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# 2022-23 catalog

AUGUST EDITION

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**Campus Tours** 217/351-2482

**General Information** 217/351-2200

**Admissions** 217/351-2482 | (toll free) 1-800-346-8089



## Welcome to Parkland College



On behalf of the trustees, administration, faculty, and staff at Parkland College, I am pleased to welcome you to an environment that embraces academic innovation, values diverse cultures and ideas, and promotes the hardworking Cobra spirit.

If you are new to campus, rest assured that your professors and counselors have your growth and success top-of-mind and are happy to work with you at a personal level. They want to learn your name as well as provide you with all the support services you need to earn your associate's degree or certificate. They want to smile when you cross our stage at commencement, receive your first university transfer letter, or land your first job. They are not just instructors and advisors but cheerleaders in your corner, working to build your confidence day by day.

If you are returning to Parkland College, whether after a long period away or after just a semester, please know that we are happy to have you back with us. We invite and encourage you to engage in Parkland College Student Life groups and activities, including our new Student Leadership Academy, Student Government, and service-learning opportunities. It is no surprise that getting involved in campus organizations makes you feel stronger scholastically, leads to greater persistence, and helps you complete your academic credential.

Remember, we are partners with you on this journey of learning. Call, email, or stop by, and we'll be glad to lend a hand. Oh—and be sure to let us know how we've helped you before you leave us. We enjoy smiling.

A handwritten signature in black ink that reads "Thomas R. Ramage". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Thomas R. Ramage, Ed.D.  
President

This catalog is for information only and does not constitute a contract. The college reserves the right to change, modify, or alter without notice all fees, charges, tuition, expenses, and costs of any kind and further reserves the right to add or delete without notice any course or program offering, service, or information in this catalog.

In cases of discrepancy between the printed and online catalog, the online version takes precedence over the printed edition.

# 2022–2023 Academic Calendar

## Summer Session 2022

Instruction begins May 16, June 6, and July 5 and ends no later than July 28.

Final exams will be held during the last class meeting.

March 21	Registration for continuing students
March 28	Open registration begins
May 15	Last day to register for classes that begin the week of May 16
June 5	Last day to register for classes that begin the week of June 6
July 4	Last day to register for classes that begin the week of July 5
July 15	Deadline to petition for summer graduation

### Campus holidays and closures

May 30	Memorial Day (college closed)
July 4	Independence Day observed (college closed)
Fridays, June 10–July 29	College offices closed

## Fall Semester 2022

March 28	Registration for continuing students
April 4	Open registration begins
August 21	Last day to register for classes that begin the week of August 22
August 22	Full-semester and first 8-week classes begin
September 11	Last day to register for classes that begin the week of September 12
September 12	13-week classes begin
October 16	Last day to register for classes that begin the week of October 17
October 17	Second 8-week (midterm) classes begin
November 4	Deadline to petition for fall graduation
December 9	Last day of classes
December 12–16	Final examinations

### Campus holidays and closures

September 5	Labor Day (college closed)
November 23–27	Thanksgiving recess (begins at 5 pm on November 23; college closed)
December 23–January 2	Winter break (college closed)

## Spring Semester 2023

October 24	Registration for continuing students
October 31	Open registration begins
January 8	Last day to register for classes that begin the week of January 9
January 9	Full-semester and first 8-week classes begin
January 29	Last day to register for classes that begin the week of January 30
January 30	13-week classes begin
March 5	Last day to register for classes that begin the week of March 6
March 6	Second 8-week (midterm) classes begin
March 10	Deadline to petition for spring graduation
May 4	Last day of classes
May 5–11	Final examinations
May 11	Commencement

### Campus holidays and closures

January 16	Martin Luther King Jr Day (college closed)
February 23	Professional Development Day (no day or evening classes)
March 11–19	Spring vacation
March 17	Spring holiday (college closed)

Class start and end dates, tuition due dates, add/drop/withdrawal dates, and final exam schedules are published on the student portal, Connect ([connect.parkland.edu](http://connect.parkland.edu)) and at [parkland.edu/collegecalendar](http://parkland.edu/collegecalendar).

# Tentative 2023–2024 Academic Calendar

## Summer Session 2023

Instruction begins May 15, June 5, and July 3 and ends no later than July 27.

Final exams will be held during the last class meeting.

March 20	Registration for continuing students
March 27	Open registration begins
May 14	Last day to register for classes that begin the week of May 15
June 4	Last day to register for classes that begin the week of June 5
July 2	Last day to register for classes that begin the week of July 3
July 14	Deadline to petition for summer graduation

### Campus holidays and closures

May 29	Memorial Day (college closed)
July 4	Independence Day observed (college closed)
Fridays, June 9–July 28	College offices closed

## Fall Semester 2023

March 27	Registration for continuing students
April 3	Open registration begins
August 20	Last day to register for classes that begin the week of August 21
August 21	Full-semester and first 8-week classes begin
September 10	Last day to register for classes that begin the week of September 11
September 11	13-week classes begin
October 15	Last day to register for classes that begin the week of October 16
October 16	Second 8-week (midterm) classes begin
November 3	Deadline to petition for fall graduation
December 8	Last day of classes
December 11–15	Final examinations

### Campus holidays and closures

September 4	Labor Day (college closed)
November 22–26	Thanksgiving recess (begins at 5 pm on November 22; college closed)
December 22–January 1	Winter break (college closed)

## Spring Semester 2024

October 23	Registration for continuing students
October 30	Open registration begins
January 7	Last day to register for classes that begin the week of January 8
January 8	Full-semester and first 8-week classes begin
January 28	Last day to register for classes that begin the week of January 29
January 29	13-week classes begin
March 3	Last day to register for classes that begin the week of March 4
March 4	Second 8-week (midterm) classes begin
March 8	Deadline to petition for spring graduation
May 2	Last day of classes
May 3–9	Final examinations
May 9	Commencement

### Campus holidays and closures

January 15	Martin Luther King Jr Day (college closed)
February 22	Professional Development Day (no day or evening classes)
March 9–17	Spring vacation
March 15	Spring holiday (college closed)

Class start and end dates, tuition due dates, add/drop/withdrawal dates, and final exam schedules are published on the student portal, Connect ([connect.parkland.edu](https://connect.parkland.edu)) and at [parkland.edu/collegecalendar](https://parkland.edu/collegecalendar).



# general Information

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## Administrative Directory

### President

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### Vice President for Communications and External Affairs

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### Vice President for Student Services

Michael Trame Room U334  
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## Mission and Purposes

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

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

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

## Statement of Core Values

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

- **Honesty and Integrity.** In our daily operations, our classrooms, and all of our interactions, it is essential that we communicate openly, truthfully, and without hypocrisy.
- **Fairness and Just Treatment.** We advocate and strive for respect, equity, and justice in all of our operations and proceedings.
- **Responsibility.** We believe that employees and students are personally and mutually accountable for their actions as they carry out their duties. We understand the need to balance the pursuit of our own well-being with concern for others. Likewise, we understand the importance of balancing personal accountability with graciousness in the acceptance of help from others.
- **Multiculturalism.** We celebrate the diversity in both our community and our world. Our goal is to recognize, promote, utilize, and educate one another regarding the unique qualities and shared humanity of all people and cultures.
- **Education.** We provide a forum for innovation, critical thinking, open inquiry, and lifelong learning opportunities.
- **Public Trust.** In our efforts to serve the community, we honor the trust placed in us by our citizenry. We also rely on our community to guide and advise us as we continue to serve its needs.

