrolled students. All others may apply for graduation at:  
[https://adminweb.blinn.edu/privateweb/grad\\_application.htm](https://adminweb.blinn.edu/privateweb/grad_application.htm)
9. Clear all accounts owed to the College.
10. Clear all holds.

**Marketable Skills Achievement Award Concentrations – Institutional Awards**

Health Sciences MSAA	Business, Information Technology, and Public Service MSAA	
Patient Care Specialist MSAA	Administrative Assistant MSAA	Basic Welding Level A MSAA
	Business Management MSAA	Child Care Administration MSAA
	Computer Information Technology MSAA	Early Childhood MSAA
	Graphic Design MSAA	Judicial Practices MSAA
	Mediation MSAA	

## **GRADUATE GUARANTEE**

### **Transfer Credit**

The College guarantees to its Associate of Arts, Associate of Science, and Associate of Applied Science students who have met the requirements for the degree, beginning May 1993, and thereafter, that course credits will transfer to other public-supported Texas colleges or universities provided the following conditions are met:

1. Transferability means acceptance of credit toward a specific major and degree at a specific institution. These three (3) components must be identified by the student during the application for admission process prior to the first semester of enrollment at the College.
2. Limitations on total number of credits accepted in transfer, grades required, relevant grade point average, and duration of transferability apply as states in the general undergraduate catalog of the receiving institution.
3. Transferability refers to courses in a written transfer/degree plan filed in a student's file in the Advising/Counseling Office at the College.
4. Only college-level courses with Texas Higher Education Coordinating Board Community College Academic Course Guide Manual approved numbers are included in this guarantee.

If all above conditions are met and a course or courses are not accepted by a receiving institution in transfer, the student must notify the Vice President for Instruction at Blinn College within ten (10) days of notice of transfer credit denial so the "Transfer Dispute Resolution" process can be initiated.

If course denial is not resolved, the College will allow the student to take tuition-free alternate courses, semester hour for semester hour, that are acceptable to the receiving institution within a one-year period from granting of a degree at the College. The graduate is responsible for payment of any fees, books, or other course-related expenses associated with the alternate course or courses.

### **Job Competency**

If a recipient of an Associate of Applied Science degree or certificate in any program is judged by his or her employer to be lacking in technical job skills identified as exit competencies by the College, the graduate will be provided up to nine (9) tuition-free credit hours of additional skill training by the College under the conditions of the following guarantee. Special conditions which apply to the guarantee include:

1. The graduate must have earned the Associate of Applied Science degree or certificate beginning May 1993, or thereafter in a technical, vocational, or occupational program identified in the College's general catalog.
2. The graduate must have completed requirements for the Associate of Applied Science degree or certificate with the College system, with a minimum seventy-five percent (75%) of credits earned at Blinn College, and must have completed the degree or certificate within a five-year time span.
3. Graduates must be employed full-time in an area directly related to the area of the program concentration as certified by the Vice President for Instruction.
4. Employment must commence within two (2) months of graduation.
5. The employer must certify in writing that the employee is lacking entry-level skills identified by the College and validated by the College program advisory committee as program exit competencies and must specify the areas of deficiency within ninety (90) days of the graduate's initial employment.
6. The employer, graduate, applicable instructional dean, job placement counselor, and appropriate faculty member shall develop a written educational plan for retraining.
7. Retraining shall be limited to nine (9) credit hours related to the identified skill deficiency and to those classes regularly scheduled during the period covered by the retraining plan.
8. All retraining must be completed within a calendar year from the time the educational plan is agreed upon.
9. The graduate and/or employer is/are responsible for the cost of books, insurance, uniforms, fees, and other course-related expenses.
10. The guarantee does not imply that the graduate will pass any licensing or qualifying examination for a particular career pathway.

A student's sole remedy against the College and its employees for skill deficiencies shall be limited to nine credit hours of tuition-free education under the conditions described above. Activation of the "Graduate Guarantee Program" may be initiated by the graduate by contacting the Vice President for Instruction within ninety (90) days of the graduate's initial employment.

### Program Accreditation Agencies

Applied Sciences Program	Award	Accrediting Agency
Associate Degree Nursing	Nursing AAS (RNSG)	Accreditation Commission for Education in Nursing (ACEN) 3343 Peachtree Road NE, Suite 850 Atlanta, GA 30326 404-975-5000, <a href="http://www.acenursing.org">www.acenursing.org</a> Texas Board of Nursing Approved 512-305-7400, <a href="http://www.bon.state.tx.us">www.bon.state.tx.us</a>
	LVN Transition Option AAS (RNST)	
Dental Hygiene	Dental Hygiene AAS (DHYG)	American Dental Association (ADA) - Commission on Dental Accreditation (CODA) 211 East Chicago Avenue Chicago, IL 60611 800-621-8099, <a href="http://www.ada.org/en/coda">www.ada.org/en/coda</a>
Emergency Medical Services	Emergency Medical Services AAS (EMSE)	Commission on Accreditation of Allied Health Education Programs (CAAHEP) - Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) <a href="http://www.caahep.org">www.caahep.org</a> , <a href="http://www.coaemsp.org">www.coaemsp.org</a>
	Paramedic Technology Certificate (EMSC)	
Fire Science	Fire Science Technology AAS (FIRS)	International Fire Service Accreditation Congress (IFSAC) 405-744-8303, <a href="http://www.ifsac.org">www.ifsac.org</a>
	Fire Science Technology Certificate (FIRC)	
Health Information Technology	Health Information Technology AAS (HITT)	<i>Candidacy Status:</i> Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) 312-233-1100, <a href="http://www.cahiim.org">www.cahiim.org</a>
Physical Therapist Assistant	Physical Therapist Assistant AAS (PHTH)	Commission on Accreditation in Physical Therapy Education (CAPTE) 703-706-3245, <a href="http://www.capteonline.org">www.capteonline.org</a>
Radiologic Technology	Radiologic Technology AAS (RADR)	Joint Review Committee on Education in Radiologic Technology (JRCERT) 312-704-5300, <a href="http://www.jrcert.org">www.jrcert.org</a>
Veterinary Technology	Veterinary Technology AAS (VTHT)	American Veterinary Medical Association (AVMA) – Committee on Veterinary Technician Education and Activities (CVTEA) <a href="http://www.avma.org">www.avma.org</a>
Vocational Nursing – Brenham & Bryan	Vocational Nursing Certificate (VNSC)	Texas Board of Nursing 512-305-7400, <a href="http://www.bon.state.tx.us">www.bon.state.tx.us</a>

Workforce Education Certificate / Course	Accrediting Agency
Certified Nurse Aide	Texas Department of Aging and Disability Services
Certified Medication Aide	Texas Department of Aging and Disability Services
AHA-CPR for the Healthcare Provider	American Heart Association
Machining Fundamentals	National Institute of Metalworking Skills
HVAC Contractors License Renewal	Texas Department of Licensing and Registration
Electrician License Renewal	Texas Department of Licensing and Registration
HVAC Technician	National Center for Construction Education and Research
Electrician Technician	National Center for Construction Education and Research

### **Service Learning Program**

Blinn College offers Service Learning options to promote active learning, to encourage student engagement, to enable students to see the relevance of the academic subject to the real world, to increase student interactions with the community, and to develop civic responsibility. Service Learning combines community service with classroom instruction focusing on critical, reflective thinking and civic responsibility to engage students. Service Learning involves students in activities that address local needs while developing professional and/or academic skills. Service Learning is both a type of program and a philosophy of education - providing avenues for meaningful student service while reflecting established research on the effectiveness of experience based learning and student engagement. Students successfully completing designated courses that include a service learning component receive a service designation code on their academic transcript and may qualify for a special service learning cord of distinction upon graduation from Blinn College. For more information about Blinn's Service Learning Program visit the website at [www.blinn.edu/servicelearning/](http://www.blinn.edu/servicelearning/).

In 2011, the Carnegie Foundation for the Advancement of Teaching selected Blinn College to be among the 115 U.S. colleges and universities nationwide awarded the Carnegie Community Engagement Classification for 2010. Blinn is one of six community colleges nationally selected for this designation. In order to be selected, Blinn provided descriptions and examples of institutionalized practices of community engagement that showed alignment to our mission, culture, leadership, resources and practices - all applications must show community service focus in both Curricular Engagement and Outreach and Partnerships. Blinn students and faculty participating in Service Learning enhanced courses have made a substantial contribution to furthering the College's commitment to individual and community enhancement through educational excellence. Blinn College is proud to be designated a Carnegie Community Engagement institution. The Service Learning program has also earned Blinn College a distinguished place on The President's Higher Education Community Service Honor Roll for five years. For more information about the Carnegie designation and a complete list of Community Engagement institutions, visit their website at [www.carnegiefoundation.org](http://www.carnegiefoundation.org).

### **TEACH Program**

The Blinn College TEACH Program provides professional training for persons who hold a bachelor's degree from an accredited college or university with a solid foundation in their chosen teaching area. Upon successful completion of the program, participants will be certified to teach in Texas. The TEACH program is a cooperative effort between Blinn College and the school districts in its service area that provides high quality, affordable teacher certification to assist in meeting area school districts' personnel needs. For more information go to [www.blinn.edu/blinnteach/](http://www.blinn.edu/blinnteach/).

## **Distance Learning**

Distance Learning courses are those in which the majority (50% or more) of the instruction takes place when the instructor and student(s) are not in the same place. There are three types of distance learning courses at Blinn College: Online (Internet), Blended (Hybrid), and Interactive Video courses. The objectives and content of distance learning courses are the same as those offered in a traditional classroom setting. Although these courses allow students flexibility, they require a great deal of **self-discipline** and **self-motivation**. Students must have effective time management skills and be able to allocate sufficient time to complete the required coursework. Students are encouraged to test their suitability for distance learning courses by taking the free SmarterMeasure assessment at [www.blinn.edu/online/students/](http://www.blinn.edu/online/students/).

Some distance learning courses may require specific software and/or hardware. To access Online and Blended courses from off-campus sites, a student must have access to a computer with a broadband Internet connection. Please visit the Blinn College Distance Learning website at [www.blinn.edu/online/](http://www.blinn.edu/online/) for additional information.

### **Online (Internet) Courses**

Students taking Online (Internet) courses work within a virtual classroom environment using the learning management system called eCampus. This system allows students to interact with their instructor and fellow classmates using a variety of tools. In the course schedule, Online (Internet) course section numbers begin with an "N."

It should be noted that Online (Internet) courses may have mandatory face-to-face sessions, such as proctored tests, orientation, review, and laboratory, which total no more than 15% of the instructional time. For additional information, students should review the respective course syllabus.

### **Blended (Hybrid) Courses**

A Blended (Hybrid) course is one in which the majority (more than 50 percent but less than 85 percent) of the planned instruction occurs when the students and instructor(s) are not in the same place. Students are required to attend the scheduled face-to-face class sessions in addition to the required online course sessions facilitated through the learning management system, eCampus. For additional information, students should review the respective course syllabus. In the course schedule, Blended (Hybrid) course section numbers begin with a "B."

### **Interactive Video Courses**

An Interactive Video course is one in which the instructor originates the course on one campus and the students are located at another site or campus (remote sites). The course schedule specifies the times and meeting location(s) of these courses. In the course schedule, Interactive Video course section numbers begin with a "V."

# Degrees and Certificates

## Applied Sciences Programs

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## Available Programs in Applied Sciences Degrees, Certificates, and Marketable Skills Awards (MSAA)

### Health Sciences Programs

#### Associate Degree Nursing Program

The Associate Degree Nursing curriculum includes general education courses and nursing courses, with a generic two-year option and an LVN Transition Option. The graduate is prepared to function as an entry level staff nurse in hospitals or other health care settings. The focus of the Associate Degree Nursing Program is to develop in its graduates the knowledge, skills, and attitudes essential for professional nursing through classroom instruction and coordinated clinical experiences. The Associate Degree Nursing Program is accredited by the Accreditation Commission for Education in Nursing, 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326; (404) 975-5000, FAX (404) 975-5020. The Associate Degree Nursing Program is approved by the Texas Board of Nursing, 333 Guadalupe, #3-460, Austin, TX 78701, (512) 305-7400, FAX (512) 305-7401.

More information is available online through the [Associate Degree Nursing Program website](#).  
Applied Sciences award plans.



#### Dental Hygiene Program

The purpose of the Program is to prepare competent dental hygienists to meet the oral health care needs of the public. Students accepted into the Dental Hygiene Program attend general education classes, courses in biological and dental science, and specialized courses in dental hygiene. This knowledge is then applied in the dental hygiene clinic where the students perform dental hygiene services under the supervision and instruction of faculty and the clinical dentist. The Blinn College Dental Hygiene Program is accredited by the Commission on Dental Accreditation and has been granted the accreditation status of approval without reporting requirements. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611.

More information is available online through the [Dental Hygiene Program website](#).  
Applied Sciences award plans.



#### Emergency Medical Services Program

It is the goal of the EMS Program to educate and prepare students with the technical skills required for employment in the field of Emergency Medical Services. The Program is based on knowledge and skills utilized in pre-hospital care and emergency centers. This includes, but is not limited to: patient assessment, oxygen therapy, medication administration, shock management, bandaging and splinting, cardiac management, medical emergency management, childbirth, pediatric emergencies, and scene management. The EMS Program is accredited through the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions as recognized by the Commission on Accreditation of Allied Health Education Programs.

More information is available online through the [Emergency Medical Services Program website](#).  
Applied Sciences award plans.



#### Fire Science Program

The Fire Science Program was developed in response to local and national needs for an advanced degree in the field of fire protection and life safety. In 2006, the Blinn College Board of Trustees approved expanding the college's Fire Science Program to include training at the Texas Engineering Extension Service (TEEX) world-renowned Brayton Fire Training Field in College Station. The board approved a memorandum of agreement with TEEX, a member of the Texas A&M University System. The partnership allows Blinn fire science students to receive twelve weeks of practical training with firefighter props, equipment, and apparatus with TEEX in addition to the usual classroom instruction in fire protection, life safety, and program management. The Fire Science Program at Blinn College is accredited through the International Fire Service Accreditation Congress.

More information is available online through the [Fire Science Program website](#).  
Applied Sciences award plans.



### Health Information Technology Program

The Health Information Technology Program awards are intended to prepare graduates to work with health information in hospitals, clinics, doctors' offices, long-term care facilities, rehabilitation centers, insurance companies, law firms, psychiatric facilities, government health agencies, and other health care related organizations. Health information technology personnel perform an assortment of technical job duties including coding and transcription; release of information; statistics; organizing, analyzing, maintaining, evaluating and generating health information for continuing patient care; facility planning; research; quality assurance; and reimbursement, while also ensuring the security and privacy of the patient's health information. The Health Information Technology AAS is in candidacy status with the Commission on Accreditation for Health Informatics and Information Management Education.

More information is available online through the Health Information Technology Program website.  
Applied Sciences award plans.



### Physical Therapist Assistant Program

The Physical Therapist Assistant Program includes lecture and supervised laboratory courses in physical therapy science and procedures, as well as clinical experiences designed to prepare the graduate to become a Licensed Physical Therapist Assistant. PTA perform physical therapy treatments and other duties under the supervision of a Licensed Physical Therapist. The Program is designed to prepare skilled technical health workers to perform various treatment procedures delegated by the Physical Therapist including modalities, rehabilitation techniques, therapeutic exercises, training the patient to use special equipment, and providing patient education to prevent further physical problems. The Physical Therapist Assistant Program is nationally accredited by the Commission on Accreditation in Physical Therapy Education.

More information is available online through the Physical Therapist Assistant Program website.  
Applied Sciences award plans.



### Radiologic Technology Program

The Associate of Applied Science Radiologic Technology degree curriculum incorporates general education, technical education, radiographic laboratory and practicum experience. In hospitals and outpatient clinics, students will be able to integrate classroom and laboratory instruction with the clinical component. A radiologic technologist, as an integral member of the health care team, performs radiographic examinations (x-rays). Employment opportunities can range from working in a hospital setting to outpatient clinics or mobile units. The Radiologic Technology Program is accredited by the Joint Review Committee on Education in Radiologic Technology, 20 N. Wacker Drive, Suite 2850, Chicago, IL 60606-3182, (312) 704-5300.

More information is available online through the Radiologic Technology Program website.  
Applied Sciences award plans.



### Therapeutics Manufacturing Program

The Therapeutics Manufacturing Program at Blinn College prepares students with the knowledge and skills for entry level positions within the local and global therapeutics manufacturing industry. The curriculum has been designed to familiarize and train students not only in the science of quality control and the manufacturing of biotherapeutics, but also in the compliance requirements that govern the industry. The integration of science and compliance provides the graduating student with the requisite skills sought by startup companies as well as established therapeutics manufacturing firms. Course work includes hands-on experience with laboratory systems used in Quality Control as well as manufacturing systems used to produce, recover, and purify biotherapeutic products. In addition, extensive training in Quality Systems and GMP procedures and documentation completes the curriculum.

More information is available online through the Therapeutics Manufacturing Program website.  
Applied Sciences award plans.



### Veterinary Technology Program

Students in the Program are prepared with knowledge and skills to work in a number of animal health fields. While most Licensed Veterinary Technicians (LVT) are employed in private veterinary practices, other employment opportunities include animal shelters, stables or reproductive facilities, zoos or wildlife facilities, pharmaceutical sales, the military, and homeland security. While the goal of most LVT is to promote animal health, some contribute to human health as well through biomedical research activities by working in laboratory facilities where they assist veterinarians and other scientists in medically-related fields such as gene therapy, cancer research, and cloning. The Blinn College Veterinary Technology Program is a collaborative effort with Texas A&M University College of Veterinary Medicine and Biomedical Sciences. This Program is accredited by the American Veterinary Medical Association Committee on Veterinary Technician Education and Activity.

More information is available online through the Veterinary Technology Program website.  
Applied Sciences award plans.



**Vocational Nursing Program**

The Blinn College Vocational Nursing Program is designed to provide students with the education and training needed to become highly-skilled nurses capable of working in a variety of medical settings. Available on the Brenham and Bryan campuses, the Program consists of classroom, laboratory, and clinical experiences. The Program is accredited by the Texas Board of Nursing, 333 Guadalupe, #3-460, Austin, TX 78701, (512) 305-7400, FAX (512) 305-7401.

More information is available online either through the Vocational Nursing Program – Brenham Campus website or through the Vocational Nursing Program – Bryan Campus website.

Applied Sciences award plans.

**Business and Public Service Programs****Applied Business Program**

Blinn College's Applied Business Program provides a supportive learning environment through in-depth instruction and an innovative use of classroom technology. The curriculum prepares students for various careers in accounting, business, and management with an applied and practical approach.

Every business, organization, and group needs effective leaders to plan, organize, lead, and control the many activities that affect business today. The Business Administration and Management degree provides student with the latest management techniques and skills. It is designed for students seeking first-line management positions as well as those students looking to update their talents.

The Small Business Management awards provide students an in-depth understanding of how to start and operate a small business. Students will learn to prepare a business plan, raise capital, accounting strategies, cash flow requirement, human resources, and marketing. Graduates will be well qualified for career opportunities in entrepreneurship, management, and related fields.

Accounting is the language of business. It translates and communicates the movement of resources throughout business systems. Accounting measures the performance and status of the organization by analyzing, classifying, recording, reporting and interpreting each transaction using acceptable accounting practices and procedures. Without accurate and timely accounting, management of the organization is virtually impossible.

Hospitality Management offers students a basic background in hotel, restaurant, and event operations which are fundamental to all aspects of the hospitality industry.

More information is available online through the Applied Business Program website.

Applied Sciences award plans.

**Child Development Program**

If you have a love for children and are committed to helping them grow and develop in the best environment possible, then you will find a career in the child care profession rewarding. Graduates of the Blinn College Child Development Program will be qualified to enter positions as teachers in public and private child care facilities and other early childhood programs. Child care workers continue to be in high demand as more parents and caregivers enter the workforce and need quality care for their children.

More information is available online through the Child Development Program website.

Applied Sciences award plans.

**Criminal Justice Program**

The Criminal Justice Program is designed for students interested in pursuing a career in law enforcement, corrections, and the court system. The Program combines classroom instruction with real world experience. Students are provided with targeted training to enhance their professional opportunities with local, county, and state agencies.

The Blinn College Board of Trustees approved expanding the college's Criminal Justice Program to include training at the Texas Engineering Extension Service (TEEX) Central Texas Police Academy in Bryan, Texas. The partnership allows Blinn College Criminal Justice students to receive seventeen weeks of practical training with law enforcement props, equipment, and apparatus in addition to the usual classroom instruction.

More information is available online through the Criminal Justice Program website.

Applied Sciences award plans.



**Information Management Program**

The Information Management Program is designed for students interested in the flow of information in the office from creation to processing to storage.

The Administrative Assistant awards are for students seeking employment or advancement in an administrative office where emphasis is placed on acquiring communication, computer, and management skills. Graduates are prepared to seek employment in occupations ranging from secretary to administrative assistant.

The Digital Publishing awards are for students seeking employment or advancement in an area requiring knowledge and training in both web and print design. Emphasis is placed on learning software tools to use in marketing and selling of business ideas and products. Graduates of the Program are prepared to seek employment in occupations ranging from software specialist to graphic arts.

More information is available online through the [Information Management Program website](#).

[Applied Sciences award plans](#).

**Information Technology Program**

The Information Technology Program is designed to prepare students for a career in the area of computer network administration. This multi-exit Program provides students with technical workplace and academic skills as well as critical thinking, problem solving skills, and communication skills.

The Information Technology Administrator will be able to design, construct and manage heterogeneous multi-user wired/wireless computer networks. The administrator will be able to specify computer hardware and software, integrate them, and upgrade network systems; manage and document networked and stand-alone systems; and design, build, and maintain complex database driven websites.

The Microsoft Specialist is a concentration on the latest desktop and server operating system offered by Microsoft. This specialist will be able to select, install, and maintain the current desktop and operating system offered by the Microsoft Corporation, in addition to developing websites and databases, and supporting computer networks. In the same way, the Linux Specialist focuses on the most recent open source desktop and server operating systems not covered by the Microsoft Specialist. The Web Specialist emphasizes the design, development, and maintenance of database driven websites, allowing for the ability to select, install, and maintain current open source web servers.

More information is available online through the [Information Technology Program website](#).

[Applied Sciences award plans](#).

**Legal Assistant Program**

A Legal Assistant (Paralegal) performs legal research, assists in gathering facts, prepares documents, and does general administrative work at the direction and under the supervision of a lawyer. The skills of the Legal Assistant are such that the work performed would otherwise have to be accomplished by a licensed attorney. Graduates of this Program are prepared to assist attorneys in the delivery of legal services, and employment positions may be found in private law firms, courts, corporations and businesses, insurance companies, governmental offices, administrative offices, and banks-trust departments.

More information is available online through the [Legal Assistant Program website](#).

[Applied Sciences award plans](#).

**Real Estate Program**

The Real Estate Program is designed to provide basic employment skills for individuals seeking positions in real estate, as well as to upgrade the skills of those presently employed in the industry. Students will experience an intensive education and gain background knowledge in real estate, which increases marketability in any economy. Career opportunities in real estate include sales, brokerage, appraisal, finance, property development, counseling, education, and insurance.

More information is available online through the [Real Estate Program website](#).

[Applied Sciences award plans](#).

**Welding Technology Program**

The Blinn College Welding Technology Program provides a variety of educational pathways to prepare graduates for careers in a multitude of positions such as a welder in the fabrication, construction, and manufacturing industries. The Program offers course options in both workforce training (non-credit) and Applied Sciences (for credit) awards. The hands-on, skills development curriculum includes basic metallurgy and inspection procedures, in addition to various welding techniques and processes.

More information is available online through the [Welding Technology Program website](#).

[Applied Sciences award plans](#).



## **Experiential Learning and Professional Certification**

Blinn College awards credit to students for experiential learning and professional certificates in six programs: Associate Degree Nursing, Criminal Justice, Emergency Medical Services, Fire Science, Information Management, and Information Technology. Credit for experiential learning and professional certification is not currently awarded in any other programs. Students can receive Blinn College credit through each program as noted below.

### **Associate Degree Nursing Program**

For the LVN Transition Option AAS degree, experiential learning will be award for five (5) credit hours (RNSG 1513) to those who have a current, unrestricted Vocational or Practical Nursing license, and are eligible to be licensed to practice in the state of Texas. Proof of licensure must be provided at the time of application to the LVN Transition Option AAS degree. Experiential learning credit will not be applied to the student's academic record until they have been accepted into Blinn's LVN Transition Option AAS degree, started the program, and completed six (6) hours of RNSG courses from the first semester of the cohort at Blinn College.

### **Criminal Justice Program**

In order for a student to receive college credit for up to twenty (20) hours of experiential learning, the individual must show documentation of the successful completion of a Texas Commission on Law Enforcement (TCOLE) approved police academy – 1985 to the present – and proof of passing the Texas Peace Officer Exam. A student that attended a TCOLE approved police academy prior to 1985 will need to meet with the Program Coordinator to discuss experiential learning credit options. The courses for which credit will be granted are: CJLE 1506, CJLE 1512, CJLE 1518, and CJLE 1524. These courses may only be applied to the Law Enforcement Technology AAS degree. The student can be concurrently enrolled in six (6) hours, but must complete six (6) hours at Blinn College before requesting credit for experiential learning that is quantified by the successful passing of a state or national certification exam.

### **Emergency Medical Services Program**

In order for a student to receive seven (7) hours of college credit for experiential learning, for coursework that was taken through a non-college based program, the student must show proof of current certification under the National Registry of Emergency Medical Technicians (NREMT) and/or current certification as an EMT-Basic under the Texas Department of State Health Services. Courses for which credit will be awarded are: EMSP 1501 and EMSP 1260. Certification as EMT-B implies successful completion of state approved EMT-Basic course, or a higher level of certification, such as EMT-Paramedic, may be accepted for this purpose. The student can be concurrently enrolled in six (6) hours, but must complete six (6) hours at Blinn College before requesting credit for experiential learning that is quantified by the successful passing of a state or national certification exam.

### **Fire Science Program**

In order for a student to receive twenty-three (23) hours of experiential learning credit, for coursework that was taken through a non-college based program, the student must show documentation of successful completion of an International Fire School Accreditation Congress (IFSAC) and/or Texas Commission on Fire Protection accredited fire school program, and provide proof of current fire fighter certification. Proof of a higher level of certification may be accepted for this purpose from one of the following: Pro Board Certification or Advanced Certification through the State Fireman and Fire Marshals Association. Courses for which credit will be awarded are: FIRS 1103, FIRS 1301, FIRS 1407, FIRS 1313, FIRS 1319, FIRS 1323, FIRS 1329, and FIRS 1333. These courses will apply to the Fire Science Technology AAS. The student can be concurrently enrolled in six (6) hours, but must complete six (6) hours at Blinn College before requesting credit for experiential learning that is quantified by the successful passing of a state or national, or international certification exam.

### **Information Management Program**

Credit towards an award in the Information Management Program may be issued upon successful completion of all parts of the Certified Professional Secretary (CPS) Exam. The courses for which the credit will be granted are: POFT 1319, ARTC 1313, and ACNT 1303. The number of course credits that will apply toward graduation will vary depending on the particular award selected. The maximum number of credits granted will not exceed 15 credit hours for the certificate or degree. The student can be concurrently enrolled in six (6) hours, but must complete six (6) hours at Blinn College before requesting credit for experiential learning that is quantified by the successful passing of a state or national, or international certification exam.



### Information Technology Program

Credit within an award in the Information Technology Program may be issued upon successful completion of specific industry certifications - such as those from CompTIA, Microsoft, the Linux Professional Institute, Cisco, Zend and MySQL. The individual must provide acceptable documentation per the Program Coordinator as proof of certification completion. Courses for which credit will be awarded are: ITNW 1325 (Network+), ITSC 1325 (A+), and ITSY 1342 (Security+) for CompTIA certification; ITNW 1453 (MCTS 70-680 and MCTS 70-410), ITNW 1454 (MCTS 70-411 and MCTS 70-412), and ITNW 2350 (MCTS 70-413 and MCTS 70-414) for Microsoft certification; ITSC 1416 (LPIC 101 and 102) and ITSC 2425 (LPIC 201 and 202) for Linux Professional Institute certification; ITNW 2335 for Cisco Certified Network Associate certification; ITSE 2402 for Zend PHP certification; and ITSE 2409 for MySQL for Database Administrators certification. The number of course credits applied will vary depending on the particular Blinn award pursued, and the courses contained within that award. The maximum number of credits granted will not exceed twenty-one (21) credit hours for the degree or certificates. The student can be concurrently enrolled in six (6) hours, but must complete six (6) hours at Blinn College before requesting credit for experiential learning that is quantified by the successful passing of a state or national, or international certification exam.

### Procedure for Evaluation and Acceptance of Credit

The student will initiate the petitioning process by providing the appropriate program coordinator or director with official documentation of the successful completion of the training along with all required certifications. The program coordinator/director will complete a course substitution form detailing the request for credit. This form, along with the official documentation, will be sent to the instructional dean, and then the Vice President for Instruction. After approval at each of these levels, the file will be sent to the Registrar for acceptance. The courses will be entered in a similar manner as other transferred courses.

**Brazos Valley Workforce Solutions**  
**Targeted Occupations & Blinn College Programs**

SOC	Occupational Title	Median Hourly Wage	Preferred Education	Blinn College Awards
<b>Educational Services</b>				
25-2021	Elementary School Teachers, Except Special Education	\$21.50	Bachelor	N/A
25-2022	Middle School Teachers, Except Special & Career/Technical	\$21.49	Bachelor	N/A
25-2031	Secondary School Teachers, Except Special & Career/Technical	\$21.60	Bachelor	N/A
<b>Construction and Extraction</b>				
47-2031	Carpenter	\$16.30	Certificate	N/A
47-2073	Operating Engineers & Other Equipment Operators	\$17.33	Certificate	N/A
47-2111	Electricians	\$17.70	Certificate	Workforce Education Program
47-1011	Supervisors of Construction Trade	\$27.27	Certificate	N/A
47-2152	Plumbers, Pipefitters, & Steamfitters	\$17.60	Certificate	N/A
<b>Healthcare Practitioners &amp; Technical</b>				
29-1141	Registered Nurse	\$31.18	Associate	Nursing AAS LVN Transition Option AAS
29-2052	Pharmacy Technicians	\$16.12	Certificate	Workforce Education Program
29-2061	Licensed Vocational Nurse	\$19.75	Certificate	Vocational Nursing Certificate
<b>Office and Administrative Support</b>				
43-6011 (43-6014)	Executive Secretaries & Administrative Assistants (Secretaries & Administrative Assistants)	\$17.16*	Certificate	Administrative Assistant AAS Administrative Assistant Specialist Certificate Software Specialist Certificate Digital Publishing AAS Digital Publishing Certificate
43-3031	Bookkeeping, Accounting, & Auditing Clerks	\$14.00	Certificate	Accounting AAS Accounting Technology Certificate
<b>Transportation and Material Moving</b>				
53-3032	Truck Drivers, Heavy	\$15.76	Certificate	Workforce Education Program
<b>Installation, Maintenance, &amp; Repair</b>				
49-3023	Automotive Service Technicians	\$16.39	Certificate	N/A
49-9041	Industrial Machinery Mechanics	\$24.15	Certificate	N/A
<b>Protective Services</b>				
33-3012	Correctional Officers & Jailers	\$16.37	Certificate	Corrections Certificate
33-2011	Firefighters	\$19.94	Certificate	Fire Science Technology AAS Fire Science Technology Certificate
33-3051	Police and Sheriff's Patrol Officers	\$23.75	Certificate	Basic Peace Officer Academy Certificate
<b>Production</b>				
51-4121	Welders, Cutters, Solderers, & Brazers	\$18.13	Certificate	Welding Technology AAS Basic Welding Certificate-Level B Welding Technology Certificate-Machinist Option MIG Specialization Certificate Workforce Education Program
51-4041	Machinists	\$18.12	Certificate	Workforce Education Program
51-4011	Computer-Controlled Machine Tool Operators, Metal & Plastic (CNC)	\$17.38	Certificate	Workforce Education Program

**Brazos Valley Workforce Solutions**  
**Targeted Occupations & Blinn College Programs**

SOC	Occupational Title	Median Hourly Wage	Preferred Education	Blinn College Awards
<b>Computer &amp; Mathematical</b>				
15-1151	Computer User Support Specialists	\$18.85	Associate	N/A
15-1121	Computer Systems Analysts	\$36.69	Bachelor	Information Technology Administrator AAS Linux Specialist Certificate Microsoft Specialist Certificate Web Specialist Certificate
15-1132	Software Developers, Applications	\$36.82	Bachelor	N/A
<b>Life, Physical, &amp; Social Science</b>				
19-4021	Biological Technicians	\$14.62	Bachelor	Therapeutics Manufacturing AAS Therapeutics Manufacturing Certificate Therapeutics Manufacturing ATC
19-4041	Geological & Petroleum Technicians	\$19.42	Associate	N/A
<b>Healthcare Support</b>				
31-9091	Dental Assistants	\$14.82	Certificate	N/A
31-2021	Physical Therapist Assistants	\$35.27	Associate	Physical Therapist Assistant AAS
<b>Management</b>				
11-1021	General & Operations Manager	\$43.17	Bachelor	Business Administration & Management AAS Hospitality Management Certificate Small Business Management AAS Small Business Management Certificate
<b>Business &amp; Financial Operations</b>				
13-2011	Accountants & Auditors	\$27.42	Bachelor	N/A

\*43-6011 is a combined median with SOC code 43-6014. 43-6011 usually requires more training and technical knowledge than 43-6014.

The targeted occupation list above is used for the purposes of identifying what training under the Workforce Investment Act (WIA) the Workforce Center may approve for eligible customers pending funds availability and what training programs the local Board may certify for the TWC training provider certification system. Key elements for consideration were high growth, high demand occupation within the Board Region; a wage of no less than \$14 per hour; training must be completed within 2 years (for those occupations requiring a Bachelor degree only the last two years may be paid for); and there must be ten or more openings per year. The target occupation list was created using The Texas Workforce Commission (TWC) analysis programs and local Board knowledge of economic conditions in the region. TWC does limit the number of occupations a Board may have on its targeted occupation list. \*\*Effective January 13, 2015

# Course Descriptions

(ACCT) Accounting.....	002	(HPRS) Health Services/Allied Health/Health Sciences ...	040
(ACNT) Accounting Technology/Technician.....	002	(HRPO) Human Resources Management .....	041
(AGRI) Agriculture .....	002	(IBUS) International Business/Trade/Commerce .....	041
(ANTH) Anthropology .....	004	(IMED) Educational/Instructional Media Design .....	041
(ARCH) Architecture.....	004	(ITNW) Computer Systems Networking.....	041
(ARTC) Graphic Design.....	006	(ITSC) Computer and Information Sciences.....	042
(ARTS) Arts .....	006	(ITSE) Computer Programming/Programmer .....	042
(ARTV) Interactive Technology/Video Graphics.....	008	(ITSW) Data Processing Technology/Technician .....	042
(BCIS) Business Computer Information Systems.....	008	(ITSY) Computer/Information Systems Security .....	043
(BIOL) Biology .....	008	(LGLA) Legal Assistant/Paralegal.....	043
(BITC) Biotechnology .....	011	(MATH) Mathematics.....	044
(BLIN) Blinn .....	012	(MCHN) Machine Tool Technology/Machinist .....	047
(BMGT) Business Administration and Management.....	012	(MDCA) Medical/Clinical Assistant .....	047
(BUSA) Investments and Securities .....	012	(MRKG) Business Marketing/Marketing Management.....	047
(BUSG) Finance .....	013	(MUAP) Applied Music.....	047
(BUSI) Business .....	013	(MUEN) Music Ensemble .....	050
(CDEC) Child Development/Early Childhood .....	013	(MUSI) Music.....	052
(CHEM) Chemistry .....	016	(NURA) Nursing Assistant/Aide .....	055
(CJLE) Criminal Justice/Law Enforcement .....	017	(PHED) Physical Education .....	055
(CJSA) Criminal Justice/Safety Studies .....	017	(PHIL) Philosophy.....	059
(COMM) Communication.....	018	(PHRA) Pharmacy Technician/Assistant.....	060
(COSC) Computer Science .....	018	(PHYS) Physics .....	060
(CRIJ) Criminal Justice.....	019	(POFI) Business/Office Automation/Data Entry .....	061
(CZEC) Czech Language .....	020	(POFM) Medical Administrative/Executive Assistant .....	061
(DHYG) Dental Hygiene/Hygienist .....	020	(POFT) General Office Occupations/Clerical Services .....	061
(DIRW) Developmental Integrated Reading/Writing .....	023	(PSYC) Psychology .....	062
(DRAM) Drama.....	023	(PTHA) Physical Therapist Assistant.....	063
(ECON) Economics .....	025	(QCTC) Quality Control Technology/Technician .....	064
(EDUC) Education.....	025	(RADR) Radiologic Technology .....	064
(EMSP) Emergency Medical Services Programs .....	026	(READ) Developmental Reading .....	067
(ENGL) English .....	029	(RELE) Real Estate .....	067
(ENGR) Engineering .....	030	(RNSG) Registered Nursing .....	068
(ENGT) Engineering Technology.....	031	(SCIT) Anatomy .....	071
(ESOL) Developmental English as a Second Language ..	031	(SGNL) American Sign Language .....	071
(FIRS) Fire Science .....	032	(SOCI) Sociology.....	072
(FIRT) Fire Protection & Safety Technology/Technician ...	033	(SPAN) Spanish Language.....	073
(FREN) French Language .....	034	(SPCH) Speech.....	073
(GEOG) Geography .....	035	(SPNL) Spanish Language and Literature .....	075
(GEOL) Geology.....	035	(STDY) Study Skills .....	075
(GERM) German Language .....	036	(TECA) Early Childhood Education .....	075
(GOVT) Government .....	036	(VNSG) Vocational Nursing .....	076
(HAMG) Hospitality Administration/Management .....	037	(VTHT) Veterinary Technology.....	078
(HECO) Home Economics.....	037	(WLDG) Welding Technology/Welder .....	081
(HIST) History.....	037	<b>Workforce Education Programs</b> .....	083
(HITT) Health Information Technology.....	038	Workforce Certificates (Non-Credit).....	085

**Prerequisite:** a course you must successfully complete prior to enrolling in the course for which it is listed as a prerequisite. You must receive a grade of "C"/2.0 or better in order for the course to satisfy a prerequisite requirement, unless otherwise specified in the course description. **Corequisite:** a course you may enroll in simultaneously as the course for which it is listed as a co-requisite. **Co-enrolled:** a course you must enroll in while simultaneously enrolled in another designated course.

**NOTE:** Weekly lecture/lab/external hours denoted in all course descriptions reference a standard sixteen (16) week fall or spring semester. For non-standard semesters/sessions (e.g. summer semesters, winter/spring mini-mesters, 12-week sessions, etc.), the lecture/lab/external material will be covered over a shorter period of time, resulting in more hours each week. Total contact hours will remain the same for each course regardless of the semester/session type or the teaching modality (e.g. internet, blended, face-to-face, etc.). Detailed weekly hour combinations are available in the specific course syllabus.

Courses included in the Core Curriculum are noted as a *Core Curriculum Course* after the course title.

**(ACCT) ACCOUNTING****+2301. (ACCT) Principles of Financial Accounting****CIP 52.0301****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course is an introduction to the fundamental concepts of financial accounting as prescribed by U.S. generally accepted accounting principles (GAAP) as applied to transactions and events that affect business organizations. Students will examine the procedures and systems to accumulate, analyze, measure, and record financial transactions. Students will use recorded financial information to prepare a balance sheet, income statement, statement of cash flows, and statement of shareholders' equity to communicate the business entity's results of operations and financial position to users of financial information who are external to the company. Students will study the nature of assets, liabilities, and owners' equity while learning to use reported financial information for purposes of making decisions about the company. Students will be exposed to International Financial Reporting Standards (IFRS). **Prerequisites:** A student must be college ready in math according to TSI college-ready standards.

**+2302. (ACCT) Principles of Managerial Accounting****CIP 52.0301****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course is an introduction to the fundamental concepts of managerial accounting appropriate for all organizations. Students will study information from the entity's accounting system relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. The emphasis is on the identification and assignment of product costs, operational budgeting and planning, cost control, and management decision making. Topics include product costing methodologies, cost behavior, operational and capital budgeting, and performance evaluation. **Prerequisites:** ACCT 2301.

**(ACNT) ACCOUNTING TECHNOLOGY/TECHNICIAN****#1303. (ACNT) Introduction to Accounting I****CIP 52.0302****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. An emphasis will be on understanding the complete accounting cycle and preparing financial statements, bank reconciliations, and payroll.

**#1313. (ACNT) Computerized Accounting Applications****CIP 52.0302****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Use of the computer to develop and maintain accounting records and to process common business applications for managerial decision-making. Students will utilize general ledger software (QuickBooks) for accounting and management applications. **Prerequisites:** ACNT 1303.

**#1391. (ACNT) Special Topics in Accounting****CIP 52.0301****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.

**(AGRI) AGRICULTURE****+1121. (AGRI) Livestock Judging****CIP 01.0901****4 lab hours per week; 64 total contact hours. Credit: 1 semester hour.**

Selection, evaluation, and classification of livestock and livestock products. May be repeated for credit. **Prerequisites:** Departmental approval. Note: This course is scheduled for deletion from the ACGM in Spring 2016.

**+1131. (AGRI) The Agricultural Industry****CIP 01.0103****1 lecture hour per week; 16 total contact semester hours. Credit: 1 semester hour.**

Overview of agriculture and the American agricultural system, including an examination of career opportunities and requirements.