## Civility Statement

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

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

## Cultural Diversity

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

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

- Respecting the inherent right of all persons to live with dignity and freedom.
- Respecting individual rights of expression.
- Setting a standard for the larger community by promoting sensitivity, communication, and understanding among people with differing beliefs, color, gender, cultures, and backgrounds.
- Encouraging equal opportunity for students, faculty, and staff.

- Providing opportunities (e.g., curriculum development, art exhibits, theatrical presentations, and special events) for increasing our awareness of cultural differences and personal lifestyles within our college and within our communities.

## Equal Education Opportunities

Parkland College ensures equal educational opportunities for all students. The college prohibits all forms of discrimination and harassment, including those that violate federal and state law, or college policy. It will not discriminate on the basis of sex/gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, genetic information, gender identity/expression, or sexual orientation in its employment practices or educational programs and activities. It takes appropriate steps to ensure that the lack of English language skills will not be a barrier to admission and participation in vocational education programs. Parkland College has designated the vice president for student services (217/351-2551, 2400 W. Bradley Ave., Rm. U334, Champaign, IL 61821) and the director of human resources (217/353-2024, 2400 W. Bradley Ave., Rm. A116, Champaign, IL 61821) as the college officials responsible for coordinating civil rights compliance activities and grievance procedures. For Parkland policy, refer to policy 3.01, 3.02, and 8.26.

## Equal Employment Opportunity

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

## Use of Student Images

All students and alumni ("students") are advised that the Parkland College ("Parkland") Marketing and Public Relations Department takes photographs and videos throughout the year. These photographs and videos often include students in classrooms and study areas, and at athletic events and Parkland-related activities. Parkland College reserves the right to use these photographs and videos as a part of its publicity and marketing efforts. Students who enroll at Parkland do so with the understanding that these

photographs and videos might include their names, pictures, images, voices, and likenesses; that such photographs and videos might be included, published, or used in Parkland publications including print, broadcast, or electronic media for publicity, commercial, or marketing purposes; and that enrollment at Parkland constitutes students' consent to the inclusion, publication, or use of their names, pictures, images, voices, and likenesses in Parkland publications, both printed and electronic, for publicity, commercial, promotional, or marketing purposes.

Additionally, Parkland College reserves the right to reproduce student work and retain copies of student work for teaching and exhibition purposes. Parkland College is not held liable for lost, stolen, or damaged student or alumni work.

## General Education and General Learning Outcomes

Educated persons tend to be inquisitive about all aspects of life; they seek, evaluate, and use information to make informed, reasonable decisions in a complex world of personal, professional, and environmental challenges. Parkland College is committed to equipping students with the knowledge, skills, and values essential for educated persons to realize their potential as learners, workers, and valuable participants in a global society. Students enter Parkland with different levels of general knowledge; all of Parkland's academic offerings will help them grow by improving their individual skills and competencies and by providing experiences in areas they have not yet explored.

### General Learning Outcomes

To this end, the Parkland College faculty has developed six general learning outcomes for students. At the conclusion of their certificate or degree program, all Parkland students will have taken courses that each assess one or more of the following outcomes.

#### Communication

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

#### Creativity

- Students will demonstrate the ability to develop and design, perform and/or interpret images, materials, and/or ideas in innovative ways.

#### Critical Thinking and Information Literacy

- Students will demonstrate the ability to evaluate perspectives, evidence, and implications, and to locate, assess, and use information effectively.

### **Reasoning and Inquiry**

- Students will demonstrate the ability to solve problems using deductive reasoning and logic, quantitative reasoning, or the scientific method.

### **Technology**

- Students will demonstrate the ability to evaluate, select, and appropriately use current and emerging tools.

### **Global Awareness and Ethical Reasoning**

- Students will demonstrate an understanding of global issues, gender and sexual orientation, multicultural perspectives, and/or the role of ethical core values in making personal, social, academic, and professional decisions.

## **General Education Core Curriculum**

In addition to general learning outcomes, Parkland College offers students the broad and diverse range of general education courses. A solid core of these general education classes make up the Illinois Articulation Initiative (IAI) General Education Core Curriculum (GECC). The GECC course requirements are distributed across these disciplines: communications, social and behavioral sciences, humanities and fine arts, mathematics, and physical and life sciences. They are designed to provide an enlightening, interrelated program that ensures a wide range of diversified knowledge and promotes lifelong intellectual inquiry. The GECC constitutes an essential component of all transfer degrees. Associate degrees in career programs also include general education courses. For more information, see “General Education Core Curriculum Courses” on p. 64.

## **Collegewide Assessment**

### **Assessing Student Academic Achievement**

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

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

### **Assessing Support Services Effectiveness**

Assessing the effectiveness of institutional support services, measuring how well the college achieves its stated goals, demonstrates Parkland’s commitment to excellence. By assessing both student academic achievement and institutional support services, the college continuously strives to improve all its offerings. All Parkland institutional support service areas are engaged in a process to measure their effectiveness and to identify needed improvements. Each service area develops its own mission statement, sets measurable goals, assesses outcomes, and uses the results for continuous improvement.

## **History**

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

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

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

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

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



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

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

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

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

## Accreditation

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

Parkland College is committed to offering quality programs to help students achieve their academic goals. This commitment to quality means the college continually assesses the goals and objectives of each program and gathers data to determine how successful we are in meeting these goals and objectives. The support of our students, alumni, and their employers in helping us gather data for this assessment process is essential. This input helps us to refine and

improve programs to meet high standards in a changing world. These assessment activities are summarized in Parkland College's assessment program, a crucial component of an effective institution of higher learning. If you have questions or comments about our academic assessment activities, please contact the vice president for academic services, 217/353-2113.

The following Parkland career programs are accredited by these agencies: Automotive Ford ASSET, Automotive Service Excellence (ASE) Education Foundation; Automotive Technology, ASE Education Foundation; Dental Hygiene, Commission on Dental Accreditation of the American Dental Association (CODA); Emergency Medical Services, Commission on Accreditation of Allied Health Educational Programs (CAAHEP) and Committee on Accreditation of Educational Programs for Emergency Medical Services Professions (CoAEMSP); Medical Assisting, Medical Assisting Education Review Board (MAERB) and Commission on Accreditation of Allied Health Education Programs (CAAHEP); Nursing, Accreditation Commission for Education in Nursing (ACEN); Occupational Therapy Assistant, Accreditation Council for Occupational Therapy Education (ACOTE); Radiologic Technology, Joint Review Committee on Education in Radiologic Technology (JRCERT); Respiratory Care, Commission on Accreditation for Respiratory Care (CoARC); Surgical Technology, Commission on Accreditation of Allied Health Education Programs (CAAHEP); Veterinary Technology, Committee on Veterinary Technician Education (CVTEA) and Activities of the American Veterinary Medical Association (AVMA); Welding (lab accreditation as testing facility), American Welding Society. The following courses are approved by state agencies: Certified Nursing Assistant (CNA), approved by Illinois Department of Public Health; Land Surveying, courses accepted by Illinois Department of Financial and Professional Regulation (IDFPR) as compliant with the Illinois Professional Land Surveyor Act.

## Parkland College Association

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

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

## Parkland College Campus and Facilities

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

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

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

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

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

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

## Center for Community Engagement

The Center for Community Engagement supports, coordinates, and promotes efforts to incorporate various forms of community engagement into the academic programs and college life at Parkland College. In collaboration with the community-based organizations of District 505, and through such co-curricular forms of community engagement as service-learning and volunteerism, the Center for Community Engagement not only supports Parkland College's commitment to "engage the community in learning," but also helps fulfill our commitment to value civic engagement. Visit the Center for Community Engagement in C134, or email Brian Nudelman, Service-Learning Coordinator, at [bnudelman@parkland.edu](mailto:bnudelman@parkland.edu).

## Child Development Center

The Child Development Center is an accredited lab school located on the south side of the campus. The center provides a quality, affordable, individualized program for young children and their families in Parkland College District 505. One of the center's goals is to provide developmentally and educationally appropriate activities that meet the social, emotional, physical, and cognitive needs of the individual child. Enrollment is open to children, ages six weeks through five years old, whose parents are residents of District 505 or are employees or students of Parkland College. **Parkland employees and students receive an 8 percent tuition discount.** For tuition rates, payment policies, enrollment procedures, hours, or to submit an online application, go to [parkland.edu/cdc](http://parkland.edu/cdc). For other questions, please call 217/373-3777.

## College Bookstore

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

## Donna Hyland Giertz Gallery

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

## Learning Commons

The Learning Commons brings together information resources, technology (including loanable laptops and calculators), and study help into a one-stop shop to help students achieve academic success. The Learning Commons offers comfortable places to study, research, browse, and work with tutors, faculty, and peers. The main floor has a variety of group and collaborative work areas as well as internet-enabled computer stations, while the third floor offers individual silent study zones. Librarians and Academic Specialists are available to assist and guide students in using all the resources available to them, including information literacy, writing help, and walk-in learning assistance and tutoring. Students can bring their Parkland ID to the Learning Commons to explore the range of services offered. For students studying from home, full-text databases are available online 24 hours a day, 7 days a week, with live online assistance available during opening hours. For more information, call 217/373-3839 or visit <https://www.parkland.edu/learningcommons>.

## Library

Parkland Library connects students with the information resources, tools, spaces, and services they need for personal and academic success. The library offers an extensive print and electronic collection of books, magazines, databases, multimedia, and other materials, with 24/7 access to electronic resources via the library's website at [parkland.edu/library](http://parkland.edu/library). The library is located on the second and third floors of the College Center and provides spaces for collaborative and group work, individual study and research, and the only designated silent study area on campus. Librarian assistance for information and research questions is available during all library opening hours via email ([library@parkland.edu](mailto:library@parkland.edu)), chat ([parkland.edu/library](http://parkland.edu/library)), telephone (217/373-3839), text (217/615-0079), and in person. Librarian-taught research and information literacy classes are offered in the 24-seat computer classroom (R227), which also serves as an open computer lab when not in use. There are an additional 60+ internet-enabled computers throughout the library. For students in need of technology for use at home or in the classroom, the library also offers a loanable technology collection, which allows students to borrow calculators, laptops, iPads, Kindles and more. For more information, including borrowing policies and opening hours, visit the library website at [parkland.edu/library](http://parkland.edu/library).

## Parkland College Theatres

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

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

## PCTV

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

## Student Union

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

## The William M. Staerkel Planetarium

The William M. Staerkel Planetarium is the second largest planetarium in Illinois. It is home to both a Carl Zeiss M1015 projector and a Digistar 6 full-dome projection system. This well-equipped multimedia facility provides unique educational programs and unusual audiovisual entertainment to the college and the community. Special programs are presented for school groups on weekdays during the school year. Programs for the public are shown on Friday and Saturday evenings. For more information, call 217/351-2446 or visit [parkland.edu/planetarium](http://parkland.edu/planetarium).

## WPCD

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

## Parkland College on Mattis

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

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

## Parkland College Foundation

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

### Foundation Mission

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

### Foundation Guiding Principles

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

## Parkland College Crest

### *The Lamp of Learning — Parkland College*

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

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

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

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

Students becoming active, responsible, self-disciplined citizens, knowing their abilities and interests, preparing for employment and improving skills and understanding; the institution serving in community economic and cultural growth.

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

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

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

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



## Access to Parkland

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

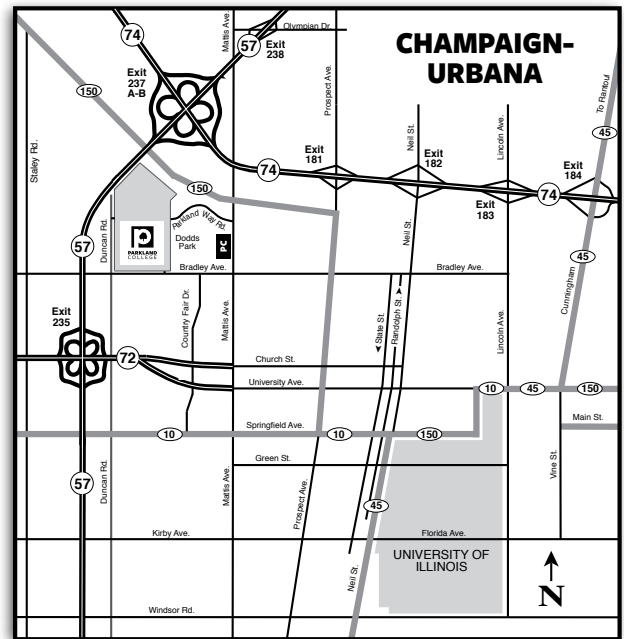
### To reach Parkland from Interstates 57 and 72:

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

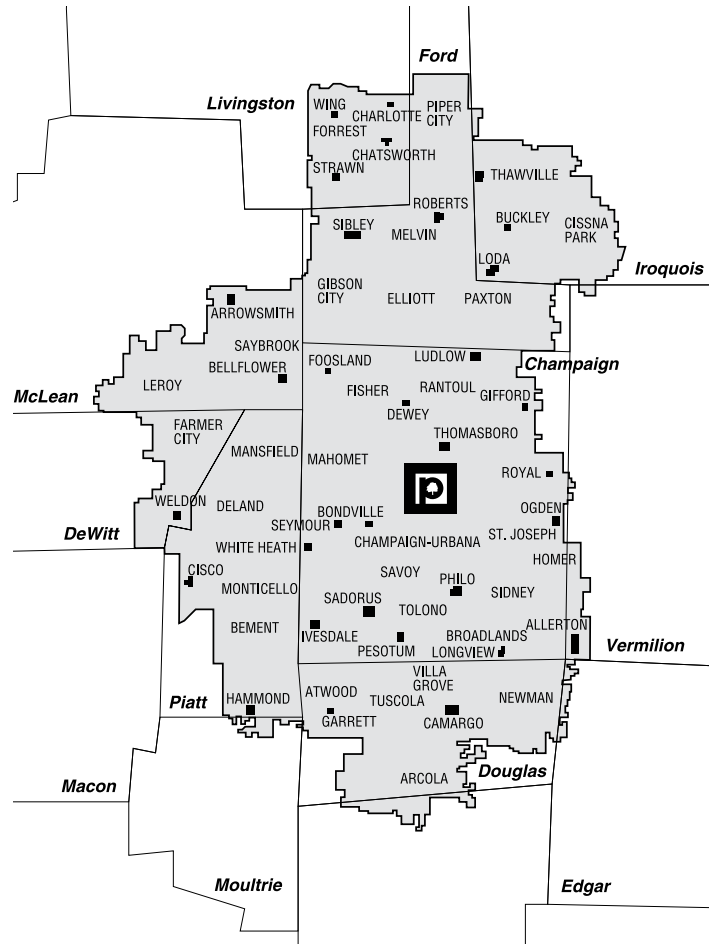
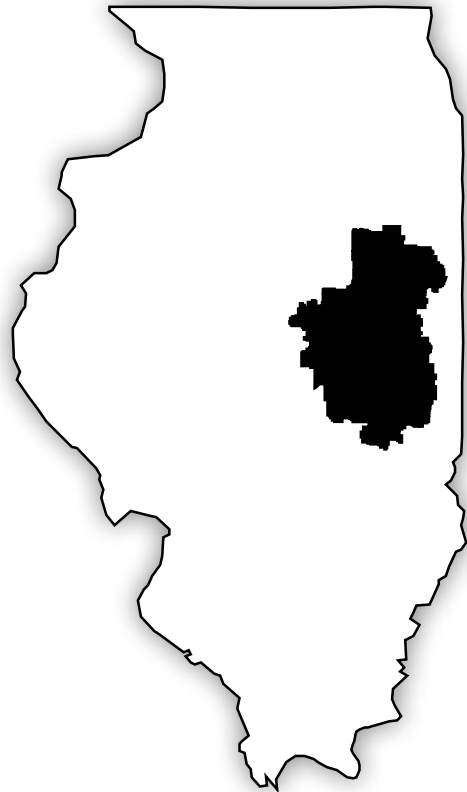
- On I-72, proceed east into Champaign (I-72 ends in Champaign);
- At the first traffic light, turn left onto Country Fair Drive;
- At the second traffic light, turn left onto Bradley Avenue;
- At the first traffic light, turn right into the Parkland College entrance.