**+1307. (AGRI) Agronomy****CIP 01.1102****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Principles and practices in the development, production, and management of field crops including growth and development, climate, plant requirements, pest management, and production methods.



- +1311. (AGRI) Dairy Science** **CIP 01.0905**  
**2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**  
 Survey of the dairy industry including dairy breeds, standards for selection and culling, herd replacements, feeding, management, physiology, and health maintenance. Food value for milk, tests for composition and quality, and use and processing of market milk and dairy products. Dairying in its relation to agriculture and community development; dairy breeds, standards for selection and culling, herd replacements, feeding, management, and health maintenance; the production and handling of clean milk on the farm; physiology of milk secretion; properties of milk; tests for composition of milk.
- +1315. (AGRI) Horticulture** **CIP 01.0601**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Structure, growth, and development of horticultural plants. Examination of environmental effects, basic principles of reproduction, production methods ranging from outdoor to controlled climates, nutrition, and pest management.
- +1319. (AGRI) Introductory Animal Science** **CIP 01.0901**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Scientific animal production and the importance of livestock and meat industries. Selection, reproduction, nutrition, management, and marketing of livestock.
- +1327. (AGRI) Poultry Science** **CIP 01.0907**  
**2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**  
 Introduction to the poultry industry. Practices and principles in the production and marketing of turkeys, layers, broilers, and specialized fowl. Management, automated equipment, product technology, incubation, and production economics. A general course in poultry, including types, breeds, poultry houses and construction, breeding, feeding, incubation and brooding, culling, diseases and insects. Note: This course is scheduled for deletion from the ACGM in Spring 2016.
- +1329. (AGRI) Principles of Food Science** **CIP 01.1001**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Biological and scientific aspects of modern industrial food supply systems. Food classification, modern processing, and quality control.
- +1407. (AGRI) Agronomy** **CIP 01.1102**  
**3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**  
 Principles and practices in the development, production, and management of field crops including plant breeding, plant diseases, soils, insect control, and weed control. The scientific approach to major food and fiber crops of the world is studied, emphasizing origin, history, classification, distribution, climatic, cultural and soil requirements, improvement and seed technology. Food production as a source to feed an ever increasing population is emphasized.
- +2301. (AGRI) Agricultural Power Units** **CIP 01.0204**  
**2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**  
 Fundamentals of internal combustion engines: gasoline, diesel, and liquefied petroleum. Maintenance and adjustments of the electrical, ignition, fuel, lubricating, and cooling systems of agricultural power machinery.
- +2303. (AGRI) Agricultural Construction** **CIP 01.0201**  
**2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**  
 Safety procedures, selection, use, and maintenance of hand and power tools; metal cutting and welding; and construction materials and principles.
- +2304. (AGRI) Agriculture Construction II** **CIP 01.0201**  
**2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**  
 Selection, use, and maintenance of hand and power tools; arc and oxy-acetylene welding; and construction materials and principles. Note: This course is scheduled for deletion from the ACGM in Spring 2016.
- +2313. (AGRI) Plant Protection** **CIP 01.1105**  
**2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**  
 Principles and practices of controlling and preventing economic loss caused by plant pests. Includes instruction in entomology, plant pathology, weed science, crop science, environmental toxicology, and related environmental protection measures. **Prerequisite:** Sophomore level standing or departmental approval. Note: This course is scheduled for deletion from the ACGM in Spring 2016.
- +2317. (AGRI) Introduction to Agricultural Economics** **CIP 01.0103**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Fundamental economic principles and their application in the agricultural industry.

**+2321. (AGRI) Livestock Evaluation****CIP 01.0901****2 lecture hours and 3 lab hours per week; 80 total contact hours. Credit: 3 semester hours.**

Evaluation and grading of market cattle, swine, sheep, and goats and their carcasses and wholesale cuts. Emphasis will be placed on value determination. Selection and evaluation of breeding cattle, sheep, swine, and goats with emphasis on economically important traits.

**+2330. (AGRI) Wildlife Conservation and Management****CIP 03.0601****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Principles and practices used in the production and improvement of wildlife resources. Aesthetic, ecological, and recreational uses of public and private lands.

**(ANTH) ANTHROPOLOGY****+2301. (ANTH) Physical Anthropology****CIP 45.0301****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

The study of human origins and bio-cultural adaptations. Topics may include primatology, genetics, human variation, forensics, health, and ethics in the discipline.

**+2302. (ANTH) Introduction to Archeology \*****CIP 45.0301***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

The study of the human past through material remains. The course includes a discussion of methods and theories relevant to archeological inquiry. Topics may include the adoption of agriculture, response to environmental change, the emergence of complex societies, and ethics in the discipline.

**+2346. (ANTH) General Anthropology \*****CIP 45.0201***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

The study of human beings, their antecedents and related primates, and their cultural behavior and institutions. Introduces the major subfields: physical and cultural anthropology, archeology, linguistics, their applications, and ethics in the discipline.

**+2351. (ANTH) Cultural Anthropology \*****CIP 45.0201***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

The study of human cultures. Topics may include social organization, institutions, diversity, interactions between human groups, and ethics in the discipline.

**+2389. (ANTH) Academic Cooperative: Forensic Anthropology****CIP 45.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

An instructional program designed to integrate on-campus study with practical hands-on experience in anthropology. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions. This is an introductory forensic anthropology course designed for lower-division, college-level students with complex terminology kept to a minimum. Only basic anatomical terms from *Gray's Anatomy* are used. The course is devised to introduce a student to osteology and to issues surrounding the death of an individual, specifically determining the demographics of a skeleton and the time since death either from partially or fully decomposed remains. Topics can also include recovery scene methods, contemporary versus non-contemporary remains, attribution of sex, estimation of age at death, projectile trauma, blunt trauma, sharp trauma, burn trauma, animal modification and postmortem changes to bone.

**+2401. (ANTH) Physical Anthropology****CIP 45.0301****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

The study of human origins and bio-cultural adaptations. Topics may include primatology, genetics, human variation, forensics, health, and ethics in the discipline. This course includes laboratory component.

**(ARCH) ARCHITECTURE****+1301. (ARCH) Architectural History I \*****CIP 04.0801***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of the history of architecture from the ancient civilizations to the present. Emphasis on the relationship of culture, geography, climate, natural resources, and materials to the methods of construction. Architectural History I will provide students with a thorough understanding of world architecture, interiors, and furnishings from the prehistoric eras through the 12<sup>th</sup> century. The course will also introduce them to architectural theory and how theory, context, politics, economics, and culture have influenced and continue to influence the designs of the built environment.

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# Texas Higher Education Coordinating Board Workforce Education Course Number (WECM)

\* Meets State Core Curriculum Requirements

**+1302. (ARCH) Architectural History II \*****CIP 04.0801***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of the history of architecture from the ancient civilizations to the present. Emphasis on the relationship of culture, geography, climate, natural resources, and materials to the methods of construction. Architectural History II will provide students with a thorough understanding of world architecture, interiors, and furnishings from the 12<sup>th</sup> century through present-day. The course will also allow students to gain an understanding of architectural theory and how theory, context, politics, economics, and culture have influenced and continue to influence the designs of the built environment.

**+1308. (ARCH) Architecture Graphics II****CIP 15.1303****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**

Continuation of the study, methodology, and production of architectural drawings. Exploration of techniques available for the design process with emphasis on three-dimensional composition both analog and digital. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.1 Professional Communication Skills; or A.5 Ordering Systems. **Prerequisites:** ARCH 1407.

**+1311. (ARCH) Introduction to Architecture \*****CIP 04.0201***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

An introduction to the elements of the architectural profession. An introduction to the profession of architecture from the perspective of the creative process. The course discusses concepts of problem solving, creativity, imagination and its application on the design process from the onset to final product. Students are enticed to think holistically, to envision and create new products taking into consideration its impact on the environment and in society.

**+1315. (ARCH) Architectural Computer Graphics****CIP 15.1303****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**

Introduction to computer graphics systems with emphasis on architectural applications. This course will introduce students to space planning methodology and graphic methods of visualizing, communicating, and producing design solutions for various spaces. It emphasizes the production of 2-D and 3-D drawings using computer technology such as Google Sketchup, Adobe Photoshop, Adobe InDesign and AutoCAD. Students will become familiar with all types of construction documents, such as floor/site plans, elevations, sections, details, schedules and perspectives.

**+1403. (ARCH) Architectural Design I****CIP 04.0201****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Introduction to architectural concepts. The visual characteristics of two- and three-dimensional forms and spaces. This course will introduce students to the principles and elements of design within the context of the built environment. Students will be expected to complete 2-dimensional studio projects that develop their practical knowledge of the design process, design development, visual communication of designs (including formal presentation boards and freehand sketching), and sample selections. The course will also introduce spatial organizing concepts, behavioral and environmental psychology, color theory and design theory and composition.

**+1404. (ARCH) Architectural Design II****CIP 04.0201****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Introduction to architectural concepts. The visual characteristics of two- and three-dimensional forms and spaces. This course extends student application of design principles and elements by covering the development of 3-D graphic communication techniques in creating preliminary and final presentations to convey design concepts and solutions using perspective drawings, axonometric, presentation boards, 3-D models, freehand sketching and rendered drawings using pen and ink and color media. **Prerequisites:** ARCH 1403.

**+1407. (ARCH) Architectural Graphics I****CIP 15.1303****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Introduction to basic drawing methods and tools. Exploration of techniques available for the design process with emphasis on two-dimensional and three-dimensional composition. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.1 Professional Communication Skills. Note: This course is scheduled for deletion from the ACGM in the Fall 2017.

**+2312. (ARCH) Architectural Technology I****CIP 15.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Introduction to the properties, specifications, and application of materials related to architectural structures. Emphasis on the methods of construction and the effect of design.

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\* Meets State Core Curriculum Requirements

**(ARTC) GRAPHIC DESIGN**

- #1302. (ARTC) Digital Imaging I** **CIP 50.0409**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Digital imaging using raster image editing and/or image creation software: scanning, resolution, file formats, output devices, color systems, and image-acquisitions.
- #1313. (ARTC) Digital Publishing I** **CIP 50.0409**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 The fundamentals of using digital layout as a primary publishing tool and the basic concepts and terminology associated with typography and page layout.
- #1349. (ARTC) Art Direction I** **CIP 50.0402**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Creation of projects in art direction for advertising graphic campaigns for products, services, or ideas. Topics include all campaign procedures from initial research and creative strategy to final execution and presentation of a comprehensive project.
- #1353. (ARTC) Computer Illustration** **CIP 50.0402**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Use of the tools and transformation options of an industry-standard vector drawing program to create complex illustrations or drawings.
- #2313. (ARTC) Digital Publishing II** **CIP 50.0409**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 Includes layout procedures from thumbnails and roughs to final comprehensive and print output. Emphasis on design principles for the creation of advertising and publishing materials, and techniques for efficient planning and documenting projects.
- #2335. (ARTC) Portfolio Development for Graphic Design** **CIP 50.0402**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 Preparation of a portfolio comprised of completed graphic design projects. Evaluation and demonstration of portfolio presentation methods based on the student's specific area of study.
- #2389. (ARTC) Internship – Commercial and Advertising Art** **CIP 50.0402**  
**15 external hours per week; 240 total contact hours. Credit: 3 semester hours.**  
 A work-based learning experiences that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.

**(ARTS) ARTS**

- +1301. (ARTS) Art Appreciation \*** **CIP 50.0703**  
*Core Curriculum Course*  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 A general introduction to the visual arts designed to create an appreciation of the vocabulary, media, techniques, and purposes of the creative process. Students will critically interpret and evaluate works of art within formal, cultural, and historical contexts.
- +1303. (ARTS) Art History I (Prehistoric to the 14<sup>th</sup> century) \*** **CIP 50.0703**  
*Core Curriculum Course*  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 A chronological analysis of the historical and cultural contexts of the visual arts from prehistoric times to the 14<sup>th</sup> century.  
**Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.
- +1304. (ARTS) Art History II (14<sup>th</sup> century to the present) \*** **CIP 50.0703**  
*Core Curriculum Course*  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 A chronological analysis of the historical and cultural contexts of the visual arts from the 14<sup>th</sup> century to the present day.  
**Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.
- +1311. (ARTS) Design I (2-dimensional)** **CIP 50.0401**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 An introduction to the fundamental terminology, concepts, theory, and application of 2-dimensional design. Focus is on the development and application of critical thinking skills.

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\* Meets State Core Curriculum Requirements

- +1312. (ARTS) Design II (3-dimensional)** **CIP 50.0401**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 An introduction to the fundamental terminology, concepts, theory, and application of three-dimensional design. Focus is on the development and application of critical thinking skills.
- +1316. (ARTS) Drawing I** **CIP 50.0705**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 A foundation studio course exploring drawing with emphasis on descriptive, expressive and conceptual approaches. Students will learn to see and interpret a variety of subjects while using diverse materials and techniques. Course work will facilitate a dialogue in which students will engage in critical analysis and begin to develop their understanding of drawing as a discipline.
- +1317. (ARTS) Drawing II** **CIP 50.0705**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 A studio course exploring drawing with continued emphasis on descriptive, expressive and conceptual approaches. Students will further develop the ability to see and interpret a variety of subjects while using diverse materials and techniques. Course work will facilitate a dialogue in which students will employ critical analysis to broaden their understanding of drawing as a discipline. **Prerequisites:** ARTS 1316 or departmental approval pending portfolio review.
- +2289. (ARTS) Academic Cooperative** **CIP 24.0103**  
**2 lecture hours; 32 total contact hours. Credit: 2 semester hours.**  
 An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of studio art and/or art history. **Prerequisites:** Departmental approval.
- +2313. (ARTS) Design Communications I** **CIP 50.0401**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 Communication of ideas through processes and techniques of graphic design and illustration.
- +2314. (ARTS) Design Communications II** **CIP 50.0401**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 Communication of ideas through processes and techniques of graphic design and illustration. Focused on time-based processes.
- +2316. (ARTS) Painting I** **CIP 50.0708**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 Exploration of ideas using painting media and techniques. Emphasis on color, composition and self-expression.
- +2323. (ARTS) Life Drawing I** **CIP 50.0705**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 Basic study of the human form. Introduction to principles of drawing applied to the human figure. The course will aid students to develop the skills to draw the human figure observing correct form and proportion. **Prerequisites:** ARCH 1407 or ARTS 1311 or ARTS 1316 or departmental approval.
- +2341. (ARTS) Art Metals I** **CIP 50.0713**  
**2 lecture hours and 4 hours lab per week; 96 total contact hours. Credit: 3 semester hours.**  
 Exploration of ideas using basic techniques in jewelry and metal construction.
- +2346. (ARTS) Ceramics I** **CIP 50.0711**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 An introduction to ceramics processes through the study of basic materials and techniques. Includes hand building, bisque, glazing and firing procedures, as well as the use of the potter's wheel.
- +2347. (ARTS) Ceramics II** **CIP 50.0711**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 Extends the students' knowledge of technique through the study of basic materials and techniques. Includes hand building, bisque, glazing and firing procedures, as well as a strong focus on the potter's wheel.
- +2348. (ARTS) Digital Art I** **CIP 50.0402**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 Studio art courses that explore the potential of the computer hardware and software medium for their visual, conceptual, and practical uses in the visual arts. Explores the potential of the computer hardware and software medium for their visual, conceptual, and practical uses in the visual arts.



- +2349. (ARTS) Digital Art II** **CIP 50.0402**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 Studio art courses that explore the potential of the computer hardware and software medium for their visual, conceptual, and practical uses in the visual arts. Explores the three-dimensional potential of the computer hardware and software medium for their visual, conceptual, and practical uses in the visual arts.
- +2356. (ARTS) Photography I** **CIP 50.0605**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 Introduction to the basics of photography. Includes camera operation, techniques, knowledge of chemistry, and presentation skills. Emphasis on design, history, and contemporary trends as a means of developing an understanding of photographic aesthetics.
- +2357. (ARTS) Photography II** **CIP 50.0605**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 Extends the students' knowledge of technique and guides them in developing personal outlooks toward specific applications of the photographic process. **Prerequisites:** ARTS 2356 or departmental approval pending portfolio review.
- +2366. (ARTS) Watercolor I** **CIP 50.0708**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 This class is an introduction to the fundamentals of transparent watercolor painting as a medium for creative expression.
- +2367. (ARTS) Watercolor II** **CIP 50.0708**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 Extends the students' knowledge of creative and technical skills in water base media. **Prerequisites:** ARTS 2366.
- +2389. (ARTS) Academic Cooperative** **CIP 24.0103**  
**3 lecture hours; 48 total contact hours. Credit: 3 semester hours.**  
 An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of studio art and/or art history. **Prerequisites:** Departmental approval.

#### (ARTV) ANIMATION, INTERACTIVE TECHNOLOGY, VIDEO GRAPHICS, AND SPECIAL EFFECTS

- #1351. (ARTV) Digital Video** **CIP 10.0304**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Producing and editing video and sound for multimedia or web productions. Emphasizes capture, editing, and outputting of video using a digital video workstation.

#### (BCIS) BUSINESS COMPUTER INFORMATION SYSTEMS

- +1301. (BCIS) Microcomputer Applications** **CIP 11.0202**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Overview of computer information systems. Introduces computer hardware, software, procedures, systems, and human resources and explores their integration and application in business and other segments in society. The fundamentals of computer problem solving and programming in a higher level programming language may be discussed and applied.
- +1305. (BCIS) Business Computer Applications** **CIP 11.0202**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Students will study computer terminology, hardware, and software related to the business environment. The focus of this course is on business productivity software applications and professional behavior in computing, including word processing (as needed), spreadsheets, databases, presentation graphics, and business-oriented utilization of the Internet.
- +1420. (BCIS) C Programming** **CIP 11.0202**  
**3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 hours.**  
 Introduces the fundamental concepts of structured programming in the C language. Topics include data types; control structures; functions, structures, arrays, pointers, pointer arithmetic, unions, and files; the mechanics of running, testing, and debugging programs; introduction to programming; and introduction to the historical and social context of computing.

#### (BIOL) BIOLOGY

- +1108. (BIOL) Biology for Non-Science Majors Laboratory I \*** **CIP 26.0101**  
*Core Curriculum Course*  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 This laboratory-based course accompanies BIOL 1308 Biology for Non-Science Majors I. Laboratory activities will reinforce a survey of biological principles with an emphasis on humans, including chemistry of life, cells, structure, function, and reproduction. **Prerequisites:** BIOL 1308.

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**+1171. (BIOL) Introduction to Biomedical Sciences****CIP 26.0101****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**

The course explores career opportunities and academic requirements in the biomedical sciences and related fields including applied biology, various professional programs and the health sciences industry. A seminar approach will be used. The course is designed to assist students interested in careers in any of such fields as: dentistry, medicine, pharmacy, physical therapy, nursing, occupational therapy, veterinary medicine and so on. A Unique Needs course.

**+1308. (BIOL) Biology for Non-Science Majors I \*****CIP 26.0101***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Provides a survey of biological principles with an emphasis on humans, including chemistry of life, cells, structure, function, and reproduction. Lab activities reinforce lecture topics.

**+1322. (BIOL) Nutrition and Diet Therapy \*****CIP 19.0501***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course introduces general nutritional concepts in health and disease and includes practical applications of that knowledge. Special emphasis is given to nutrients and nutritional processes including functions, food sources, digestion, absorption, and metabolism. Food safety, availability, and nutritional information including food labels, advertising, and nationally established guidelines are addressed. Cross-listed as HECO 1322.

**+1406. (BIOL) Biology for Science Majors I \*****CIP 26.0101***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Fundamental principles of living organisms will be studied, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Concepts of cytology, reproduction, genetics, and scientific reasoning are included. Lab activities reinforce lecture topics. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards. **Recommended:** MATH 1314 or co-enrollment in a higher MATH.

**+1407. (BIOL) Biology for Science Majors II \*****CIP 26.0101***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

The diversity and classification of life will be studied, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals. Lab activities reinforce lecture topics. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards. **Recommended:** MATH 1314 or co-enrollment in a higher MATH.

**+1408. (BIOL) Biology for Non-Science Majors I \*****CIP 26.0101***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Provides a survey of biological principles with an emphasis on humans, including chemistry of life, cells, structure, function, and reproduction. Lab activities reinforce lecture topics.

**+1411. (BIOL) General Botany \*****CIP 26.0301***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Fundamental biological concepts relevant to plant physiology, life cycle, growth and development, structure and function, and cellular and molecular metabolism. The role of plants in the environment, evolution, and phylogeny of major plant groups, algae, and fungi. Lab activities reinforce lecture topics. This course is intended for science majors. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards. **Recommended:** MATH 1314 or co-enrollment in a higher MATH.

**+1413. (BIOL) General Zoology \*****CIP 26.0701***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Fundamental biological concepts relevant to animals, including systematics, evolution, structure and function, cellular and molecular metabolism, reproduction, development, diversity, phylogeny, and ecology. Lab activities reinforce lecture topics. This course is intended for science majors. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards. **Recommended:** MATH 1314 or co-enrollment in a higher MATH.

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**+2289. (BIOL) Academic Cooperative****CIP 26.0101****1 lecture hour and 2 lab hours per week; 48 total contact hours. Credit: 2 semester hours.**

An instructional program designed to integrate on-campus study with practical hands-on work experience in the biological/life sciences. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of living organisms and their systems. **Prerequisites:** Eight hours of college-level biology courses with a GPA of 3.0 or higher and the approval of the instructor or 4 hours of college biology with a grade of "A" while taking the second 4 hours of college biology concurrently.

**+2306. (BIOL) Environmental Biology \*****CIP 03.0103***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risks, and approaches to ecological research. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**+2389. (BIOL) Academic Cooperative****CIP 26.0101****1 lecture hour and 6 lab hours per week; 112 total contact hours. Credit: 3 semester hours.**

An instructional program designed to integrate on-campus study with practical hands-on work experience in the biological/life sciences. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of living organisms and their systems. **Prerequisites:** Approval of faculty research mentor.

**+2401. (BIOL) Anatomy and Physiology I \*****CIP 26.0707***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Anatomy and Physiology I is the first part of a two-course sequence. It is a study of the structure and function of the human body including cells, tissues and organs of the following systems: integumentary, skeletal, muscular, nervous, and special senses. Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Systems to be studied include integumentary, skeletal, muscular, nervous, and special senses. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards. **Recommended:** BIOL 1406.

**+2402. (BIOL) Anatomy and Physiology II \*****CIP 26.0707***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Anatomy and Physiology II is the second part of a two-course sequence. It is a study of the structure and function of human body including the following systems: endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics). Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Systems to be studied include endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics). **Prerequisites:** BIOL 2401 or departmental approval.

**+2404. (BIOL) Anatomy and Physiology \*****CIP 26.0707***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be either integrated or specialized. This integrative, one semester course is designed for specific degree programs and does not replace BIOL 2401 or BIOL 2402. Lab activities reinforce lecture topics. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**+2406. (BIOL) Environmental Biology****CIP 03.0103****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risks, and approaches to ecological research. Lab activities reinforce lecture topics. **Prerequisites:** BIOL 1406, BIOL 1407, BIOL 1411, or BIOL 1413.

**+2420. (BIOL) Microbiology for Non-Science Majors \*****CIP 26.0503***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Study of the morphology, physiology, and taxonomy of representative groups of pathogenic and nonpathogenic microorganisms. Pure cultures of microorganisms grown on selected media are used in learning lab techniques. Includes a brief preview of food microbes, public health, and immunology. Lab activities reinforce lecture topics. **Prerequisites:** BIOL 1406 or BIOL 2401 or CHEM 1411.

**+2421. (BIOL) Microbiology for Science Majors****CIP 26.0503****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Principles of microbiology, including metabolism, structure, function, genetics, and phylogeny of microbes. The course will also examine the interactions of microbes with each other, hosts, and the environment. Lab activities reinforce lecture topics. **Prerequisites:** CHEM 1411 plus one of the following biology sequences for majors: BIOL 1406 and BIOL 1407, or BIOL 1411 and BIOL 1413.

**(BITC) BIOTECHNOLOGY****#1191. (BITC) Special Topics in Biological Technology/Technician****CIP 41.0101****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**

Topics address recently identified current events, skills, knowledge's, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.

**#1302. (BITC) Biotechnology Laboratory Methods and Techniques****CIP 41.0101****2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**

Laboratory operations, management, equipment, instrumentation, quality control techniques, and safety procedures. Includes laboratory practice in using pH meters, spectrophotometers, preparing buffers and solutions, and performing measurements and separatory techniques. **Prerequisites:** CHEM 1411.

**#1303. (BITC) Principles of Biochemistry****CIP 41.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Structure, function, and cellular metabolism of various bio-molecules. Concentrates on the intra- and intermolecular conversion of bio-molecules. Knowledge in this area is directly applicable to analysis and processing of bio-molecules and their pertinence to biotechnology as it relates to biopharmaceuticals, biondiagnostics, fermentation, and bio-manufacturing. **Prerequisites:** CHEM 1411 and BIOL 1406.

**#1411. (BITC) Introduction to Biotechnology****CIP 41.0101****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

An introduction to biotechnology including career exploration, history and applications of biotechnology, molecular biology, bioethics, and laboratory safety practices. **Prerequisites:** A student must be college ready according to TSI college-ready standards.

**#1472. (BITC) Local Needs Course: GMP Procedures and Documentation****CIP 41.0101****4 lecture hours per week; 64 total contact hours. Credit: 4 semester hours.**

This course introduces the student to the theory and application of CGMP procedures and documentation. The course will cover a brief history of events that prompted drafting and implementation of GMPs regulations, and associated documents required for a firm to comply with these regulations. The course will cover documentation associated with the implementation of a therapeutics manufacturing firm's Quality Systems program such as: SOPs, deviations, Corrective and Preventative Action (CAPA), and Calibration programs. This course is intended to prepare the student for operations in a FDA regulated environment. This course was formerly BITC 2471. **Prerequisites:** A student must be college ready according to TSI college-ready standards.

**#2377. (BITC) Local Needs Course: Product Development to Commercialization****CIP 41.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course is designed to provide students with an overview of drug discovery to commercialization of biologics based therapeutics products. The course provides insight into drug discovery, development, scale-up, production, and FDA regulations governing the drug life cycle. **Prerequisites:** BITC 1472 (formerly BITC 2471).

**#2386. (BITC) Internship – Biology Technician/Biotechnology Laboratory Technician****CIP 41.0101****15 external hours per week; 240 total contact hours. Credit: 3 semester hours.**

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. **Prerequisites:** BITC 1191, BITC 1472 (formerly BITC 2471), BITC 2377, and BIOL 2420.

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**#2411. (BITC) Biotechnology Laboratory Instrumentation****CIP 41.0101****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Theory, applications, and safe operation of various biotechnology-related analytical instruments. Addresses separation and identification techniques including electrophoresis, spectrophotometry, and chromatography. **Prerequisites:** BITC 1302.

**#2431. (BITC) Cell Culture Techniques****CIP 41.0101****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Theory and applications of cell culture techniques. Laboratory emphasis on the principles and practices of applications such as initiation, cultivation, maintenance, and preservation of cell lines. **Prerequisites:** BIOL 2420 and BITC 1472 (formerly BITC 2471).

**#2475. (BITC) Local Needs Course: Upstream and Downstream Manufacturing of Biologics****CIP 41.0101****2 lecture hours and 5 lab hours per week; 112 total contact hours. Credit: 4 semester hours.**

This course provides hands on experience in upstream and downstream manufacturing processes used in the production of a biological based therapeutic product. **Prerequisites:** BIOL 2420, BITC 1472 (formerly BITC 2471), BITC 2377, and BITC 2431 or can be co-enrolled in BITC 2431.

**(BLIN) BLINN****+0101. (BLIN) First Year Seminar****CIP 32.0101****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.***Not counted toward a degree or certificate.*

This course is designed to provide first-year college students with an introduction to Blinn College and successful strategies for transition to college life. Through this course, students will learn about Blinn College values and expectations of students, policies and procedures, resources and support services, and the benefits of higher education in preparing students for the workforce. Emphasis will be placed on developing positive attitudes toward the learning process, acquiring skills necessary for college success, and making appropriate personal, academic, and professional choices.

**(BMGT) BUSINESS ADMINISTRATION AND MANAGEMENT****#1327. (BMGT) Principles of Management****CIP 52.0201****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Concepts, terminology, principles, theories, and issues in the field of management. An emphasis will be on the explanation of various theories, processes and functions of management; application of theories to a business environment; identifying leadership roles in organizations; and describing elements of the communication process.

**#1391. (BMGT) Special Topics in Business Administration and Management****CIP 52.0201****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.

**#2305. (BMGT) Advanced Communications in Management****CIP 52.0201****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A study of advanced principles of oral and written communications for managers. An emphasis will be on the application of procedures for writing reports, proposals, and conducting research as well as producing oral presentations.

**#2388. (BMGT) Internship – Business Administration and Management****CIP 52.0201****15 external hours per week; 240 total contact hours. Credit: 3 semester hours.**

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. The student's internship objectives and project will be established by the instructor and employer supervisor. This may be a paid or unpaid experience. The student is required to attend one hour classroom instruction weekly. Final report and exit exam are required. The internship course is a capstone course and required for program completion. **Prerequisites:** Program Coordinator approval.

**(BUSA) INVESTMENTS AND SECURITIES****#1313. (BUSA) Investments****CIP 52.0807****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

An introduction to the theory and mechanics of business investment decisions and management of business financial assets. Topics include time value of money, cash flow, capital budgeting, sources of funds, break-even analysis, and investment decisions.



**(BUSG) FINANCE, GENERAL****#2309. (BUSG) Small Business Management / Entrepreneurship****CIP 52.0703****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Starting, operating, and growing a small business. Includes essential management skills, how to prepare a business plan, accounting, financial needs, staffing, marketing strategies, and legal issues.

**(BUSI) BUSINESS****+1301. (BUSI) Business Principles****CIP 52.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course provides a survey of economic systems, forms of business ownership, and considerations for running a business. Students will learn various aspects of business, management, and leadership functions; organizational considerations; and decision-making processes. Financial topics are introduced, including accounting, money and banking, and securities markets. Also included are discussions of business challenges in the legal and regulatory environment, business ethics, social responsibility, and international business. Emphasized is the dynamic role of business in everyday life.

**+1307. (BUSI) Personal Finance****CIP 19.0401****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Personal and family accounts, budgets and budgetary control, bank accounts, charge accounts, borrowing, investing, insurance, standards of living, renting or home ownership, and wills and trust plans.

**+2301. (BUSI) Business Law****CIP 22.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

The course provides the student with foundational information about the U.S. legal system and dispute resolution, and their impact on business. The major content areas will include general principles of law, the relationship of business and the U.S. Constitution, state and federal legal systems, the relationship between law and ethics, contracts, sales, torts, agency law, intellectual property, and business law in the global context. **Prerequisites:** High school coursework in U.S. history and government, or equivalent.

**+2371. (BUSI) Business Legal Environment****CIP 22.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Role of law in business and society; government regulations of business. Legal reasoning; sources of law; social policy and legal institutions; antitrust; security regulations; consumer protection, environment laws; worker health and safety; employment discrimination and other laws affecting business. A Unique Needs course.

**(CDEC) CHILD DEVELOPMENT AND EARLY CHILDHOOD****#1303. (CDEC) Families, School, and Community****CIP 19.0706****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

A study of the child, family, community and schools. Includes parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards. This course requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. It includes 16 hours of field experiences over the course of the semester. Dual Credit course.

**#1311. (CDEC) Educating Young Children****CIP 19.0706****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

An introduction to the education of the young child. Includes developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities and current issues. Course content is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards. This course requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. It includes 16 hours of field experiences over the course of the semester. Dual Credit course.

**#1313. (CDEC) Curriculum Resources for Early Childhood Programs****CIP 19.0709****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

A study of the fundamentals of developmentally appropriate curriculum design and implementation in early care and education programs for children birth through age eight. Practical application through direct participation with children. Certificate and AAS degree only. This course transfers only to four-year institutions with whom Blinn College has specific articulation agreements.

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- #1318. (CDEC) Wellness of the Young Child** **CIP 19.0706**  
**3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 A study of the factors that impact the well-being of young children. Includes healthy behavior, food, nutrition, fitness, and safety practices. Focus on local and national standards and legal implications of relevant policies and regulations. Course content is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards. This course requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. It includes 16 hours of field experiences over the course of the semester. Dual Credit course.
- #1319. (CDEC) Child Guidance** **CIP 19.0709**  
**3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 An exploration of guidance strategies for promoting pro-social behaviors with individual and groups of children. Emphasis on positive guidance principles and techniques, family involvement, and cultural influences. Practical application through direct participation with children. Certificate and AAS degree only. This course transfers only to four-year institutions with whom Blinn College has specific articulation agreements.
- #1321. (CDEC) The Infant and Toddler** **CIP 19.0709**  
**3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 A study of appropriate infant and toddler programs (birth to age 3), including an overview of development, quality routines, learning environments, materials and activities, and teaching/guidance techniques. Practical application through direct participation with children. Certificate and AAS degree only. This course transfers only to four-year institutions with whom Blinn College has specific articulation agreements.
- #1323. (CDEC) Observation and Assessment** **CIP 19.0709**  
**3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 A study of observation skills, assessment techniques, and documentation of children's development. Practical application through direct participation with children. Certificate and AAS degree only. This course transfers only to four-year institutions with whom Blinn College has specific articulation agreements.
- #1354. (CDEC) Child Growth and Development** **CIP 19.0706**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 A study of the physical, emotional, social, and cognitive factors impacting growth and development of children through adolescence. Course content is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Dual Credit course.
- #1356. (CDEC) Emergent Literacy for Early Childhood** **CIP 19.0706**  
**3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 An exploration of principles, methods, and materials for teaching language and literacy through a play-based integrated curriculum to children from birth through age eight. Practical application through direct participation with children. Certificate and AAS degree only. This course transfers only to four-year institutions with whom Blinn College has specific articulation agreements.
- #1358. (CDEC) Creative Arts for Early Childhood** **CIP 19.0709**  
**3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 An exploration of principles, methods, and materials for teaching children music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking for children from birth through age eight. Practical application through direct participation with children. AAS degree only. This course transfers only to four-year institutions with whom Blinn College has specific articulation agreements.
- #1359. (CDEC) Children with Special Needs** **CIP 19.0709**  
**3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 A survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role and legislative issues. Practical application through direct participation with children. AAS degree only. This course transfers only to four-year institutions with whom Blinn College has specific articulation agreements.
- #2307. (CDEC) Math and Science for Early Childhood** **CIP 19.0709**  
**3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 An exploration of principles, methods, and materials for teaching young children math and science concepts and process skills through discovery and play. Practical application through direct participation with children. AAS degree only. This course transfers only to four-year institutions with whom Blinn College has specific articulation agreements. **Prerequisites:** Appropriate scores on the TSIA or completion of MATH 0308/0309 with a grade of "C" or better.

**#2315. (CDEC) Diverse Cultural/Multilingual Education****CIP 19.0709****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

An overview of diverse cultural and multilingual education including familial relationships, community awareness, diversity, and the needs of each and every child. Practical application through direct participation with children. This course transfers only to four-year institutions with whom Blinn College has specific articulation agreements. AAS degree only.

**#2326. (CDEC) Administration of Programs for Children I****CIP 19.0708****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

Application of management procedures for early care and education programs. Includes planning, operating, supervising, and evaluating programs. Topics cover philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication. Practical application through direct participation with children. Certificate only.

**Prerequisites:** Six hours of child development coursework.**#2328. (CDEC) Administration of Programs for Children II****CIP 19.0708****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

An in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical issues, personnel management, team building, leadership, conflict resolution, stress management, advocacy, professionalism, fiscal analysis, technical applications in programs, and planning parent education/partnerships. Practical application through direct participation with children. Certificate only. **Prerequisites:** Six hours of child development coursework.

**#2336. (CDEC) Administration of Programs for Children III****CIP 19.0708****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

An advanced study of the skills and techniques in administering early child care and education programs. Topics will include defining and applying adult learning theory and practice, planning staff development, and demonstrating skills in supervision of curriculum planning and delivery. Practical application through direct participation with children. Certificate only.

**Prerequisites:** Six hours of child development coursework.**#2341. (CDEC) The School Age Child****CIP 19.0709****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

The study of appropriate age programs for the school age child (5-13 years), including an overview of development, learning environments, materials and activities, and guidance techniques. Practical application through direct participation with children. AAS degree only. This course transfers only to four-year institutions with whom Blinn College has specific articulation agreements.

**#2366. (CDEC) Practicum/Field Experience – Child Care Provider/Assistant****CIP 19.0709****21 external hours per week; 336 total contact hours. Credit: 3 semester hours.**

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. As outlined in the learning plan, students will apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. Certificate only. This course is the capstone course for the Child Care Worker Certificate. Students should enroll in this course once the majority of coursework has been completed for the certificate.

**#2367. (CDEC) Practicum/Field Experience – Child Care Provider/Assistant****CIP 19.0709****21 external hours per week; 336 total contact hours. Credit: 3 semester hours.**

Practical, general workplace training supported by an individual learning plan developed by the employer, college, and student. As outlined in the learning plan, the students will apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college and that are directly related to specific occupational outcomes. AAS degree only. This course is the capstone course for the Child Development AAS degree. Students should enroll in this course once a majority of child development coursework has been completed for this degree. This course transfers only to four-year institutions with whom Blinn College has specific articulation agreements. **Prerequisites:** A student must be college ready in math according to TSI college-ready standards.

**(CHEM) CHEMISTRY****+1405. (CHEM) Introductory Chemistry I \*****CIP 40.0501***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. Cannot be substituted for CHEM 1411.

**+1407. (CHEM) Introductory Chemistry II****CIP 40.0501****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students.

**+1411. (CHEM) General Chemistry I \*****CIP 40.0501***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Fundamental principles of chemistry for majors in the sciences, health sciences, and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases, and in introduction to thermodynamics and descriptive chemistry. The lab experiments are designed to support theoretical principles presented in lecture and include an introduction of the scientific method, experimental design, data collection and analysis, and the preparation of lab reports. **Prerequisites:** MATH 1314, or MATH 1414, or an appropriate score on an approved test.

**+1412. (CHEM) General Chemistry II \*****CIP 40.0501***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Chemical equilibrium; phase diagrams and spectrometry; acid-base concepts; thermodynamics; kinetics; electrochemistry; nuclear chemistry; an introduction to organic chemistry and descriptive inorganic chemistry. The lab experiments are designed to support theoretical principles presented in lecture and include an introduction of the scientific method, experimental design, chemical instrumentation, data collection and analysis, and the preparation of lab reports. **Prerequisites:** CHEM 1470 (formerly CHEM 1410) or CHEM 1411.

**+1470. (CHEM) General Chemistry for Engineers****CIP 40.0501****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

This is a course designed for engineering majors which will incorporate the major concepts and principles of both CHEM 1411 and CHEM 1412. Applications of these principles will be emphasized. The major areas which will be covered are: matter and energy relationships, structure of matter, solutions, acids and bases, oxidation-reduction, electrochemistry, thermodynamics, kinetics, chemical equilibria, and nuclear chemistry. **Prerequisites:** MATH 1314, or MATH 1414, or an appropriate score on an approved test. A Unique Needs course.

**+2289. (CHEM) Academic Cooperative****CIP 40.0101****1 lecture hour and 2 lab hours per week; 48 total contact hours. Credit: 2 semester hours.**

An instructional program designed to integrate on campus study with practical hands on experience in chemistry. In conjunction with class seminars, the individual students will set specific goals and objectives in the scientific study of inanimate objects, processes of matter and energy, and associated phenomena. This course may be repeated once for credit. **Prerequisites:** Eight hours of college-level chemistry courses with a GPA of 3.0 or higher and the approval of the instructor or 4 hours of college-level chemistry with a grade of "A" while taking the second 4 hours of chemistry concurrently.

**+2423. (CHEM) Organic Chemistry I****CIP 40.0504****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Fundamental principles of organic chemistry will be studied, including the structure, bonding, properties, and reactivity of organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups and synthesis of simple molecules. Lab activities will reinforce fundamental principles of organic chemistry. Methods for the purification and identification of organic compounds will be examined. This course is intended for students in science or pre-professional programs. **Prerequisites:** CHEM 1412.

**+2425. (CHEM) Organic Chemistry II****CIP 40.0504****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Advanced principles of organic chemistry will be studied, including the structure, properties, and reactivity of aliphatic aromatic organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. Lab activities will reinforce fundamental principles of organic chemistry. This course is intended for students in science or pre-professional programs. **Prerequisites:** CHEM 2423.

**(CJLE) CRIMINAL JUSTICE/LAW ENFORCEMENT****#1506. (CJLE) Basic Peace Officer I****CIP 43.0107****3 lecture hours and 7 lab hours per week; 160 total contact hours. Credit: 5 semester hours.**

This class is an introduction to fitness and wellness, history of policing, professionalism and ethics, United States Constitution and Bill of Rights, criminal justice system, Texas Penal Code, Texas Code of Criminal Procedure, civil process, and stress management. Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer II, III, and IV will satisfy the TCOLE-approved Basic Peace Officer Training Academy. This course may be offered only by institutions Licensed as a Police Academy by the Texas Commission on Law Enforcement Officer Standards and Education (TCOLE). All students must complete academy application process. Admission to Blinn College does not guarantee admission to the police academy. **Prerequisites:** Apply to Police Academy. **Co-enrolled:** CJLE 1512, CJLE 1518, and CJLE 1524.

**#1512. (CJLE) Basic Peace Officer II****CIP 43.0107****2 lecture hours and 9 lab hours per week; 176 total contact hours. Credit: 5 semester hours.**

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, III, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Academy. **\*\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement.\*\*\*** It covers field note-taking, report writing, "use of force" law and concepts, problem-solving, multiculturalism, professional policing approaches, patrol procedures, victims of crime, family violence, HMR, crowd management, HAZMAT, and criminal investigation. All students must complete academy application process. Admission to Blinn College does not guarantee admission to the police academy. **Prerequisites:** Apply to Police Academy. **Co-enrolled:** CJLE 1506, CJLE 1518, and CJLE 1524.

**#1518. (CJLE) Basic Peace Officer III****CIP 43.0107****2 lecture hours and 9 lab hours per week; 176 total contact hours. Credit: 5 semester hours.**

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, II, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Academy. **\*\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement.\*\*\*** It covers laws pertaining to controlled substances, crowd management, personal property, and crime scene investigation. All students must complete academy application process. Admission to Blinn College does not guarantee admission to the police academy. **Prerequisites:** Apply to Police Academy. **Co-enrolled:** CJLE 1506, CJLE 1512, and CJLE 1524.

**#1524. (CJLE) Basic Peace Officer IV****CIP 43.0107****2 lecture hours and 9 lab hours per week; 176 total contact hours. Credit: 5 semester hours.**

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, II, III, and V (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Training Academy. **\*\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement.\*\*\*** It covers laws directly related to police field work. Course topics include Texas Transportation Code, intoxicated driver, Texas Penal Code, elements of crimes, Texas Family Code, Texas Alcohol Beverage Code, and civil liability. It requires the demonstration and practice of the skills of a police officer including patrol; driving; traffic-stops; use of force; mechanics of an arrest; firearm safety; and emergency medical care. It also includes study of techniques and procedures used by police officers on patrol. It includes controlled substance identification, handling abnormal persons, traffic collision investigation, note-taking and report writing, vehicle operation, traffic direction, crowd control, and jail operations. All students must complete academy application process. Admission to Blinn College does not guarantee admission to the police academy. **Prerequisites:** Apply to Police Academy. **Co-enrolled:** CJLE 1506, CJLE 1512, and CJLE 1518.

**(CJSA) CRIMINAL JUSTICE/SAFETY STUDIES****#1312. (CJSA) Crime in America****CIP 43.0104****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

American crime problems in historical perspective; social and public policy factors affecting crime; impact and crime trends; social characteristics of specific crimes; prevention of crime. Technical Dual Credit course.

+ Texas Higher Education Coordinating Board Lower Division Academic Course Guide Manual (ACGM)

# Texas Higher Education Coordinating Board Workforce Education Course Number (WECM)

\* Meets State Core Curriculum Requirements



**#1322. (CJSA) Introduction to Criminal Justice****CIP 43.0104****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

History and philosophy of criminal justice and ethical considerations; crime defined and its nature and impact; overview of criminal justice system; law enforcement; court system; prosecution and defense; trial process; and corrections. **NOTE:** This course must be successfully completed prior to enrollment into any 2000 level Criminal Justice course. Technical Dual Credit course.

**#1327. (CJSA) Fundamentals of Criminal Law****CIP 43.0104****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A study of the nature of criminal law; philosophical and historical development; major definitions and concepts; classification of crime; elements of crimes and penalties using Texas statutes as illustrations; and criminal responsibility. Technical Dual Credit course.

**#2334. (CJSA) Contemporary Issues in Criminal Justice****CIP 43.0104****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A series of lectures and class participation exercises presenting selected topics currently confronting criminal justice personnel and the public they serve. A variety of contemporary topics may be covered or an extensive survey of one central theme will be analyzed. Check with the coordinator regarding the topics to be covered in any given semester.

**Prerequisites:** CRIJ 1301 or CJSA 1322 or permission of the Criminal Justice Program Coordinator.

**#2388. (CJSA) Internship – Criminal Justice/Safety Studies****CIP 43.0104****12 external hours per week; 192 total contact hours. Credit: 3 semester hours.**

An experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college and that are directly related to specific occupational outcomes. This may be paid or unpaid experience. Classroom activities include employability and personal life skills topics.

**Prerequisites:** Must successfully complete 12 hours or more of criminal justice courses in either CRIJ or CJSA. Must be 20 years old or turn 20 during the semester of internship and have no criminal record, not be on academic probation, and be in good standing with Blinn College. Some exceptions to age and record will be considered.

**(COMM) COMMUNICATION****+1307. (COMM) Introduction to Mass Communication****CIP 09.0102****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of the media by which entertainment and information messages are delivered. Includes an overview of the traditional mass media: their functions, structures, supports, and influences. This introductory course focuses on both theories and models of communication, on the contributions of the behavioral sciences and related fields, and on the role of mass media in a dynamic society.

**+2311. (COMM) News Gathering and Writing I****CIP 09.0401****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Fundamentals of writing news for the mass media. Includes instruction in methods and techniques for gathering, processing, and delivering news in a professional manner.

**(COSC) COMPUTER SCIENCE****+1420. (COSC) C Programming I****CIP 11.0201****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Introduces the fundamental concepts of structured programming in the C language. Topics include data types; control structures; functions, structures, arrays, pointers, pointer arithmetic, unions, and files; the mechanics of running, testing, and debugging programs; introduction to programming; and introduction to the historical and social context of computing. Cross-listed as BCIS 1320 and BCIS 1420.

**+1430. (COSC) Computer Programming****CIP 11.0201****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Introduction to computer programming in various programming languages. Emphasis on the fundamentals of structured design, development, testing, implementation, and documentation. Includes coverage of language syntax, data and file structures, input/output devices, and disks/files.

**+1436. (COSC) Programming Fundamentals I****CIP 11.0201****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy.

**+1437. (COSC) Programming Fundamentals II****CIP 11.0201****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

This course focuses on the object-oriented programming paradigm, emphasizing the definition and use of classes along with fundamentals of object-oriented design. The course includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering processes. Students will apply techniques for testing and debugging software. **Prerequisites:** COSC 1436.

**+2425. (COSC) Computer Organization****CIP 11.0201****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

The organization of computer systems is introduced using assembly language. Topics include basic concepts of computer architecture and organization, memory hierarchy, data types, computer arithmetic, control structures, interrupt handling, instruction sets, performance metrics, and the mechanics of testing and debugging computer systems. Embedded systems and device interfacing are introduced. **Prerequisites:** COSC 1436.

**+2436. (COSC) Programming Fundamentals III****CIP 11.0201****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Further applications of programming techniques, introducing the fundamentals concepts of data structures and algorithms. Topics include recursion, fundamentals data structures (including stacks, queues, linked lists, hash tables, trees and graphs), and algorithmic analysis. **Prerequisites:** COSC 1437.

**(CRIJ) CRIMINAL JUSTICE****+1301. (CRIJ) Introduction to Criminal Justice****CIP 43.0104****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course provides a historical and philosophical overview of the American criminal justice system, including the nature, extent, and impact of crime; criminal law; and justice agencies and processes. Must be successfully completed prior to enrollment into any 2000 level Criminal Justice course.

**+1306. (CRIJ) Court Systems and Practices****CIP 22.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course is a study of the court system as it applies to the structures, procedures, practices and sources of law in American courts, using federal and Texas statutes and case law. Overview of the judiciary in the criminal justice system; structure of American court system; prosecution; right of counsel; pretrial release; grand juries; adjudication process; types and rules of evidence; sentencing.

**+1307. (CRIJ) Crime in America****CIP 45.0401****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

American crime problems in historical perspective; social and public policy factors affecting crime; impact and crime trends; social characteristics of specific crimes; prevention of crime.

**+1310. (CRIJ) Fundamentals of Criminal Law****CIP 22.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course is the study of criminal law including application of definitions, statutory elements, defenses and penalties using Texas statutes, the Model Penal Code, and case law. The course also analyzes the philosophical and historical development of criminal law and criminal culpability.

**+1313. (CRIJ) Juvenile Justice System****CIP 43.0104****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A study of the juvenile justice process to include specialized juvenile law, role of the juvenile law, role of the juvenile courts, role of police agencies, role of correctional agencies, and theories concerning delinquency. Studies the information pertaining to the juvenile justice system in Texas and the United States.

**+2301. (CRIJ) Community Resources in Corrections****CIP 43.0104****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

An introductory study of the role of the community in corrections; community programs for adults and juveniles; administration of community programs; legal issues; future trends in community treatment. **Prerequisites:** CRIJ 1301 or CJSA 1322.

**+2313. (CRIJ) Correctional Systems and Practices****CIP 43.0104****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course is a survey of institutional and non-institutional corrections. Emphasis will be placed on the organization and operation of correctional systems; treatment and rehabilitation; populations served; Constitutional issues; and current and future issues. **Prerequisites:** CRIJ 1301 or CJSA 1322.

- +2314. (CRIJ) Criminal Investigation** **CIP 43.0104**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; uses of forensic sciences; case and trial preparation. **Prerequisites:** CRIJ 1301 or CJSA 1322.
- +2323. (CRIJ) Legal Aspects of Law Enforcement** **CIP 43.0104**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Police authority; responsibilities; constitutional constraints; laws of arrest, search, and seizure; police liability.
- +2328. (CRIJ) Police Systems and Practices** **CIP 43.0104**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 This course examines the establishment, role, and function of police in a democratic society. It will focus on types of police agencies and their organizational structure, police-community interaction, police ethics, and use of authority.

**(CZEC) CZECH LANGUAGE**

Students who have never taken a foreign language or who have completed less than one year of a foreign language in high school should enroll in 1411. Students who have had a course or courses in a foreign language may take a departmental test to determine in which course they should enroll.

- +1411. (CZEC) Beginning Czech I** **CIP 16.0406**  
**3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**  
 Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture.
- +1412. (CZEC) Beginning Czech II** **CIP 16.0406**  
**3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**  
 Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. **Prerequisites:** CZEC 1411.

**(DHYG) DENTAL HYGIENE/HYGIENIST**

- #1161. (DHYG) Clinical - Dental Hygiene/Hygienist** **CIP 51.0602**  
**4 clinical hours per week; 64 total contact hours. Credit: 1 semester hour.**  
 A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Intermediate level clinical course. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, and evaluation are the responsibility of the college faculty. Clinical experiences are unpaid learning experiences. **Prerequisites:** Completion of first and second semester DHYG courses, all with 75% or higher.
- #1207. (DHYG) General and Dental Nutrition** **CIP 51.0602**  
**2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**  
 General nutrition and nutritional biochemistry emphasizing the effect nutrition has on oral health. Implementation of these concepts will assist the patient in attaining and maintaining optimum oral health. **Prerequisites:** Completion of first, second, and third semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1311, DHYG 2262, and DHYG 2231.
- #1215. (DHYG) Community Dentistry** **CIP 51.0602**  
**1 lecture hours and 4 lab hours per week; 80 total contact hours. Credit: 2 semester hours.**  
 The principles and concepts of community public health and dental health education emphasizing community assessment, educational planning, implementation, and evaluation, including methods and materials used in teaching dental health education in various community settings. **Prerequisites:** Completion of first, second, third, and fourth semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 2153 (formerly DHYG 2253) and DHYG 2363. **Note:** Starting with Spring 2017, this course will replace DHYG 1315 for the Fall 2015 cohort and beyond.
- #1219. (DHYG) Dental Materials** **CIP 51.0602**  
**1 lecture hours and 4 lab hours per week; 80 total contact hours. Credit: 2 semester hours.**  
 The physical and chemical properties of dental materials including the application and manipulation of the various materials used in dentistry. **Prerequisites:** Completion of first semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1260, DHYG 1235, DHYG 1339, and DHYG 2201. **Note:** Starting with Spring 2016, this course will replace DHYG 1319 for the Fall 2015 cohort and beyond.
- #1235. (DHYG) Pharmacology for the Dental Hygienist** **CIP 51.0602**  
**2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**  
 Classification of drugs and their uses, actions, interactions, side effects, contraindications, with emphasis on dental applications. **Prerequisites:** Completion of first semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1260, DHYG 1219 (formerly DHYG 1319), DHYG 1339, and DHYG 2201.

**#1260. (DHYG) Clinical - Dental Hygiene/Hygienist****CIP 51.0602****12 clinical hours per week; 192 total contact hours. Credit: 2 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Introductory level course. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, and evaluation are the responsibility of the college faculty. Clinical experiences are unpaid learning experiences. **Prerequisites:** Completion of first semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1235, DHYG 1219 (formerly DHYG 1319), DHYG 1339, and DHYG 2201.

**#1301. (DHYG) Orofacial Anatomy, Histology and Embryology****CIP 51.0602****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**

The histology and embryology of oral tissues, gross anatomy of the head and neck, tooth morphology, and individual tooth identification. **Prerequisite:** Admissions into the Dental Hygiene Program. **Co-enrolled:** DHYG 1304 (formerly DHYG 1404), DHYG 1431, and DHYG 1327.

**#1304. (DHYG) Dental Radiology****CIP 51.0602****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**

Fundamentals of oral radiography, including techniques, interpretation, quality assurance, and ethics. **Prerequisite:** Admissions into the Dental Hygiene Program. **Co-enrolled:** DHYG 1301, DHYG 1431, and DHYG 1327. **Note:** Starting with Fall 2015, this course will replace DHYG 1404 for the Fall 2015 cohort and beyond.

**#1311. (DHYG) Periodontology****CIP 51.0602****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours**

Normal and diseased periodontium including the structural, functional, and environmental factors. Emphasis on etiology, pathology, treatment modalities, and therapeutic and preventive periodontics. **Prerequisites:** Completion of first, second, and third semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1207, DHYG 2262, and DHYG 2231. **Note:** Starting with Fall 2016, DHYG 1311 contact hours will be 3 lecture hours and 1 lab hours per week for 64 total contact hours.

**#1315. (DHYG) Community Dentistry****CIP 51.0602****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**

The principles and concepts of community public health and dental health education emphasizing community assessment, educational planning, implementation, and evaluation, including methods and materials used in teaching dental health education in various community settings. **Prerequisites:** Completion of first, second, third, and fourth semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 2253, DHYG 2363. **Note:** The last semester DHYG 1315 will be taught is Spring 2016. Starting with Spring 2017, DHYG 1215 will replace it for the Fall 2015 cohort and beyond.

**#1319. (DHYG) Dental Materials****CIP 51.0602****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**

The physical and chemical properties of dental materials including the application and manipulation of the various materials used in dentistry. **Prerequisites:** Completion of first semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1260, DHYG 1235, DHYG 1339, and DHYG 2201. **Note:** The last semester DHYG 1319 will be taught is Spring 2015. Starting with Spring 2016, DHYG 1219 will replace it for the Fall 2015 cohort and beyond.

**#1327. (DHYG) Preventive Dental Hygiene Care****CIP 51.0602****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

The role of the dental hygienist as a therapeutic oral health care provider with emphasis on concepts of disease management, health promotion, communication and behavior modification. **Prerequisite:** Admissions into the Dental Hygiene Program. **Co-enrolled:** DHYG 1304 (formerly DHYG 1404), DHYG 1301, and DHYG 1431.

**#1339. (DHYG) General and Oral Pathology****CIP 51.0602****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Disturbances in human body development, diseases of the body, and disease prevention measures with emphasis on the oral cavity and associated structures. **Prerequisite:** Completion of first semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1260, DHYG 1235, DHYG 1219 (formerly DHYG 1319), and DHYG 2201.

**#1404. (DHYG) Dental Radiology****CIP 51.0602****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Fundamentals of oral radiography, including techniques, interpretation, quality assurance, and ethics. **Prerequisite:** Admissions into the Dental Hygiene Program. **Co-enrolled:** DHYG 1301, DHYG 1431, and DHYG 1327. **Note:** The last semester DHYG 1404 will be taught is Fall 2014. Starting with Fall 2015, DHYG 1304 will replace it for the Fall 2015 cohort and beyond.

**#1431. (DHYG) Preclinical Dental Hygiene****CIP 51.0602****2 lecture hours and 8 lab hours per week; 160 total contact hours. Credit: 4 semester hours.**

Foundational knowledge for performing clinical skills on patients with emphasis on procedures and rationale for performing dental hygiene care. Introduction to ethical principles as they apply to dental hygiene care. **Prerequisite:** Admissions into the Dental Hygiene Program. **Co-enrolled:** DHYG 1304 (formerly DHYG 1404), DHYG 1301, and DHYG 1327.

**#2153. (DHYG) Dental Hygiene Practice****CIP 51.0602****1 lecture hour and 1 lab hour per week; 32 total contact hours. Credit: 1 semester hour.**

Emphasis on the laws governing the practice of dentistry and dental hygiene, moral standards, and ethical standards established by the dental hygiene profession. Practice settings for the dental hygienist, office operations, and preparation for employment. **Prerequisites:** Completion of first, second, third, and fourth semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1215 (formerly DHYG 1315) and DHYG 2363. **Note:** Starting with Spring 2017, this course will replace DHYG 2253 for the Fall 2015 cohort and beyond.

**#2201. (DHYG) Contemporary Dental Hygiene Care I****CIP 51.0602****2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**

Dental hygiene care for the medically or dentally compromised patient including supplemental instrumentation techniques. **Prerequisites:** Completion of first semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1260, DHYG 1235, DHYG 1219 (formerly DHYG 1319), and DHYG 1339.

**#2231. (DHYG) Contemporary Dental Hygiene Care II****CIP 51.0602****2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**

A continuation of Contemporary Dental Hygiene Care I. Dental Hygiene care for medically or dentally compromised patient including advanced instrumentation techniques. **Prerequisites:** Completion of first, second, and third semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1207, DHYG 2262, and DHYG 1311.

**#2253. (DHYG) Dental Hygiene Practice****CIP 51.0602****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Emphasis on the laws governing the practice of dentistry and dental hygiene, moral standards, and ethical standards established by the dental hygiene profession. Practice settings for the dental hygienist, office operations, and preparation for employment. **Prerequisites:** Completion of first, second, third, and fourth semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1315 and DHYG 2363. **Note:** The last semester DHYG 2253 will be taught is Spring 2016. Starting with Spring 2017, DHYG 2153 will replace it for the Fall 2015 cohort and beyond.

**#2262. (DHYG) Clinical - Dental Hygiene/Hygienist****CIP 51.0602****12 clinical hours per week; 192 total contact hours. Credit: 2 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Intermediate level clinical course. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, and evaluation are the responsibility of the college faculty. External rotations are utilized for enhanced learning. These experiences are unpaid learning opportunities. **Prerequisites:** Completion of first, second, and third semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1207, DHYG 2231, and DHYG 1311.

**#2363. (DHYG) Clinical - Dental Hygiene/Hygienist****CIP 51.0602****16 clinical hours per week; 256 total contact hours. Credit: 3 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Advanced level clinical course. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, and evaluation are the responsibility of the college faculty. External rotations are utilized for enhanced learning. These experiences are unpaid learning opportunities. **Prerequisites:** Completion of first, second, third, and fourth semester DHYG courses, all with 75% or higher. **Co-enrolled:** DHYG 1215 (formerly DHYG 1315) and DHYG 2153 (formerly DHYG 2253). **Note:** Starting with Spring 2017, DHYG 2363 contact hours will be 18 clinical hours per week for 288 total contact hours.



**(DIRW) DEVELOPMENTAL INTEGRATED READING/WRITING****+0238 (DIRW) Integrated Reading and Writing** **CIP 32.0108****Individualized, modular curriculum; non-course based option (NCBO). Credit: 2 semester hours.***Not counted toward a degree or certificate.*

DIRW 0238 is an individualized curriculum for students whose test scores demonstrate high proficiency but do not meet state requirements for placement into college level course work. This course will present an individualized and concentrated review of the Reading Process with emphasis on learning and applying reading strategies essential to success in academic courses, and the Writing Process, including grammar and sentence structure as needed by the student. The course will be delivered in a non-course based format, with a significant independent study component. As a result, students must be able to thrive in a self-directed study environment. Students earn a grade of "Pass" or "Fail" and must pass the course to be TSI college-ready in reading and writing. **Prerequisites:** Appropriate scores on the TSIA. **Note:** Students who drop or are dropped from DIRW 0238 for non-attendance will also be dropped from ENGL 1301. Students who do not pass DIRW 0238 and/or the co-enrolled course will be enrolled in DIRW 0326. **Co-enrolled:** ENGL 1301.

**+0325. (DIRW) Fundamentals of Academic Literacy** **CIP 32.0108****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

This is a combined lecture/lab, performance-based course designed to develop students' reading comprehension, vocabulary, and academic writing skills by teaching the fundamentals of written language that contributes to clear, concise, well-organized sentences, paragraphs, and essays. Emphasis is placed on improving reading efficiency and recognition and comprehension of implied or stated purpose of a text. This course fulfills TSI requirements for level I reading and writing (previously developmental ENGL 0320 and READ 0305). **Prerequisites:** Appropriate scores on the TSIA for READ 0305 and ENGL 0320, or completion of READ 0304 with a grade of "C" or better. **Note:** International students should see paired co-enrolled courses ESOL 0335 and ESOL 0324.

**+0326. (DIRW) Developmental Integrated Reading and Writing** **CIP 32.0108****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

DIRW 0326 is a combined lecture/lab, performance-based course designed to develop students' critical reading and academic writing skills. The focus of the course will be on applying critical reading skills for organizing, analyzing, and retaining material and developing written work appropriate to the audience, purpose, situation, and length of the assignment. The course integrates preparation in basic academic reading skills with basic skills in writing a variety of academic essays. The course fulfills TSI requirements for level II reading and writing (previously developmental ENGL 0321 and READ 0306). **Prerequisites:** Appropriate scores on the TSIA for READ 0306 and ENGL 0321, or completion of DIRW 0325 with a grade of "C" or better, or completion of both ENGL 0320 and READ 0305 with grades of "C" or better. **Note:** International students should see paired co-enrolled courses ESOL 0336 and ESOL 0325.

**+0327. (DIRW) Developmental Integrated Reading and Writing (Paired IRW Course)** **CIP 32.0108****3 lecture hours and 1 lab hours per week; 64 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

This is a combined lecture/lab, performance-based course designed to develop students' critical reading and academic writing skills. The focus of the course will be on applying critical reading skills for organizing, analyzing, and retaining material and developing written work appropriate to the audience, purpose, situation, and length of the assignment. The course integrates preparation in basic academic reading skills with basic skills in writing a variety of academic essays. The course fulfills TSI requirements for reading and writing. DIRW 0327 learning activities will support reading and writing for the paired course. **Prerequisites:** Appropriate scores on the TSIA, or completion of DIRW 0325 with a grade of "C" or better, or completion of READ 0305 and ENGL 0320 with grades of "C" or better, or completion of ESOL 0335 and ESOL 0324 with grades of "C" or better. **Co-enrolled:** Concurrent enrollment in a designated paired credit course.

**(DRAM) DRAMA****+1120. (DRAM) Theater Practicum I** **CIP 50.0506****4 lab hours per week; 64 total contact hours. Credit: 1 semester hour.**

Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions. Students will participate in additional performance and production requirements.

**+1121. (DRAM) Theater Practicum II** **CIP 50.0506****4 lab hours per week; 64 total contact hours. Credit: 1 semester hour.**

Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions. Student participation grade will include additional performance and production requirements.

- +1161. (DRAM) Musical Theater I** **CIP 50.0903**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Cross-listed with MUSI 1159, Musical Theater I, this course involves the study of works from the musical theatre repertoire. This group consists of singers and/or actors with prior musical experience. Auditions take place every semester. This ensemble represents Blinn College by performing numerous concerts both on and off campus. **Prerequisites:** Audition and/or departmental approval. Note: This course is scheduled for deletion from the ACGM in Spring 2017.
- +1162. (DRAM) Musical Theater II** **CIP 50.0903**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Cross-listed with MUSI 2159, Musical Theater II, this course involves the study of works from the musical theatre repertoire. This group consists of singers and/or actors with prior musical experience. Auditions take place every semester. This ensemble represents Blinn College by performing numerous concerts both on and off campus. **Prerequisites:** Audition and departmental approval. Note: This course is scheduled for deletion from the ACGM in Spring 2017.
- +1310. (DRAM) Introduction to Theater \*** **CIP 50.0501**  
*Core Curriculum Course*  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Survey of theater including its history, dramatic works, stage techniques, production procedures, and relation to other art forms. Participation in productions may be required.
- +1330. (DRAM) Stagecraft I** **CIP 50.0502**  
**2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**  
 Study and application of the methods and components of theatrical production which may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound, and theatrical management.
- +1341. (DRAM) Makeup** **CIP 50.0502**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Design and execution of makeup for the purpose of developing believable characters. Includes discussion of basic makeup principles and practical experience of makeup application.
- +1342. (DRAM) Introduction to Costume** **CIP 50.0502**  
**2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**  
 Principles and techniques of costume design and construction for theatrical productions.
- +1351. (DRAM) Acting I** **CIP 50.0506**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 An introduction to the fundamental principles and tools of acting as used in auditions, rehearsals, and performances. This may include ensemble performing, character and script analysis, and basic theater terminology. This exploration will emphasize the development of the actor's instrument: voice, body and imagination.
- +1352. (DRAM) Acting II** **CIP 50.0506**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Exploration and further training within the basic principles and tools of acting, including an emphasis on critical analysis of oneself and others. The tools include ensemble performing, character and script analysis, and basic theater terminology. This will continue the exploration of the development of the actor's instrument: voice, body and imagination.
- +2120. (DRAM) Theater Practicum III** **CIP 50.0506**  
**4 lab hours per week; 64 total contact hours. Credit: 1 semester hour.**  
 Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions. Student participation grade will include additional performance and production requirements.
- +2121. (DRAM) Theater Practicum IV** **CIP 50.0506**  
**4 lab hours per week; 64 total contact hours. Credit: 1 semester hour.**  
 Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions. Student participation grade will include additional performance and production requirements.
- +2331. (DRAM) Stagecraft II** **CIP 50.0502**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Continued study and application of the methods and components of theatrical production which may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound and theatrical management.

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# Texas Higher Education Coordinating Board Workforce Education Course Number (WECM)

\* Meets State Core Curriculum Requirements

**+2361. (DRAM) History of the Theater I \*****CIP 50.0505***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of the history of the theater from primitive times through the Renaissance.

**+2362. (DRAM) History of the Theater II \*****CIP 50.0505***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of the history of the theater from the Renaissance through today.

**+2366. (DRAM) Introduction to Cinema \*****CIP 50.0602***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Survey and analyze cinema including history, film techniques, production procedures, selected motion pictures, and cinema's impact on and reflection of society. Cross-listed as COMM 2366.

**+2389. (DRAM) Academic Cooperative****CIP 24.0103****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of drama.

**(ECON) ECONOMICS****+2301. (ECON) Principles of Macroeconomics \*****CIP 45.0601***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

An analysis of the economy as a whole including measurement and determination of Aggregate Demand and Aggregate Supply, national income, inflation, and unemployment. Other topics include international trade, economic growth, business cycles, and fiscal policy and monetary policy.

**+2302. (ECON) Principles of Microeconomics \*****CIP 45.0601***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Analysis of the behavior of individual economic agents, including consumer behavior and demand, producer behavior and supply, price and output decisions by firms under various market structures, factor markets, market failures, and international trade. A study of micro-economic principles with emphasis on price theory, labor problems, and international economic relations. Special attention is given to the allocation of resources and distribution of income in a market economy.

**(EDUC) EDUCATION****+0100. (EDUC) Journey to Success****CIP 32.0101****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.***Not counted toward a degree or certificate.*

This course is a study of the factors that impact learning, including self-awareness, inter-personal behavior and decision-making, and an exploration of practical learning strategies that will help students become successful learners. Assessment instruments (e.g., learning inventories) are used to help students identify their own strengths and weaknesses as strategic learners, and a combination of theoretical and practical learning activities are employed to encourage active learning both in and outside of the classroom.

**+1300. (EDUC) Learning Framework****CIP 42.2701****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**A study of the research and theory in the psychology of learning, cognition, and motivation; factors that impact learning, and application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. **Prerequisites:** A student must be college ready in reading and writing according to TSI college-ready standards.

**+1301. (EDUC) Introduction to the Teaching Profession****CIP 13.0101****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

An enriched integrated pre-service course and content experience that provides active recruitment and institutional support of students interested in a teaching career, especially in high need fields. Students are provided opportunities to participate in field observations at all levels of P-12 schools with varied and diverse student populations. Students are supported by college and school faculty for the purpose of introduction to and analysis of the culture of schooling and classrooms. This course is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards. The course requires sixteen hours of field experience in P-12 schools. **Prerequisites:** A student must be college ready in reading and writing according to TSI college-ready standards or administrative approval.

**+2301. (EDUC) Introduction to Special Populations****CIP 13.1001****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

An enriched integrated pre-service course and content experience that provides active recruitment and institutional support of students interested in the high need teaching field of special populations including language, gender, socioeconomic status, ethnic and academic diversity and equity with an emphasis on factors that facilitate learning. Students are provided opportunities to participate in early field observations of P-12 classrooms with special populations. This course is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards. The course requires sixteen hours of field experience in P-12 classrooms with special populations. **Prerequisites:** EDUC 1301.

**(EMSP) EMERGENCY MEDICAL SERVICES PROGRAMS****#1260. (EMSP) Clinical – Emergency Medical Technology/Technician****CIP 51.0904****8 clinical hours per week; 128 total contact hours. Credit: 2 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A method of instruction providing detailed education, training and work-based experience, and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement are the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Students participate in the following areas: 32 hours in the Emergency Department, 16 hours in Labor & Delivery, and 60 hours EMS on the ambulance. **Prerequisites:** A student must be college ready according to TSI college-ready standards. Students must meet the EMS Program and the Division of Health Sciences requirements for clinical rotations. Contact the EMS Program for details. **Co-enrolled:** EMSP 1501.

**#1305. (EMSP) Emergency Care Attendant****CIP 51.0904****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 3 semester hours.**

Preparation for certification as an Emergency Care Attendant (ECA)/Emergency Medical Responder (EMR). The student will display a working knowledge of clinical information and related topics relevant to the practice of pre-hospital emergency medical care at the EMR level; demonstrate the ability to competently perform all applicable skills; and exhibit attitudes and behavior consistent with the ethics and professionalism expected of the emergency care attendant. **Prerequisites:** A student must be college ready according to TSI college-ready standards.

**#1338. (EMSP) Introduction to Advanced Practice****CIP 51.0904****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

Fundamental elements associated with emergency medical services to include preparatory practices, pathophysiology, medication administration, and related topics. At the completion of this module, the student will understand the roles and responsibilities of a paramedic within the EMS system; apply the basic concepts of development, pathophysiology, and pharmacology to assessment and management of emergency patients; be able to properly administer medications; communicate effectively with patients; and understand the medical/legal and ethical issues relating to EMS practice, as well as the issues impacting the well-being of the paramedic. **Prerequisites:** Admissions into the Paramedic Technology Certificate cohort. **Co-enrolled:** EMSP 1355, EMSP 1356, EMSP 2306 (formerly EMSP 2348), and EMSP 2260.

**#1355. (EMSP) Trauma Management****CIP 51.0904****2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**

A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with traumatic injuries. At the completion of this module, the student will be able to integrate the pathophysiological principles and assessment findings to formulate a field impression, and implement the treatment plan for the trauma patient. **Prerequisites:** Admissions into the Paramedic Technology Certificate cohort. **Co-enrolled:** EMSP 1338, EMSP 1356, EMSP 2306 (formerly EMSP 2348), and EMSP 2260.

**#1356. (EMSP) Patient Assessment and Airway Management****CIP 51.0904****2 lecture hours and 3 lab hours per week; 80 total contact hours. Credit: 3 semester hours.**

Knowledge and skills required to perform patient assessment, airway management, and artificial ventilation. At the completion of this module, the student will be able to take a proper history and perform a comprehensive physical exam on any patient; develop a patient care plan; communicate with others; and establish and/or maintain a patient airway, oxygenate, and ventilate a patient. **Prerequisites:** Admissions into the Paramedic Technology Certificate cohort. **Co-enrolled:** EMSP 1338, EMSP 1355, EMSP 2306 (formerly EMSP 2348), and EMSP 2260.

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\* Meets State Core Curriculum Requirements

**#1391. (EMSP) Special Topics in Emergency Medical Technology/Technician****CIP 51.0904****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Learning outcomes/ objectives are determined by local occupational needs, and business and industry trends. **Prerequisites:** Current EMT-Basic certification. A student must be college ready according to TSI college-ready standards.

**#1501. (EMSP) Emergency Medical Technician****CIP 51.0904****4 lecture hours and 4 lab hours per week; 128 total contact hours. Credit: 5 semester hours.**

Preparation for certification as an Emergency Medical Technician (EMT). Includes all the skills necessary to provide emergency medical care at a basic life support level with an ambulance service or other specialized services. The student will display a working knowledge of clinical information and related topics relevant to the practice of pre-hospital emergency medical care of the EMT-Basic level; demonstrate the ability to competently perform all applicable skills; and exhibit attitudes and behavior consistent with the ethics and professionalism expected of the EMT-Basic. **Prerequisites:** A student must be college ready according to TSI college-ready standards. **Co-enrolled:** EMSP 1260.

**#2143. (EMSP) Assessment Based Management****CIP 51.0904****4 lab hours per week; 64 total contact hours. Credit: 1 semester hour.**

A capstone experience covering comprehensive, assessment based patient care management. Includes specific care when dealing with pediatric, adult, geriatric, and special-needs patients. At the completion of this module, the student will be able to integrate pathophysiological principles and assessment findings to formulate a field impression, and implement a treatment plan for patients with common complaints. **Prerequisites:** Completion of first and second semester EMSP courses, all with a B or higher. **Co-enrolled:** EMSP 2362 and EMSP 2330.

**#2260. (EMSP) Clinical – Emergency Medical Technology/Technician****CIP 51.0904****12 clinical hours per week; 192 total contact hours. Credit: 2 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. Direct supervision is provided by the clinical professional. A method of instruction providing detailed education, training and work-based experience, and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement are the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Students may participate in the following areas: Emergency Room, Operating Room and the Ambulance. **Prerequisites:** Admissions into the Paramedic Technology Certificate cohort. Students must meet the EMS Program and the Division of Health Sciences requirements for clinical rotations. **Co-enrolled:** EMSP 1338, EMSP 1355, EMSP 2306 (formerly EMSP 2348), and EMSP 1356.

**#2261. (EMSP) Clinical – Emergency Medical Technology/Technician****CIP 51.0904****12 clinical hours per week; 192 total contact hours. Credit: 2 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. Direct supervision is provided by the clinical professional. A method of instruction providing detailed education, training, work-based experience, and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement are the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Students participate in the following areas: Emergency Room, Operating Room, Clinic/ICU, Mental Health, and the Ambulance. **Prerequisites:** Completion of first semester EMSP courses, all with a B or higher. Students must meet the EMS Program and the Division of Health Sciences requirements for clinical rotations. **Co-enrolled:** EMSP 2444, EMSP 2434, and EMSP 2305 (formerly EMSP 2338).

**#2300. (EMSP) Methods of Teaching-Emergency Medical Service****CIP 51.0904****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Instruction in teaching methodology for instructors of emergency medical services. The student will display a working knowledge of principles and resources for teaching adults; demonstrate the ability to prepare and present lecture/demonstrations on emergency/medical topics; demonstrate the ability to prepare and evaluate student performance in skills and lecture sessions; and exhibit attitudes and behavior consistent with the ethics and professionalism expected of the emergency medical service instructor. **Prerequisites:** Current EMT-Basic certification. A student must be college ready according to TSI college-ready standards.

**#2305. (EMSP) EMS Operations****CIP 51.0904****2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**

Knowledge and skills to safely manage multi-casualty incidents and rescue situations; utilize air medical resources; identify hazardous materials and other specialized incidents. A detailed study of the knowledge and skills necessary to reach competence to safely manage the scene of an emergency. At the completion of this unit, the student will be able to safely manage medical incidents, rescue situations, hazardous materials, and crime scenes. **Prerequisites:** Completion of first semester EMSP courses, all with a B or higher. **Co-enrolled:** EMSP 2444, EMSP 2434, and EMSP 2261. **Note:** Starting with Spring 2016, this course will replace EMSP 2338 for the Fall 2015 cohort and beyond.



**#2306. (EMSP) Emergency Pharmacology****CIP 51.0904****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

Utilization of medications in treating emergency situations. A comprehensive course covering all aspects of the utilization of medications in treating emergency situations. Course is designed to complement Cardiology, Special Populations, and Medical Emergency courses. The student will display a command of general pharmacological terminology, general drug mechanisms, administration routes and administration procedures, and drug dose calculations. Students will demonstrate understanding of the pharmacodynamics, pharmacokinetics, indications, contraindications, possible side effects, and common drug interactions of a variety of medications used in out-of-hospital medical care. **Prerequisites:** Admissions into the Paramedic Technology Certificate cohort. **Co-enrolled:** EMSP 1338, EMSP 1355, EMSP 2260, and EMSP 1356. **Note:** Starting with Fall 2015, this course will replace EMSP 2348 for the Fall 2015 cohort and beyond.

**#2330. (EMSP) Special Populations****CIP 51.0904****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

Knowledge and skills necessary to assess and manage ill or injured patients in diverse populations to include neonatology, geriatrics, and other related topics. A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of ill or injured patients in nontraditional populations. At the completion of this module, the student will be able to integrate pathophysiological principles and assessment findings to formulate a field impression and implement a treatment plan for neonatal, pediatric and geriatric patients; diverse patients; and chronically ill patients. **Prerequisites:** Completion of first and second semester EMSP courses, all with a B or higher. **Co-enrolled:** EMSP 2362 and EMSP 2143.

**#2338. (EMSP) EMS Operations****CIP 51.0904****2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**

Knowledge and skills to safely manage multi-casualty incidents and rescue situations; utilize air medical resources; identify hazardous materials and other specialized incidents. A detailed study of the knowledge and skills necessary to reach competence to safely manage the scene of an emergency. At the completion of this unit, the student will be able to safely manage medical incidents, rescue situations, hazardous materials, and crime scenes. **Prerequisites:** Completion of first semester EMSP courses, all with a B or higher. **Co-enrolled:** EMSP 2444, EMSP 2434, and EMSP 2261. **Note:** The last semester EMSP 2338 will be taught is Spring 2015. Starting with Spring 2016, EMSP 2305 will replace it for the Fall 2015 cohort and beyond.

**#2348. (EMSP) Emergency Pharmacology****CIP 51.0904****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

Utilization of medications in treating emergency situations. A comprehensive course covering all aspects of the utilization of medications in treating emergency situations. Course is designed to complement Cardiology, Special Populations, and Medical Emergency courses. The student will display a command of general pharmacological terminology, general drug mechanisms, administration routes and administration procedures, and drug dose calculations. Students will demonstrate understanding of the pharmacodynamics, pharmacokinetics, indications, contraindications, possible side effects, and common drug interactions of a variety of medications used in out-of-hospital medical care. **Prerequisites:** Admissions into the Paramedic Technology Certificate cohort. **Co-enrolled:** EMSP 1338, EMSP 1355, EMSP 2260, and EMSP 1356. **Note:** The last semester EMSP 2348 will be taught is Fall 2014. Starting with Fall 2015, EMSP 2306 will replace it for the Fall 2015 cohort and beyond.

**#2362. (EMSP) Clinical – Emergency Medical Technology/Technician****CIP 51.0904****15 clinical hours per week; 240 total contact hours. Credit: 3 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A capstone course of the EMSP program. A method of instruction providing detailed education, training, work-based experience, and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement are the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Students participate in a single preceptorship with an assigned EMS Agency. A minimum of 240 hours EMS must be completed. The student is evaluated by competency performance and may perform additional time to complete competencies. **Prerequisites:** Completion of first and second semester EMSP courses, all with a B or higher. Students must meet the EMS Program and the Division of Health Sciences requirements for clinical rotations. **Co-enrolled:** EMSP 2362 and EMSP 2330.

**#2434. (EMSP) Medical Emergencies****CIP 51.0904****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**

Knowledge and skills in the assessment and management of patients with medical emergencies, including medical overview, neurology, gastroenterology, immunology, pulmonology, urology, hematology, endocrinology, toxicology, and other related topics. At the completion of this module, the student will be able to integrate pathophysiological principles and assessment findings to formulate a field impression and implement a treatment plan for the medical patient. **Prerequisites:** Completion of first semester EMSP courses, all with a B or higher. **Co-enrolled:** EMSP 2444, EMSP 2305 (formerly EMSP 2338), and EMSP 2261.

**#2444. (EMSP) Cardiology****CIP 51.0904****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Assessment and management of patients with cardiac emergencies. Includes single and multi-lead ECG interpretation. A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with cardiac emergencies. At the completion of this module, the student will be able to integrate pathophysiological principles and assessment findings to formulate a field impression, and implement a treatment plan for the cardiac patient.

**Prerequisites:** Completion of first semester EMSP courses, all with a B or higher. **Co-enrolled:** EMSP 2434, EMSP 2305 (formerly EMSP 2338), and EMSP 2261.

**(ENGL) ENGLISH****+0320. (ENGL) Fundamentals of Grammar and Writing****CIP 32.0108****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

English 0320 teaches the fundamentals of written language that contribute to clear, concise, well-organized paragraphs. This course emphasizes the correct use of grammar and mechanics in the construction of idiomatically correct simple, compound, complex, and compound-complex sentences. **Prerequisites:** Appropriate scores on the TSIA. Note: International students should see paired co-enrolled courses ESOL 0335 and ESOL 0324.

**+1301. (ENGL) Composition I \*****CIP 23.1301***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. This writing-intensive first-semester freshman composition course includes (1) study of and practice in all phases of the writing process, both individually and collaboratively, and (2) study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Essays including a 1500-word documented library research-based paper, are required. **Prerequisites:** A student must be college ready in reading and writing according to TSI college-ready standards.