### To reach Parkland from Interstate 74:

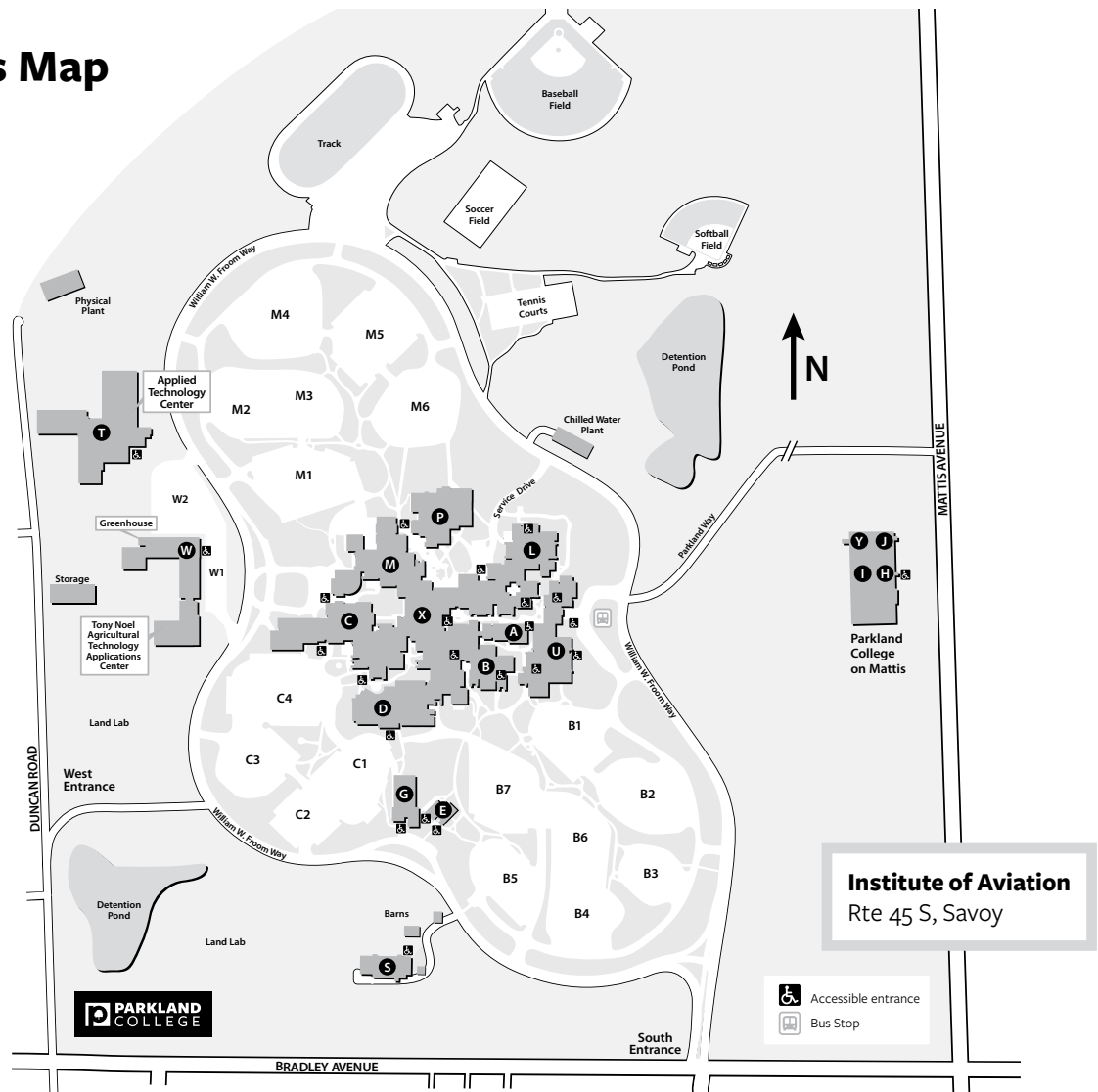
- Take Exit 181 to Champaign;
- At the first traffic light, turn south (left from the east and right from the west) onto Prospect Avenue;
- Travel south to Bradley Avenue and turn right;
- At the third traffic light, turn right into the Parkland College entrance.



## Parkland College District 505



# Campus Map



- A** Business Office, Public Safety, Human Resources
- B** Business/Computer Science and Technologies Department
- C** Arts Media and Social Sciences Department, Humanities Department
- D** Adult Education Center/SWFT, Campus Technologies, Center for Excellence in Teaching and Learning, Computer Technology Center, Conference Center, Photography and Graphic Design
- G** Child Development Center
- L** Health Professions Division, Allied Health Department, Nursing Department
- M** Career and Technical Education Division
- P** Donald C. Dodds, Jr. Athletic Center (Gymnasium, Athletics, Fitness Center)
- R** Learning Commons/Library (above X)
- S** South Building
- T** Parkhill Applied Technology Center (Applied Sciences and Technologies Department)
- U** Student Union (Academic Success Advising, Administrative Offices, Admissions and Records, Assessment Center, Bookstore, Cafeteria, Career Services, Cashier Office, Counseling Support Center, Dean of Enrollment Management,

Dean of Students, Dean of Counseling Services, Accessibility Services, Early College Services, Financial Aid and Veteran Services, Foundation, Grants and Contracts, Institutional Accountability and Research, Student Life, TRiO/Student Support Services, Wellness Center)

**W** Tony Noel Agricultural Technology Applications Center, Agricultural Technologies Department, Diesel Power Equipment Technology, Prairie Gardens Plant Lab/Greenhouse Complex

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

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

**Institute of Aviation** at University of Illinois Willard Airport, Savoy (**V**)

## Accessibility

Location of mechanical doors:

- Entrance X2 southwest of B wing, between B and X
- Southwest entrance to C wing • West entrance to D wing
- North entrance to M wing • West entrance to P wing
- Door to A wing lobby • East entrances to U wing



# communications and external affairs

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# Communications and External Affairs Directory

## Vice President for Communications and External Affairs

Stephanie Stuart room U332  
sstuart@parkland.edu 217/353-2170

## OFFICE / DIRECTOR

### Community Education

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

### Marketing and Public Relations

Erin Shannon room X156  
eshannon@parkland.edu 217/353-2683

### Child Development Center

Adrienne Shockley room G102  
ashockley@parkland.edu 217/351-2553

## Community Education

1315 N. Mattis Ave., Champaign, IL 61821

217/351-2235

[parkland.edu/communityeducation](http://parkland.edu/communityeducation)

Community Education (CE) provides personal and professional development opportunities to transform lives for all ages and stages of life. Services include:

- customized training and solutions for area employers
- professional development for individuals who want to upgrade their job skills or train for a new career, including the Highway Construction Careers Training Program
- personal development classes for all ages, including day trips, international travel, youth programs, and the Traffic Safety Program

**Customized Training and Solutions.** CE works with area employers to provide custom solutions to meet their specific needs such as training, facilitating, individual or group coaching, consulting and assessments which can be provided on- or off-site. Topics include leadership and teambuilding, computer skills, organizational effectiveness, workplace essentials, language skills, quality assurance and project management, workplace safety, and wellness in the workplace.