**+1302. (ENGL) Composition II \*****CIP 23.1301***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry; teamwork; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. This reading and writing intensive prerequisite for sophomore English offerings further develops the analytical, thinking, and research skills underlying academic success through the study of literature. The student's writing of genre-based essays, including researched papers, reinforces the thinking skills associated with interpretation, explication, evaluation, analysis, and synthesis. Essays, including a 1500-2000 word documented library research-based paper, are required. **Prerequisites:** ENGL 1301.

**+2307. (ENGL) Creative Writing I****CIP 23.1302****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Practical experience in the techniques of imaginative writing. May include fiction, nonfiction, poetry, screenwriting, or drama. This creative writing course is designed to introduce students to the craft of writing short prose; it places students in a workshop setting that promotes close analysis of published fiction, relies on peer workshops, and fosters original, publishable work. **Prerequisites:** ENGL 1301 and 1302, or departmental approval.

**+2308. (ENGL) Creative Writing II****CIP 23.1302****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Practical experience in the techniques of imaginative writing. May include fiction, nonfiction, poetry, screenwriting, or drama. This creative writing course is designed to introduce students to the craft of writing poetry; it places students in a workshop setting that promotes close analysis of published poetry, relies on peer workshops, and fosters original, publishable work. **Prerequisites:** ENGL 1301 and 1302, or departmental approval.

**+2311. (ENGL) Technical and Business Writing \*****CIP 23.1303***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Intensive study of and practice in professional settings. Focus on the types of documents necessary to make decisions and take action on the job, such as proposals, reports, instructions, policies and procedures, e-mail messages, letters, and descriptions of products and services. Practice individual and collaborative processes involved in the creation of ethical and efficient documents. **Prerequisites:** ENGL 1301.

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# Texas Higher Education Coordinating Board Workforce Education Course Number (WECM)

\* Meets State Core Curriculum Requirements

**+2322. (ENGL) British Literature I \*****CIP 23.1404***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of the development of British literature from the Anglo-Saxon period to the Eighteenth Century. Students will study works of prose, poetry, drama, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions. This survey introduces students to the principal authors, works, and trends that comprise the canon of British literature from the Anglo-Saxon period through the eighteenth century. Papers are required. **Prerequisites:** ENGL 1301 and 1302.

**+2323. (ENGL) British Literature II \*****CIP 23.1404***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of the development of British literature from the Romantic period to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. **Prerequisites:** ENGL 1301 and 1302.

**+2327. (ENGL) American Literature I \*****CIP 23.1402***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of American literature from the period of exploration and settlement through the Civil War. Students will study works of prose, poetry, drama and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character. **Prerequisites:** ENGL 1301 and 1302.

**+2328. (ENGL) American Literature II \*****CIP 23.1402***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of American literature from the Civil War to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character. **Prerequisites:** ENGL 1301 and 1302.

**+2332. (ENGL) World Literature I \*****CIP 16.0104***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of world literature from the ancient world through the sixteenth century. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. **Prerequisites:** ENGL 1301 and 1302.

**+2333. (ENGL) World Literature II \*****CIP 16.0104***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of world literature from the seventeenth century to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. **Prerequisites:** ENGL 1301 and 1302.

**(ENGR) ENGINEERING****+1201. (ENGR) Introduction to Engineering****CIP 14.0101****2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**

An introduction to the engineering profession with emphasis on technical communication and team-based engineering design. **Prerequisites:** MATH 1314 or MATH 1414 or an appropriate score on an approved placement test.

**+1304. (ENGR) Engineering Graphics I****CIP 15.1301****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**

Introduction to computer-aided drafting using CAD software and sketching to generate two- and three-dimensional drawings based on the conventions of engineering graphical communication; topics include spatial relationships, multi-view projections and sectioning, dimensioning, graphical presentation of data, and fundamentals of computer graphics. **Prerequisites:** MATH 1314.

**+1305. (ENGR) Engineering Graphics II****CIP 15.1301****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course concentrates on units and unit conversions, vector decomposition, vector products, statistics, tables and graphs, graphical analysis, root finding and optimization, Newton's laws, rate processes, accounting principles and their applications engineering ethics and professionalism, and development of skills in teamwork. **Prerequisites:** MATH 1316.

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\* Meets State Core Curriculum Requirements

**+2301. (ENGR) Engineering Mechanics – Statics****CIP 14.1101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Basic theory of engineering mechanics, using calculus, involving the description of forces, moments, and couples acting on stationary engineering structures; equilibrium in two and three dimensions; free-body diagrams; friction; centroids; centers of gravity; and moments of inertia. **Prerequisites:** PHYS 2425, and MATH 2414 or can be co-enrolled.

**+2302. (ENGR) Engineering Mechanics – Dynamics****CIP 14.1101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Basic theory of engineering mechanics, using calculus, involving the motion of particles, rigid bodies, and systems of particles; Newton's Laws; work and energy relationships; principles of impulse and momentum; application of kinetics and kinematics to the solution of engineering problems. **Prerequisites:** ENGR 2301.

**+2406. (ENGR) Introduction to Digital Systems****CIP 14.1001****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Introduction to theory and design of digital logic, circuits, and systems. Number systems, operations and codes; logic gates; Boolean Algebra and logic simplification; Karnaugh maps; combinational logic; functions of combinational Logic; flip-flops and related devices; counters; shift registers; sequential logic; memory and storage. Basic laboratory experiments supporting theoretical principles involving design, construction, and analysis of combinational and sequential digital circuits and systems, including logic gates, adders, multiplexers, encoders, decoders, arithmetic logic units, latches, flip-flops, registers, and counters; preparation of laboratory reports. **Prerequisites:** MATH 1314, or MATH 1414, or an appropriate score on an approved placement test.

**(ENGT) ENGINEERING TECHNOLOGY****+1407. (ENGT) Digital Fundamentals****CIP 15.0303****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**

Analysis, design, and simulation of combinational and sequential systems using: classical Boolean algebra techniques, lab hardware experiments and computer simulation. Introduction to programmable logic devices (PLDs) and application-specific integrated circuits using software tool to the design and analysis of digital logic circuits and systems. Standard instrumentation used in testing digital circuits and systems will be introduced. This course is included in the Field of Study curriculum for Engineering Technology. **Prerequisites:** MATH 1314.

**(ESOL) DEVELOPMENTAL ENGLISH AS A SECOND LANGUAGE****+0238 (ESOL) Integrated Reading and Writing****CIP 32.0108****Individualized, modular curriculum; non-course based option (NCBO). Credit: 2 semester hours.***Not counted toward a degree or certificate.*

ESOL 0238 is an individualized curriculum for students whose post-course assessment or placement score demonstrates high proficiency but does not meet standards of efficiency and effectiveness for college level coursework. This course will present an individualized and concentrated study of specific integrated reading and writing skills and strategies needed by identified students. This course will be delivered in a non-course format, with a significant independent study component. As a result, students must be able to thrive in a self-directed study environment. Students earn a grade of "Pass" or "Fail" and must pass the course to be TSI college-ready in reading and writing. **Prerequisites:** Appropriate scores on the TSIA. **Note:** Students who drop or are dropped from ESOL 0238 for non-attendance will also be dropped from ENGL 1301. Students who do not pass ESOL 0238 and/or the co-enrolled course have the option to repeat it, or enroll in ESOL 0326 if not successfully taken previously. **Co-enrolled:** ENGL 1301.

**+0324. (ESOL) Fundamentals of Reading and Vocabulary****CIP 32.0108****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

ESOL 0324 is for non-native English speaking students to develop and refine receptive English language skills necessary to succeed in college level (or credit) courses. Listening/reading comprehension is enhanced using strategic techniques with authentic discourse. The course is designed to improve enrollees' reading proficiency, comprehension, and vocabulary, both academic and personal. Multisensory learning experiences in whole group, small group, and individual settings serve to facilitate literacy development. ESOL 0324 is equivalent to READ 0305. **Prerequisites:** Non-native English speaker and appropriate scores on TSIA, or completion of READ 0304 with a grade of "C" or better. **Corequisites:** ESOL 0335.

**+0326 (ESOL) Developmental Integrated Reading and Writing for English as a Second Language CIP 32.0108****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

ESOL 0326 is a combined lecture/lab, performance-based course designed to develop students' critical reading and academic writing skills. The focus of the course will be on applying critical reading skills for organizing, analyzing and retaining material, and developing written work appropriate to the audience, purpose, situation and length of the assignment. The course integrates preparation in basic academic reading skills with basic skills in writing a variety of academic essays. **Prerequisites:** Non-native English speaker and appropriate scores on the TSIA, or completion of ENGL 0320 and READ 0305 both with a grade of "C" or better, or completion of ESOL 0335 and ESOL 0324 both with a grade of "C" or better, or completion of DIRW 0325 with a grade of "C" or better.

**+0335. (ESOL) ESOL English CIP 32.0108****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

ESOL 0335 is for non-native English speaking students to develop and refine productive English language skills necessary to succeed in college level (or credit) courses. Emphasis is on grammar, composition, and oral communication. ESOL 0335 is equivalent to ENGL 0320. **Prerequisites:** Non-native English speaker and appropriate scores on the TSIA. **Corequisites:** ESOL 0324.

**+0345. (ESOL) ESOL Conversation/Listening CIP 32.0108****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

ESOL 0345 is an English conversation and listening comprehension course with an academic focus. The course presents audiovisual materials and lectures over academic subjects (specifically American history and biology) as topics of discussion to help nonnative speakers improve their listening comprehension, their ability to understand academic concepts, and their ability to discuss those concepts in audience-appropriate English. **Prerequisites:** Non-native English speaker and appropriate scores on the TSIA.

**(FIRS) FIRE SCIENCE****#1103. (FIRS) Firefighter Agility and Fitness Preparation CIP 43.0203****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

Physical ability testing methods. Rigorous training in skills and techniques needed in typical fire department physical ability tests. This is a course held at Brayton Fire Field. **Prerequisites:** Must have EMT-B certification and be accepted into the Fire Academy. **Co-enrolled:** FIRS 1301, FIRS 1313, FIRS 1319, FIRS 1329, FIRS 1407, FIRS 1323 (formerly FIRS 1423), and FIRS 1333 (formerly FIRS 1433).

**#1301. (FIRS) Firefighter Certification I CIP 43.0203****2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours**

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification II, III, IV, V, VI, and VII to satisfy the Texas Commission on Fire Protection (TCEP) curriculum for Basic Structural Fire Suppression, Course #100. **\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION. \*\*** This is a course held at Brayton Fire Field. **Prerequisites:** Must have EMT-B certification and be accepted into the Fire Academy. **Co-enrolled:** FIRS 1103, FIRS 1313, FIRS 1319, FIRS 1329, FIRS 1407, FIRS 1323 (formerly FIRS 1423), and FIRS 1333 (formerly FIRS 1433).

**#1313. (FIRS) Firefighter Certification III CIP 43.0203****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours**

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, IV, V, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION. \*\*** Preparation for certification as a basic firefighter. This is a course held at Brayton Fire Field. **Prerequisites:** Must have EMT-B certification and be accepted into the Fire Academy. **Co-enrolled:** FIRS 1103, FIRS 1301, FIRS 1319, FIRS 1329, FIRS 1407, FIRS 1323 (formerly FIRS 1423), and FIRS 1333 (formerly FIRS 1433).

**#1319. (FIRS) Firefighter Certification IV CIP 43.0203****2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, V, VI, and VII to satisfy the Texas commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION. \*\*** This is a course held at Brayton Fire Field. **Prerequisites:** Must have EMT-B certification and be accepted into the Fire Academy. **Co-enrolled:** FIRS 1103, FIRS 1301, FIRS 1313, FIRS 1329, FIRS 1407, FIRS 1323 (formerly FIRS 1423), and FIRS 1333 (formerly FIRS 1433).

**#1323. (FIRS) Firefighter Certification V****CIP 43.0203****2 lecture hours and 3 lab hours per week; 80 total contact hours. Credit: 3 semester hours.**

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, IV, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION.** **\*\*** This is a course held at Brayton Fire Field. **Prerequisites:** Must have EMT-B certification and be accepted into the Fire Academy. **Co-enrolled:** FIRS 1103, FIRS 1301, FIRS 1313, FIRS 1319, FIRS 1329, FIRS 1407, and FIRS 1333 (formerly FIRS 1433). **Note:** Starting with Fall 2015, this course will be replacing FIRS 1423.

**#1329. (FIRS) Firefighter Certification VI****CIP 43.0203****2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, IV, V, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION.** **\*\*** This is a course held at Brayton Fire Field. **Prerequisites:** Must have EMT-B certification and be accepted into the Fire Academy. **Co-enrolled:** FIRS 1103, FIRS 1301, FIRS 1313, FIRS 1319, FIRS 1407, FIRS 1323 (formerly FIRS 1423), and FIRS 1333 (formerly FIRS 1433).

**#1333. (FIRS) Firefighter Certification VII****CIP 43.0203****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, IV, V, and VI to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION.** **\*\*** This is a course held at Brayton Fire Field. **Prerequisites:** Must have EMT-B certification and be accepted into the Fire Academy. **Co-enrolled:** FIRS 1103, FIRS 1301, FIRS 1313, FIRS 1319, FIRS 1329, FIRS 1407, and FIRS 1323 (formerly FIRS 1423). **Note:** Starting with Fall 2015, this course will be replacing FIRS 1433.

**#1407. (FIRS) Firefighter Certification II****CIP 43.0203****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, III, IV, V, VI, and VII to satisfy the Texas commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION.** **\*\*** This is a course held at Brayton Fire Field. **Prerequisites:** Must have EMT-B certification and be accepted into the Fire Academy. **Co-enrolled:** FIRS 1103, FIRS 1301, FIRS 1313, FIRS 1319, FIRS 1329, FIRS 1323 (formerly FIRS 1423), and FIRS 1333 (formerly FIRS 1433).

**#1423. (FIRS) Firefighter Certification V****CIP 43.0203****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, IV, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION.** **\*\*** This is a course held at Brayton Fire Field. **Prerequisites:** Must have EMT-B certification and be accepted into the Fire Academy. **Co-enrolled:** FIRS 1103, FIRS 1301, FIRS 1313, FIRS 1319, FIRS 1329, FIRS 1407, and FIRS 1433. **Note:** The last semester FIRS 1423 will be taught is Summer 2015. Starting with Fall 2015, FIRS 1323 will be replacing it.

**#1433. (FIRS) Firefighter Certification VII****CIP 43.0203****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, IV, V, and VI to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION.** **\*\*** This is a course held at Brayton Fire Field. **Prerequisites:** Must have EMT-B certification and be accepted into the Fire Academy. **Co-enrolled:** FIRS 1103, FIRS 1301, FIRS 1313, FIRS 1319, FIRS 1329, FIRS 1407, and FIRS 1423. **Note:** The last semester FIRS 1433 will be taught is Summer 2015. Starting with Fall 2015, FIRS 1333 will be replacing it.

**(FIRT) FIRE PROTECTION AND SAFETY TECHNOLOGY/TECHNICIAN****#1303. (FIRT) Fire and Arson Investigation I****CIP 43.0201****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours**

Basic fire and arson investigation practices. Emphasis on fire behavior principles related to fire cause and origin determination. **Note:** Starting with Spring 2016, FIRT 1303 contact hours will be 2 lecture hours and 3 lab hours per week for 80 total contact hours.



- #1307. (FIRT) Fire Prevention Codes and Inspections** **CIP 43.0201**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours**  
 Study of local building and fire prevention codes. Emphasis on fire prevention inspections, practices and procedures.
- #1309. (FIRT) Fire Administration I** **CIP 43.0202**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours**  
 Introduction to the organization and management of a fire department and the relationship of government agencies to the fire service. Emphasis on fire service leadership from the perspective of the company officer.
- #1319. (FIRT) Firefighter Health and Safety** **CIP 43.0201**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours**  
 Firefighter occupational safety and health in emergency and non-emergency situations. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements. **Note:** Starting with Spring 2016, FIRT 1319 contact hours will be 2 lecture hours and 3 lab hours per week for 80 total contact hours.
- #1329. (FIRT) Building Codes and Construction** **CIP 43.0201**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours**  
 Examination of building codes and requirements, construction types, and building materials. Includes walls, floorings, foundations, and various roof types and the associated dangers of each. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements.
- #1333. (FIRT) Fire Chemistry I** **CIP 43.0201**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours**  
 Chemical nature and properties of compound as related to the fire service. Fundamental laws of chemistry, states of matter, gas laws, chemical bonding, and thermodynamics. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements.
- #2309. (FIRT) Firefighting Strategies and Tactics I** **CIP 43.0202**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Analysis of the nature of fire problems and selection of initial strategies and tactics including an in-depth study of efficient and effective use of staffing and equipment to mitigate the emergency. **Note:** Starting with Spring 2016, FIRT 2309 contact hours will be 2 lecture hours and 3 lab hours per week for 80 total contact hours.

### (FREN) FRENCH LANGUAGE

Students who have never taken a foreign language or who have completed less than one year of a foreign language in high school should enroll in 1411. Students who have had a course or courses in a foreign language may take a departmental test to determine in which course they should enroll.

- +1411. (FREN) Beginning French I** **CIP 16.0901**  
**3 lecture and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**  
 Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture.
- +1412. (FREN) Beginning French II** **CIP 16.0901**  
**3 lecture and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**  
 Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. This course is a continuation of FREN 1411. **Prerequisites:** FREN 1411 or departmental approval.
- +2311. (FREN) Intermediate French I** **CIP 16.0901**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. **Prerequisites:** FREN 1412 or departmental approval.
- +2312. (FREN) Intermediate French II** **CIP 16.0901**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. This course is a continuation of FREN 2311. **Prerequisites:** FREN 1411, FREN 1412, and FREN 2311 or departmental approval.

**(GEOG) GEOGRAPHY****+1301. (GEOG) Physical Geography****CIP 45.0701****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Introduction to the concepts which provide a foundation for continued study of geography. Includes the different elements of natural environment as related to human activities, modes of living, and map concepts. Essentials of physical geography: the Earth, its atmosphere (weather and climate), land forms and processes, soils, and biogeography (plant and animal life).

**Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**+1302. (GEOG) Human Geography \*****CIP 45.0701***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course introduces students to fundamental concepts, skills, and practices of human geography. Place, space, and scale serve as a framework for understanding patterns of human experience. Topics for discussion may include globalization, population and migration, culture, diffusion, political and economic systems, language, religion, gender, and ethnicity. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**+1303. (GEOG) World Regional Geography \*****CIP 45.0701***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of major world regions with emphasis on prevailing conditions and developments, including emerging conditions and trends, and the awareness of diversity of ideas and practices found in those regions. Course content may include one or more regions. Attention will be focused on the relationship of aspects of the physical environment and human activities to location. Major topics of discussion will include: culture, religion, language, landforms, climate, agriculture, and economic activities. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**+2289. (GEOG) Academic Cooperative: Introduction to Geographic Research****CIP 45.0101****1 lecture hour and 2 lab hours per week; 48 total contact hours. Credit: 2 semester hours.**

An instructional program designed to integrate on-campus study with practical hands-on experience in geography. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions. This course is designed to provide undergraduate geography majors with an introduction to research question formulation and some of the different methods and approaches used to answer geographic questions. Emphasis will be placed on understanding career endpoints. As a part of this course, students will develop an understanding of both the scope of topics within geography and the research methods used in this discipline.

**Prerequisites:** Completion of at least one GEOG course with a grade of B or better. A student must be college ready according to TSI college-ready standards.

**+2312. (GEOG) Economic Geography \*****CIP 45.0701***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Analytical study of the historical development of particular economic distributions as they relate to social, cultural, political, and physical factors. Includes critical inquiry into the reasons for locations of various types of economic activity, production, and marketing. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards. Cross listed as ECON 2311. Note: This course is scheduled for deletion from the ACGM in Spring 2016.

**+2389. (GEOG) Academic Cooperative: Geographic Information Systems****CIP 45.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

An instructional program designed to integrate on-campus study with practical hands-on experience in geography. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions. This course will provide an introduction to geographic information systems (GIS), which includes a history of GIS, real-world applications of GIS, basic GIS data and structures, and geospatial visualization and modeling. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**(GEOL) GEOLOGY****+1403. (GEOL) Physical Geology \*****CIP 40.0601***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Introduction to the study of the materials and processes that have modified and shaped the surface and interior of Earth over time. These processes are described by theories based on experimental data and geologic data gathered from field observations. Lab activities will cover methods to collect and analyze earth science data. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

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\* Meets State Core Curriculum Requirements

**+1404. (GEOL) Historical Geology \*****CIP 40.0601***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

A comprehensive survey of the history of life and major events in the physical development of Earth as interpreted from rocks and fossils. Lab activities will introduce methods used by scientists to interpret the history of life and major events in the physical development of Earth from rocks and fossils. **Prerequisites:** GEOL 1403 or departmental approval.

**+1445. (GEOL) Oceanography \*****CIP 40.0601***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Survey of oceanography and related sciences. Topics include the origin of the ocean basins; geologic processes in marine environments; waves, tides, and coastal processes; the ocean's role in climate variability and climate change; organisms that live in the ocean, their ecological communities and their interactions; and marine resources and human influences on the oceans. Lab work includes the physics of waves, currents, and tides; seawater chemistry; geological analysis of seafloor materials; bathymetric charts and maps, and marine life. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**+2289. (GEOL) Academic Cooperative****CIP 40.0101****1 lecture hour and 2 lab hours per week; 48 total contact hours. Credit: 2 semester hours.**

A student-centered instructional program designed to integrate on-campus study with practical hands-on experience in the geosciences under supervision of faculty mentor. This course may be repeated once for credit. **Prerequisites:** Eight hours of college-level geology courses with a GPA of 3.0 or higher and the approval of the instructor, or 4 hours of college-level geology with a grade of "A" while taking the second 4 hours of college-level geology concurrently.

**(GERM) GERMAN LANGUAGE**

Students who have never taken a foreign language or who have completed less than one year of a foreign language in high school should enroll in 1411. Students who have had a course or courses in a foreign language may take a departmental test to determine in which course they should enroll.

**+1411. (GERM) Beginning German I****CIP 16.0501****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture.

**+1412. (GERM) Beginning German II****CIP 16.0501****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. This course is a continuation of GERM 1411. **Prerequisites:** GERM 1411 or departmental approval.

**+2311. (GERM) Intermediate German I****CIP 16.0501****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. **Prerequisites:** GERM 1411 and 1412 or departmental approval.

**+2312. (GERM) Intermediate German II****CIP 16.0501****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. This course is a continuation of GERM 2311. **Prerequisites:** GERM 1411, GERM 1412, and GERM 2311 or departmental approval.

**(GOVT) GOVERNMENT****+2304. (GOVT) Introduction to Political Science****CIP 45.1001****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Introductory survey of the discipline of political science focusing on the scope, and methods of the field, and the substantive topics in the discipline including the theoretical foundations of politics, political interaction, political institutions and how political systems function. **Prerequisites:** A student must be college ready according to TSI college-ready standards.

**+2305. (GOVT) Federal Government \*****CIP 45.1002***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties and civil rights. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

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# Texas Higher Education Coordinating Board Workforce Education Course Number (WECM)

\* Meets State Core Curriculum Requirements

**+2306. (GOVT) Texas Government \*****CIP 45.1002***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Origin and development of the Texas constitution, structure and powers of state and local government, federalism and inter- governmental relations, political participation, the election process, public policy, and the political culture of Texas.

**Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**(HAMG) HOSPITALITY ADMINISTRATION/MANAGEMENT, GENERAL****#1321. (HAMG) Introduction to Hospitality Industry****CIP 52.0901****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

An exploration of the elements and career opportunities within the multiple segments of the hospitality industry. Topics include discussing current issues facing the hospitality industry and discussing the impact of customer service.

**#2330. (HAMG) Convention and Group Management and Services****CIP 52.0901****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

An application of the essential components of successful convention and meeting planning. Topics include identifying the economic impact of the conventions industry; describing and comparing the various types of conventions, exhibitions, conferences, and the marketing tools used for pre-planning strategies; identifying the requirements for food and beverage service, meeting room set-ups, and post-meeting evaluations.

**#2388. (HAMG) Internship - Hospitality Administration/Management, General****CIP 52.0901****15 external hours per week; 240 total contact hours. Credit: 3 semester hours.**

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Students enrolled must be employed and perform and apply various hospitality and/or management duties in the field. The student's internship objectives and project will be established by the instructor and employer supervisor. This may be a paid or unpaid experience. The student is required to attend one hour classroom instruction weekly. Final report and exit exam are required. The internship course is a capstone course and required for program completion. **Prerequisites:** Prior approval of program coordinator is required for enrollment.

**(HECO) HOME ECONOMICS****+1322. (HECO) Nutrition and Diet Therapy****CIP 19.0501****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of the chemical, physical, and sensory properties of food; nutritional quality; and food use and diet applications. Cross-listed as BIOL 1322.

**(HIST) HISTORY****+1301. (HIST) United States History I \*****CIP 54.0102***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of the social, political, economic, cultural, and intellectual history of the United States from the pre-Columbian era to the Civil War/Reconstruction period. United States History I includes the study of pre-Columbian, colonial, revolutionary, early national, slavery and sectionalism, and the Civil War/Reconstruction eras. Themes that may be addressed in United States History I include: American settlement and diversity, American culture, religion, civil and human rights, technological change, economic change, immigration and migration, and creation of the federal government. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**+1302. (HIST) United States History II \*****CIP 54.0102***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of the social, political, economic, cultural, and intellectual history of the United States from the Civil War/Reconstruction era to the present. United States History II examines industrialization, immigration, world wars, the Great Depression, Cold War and post-Cold War eras. Themes that may be addressed in United States History II include: American culture, religion, civil and human rights, technological change, economic change, immigration and migration, urbanization and suburbanization, the expansion of the federal government, and the study of U.S. foreign policy. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**+2301. (HIST) Texas History \*****CIP 54.0102***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of the political, social, economic, cultural, and intellectual history of Texas from the pre-Columbian era to the present. Themes that may be addressed in Texas History include: Spanish colonization and Spanish Texas; Mexican Texas; the Republic of Texas; statehood and secession; oil, industrialization, and urbanization; civil rights; and modern Texas. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

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**+2311. (HIST) Western Civilization I****CIP 54.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from human origins to the 17<sup>th</sup> century. Themes that should be addressed in Western Civilization I include the cultural legacies of Mesopotamia, Egypt, Greece, Rome, Byzantium, Islamic civilizations, and Europe through the Middle Ages, Renaissance, and Reformations. **Prerequisites:** HIST 1301 or HIST 1302 or departmental approval. A student must be college ready in reading according to TSI college-ready standards.

**+2312. (HIST) Western Civilization II****CIP 54.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from the 17<sup>th</sup> century to the modern era. Themes that should be addressed in Western Civilization II include absolutism and constitutionalism, growth of nation states, the Enlightenment, revolutions, classical liberalism, industrialization, imperialism, Global conflict, the Cold War, and globalism. **Prerequisites:** HIST 1301 or HIST 1302 or departmental approval. A student must be college ready in reading according to TSI college-ready standards.

**+2313. (HIST) History of England I****CIP 54.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Survey of the political, social, economic, military, cultural, and intellectual development of England from prehistoric period to 1714. **Prerequisites:** Sophomore standing recommended. Note: This course is scheduled for deletion from the ACGM in Spring 2016.

**+2314. (HIST) History of England II****CIP 54.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Survey of the political, social, economic, military, cultural, and intellectual development of England from 1714 to the present. **Prerequisites:** Sophomore standing recommended. Note: This course is scheduled for deletion from the ACGM in Spring 2016.

**+2321. (HIST) World Civilizations I****CIP 54.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of the social, political, economic, cultural, religious, and intellectual history of the world from the emergence of human cultures through the 15<sup>th</sup> century. The course examines major cultural regions of the world in Africa, the Americas, Asia, Europe, and Oceania and their global interactions over time. Themes include the emergence of early societies, the rise of civilizations, the development of political and legal systems, religion and philosophy, economic systems and trans-regional networks of exchange. The course emphasizes the development, interaction and impact of global exchange. **Prerequisites:** HIST 1301 or HIST 1302 or departmental approval.

**+2322. (HIST) World Civilizations II****CIP 54.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A survey of the social, political, economic, cultural, religious, and intellectual history of the world from the 15<sup>th</sup> century to the present. The course examines major cultural regions of the world in Africa, the Americas, Asia, Europe, and Oceania and their global interactions over time. Themes include maritime exploration and transoceanic empires, nation/state formation and industrialization, imperialism, global conflicts and resolutions, and global economic integration. The course emphasizes the development, interaction and impact of global exchange. **Prerequisites:** HIST 1301 or HIST 1302 or departmental approval.

**(HITT) HEALTH INFORMATION TECHNOLOGY****#1301. (HITT) Health Data Content and Structure****CIP 51.0707****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

Introduction to systems and processes for collecting, maintaining, and disseminating primary and secondary health related information including content of health record, documentation requirements, registries, indices, licensing, regulatory agencies, forms, and screens. The student must achieve a grade of 70% or better to complete the course.

**#1302. (HITT) The Culture of Health Care****CIP 51.0707****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Addresses job expectations in health care settings. Discusses how care is organized inside a practice setting, privacy laws, and professional and ethical issues encountered in the workplace. Federal Prison Campus course.

**#1305. (HITT) Medical Terminology I****CIP 51.0707****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of medical terms through word origin and structure. Introduction to abbreviations and symbols, surgical and diagnostic procedures, and medical specialties. The student must achieve a grade of 70% or better to complete the course.

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# Texas Higher Education Coordinating Board Workforce Education Course Number (WECM)

\* Meets State Core Curriculum Requirements

- #1311. (HITT) Health Information Systems** **CIP 51.0707**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 Introduction to health IT standards, health-related data structures, software applications and enterprise architecture in health care and public health. The student must achieve a grade of 70% or better to complete the course.
- #1312. (HITT) History of Health Information Technology in the U.S.** **CIP 51.0707**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Traces the development of IT systems in health care and public health, beginning with the experiments of the 1950s and 1960s and culminating in the HITECH Act. Introduces the concept of meaningful use. Federal Prison Campus course.  
**Prerequisites:** HITT 1302.
- #1341. (HITT) Coding and Classification Systems** **CIP 51.0713**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 Application of basic medical coding rules, principles, guidelines, and conventions. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** HITT 1305.
- #1342. (HITT) Ambulatory Coding** **CIP 51.0713**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 Fundamentals of ambulatory coding rules, conventions, and guidelines. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** HITT 1305, HITT 1341, MDCA 1302, and BIOL 2404. A student must be college ready in reading according to TSI college-ready standards.
- #1345. (HITT) Health Care Delivery Systems** **CIP 51.0707**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Examination of delivery systems including organization, financing, accreditation, licensure, and regulatory agencies. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards. **Corequisites:** HITT 1301.
- #1349. (HITT) Pharmacology** **CIP 51.0707**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Overview of the basic concepts of the pharmacological treatment of various diseases affecting major body systems. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** HITT 1305.
- #1353. (HITT) Legal and Ethical Aspects of Health Information** **CIP 51.0707**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Concepts of privacy, security, confidentiality, ethics, healthcare legislation, and regulations relating to the maintenance and use of health information. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.
- #1355. (HITT) Health Care Statistics** **CIP 51.0707**  
**3 lecture and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 Principles of health care statistics with emphasis in hospital statistics. Skill development in computation and calculation of health data. The student must achieve a grade of 70% or better to complete the course. **Note:** This course will no longer be taught after the Spring 2015 semester.
- #1361. (HITT) Clinical - Health Information/Medical Records Technology/Technician** **CIP 51.0707**  
**12 external hours per week; 192 total contact hours. Credit: 3 semester hours.**  
 A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** Approval of Program Director.
- #2335. (HITT) Coding and Reimbursement Methodologies** **CIP 51.0713**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 Advanced coding techniques with emphasis on case studies, health records, and federal regulations regarding prospective payment systems and methods of reimbursement. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** HITT 1341 and HITT 1342. **Note:** The last semester HITT 2335 will be taught is Spring 2016. Starting with Fall 2014, HITT 2435 will be replacing it.
- #2339. (HITT) Health Information Organization and Supervision** **CIP 51.0707**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Principles of organization and supervision of human, financial, and physical resources. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** HITT 1301, HITT 1345, and HITT 1353.



- #2340. (HITT) Advanced Medical Billing and Reimbursement** **CIP 51.0713**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 Skill development coding to prepare reimbursement forms in various health care settings for submission to payers. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** HITT 1341 and HITT 1342. A student must be college ready in reading according to TSI college-ready standards. **Corequisites:** HITT 2335.
- #2343. (HITT) Quality Assessment and Performance Improvement** **CIP 51.0707**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Study of quality standards and methodologies in the health information management environment. Topics include licensing, accreditation, compilation and presentation of data in statistical formats, quality management and performance improvement functions, utilization management, risk management, and medical staff data quality issues, and approaches to assessing patient safety issues and implementation of quality management and reporting through electronic systems. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** HITT 1301, HITT 1345, and HITT 1353.
- #2346. (HITT) Advanced Medical Coding** **CIP 51.0713**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 Advanced concepts of ICD and CPT coding rules, conventions, and guidelines in complex case studies. Investigation of government regulations and changes in health care reporting. Federal Prison Campus course. **Prerequisites:** POFM 1300 and POFM 2310.
- #2360. (HITT) Clinical - Health Information/Medical Records Technology/Technician** **CIP 51.0707**  
**16 external hours per week; 256 total contact hours. Credit: 3 semester hours.**  
 A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** HITT 2335. **Note:** The last semester HITT 2360 will be taught is Spring 2016. Starting with Fall 2014, HITT 2460 will be replacing it.
- #2435. (HITT) Coding and Reimbursement Methodologies** **CIP 51.0713**  
**4 lecture hours and 1 lab hour per week; 80 total contact hours. Credit: 4 semester hours.**  
 Advanced coding techniques with emphasis on case studies, health records, and federal regulations regarding prospective payment systems and methods of reimbursement. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** HITT 1341 and HITT 1342. **Note:** Starting with Fall 2014, this course will be replacing HITT 2335.
- #2460. (HITT) Clinical - Health Information/Medical Records Technology/Technician** **CIP 51.0707**  
**16 external hours per week; 256 total contact hours. Credit: 4 semester hours.**  
 A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** HITT 2435. **Note:** Starting with Fall 2014, this course will be replacing HITT 2360.

#### (HPRS) HEALTH SERVICES/ALLIED HEALTH/HEALTH SCIENCES

- #1205. (HPRS) Essentials of Medical Law/Ethics for Health Professionals** **CIP 51.0000**  
**2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**  
 Introduction to the relationship between legal aspects and ethics in health care, with emphasis on the ethical and legal responsibilities of health care professionals. This course examines the ethical obligations of health care professionals including hypothetical problems; discusses current legal and ethical issues in health care; and identifies governmental regulations.
- #2301. (HPRS) Pathophysiology** **CIP 51.0000**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Study of the pathology and general health management of diseases and injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries. **Prerequisites:** BIOL 2401 or BIOL 2404, and ADN Program approval.
- #2321. (HPRS) Medical Law and Ethics for Health Professionals** **CIP 51.0000**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Principles, procedures, and regulations governing the legal and ethical relationships among physicians, patients, and health care professionals. Includes current ethical issues related to the various healthcare professions and patient confidentiality. Federal Prison Campus course. **Prerequisites:** HITT 1312.

**(HRPO) HUMAN RESOURCES MANAGEMENT/PERSONNEL ADMINISTRATION****#2301. (HRPO) Human Resources Management****CIP 52.1001****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Behavioral and legal approaches to the management of human resources in organizations. Emphasis on describing and explaining the development of human resources management; evaluating current methods of job analysis, recruitment, selection, training/development, performance management, promotion, and separation; discussion of management's ethical, social, and legal responsibilities; assessment of methods of compensation and benefits planning; and analyzing the role of strategic human resource planning in support of organizational mission and objectives.

**#2307. (HRPO) Organizational Behavior****CIP 52.1003****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

The analysis and application of organizational theory, group dynamics, motivation theory, leadership concepts, and the integration of interdisciplinary concepts from the behavioral sciences. An emphasis on the explanation of organizational theory as it relates to management practices, employee relations, and structure of the organization to fits its environment and operation; analysis of leadership styles and determining their effectiveness in employee situations; identifying methods in resolving organizational problems; describing the impact of corporate culture on employee behavior; and analyzing team dynamics, team building strategies, and cultural diversity.

**(IBUS) INTERNATIONAL BUSINESS/TRADE/COMMERCE****#1305. (IBUS) Introduction to International Business and Trade****CIP 52.1101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A study of the techniques for entering the international marketplace. Emphasis on the impact and dynamics of sociocultural, demographic, economic, technological, and political-legal factors in the foreign trade environment. Topics include patterns of world trade, internationalization of the firm, and operating procedures of the multinational enterprise.

**(IMED) EDUCATIONAL/INSTRUCTIONAL MEDIA DESIGN****#1316. (IMED) Web Design I****CIP 11.0801****3 lecture hours and 1 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**

Instruction in web design and related graphic design issues including mark-up languages, web sites, and browsers. Students will identify how the Internet functions with specific attention to the World Wide Web and file transfer; apply design techniques in the creation and optimization of graphics and other embedded elements; demonstrate the use of World Wide Web Consortium (W3C) formatting and layout standards; and design, create, test, and maintain a web site.

**#2309. (IMED) Internet Commerce****CIP 11.0801****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

An overview of the Internet as a marketing and sales tool with emphasis on developing a prototype for electronic commerce. Topics include dynamic data integration, data collection, and on-line transactions. Students will perform audience analysis; state marketing objectives; analyze design strategies for secure data transfer; design a web project to use real-time processing capabilities intended to interact with a database.

**#2315. (IMED) Web Design II****CIP 11.0801****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

A study of mark-up language advanced layout techniques for creating web pages. Emphasis on identifying the target audience and producing web sites according to accessibility standards, cultural appearance, and legal issues. Students will demonstrate the use of World Wide Web Consortium (W3C) standards for style, accessibility, layout, and formatting; build web pages with dynamic customization capabilities; develop web sites designed for usability and cultural diversity; and utilize design strategies to increase the success of locating the site via search engines.

**(ITNW) COMPUTER SYSTEMS NETWORKING AND TELECOMMUNICATIONS****#1325. (ITNW) Fundamentals of Networking Technologies****CIP 11.1002****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

Instruction in networking technologies and their implementation. Topics include the OSI reference model, network protocols, transmission media, and networking hardware and software.

**#1453. (ITNW) Supporting Network Server Infrastructure****CIP 11.0901****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**

Skills development in installing, configuring, managing, and supporting a network infrastructure. **Prerequisites:** ITNW 1454 or departmental approval.

**#1454. (ITNW) Implementing and Supporting Servers****CIP 11.0901****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**Implement, administer, and troubleshoot information systems that incorporate servers in a networked computing environment. **Prerequisites:** ITNW 1325 and ITSC 1325 or departmental approval.**#2335. (ITNW) Network Troubleshooting and Support****CIP 11.0901****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**Troubleshoot and support networks with emphasis on solving real world problems in a hands-on environment. Topics include troubleshooting and research techniques, available resources, and network management hard/software. **Prerequisites:** ITNW 1325 and ITSC 1325 or departmental approval.**#2350. (ITNW) Enterprise Network****CIP 11.0901****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**A case study in Convergence Technologies requiring a network engineer to study a problem and design a network solution for an enterprise network. **Prerequisites:** ITNW 1453.**#2364. (ITNW) Practicum - Computer Systems Networking and Telecommunications****CIP 11.0901****21 external hours per week; 336 total contact hours. Credit: 3 semester hours.**Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A learning plan is developed by the college and the employer. This practicum may be paid or unpaid experience. Students must complete at least the minimum required on-site workplace hour requirements under appropriate supervision. In addition to fulfilling the external workplace hours, students must also complete the one hour per week instructional component. This practicum is a capstone course and a requirement for program completion and should be taken near the last of study. **Prerequisites:** Program Coordinator approval prior to enrollment.**(ITSC) COMPUTER AND INFORMATION SCIENCES****#1325. (ITSC) Personal Computer Hardware****CIP 47.0104****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Current personal computer hardware including assembly, upgrading, setup, configuration and troubleshooting.

**#1416. (ITSC) Linux Installation and Configuration****CIP 11.0101****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**Introduction to Linux operating system. Includes Linux installation, basic administration, utilities and commands, upgrading, networking, security, and application installation. Emphasizes hands-on setup, administration, and management of Linux. **Prerequisites:** ITNW 1325 and ITSC 1325.**#2425. (ITSC) Advanced Linux****CIP 11.0101****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**Provides instruction in Advance Open-source Linux operating system. Develops LDAP directory services to all your clients, support users remotely, installing and configuring network services. Students will install, administer, and manage advance network environment using a Linux system. Demonstrate advance skills and proficiency with Linus utilities, configurations, deploy secure networks. Integrate Linux networks with existing networks. **Prerequisites:** ITSC 1416.**(ITSE) COMPUTER PROGRAMMING/PROGRAMMER****#2402. (ITSE) Intermediate Web Programming****CIP 11.0801****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**Techniques for Web development. Includes server-side and client-side scripting. **Prerequisites:** ITSE 2409 or departmental approval.**#2409. (ITSE) Database Programming****CIP 11.0802****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**Database development using database programming techniques emphasizing database structures, modeling, and database access. **Prerequisites:** ITNW 1325 and ITSC 1325 or departmental approval.**(ITSW) DATA PROCESSING AND DATA PROCESSING TECHNOLOGY/TECHNICIAN****#1301. (ITSW) Introduction to Word Processing****CIP 11.0602****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**An overview of the production of documents, tables, and reports. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards. Recommended POFT 1329 or keyboarding proficiency of 30 net words per minute.