**Professional Development.** CE offers short-term classes focused on specific skills and competencies for individuals entering or returning to the workforce, changing careers, or wanting to advance or be more productive at work. Classes include:

- Certifications and re-certifications such as CPR for Healthcare Providers and Food Service Sanitation
- Continuing education for dental hygienists and assistants, massage therapists, and nurses

- Pre-license education for Real Estate Brokers and Tractor Trailer Driver Training (Class A CDL)
- Professional development and career training such as Computer Applications, Social Media, Leadership, Medical Coding, Pharmacy Technician, Dietary Manager, Unmanned Aerial Systems, and Workplace Safety
- Online career training programs

**Highway Construction Careers Training Program.** A pre-apprenticeship program funded by the Illinois Department of Transportation, designed to prepare individuals to enter into an apprenticeship with any of the trade unions.

**Personal Development.** Noncredit classes for a variety of ages are directed towards individuals interested in pursuing hobbies, exploring new interests, and enriching their personal lives. Short-term classes range from one hour to multiple weeks. Topics include cooking, floral design, photography, woodworking, painting, drawing, glass work, or creative writing. A variety of fitness, wellness, and money management classes keep participants physically healthy and financially sound, and the Traffic Safety Program helps keep drivers safe on the road. For individuals interested in seeing new or familiar places, CE offers monthly travelogues, day trips, overnight adventures, and travel to destinations both stateside and abroad. Online noncredit classes are also available. New subjects and trending topics are added every few months.

**Youth Programs.** Students between the ages of 7 and 18 can explore subjects through hands-on short-term classes during the year or week-long camps during the summer. Classes include SAT/ACT prep, culinary, coding, and art. Spring break and summer camps for students ages 7–13 years old engage youth in hands-on learning and exploration of mathematics, science, engineering, technology, visual arts, languages, writing, drama, cooking, and more. Small class sizes are designed to instill a desire for lifelong learning and are taught by innovative and creative teachers.

## Child Development Center

The Child Development Center is an accredited lab school located on the south side of the campus. The center provides a quality, affordable, individualized program for young children and their families in Parkland College District 505. One of the center's goals is to provide developmentally and educationally appropriate activities that meet the social, emotional, physical, and cognitive needs of the individual child. Enrollment is open to children, ages six weeks through five years old, whose parents are residents of District 505 or are employees or students of Parkland College. **Parkland employees and students receive an 8 percent tuition discount.** For tuition rates, payment policies, enrollment procedures, hours, or to submit an online application go to [parkland.edu/cdc](http://parkland.edu/cdc). For other questions, please call 217/373-3777.





# student services

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# Student Services Directory

## Vice President for Student Services

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

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## Dean of Enrollment Management

Kristin Smigielski room U245  
enrollmentmanagement@parkland.edu 217/351-2535

## Enrollment Services

Director: Tim Wendt  
twendt@parkland.edu

### Admissions and Records

room U214 217/351-2482  
admissions@parkland.edu  
Admissions; adult and returning student services; course registration;  
registrar; student records and transcripts

### Financial Aid and Veterans Services

room U286 217/351-2222  
finaid@parkland.edu  
Financial aid; scholarships; student employment; veterans services

### Early College Services

Program Manager: Lisa Lyne room U233  
earlycollege@parkland.edu 217/353-2663

### International Admissions

room U227 217/351-2890  
internationaladmissions@parkland.edu

## Assessment Center

Director: Michael T. Behrens room U203  
assessmentcenter@parkland.edu 217/351-2433  
Parkland placement testing; certification and licensure testing;  
academic testing for natural sciences, health professions, and  
mathematics

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## Dean of Students

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

## Athletics

Director: Brendan McHale room P204  
athletics@parkland.edu 217/351-2409  
Athletics: baseball; men's and women's basketball; golf; softball;  
men's and women's soccer; volleyball

## Student Life and Wellness Center

Director: Tracy Klepanski room U111  
stulife@parkland.edu 217/351-2206  
wellnesscenter@parkland.edu  
Housing; orientation; student organizations; Student Government; stu-  
dent publications; student IDs; health and wellness information; lactation  
rooms; meditation room; pregnancy and parenting support

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## Dean of Counseling Services

Stephanie Davingman room U264  
sdavingman@parkland.edu 217/351-2210

## Counseling Support Center

room U238 217/351-2219  
counselingservices@parkland.edu

## Accessibility Services

room U260 217/353-2338  
accessibilityservices@parkland.edu

## Advising Services

Director: Julia Hawthorne room U276  
jhawthorne@parkland.edu 217/353-2082

## Academic Advising

room U267 217/351-2219  
academicadvising@parkland.edu

## Career Services

room U267 217/351-2492  
careerservices@parkland.edu

## TRiO/Student Support Services

Associate Director: Nicole DelMastro-Jeffery  
room U252 217/353-2267  
trio@parkland.edu  
Federal outreach and student services programs for individuals from  
disadvantaged backgrounds

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## Public Safety

Director/Chief of Police:  
Troy Daniels room A160  
tdaniels@parkland.edu 217/351-2369  
Campus police; emergency medical services; public safety

# Admission/ Registration Information

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## Admission Policy

Admission is open to anyone who is a graduate of an accredited high school or is at least 18 years of age and able to benefit from college-level instruction. Students under the age of 18 who have not earned a high school diploma or GED may request an exception to the admissions policy of the college as follows.

- Students who are home-schooled or attend an accredited high school and are at least 15 years of age should contact Early College Services (U233; 217/353-2663; email: [earlycollege@parkland.edu](mailto:earlycollege@parkland.edu)). Also see p. 52.

All students seeking a credential (degree or certificate) at Parkland must be assessed according to the Academic Placement Policy (see p. 39).

Students who qualify for Adult Education classes are generally ineligible for degree or certificate-seeking status and are given a course enrollee status by the Office of Admissions and Records. However, Adult Education students who are enrolled in the ICAPS program may apply for degree-seeking status. See Associate Dean, Adult Education (1104, Illinois workNet) for more information.

Admission to the college does not ensure admission to a particular course or program of study; some students may be required to enroll in specific courses before taking others. Admission to most health professions programs is selective; see Health Professions Program Admission information on p. 19.

Because of state regulations, students who apply to Associate in Arts, Associate in Science, Associate in Engineering Science, or Associate in Fine Arts degree transfer programs will be accepted to the college but may be admitted to the program on a provisional basis until certain minimum entrance requirements are satisfied. See Transfer Program Admission on p. 19.

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

International students are welcome at Parkland. The college is authorized under federal law to enroll non-immigrant students. Prospective international students should contact the international admissions advisors in U227 (217/351-2890) to discuss eligibility for admission.