- #1304. (ITSW) Introduction to Spreadsheets** **CIP 11.0301**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 Instruction in the concepts, procedures, and importance of electronic spreadsheets. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.
- #1307. (ITSW) Introduction to Database** **CIP 11.0301**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 Introduction to database theory and the practical applications of a database. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.
- #1310. (ITSW) Introduction to Presentation Graphics Software** **CIP 11.0301**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**  
 Instruction in the utilization of presentation software to produce multimedia presentations. Graphics, text, sound, animation, and/or video may be used in presentation development.

**(ITSY) COMPUTER AND INFORMATION SYSTEMS SECURITY**

- #1342. (ITSY) Information Technology Security** **CIP 11.1003**  
**3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit 3 semester hours.**  
 Instruction in security for network hardware, software, and data, including physical security; backup procedures; relevant tools; encryption; and protection from viruses. **Prerequisites:** ITNW 1454 or departmental approval.

**(LGLA) LEGAL ASSISTANT/PARALEGAL**

- #1303. (LGLA) Legal Research** **CIP 22.0302**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Presents Legal Research techniques emphasizing the paralegal's role. Legal Research is a prerequisite course for LGLA 2388 Internship, or equivalent substitute internship course. These prerequisite requirements may not be waived without the prior approval of the Program Coordinator and the Dean. **Prerequisites:** Appropriate scores on the TSIA or completion of READ 0304 with a grade of "C" or better.
- #1305. (LGLA) Legal Writing** **CIP 22.0302**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Fundamentals of legal writing techniques including case and fact analysis, citation formats, and legal writing styles emphasizing the paralegal's role in legal writing. **Prerequisites:** LGLA 1307.
- #1307. (LGLA) Introduction to Law and the Legal Professions** **CIP 22.0302**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Overview of the law and the legal professions including legal concepts, systems, and terminology; substantive areas of law and the federal and state judicial systems; ethical obligations and regulations; professional trends and issues with emphasis on the paralegal's role. Paralegal students are recommended to take this course in their first semester but variations in course sequences may be approved to accommodate individual scheduling.
- #1345. (LGLA) Civil Litigation** **CIP 22.0302**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Presents fundamental concepts and procedures of civil litigation including pretrial, trial, and post-trial phases of litigation and emphasizes paralegal's role in civil litigation.
- #1351. (LGLA) Contracts** **CIP 22.0302**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Presents fundamental concepts of contract law including formation, performance, and enforcement of contracts under the common law and the Uniform Commercial Code with emphasis on the paralegal's role in contract law. **Prerequisites:** Appropriate scores on the TSIA or completion of READ 0304 with a grade of "C" or better.
- #1353. (LGLA) Wills, Trusts and Probate Administration** **CIP 22.0302**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Presents fundamental concepts of the law of wills, trusts, and probate administration with emphasis on the paralegal's role. **Prerequisites:** Appropriate scores on the TSIA or completion of READ 0304 with a grade of "C" or better.
- #1355. (LGLA) Family Law** **CIP 22.0302**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Fundamental concepts of family law including formal and informal marriages, divorce, annulment, marital property, and the parent-child relationship with emphasis on the paralegal's role in family law.

**#2303. (LGLA) Torts and Personal Injury Law (Fall Only)****CIP 22.0302****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Fundamental concepts of tort and personal injury law including intentional torts, negligence, and strict liability with emphasis on the paralegal's role. **Prerequisites:** Appropriate scores on the TSIA or completion of READ 0304 with a grade of "C" or better.

**#2307. (LGLA) Law Office Management (Spring Only)****CIP 22.0302****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Fundamentals of principles and structure of management, administration, and substantive systems in the law office including law practice technology as applied to paralegals. **Prerequisites:** Appropriate scores on the TSIA or completion of READ 0304 with a grade of "C" or better.

**#2313. (LGLA) Criminal Law and Procedure****CIP 22.0302****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Fundamental concepts of criminal law and procedure from arrest to final disposition including principles of federal and state law emphasizing the role of the paralegal in the criminal justice system. **Prerequisites:** Appropriate scores on the TSIA or completion of READ 0304 with a grade of "C" or better.

**#2337. (LGLA) Mediation****CIP 22.0302****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Fundamental concepts of mediation and alternative dispute resolution emphasizing the paralegal's role assisting in the mediation process.

**#2388. (LGLA) Internship – Legal Assistant/Paralegal****CIP 22.0302****15 external hours per week; 240 total contact hours. Credit: 3 semester hours.**

A work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. A learning plan is developed by the college and the employer. This may be a paid or unpaid experience. Under certain circumstances, a student may be enrolled concurrently in LGLA 2388 and LGLA 1305 to satisfy the prerequisite. Such concurrent enrollment must have the prior approval of the Dean or designee. Students must complete at least the minimum required on-site internship hours under appropriate site supervision. This internship is a capstone course and a requirement for program completion. **Prerequisites:** Program Coordinator approval.

**(MATH) MATHEMATICS****+0112 (MATH) Intermediate Algebra NCBO Option****CIP 32.0104****Individualized, modular curriculum; non-course based option (NCBO). Credit: 1 semester hour.***Not counted toward a degree or certificate.*

A study of relations and functions, inequalities, algebraic expressions and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations. MATH 0112 is an individualized curriculum for students whose test scores demonstrates high proficiency but do not meet state requirements for placement into college level math coursework. This course will present an individualized and concentrated study of specific algebra skills and strategies needed by enrolled students. Emphasis is placed on learning and applying algebra skills and strategies essential to success in academic courses. This course will be delivered in a non-course format, with a significant independent study component. As a result, students must be able to thrive in a self-directed study environment. Students earn a grade of "Pass" or "Fail" and must pass the course to be TSI college-ready in math. **Prerequisites:** Appropriate scores on the TSIA or departmental approval.

**+0308. (MATH) Pre-Algebra without Lab****CIP 32.0104****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

A study of fundamental operations of arithmetic on the rational number system, including an emphasis of signed number arithmetic, solving simple linear equations, and percent applications. **Prerequisites:** Appropriate scores on the TSIA.

**+0309. (MATH) Pre-Algebra****CIP 32.0104****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

A study of fundamental operations of arithmetic on the rational number system, including an emphasis of signed number arithmetic, solving simple linear equations, and percent applications. **Prerequisites:** Appropriate scores on the TSIA.

**+0310. (MATH) Introductory Algebra****CIP 32.0104****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

A study of solving linear equations and linear inequalities in one variable, solving equations and linear inequalities, graphing linear equations and linear inequalities, finding and applying slopes of lines, using properties of exponents, performing operations with polynomials, factoring polynomials, and solving quadratic equations by factoring. **Prerequisites:** Appropriate scores on the TSIA, or completion of MATH 0308 or MATH 0309 with a grade of "C" or better.

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**+0312. (MATH) Intermediate Algebra****CIP 32.0104****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

A study of relations and functions, inequalities, algebraic expressions and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations. **Prerequisites:** Appropriate scores on the TSIA, or completion of MATH 0310 with a grade of "C" or better. **Note:** Students that start in MATH 0308, 0309, or 0310 must take MATH 0312 as part of the Developmental Sequence.

**+1314. (MATH) College Algebra \*****CIP 27.0101***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included.

**Prerequisites:** A student must be college ready in math according to TSI college-ready standards, or MATH 0312 with a grade of "C" or better, or an appropriate score on an approved placement test.

**+1316. (MATH) Plane Trigonometry \*****CIP 27.0101***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

In-depth study and applications of trigonometry including definitions, identities, inverse functions, solutions of equations, graphing, and solving triangles. Additional topics such as vectors, polar coordinates and parametric equations may be included. **Prerequisites:** MATH 1314, or MATH 1414, or an appropriate score on an approved placement test.

**+1324. (MATH) Mathematics for Business and Social Sciences \*****CIP 27.0301***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

The application of common algebraic functions, including polynomial, exponential, logarithmic, and rational, to problems in business, economics, and the social sciences. The applications include mathematics of finance, including simple and compound interest and annuities; systems of linear equations; matrices; linear programming; and probability, including expected value. **Prerequisites:** MATH 1314, or MATH 1414, or MATH 1325, or MATH 2412, or higher MATH, or an appropriate score on an approved placement test.

**+1325. (MATH) Calculus for Business and Social Sciences \*****CIP 27.0301***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course is the basic study of limits and continuity, differentiation, optimization and graphing, and integration of elementary functions, with emphasis on applications in business, economics, and social sciences. This course is not a substitute for MATH 2413, Calculus I. **Prerequisites:** MATH 1314, or MATH 1414, or MATH 1324, or MATH 2412, or higher MATH, or an appropriate score on an approved placement test.

**+1332. (MATH) Contemporary Mathematics I \*****CIP 27.0101***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Topics may include introductory treatments of sets, logic, number systems, number theory, relations, functions, probability and statistics. Appropriate applications are included. **Prerequisites:** A student must be college ready in math according to TSI college-ready standards, or MATH 0312 with a grade of "C" or better, or an appropriate score on an approved placement test.

**+1333. (MATH) Contemporary Mathematics II \*****CIP 27.0101***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Topics may include introductory treatments of sets, logic, number systems, number theory, relations, functions, probability and statistics. Appropriate applications are included. **Prerequisites:** A student must be college ready in math according to TSI college-ready standards, or MATH 0312 with a grade of "C" or better, or an appropriate score on an approved placement test.

**+1342. (MATH) Elementary Statistical Methods \*****CIP 27.0501***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Collection, analysis, presentation, and interpretation of data, and probability. Analysis includes descriptive statistics, correlation and regression, confidence intervals and hypothesis testing. Use of appropriate technology is strongly recommended. **Prerequisites:** A student must be college ready in math according to TSI college-ready standards, or MATH 0312 with a grade of "C" or better, or an appropriate score on an approved placement test.

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**+1350. (MATH) Fundamentals of Mathematics I****CIP 27.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Concepts of sets, functions, numeration systems, number theory and properties of the natural numbers, integers, rational, and real number systems with an emphasis on problem solving and critical thinking. **Prerequisites:** MATH 1314, or MATH 1414, or MATH 1324, or MATH 1325, or MATH 2412, or higher MATH, or an appropriate score on an approved placement test.

**+1351. (MATH) Fundamentals of Mathematics II****CIP 27.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Concepts of geometry, probability and statistics, as well as applications of the algebraic properties of real numbers to concepts of measurement with an emphasis on problem solving and critical thinking. This course is designed specifically for students who seek middle grade (4 through 8) teacher certification. **Prerequisites:** MATH 1314, or MATH 1414, or MATH 1324, or MATH 1325, or MATH 1350, or MATH 2412, or higher MATH, or an appropriate score on an approved placement test.

**+1414. (MATH) College Algebra \*****CIP 27.0101***Core Curriculum Course***4 lecture hours per week; 64 total contact hours. Credit: 4 semester hours.**

In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included. **Prerequisites:** A student must be college ready in math according to TSI college-ready standards, or MATH 0312 with a grade of "C" or better, or an appropriate score on an approved placement test.

**+2313. (MATH) Calculus I****CIP 27.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Limits and continuity; the Fundamental Theorem of Calculus; definition of the derivative of a function and techniques of differentiation; applications of the derivative to maximizing or minimizing a function; the chain rule, mean value theorem, and rate of change problems; curve sketching; definite and indefinite integration of algebraic, trigonometric, and transcendental functions, with an application to calculation of areas. This course may not be used as a prerequisite for MATH 2414. **Prerequisites:** MATH 1316 and MATH 1414, or MATH 2412, or an appropriate score on an approved placement test, or departmental approval.

**+2320. (MATH) Differential Equations****CIP 27.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Ordinary differential equations, including linear equations, systems of equations, equations with variable coefficients, existence and uniqueness of solutions, series solutions, singular points, transform methods, and boundary value problems; application of differential equations to real-world problems. **Prerequisites:** MATH 2414, or MATH 2415, or departmental approval.

**+2412. (MATH) Pre-Calculus Math \*****CIP 27.0101***Core Curriculum Course***4 lecture hours per week; 64 total contact hours. Credit: 4 semester hours.**

In-depth study of algebra, trigonometry, and other topics for calculus readiness including algebraic functions and their graphs, inverse functions, polynomial functions, rational and irrational functions, exponential and logarithmic functions, trigonometric functions, inverse trigonometric functions, Law of Sines, Law of Cosines, and analytic geometry. **Prerequisites:** MATH 1316 College Algebra or an appropriate score on an approved placement test, or departmental approval.

**+2413. (MATH) Calculus I \*****CIP 27.0101***Core Curriculum Course***4 lecture hours per week; 64 total contact hours. Credit: 4 semester hours.**

Limits and continuity, the Fundamental Theorem of Calculus; definition of the derivative of a function and techniques of differentiation; applications of the derivative to maximizing or minimizing a function; the chain rule, mean value theorem, and rate of change problems; curve sketching; definite and indefinite integration of algebraic, trigonometric, and transcendental functions, with an application to calculation of areas. **Prerequisites:** MATH 1316 and MATH 1414, or MATH 2412, or an appropriate score on an approved placement test, or departmental approval.

**+2414. (MATH) Calculus II****CIP 27.0101****4 lecture hours per week; 64 total contact hours. Credit: 4 semester hours.**

Differentiation and integration of transcendental functions; parametric equations and polar coordinates; techniques of integration; sequences and series; and, improper integrals. **Prerequisites:** MATH 2413 or departmental approval.

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**+2415. (MATH) Calculus III****CIP 27.0101****4 lecture hours per week; 64 total contact hours. Credit: 4 semester hours.**

Advanced topics in calculus, including vectors and vector-valued functions, partial differentiation, Lagrange multipliers, multiple integrals, and Jacobians; application of the line integral, including Green's Theorem, the Divergence Theorem, and Stokes' Theorem. **Prerequisites:** MATH 2414 or departmental approval.

**(MCHN) MACHINE TOOL TECHNOLOGY/MACHINIST****#1280. (MCHN) Cooperative Education – Machine Tool Technology/Machinist****CIP 48.0501****1 lecture hour and 8 external hours per week; 144 total contact hours. Credit: 2 semester hours.**

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience.

**(MDCA) MEDICAL/CLINICAL ASSISTANT****#1302. (MDCA) Human Disease/Pathophysiology****CIP 51.0801****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A study of anatomy and physiology with emphasis on human pathophysiology, including etiology, prognosis, medical treatment, signs and symptoms of common diseases of all body systems. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** A student must be college ready in reading by TSI college-ready standards; and HITT 1305 or be co-enrolled.

**(MRKG) BUSINESS MARKETING AND MARKETING MANAGEMENT****#1311. (MRKG) Principles of Marketing****CIP 52.1401****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Introduction to the marketing mix functions and process. Includes identification of consumer and organizational needs and explanation of environmental issues. Emphasis on identify the marketing mix components; explanation of the environmental factors which influence consumer and organizational decision-making processes; and outlining a marketing plan.

**#2333. (MRKG) Principles of Selling****CIP 52.1401****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Overview of the selling process. Identification of the elements of the communication process between buyers and sellers. Examination of the legal and ethical issues of organizations which affect salespeople. Emphasis on defining the selling process and its application to all forms of sales; identifying the elements of the communication process between buyers and sellers in business; and examining ethical issues and legal restrictions of business.

**(MUAP) APPLIED MUSIC**

Private study of piano, voice, brass, woodwind and percussion instruments is available to all students who participate in the parent performing ensemble (concert band, symphonic band, marching band, chorus, choral ensemble and jazz ensemble). Non-music majors take one semester credit hour courses (which includes 30 minutes of individual instruction per week) and music majors are required to take two semester credit hour courses (which include an hour of individual instruction per week). Pre-advisement in the Music Department is required.

**+1101-1102. (MUAP) Individual Instruction: String Instruments****CIP 50.0903****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. These courses are open to non-majors in violin, viola, violoncello, acoustic, or electric bass. The lessons will emphasize technique, sight reading, collaborative performing, and repertoire. Class includes 30 minutes of individual and 30 minutes of group instruction per week. Students are required to dedicate at least 3 external hours per week to individual practice. **Note:** Student is required to own the instrument. For non-music major freshmen.

**+1117-1118. (MUAP) Individual Instruction: Woodwind Instruments****CIP 50.0903****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Open to non-music majors who are enrolled in the band program. Material to include scales, etudes, solos and ensemble music assigned to the parent ensemble. Class includes 30 minutes of individual and 30 minutes of group instruction per week. Students are required to dedicate at least 3 external hours per week to individual practice. **Prerequisites:** Must be auditioned member of the band program with a background in instrumental music in high school. For non-music major freshmen.

- +1137-1138. (MUAP) Individual Instruction: Brass Instruments** **CIP 50.0903**  
**1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**  
 Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Open to non-music majors who are enrolled in the band program. Material to include scales, etudes, solos, and ensemble music assigned to the parent ensemble. Class includes 30 minutes of individual and 30 minutes of group instruction per week. Students are required to dedicate at least 3 external hours per week to individual practice. **Prerequisites:** Must be an auditioned member of the band program with a background in instrumental music in high school. For non-music major freshmen.
- +1157-1158. (MUAP) Individual Instruction: Percussion Instruments** **CIP 50.0903**  
**1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**  
 Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Open to non-music majors enrolled in the band program. Material will include instruction on snare, mallet and timpani and is designed to develop technique and reading skills through selected etudes, scales, and solo material unique to the specific instrument. Class includes 30 minutes of individual and 30 minutes of group instruction per week. Students are required to dedicate at least 3 external hours per week to individual practice. **Prerequisites:** Must be an auditioned member of the band program with a background in instrumental music in high school. For non-music major freshmen.
- +1169-1170. (MUAP) Individual Instruction: Piano Study** **CIP 50.0903**  
**1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**  
 Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Open to non-music majors only through audition and/or counseling by the music/piano faculty. Study materials to include scales, solo repertoire, and the classics. Class includes 30 minutes of individual and 30 minutes of group instruction per week. Students are required to dedicate at least 3 external hours per week to individual practice. For non-music major freshmen.
- +1181-1182. (MUAP) Individual Instruction: Voice Study** **CIP 50.0903**  
**1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**  
 Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. This is for non-music majors only. Emphasis is on individual vocal technique and solo repertoire commensurate with vocal ability. Student must be enrolled in choral program concurrently. Class includes 30 minutes of individual and 30 minutes of group instruction per week. Students are required to dedicate at least 3 external hours per week to individual practice. **Prerequisites:** Departmental approval. For non-music major freshmen.
- +1217-1218. (MUAP) Individual Instruction: Woodwind Instruments** **CIP 50.0903**  
**2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**  
 Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Required of music majors playing a woodwind instrument. Material to include: scales, etudes, solos unique to the specific instrument with attention to technique, range, tone quality, articulation and musicianship in general. Class includes 50 minutes of individualized and 50 minutes of group instruction per week. Students are required to dedicate at least 6 external hours per week to individual practice. **Prerequisites:** Must be an auditioned member of the band program with a background in instrumental music in high school. For music major freshmen.
- +1237-1238. (MUAP) Individual Instruction: Brass Instruments** **CIP 50.0903**  
**2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**  
 Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Required of music majors playing a brass instrument. Material to include: scales, etudes, solos, unique to the specific instrument with attention to technique, range, tone quality, articulation and musicianship in general. Class includes 50 minutes of individualized and 50 minutes of group instruction per week. Students are required to dedicate at least 6 external hours per week to individual practice. **Prerequisites:** Must be an auditioned member of the band program with a background in instrumental music in high school. For music major freshmen.
- +1257-1258. (MUAP) Individual Instruction: Percussion Instruments** **CIP 50.0903**  
**2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**  
 Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Required of music majors with percussion as their performing instrument. Material will include instruction on snare, mallet and timpani and is designed to refine and further develop reading and performance skills in each area of percussion in order to develop the well-rounded percussionist. Class includes 50 minutes of individualized and 50 minutes of group instruction per week. Students are required to dedicate at least 6 external hours per week to individual practice. **Prerequisites:** Must be an auditioned member of the band program with a background in instrumental music in high school. For music major freshmen.
- +1269-1270. (MUAP) Individual Instruction: Piano Study** **CIP 50.0903**  
**2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**  
 Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Priority for enrollment in MUAP 1269-1270 is given to piano majors, and then non-music majors by audition only. Study materials include scales, etudes, solo repertoire, and the classics. Class includes 50 minutes of individualized and 50 minutes of group instruction per week. Students are required to dedicate at least 6 external hours per week to individual practice. **Corequisites:** Piano Majors must also enroll in MUEN 1141, 1142, 2141 or 2142. For music major freshmen.

**+1281-1282. (MUAP) Individual Instruction: Voice Study****CIP 50.0903****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Emphasis will be on vocal production and repertoire appropriate for the voice part. Class includes 50 minutes of individualized and 50 minutes of group instruction per week. Students are required to dedicate at least 6 external hours per week to individual practice.

**Prerequisites:** Music majors enrolled in the choral program and departmental approval. For music major freshmen.

**+2101-2102. (MUAP) Individual Instruction: String Instruments****CIP 50.0903****1 lecture hour per week; 16 total contact hours. Credit: semester 1 semester hour.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. These courses are open to music-majors in violin, viola, violoncello, acoustic, or electric bass. The lessons will emphasize technique, sight reading, collaborative performing, and repertoire. Material is an extension of MUAP 1101-1102. 2102 is an extension of 2101. Class includes 30 minutes of individual and 30 minutes of group instruction per week. Students are required to dedicate at least 3 external hours per week to individual practice. **Prerequisites:** MUAP 1101-1102. **Co-enrolled:** MUAP 2101 is required for enrollment in MUAP 2102. **Note:** Student is required to own the instrument. For non-music major sophomores.

**+2117-2118. (MUAP) Individual Instruction: Woodwind Instruments****CIP 50.0903****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Open to non-music majors who are enrolled in the band program. Material is an extension of MUAP 1117 and MUAP 1118 with continued development of technique, range, tone quality and concept of articulation. Class includes 30 minutes of individual and 30 minutes of group instruction per week. Students are required to dedicate at least 3 external hours per week to individual practice.

**Prerequisites:** MUAP 1117-1118 and must be an auditioned member of the band program. For non-music major sophomores.

**+2137-2138. (MUAP) Individual Instruction: Brass Instruments****CIP 50.0903****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Open to non-music majors who are enrolled in the band program. Material is an extension of MUAP 1137-1138 with continued development of technique, range, tone quality, and concept of articulation. Class includes 30 minutes of individual and 30 minutes of group instruction per week. Students are required to dedicate at least 3 external hours per week to individual practice.

**Prerequisites:** MUAP 1137-1138 and must be an auditioned member of the band program. For non-music major sophomores.

**+2157-2158. (MUAP) Individual Instruction: Percussion Instruments****CIP 50.0903****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Open to non-music majors enrolled in the band program. Material is an extension of MUAP 1157 and 1158 designed to further develop playing and reading skills of the well-rounded percussionist. Class includes 30 minutes of individual and 30 minutes of group instruction per week. Students are required to dedicate at least 3 external hours per week to individual practice. **Prerequisites:** MUAP 1157-1158 and must be an auditioned member of the band program. For non-music major sophomores.

**+2169-2170. (MUAP) Individual Instruction: Piano Study****CIP 50.0903****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Open to non-music majors only through audition and/or counseling by the music/piano faculty. Study materials include scales, etudes, solo repertoire, and the classics. Class includes 30 minutes of individual and 30 minutes of group instruction per week. Students are required to dedicate at least 3 external hours per week to individual practice. **Prerequisites:** MUAP 1169-1170. For non-music major sophomores.

**+2181-2182. (MUAP) Individual Instruction: Voice Study****CIP 50.0903****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. This is for second year students (non-majors) wishing to explore more of their vocal range and repertoire with increased difficulty. Class includes 30 minutes of individual and 30 minutes of group instruction per week. Students are required to dedicate at least 3 external hours per week to individual practice. **Prerequisites:** MUAP 1181-1182, enrollment in the choral program, and departmental approval. For non-music major sophomores.

**+2217-2218. (MUAP) Individual Instruction: Woodwind Instruments****CIP 50.0903****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Required of music majors playing a woodwind instrument. Material is an extension of MUAP 1217 and 1218 with continued refinement of playing skills and preparation of recital and audition material for the four year school during the spring semester. Class includes 50 minutes of individualized and 50 minutes of group instruction per week. Students are required to dedicate at least 6 external hours per week to individual practice. **Prerequisites:** MUAP 1217-1218 and must be an auditioned member of the band program. For music major sophomores.

**+2237-2238. (MUAP) Individual Instruction: Brass Instruments****CIP 50.0903****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Required of music majors playing a brass instrument. Material is an extension of MUAP 1237 and MUAP 1238 with continued refinement of playing skills and preparation of recital and audition material for the four year school during the spring semester. Class includes 50 minutes of individualized and 50 minutes of group instruction per week. Students are required to dedicate at least 6 external hours per week to individual practice. **Prerequisites:** MUAP 1237-1238 and must be an auditioned member of the band program. For music major sophomores.

**+2257-2258. (MUAP) Individual Instruction: Percussion Instruments****CIP 50.0903****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Required of music majors with percussion as their performing instrument. Material is an extension of MUAP 1257 and 1258 with attention to preparation of recital and audition material for the four year school in the Spring semester. Class includes 50 minutes of individualized and 50 minutes of group instruction per week. Students are required to dedicate at least 6 external hours per week to individual practice. **Prerequisites:** MUAP 1257-1258 and must be an auditioned member of the band program. For music major sophomores.

**+2269-2270. (MUAP) Individual Instruction: Piano Study****CIP 50.0903****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. Priority for MUAP 2269-2270 is given to piano majors, and then non-music majors by audition only. Study materials to include scales, etudes, solo repertoire, and the classics. Class includes 50 minutes of individualized and 50 minutes of group instruction per week. Students are required to dedicate at least 6 external hours per week to individual practice. **Prerequisites:** MUAP 1269-1270. For music major sophomores. **Corequisites:** Piano majors must also enroll in MUEN 1141, 1142, 2141 or 2142.

**+2281-2282. (MUAP) Individual Instruction: Voice Study****CIP 50.0903****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Individual instruction in voice or brass, percussion, woodwind, stringed, or keyboard instruments. This is for second-year students wishing to prepare for four-year college auditions. Students will be expected to be on a higher level of preparation, similar to what would be expected at the four-year university level. Class includes 50 minutes of individualized and 50 minutes of group instruction per week. Students are required to dedicate at least 6 external hours per week to individual practice. **Prerequisites:** MUAP 1281-1282, enrolled in choral program, and departmental approval. For music major sophomores.

**(MUEN) MUSIC ENSEMBLE****+1124-2124. (MUEN) Marching Band****CIP 50.0903****4 lab hours per week; 64 total contact hours. Credit: 1 semester hour.**

Concert band, marching band, campus band, lab band (jazz/stage), symphony or orchestral group. Open to music majors and non-music majors with a background in instrumental music (including a recommendation of high school director) through audition on their respective instrument. Audition music should consist of region band etudes, class I solos, scales and sight reading. Color Guard prepares a representative routine to demonstrate ability. Performances at all home football games, select away games, annual Buccaneer Marching Festival, exhibition performances and local parades. Marching Band participation requires three additional hours of group practice/rehearsal per week. **Prerequisites:** Auditioned member of the band program and a recommendation.

**+1125-2125. (MUEN) Wind Symphony/Symphonic Band****CIP 50.0903****4 lab hours per week; 64 total contact hours. Credit: 1 semester hour.**

Concert band, marching band, campus band, lab band (jazz/stage), symphony or orchestral group. Open to music majors and non-music majors with a background in instrumental music (including a recommendation of high school director) through audition on their respective instrument. Audition music should consist of region band etudes, class I solos, scales and sight reading. Performances include campus concerts for Wind Symphony and Symphonic Band and off campus concerts annually scheduled at area high schools on the annual concert tour for Wind Symphony. Wind Symphony/Symphonic Band participation requires three additional hours of group practice/rehearsal per week. **Prerequisites:** Auditioned member of the band program and a recommendation.

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\* Meets State Core Curriculum Requirements

**+1126-1127 and 2126-2127. (MUEN) Jazz Ensemble****CIP 50.0903****4 lab hours per week; 64 total contact hours. Credit: 1 semester hour.**

Concert band, marching band, campus band, lab band (jazz/stage), symphony or orchestral group. Members selected through the audition process with priority given to members of the marching/concert band. Music includes: jazz, big band, Latin, rock and contemporary jazz. Performances: on campus concerts, annual Blinn Jazz Festival, and various functions in the community including appearances at area high schools. **Prerequisites:** Auditioned member of the band program and a recommendation.

**+1131-1132 and 2131-2132. (MUEN) Steel Band****CIP 50.0903****2 lab hours per week; 32 total contact hours. Credit: 1 semester hour.**

Smaller instrumental ensembles: wind, string, percussion, piano, or lab (jazz, rock, fusion, or contemporary). Members are selected through an audition with priority given to members of the marching/symphonic-concert bands. Music includes traditional Caribbean music and additional arrangements of classical and contemporary music for steel drum ensemble. Performances include campus concerts and various functions in the community. **Prerequisites:** Auditioned member of the band program and the required ensemble.

**+1133-1136 and 2133-2136. (MUEN) Woodwind Ensemble****CIP 50.0903****2 lab hour per week; 32 total contact hours. Credit: 1 semester hour.**

Smaller instrumental ensembles: wind, string, percussion, piano, or lab (jazz, rock, fusion, or contemporary). Required and limited to woodwind players in the marching/concert band. Ensembles grouped in sections: flutes, clarinets, saxophones, double reeds or upper woodwinds and low woodwinds. Music consists of excerpts from the symphonic literature and selected arrangements unique to the individual grouping of instruments. Ensemble participation requires an additional hour of practice/rehearsal per week. **Prerequisites:** Auditioned member of the band program and the required ensemble.

**+1134-1135 and 2134-2135. (MUEN) Brass Ensemble****CIP 50.0903****2 lab hour per week; 32 total contact hours. Credit: 1 semester hour.**

Smaller instrumental ensembles: wind, string, percussion, piano, or lab (jazz, rock, fusion, or contemporary). Required and limited to brass players in the marching/concert band. Ensembles grouped in sections: trumpets, French horns, tuba/euphonium, trombones, or high brass and low brass. Music consists of excerpts from the symphonic literature and selected arrangements unique to the individual grouping of instruments. Ensemble participation requires an additional hour of practice/rehearsal per week. **Prerequisites:** Auditioned member of the band program and the required ensemble.

**+1137 and 2137. (MUEN) Marching Auxiliaries****CIP 50.0903****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

This course is for members of the Blinn College Drumline and Color Guard. Students in this course will focus on warm-ups, routines, and specialized works specific to each unit. Percussionists will focus on developing fundamental rudimental skills and refine their marching abilities through advanced warm-ups, cadences, and show music. Color Guard members will work on the fundamentals of modern technique, and refine their skills using warm-ups, specialized routines, and show movements. **Prerequisites:** Auditioned member of the band program and the required ensemble. **Corequisites:** MUEN 1124 or MUEN 2124.

**+1138-1139 and 2138-2139. (MUEN) Percussion Ensemble****CIP 50.0903****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

Smaller instrumental ensembles: wind, string, percussion, piano, or lab (jazz, rock, fusion, or contemporary). Open to members of the wind symphony/symphonic band during the Spring semester. Material includes: section preparation of concert literature and selected percussion ensemble pieces. Concert performances may include school visits, and on-campus concerts. **Prerequisites:** Auditioned member of the band program and the required ensemble.

**+1141-1142 and 2141-2142. (MUEN) Concert Choir****CIP 50.0903****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

Any major choral group, campus choir, chorus, or swing choir. Open to everyone, this chorus specializes in music of many periods and interests. There is no experience or background in choral music required, nor experience in music reading or singing. The emphasis of this course is to perform quality choral music while teaching group vocal techniques.

**+1152-1153 and 2152-2153. (MUEN) Women's Chorus****CIP 50.0903****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

Vocal ensemble, glee club, madrigals, or small swing choir. The Women's Chorus is a select, small ensemble specializing in the performance and study of women's only repertoire. Placement will be done through audition that will focus on singing ability as well as sight-reading skills. **Prerequisites:** Auditioned member of the choral program.

**+1154-1155 and 2154-2155. (MUEN) Chamber Choir****CIP 50.0903****4 lab hours per week 64 total contact hours. Credit: 1 semester hour.**

Vocal ensemble, glee club, madrigals, or small swing choir. This group consists of singers with prior musical experience. Auditions take place every semester and are based on ability to contribute vocally, and/or sight read. Students in this choir work at a faster pace than in Concert Choir, and perform numerous concerts both on and off campus, representing the college. **Prerequisites:** Auditioned member of the choral program.

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\* Meets State Core Curriculum Requirements



**(MUSI) MUSIC****+1157. (MUSI) Opera Workshop I****CIP 50.0908****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

Performance of portions of or complete operas and the study of the integration of music, acting, and staging of an opera. This course involves dramatic musical works in the operatic literature. Students will be expected to participate in larger group scenes, duets, and arias from various operas from standard literature. Costuming and staging will be included when available. **Prerequisites:** Audition and departmental approval.

**+1158. (MUSI) Opera Workshop II****CIP 50.0908****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

Performance of portions of or complete operas and the study of the integration of music, acting, and staging of an opera. This course involves dramatic musical works in the operatic literature. Students will be expected to participate in larger group scenes, duets, and arias from various operas from standard literature. Costuming and staging will be included when available. **Prerequisites:** Audition and departmental approval. Note: This course is scheduled for deletion from the ACGM in Spring 2017.

**+1159. (MUSI) Musical Theater I****CIP 50.0903****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

Study and performance of works from the musical theater repertoire. Cross-listed with DRAM 1161, this course involves the study of works from the musical theatre repertoire. This group consists of singers and/or actors with prior musical experience. Auditions take place every semester. This ensemble represents Blinn College by performing numerous concerts both on and off campus. **Prerequisites:** Audition and departmental approval. Note: This course is scheduled for deletion from the ACGM in Spring 2017.

**+1160. (MUSI) Italian Diction****CIP 50.0908****1 lecture hour and 1 lab hour per week; 32 total contact hours. Credit: 1 semester hour.**

Study of phonetic sounds of the English, French, German, or Italian languages to promote the ability to sing in those languages. This course provides a framework for singing in Italian through the use of the International Phonetic Alphabet (IPA). **Prerequisites:** Auditioned member of the choral program. **Co-enrolled:** MUEN 1152, MUEN 1153, MUEN 1154, MUEN 1155, MUEN 2152, MUEN 2153, MUEN 2154, or MUEN 2155.

**+1163. (MUSI) Jazz Improvisation I****CIP 50.0903****2 lab hours per week; 32 total contact hours. Credit: 1 semester hour.**

Materials and practices for improvisation or extemporaneous performance in the jazz idiom. The art of jazz improvisation. A course in the basic materials and skills used in improvising jazz solos. The course objectives are provision of basic skills for improvisation and opportunity to refine those skills in regular practice sessions. This course will add refinement to improvised solos within the jazz ensemble within our current curriculum. **Prerequisites:** Knowledge of all major scales and departmental approval. Note: This course is scheduled for deletion from the ACGM in Spring 2017.

**+1164. (MUSI) Jazz Improvisation II****CIP 50.0903****2 lab hours per week; 32 total contact hours. Credit: 1 semester hour.**

Materials and practices for improvisation or extemporaneous performance in the jazz idiom. The art of jazz improvisation. A course in the basic materials and skills used in improvising jazz solos. The course objectives are provision of basic skills for improvisation and opportunity to refine those skills in regular practice sessions. This course will add refinement to improvised solos within the jazz ensemble within our current curriculum. **Prerequisites:** Knowledge of all major scales and departmental approval. Note: This course is scheduled for deletion from the ACGM in Spring 2017.

**+1181. (MUSI) Piano Class I****CIP 50.0907****2 lab hours per week; 32 total contact hours. Credit: 1 semester hour.**

Class instruction in the fundamentals of keyboard technique for beginning piano students. Introduction to piano playing for first semester music majors without previous advanced keyboard training. **Prerequisites:** Departmental approval. **Corequisites:** Music majors must also enroll in MUSI 1211 and MUSI 1216.

**+1182. (MUSI) Piano Class II****CIP 50.0907****2 lab hours per week; 32 total contact hours. Credit: 1 semester hour.**

Class instruction in the fundamentals of keyboard technique for beginning piano students. Continued development of piano playing for the second semester music major. **Prerequisites:** MUSI 1181 or by advanced placement. **Corequisites:** Music majors must also enroll in MUSI 1212 and MUSI 1217.

**+1192. (MUSI) Guitar Class I****CIP 50.0911****2 lab hours per week; 32 total contact hours. Credit: 1 semester hour.**

Class instruction in the fundamental techniques of playing guitar. A course primarily for students with limited knowledge in playing the guitar and/or reading music. The course aids students in developing basic guitar techniques and music reading. Lab emphasis is placed upon students playing chords and learning to read guitar music and simple tabulator. **Note:** Students must supply their own instrument and determined to be in good working condition.

**+1211. (MUSI) Music Theory I****CIP 50.0904****2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**

Analysis and writing of tonal melody and diatonic harmony up to and including the chords. Analysis and writing of small compositional forms. Correlated study at the keyboard. A study of music fundamentals for the music major, including notation, harmony, form, and part writing. **Prerequisites:** Appropriate scores on an approved placement exam or an audition. **Corequisites:** Music majors must also enroll in MUSI 1216, MUSI 1181, music major lessons, and parent ensemble.

**+1212. (MUSI) Music Theory II****CIP 50.0904****2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**

Analysis and writing of tonal melody and diatonic harmony up to and including the chords. Analysis and writing of small compositional forms. Correlated study at the keyboard. The continued study of harmony, form, and part writing for the music major. **Prerequisites:** MUSI 1211. **Corequisites:** Music majors must also enroll in MUSI 1217, MUSI 1182, music major lessons, and parent ensemble.

**+1216. (MUSI) Sight Singing and Ear Training I****CIP 50.0903****2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**

Singing tonal music in treble, bass, alto, and tenor clefs. Aural study, including dictation, of rhythm, melody, and diatonic harmony. A study of elementary sight singing and ear training for the music major in which the student learns to apply aurally the skills which are learned in music theory, including dictation of musical phrases and singing simple melodies at sight. **Prerequisites:** Appropriate scores on an approved placement exam or an audition. **Corequisites:** Music majors must also enroll in MUSI 1211, MUSI 1181, music major lessons, and parent ensemble.

**+1217. (MUSI) Sight Singing and Ear Training II****CIP 50.0903****2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**

Singing tonal music in treble, bass, alto, and tenor clefs. Aural study, including dictation, of rhythm, melody, and diatonic harmony. A continuing study of elementary sight singing and ear training for the music major in which the student learns to apply aurally the skills which are learned in music theory, including dictation of musical phrases and singing simple melodies at sight. **Prerequisites:** MUSI 1216. **Corequisites:** Music majors should also enroll in MUSI 1212, MUSI 1182, music major lessons, and parent ensemble.

**+1301. (MUSI) Fundamentals of Music I \*****CIP 50.0904***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Introduction to the basic elements of music theory for non-music majors: scales, intervals, keys, triads, elementary ear training, keyboard harmony, notation, meter, and rhythm. (Does not apply to a music major degree.) Definition of musical terms, major and minor scales, rhythm, intervals, survey of musical instruments in various genres, and a cursory view of major historical figures in music history. Required of elementary education majors, and suitable for a fine arts elective in other fields.

**+1304. (MUSI) Foundations of Music****CIP 50.0904****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of the fundamentals of music for prospective classroom teachers with an introduction to melodic, rhythmic and harmonic elements. Emphasis on participation in singing and reading music.

**+1306. (MUSI) Music Appreciation \*****CIP 50.0902***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Understanding music through the study of cultural periods, major composers, and musical elements. Illustrated with audio recordings and live performances. (Does not apply to a music major degree.)

**+1308. (MUSI) Music Literature \*****CIP 50.0902***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Survey of the principal musical forms and cultural periods as illustrated in the literature of major composers. A survey of music literature from Renaissance through contemporary for the music major. Required for music majors. **Prerequisites:** Basic knowledge of music theory and musical forms.

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\* Meets State Core Curriculum Requirements

**+1310. (MUSI) American Music \*****CIP 50.0902***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

General survey of various styles of music in America. Topics may include jazz, ragtime, folk, rock, and contemporary art music. A survey of the history of rock and popular music beginning with their common origins in the 20th century popular and southern folk music, and continuing through the latest trends with discussions that include individual musicians as well as stylistic details.

**+2159. (MUSI) Musical Theater II****CIP 50.0903****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

Study and performance of works from the musical theater repertoire. Cross-listed with DRAM 1162, this course is a continuation of MUSI 1159 and involves the study of works from the musical theatre repertoire. This group consists of singers and/or actors with prior musical experience. Auditions take place every semester. This ensemble represents Blinn College by performing numerous concerts both on and off campus. **Prerequisites:** Audition and departmental approval. **Note:** This course is scheduled for deletion from the ACGM in Spring 2017.

**+2161. (MUSI) French Diction****CIP 50.0908****1 lecture hour and 1 lab hour per week; 32 total contact hours. Credit: 1 semester hour.**

Study of phonetic sounds of the English, French, German, or Italian languages to promote the ability to sing in those languages. The purpose of this course is to provide a framework for singing in French by studying the International Phonetic Alphabet (IPA). While some grammatical rules will be taught, this course does not teach the language. **Prerequisites:** Auditioned member of the choral program.

**+2181. (MUSI) Piano Class III****CIP 50.0907****2 lab hours per week; 32 total contact hours. Credit: 1 semester hour.**

Class instruction in the fundamentals of keyboard technique for beginning piano students. Continued development of functional piano playing for the third semester music major. **Prerequisites:** MUSI 1182 or by advanced placement. **Corequisites:** Music majors must also enroll in MUSI 2211 and MUSI 2216.