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

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

## Transfer Program Admission

Illinois state law (Public Act 86-0954) specifies that 15 units of high school course work or the equivalent are required for admission to all public institutions. This act affects students at Parkland College who wish to be admitted to the following transfer programs: General Education Core Curriculum (GECC) certificate, Associate in Arts (A.A.), Associate in Science (A.S.), Associate in Engineering Science (A.E.S.), or Associate in Fine Arts (A.F.A) degree programs.

Parkland College's minimum entrance requirements for students who wish to enroll in the GECC certificate, A.A., A.S., A.E.S., or A.F.A. degree programs are 15 units of high school course work categorized as follows:

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

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

## Health Professions Program Admission

Admission to Parkland's health professions programs (Dental Hygiene, EMT-Basic, EMT-Paramedic, Massage Therapy, Medical Assisting, Nursing, Practical Nursing, Occupational Therapy Assistant, Radiologic Technology, Respiratory Care, Surgical Technology, and Veterinary Technology) involves special procedures and deadlines. Students interested in applying to a health professions program should obtain a copy of the application checklist explaining admission procedures for their specific program from the Office of Admissions and Records (U214) or from the program webpage at [parkland.edu/hp](http://parkland.edu/hp). The application deadline for most health professions programs is March 1 prior to fall semester enrollment. Programs with spring semester admissions also have an October 1 application deadline.

Students seeking admission to a health professions program are encouraged to submit all required credentials as early as possible. Once the selection process begins, qualified applicants will continue to be accepted on a monthly basis until programs are filled. It should be noted that many programs fill by the application deadline.

## Background Checks

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

1. Have you been convicted of any criminal offense in any state or in federal court (other than minor traffic violations)?
2. Do you now suffer, have you suffered from, been diagnosed as having, or been treated for any disease or condition which is generally regarded by the medical community as chronic, i.e., (1) mental or emotional disease or condition, (2) alcohol or other substance abuse, (3) physical disease or condition that presently interferes with your ability to practice your profession?
3. Have you been denied a professional license or permit, or privilege of taking an examination, or had a professional license or permit disciplined in any way by any licensing authority in Illinois or elsewhere?
4. Have you ever been discharged other than honorably from the armed service or from a city, county, state, or federal position?
5. Are you a U.S. citizen or a lawfully admitted alien of the United States?

The Illinois Nurse Practice Act and Nursing Rules state that the Illinois Department of Professional Regulation may refuse to issue a license because of any “deceptive statement in any document connected with the practice of nursing pursuant to this Act.”

**Employment.** Students should also be aware that many health care institutions now require drug and alcohol screening as well as a national criminal background check as part of their employment processes.

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

**Clinicals.** Most health professions programs require students to pass a background check to be eligible for clinical. More information can be found at [parkland.edu/hp](http://parkland.edu/hp).

# Application Procedure

## Degree/Certificate Students

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

1. A completed Admission Form, which is available at the Office of Admissions and Records (U214; 217/351-2482) or online at [parkland.edu/apply](http://parkland.edu/apply).
2. An official high school transcript sent by the high school last attended or a General Educational Development (GED) Score Report.
3. Official transcripts forwarded from colleges and universities previously attended, if credit earned there is to be used toward a degree or certificate at Parkland. Transfer credit may be accepted from another college or university accredited by a regional accrediting association (e.g., Higher Learning Commission). If the credit is not earned from a regionally accredited institution, the request for transfer credit is generally denied. In addition, for credit to be applied toward a degree or certificate at Parkland, the credit must have been earned at the time the institution was accredited.

It is recommended that the applicant also submit ACT/SAT scores forwarded from the American College Testing program/College Board. Tests scores are sent automatically to the college if the applicant lists Parkland as a college choice (ACT: code 1015 or SAT: code 1619). While not required for admission, the submission of ACT/SAT scores is recommended because they play a major role in determining academic readiness for college-level coursework and can be used as an aid in the selection of a program of study at Parkland College.

## Non-degree Students

The applicant who does not intend to earn a degree or certificate from Parkland must submit an Admission Form to the Office of Admissions and Records and complete any required assessment before registering for courses. **Students enrolling as non-degree are not eligible for financial aid.** To change from non-degree to degree-seeking, student must submit a new application to the college.

## Returning Students

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

## International Students

International admissions provides admission services to all international students. For further information and assistance, call 217/351-2890. Academic advising and assistance with placement into Pre-College English as a Second Language (ESL) or College Composition for Non-Native Speakers of English is provided by an academic success advisor in Academic Advising. For more information, call 217/351-2219.

## Advising Guidelines

Academic advising at Parkland is a shared responsibility. The faculty, department chairs, and academic success advisors in Academic Advising all share the task of providing academic advice to students.

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

- Students enrolled in an A.A.S. or Certificate program should see the faculty program advisor for their program or the appropriate department chair. If students are in a career program and are currently enrolled in a Critical Comprehension Skills (CCS) class, they should seek advice from Academic Advising.
- Students enrolled in an A.A., A.S., A.E.S., or A.F.A. transfer program may seek advice from a faculty program advisor or an academic success advisor. Students enrolled in Fine and Applied Arts transfer programs (A.A. and A.F.A.) as well as A.A.S. programs should see the faculty program advisor for their program or the department chair.
- Students enrolled as applicants in a health professions program may seek advice from Academic Advising.
- Students who are new to Parkland and are seeking a degree or certificate must see an academic success advisor. New student athletes receive initial academic advice through the athletic department.

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

## Registration Procedure

### Assessment and Registration

Before new students can register for classes, their reading, writing, and mathematics skills must be assessed. See the Academic Placement Policy on p. 39. Using their placement test results and in consultation with an advisor, students then select and reserve courses. All degree-seeking students will complete a new student orientation. Registration is complete upon payment of tuition and fees.

### Registration Guidelines

Students are encouraged to plan for classes and register early. Check Find a Class or Student Planning for specific dates and times.

### Options for Taking a Class Without a Grade

Students who wish to take a class without a letter grade being entered on the transcript have two options. They may audit the class or take the class on a credit/no credit basis. Students are advised to speak with an academic success advisor as well as financial aid advisor about the possible impact of either option on graduation requirements and on financial aid awards prior to requesting an audit or credit/no credit status in a class.

### Auditing a Class

A student may choose to enroll in a class as an auditing student. To audit a class means that the student attends the class with the intent of learning the class content but is not evaluated on the attainment of student learning outcomes for the class. No credit is granted and no quality points towards the student's cumulative grade point average are earned.

1. Tuition and fees: The auditing student pays the tuition and fees for the course according to his or her residency rate as well as additional course fees.
2. Eligibility: The student must meet the admission requirements for the college as well as the placement requirements and prerequisites for the course.
3. Consulting with faculty: A student who wishes to audit a class must first register for the class and then speak with the class instructor about auditing. The instructor will discuss expectations for the audit. The student will sign an audit contract form confirming agreement to class expectations.
4. Registration: The student must make the decision for auditing the class within the first week of the class session and bring a copy of the signed audit contract to Admissions. Once registered, no reversal to credit status is permitted.

## **Credit/No Credit Status**

A student may take a class on a credit/no-credit (CR/NC) basis. Credit (CR) is equivalent to earning a grade of C or higher; no-credit (NC) is awarded for the equivalent of grade of D or F. Only one such course may count toward a degree or certificate. No quality points are earned towards the student's cumulative grade point average. The academic department may require that program course requirements be only taken for a quality grade. CR/NC does not result in a refund of tuition/fees.

COVID-19 Exception: All IAI-approved general education courses taken for CR/NC in spring semester 2020 and summer semester 2020 may be applied toward the completion of the GECC certificate (see p. 71).

1. Tuition and fees: The student choosing the credit/no credit option pays the tuition and fees for the course according to his or her residency rate as well as additional course fees.
2. Eligibility: The student must meet the admission requirements for the college as well as the placement requirements and prerequisites for the course.
3. Consulting with an academic success advisor: CR/NC grades may have an impact on transferability of credits, eligibility for graduate or professional school, maintenance of NCJAA/NCAA eligibility for student athletes, financial aid, and scholarship opportunities. The student is strongly encouraged to speak with an academic success advisor prior to opting for CR/NC as a grading option.
4. Class expectations: The student is expected to engage in learning activities and complete all class assignments no different than other students in the class. If the student earns a grade of C or better in the class, the grade recorded on the transcript will be CR; If the student earns a grade of D or F, the grade on the transcript will be NC.
5. Registration procedure: The student registers for the class and then submits the credit/no credit request form to Admissions by the end of the first week of class. Admissions will make a change in the student's enrollment status in the class. Once registered as a credit/no credit student, the student may not return to the conventional grading system (A,B,C,D, F) for the course.
6. Grading procedure: The class instructor submits the letter grade that the student earns on the class grading roster. Admissions maintains the procedure to convert the letter grade into a CR or NC grade on the transcript.

## **Student Responsibility**

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

## **Registration Information**

Detailed registration procedures are found online at [parkland.edu/schedules](http://parkland.edu/schedules). Students are responsible for becoming familiar with all dates, deadlines, and procedures related to registration.

## **Release of Information about Students**

### **Student Records**

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

### **Privacy Act**

The Family Educational Rights and Privacy Act (PL 93-380) includes provisions that protect the privacy of students. These include: 1) The right to inspect and review their education records within 45 days of the day the college receives a request for access. 2) The right to request the amendment of their education records that they believe are inaccurate. 3) The right to consent to disclosures of personally identifiable information contained in their education record, except to the extent that FERPA authorizes disclosure without consent. An exception is disclosure to school officials within the college who have a legitimate educational interest. 4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the college to comply with the requirements of FERPA.

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

## Public Directory Information

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

One provision of the Family Educational Rights and Privacy Act requires educational institutions to allow students who are currently enrolled to suppress certain information regarded as public directory information. Only a student who is currently enrolled at Parkland College may suppress the above public information items by completing and submitting a Public Directory Information form. Forms may be obtained from the Office of Admissions and Records in U214.

## Concurrent Enrollment at Parkland and the University of Illinois

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

During each semester for which concurrent enrollment is sought, the student must register for at least as many (and normally more) semester hours at the principal institution and meet the admission requirements of the cooperating college. Students are required to pay the tuition and fees regularly assessed at each institution in accordance with the number of semester hours taken. The application fee for the University of Illinois, however, will be waived for Parkland students. International students will be assessed tuition and fees according to the residency regulations as established by Parkland College. To determine the appropriate rate of tuition and fees, international students should contact the International Admissions Office (U227; 217/351-2890) for information on residency classification before registering.

### Parkland Students

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

1. Enroll at Parkland for the semester being considered.
2. Consult their advisor to discuss the procedures and advisability of concurrent enrollment and determine the course desired and its availability.

3. Complete the Nondegree application at the University of Illinois. <https://online.illinois.edu/getting-started/how-to-enroll-in-an-online-course/non-degree-seeking-students>.
4. Contact the Center for Innovation in Teaching and Learning (CITL) at the University of Illinois for more information and next steps.

### University of Illinois Students

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

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

## Reserve Officers Training Corps (ROTC) Registration

The University of Illinois at Urbana-Champaign has three ROTC detachments (Air Force, Army, and Navy). Parkland College students who are interested in enrolling for ROTC classes at the university may do so through the concurrent enrollment agreement between Parkland College and the University of Illinois. The Concurrent Enrollment (ROTC) form is found at [parkland.edu/forms](http://parkland.edu/forms).

Students who have enrolled in first- and second-year ROTC classes while attending Parkland College, intend to transfer to an Illinois college or university, and plan to commit to a third- and fourth-year Air Force, Army, and Naval ROTC program may be eligible for scholarships. For additional information, inquire at the ROTC office on the University of Illinois Urbana-Champaign campus.

# Financial Information

## Tuition and Fees

### General Information

Parkland College is a public institution supported by both district and state tax funds. Because of this, district resident students can further their education without incurring large financial obligations. Tuition for residents of District 505 is a two-tiered system.

- **Tier One in-district tuition rate:** District 505 residents will pay \$148.50 per credit hour. The following fees per credit hour are charged in addition to tuition: \$1.75 activity fee, \$1.75 registration fee, \$5 facility fee, and \$14 technology fee. District residents will pay a total of \$171 per credit hour in tuition and fees. Most credit courses are charged at the Tier One rate.
- **Tier Two in-district tuition rate:** Tier Two rates are reserved for specialty courses in high-cost career programs. Classes from Aviation, Ford Motor ASSET, Case New Holland Technician, Dental Hygiene, Practical Nursing, Nursing, Occupational Therapy Assistant, Respiratory Care, Surgical Technology, Veterinary Technology, and Radiologic Technology programs with the following course prefixes—AFM, ALV, AVI (except AVI 111, AVI 112, and AVI 113), CNH, DHG, LPN, NUR, OTA, RTT, SUR, VTT, and XRA—are charged at the Tier Two rate of \$225 per credit hour. The following fees per credit hour are charged in addition to tuition: \$1.75 activity fee, \$1.75 registration fee, \$5 facility fee, and \$14 technology fee. District residents will pay a total of \$247.50 per credit hour in tuition and fees at the Tier Two rate.

Tuition and fees listed in this catalog are subject to change by the Parkland College Board of Trustees.

In addition, course fees are charged for most courses to help defray costs of supplies, equipment, maintenance, and unusual expenses associated with the course. The additional course fee is indicated for each course at [parkland.edu/findaclass](http://parkland.edu/findaclass).

Note: All classes taken in preparation for the GED test are free. Refer to the section on Adult Education on p. 51 for more information.

**Financial responsibility.** When students register for classes, they agree to assume financial responsibility for all related tuition and fee charges billed to their student accounts. Students should not assume that classes are automatically dropped for non-payment or non-attendance. If they decide not to attend classes, they must officially drop the classes within the stated refund period to ensure cancellation of tuition and fees. Classes not dropped will be graded and students are responsible for all associated tuition and fees.

Payments for tuition and fees (or arrangements to pay their account balances with Financial Aid, Nelnet Deferred Payment Plan, and/or outside agencies) must be made by the published deadlines. Students are responsible for making these financial arrangements and staying informed of their account balances. Students receiving, or anticipating receipt of, tuition assistance from agencies outside of Parkland must have written authorizations from the agency on file at the Cashier Office prior to registration or must have the written authorization in hand when they come to register. Students should renew authorizations for tuition assistance through the agency at the end of each authorized period. They will be required to pay their tuition and fees when authorizations for tuition assistance expire.

If Cashier Office records show that a student owes money to the college, college policy prohibits the release of grades, academic records, and processing of graduation for that student. In addition, the students will be denied permission to register for classes. A student who owes money to the college should contact the cashier (U250; 217/351-2233) for more information.

**Service fees.** A service fee is applied when a debit/credit card is used to pay tuition, fees, and other charges. In addition, a service charge is assessed for all checks returned by the bank for non-sufficient funds. Failure to pay non-sufficient funds checks could result in students being administratively withdrawn from their classes.

### Nelnet Deferred Payment Plan

Students may sign up with Nelnet to budget tuition and fees for up to five months per semester, interest-free. Payments are automatically deducted from checking, savings, or credit card. For more information see [parkland.edu/nelnet](http://parkland.edu/nelnet) or call the Cashier Office at 217/351-2233. The Nelnet payment plan is available to any enrolled student interested in participating in such plans and requires the student to pay the outstanding balance by end of the term. The payment plan policy prevents the student from educational training beyond the reporting period unless the outstanding balance is paid in full.