**+2182. (MUSI) Piano Class IV****CIP 50.0907****2 lab hours per week; 32 total contact hours. Credit: 1 semester hour.**

Class instruction in the fundamentals of keyboard technique for beginning piano students. Continued development of functional piano playing for the fourth semester music major. **Prerequisites:** MUSI 1182 or by advanced placement. **Corequisites:** Music majors must also enroll in MUSI 2212 and MUSI 2217.

**+2211. (MUSI) Music Theory III****CIP 50.0904****2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**

Advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony including chromaticism and extended tertian structures. Introduction to 20<sup>th</sup> century compositional procedures and survey of the traditional large forms of composition. Correlated study at the keyboard. Advanced study of harmony, musical form, and part writing for the music major. **Prerequisites:** MUSI 1212. **Corequisites:** Music majors must also enroll in MUSI 2216, MUSI 2181, music major lessons, and parent ensemble.

**+2212. (MUSI) Music Theory IV****CIP 50.0904****2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**

Advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony including chromaticism and extended tertian structures. Introduction to 20<sup>th</sup> century compositional procedures and survey of the traditional large forms of composition. Correlated study at the keyboard. Continued advanced study of harmony, musical form, and part writing for the music major. **Prerequisites:** MUSI 2211. **Corequisites:** Music majors must also enroll in MUSI 2217, MUSI 2182, music major lessons, and parent ensemble.

**+2216. (MUSI) Sight Singing and Ear Training III****CIP 50.0904****2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**

Singing more difficult tonal music including modal, ethnic, and 20<sup>th</sup> century materials. Aural study, including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures. Advanced study of sight singing and ear training for the music major, including dictation of chord progressions and singing advanced melodies at sight. **Prerequisites:** MUSI 1217. **Corequisites:** Music majors must also enroll in MUSI 2211, MUSI 2181, music major lessons, and parent ensemble.

**+2217. (MUSI) Sight Singing and Ear Training IV****CIP 50.0904****2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**

Singing more difficult tonal music including modal, ethnic, and 20<sup>th</sup> century materials. Aural study, including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures. Continuing advanced study of sight singing and ear training for the music major, including dictation of chord progressions and singing advanced melodies at sight. **Prerequisites:** MUSI 2216. **Corequisites:** Music majors must also enroll in MUSI 2212, MUSI 2182, music major lessons, and parent ensemble.

*The majority of music classes are offered on the Brenham Campus.*

**(NURA) NURSING ASSISTANT/AIDE AND PATIENT CARE ASSISTANT/AIDE****#1301. (NURA) Nurse Aide for Health Care****CIP 51.3902****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

Preparation for entry level nursing assistants to achieve a level of knowledge, skills, and abilities essential to provide basic care to residents of long-term care facilities. Topics include residents' rights, communication, safety, observation, reporting and assisting residents in maintaining basic comfort and safety. Emphasis on effective interaction with members of the health care team. Technical Dual Credit course.

**#1391. (NURA) Special Topics Nursing Assistant/Aide****CIP 51.3902****2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**

A health-related lab-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts as a nurse aide. Direct supervision is provided by the lab instructor. Technical Dual Credit course.

**(PHED) PHYSICAL EDUCATION****+1100. (PHED) Physical Activities: Fitness and Wellness****CIP 36.0108****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

Instruction and participation in physical and recreational activities. A general overview of the human body. Scientific fundamentals of stress, fitness, nutrition, disease, and drug use. Interdisciplinary focus on wellness and longevity. Integrated physical activity experiences centering on principles and applications of the scientific basis of conditioning. Bryan Collegiate course.

**+1101. (PHED) Physical Activities: Ab / Glut Conditioning****CIP 36.0108****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

A fitness course emphasizing total body conditioning (concentrating on abdominal and gluteal muscle groups), proper technique, and overall physical and mental fitness.

**+1102. (PHED) Physical Activities: Beginning Aerobics****CIP 36.0108****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

Beginning aerobics is a basic level fitness class emphasizing the importance of regular exercise, techniques, training effects and execution of a lifetime fitness plan.

**+1104. (PHED) Physical Activities: Beach Volleyball****CIP 36.0108****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

A beginning level course emphasizing techniques for passing, setting, serving, serve receive, hitting, blocking, digging and transition geared for the sand court game. The course will familiarize students with rules, terminology, strategies, and beach volleyball play concepts.

**+1105. (PHED) Physical Activities: Beginning Billiards****CIP 36.0108****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

A beginning level course that introduces fundamentals, exercises, and games to aid beginning and intermediate players in mastering pocket billiards.

**+1107. (PHED) Physical Activities: Beginning Bowling****CIP 36.0108****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

A beginning level course emphasizing the basic fundamental bowling skills, rules, etiquette, safety, terminology and scoring.

**+1109. (PHED) Physical Activities: Cardio Kickboxing****CIP 36.0108****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

A fitness course emphasizing total body conditioning (concentrating on basic kickboxing skills), proper technique, and overall physical and mental fitness.

- +1110. (PHED) Physical Activities: Fitness Conditioning** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A fitness course emphasizing total body conditioning, cardiovascular and muscular endurance, proper technique and overall physical and mental wellness.
- +1111. (PHED) Physical Activities: Beginning Golf** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course emphasizing basic techniques for executing the golf swing. The course will familiarize students with rules, scoring, handicapping, club/shot selection, and etiquette of the game.
- +1112. (PHED) Physical Activities: Intermediate Golf** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 An extension of beginning golf, this course emphasizes perfecting the basics as well as introducing the pitch shot, middle irons and woods. The student will also be given instruction into Course Management which will provide the student with knowledge of how to plan their strategy to play the course. The grade is based on middle-iron and long-iron skills tests, fairway woods skills tests, driver skills tests, match play type competition, and written examinations. Golf course facility fee.
- +1113. (PHED) Physical Activities: Beginning Ice Skating** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course that emphasizes proper skating techniques, safety and exploring the different types of ice skating.
- +1115. (PHED) Physical Activities: Beginning Jazz Dance** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Beginning Jazz Dance places an emphasis on basic Jazz and Ballet skills. Students will learn basic skills and techniques, stretching, toning and choreography.
- +1116. (PHED) Physical Activities: Intermediate Jazz Dance** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Intermediate Jazz Dance builds on the basic Jazz and Ballet skills learned in Beginning Jazz Dance. Students will learn variations of basic leaps and turns, stretching, toning and choreography techniques.
- +1117. (PHED) Physical Activities: Pilates** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Pilates includes background knowledge of the activity and the application of appropriate basic floor techniques. Students will be introduced to standing Pilates, cardio Pilates, Yoga, and basic dance positions to expand skills learned.
- +1118. (PHED) Physical Activities: Beginning Self Defense** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course designed to build self-defense techniques, tactics, and awareness. Students will learn the importance of maintaining fitness levels, recognizing, assessing, and responding to potentially dangerous situations.
- +1122. (PHED) Physical Activities: Volleyball** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course emphasizing techniques for passing, setting, serving, serve receive, hitting, blocking, digging and transition. The course will familiarize students with rules, terminology, strategies, and team play concepts.
- +1123. (PHED) Physical Activities: Beginning Weight Training** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course that emphasizes fitness, proper lifting technique, safety and correct identity of exercises and muscle groups.
- +1125. (PHED) Physical Activities: Women's Weight Training** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course that emphasizes fitness, proper lifting technique, safety and correct identity of exercises and muscle groups.
- +1126. (PHED) Physical Activities: Beginning Ice Hockey** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course that emphasizes proper skating techniques, stick handling and safety.
- +1127. (PHED) Physical Activities: Yoga** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course emphasizing yoga postures, principles of movement and balance in yoga, breathing techniques, meditation techniques, stress reduction, and relaxation. The course will familiarize students with concepts and guidelines in fitness and wellness and encourage a physically active lifestyle.

- +1128. (PHED) Physical Activities: Basketball** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course emphasizing basic instruction in dribbling, passing, rebounding, and shooting. The course will familiarize students with the rules, terminology, offensive and defensive strategies, and the physical activity benefits of recreational basketball.
- +1130. (PHED) Physical Activities: Women's Step and Water Aerobics** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Step and Water Aerobics is a basic level fitness class emphasizing the importance of regular exercise techniques, training effects and execution of a lifetime fitness plan achieved by workouts in the water and on land.
- +1131. (PHED) Physical Activities: Beginning Contemporary Dance** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Beginning Contemporary Dance places an emphasis on basic Jazz, Ballet and Hip Hop skills, combining all three techniques into a new style of dance. Students will learn basic techniques in each style and techniques in combining them into new movement. Stretching, toning and choreography techniques will be learned.
- +1135. (PHED) Physical Activities: Beginning Broomball** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course emphasizing basic broomball skills, rules, etiquette, safety, terminology and scoring to achieve a competent level of participation.
- +1136. (PHED) Physical Activities: Beginning Figure Skating** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course emphasizing a combination of grace and athleticism on the ice. Fundamentals of ice skating will be taught and polished, and students will work to develop new skills such as edges, turns, jumps and spins.
- +1138. (PHED) Physical Activities: Beginning Taekwondo** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course designed to introduce students to Taekwondo, a Korean martial art. Particular emphasis will be placed on forms, which are preset patterns of movements designed to simulate the use of offensive and defensive techniques, and on self-defense.
- +1139. (PHED) Physical Activities: Women's Self Defense** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course designed to build self-defense techniques, tactics, and awareness. Students will learn the importance of maintaining fitness levels, recognizing, assessing and responding to potentially dangerous situations.
- +1140. (PHED) Physical Activities: Beginning Tennis** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning level course emphasizing fundamental skills of tennis (e.g. forehand and backhand, strokes, serve, return of serve and volley) and becoming familiar with the basic strategies, rules, tournament play and terminology involved with singles and doubles in beginning tennis. Students will also develop knowledge, skills, and physical activity with lifetime personal fitness and wellness.
- +1141. (PHED) Physical Activities: Aerobic Walking** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 This beginning level course introduces students to the basic concepts of walking for health and fitness. Proper techniques of walking (fitness, power, and race) as well as overall general fitness and nutritional guidelines will be stressed.
- +1151. (PHED) Scuba Diving 1** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 A beginning-level course that emphasizes safety and all the techniques and skills required to take the PADI Open Water. **Prerequisites:** Must be able to swim 200 yards any stroke no time limit or snorkel 300 yards no time limit. Students must meet PADI Medical Requirements.
- +1164. (PHED) Introduction to Physical Fitness and Wellness \*** **CIP 31.0501**  
*Core Curriculum Course*  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 This course will provide an overview of the lifestyle necessary for fitness and health. Students will participate in physical activities and assess their fitness status. Students will be introduced to proper nutrition, weight management, cardiovascular health, flexibility, and strength training.

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- +1301. (PHED) Foundations of Kinesiology** **CIP 31.0501**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 The purpose of this course is to provide students with an introduction to human movement that includes the historical development of physical education, exercise science, and sport. This course offers the student both an introduction to the knowledge base, as well as, information on expanding career opportunities.
- +1304. (PHED) Personal Community Health** **CIP 51.1504**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 This course provides an introduction to the fundamentals, concepts, strategies, applications, and contemporary trends related to understanding personal and/or community health issues. This course also focuses on empowering various populations with the ability to practice health living, promote healthy lifestyles, and enhance individual well-being.
- +1306. (PHED) First Aid** **CIP 51.1504**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Instruction and practice for emergency care. Designed to enable students to recognize and avoid hazards within their environment, to render intelligent assistance in case of accident or illness, and to develop skills necessary for the immediate and temporary care of the victim. Successful completion of the course may enable the student to receive a certificate from a nationally recognized agency.
- +1308. (PHED) Sports Officiating** **CIP 31.0101**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 The purpose of the course is to study officiating requirements for sports and games with an emphasis on mechanics, rule interpretation, and enforcement.
- +1321. (PHED) Coaching/Sports/Athletics I** **CIP 31.0505**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Study of history, theories, philosophies, rules, and terminology of competitive sports. Includes coaching techniques.
- +1346. (PHED) Drug Use and Abuse** **CIP 51.1504**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Study of use, misuse and abuse of drugs and other harmful substances in today's society. Physiological, sociological and psychological factors will be emphasized.
- +2100. (PHED) Physical Activities: Varsity Sports 1** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Presentation of current scientific and technical information related to a particular activity with emphasis on developing cognitive, affective and psychomotor skills. Each activity Course Syllabus will have a more descriptive definition of purpose and outcomes expected.
- +2101. (PHED) Physical Activities: Varsity Sports 2** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Presentation of current scientific and technical information related to a particular activity with emphasis on developing cognitive, affective and psychomotor skills. Each activity Course Syllabus will have a more descriptive definition of purpose and outcomes expected.
- +2102. (PHED) Physical Activities: Varsity Sports 3** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Presentation of current scientific and technical information related to a particular activity with emphasis on developing cognitive, affective and psychomotor skills. Each activity Course Syllabus will have a more descriptive definition of purpose and outcomes expected.
- +2103. (PHED) Physical Activities: Varsity Sports 4** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Presentation of current scientific and technical information related to a particular activity with emphasis on developing cognitive, affective and psychomotor skills. Each activity Course Syllabus will have a more descriptive definition of purpose and outcomes expected.
- +2104. (PHED) Physical Activities: Varsity Conditioning 1** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Presentation of current scientific and technical information related to a particular activity with emphasis on developing cognitive, affective and psychomotor skills. Each activity Course Syllabus will have a more descriptive definition of purpose and outcomes expected.

- +2105. (PHED) Physical Activities: Varsity Conditioning 2** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Presentation of current scientific and technical information related to a particular activity with emphasis on developing cognitive, affective and psychomotor skills. Each activity Course Syllabus will have a more descriptive definition of purpose and outcomes expected.
- +2106. (PHED) Physical Activities: Varsity Conditioning 3** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Presentation of current scientific and technical information related to a particular activity with emphasis on developing cognitive, affective and psychomotor skills. Each activity Course Syllabus will have a more descriptive definition of purpose and outcomes expected.
- +2107. (PHED) Physical Activities: Varsity Conditioning 4** **CIP 36.0108**  
**3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**  
 Presentation of current scientific and technical information related to a particular activity with emphasis on developing cognitive, affective and psychomotor skills. Each activity Course Syllabus will have a more descriptive definition of purpose and outcomes expected.
- +2356. (PHED) Care and Prevention of Athletic Injuries** **CIP 51.0913**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Prevention and care of athletic injuries with emphasis on qualities of a good athletic trainer, avoiding accidents and injuries, recognizing signs and symptoms of specific sports injuries and conditions, immediate and long-term care of injuries, and administration procedures in athletic training. **Prerequisites:** PHED 1301, PHED 1306, and BIOL 1406 or BIOL 1408.
- (PHIL) PHILOSOPHY**
- +1301. (PHIL) Introduction to Philosophy \*** **CIP 38.0101**  
*Core Curriculum Course*  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 A study of major issues in philosophy and/or the work of major philosophical figures in philosophy. Topics in philosophy may include theories of reality, theories of knowledge, theories of value, and their practical applications. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.
- +1304. (PHIL) Introduction to World Religions** **CIP 38.0201**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 A comparative study of world religions, including but not limited to Hinduism, Buddhism, Judaism, Christianity, and Islam. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.
- +2303. (PHIL) Introduction to Logic** **CIP 38.0101**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 The purpose of the course is to introduce the student to symbolic logic, including syllogisms, propositional and predicate logic, and logical proofs in a system of rules. The course develops critical thinking skills, especially the ability to distinguish correct from incorrect reasoning, by an exploration of the major areas of modern symbolic logic. Among the topics covered are translating statements from natural to symbolic language, truth tables and natural deduction for propositional logic, models, and natural deduction for predicate logic.
- +2306. (PHIL) Introduction to Ethics \*** **CIP 38.0101**  
*Core Curriculum Course*  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 The systematic evaluation of classical and/or contemporary ethical theories concerning the good life, human conduct in society, morals, and standards of value. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.
- +2321. (PHIL) Philosophy of Religion** **CIP 38.0201**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 A study of the major issues in the philosophy of religion such as the existence and nature of God, the relationships between faith and reason, the nature of religious language, religious experience, and the problem of evil. The course surveys basic religious issues such as the existence and nature of God, religious and mystical experience, miracles, immortality, and the meaning of religious language and symbols. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**(PHRA) PHARMACY TECHNICIAN/ASSISTANT****#1301. (PHRA) Introduction to Pharmacy****CIP 51.0805****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

An overview of the qualifications, operational guidelines, and job duties of a pharmacy technician. The student must achieve a grade of 70% or better to complete the course. Technical Dual Credit course.

**#1491. (PHRA) Special Topics in Pharmacy Technician/Assistant****CIP 51.0805****3 lecture hours and 4 lab hours per week; 112 total contact hours. Credit: 4 semester hours.**

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. The student must achieve a grade of 70% or better to complete the course. Technical Dual Credit course.

**(PHYS) PHYSICS****+1401. (PHYS) College Physics I \*****CIP 40.0801***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton's Laws of Motion, and gravitation and other fundamental forces; with emphasis on problem solving. Lab activities will reinforce fundamental principles of physics, using algebra and trigonometry with an emphasis on problem solving. **Prerequisites:** MATH 1314 and MATH 1316, or MATH 2312, or MATH 2412.

**+1402. (PHYS) College Physics II \*****CIP 40.0801***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving. Lab activities will reinforce fundamental principles of physics, using algebra and trigonometry with an emphasis on problem solving. **Prerequisites:** PHYS 1401.

**+1403. (PHYS) Stars and Galaxies \*****CIP 40.0201***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Study of stars, galaxies, and the universe outside our solar system.

**+1410. (PHYS) Elementary Physics \*****CIP 40.0801***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

A conceptual level survey (with a minimum of mathematics) of topics in physics intended for liberal arts and other non-science majors. Topics include mechanics, heat, wave motion, electricity, magnetism, light, atomic and nuclear physics, and relativity. This course is designed for students who do not intend to do further work in natural sciences, engineering, mathematics or medicine.

**+2289. (PHYS) Academic Cooperative****CIP 40.0101****1 lecture hour and 2 lab hours per week; 48 total contact hours. Credit: 2 semester hours.**

A student-centered instructional program designed to integrate on-campus study with practical hands-on experience in physics under the supervision of a faculty mentor. This course may be repeated once for credit. **Prerequisites:** Eight hours of college-level physics courses with a GPA of 3.0 or higher and the approval of the instructor or 4 hours of college-level physics with a grade of "A" while taking the second 4 hours of physics concurrently.

**+2425. (PHYS) University Physics I \*****CIP 40.0101***Core Curriculum Course***3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

A calculus-based course in classical mechanics primarily designed for students majoring in engineering and physical sciences. Topics covered include classical mechanics and an introduction to thermodynamics. Lab experiments support theoretical principles presented in the lecture with an emphasis on experimental design, data collection and analysis, and preparation of lab reports. **Prerequisites:** MATH 2413.

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**+2426. (PHYS) University Physics II****CIP 40.0101****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

A continuation of Physics 2425. A calculus-based course primarily designed for students majoring in engineering and physical sciences. Topics covered include electricity, magnetism and optics. Lab experiments support theoretical principles presented in the lecture with an emphasis on experimental design, data collection and analysis, and preparation of lab reports. **Prerequisites:** PHYS 2425 and MATH 2414.

**(POFI) BUSINESS/OFFICE AUTOMATION/TECHNOLOGY/DATA ENTRY****#2331. (POFI) Desktop Publishing****CIP 52.0407****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

In-depth coverage of desktop publishing terminology, text editing, and use of design principles. Emphasis on layout techniques, graphics, multiple page displays, and business applications. This course is designed to be repeated multiple times to improve student proficiency.

**#2340. (POFI) Advanced Word Processing****CIP 52.0407****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

Advanced techniques in merging, macros, graphics, and desktop publishing. Includes extensive formatting for technical document. Emphasis on business applications. **Prerequisites:** ITSW 1301.

**(POFM) MEDICAL ADMINISTRATIVE/EXECUTIVE ASSISTANT****#1300. (POFM) Basic Medical Coding****CIP 51.0716****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Presentation and application of basic coding rules, principles, guidelines, and conventions utilizing various coding systems. Federal Prison Campus course. **Prerequisites:** HITT 1305 and SCIT 1307.

**#1327. (POFM) Medical Insurance****CIP 51.0716****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Survey of medical insurance including the life cycle of various claim forms, terminology, patient relations, and legal and ethical issues. Federal Prison Campus course. **Prerequisites:** POFM 1300 and POFM 2310.

**#2310. (POFM) Intermediate Medical Coding****CIP 51.0716****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Assignment and application of various coding guidelines with emphasis on physician billing and regulatory requirements. Includes code selection for Evaluation and Management (E/M) and Medical/Surgical cases. Federal Prison Campus course. **Prerequisites:** POFM 1300.

**(POFT) GENERAL OFFICE OCCUPATIONS AND CLERICAL SERVICES****#1301. (POFT) Business English****CIP 52.0501****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Development of written and oral communication skills required to produce effective communication in a technological business environment. Topics include composition of business letters, memos, and reports. Emphasis on proofreading, grammar, spelling, and vocabulary. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**#1309. (POFT) Administrative Office Procedures I****CIP 52.0401****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of current office procedures, duties, and responsibilities applicable to an office environment.

**#1319. (POFT) Records and Information Management I****CIP 52.0401****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Introduction to basic records and information management. Includes the life cycle of a record, manual and electronic records management, and basic filing procedures and rules. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**#1325. (POFT) Business Math Using Technology****CIP 52.0408****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Skill development in business math problem-solving using electronic technology. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**#1329. (POFT) Beginning Keyboarding****CIP 52.0408****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Skill development in the operation of the keyboard by touch applying proper keyboarding techniques. Emphasis on development of acceptable speed and accuracy levels and formatting basic documents.

**#2303. (POFT) Speed and Accuracy Building****CIP 52.0408****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**Review, correct, improve, and/or perfect touch keyboarding techniques for the purpose of increasing speed and improving accuracy. **Recommended:** POFT 1329 or keyboarding proficiency of 30 net words per minute.**#2312. (POFT) Business Communications II****CIP 52.0501****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**Development of writing skills necessary to produce effective business communications. **Prerequisites:** ITSW 1301.**#2331. (POFT) Administrative Project Solutions****CIP 52.0401****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**Advanced concepts of project management and office procedures integrating software applications, critical thinking, and problem-solving skills. **Prerequisites:** ITSW 1301 or POFI 2340.**#2386. (POFT) Internship - Administrative Assistant and Secretarial Science, General****CIP 52.0401****15 external hours per week; 240 total contact hours. Credit: 3 semester hours.**A work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. A learning plan is developed by the college and the employer. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry. The student will also demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. **Prerequisites:** Approval of Program Coordinator.**(PSYC) PSYCHOLOGY****+2301. (PSYC) General Psychology \*****CIP 42.0101***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**General Psychology is a survey of the major psychological topics, theories and approaches to the scientific study of behavior and mental processes. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.**+2306. (PSYC) Human Sexuality****CIP 42.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course will provide an overview of the broad field of human sexuality. Topics will be covered from various perspectives - biological, sociological, anthropological, etc., but will focus primarily on the psychological perspective. The goal is for each student to learn factual, scientifically-based information that will provoke thought and contribute to his/her own decision-making on sexual issues outside of the classroom. Cross Listed as SOCI 2306.

**+2308. (PSYC) Child Psychology \*****CIP 42.2703***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**This course will address psychological development from conception through middle childhood with references to physical, cognitive, social and personality changes. Students will examine the interplay of biological factors, human interaction, social structures and cultural forces in development. **Recommended:** PSYC 2301.**+2314. (PSYC) Lifespan Growth and Development****CIP 42.2703****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**Life-Span Growth and Development is a study of social, emotional, cognitive and physical factors and influences of a developing human from conception to death. **Prerequisites:** PSYC 2301.**+2315. (PSYC) Psychology of Adjustment****CIP 42.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of the processes involved in adjustment of individuals to their personal and social environments.

**+2316. (PSYC) Psychology of Personality****CIP 42.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of various approaches to determinants, development and assessment of personality.

**+2317. (PSYC) Statistical Methods in Psychology****CIP 42.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**Study of statistical methods used in psychological research, assessment, and testing. Includes the study of measures of central tendency and variability, statistical inference, correlation and regression as these apply to psychology. **Prerequisites:** PSYC 2301 and MATH 1324.

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**+2319. (PSYC) Social Psychology \*****CIP 42.2707***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Study of individual behavior within the social environment. May include topics such as the socio-psychological process, attitude formation and change, interpersonal relations, and group processes.

**(PTHA) PHYSICAL THERAPIST ASSISTANT****#1201. (PTHA) The Profession of Physical Therapy****CIP 51.0806****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Introduction to the profession of physical therapy and the role of the physical therapist assistant.

**#1266. (PTHA) Practicum – Physical Therapist Assistant****CIP 51.0806****15 clinical hours per week; 240 total contact hours. Credit: 2 semester hours.**Practical general workplace training supported by an individualized learning plan developed by the employer, college, and student. During this practicum, students will be introduced to the practice of the physical therapist assistant at a clinical setting. **Prerequisites:** Completion of first, second, third, and fourth semester PTHA courses. **Co-enrolled:** PTHA 2431 and PTHA 2435. **Note:** Starting with Fall 2016, PTHA 1266 contact hours will be 16 clinical hours per week for 256 total contact hours.**#1321. (PTHA) Pathophysiology for the PTA****CIP 51.0806****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**Study of the pathophysiology of diseases/conditions encountered in physical therapy. **Prerequisites:** Completion of first semester PTHA courses. **Co-enrolled:** PTHA 2205 and PTHA 2509.**#1409. (PTHA) Introduction to Physical Therapy****CIP 51.0806****2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**Introduction to the profession of physical therapy and the role of the physical therapist assistant. Includes the application of basic patient handling, functional skills, communication, and selected data collection techniques. **Prerequisites:** Admissions into the PTA Program. **Co-enrolled:** PTHA 1413 (formerly PTHA 1513).**#1413. (PTHA) Functional Anatomy****CIP 51.0806****2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**The relationship of the musculoskeletal and neuromuscular systems to normal and abnormal movement. Integration of skills related to the kinesiological assessment of the human body. **Prerequisites:** Admissions into the PTA Program. **Co-enrolled:** PTHA 1409. **Note:** Starting with Fall 2015, this course will replace PTHA 1513 for the Fall 2015 cohort and beyond.**#1431. (PTHA) Physical Agents****CIP 51.0806****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**Biophysical principles, physiological effects, efficacy, and application of physical agents. Study of the therapeutic physical agents which emphasizes the indications, contraindications, medical efficacy, and physiological effects of treatments. **Prerequisites:** Completion of first and second semester PTHA courses.**#1513. (PTHA) Functional Anatomy****CIP 51.0806****3 lecture hours and 6 lab hours per week; 144 total contact hours. Credit: 5 semester hours.**The relationship of the musculoskeletal and neuromuscular systems to normal and abnormal movement. Integration of skills related to the kinesiological assessment of the human body. **Prerequisites:** Admissions into the PTA Program. **Co-enrolled:** PTHA 1409. **Note:** The last semester PTHA 1513 will be taught is Fall 2014. Starting with Fall 2015, PTHA 1413 will replace it for the Fall 2015 cohort and beyond.**#2205. (PTHA) Neurology****CIP 51.0806****1 lecture hour and 2 lab hours per week; 48 total contact hours. Credit: 2 semester hours.**Study of neuroanatomy and neurophysiology as it relates to neurological conditions. **Prerequisites:** Completion of first semester PTHA courses. **Co-enrolled:** PTHA 1321 and PTHA 2509.**#2239. (PTHA) Professional Issues****CIP 51.0806****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**Discussion of professional issues and behaviors related to clinical practice; preparation for transition into the workforce. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors relevant to the physical therapy occupation and to the professional development of the student. This is the capstone course. **Prerequisites:** Completion of first, second, third, and fourth semester PTHA courses. **Co-enrolled:** PTHA 2266 and PTHA 2267. **Note:** Starting with Spring 2017, PTHA 2239 contact hours will be 1 lecture hour and 3 lab hours per week for 64 total contact hours.

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**#2266. (PTHA) Practicum – Physical Therapist Assistant****CIP 51.0806****15 clinical hours per week; 240 total contact hours. Credit: 2 semester hours.**

Practical general workplace training supported by an individualized learning plan developed by the employer, college, and student. During this practicum, students will expand their clinical knowledge and experience. **Prerequisites:** Completion of first, second, third, and fourth semester PTHA courses. **Co-enrolled:** PTHA 2239 and PTHA 2267. **Note:** Starting with Spring 2017, PTHA 2266 contact hours will be 16 clinical hours per week for 256 total contact hours.

**#2267. (PTHA) Practicum – Physical Therapist Assistant****CIP 51.0806****15 clinical hours per week; 240 total contact hours. Credit: 2 semester hours.**

Practical general workplace training supported by an individualized learning plan developed by the employer, college, and student. During this final practicum, students will perfect their clinical techniques, preparing them to enter the workforce. **Prerequisites:** Completion of first, second, third, and fourth semester PTHA courses. **Co-enrolled:** PTHA 2239 and PTHA 2266. **Note:** Starting with Spring 2017, PTHA 2267 contact hours will be 16 clinical hours per week for 256 total contact hours.

**#2301. (PTHA) Essentials of Data Collection****CIP 51.0806****2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**

Data collection techniques used to assist in patient/client management. The student will perform assessment and data collection using techniques specific to physical therapy; utilize data collected for decision making in order to enhance physical therapy management; and utilize relevant communication techniques. **Prerequisites:** Completion of first and second semester PTHA courses. **Note:** Starting with Summer 2016, PTHA 2301 contact hours will be 2 lecture hours and 4 lab hours per week for 96 total contact hours.

**#2431. (PTHA) Management of Neurological Disorders****CIP 51.0806****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Comprehensive rehabilitation techniques of selected neurological disorders. Advanced course integrating previously learned and new skills/techniques into the comprehensive rehabilitation of patients with neurological issues. **Prerequisites:** Completion of first, second, and third semester PTHA courses. **Co-enrolled:** PTHA 1266 and PTHA 2435.

**#2435. (PTHA) Rehabilitation Techniques****CIP 51.0806****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Comprehensive rehabilitation of selected diseases and disorders. Advanced course integrating previously learned and new skills/techniques into the rehabilitation of selected long-term pathologies. **Prerequisites:** Completion of first, second, and third semester PTHA courses. **Co-enrolled:** PTHA 1266 and PTHA 2431.

**#2509. (PTHA) Therapeutic Exercise****CIP 51.0806****3 lecture hours and 6 lab hours per week; 144 total contact hours. Credit: 5 semester hours.**

Concepts, principles, and application of techniques related to therapeutic exercise and functional training. **Prerequisites:** Completion of first semester PTHA courses. **Co-enrolled:** PTHA 1321 and PTHA 2205.

**(QCTC) QUALITY CONTROL TECHNOLOGY/TECHNICIAN****#1446. (QCTC) Testing and Inspection Systems****CIP 15.0702****2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**

A study of testing and inspection systems including pertinent specifications, inspection tools, gauges, instruments, and mechanisms used in illustrating the need for maintaining quality to established standards. **Prerequisites:** WLDG 1425, WLDG 1428, and WLDG 1430.

**(RADR) RADIOLOGIC TECHNOLOGY****#1191. (RADR) Special Topics in Medical Radiologic Technology/Technician****CIP 51.0911****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course is designed to be repeated multiple times to improve student proficiency. Special topic will be selected from one of the following modalities: (I) Computed Tomography. This course is designed for candidates of post-primary certification and registration for required documentation and completion in structured education related to the content specifications coinciding with The American Registry of Radiologic Technologists (ARRT) Computed Tomography. (II) Magnetic Resonance Imaging. This course is designed for candidates of post-primary certification and registration for required documentation of completion in structured education related to the content specifications coinciding with The American Registry of Radiologic Technologists (ARRT) Magnetic Resonance Imaging. (III) Mammography. This course is designed for candidates of post-primary certification and registration for required documentation of completion in structured education related to the content specifications coinciding with The American Registry of Radiologic Technologists (ARRT) Mammography Examination. **Prerequisites:** Completion of first, second, third, and fourth semester RADR courses. **Co-enrolled:** RADR 2367, RADR 2217, and RADR 2235.

**#1203. (RADR) Patient Care****CIP 51.0911****2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**

An introduction to patient assessment, infection control procedures, emergency and safety procedures, communication and patient interaction skills, and basic pharmacology. In addition, patient transportation, body mechanics, and venipuncture will be included. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Admissions into the Radiologic Technology Program. **Co-enrolled:** RADR 1266, RADR 1313, and RADR 1311.

**#1266. (RADR) Practicum - Radiologic Technology/Science - Radiographer****CIP 51.0911****16 clinical hours per week; 256 total contact hours. Credit: 2 semester hours.**

Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary. An orientation of the clinical education site, patient care procedures, professional and ethical conduct, developmental competencies in chest, abdomen, upper and lower extremities must be completed. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Admissions into the Radiologic Technology Program. **Co-enrolled:** RADR 1203, RADR 1313, and RADR 1311.

**#1267. (RADR) Practicum - Radiologic Technology/Science - Radiographer****CIP 51.0911****16 clinical hours per week; 256 total contact hours. Credit: 2 semester hours.**

Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary. The student will continue to meet competencies in basic radiographic procedures and patient care. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Completion of first semester RADR courses. **Co-enrolled:** RADR 2301, RADR 2313, and RADR 2305.

**#1309. (RADR) Introduction to Radiography and Patient Care****CIP 51.0911****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

An overview of the historical development of radiography, basic radiation protection, an introduction to medical terminology ethical and legal issues for health care professionals, and an orientation to the program and to the health care system. Patient assessment, infection control procedures, emergency and safety procedures, communication and patient interaction skills, and basic pharmacology are also included.

**#1311. (RADR) Basic Radiographic Procedures****CIP 51.0911****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**

An introduction to radiographic positioning terminology, the proper manipulation of equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of image for proper demonstration of basic anatomy. Radiographic procedures of the lower and upper extremities, chest and abdomen will be simulated. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Admissions into the Radiologic Technology Program. **Co-enrolled:** RADR 1203, RADR 1313, and RADR 1266.

**#1313. (RADR) Principles of Radiographic Imaging I****CIP 51.0911****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

Radiographic image quality and the effects of exposure variables. Basic principles of radiographic exposure techniques and processing will be presented. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Admissions into the Radiologic Technology Program. **Co-enrolled:** RADR 1203, RADR 1313, and RADR 1311.

**#1367. (RADR) Practicum - Radiologic Technology/Science - Radiographer****CIP 51.0911****21 clinical hours per week; 336 total contact hours. Credit: 3 semester hours.**

Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary. The student will continue to meet competencies in radiographic procedures and patient care. Film analysis, evaluation of special problems and procedural updates will be presented. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Completion of first and second semester RADR courses.

**#2217. (RADR) Radiographic Pathology****CIP 51.0911****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Disease process and their appearance on radiographic images. Special procedures will be discussed as they interrelate with pathological findings demonstrated on radiographic images. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Completion of first, second, third, and fourth semester RADR courses. **Co-enrolled:** RADR 2367, RADR 1191, and RADR 2235.

**#2235. (RADR) Radiologic Technology Seminar****CIP 51.0911****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

A capstone course focusing on the synthesis of professional knowledge, skills, and attitudes in preparation for professional employment and lifelong learning. This capstone course will assist in student preparation to sit for the national certification exam as well as general professional updates and personal portfolio design. Students must average an 80% or higher on designated simulated certification exams to receive program eligibility for the American Registry of Radiologic Technologists Certification Examination in Radiography. **Prerequisites:** Completion of first, second, third, and fourth semester RADR courses. **Co-enrolled:** RADR 2367, RADR 1191, and RADR 2217.

**#2301. (RADR) Intermediate Radiographic Procedures****CIP 51.0911****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**

A continuation of the study of the proper manipulation of radiographic equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of anatomy. Radiographic procedures of the gastrointestinal and genitourinary systems will be simulated. Methods of administering contrast media will be discussed and illustrated. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Completion of first semester RADR courses. **Co-enrolled:** RADR 1267, RADR 2305, and RADR 2313.

**#2305. (RADR) Principles of Radiographic Imaging II****CIP 51.0911****2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**

Continuation of Radiographic image quality and the effects of exposure variables, and the synthesis of all variables in image productions. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Completion of first semester RADR courses. **Co-enrolled:** RADR 1267, RADR 2301, and RADR 2313.

**#2309. (RADR) Radiographic Imaging Equipment****CIP 51.0911****3 lecture hours and 1 lab hour per week; 64 total contact hours. Credit: 3 semester hours.**

Equipment and physics of x-ray production. Includes basic x-ray circuits. Also examines the relationship of conventional and digital equipment components to the imaging process. This course will explore the concepts of electricity and magnetism as applied to construction and operation of the x-ray machine. Factors and interactions involved in x-ray production will be discussed. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Completion of first, second, and third semester RADR courses. **Co-enrolled:** RADR 2366 and RADR 2331 (formerly RADR 2431).

**#2313. (RADR) Radiation Biology and Protection****CIP 51.0911****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Effects of radiation exposure on biological systems. Includes typical medical exposure levels, methods for measuring and monitoring radiation, and methods for protecting personnel and patients from excessive exposure. Radiation interactions, radio sensitivity, radiation dose/response relationships, and early/late radiation effects will be discussed. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Completion of first semester RADR courses. **Co-enrolled:** RADR 1267, RADR 2301, and RADR 2305.

**#2331. (RADR) Advanced Radiographic Procedures****CIP 51.0911****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**

Continuation of positioning; and alignment of the anatomical structure and equipment, evaluation of images for proper demonstration of anatomy and related pathology. The study of standard radiographic procedures of the vertebral column, thorax, skull, and trauma radiographic procedures will be discussed and demonstrated. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Completion of first, second, and third semester RADR courses. **Co-enrolled:** RADR 2366 and RADR 2309. **Note:** Starting with Fall 2016, this course will replace RADR 2431 for the Fall 2015 cohort and beyond.

**#2340. (RADR) Sectional Anatomy for Medical Imaging****CIP 51.0911****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Anatomic relationships that are present under various sectional orientations as depicted by computed tomography or magnetic resonance imaging. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Completion of first, second, third, and fourth semester RADR courses. **Co-enrolled:** RADR 2367 and RADR 2217. **Note:** The last semester RADR 2340 will be taught is Spring 2016.

**#2366. (RADR) Practicum - Radiologic Technology/Science - Radiographer****CIP 51.0911****24 clinical hours per week; 384 total contact hours. Credit: 3 semester hours.**

Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary. The student will continue to meet competencies in radiographic procedures and patient care. Experience in surgery and trauma radiography is emphasized. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Completion of first, second, and third semester RADR courses. **Co-enrolled:** RADR 2309 and RADR 2331 (formerly RADR 2431).

**#2367. (RADR) Practicum - Radiologic Technology/Science - Radiographer CIP 51.0911****24 clinical hours per week; 384 total contact hours. Credit: 3 semester hours.**

Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary. The student will continue to meet competencies in radiographic procedures and patient care at an advanced level. Film analysis, procedural updates, and evaluation of special problems will be presented. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Completion of first, second, third, and fourth semester RADR courses. **Co-enrolled:** RADR 2217, RADR 1191, and RADR 2235.

**#2431. (RADR) Advanced Radiographic Procedures CIP 51.0911****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

Continuation of positioning; and alignment of the anatomical structure and equipment, evaluation of images for proper demonstration of anatomy and related pathology. The study of standard radiographic procedures of the vertebral column, thorax, skull, and trauma radiographic procedures will be discussed and demonstrated. Completion of RADR curriculum with 75% or higher in all RADR courses is required. **Prerequisites:** Completion of first, second, and third semester RADR courses. **Co-enrolled:** RADR 2366 and RADR 2313. **Note:** The last semester RADR 2431 will be taught is Fall 2015. Starting with Fall 2016, RADR 2331 will replace it for the Fall 2015 cohort and beyond.

**(READ) DEVELOPMENTAL READING****+0304. (READ) Reading CIP 32.0108****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

READ 0304 is a basic reading course designed to improve overall reading skills, particularly fluency, vocabulary, and comprehension through the development of skills in basic phonics, structural analysis, use of reference materials, reading and specific information, study techniques, and written responses to comprehensive questions. **Prerequisites:** Appropriate scores on the TSIA and STDY 0311 with a grade of "C" or better or be co-enrolled. **Corequisites:** STDY 0311.

**+0305. (READ) Reading CIP 32.0108****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

READ 0305 is designed to improve reading proficiency and appreciation through extensive and varied exercises in reading. Emphasis is placed on learning basic skills and strategies that improve reading comprehension and develop vocabulary. The course offers multimedia learning experiences and whole group and small group interactive instruction. **Prerequisites:** Appropriate scores on the TSIA, or completion of READ 0304 with a grade of "C" or better. **Note:** International students should see paired co-enrolled courses ESOL 0335 and ESOL 0324.

**(RELE) REAL ESTATE****#1200. (RELE) Contract Forms and Addenda CIP 52.1501****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Promulgated Contract Forms, which shall include but is not limited to unauthorized practice of law, broker-lawyer committee, current promulgated forms, commission rules governing use forms and case studies involving use of forms.

**#1211. (RELE) Laws of Contracts CIP 52.1501****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Elements of a contract, offer and acceptance, statute of frauds, specific performance and remedies for breach, unauthorized practice of law, commission rules relating to use of adopted forms, and owner disclosure requirements.

**#1219. (RELE) Real Estate Finance CIP 52.1501****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Monetary systems, primary and secondary money markets, sources of mortgage loans, federal government programs, loan applications, processes and procedures, closing costs, alternative financial instruments, equal credit opportunity laws affecting mortgage lending, Community Reinvestment Act, and the state housing agency.

**#1303. (RELE) Real Estate Appraisal CIP 52.1501****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A study of the central purposes and functions of an appraisal, social and economic determinants of value, appraisal case studies, cost, market data and income approaches to value estimates, final correlations, and reporting.

**#1307. (RELE) Real Estate Investments CIP 52.1501****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Characteristics of real estate investments includes techniques of investment analysis, time-valued money, discounted and non-discounted investment criteria, leverage, tax shelters, depreciation, and applications to property tax.

**#1309. (RELE) Real Estate Law****CIP 52.1501****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Provides a study of legal concepts of real estate, land description, real property rights, estates in land, contracts, conveyances, encumbrances, foreclosures, recording procedures, and evidence of title.

**#1315. (RELE) Property Management****CIP 52.1501****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A study of the role of the property manager, landlord policies, operational guidelines, leases, lease negotiations, tenant relations, maintenance, reports, habitability laws, and the Fair Housing Act.

**#1321. (RELE) Real Estate Marketing****CIP 52.1501****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A study of real estate professionalism and ethics; characteristics of successful salespersons; time management; psychology of marketing; listing procedures; advertising; negotiating and closing financing; the Deceptive Trade Practice Act, Consumer Protection Act and Commercial Code.

**#1325. (RELE) Real Estate Mathematics****CIP 52.1501****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Basic arithmetic skills, includes mathematical logic, percentages, interest, time value of money, depreciation, amortization, proration, and estimation of closing statements.

**#1406. (RELE) Principles of Real Estate****CIP 52.1501****4 lecture hours per week; 64 total contact hours. Credit: 4 semester hours.**

Overview of licensing as a broker or salesperson. Includes ethics of practice as a license holder, titles to and conveyance of real estate, legal descriptions, deeds, encumbrances and liens, distinctions between personal and real property, appraisal, finance and regulations, closing procedures, and real estate mathematics. Covers at least three hours of classroom instruction on federal, state, and local laws relating to housing, discrimination, housing credit discrimination, and community reinvestment. Fulfills the 60-hour requirement for salesperson license.

**#2201. (RELE) Law of Agency****CIP 52.1501****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

A study of the law of agency including principal-agent and master-servant relationships, the authority of an agent, the termination of an agent's authority, the fiduciary and other duties of an agent, employment law, deceptive trade practices, listing or buying procedures, and the disclosure of an agency.

**(RNSG) REGISTERED NURSING/REGISTERED NURSE****#1144. (RNSG) Nursing Skills II****CIP 51.3801****3 lab hours per week; 48 total contact hours. Credit: 1 semester hour.**

Study of the concepts and principles necessary to perform intermediate or advanced nursing skills for the adult patient; and demonstrate competence in the performance of nursing procedures. Content includes knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach. **Prerequisites:** Generic: Completion of first semester RNSG courses. LVN-T: Admissions into the LVN-Transition Option. **Co-enrolled:** Generic: RNSG 1341, RNSG 1260, RNSG 2213, and RNSG 2160.

**#1162. (RNSG) Clinical – Registered Nursing/Registered Nurse****CIP 51.3801****3 clinical hours per week; 48 total contact hours. Credit: 1 semester hour.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The content of this course focuses on clients with common, chronic health concerns and will assist the student to transition into their role as a member of the profession in providing patient-centered care, while emphasizing patient safety and advocacy and collaboration among the health care team. **Prerequisites:** LVN-T: Admissions into the LVN-Transition Option **Co-enrolled:** LVN-T: RNSG 1327 and RNSG 1144. **Note:** The last semester RNSG 1162 will be taught is Summer 2015.

**#1215. (RNSG) Health Assessment****CIP 51.3801****1 lecture hour and 3 lab hours per week; 64 total contact hours. Credit: 2 semester hours.**

Development of skills and techniques required for a comprehensive nursing health assessment within a legal/ethical framework. This course lends itself to a blocked approach. **Prerequisites:** Generic: Admissions into the ADN Program. LVN-T: Departmental approval. **Co-enrolled:** Generic: RNSG 1301 and RNSG 1513.

- #1260. (RNSG) Clinical – Registered Nursing/Registered Nurse** **CIP 51.3801**  
**6 clinical hours per week; 96 total contact hours. Credit: 2 semester hours.**  
 A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The content of this course focuses on clients and their families with common, chronic health concerns and will assist the student to develop their role as a member of the profession in providing patient-centered care, while emphasizing patient safety and advocacy and collaboration among the health care team. **Prerequisites:** Generic: Completion of first semester RNSG courses. LVN-T: Admissions into the LVN-Transition Option. **Co-enrolled:** Generic: RNSG 1341, RNSG 1144, RNSG 2213, and RNSG 2160. LVN-T: RNSG 1327.
- #1300. (RNSG) Health Assessment Across the Lifespan** **CIP 51.3801**  
**2 lecture hours and 3 lab hours per week; 80 total contact hours. Credit: 3 semester hours.**  
 Development of skills and techniques required for a comprehensive nursing health assessment of patients across the lifespan: pediatric, adult, and geriatric. Includes assessment of patients' health promotion and maintenance, illness and injury prevention and restoration, and application of the nursing process within a legal/ethical framework. This course lends itself to either a blocked or integrated approach. **Prerequisites:** Generic: Admissions into the ADN Program. LVN-T: Departmental approval. **Co-enrolled:** Generic: HPRS 2301, RNSG 1513, and RNSG 1301. **Note:** The last semester RNSG 1300 will be taught is Summer 2015.
- #1301. (RNSG) Pharmacology** **CIP 51.3801**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Introduction to the science of pharmacology with emphasis on the actions, interactions, adverse effects, and nursing implications of each drug classification. Content includes the roles and responsibilities of the nurse in safe administration of medications within a legal/ethical framework. This course lends itself to either a blocked or integrated approach. **Prerequisites:** Generic: Admissions into the ADN Program. LVN-T: Departmental approval. **Co-enrolled:** Generic: RNSG 1215 and RNSG 1513.
- #1327. (RNSG) Transition to Professional Nursing** **CIP 51.3801**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Content includes health promotion, expanded assessment, analysis of data, critical thinking skills and systematic problem solving process, pharmacology, interdisciplinary teamwork, communication, and applicable competencies in knowledge, judgment, skills, and professional values within a legal/ethical framework throughout the life span. This course lends itself to either a blocked or integrated approach. **Prerequisites:** LVN-T: Admissions into the LVN-Transition Option. **Co-enrolled:** LVN-T: RNSG 1260.
- #1341. (RNSG) Common Concepts of Adult Health** **CIP 51.3801**  
**3 lecture hours; 48 total contact hours. Credit: 3 semester hours.**  
 Basic integration of the role of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team and member of the profession. Study of the common concepts of caring for adult patients and families with medical-surgical health care needs related to body systems, emphasizing knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach. The content of this course focuses on clients and their families with common, chronic health concerns. **Prerequisites:** Generic: Completion of first semester RNSG courses. **Co-enrolled:** Generic: RNSG 1260, RNSG 1144, RNSG 2213, and RNSG 2160.
- #1343. (RNSG) Complex Concepts of Adult Health** **CIP 51.3801**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Integration of previous knowledge and skills related to common adult health needs into the continued development of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession in the care of adult patients and families with complex medical-surgical health care needs associated with body systems. Emphasis on complex knowledge, judgments, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach. The content of this course focuses on patients with common acute health concerns. **Prerequisites:** Generic: Completion of first and second semester RNSG courses. LVN-T: Completion of first semester RNSG courses. **Co-enrolled:** Generic and LVN-T: RNSG 2261, RNSG 1412, and RNSG 2161.
- #1412. (RNSG) Nursing Care of the Childbearing and Childrearing Family** **CIP 51.3801**  
**3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**  
 Study of the concepts related to the provision of nursing care for childbearing and childrearing families; application of systematic problem-solving processes and critical thinking skills, including a focus on the childbearing family during the perinatal periods and the childrearing family from birth to adolescence; and competency in knowledge, judgment, skill, and professional values within a legal/ethical framework. This course lends itself to a blocked approach. **Prerequisites:** Generic: Completion of first and second semester RNSG courses. LVN-T: Completion of first semester RNSG courses. **Co-enrolled:** Generic and LVN-T: RNSG 2261, RNSG 1343, and RNSG 2161.



**#1513. (RNSG) Foundations for Nursing Practice****CIP 51.3801****3 lecture hours and 6 lab hours per week; 144 total contact hours. Credit: 5 semester hours.**

Introduction to the role of the professional nurse as provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession. Content includes fundamental concepts of nursing practice, history of professional nursing, and a systematic framework for decision-making and critical thinking. The mechanisms of disease and the needs and problems that can arise are discussed and how the nursing process helps manage the patient through these issues. Emphasis on knowledge, judgments, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach. The content of this course will assist the student to develop his or her role as a member of the profession in providing patient-centered care, while emphasizing patient safety and advocacy and collaboration among the health care team. **Prerequisites:** Generic: Admissions into the ADN Program. LVN-T: Departmental approval. **Co-enrolled:** Generic: RNSG 1215 and RNSG 1301.

**#2121. (RNSG) Professional Nursing: Leadership and Management****CIP 51.3801****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**

Exploration of leadership and management principles applicable to the roles of the professional nurse. Includes application of knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach. **Prerequisites:** Generic: Completion of first, second, and third semester RNSG courses. LVN-T: Completion of first and second semester RNSG courses. **Co-enrolled:** Generic and LVN-T: RNSG 2231, RNSG 2262, and RNSG 2263.

**#2160. (RNSG) Clinical – Registered Nursing/Registered Nurse****CIP 51.3801****3 clinical hours per week; 48 total contact hours. Credit: 1 semester hour.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The content of this course focuses on principles and concepts of mental health, psychopathology and treatment modalities on clients and their families at mental health sites. The content of this course will assist the student to develop their role as a member of the profession in providing patient-centered care, while emphasizing patient safety and advocacy and collaboration among the health care team. **Prerequisites:** Generic: Completion of first semester RNSG courses. LVN-T: Admissions into the LVN-Transition Option. **Co-enrolled:** Generic: RNSG 1341, RNSG 1144, RNSG 2213, and RNSG 1260. LVN-T: RNSG 2213.

**#2161. (RNSG) Clinical – Registered Nursing/Registered Nurse****CIP 51.3801****3 clinical hours per week; 48 total contact hours. Credit: 1 semester hour.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The content of this course focuses on the provision of nursing care for childbearing and childrearing families. **Prerequisites:** Generic: Completion of first and second semester RNSG courses. LVN-T: Completion of first semester RNSG courses. **Co-enrolled:** Generic and LVN-T: RNSG 2261, RNSG 1412, and RNSG 1343.

**#2213. (RNSG) Mental Health Nursing****CIP 51.3801****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Principles and concepts of mental health, psychopathology, and treatment modalities related to the nursing care of patients and their families. This course lends itself to a blocked approach. **Prerequisites:** Generic: Completion of first semester RNSG courses. LVN-T: Admissions into the LVN-Transition Option. **Co-enrolled:** Generic: RNSG 1341, RNSG 1144, RNSG 2160, and RNSG 1260. LVN-T: RNSG 2160.

**#2231. (RNSG) Advanced Concepts of Adult Health****CIP 51.3801****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Application of advanced concepts and skills in the development of the professional nurse's roles with adult patients and families involving multiple body systems. Emphasis on advanced knowledge, judgments, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach. This course focuses on clients with common complex health concerns. The content of this course will assist the student to develop their role as a member of the profession in providing patient-centered care, while emphasizing patient safety and advocacy and collaboration among the health care team. **Prerequisites:** Generic: Completion of first, second, and third semester RNSG courses. LVN-T: Completion of first and second semester RNSG courses. **Co-enrolled:** Generic and LVN-T: RNSG 2121, RNSG 2262, and RNSG 2263.

**#2261. (RNSG) Clinical – Registered Nursing/Registered Nurse****CIP 51.3801****6 clinical hours per week; 96 total contact hours. Credit: 2 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The content of this course focuses on clients with common acute health concerns. The content of this course will assist the student to develop their role as a member of the profession in providing patient-centered care, while emphasizing patient safety and advocacy and collaboration among the health care team. **Prerequisites:** Generic: Completion of first and second semester RNSG courses. LVN-T: Completion of first semester RNSG courses. **Co-enrolled:** Generic and LVN-T: RNSG 1343, RNSG 1412, and RNSG 2161.

**#2262. (RNSG) Clinical – Registered Nursing/Registered Nurse****CIP 51.3801****6 clinical hours per week; 96 total contact hours. Credit: 2 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The content of this course focuses on clients with common complex health concerns. The content of this course will assist the student to develop their role as a member of the profession in providing patient-centered care, while emphasizing patient safety and advocacy and collaboration among the health care team. **Prerequisites:** Generic: Completion of first, second, and third semester RNSG courses. LVN-T: Completion of first and second semester RNSG courses. **Co-enrolled:** Generic and LVN-T: RNSG 2121, RNSG 2231, and RNSG 2263. **Note:** Starting with Spring 2017, this course will replace RNSG 2263 for the Fall 2015 cohort and beyond.

**#2263. (RNSG) Clinical – Registered Nursing/Registered Nurse****CIP 51.3801****6 clinical hours per week; 96 total contact hours. Credit: 2 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The content of this course focuses on clients with common complex health concerns. The content of this course will assist the student to develop their role as a member of the profession in providing patient-centered care, while emphasizing patient safety and advocacy and collaboration among the health care team. **Prerequisites:** Generic: Completion of first, second, and third semester RNSG courses. LVN-T: Completion of first and second semester RNSG courses. **Co-enrolled:** Generic and LVN-T: RNSG 2121, RNSG 2231, and RNSG 2262. **Note:** Starting with Spring 2017, this course will replace RNSG 2363 for Fall 2015 cohort and beyond. At that point, contact hours will be 8 clinical hours per week for a total of 128 total contact hours.

**#2363. (RNSG) Clinical – Registered Nursing/Registered Nurse****CIP 51.3801****9 clinical hours per week; 144 total contact hours. Credit: 3 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. This is a capstone experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or community agency. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the student and the Blinn College ADN faculty. The content of this course will assist the student to develop their role as a member of the profession in providing patient-centered care, while emphasizing patient safety and advocacy and collaboration among the health care team. **Prerequisites:** Generic: Completion of first, second, and third semester RNSG courses. LVN-T: Completion of first and second semester RNSG courses. **Co-enrolled:** Generic and LVN-T: RNSG 2231 and RNSG 2263. **Note:** The last semester RNSG 2363 will be taught is Fall 2016. Starting with the Spring 2017, RNSG 2263 (0/0/8=128 contact hours) will replace it for the Fall 2015 cohort and beyond.

**(SCIT) ANATOMY****#1307. (SCIT) Applied Human Anatomy and Physiology I****CIP 26.0403****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

An applied systematic study of the structure and function of the human body. Includes anatomical terminology, cells, tissues, and the following systems: integumentary, skeletal, muscular, nervous, and endocrine. Emphasis on homeostasis. The student must achieve a grade of 70% or better to complete the course.

**#1308. (SCIT) Applied Human Anatomy and Physiology II****CIP 26.0403****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A continuation of Applied Human Anatomy and Physiology I designed for students considering a career in the health field. The following body systems are included: digestive, respiratory, cardiovascular, lymphatic/immune, renal/excretory, and reproductive. Emphasis is on homeostasis. The student must achieve a grade of 70% or better to complete the course. **Prerequisites:** SCIT 1307.

**(SGNL) AMERICAN SIGN LANGUAGE**

Students who have never taken a foreign language or who have completed less than one year of a foreign language in high school should enroll in 1411. Students who have had a course or courses in a foreign language may take a departmental test to determine in which course they should enroll.

**+1401. (SGNL) Beginning American Sign Language I****CIP 16.1603****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**

Introduction to American Sign Language covering finger spelling, vocabulary, and basic sentence structure in preparing individuals to interpret oral speech for the hearing impaired. This course is an introduction to American Sign Language and deaf culture. Students will acquire an understanding of multiple aspects of deaf culture, including its history, alphabet, vocabulary, correct grammatical structures, conversational behaviors, and social customs.

**+1402. (SGNL) Beginning American Sign Language II****CIP 16.1603****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**

Introduction to American Sign Language covering finger spelling, vocabulary, and basic sentence structure in preparing individuals to interpret oral speech for the hearing impaired. This course is conducted, mainly, without voice. It focuses on sign vocabulary, numbers, finger spelling, and deaf culture. Emphasis is placed on the enhancement of both receptive and expressive skills and on the application of rudimentary syntactical structure. **Prerequisites:** SGNL 1401 or departmental approval.

**+2301. (SGNL) Intermediate American Sign Language I****CIP 16.1603****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Review and application of conversational skills in American Sign Language; interpreting from signing to voice as well as from voice to signing. Introduction to American Sign Language literature and folklore. This course is a continuation of SGNL 1401 and 1402, and is designed to provide extensive exposure to body language and American Sign Language. Emphasis is on comprehensive and expressive skills, as well as the linguistic features of the language taught in context. **Prerequisites:** SGNL 1401 and SGNL 1402 or departmental approval.

**+2302. (SGNL) Intermediate American Sign Language II****CIP 16.1603****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Review and application of conversational skills in American Sign Language; interpreting from signing to voice as well as from voice to signing. Introduction to American Sign Language literature and folklore. A continuation of SGNL 2301, this course provides further study in American Sign Language, its vocabulary, grammar, syntax, manual and non-manual aspects, as well as cultural features. Students will analyze selected literary works in ASL, integrate skills in discourse styles and structures, and apply the concept of contextualization to narratives. This course provides development and practice of conversational skills in expressive and receptive areas of ASL. **Prerequisites:** SGNL 1401, SGNL 1402, and SGNL 2301 or departmental approval.

**(SOCI) SOCIOLOGY****+1301. (SOCI) Introductory Sociology \*****CIP 45.1101***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

The scientific study of human society, including ways in which groups, social institutions, and individuals affect each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology. Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**+1306. (SOCI) Social Problems \*****CIP 45.1101***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Application of sociological principles and theoretical perspectives to major social problems in contemporary society such as inequality, crime and violence, substance abuse, environmental issues, deviance, or family problems. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**+2301. (SOCI) Marriage and the Family \*****CIP 45.1101***Core Curriculum Course***3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Sociological and theoretical analysis of the structures and functions of the family, the varied cultural patterns of the American family, and the relationships that exist among the individuals within the family, as well as the relationships that exist between the family and other institutions in society.

**+2319. (SOCI) Minority Studies****CIP 45.1101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

This course studies minority-majority group relations, addressing their historical, cultural, social, economic, and institutional development in the United States. Both sociological and social psychological levels of analysis will be employed to discuss issues including experiences of minority groups within the context of their cultural heritage and tradition, as well as that of the dominant culture. Core concepts to be examined include (but are not limited to) social inequality, dominance/subordination, prejudice, and discrimination. Particular minority groups discussed may include those based on poverty, race/ethnicity, gender, sexual orientation, age, disability, or religion. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

+ Texas Higher Education Coordinating Board Lower Division Academic Course Guide Manual (ACGM)

# Texas Higher Education Coordinating Board Workforce Education Course Number (WECM)

\* Meets State Core Curriculum Requirements

**+2336. (SOCJ) Criminology****CIP 45.0401****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

The course surveys various theories of crime, with an emphasis on understanding the social causes of criminal behavior. The techniques for measuring crime as a social phenomenon and the characteristics of criminals are examined. This course addresses crime types (such as consensual or white-collar crimes), the criminal justice system, and other social responses to crime. **Prerequisites:** A student must be college ready in reading according to TSI college-ready standards.

**(SPAN) SPANISH LANGUAGE**

Students who have never taken a foreign language or who have completed less than one year of a foreign language in high school should enroll in 1411. Students who have had a course or courses in a foreign language may take a departmental test to determine in which course they should enroll.

**+1411. (SPAN) Beginning Spanish I****CIP 16.0905****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**

Basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students will acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the beginner level.

**+1412. (SPAN) Beginning Spanish II****CIP 16.0905****3 lecture hours and 2 lab hours per week; 80 total contact hours. Credit: 4 semester hours.**

Basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students will acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the beginner level. This course is a continuation of SPAN 1411. **Prerequisites:** SPAN 1411 or departmental approval.

**+2311. (SPAN) Intermediate Spanish I****CIP 16.0905****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. **Prerequisites:** SPAN 1412 or departmental approval.

**+2312. (SPAN) Intermediate Spanish II****CIP 16.0905****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. This course is a continuation of SPAN 2311. **Prerequisites:** SPAN 2311 or departmental approval.

**+2313. (SPAN) Spanish for Native/Heritage Speakers I****CIP 16.0905****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Review and application of skills in reading and writing. Emphasizes vocabulary acquisition, reading, composition, and culture. Designed for individuals with oral proficiency in Spanish, these courses are considered equivalent to SPAN 2311 & SPAN 2312. Particular attention will be given to spelling, accent marks and expansion of the students' vocabulary. This course will allow students to reactivate the Spanish they have learned previously and develop it further, and it will help them learn more about their language and cultural heritage. **Prerequisites:** Native Spanish speaker or individuals who have learned Spanish and are fluent in the language.

**+2315. (SPAN) Spanish for Native/Heritage Speakers II****CIP 16.0905****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

Review and application of skills in reading and writing. Emphasizes vocabulary acquisition, reading, composition, and culture. Designed for individuals with oral proficiency in Spanish, these courses are considered equivalent to SPAN 2311 & SPAN 2312. This course is a sequel to Spanish 2313 for native Spanish speakers and individuals who have learned Spanish and are fluent in the language. This course will emphasize reading comprehension and literary analysis at a more sophisticated level. Particular attention will be given to spelling, simple and compound tenses and expansion of the students' vocabulary. This course will allow students to reactivate the Spanish they have learned previously and develop it further, and it will help them learn more about their language and cultural heritage. **Prerequisites:** Native Spanish speakers or individuals who have learned Spanish and are fluent in the language.

**(SPCH) SPEECH****+1144. (SPCH) Forensic Activities I: Debate Team****CIP 23.1304****2 lab hours per week; 32 total contact hours. Credit: 1 semester hours.**

Laboratory experience for students who participate in forensic activities. Students are encouraged to participate in speech and debate tournaments. Individual practice time may be required. Note: This course is limited to students who wish to participate on the Blinn College Speech and Debate Team. Note: This course is scheduled for deletion from the ACGM in Spring 2017.

- +1145. (SPCH) Forensic Activities II: Debate Team** **CIP 23.1304**  
**2 lab hours per week; 32 total contact hours. Credit: 1 semester hours.**  
 Laboratory experience for students who participate in forensic activities. Students are encouraged to participate in speech and debate tournaments. Individual practice time may be required. **Prerequisites:** SPCH 1144. **Note:** This course is limited to students who wish to participate on the Blinn College Speech and Debate Team. **Note:** This course is scheduled for deletion from the ACGM in Spring 2017.
- +1311. (SPCH) Introduction to Speech Communication \*** **CIP 23.1304**  
*Core Curriculum Course*  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Introduces basic human communication principles and theories embedded in a variety of contexts including interpersonal, small group, and public speaking.
- +1315. (SPCH) Public Speaking \*** **CIP 23.1304**  
*Core Curriculum Course*  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students' speaking abilities, as well as ability to effectively evaluate oral presentations.
- +1318. (SPCH) Interpersonal Communication \*** **CIP 23.1304**  
*Core Curriculum Course*  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Application of communication theory to interpersonal relationship development, maintenance, and termination in relationship contexts including friendships, romantic partners, families, and relationships with co-workers and supervisors.
- +1321. (SPCH) Business and Professional Communication \*** **CIP 23.1304**  
*Core Curriculum Course*  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Study and application of communication within the business and professional context. Special emphasis will be given to communication competencies in presentations, dyads, teams and technologically mediated formats.
- +1342. (SPCH) Voice and Diction** **CIP 23.1304**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Focuses on the physiology and mechanics of effective voice production with practice in articulation, pronunciation, and enunciation. **Recommended:** Completion of SPCH 2341 or be co-enrolled.
- +2144. (SPCH) Forensic Activities III: Debate Team** **CIP 23.1304**  
**2 lab hours per week; 32 total contact hours. Credit: 1 semester hours.**  
 Laboratory experience for students who participate in forensic activities. Students are encouraged to participate in speech and debate tournaments. Individual practice time may be required. **Prerequisites:** SPCH 1144 and SPCH 1145. **Note:** This course is limited to students who wish to participate on the Blinn College Speech and Debate Team. **Note:** This course is scheduled for deletion from the ACGM in Spring 2017.
- +2145. (SPCH) Forensic Activities IV: Debate Team** **CIP 23.1304**  
**2 lab hours per week; 32 total contact hours. Credit: 1 semester hours.**  
 Laboratory experience for students who participate in forensic activities. Students are encouraged to participate in speech and debate tournaments. Individual practice time may be required. **Prerequisites:** SPCH 1144, SPCH 1145, and SPCH 2144. **Note:** This course is limited to students who wish to participate on the Blinn College Speech and Debate Team. **Note:** This course is scheduled for deletion from the ACGM in Spring 2017.
- +2333. (SPCH) Discussion and Small Group Communication** **CIP 23.1304**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Focuses on discussion and small group theories and techniques as they relate to group process and interaction.
- +2335. (SPCH) Argumentation and Debate \*** **CIP 23.1304**  
*Core Curriculum Course*  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Focuses on the theories and practice of argumentation and debate including analysis, reasoning, organization, evidence, and refutation. Aims to engage students in discussions and debates of contemporary issues of socio-political and cultural significance, which are the building blocks of a democratic society.
- +2341. (SPCH) Oral Interpretation** **CIP 23.1304**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Theories and techniques in analyzing and interpreting literature. Preparation and presentation of various literary forms.

**(SPNL) SPANISH LANGUAGE AND LITERATURE****#1201. (SPNL) Health Care Spanish****CIP 16.0905****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Development of practical Spanish communication skills for the health care employee including medical terminology, greetings, common expressions, commands, and phrases and questions necessary to carry out specific health care procedures and to facilitate the physical assessment of a Spanish speaking patient. Discussions, visiting speakers and outside assignments will also cover cross-cultural issues pertinent to relationships between non-Hispanic health care staff and the Hispanic/Spanish-speaking community members.

**(STDY) STUDY SKILLS****+0101. (STDY) Study Strategies****CIP 32.0101****1 lecture hour and 1 lab hour per week; 32 contact hours. Credit: 1 semester hour.***Not counted toward a degree or certificate.*

Study Strategies is designed to help students develop and improve skills necessary to succeed in a rigorous college academic environment. Topics include time management, memory enhancement, critical reading, effective listening and note taking, test preparation, and critical thinking and writing. **Prerequisites:** Appropriate scores on the TSIA.

**+0311. (STDY) Strategies for College Success****CIP 32.0101****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.***Not counted toward a degree or certificate.*

Strategies for College Success is designed for development and improvement of study systems. Emphasis is placed on college-level study skills, the improvement of time management, effective listening and note-taking, marking texts, learning through media, concentration, retention of information and skills needed for taking examinations. Students who are TSI liable in reading and/or writing are strongly encouraged to take STDY 0311 to support their academic success. *Students whose TSIA scores make them "college ready" in English and Reading should take EDUC 1300 if they want to learn more about effective learning strategies and learning theories.* **Corequisites:** Students who test into READ 0304 must also register for STDY 0311 or take STDY 0311 before enrolling in READ 0304.

**(TECA) EARLY CHILDHOOD EDUCATION****+1303. (TECA) Families, School, and Community****CIP 13.0101****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

A study of the child, family, community and schools, including parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards. This course requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. It includes 16 hours of field experiences over the course of the semester.

**+1311. (TECA) Educating Young Children****CIP 13.1202****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

An introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities and current issues. Course content is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards. This course requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. It includes 16 hours of field experiences over the course of the semester.

**+1318. (TECA) Wellness of the Young Child****CIP 13.0101****3 lecture hours and 1 external hour per week; 64 total contact hours. Credit: 3 semester hours.**

A study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focus on local and national standards and legal implications of relevant policies and regulations. Course content is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards. This course requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. It includes 16 hours of field experiences over the course of the semester.

**+1354. (TECA) Child Growth and Development****CIP 13.1202****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A study of the physical, emotional, social, and cognitive factors impacting growth and development of children through adolescence. Course content is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards.



**(VNSG) VOCATIONAL NURSING**

- #1115. (VNSG) Disease Control and Prevention** **CIP 51.3901**  
**1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**  
 Study of the general principles of prevention of illness and disease, basic microbiology, and the maintenance of aseptic conditions. **Prerequisites:** Admissions into the Vocational Nursing Program. **Co-enrolled:** VNSG 1122, VNSG 1226 (formerly VNSG 1126), VNSG 1133, VNSG 1216, VNSG 1227, VNSG 1260, VNSG 1323, and VNSG 1420.
- #1119. (VNSG) Leadership and Professional Development** **CIP 51.3901**  
**1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**  
 Study of the importance of professional growth. Topics include the role of the licensed vocational nurse in the multi-disciplinary health care team, professional organizations, and continuing education. **Prerequisites:** Completion of all first and second semester VNSG courses, all with 75% or higher. **Co-enrolled:** VNSG 1238, VNSG 1432, and VNSG 1462.
- #1122. (VNSG) Vocational Nursing Concepts** **CIP 51.3901**  
**1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**  
 Introduction to the nursing profession and its responsibilities. Includes legal and ethical issues in nursing practice. Concepts related to the physical, emotional, and psychosocial self-care of the learner/professional. **Prerequisites:** Admissions into the Vocational Nursing Program. **Co-enrolled:** VNSG 1115, VNSG 1226 (formerly VNSG 1126), VNSG 1133, VNSG 1216, VNSG 1227, VNSG 1260, VNSG 1323, and VNSG 1420.
- #1126. (VNSG) Gerontology** **CIP 51.3901**  
**1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**  
 Overview of the physical, psychosocial, and cultural aspects of the aging process. Addresses common disease processes of aging. Exploration of attitudes toward care of the older adult. **Prerequisites:** Admissions into the Vocational Nursing Program. **Co-enrolled:** VNSG 1115, VNSG 1122, VNSG 1133, VNSG 1136, VNSG 1216, VNSG 1227, VNSG 1260, VNSG 1323, and VNSG 1420. **Note:** The last semester VNSG 1126 will be taught is Fall 2014. Starting with Fall 2015, VNSG 1226 will replace it for the Fall 2015 cohort and beyond.
- #1133. (VNSG) Growth and Development** **CIP 51.3901**  
**1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**  
 Study of the basic aspects of growth and development throughout the life span. Focus on growth and development of the individual's body, mind, and personality as influenced by the environment. **Prerequisites:** Admissions into the Vocational Nursing Program. **Co-enrolled:** VNSG 1115, VNSG 1226 (formerly VNSG 1126), VNSG 1122, VNSG 1216, VNSG 1227, VNSG 1260, VNSG 1323, and VNSG 1420.
- #1136. (VNSG) Mental Health** **CIP 51.3901**  
**1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**  
 Introduction to the principles and theories of positive mental health and human behaviors. Topics include emotional responses, coping mechanisms, and therapeutic communication skills. **Prerequisites:** Completion of all first semester VNSG courses, all with 75% or higher. **Co-enrolled:** VNSG 1231, VNSG 1234, VNSG 1230 (formerly VNSG 1330), VNSG 1429, and VNSG 1561.
- #1216. (VNSG) Nutrition** **CIP 51.3901**  
**2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**  
 Introduction to nutrients and the role of diet therapy in growth and development and in the maintenance of health. **Prerequisites:** Admissions into the Vocational Nursing Program. **Co-enrolled:** VNSG 1115, VNSG 1226 (formerly VNSG 1126), VNSG 1122, VNSG 1133, VNSG 1227, VNSG 1260, VNSG 1323, and VNSG 1420.
- #1226. (VNSG) Gerontology** **CIP 51.3901**  
**2 lecture hours per week; 16 total contact hours. Credit: 2 semester hours.**  
 Overview of the physical, psychosocial, and cultural aspects of the aging process. Addresses common disease processes of aging. Exploration of attitudes toward care of the older adult. **Prerequisites:** Admissions into the Vocational Nursing Program. **Co-enrolled:** VNSG 1115, VNSG 1122, VNSG 1133, VNSG 1216, VNSG 1227, VNSG 1260, VNSG 1323, and VNSG 1420. **Note:** Starting with Fall 2015, this course will replace VNSG 1126 for the Fall 2015 cohort and beyond.
- #1227. (VNSG) Essentials of Medication Administration** **CIP 51.3901**  
**2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**  
 General principles of medication administration including determination of dosage, preparation, safe administration, and documentation of multiple forms of drugs. Instruction includes various systems of measurement. **Prerequisites:** Admissions into the Vocational Nursing Program. **Co-enrolled:** VNSG 1115, VNSG 1226 (formerly VNSG 1126), VNSG 1122, VNSG 1133, VNSG 1216, VNSG 1260, VNSG 1323, and VNSG 1420.

**#1230. (VNSG) Maternal-Neonatal Nursing****CIP 51.3901****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

A study of the biological, psychological, and sociological concepts applicable to basic needs of the family including childbearing and neonatal care. Utilization of the nursing process in the assessment and management of the childbearing family. Topics include physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium. **Prerequisites:** Completion of all first semester VNSG courses, all with 75% or higher. **Co-enrolled:** VNSG 1136, VNSG 1231, VNSG 1234, VNSG 1429, and VNSG 1561. **Note:** Starting with Spring 2016, this course will replace VNSG 1330 for the Fall 2015 cohort and beyond.

**#1231. (VNSG) Pharmacology****CIP 51.3901****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Fundamentals of medications and their diagnostic, therapeutic, and curative effects. Includes nursing interventions utilizing the nursing process. **Prerequisites:** Completion of all first semester VNSG courses, all with 75% or higher. **Co-enrolled:** VNSG 1136, VNSG 1234, VNSG 1230 (formerly VNSG 1330), VNSG 1429, and VNSG 1561.

**#1234. (VNSG) Pediatrics****CIP 51.3901****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Study of the care of the pediatric patient and family during health and disease. Emphasis on growth and developmental needs utilizing the nursing process. **Prerequisites:** Completion of all first semester VNSG courses, all with 75% or higher. **Co-enrolled:** VNSG 1136, VNSG 1231, VNSG 1230 (formerly VNSG 1330), VNSG 1429, and VNSG 1561.

**#1238. (VNSG) Mental Illness****CIP 51.3901****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Study of human behavior with emphasis on emotional and mental abnormalities and modes of treatment incorporating the nursing process. **Prerequisites:** Completion of all first and second semester VNSG courses, all with 75% or higher. **Co-enrolled:** VNSG 1119, VNSG 1432, and VNSG 1462.

**#1260. (VNSG) Clinical – Licensed Practical/Vocational Nurse Training****CIP 51.3901****12 clinical hours per week; 192 total contact hours. Credit: 2 semester hours.**

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Clinical education is an unpaid learning experience. **Prerequisites:** Admissions into the Vocational Nursing Program. **Co-enrolled:** VNSG 1115, VNSG 1226 (formerly VNSG 1126), VNSG 1122, VNSG 1133, VNSG 1216, VNSG 1227, VNSG 1323, and VNSG 1420.

**#1323. (VNSG) Basic Nursing Skills****CIP 51.3901****2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**

Mastery of basic nursing skills and competencies for a variety of health care settings. Utilization of the nursing process as the foundation for all nursing interventions. **Prerequisites:** Admissions into the Vocational Nursing Program. **Co-enrolled:** VNSG 1115, VNSG 1226 (formerly VNSG 1126), VNSG 1122, VNSG 1133, VNSG 1216, VNSG 1227, VNSG 1260, and VNSG 1420.

**#1330. (VNSG) Maternal-Neonatal Nursing****CIP 51.3901****2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**

A study of the biological, psychological, and sociological concepts applicable to basic needs of the family including childbearing and neonatal care. Utilization of the nursing process in the assessment and management of the childbearing family. Topics include physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium. **Prerequisites:** Completion of all first semester VNSG courses, all with 75% or higher. **Co-enrolled:** VNSG 1231, VNSG 1234, VNSG 1429, and VNSG 1561. **Note:** The last semester VNSG 1330 will be taught is Spring 2015. Starting with Spring 2016, VNSG 1230 will replace it for the Fall 2015 cohort and beyond.

**#1420. (VNSG) Anatomy and Physiology for Allied Health****CIP 51.3901****4 lecture hours per week; 64 total contact hours. Credit: 4 semester hours.**

Study of the structure (anatomy) and function (physiology) of the human body including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. **Prerequisites:** Admissions into the Vocational Nursing Program. **Co-enrolled:** VNSG 1115, VNSG 1226 (formerly VNSG 1126), VNSG 1122, VNSG 1133, VNSG 1216, VNSG 1227, VNSG 1260, and VNSG 1323.

**#1429. (VNSG) Medical-Surgical Nursing I****CIP 51.3901****4 lecture hours per week; 64 total contact hours. Credit: 4 semester hours.**

Application of the nursing process to the care of the adult patient experiencing medical-surgical conditions along the health-illness continuum in a variety of health care settings. **Prerequisites:** Completion of all first semester VNSG courses, all with 75% or higher. **Co-enrolled:** VNSG 1136, VNSG 1231, VNSG 1234, VNSG 1230 (formerly VNSG 1330), and VNSG 1561.

**#1432. (VNSG) Medical-Surgical Nursing II****CIP 51.3901****4 lecture hours per week; 64 total contact hours. Credit: 4 semester hours.**

Continuation of Medical-Surgical Nursing I with application of the nursing process to the care of adult patient experiencing medical-surgical conditions along the health-illness continuum in a variety of health care settings. **Prerequisites:** Completion of all first and second semester VNSG courses, all with 75% or higher. **Co-enrolled:** VNSG 1119, VNSG 1238, and VNSG 1462.

**#1462. (VNSG) Clinical - Licensed Practical/Vocational Nurse Training****CIP 51.3901****16 clinical hours per week; 256 total contact hours. Credit: 4 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Clinical education is an unpaid learning experience. Clinical education is an unpaid learning experience. **Prerequisites:** Completion of all first and second semester VNSG courses, all with 75% or higher. **Co-enrolled:** VNSG 1119, VNSG 1238, and VNSG 1432.

**#1561. (VNSG) Clinical - Licensed Practical/Vocational Nurse Training****CIP 51.3901****26 clinical hours per week; 416 total contact hours. Credit: 5 semester hours.**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Clinical education is an unpaid learning experience. **Prerequisites:** Completion of all first semester VNSG courses, all with 75% or higher. **Co-enrolled:** VNSG 1136, VNSG 1231, VNSG 1234, VNSG 1230 (formerly VNSG 1330), and VNSG 1429. **Note:** Starting with Summer 2016, VNSG 1561 contact hours will be 25 clinical hours per week for 400 total contact hours.

**(VTHT) VETERINARY TECHNOLOGY****#1105. (VTHT) Veterinary Medical Terminology****CIP 51.0808****1 lecture hour and 1 lab hour per week; 32 total contact hours. Credit: 1 semester hour.**

Introduction to word parts, directional terminology, and analysis of veterinary terms. **Prerequisites:** Admissions into the Veterinary Technology Program. **Co-enrolled:** VTHT 1109 (formerly VTHT 1209) and VTHT 1301 (formerly VTHT 1401). **Note:** Starting with Fall 2015, this course will replace VTHT 1205 for the Fall 2015 cohort and beyond.

**#1109. (VTHT) Veterinary Nutrition****CIP 51.0808****1 lecture hour and 1 lab per week; 32 total contact hours. Credit: 1 semester hour.**

Fundamentals of energy and non-energy producing nutrients, their sources and functions. Integration of concepts including digestion, absorption, and metabolism with application to normal and therapeutic nutritional needs. **Prerequisites:** Admissions into the Veterinary Technology Program. **Co-enrolled:** VTHT 1105 (formerly VTHT 1205) and VTHT 1301 (formerly VTHT 1401). **Note:** Starting with Fall 2015, this course will replace VTHT 1209 for the Fall 2015 cohort and beyond.

**#1125. (VTHT) Pharmacological Calculations****CIP 51.0808****1 lecture hour and 1 lab per week; 32 total contact hours. Credit: 1 semester hour.**

Skill development in calculating drug dosages. **Prerequisites:** Completion of first semester VTHT courses. **Co-enrolled:** VTHT 1413 and VTHT 2217. **Note:** Starting with Spring 2016, this course will replace VTHT 1225 for the Fall 2015 cohort and beyond.

**#1140. (VTHT) Veterinary Jurisprudence and Ethics****CIP 51.0808****1 lecture hour per week; 16 total contact hours. Credit: 1 semester hour.**

Survey of laws, regulations, and ethical standards governing the veterinary profession. **Prerequisites:** Completion of first, second, third, and fourth semester VTHT courses. **Co-enrolled:** VTHT 1441, VTHT 2260, VTHT 1245 (formerly VTHT 1345), and VTHT 2331 (formerly VTHT 2431).

**#1205. (VTHT) Veterinary Medical Terminology****CIP 51.0808****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Introduction to word parts, directional terminology, and analysis of veterinary terms. **Prerequisites:** Admissions into the Veterinary Technology Program. **Co-enrolled:** VTHT 1209 and VTHT 1401. **Note:** The last semester VTHT 1205 will be taught is Fall 2014. Starting with Fall 2015, VTHT 1105 will replace it for the Fall 2015 cohort and beyond.

**#1209. (VTHT) Veterinary Nutrition****CIP 51.0808****2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**

Fundamentals of energy and non-energy producing nutrients, their sources and functions. Integration of concepts including digestion, absorption, and metabolism with application to normal and therapeutic nutritional needs. **Prerequisites:** Admissions into the Veterinary Technology Program. **Co-enrolled:** VTHT 1205 and VTHT 1401. **Note:** The last semester VTHT 1209 will be taught is Fall 2014. Starting with Fall 2015, VTHT 1109 will replace it for the Fall 2015 cohort and beyond.

- #1225. (VTHT) Pharmacological Calculations** **CIP 51.0808**  
**2 lecture hours per week; 32 total contact hours. Credit: 2 semester hours.**  
 Skill development in calculating drug dosages. **Prerequisites:** Completion of first semester VTHT courses. **Co-enrolled:** VTHT 1413 and VTHT 2217. **Note:** The last semester VTHT 1225 will be taught is Spring 2015. Starting with Spring 2016, VTHT 1125 will replace it for the Fall 2015 cohort and beyond.
- #1245. (VTHT) Veterinary Radiology** **CIP 51.0808**  
**1 lecture hours and 3 lab hours per week; 64 total contact hours. Credit: 2 semester hours.**  
 Presentation of theory and principles and practical application of radiology within the field of veterinary medicine. **Prerequisites:** Completion of first, second, third, and fourth semester VTHT courses. **Co-enrolled:** VTHT 1441, VTHT 2260, VTHT 1140, and VTHT 2331 (formerly VTHT 2431). **Note:** Starting with Spring 2017, this course will replace VTHT 1345 for the Fall 2015 cohort and beyond.
- #1249. (VTHT) Veterinary Pharmacology** **CIP 51.0808**  
**2 lecture hours and 1 lab hour per week; 48 total contact hours. Credit: 2 semester hours.**  
 Fundamentals of pharmacology including recognition, calculation, labeling, packaging, and administration of veterinary drugs, biologics, and therapeutic agents. Discussion of normal and abnormal responses to these agents. **Prerequisites:** Completion of the first, second, and third semester VTHT courses. **Co-enrolled:** VTHT 2209, VTHT 2205, VTHT 2201, and VTHT 2223 (formerly VTHT 2323). **Note:** Starting with Fall 2016, this course will replace VTHT 1349 for the Fall 2015 cohort and beyond.
- #1260. (VTHT) Clinical-Veterinary/Animal Health Technology/Technician and Veterinary Assistant** **CIP 51.0808**  
**10 clinical hours per week; 160 total contact hours. Credit: 2 semester hours.**  
 A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. **Prerequisites:** Completion of the first and second semester VTHT courses.
- #1301. (VTHT) Introduction to Veterinary Technology** **CIP 51.0808**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 Survey of the profession of veterinary technology with emphasis on basic techniques, handling and care of animals, and ethical and professional requirements. **Prerequisites:** Admissions into the Veterinary Technology Program. **Co-enrolled:** VTHT 1105 (formerly VTHT 1205) and VTHT 1109 (formerly VTHT 1209). **Note:** Starting with Fall 2015, this course will replace VTHT 1401 for the Fall 2015 cohort and beyond.
- #1345. (VTHT) Veterinary Radiology** **CIP 51.0808**  
**2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**  
 Presentation of theory and principles and practical application of radiology within the field of veterinary medicine. **Prerequisites:** Completion of first, second, third, and fourth semester VTHT courses. **Co-enrolled:** VTHT 1441, VTHT 2260, VTHT 1140, and VTHT 2431. **Note:** The last semester VTHT 1345 will be taught is Spring 2016. Starting with Spring 2017, VTHT 1245 will replace it for the Fall 2015 cohort and beyond.
- #1349. (VTHT) Veterinary Pharmacology** **CIP 51.0808**  
**3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**  
 Fundamentals of pharmacology including recognition, calculation, labeling, packaging, and administration of veterinary drugs, biologics, and therapeutic agents. Discussion of normal and abnormal responses to these agents. **Prerequisites:** Completion of the first, second, and third semester VTHT courses. **Co-enrolled:** VTHT 2209, VTHT 2205, VTHT 2201, and VTHT 2323. **Note:** The last semester VTHT 1349 will be taught is Fall 2015. Starting with Fall 2016, VTHT 1249 will replace it for the Fall 2015 cohort and beyond.
- #1401. (VTHT) Introduction to Veterinary Technology** **CIP 51.0808**  
**3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**  
 Survey of the profession of veterinary technology with emphasis on basic techniques, handling and care of animals, and ethical and professional requirements. **Prerequisites:** Admissions into the Veterinary Technology Program. **Co-enrolled:** VTHT 1205 and VTHT 1209. **Note:** The last semester VTHT 1401 will be taught is Fall 2014. Starting with Fall 2015, VTHT 1301 will replace it for the Fall 2015 cohort and beyond.
- #1413. (VTHT) Veterinary Anatomy and Physiology** **CIP 51.0808**  
**3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**  
 Gross anatomy of domestic animals including physiological explanations of how each organ system functions. **Prerequisites:** Completion of first semester VTHT courses. **Co-enrolled:** VTHT 1125 (formerly VTHT 1225) and VTHT 2217.

- #1441. (VTHT) Anesthesia and Surgical Assistance** **CIP 51.0808**  
**2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**  
 In-depth application of surgical, obstetrical, and anesthesia techniques including identification and use of instruments and equipment. **Prerequisites:** Completion of first, second, third, and fourth semester VTHT courses. **Co-enrolled:** VTHT 1140, VTHT 2260, VTHT 1245 (formerly VTHT 1345), and VTHT 2331 (formerly VTHT 2431).
- #2201. (VTHT) Canine and Feline Clinical Management** **CIP 51.0808**  
**1 lecture hour and 3 lab hours per week; 64 total contact hours. Credit: 2 semester hours.**  
 Survey of feeding, common management practices, and care of canines and felines in a clinical setting. Review of common diseases of canines and felines encountered in the practice of veterinary medicine. **Prerequisites:** Completion of the first, second, and third semester VTHT courses. **Co-enrolled:** VTHT 2209, VTHT 2205, VTHT 1249 (formerly VTHT 1349), and VTHT 2223 (formerly VTHT 2323).
- #2205. (VTHT) Equine Clinical Management** **CIP 51.0808**  
**1 lecture hour and 3 lab hours per week; 64 total contact hours. Credit: 2 semester hours.**  
 Survey of feeding, common management practices, and care of equines in a clinical setting. Review of common diseases of equines encountered in the practice of veterinary medicine. **Prerequisites:** Completion of the first, second, and third semester VTHT courses. **Co-enrolled:** VTHT 2209, VTHT 2201, VTHT 1249 (formerly VTHT 1349), and VTHT 2223 (formerly VTHT 2323).
- #2209. (VTHT) Food Animal Clinical Management** **CIP 51.0808**  
**1 lecture hour and 3 lab hours per week; 64 total contact hours. Credit: 2 semester hours.**  
 Survey of feeding, management practices, and care of food producing animals in a clinical setting. Review of common diseases of food producing animals. **Prerequisites:** Completion of the first, second, and third semester VTHT courses. **Co-enrolled:** VTHT 2205, VTHT 2201, VTHT 1249 (formerly VTHT 1349), and VTHT 2223 (formerly VTHT 2323).
- #2217. (VTHT) Exotic Animal Clinical Management** **CIP 51.0808**  
**1 lecture hour and 3 lab hours per week; 64 total contact hours. Credit: 2 semester hours.**  
 Survey of feeding, common management practices, and care of exotic animals in a clinical or zoological setting. Review of common diseases of exotic animals encountered in the practice of veterinary medicine. **Prerequisites:** Completion of first semester VTHT courses. **Co-enrolled:** VTHT 1125 (formerly VTHT 1225) and VTHT 1413.
- #2223. (VTHT) Veterinary Clinical Pathology I** **CIP 51.0808**  
**1 lecture hour and 4 lab hours per week; 80 total contact hours. Credit: 2 semester hours.**  
 In-depth study of hematology and blood chemistries with emphasis on lab procedures. **Prerequisites:** Completion of the first, second, and third semester VTHT courses. **Co-enrolled:** VTHT 2209, VTHT 2205, VTHT 2201, and VTHT 1249 (formerly VTHT 1349). **Note:** Starting with Fall 2016, this course will replace VTHT 2323 for the Fall 2015 cohort and beyond.
- #2260. (VTHT) Clinical-Veterinary/Animal Health Technology/Technician and Veterinary Assistant** **CIP 51.0808**  
**10 clinical hours per week; 160 total contact hours. Credit: 2 semester hours.**  
 A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. **Prerequisites:** Completion of first, second, third, and fourth semester VTHT courses. **Co-enrolled:** VTHT 1140, VTHT 1441, VTHT 1245 (formerly VTHT 1345), and VTHT 2331 (formerly VTHT 2431).
- #2323. (VTHT) Veterinary Clinical Pathology I** **CIP 51.0808**  
**2 lecture hours and 3 lab hours per week; 80 total contact hours. Credit: 3 semester hours.**  
 In-depth study of hematology and blood chemistries with emphasis on lab procedures. **Prerequisites:** Completion of the first, second, and third semester VTHT courses. **Co-enrolled:** VTHT 2209, VTHT 2205, VTHT 2201, and VTHT 1349. **Note:** The last semester VTHT 2323 will be taught is Fall 2015. Starting with Fall 2016, VTHT 2223 will replace it for the Fall 2015 cohort and beyond.
- #2331. (VTHT) Veterinary Clinical Pathology II** **CIP 51.0808**  
**2 lecture hours and 4 lab hours per week; 96 total contact hours. Credit: 3 semester hours.**  
 In-depth study of urinalysis and cytology. Survey of microbiological techniques. Emphasis on lab procedures. **Prerequisites:** Completion of first, second, third, and fourth semester VTHT courses. **Co-enrolled:** VTHT 1441, VTHT 2260, VTHT 1140, and VTHT 1245 (formerly VTHT 1345). **Note:** Starting with Spring 2017, this course will replace VTHT 2431 for the Fall 2015 cohort and beyond.
- #2421. (VTHT) Veterinary Parasitology** **CIP 51.0808**  
**3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**  
 Study of parasites common to domestic animals including zoonotic diseases. **Prerequisites:** Completion of the first and second semester VTHT courses.

**#2431. (VTHT) Veterinary Clinical Pathology II****CIP 51.0808****3 lecture hours and 3 lab hours per week; 96 total contact hours. Credit: 4 semester hours.**

In-depth study of urinalysis and cytology. Survey of microbiological techniques. Emphasis on lab procedures.  
**Prerequisites:** Completion of first, second, third, and fourth semester VTHT courses. **Co-enrolled:** VTHT 1441, VTHT 2260, VTHT 1140, and VTHT 1345. **Note:** The last semester VTHT 2431 will be taught is Spring 2016. Starting with Spring 2017, VTHT 2331 will replace it for the Fall 2015 cohort and beyond.

**(WLDG) WELDING TECHNOLOGY/WELDER****#1313. (WLDG) Introduction to Blueprint Reading for Welders****CIP 48.0508****2 lecture hours and 2 lab hours per week; 64 total contact hours. Credit: 3 semester hours.**

A study of industrial blueprints. Emphasis placed on terminology, symbols, graphic description, and welding processes. Includes systems of measurement and industry standards. Also includes interpretation of plans and drawings used by industry to facilitate field application and production.

**#1340. (WLDG) AWS Level I Certification Review****CIP 48.0508****3 lecture hours per week; 48 total contact hours. Credit: 3 semester hours.**

A review of various welding processes, welding terminology, and welding technology curriculum in preparation for taking the American Welding Society Level One Certification written test.

**#1425. (WLDG) Introduction to Oxy-Fuel Welding and Cutting****CIP 48.0508****2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**

An introduction to oxy-fuel welding and cutting, safety, setup and maintenance of oxy-fuel welding, and cutting equipment and supplies.

**#1428. (WLDG) Introduction to Shielded Metal Arc Welding (SMAW)****CIP 48.0508****2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**

An introduction to the shielded metal arc welding process. Emphasis placed on power sources, electrode selection, oxy-fuel cutting, and various joint designs. Instruction provided in SMAW fillet welds in various positions.

**#1430. (WLDG) Introduction to Gas Metal Arc Welding (GMAW)****CIP 48.0508****2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**

Principles of gas metal arc welding, setup and use of Gas Metal Arc Welding (GMAW) equipment, and safe use of tools/equipment. Instruction in various joint designs.

**#1434. (WLDG) Introduction to Gas Tungsten Arc (GTAW) Welding****CIP 48.0508****2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**

Principles of gas tungsten arc welding (GTAW), including setup, GTAW equipment. Instruction in various positions and joint designs.

**#1435. (WLDG) Introduction to Pipe Welding****CIP 48.0508****2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**

An introduction to welding of pipe using the shielded metal arc welding process (SMAW), including electrode selection, equipment setup, and safe shop practices. Emphasis on weld positions 1G and 2G using various electrodes. **Prerequisites:** WLDG 1428, WLDG 1430, and WLDG 1457.

**#1457. (WLDG) Intermediate Shielded Metal Arc Welding (SMAW)****CIP 48.0508****2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**

A study of the production of various fillets and groove welds. Preparation of specimens for testing in various positions. **Prerequisites:** WLDG 1428.

**#2288. (WLDG) Internship - Welding Technology/Welder****CIP 48.0508****12 external hours per week; 192 total contact hours. Credit: 2 semester hours.**

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. **Prerequisites:** WLDG 1425, WLDG 1428, WLDG 1430, and WLDG 1457. **Co-enrolled:** WLDG 1435.

**#2289. (WLDG) Internship - Welding Technology/Welder****CIP 48.0508****12 external hours per week; 192 total contact hours. Credit: 2 semester hours.**

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. **Prerequisites:** WLDG 1425, WLDG 1428, WLDG 1430, WLDG 1457, and ENGL 1301. **Co-enrolled:** WLDG 2453.



- #2447. (WLDG) Advanced Gas Metal Arc Welding (GMAW)** **CIP 48.0508**  
**2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**  
Advanced topics in Gas Metal Arc Welding (GMAW). Includes welding in various positions.
- #2451. (WLDG) Advanced Gas Tungsten Arc Welding (GTAW)** **CIP 48.0508**  
**2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**  
Advanced topics in GTAW welding, including welding in various positions and directions.
- #2453. (WLDG) Advanced Pipe Welding** **CIP 48.0508**  
**2 lecture hours and 6 lab hours per week; 128 total contact hours. Credit: 4 semester hours.**  
Advanced topics involving welding of pipe using the shielded metal arc welding (SMAW) process. Topics include electrode selection, equipment setup, and safe shop practices. Emphasis on weld positions 5G and 6G using various electrodes.

## Workforce Education Programs Information

Blinn College provides a full complement of Workforce Education programs for lifelong learning. These non-credit courses are offered through the Division of Workforce Education throughout the thirteen county service area. Workforce Programs are designed, both in subject and format, to fulfill the specific technical training needs of individuals and organizations. Through coursework, a student will master a skill and learn a subject without enrolling in college credit courses. Courses are publicized and offered throughout the year. Classes are offered during the day and evening, weekdays and weekends, and vary in length.

Certificates of Completion and Continuing Education Units (CEU) may be awarded to those students who satisfactorily complete the course. One (CEU) is ten (10) contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction. Tuition and fees are determined for each course and publicized in the course schedules.

Continuing Education instructional staff hold appropriate education credentials and technical experience in the subject areas taught. Blinn College seeks out individuals who are recognized as leaders in their area of expertise to assist with course development and to provide instruction.

Some classes have prerequisites that the student must meet before enrolling. Course schedules and information are available at the Workforce Education Office, Bryan Workforce Campus, 301 Post Office Street in Bryan (979-209-7205), the Hodde Technical Education Center in Brenham (979-830-4443), the Schulenburg campus (979-743-5237) and at the Sealy campus (979-627-7997); and on the [Blinn College Workforce Education website](#).

### Refund Policy for Workforce Education

Refunds take a minimum of six (6) weeks to process. Students will not receive a refund immediately when enrollment is withdrawn. To receive a full tuition refund, the student must notify the division of workforce education twenty-four (24) business hours before the course start date. Any costs incurred by the college for unreturned textbooks and supplies will be subtracted from the refund amount.

**Refunds for withdrawals on or after the course date will be prorated as follows:**

<b>Courses of two (2) weeks or fewer classes or meetings:</b>	
<b>Prior to the first class session</b>	<b>100%</b>
<b>After the first class session</b>	<b>NONE</b>
<b>Courses of less than eight (8) weeks or meetings:</b>	
<b>Prior to the first class session</b>	<b>100%</b>
<b>Prior to the second class session</b>	<b>80%</b>
<b>After the second class session</b>	<b>NONE</b>
<b>Courses over eight (8) weeks or meetings:</b>	
<b>Prior to the first class session</b>	<b>100%</b>
<b>Prior to the second class session</b>	<b>80%</b>
<b>Prior to the third class session</b>	<b>50%</b>
<b>After the fourth class session</b>	<b>NONE</b>

### Course Cancellation

In the event a course is cancelled by Workforce Education, a full refund will be given to the student. Students will be notified of course cancellation three (3) business days before the start date.

### Registration and Payment

Students may register in person at any workforce education location, over the phone, or via mail. Payment is not accepted over the phone, but may be completed online after phone registration. Registration and payment may be mailed. Payment is required at the time of registration. If a student registers, but does not pay, enrollment will be dropped that evening.

+ Texas Higher Education Coordinating Board Lower Division Academic Course Guide Manual (ACGM)

# Texas Higher Education Coordinating Board Workforce Education Course Number (WECM)

\* Meets State Core Curriculum Requirements

## Online Registration

Online registration is available through Workforce Education. Payment is required at the time of registration or the student will be dropped from the course that evening. If the student is utilizing financial aid, tuition assistance or another type of third party assistance (i.e. DARS, Workforce Solutions, GI Bill) the student will need to register in person at a Blinn campus location. If the student has registered online and needs to withdraw from a course before the start date, the student needs to call or go into the local campus for assistance.

## Financial Assistance

Promissory notes are available when registering for a class at least three (3) weeks before the start date. Half of the tuition payment is due at registration to hold a spot in that course. The second, and final, payment is due seven (7) business days before the course start date. If the second payment is not made by the due date, the student will be dropped and a refund will be processed for the initial tuition payment. Refunds take a minimum of six (6) weeks to process.

A variety of solutions are available for individuals seeking new or advanced employment, through grants funded under Welfare-to-Work (WTW), Temporary Assistance to Needy Families (TANF), and Workforce Investment Act (WIA) programs. The Workforce Development team is composed of dedicated trainers and facilitators who personalize each program to meet the needs of each participant. Currently, Workforce Development projects are operating in coordination with the Brazos Valley Workforce Development Board, the Rural Capitol Workforce Board, and the Gulf Coast Workforce Board to provide participants with the best possible services.

## Customized Training for Business and Industry

Most of Blinn College's offerings can be customized to meet a particular group or employer. Additional, more advanced and specialized course offerings are available for incumbent employees of business and industry. Coursework is available to advance the skills of employees, create a baseline of common skills, and to provide continuing education units for licensure. Courses can be conducted on campus, at the employer's site, or at another offsite location. Certificates of Completion and CEU's are awarded to those individuals who successfully complete a course. **For more information call (979) 209-7205.**

+ Texas Higher Education Coordinating Board Lower Division Academic Course Guide Manual (ACGM)

# Texas Higher Education Coordinating Board Workforce Education Course Number (WECM)

\* Meets State Core Curriculum Requirements

## Workforce Education Certificates and Non-Credit Courses

Program	Course Name	Prefix & Number	Contact Hours
<b>Certified Nurse Aide (C.N.A.)</b>	Nurse Aide for Health Care	NURA 1001	80
	Clinical - Nursing Assistant/Aide and Patient Care Assistant/Aide	NURA 1060	40
	<b>Certificate in Certified Nurse Aide</b>	<b>TOTAL</b>	<b>120</b>
<b>Certified Medication Aide</b>	Medication Administration for the Nurse Aide/Home Health Aide	<b>NURA 1013</b>	140
<b>Medical Office Technician</b>	Introduction to General Office Skills	POFT 1022	16
	Basic Medical Assistant Technology	MDCA 1000	32
	Advanced Medical Assistant Technology	MDCA 2031	32
	CPR for Healthcare Providers	EMSP 1019	8
	<b>Certificate in Medical Office Technician</b>	<b>TOTAL</b>	<b>88</b>
<b>Pharmacy Technician</b>	Local Needs in Pharmacy Technology	PHRA 2071	160
	Special Topics in Pharmacy Technician/Assistant	PHRA 1091	40
	<b>Certificate in Pharmacy Technology</b>	<b>TOTAL</b>	<b>200</b>
<b>Phlebotomy Technician</b>	Phlebotomy	PLAB 1023	48
	Clinical - Phlebotomy/Phlebotomist	PLAB 1060	132
	<b>Certificate in Phlebotomy</b>	<b>TOTAL</b>	<b>180</b>
<b>Certified Medication Aide Refresher</b>	Professional Development: Medication Aide	NURA 1041	8
<b>Certified Nurse Aide Refresher (C.N.A.)</b>	Nurse Aide Skills	NURA 2005	8
<b>Machining</b>	Basic Safety and Health	OSHT 1000	12
	Industrial Mathematics	TECM 1001	48
	Blueprint Reading and Sketching	DFTG 1025	48
	Statistical Process Control for Machinist	MCHN 1030	32
	Basic Machine Shop I	MCHN 1038	112
	<b>Certificate in Machining Fundamentals</b>	<b>TOTAL</b>	<b>252</b>
<b>CNC Machining</b>	Fundamentals of Computer Numerical Controlled (CNC) Machine Controls	MCHN 2003	84
<b>Fundamentals of Welding</b>	Introduction to Metallurgy	WLDG 1037	60
	Introduction to Metallurgy	WLDG 1037	60
	<b>Certificate in Welding Fundamentals: SMAW</b>	<b>TOTAL</b>	<b>120</b>
	Fundamentals of Gas Metal Arc Welding (GMAW)	WLDG 1002	60
	Fundamentals of Gas Metal Arc Welding (GMAW)	WLDG 1002	60
	<b>Certificate in Welding Fundamentals: GMAW</b>	<b>TOTAL</b>	<b>120</b>
	Fundamentals of Gas Tungsten Arc Welding (GTAW)	WLDG 1006	60
	Fundamentals of Gas Tungsten Arc Welding (GTAW)	WLDG 1006	40
	<b>Certificate in Welding Fundamentals: GTAW</b>	<b>TOTAL</b>	<b>100</b>
	<b>Certificate in Welding Technology</b>	<b>TOTAL</b>	<b>340</b>
<b>Introduction To Pipe Welding</b>	Pipe Welding	WLDG 1041	36
<b>HVAC Contractors License Renewal</b>	Heating, Air Conditioning, and Refrigeration Technologies/Technicians Refresher	HART 1043	8
<b>HVAC Technician</b>	Air Conditioning I	HART 1038	240
<b>Electrician License Renewal</b>	Professional Development: Electrical Licensing Regulations and National Electrical Code Review	ELPT 2000	4
<b>Electrician Technician</b>	Fundamentals of Electricity I	ELPT 1019	240
<b>Master Electrician Exam Review</b>	Master Electrician Exam Review I	ELPT 1040	48
<b>Commercial Truck Driving</b>	CDL Licensure		200

Verify non-credit course offerings with the Workforce Education Division.

+ Texas Higher Education Coordinating Board Lower Division Academic Course Guide Manual (ACGM)

# Texas Higher Education Coordinating Board Workforce Education Course Number (WECM)

\* Meets State Core Curriculum Requirements

# Crime Statistics and Drug-Free College Information

Brenham Campus Crime Statistics

Bryan Campus Crime Statistics

Schulenburg Campus Crime Statistics

Sealy Campus Crime Statistics

A Drug-Free College

Penalties Under Texas and Federal Law

## Brenham Campus Crime Statistics

CRIMES REPORTED FOR:	ON-CAMPUS PROPERTY						NON-CAMPUS PROPERTY			ADJACENT PUBLIC PROPERTY		
TYPE OF OFFENSE	2011		2012		2013		2011	2012	2013	2011	2012	2013
	Res. Hall	Total	Res. Hall	Total	Res. Hall	Total						
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Forcible sex offenses (includes rape)	2	2	2	2	0	0	0	0	0	0	0	0
Nonforcible sex offenses	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	1	0	0	0	1	0	0	0	0	0	0
Aggravated Assault	4	4	4	4	0	0	0	0	0	0	0	0
Burglary	19	19	16	16	13	13	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
HATE CRIMES (by prejudice)	2011		2012		2013		2011	2012	2013	2011	2012	2013
	Res. Hall	Total	Res. Hall	Total	Res. Hall	Total						
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS/REFERRALS FOR SELECTED OFFENSES	2011		2012		2013		2011	2012	2013	2011	2012	2013
	Res. Hall	Total	Res. Hall	Total	Res. Hall	Total						
Liquor Law Violations / Arrests	4	4	8	8	0	0	0	0	0	0	0	0
Liquor Law Violations / Referrals	81	81	39	39	42	42	0	0	0	0	0	0
Drug Law Violations / Arrests	34	34	22	22	10	10	0	0	0	0	0	0
Drug Law Violations / Referrals	50	50	18	18	17	17	0	0	0	0	0	0
Weapons Law Violations / Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations / Referrals	0	0	0	0	0	0	0	0	0	0	0	0
The Brenham Campus has no non-campus property												



## Bryan Campus Crime Statistics

CRIMES REPORTED FOR:	ON-CAMPUS PROPERTY						NON-CAMPUS PROP- ERTY			ADJACENT PUBLIC PROPERTY		
TYPE OF OFFENSE	2011		2012		2013							
	Res. Hall	Total	Res. Hall	Total	Res. Hall	Total						
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Forcible sex offenses (includes rape)	0	0	0	0	0	0	0	0	0	0	0	0
Nonforcible sex offenses	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	1	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	1
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
HATE CRIMES (by prejudice)	2011		2012		2013							
	Res. Hall	Total	Res. Hall	Total	Res. Hall	Total						
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS/REFERRALS FOR SE- LECTED OFFENSES	2011		2012		2013							
	Res. Hall	Total	Res. Hall	Total	Res. Hall	Total						
Liquor Law Violations / Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations / Referrals	0	1	0	0	0	0	0	0	0	0	0	0
Drug Law Violations / Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations / Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations / Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations / Referrals	0	0	0	1	0	0	0	0	0	0	0	0

## Schulenburg Campus Crime Statistics

CRIMES REPORTED FOR:	ON-CAMPUS PROPERTY						NON-CAMPUS PROPERTY			ADJACENT PUBLIC PROPERTY		
TYPE OF OFFENSE	2011		2012		2013							
	Res. Hall	Total	Res. Hall	Total	Res. Hall	Total						
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Forcible sex offenses (includes rape)	0	0	0	0	0	0	0	0	0	0	0	0
Nonforcible sex offenses	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
HATE CRIMES (by prejudice)	2011		2012		2013							
	Res. Hall	Total	Res. Hall	Total	Res. Hall	Total						
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS/REFERRALS FOR SELECTED OFFENSES	2011		2012		2013							
	Res. Hall	Total	Res. Hall	Total	Res. Hall	Total						
Liquor Law Violations / Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations / Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations / Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations / Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations / Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations / Referrals	0	0	0	0	0	0	0	0	0	0	0	0

## Sealy Campus Crime Statistics

CRIMES REPORTED FOR:	ON-CAMPUS PROPERTY						NON-CAMPUS PROP- ERTY			ADJACENT PUBLIC PROPERTY		
TYPE OF OFFENSE	2011		2012		2013							
	Res. Hall	Total	Res. Hall	Total	Res. Hall	Total						
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Forcible sex offenses (includes rape)	0	0	0	0	0	0	0	0	0	0	0	0
Nonforcible sex offenses	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
HATE CRIMES (by prejudice)	2011		2012		2013							
	Res. Hall	Total	Res. Hall	Total	Res. Hall	Total						
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS/REFERRALS FOR SE- LECTED OFFENSES	2011		2012		2013							
	Res. Hall	Total	Res. Hall	Total	Res. Hall	Total						
Liquor Law Violations / Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations / Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations / Arrests	0	0	0	1	0	0	0	0	0	0	0	0
Drug Law Violations / Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations / Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations / Referrals	0	0	0	0	0	0	0	0	0	0	0	0

## **A DRUG FREE COLLEGE**

### **Information for Students Regarding Illicit Drugs and Alcohol Abuse**

- Standards of Conduct Prohibiting Unlawful Possession, Use or Distribution of Illicit Drugs and Alcohol
- Health Risks Associated with Use of Drugs and Alcohol Abuse
- College Penalties for Prohibited Conduct Related to Drugs and Alcohol
- Criminal Penalties Under State and Federal Law for Unlawful Possession, Use or Distribution of Drugs and Alcohol
- Counseling Referrals are Available in the Counselor's Office

### **Disciplinary Sanctions**

All students are required to obey the law and comply with Blinn College policies and/or procedures and with the directives issued by administrative officials in the course of their authorized duties. Students are expected to observe standards of conduct appropriate for an academic institution.

Any student who engages in conduct that is prohibited by Blinn College policies and/or procedures, or federal, state, or local law may be subject to discipline whether such conduct takes place on or off campus or whether civil or criminal penalties are imposed for such conduct.

Any student who is proven guilty of the illegal use, possession and/or sale of a drug or narcotic on campus is subject to disciplinary and/or legal action(s) by the college. If a student is found guilty of the illegal use, possession, and/or sale of a drug or narcotic on campus, the minimum penalty shall be suspension from the institution for a specified period of time.

A student is subject to discipline by the college for prohibited conduct that occurs while participating in off-campus activities sponsored by the college or a component institution including field trips, internships, rotations or clinical assignments, among other activities.

A student who receives a period of suspension as a disciplinary penalty is subject to further disciplinary action for prohibited conduct that takes place during the period of suspension.

### **Health Risks Alcohol**

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol can also lead to permanent damage to vital organs such as the brain and the liver. Females who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are a greater risk than other youngsters of becoming alcoholics.

### **Tobacco (Nicotine)**

The smoking of tobacco products is the chief avoidable cause of death in our society. Smokers are more likely than nonsmokers to contract heart disease. Some 30 percent of cancer deaths (130,000 per year) are linked to smoking. Chronic obstructive lung diseases such as emphysema and chronic bronchitis are 10 times more likely to occur among smokers than among nonsmokers. Smoking during pregnancy poses serious risks such as spontaneous abortion, preterm birth, low birth weights, and fetal and infant deaths. Perhaps the most dangerous substance in tobacco smoke is nicotine. Because nicotine is highly addictive, addicts find it very difficult to stop smoking. Of 1,000 typical smokers, fewer than 20 percent succeed in stopping on the first try.

### **Designer Drugs**

Illegal drugs are defined in terms of their chemical formulas. To circumvent these legal restrictions, underground chemists modify the molecular structure of certain illegal drugs to produce analogs known as designer drugs. These drugs can be several hundred times stronger than the drugs they are designed to imitate. Many of the so-called designer drugs are related to amphetamines (MDMA, X). Bootleg manufacture creates overdose and contaminated risks. These substances can produce severe neurochemical damage to the brain. The narcotic analogs (fentanyl, china white) can cause symptoms such as those seen in Parkinson's disease: uncontrollable tremors, drooling, impaired speech, paralysis, and irreversible brain damage. Analogs of amphetamines and methamphetamines cause nausea, blurred vision, chills or sweating, and faintness. Psychological effects include anxiety, depression, and paranoia. As little as one dose can cause brain damage. The analogs of phencyclidine cause illusions, hallucinations, and impaired perception.

### **Cocaine**

Cocaine stimulates the central nervous system. The use of cocaine can cause death by cardiac arrest or respiratory failure. Its immediate effects include dilated pupils and elevated blood pressure, heart rate, respiratory rate, and body temperature. Occasional use can cause a stuffy or runny nose, while chronic use can ulcerate the mucous membrane of the nose. Injecting cocaine with contaminated equipment can cause AIDS, hepatitis, and other diseases. Cocaine can produce psychological and physical dependency, a feeling that the user cannot function without the drug. In addition, tolerance develops rapidly. Crack or freebase rock is extremely addictive, and its effects are felt within 10 seconds. The physical effects include dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, tactile hallucinations, paranoia, and seizures.

### **Other Stimulants**

Stimulants can cause increased heart and respiratory rates, elevated blood pressure, dilated pupils, and decreased appetite. In addition, users may experience sweating, headache, blurred vision, dizziness, sleeplessness, and anxiety. Extremely high doses can cause a rapid or irregular heartbeat, tremors, loss of coordination, and even physical collapse. An amphetamine injection creates a sudden increase in blood pressure that can result in stroke, very high fever or heart failure. In addition to the physical effects, users report feeling restless, anxious, and moody. Higher doses intensify the effects. Persons who use large amounts of amphetamines over a long period of time can develop an amphetamine psychosis that includes hallucinations, delusions, and paranoia.

**Anabolic Steroids**

Anabolic steroids are a group of powerful compounds closely related to the male sex hormone testosterone. Steroid users subject themselves to more than 70 side effects ranging in severity from liver cancer to acne and including psychological as well as physical reactions. The liver and the cardiovascular and reproductive systems are most seriously affected by steroid use. In males, use can cause withered testicles, sterility, and impotence. In females, irreversible masculine traits can develop along with breast reduction and sterility. Psychological effects include very aggressive behavior known as “roid rage” and depression. While some side effects appear quickly, others, such as heart attacks and strokes, may not show up for years.

**Narcotics**

Narcotics initially produce a feeling of euphoria that often is followed by drowsiness, nausea, and vomiting. Users also may experience constricted pupils, watery eyes, and itching. An overdose may produce slow shallow breathing, clammy skin, convulsions, coma, and possible death. Tolerance to narcotics develops rapidly and dependence is likely. The use of contaminated syringes may result in diseases such as AIDS, endocarditis, and hepatitis. Addiction in pregnant women can lead to premature, stillborn, or addicted infants who experience severe withdrawal symptoms.

**Marijuana**

All forms of cannabis have negative physical and mental effects. Use of cannabis may impair or reduce short-term memory and comprehension, alter sense of time and reduce ability to perform tasks requiring concentration and coordination, such as driving a car. Research also shows that students do not retain knowledge when they are “high.” Motivation and cognition may be altered, making the acquisition of new information difficult. Marijuana can also produce paranoia and psychosis. Because users often inhale the unfiltered smoke deeply and then hold it in their lungs as long as possible, marijuana is damaging to the lungs and pulmonary system. Marijuana smoke contains more cancer-causing agents than tobacco smoke. Long-term users of cannabis may develop psychological dependence and require more of the drug to get the same effect. The drug can become the center of their lives.

**Hallucinogens**

Lysergic acid (LSD), mescaline, and psilocybin cause illusions and hallucinations. The physical effects may include dilated pupils, elevated body temperature, increased heart rate and blood pressure, loss of appetite, sleeplessness, and tremors. Sensations and feelings may change rapidly. It is common to have bad psychological reactions to LSD, mescaline, and psilocybin. The user may experience panic, confusion, suspicion, anxiety, and loss of control. Delayed effects or flashbacks, can occur even after use of ceased. Users of PCP report persistent memory problems and speech difficulties. Some of these effects may last 6 months to a year following prolonged daily use. Mood disorders-depression, anxiety, and violent behavior-also occur. In later stages of chronic use, users often exhibit paranoid and violent behavior. Large doses may produce convulsions and coma, as well as heart and lung failure.

**Depressants**

The effects of depressants are in many ways similar to the effects of alcohol. Small amounts can produce calmness and relaxed muscles, but somewhat larger doses can cause slurred

speech, staggering gait, and altered perception. Large doses can cause respiratory depression, coma and death. The combination of depressants and alcohol can multiply the effects of the drugs, thereby multiplying the risks. The use of depressants can cause both physical and psychological dependence. Regular use over time may result in a tolerance to the drug, leading the user to increase the quantity consumed. When regular users suddenly stop taking large doses, they may develop withdrawal symptoms ranging from restlessness, insomnia, and anxiety to convulsions and death.

**Inhalants**

The immediate negative effects of inhalants include nausea, sneezing, coughing, nosebleeds, fatigue, lack of coordination, and loss of appetite. Solvents and aerosol sprays also decrease the heart and respiratory rates and impair judgment. Amyl and butyl nitrite cause rapid pulse, headaches, and involuntary passing of urine and feces. Long-term use may result in hepatitis or brain damage. Deeply inhaling the vapors, or using large amounts over a short time, may result in disorientation, violent behavior, unconsciousness, or death. High concentrations of inhalants can cause suffocation by displacing the oxygen in the lungs or by depressing the central nervous system to the point that breathing stops. Long-term use can cause weight loss, fatigue, electrolyte imbalance, and muscle fatigue. Repeated sniffing of concentrated vapors over time can permanently damage the nervous system.

*Drug/alcohol counseling referrals are available in the counselor's offices of the college.*

*A biennial review of this program will be conducted by Blinn College to determine its effectiveness and to implement changes in the program if they are needed and to ensure that the college's disciplinary sanctions are consistently enforced.*

**Blinn College Statement on Drug and Alcohol Use and Abuse**

In accordance with the Drug Free Schools and Campuses Drug Prevention Program Certification, Blinn College has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs/alcohol by its students on school premises or as part of any of its activities. Blinn College recognizes the importance of information about drug/alcohol abuse. Provided here, for the benefit of each student, are standards of conduct and legal and disciplinary sanctions for the unlawful possession or distribution of illicit drugs/alcohol. Listings of area resources for drug/alcohol counseling and rehabilitation are available in the Counselor's Offices, the libraries, residence halls and various self-serve racks around the campuses.

**Legal Sanctions**

Students found in violation of any local, state or federal law regarding the use, possession or distribution of alcohol or other drugs (as defined by the Texas Health and Safety Code, Subtitle C. Substance Abuse Regulations and Crimes) may receive the full legal penalty in addition to any appropriate college disciplinary action. Information about the college disciplinary process is available in the Student Handbook. The most common legal violations and their consequences are:

**PENALTIES UNDER TEXAS LAW\***

<b>OFFENSE</b>	<b>MINIMUM PUNISHMENT</b>	<b>MAXIMUM PUNISHMENT</b>
Manufacture or delivery of controlled substances (drugs)	Confinement in the Texas Department of Corrections (TDC) for a term of not more than 2 years or less than 180 days, or confinement in a community correctional facility for not more than 1 year, and a fine not to exceed \$10,000	Confinement in TDC for life or for a term of not more than 99 years or less than 15 years, and a fine not to exceed \$250,000
Possession of controlled substances (drugs)	Confinement in jail for a term of not more than 180 days, and a fine not to exceed \$2,000	Confinement in TDC for life or for a term of not more than 99 years or less than 15 years, and a fine not to exceed \$250,000
Delivery of Marijuana	Confinement in jail for a term of not more than 180 days, and a fine not to exceed \$2,000 or both	Confinement in TDC for life or for a term of not more than 99 years or less than 10 years, and a fine not to exceed \$100,000
Possession of Marijuana	Confinement in jail for a term not to exceed 180 days, and a fine not to exceed \$2,000 or both	Confinement in TDC for life or for a term of not more than 99 years or less than 5 years, and a fine not to exceed \$50,000
Driving Under the Influence of Alcohol	FIRST OFFENSE: Maximum fine of \$500; 20 to 40 hours community service related to education about or prevention of misuse of alcohol; 60 or 120 day suspension of driver's license. SECOND OFFENSE: Maximum fine of \$500. 40 to 60 hours community service related to education about or prevention of misuse of alcohol; 120 or 240 day suspension of driver's license.	THIRD OFFENSE: Fine not less than \$500 or more than \$2,000; confinement in jail for term not to exceed 180 days or both the fine and the confinement; 180-day or 1 year suspension of driver's license.  An offense under this section is not a lesser included offense under Section 49.04, Penal Code. (DWI).
Public Intoxication		A fine not to exceed \$500
Purchase of alcohol by a minor	Fine of not less than \$25.00 nor more than \$500	Varies with age and number of offenses
Consumption of alcohol by a minor	Fine of not less than \$25.00 nor more than \$500.00	Varies with number of offenses
Possession of alcohol by a minor	FIRST OFFENSE: Maximum fine of \$500; 8 to 12 hours of community service; 30-day suspension of driver's license. SECOND OFFENSE: Maximum fine of \$500; 20 to 40 hours of community service; 60-day suspension of driver's license.	THIRD OFFENSE: Fine not less than \$250 or more than \$2,000; confinement in jail for term not to exceed 180 days or both fine and confinement; 180-day suspension or driver's license.
Furnishing alcohol to a minor	Fine not to exceed \$4,000; confinement in jail for term not to exceed 1 year; or both such fine and confinement.	

**PENALTIES UNDER FEDERAL LAW\***

<b>OFFENSE</b>	<b>MINIMUM PUNISHMENT</b>	<b>MAXIMUM PUNISHMENT</b>
Manufacture, distribution, or dispensing drugs (includes marijuana)	A term of imprisonment up to 5 years, and a minimum fine of \$250,000	A term of life imprisonment without release (no eligibility for parole) and a fine not to exceed \$8,000,000 (for an individual) or \$20,000,000 if other than an individual)
Possession of drugs (including marijuana)	Imprisonment for up to 1 year plus fine.	Imprisonment for not more than 20 years or not less than \$5,000 plus costs of investigation and prosecution
Operation of a Common Carrier under the influence of alcohol or drugs		Imprisonment for up to 15 years and a fine not to exceed \$250,000
Penalties may be enhanced for prior convictions and offenses within specified distances of a public college or university.		
*Additional penalties may apply in resident halls. These penalties are listed in the Residence Hall Handbook.		