### Course Repeat Fee

Illinois community colleges receive state apportionment support for each student who is certified as being in attendance at midterm in a course. State apportionment support is also received when a student is repeating a course for the first time under conditions described below. When a student exceeds the limit of Illinois Community College Board-approved repeat enrollments in a course, the student will be assessed a course repeat fee equal to the state apportionment for the course.

If a course is identified as non-repeatable and a student wishes to repeat the course after having earned a grade of **A**, **B**, or **C** in the course, the student will be assessed a course repeat fee in addition to the tuition and course fees. If the student received a grade of **D**, **F**, or **W** and wishes to repeat the course, the student is not assessed a course repeat fee



for the first repeat, but will be assessed the course repeat fee for the second or any subsequent repeat of the course. If a course is identified as repeatable, it will have an Illinois Community College Board-approved repeat-enrollment limit. If the student exceeds the repeat-enrollment limit for the course, the student will be charged a course repeat fee in addition to the tuition and course fees.

Exceptions to course repeat fee rules may be recommended by the appropriate division dean.

### Tuition and Fee Charges

<i>Residence Classification for On-Campus Classes</i>	<i>Charge Per Credit Hour</i>
Resident of District 505* —Tier One rate . . . . .	\$171
Resident of District 505—Tier Two rate** . . . . .	\$247.50
Nonresident of District 505 but resident of Illinois . . . . .	\$386
Non-resident of Illinois including international . . . . .	\$531
Nonresident of District 505 in Ford ASSET and Case New Holland programs. . . . .	\$247.50
Nonresident of District 505 but resident of the U.S. in Aviation . . . . .	\$247.50
International rate for Aviation. . . . .	\$531
<i>Residence Classification for Online Classes</i>	<i>Charge Per Credit Hour</i>
Resident of District 505—Tier One rate. . . . .	\$171
Resident of District 505—Tier Two rate** . . . . .	\$247.50
Nonresident of District 505 but resident of Illinois . . . . .	\$247.50
Nonresident of Illinois including international . . . . .	\$302.50

\* See District 505 map on p. 13

\*\* The following course prefixes are charged the Tier Two rate: AFM, ALV, AVI (except for AVI 111, AVI 112, and AVI 113), CNH, DHG, LPN, NUR, OTA, RTT, SUR, VTT, and XRA.

### Residence Classification

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

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

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

### Nonresident Students

Illinois students who are not residents of District 505 pay an additional charge to cover the difference between the regular tuition and state support and what it costs the college to provide instruction. For information on costs for non-resident students, visit [parkland.edu/tuitionandfees](http://parkland.edu/tuitionandfees).

### Tuition Under the Career Agreement

Illinois students who are not residents of District 505 and are admitted into a Parkland career program may be eligible to pay in-district tuition and fees under the Career Agreement among participating Illinois community colleges. For information about the rules and procedures on how to apply for Career Agreement tuition benefits, see p. 50.

### Tuition for Senior Citizens

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

### Refund Policies: Tuition and Fees

- There will be a full refund of tuition and fees for any course canceled by the college.
- No refund will be granted when a student is dismissed or suspended from the college for disciplinary reasons.

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

### Credit Courses

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

- A 100 percent refund of tuition and fees will be made if an official drop without record occurs during the first week of the class session regardless of when the first class meeting is scheduled. (See [parkland.edu/collegecalendar](http://parkland.edu/collegecalendar) for specific dates.)
- No refund of tuition and fees will be made for official withdrawal from credit courses after the first week of the class session.

### Noncredit Courses

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

## Educational Tax Credits and Deductions

There are a variety of tax credits, deductions, and savings plans available to taxpayers to assist with the expense of higher education.

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

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

## Financial Assistance

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

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

### Eligibility

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

1. Be degree-seeking and enrolled or accepted into an eligible degree or certificate program at Parkland.
2. Complete a Free Application for Federal Student Aid (FAFSA) and list Parkland as one of the school choices. The FAFSA may be completed online at [www.fafsa.gov](http://www.fafsa.gov). Campus-based aid is distributed to eligible applicants on a first-come, first-served basis. Parkland's school code is 007118.
3. If requested, forward to the Office of Financial Aid and Veteran Services signed copies of requested verification forms, applicant's federal tax transcript and, if a dependent, his or her parents' federal tax transcript. Students and parents who complete the FAFSA using the IRS Data Retrieval Tool may not be required to submit federal tax transcripts.

4. Maintain satisfactory academic progress. (see p. 28)
5. Demonstrate financial need. Financial need is considered to be the difference between one academic year's educational expenses (tuition, books, fees, room and board, commuting costs, etc.) and the applicant's resources for the same period (aid from parents, savings, trusts, grants, personal earnings, etc.) as documented in the applicant's Free Application for Federal Student Aid.

## Student Rights and Responsibilities

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

The student has the right to ask the college:

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

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

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

- review and consider all information about a school's program before enrollment
- pay special attention to the application for student financial aid, completing it accurately and submitting it on time to the right place (errors can delay financial aid payments)
- provide all additional documentation, verification, corrections, and/or new information requested by either the Office of Financial Aid and Veteran Services or the agency to which the application was submitted
- read, understand, and keep copies of all forms that must be signed
- accept responsibility for the promissory note and all other agreements that are signed
- notify the lender, in the case of a loan, of changes in name, address, or educational status
- perform in a satisfactory manner the work that is agreed upon in accepting a Federal Work-Study job
- know and comply with the school's refund/repayment policy
- know and comply with the school's satisfactory progress policy (see p. 28) for financial aid recipients

### Release of Financial Information

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

### Major Financial Aid Programs

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

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

#### **Retention of Illinois Students & Equity (RISE) Act and Alternative Application for Illinois Financial Aid.**

The Retention of Illinois Students & Equity (RISE) Act allows eligible undocumented students and transgender students who are disqualified from federal financial aid to apply for all forms of state financial aid. The Alternative Application for Illinois Financial Aid provides a pathway for these qualified students to apply for Monetary Award Program (MAP) grants.

**Federal Pell Grant.** The Federal Pell Grant is designed to help pay college-related expenses. The exact dollar award is determined by the student's class load and the

Expected Family Contribution (EFC) as calculated by the federal government.

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

**Federal Work-Study (FWS).** As a campus-based program, FWS is awarded through the Office of Financial Aid and Veteran Services in the form of part-time employment. To continue participating in FWS students must be enrolled in at least six credit hours during the regular academic year and have a 2.0 GPA. The actual FWS award is based on demonstrated financial need.

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

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

The aggregate (lifetime) limit for dependent/independent undergraduate students is \$31,000/\$57,500. No more than \$23,000 of this amount may be in subsidized loans.

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

#### **Direct Parental Loan for Undergraduate Students (PLUS).**

PLUS loans are available to qualifying parents of dependent students who are enrolled at least half-time. Repayment begins within 60 days of the final PLUS disbursement unless deferment is requested. Application for the Direct PLUS loan begins when completing a PLUS Application, which is available online at [www.studentloans.gov](http://www.studentloans.gov). Direct PLUS loans are made through the U.S. government.

**Parkland College Foundation Scholarships/Special Scholarships.** Students may also apply for special scholarships and scholarships available through the Parkland College Foundation. A list of these scholarships begins on p. 31.

## Retaking Coursework

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

## Tax Reform Act of 1986 and Financial Aid

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

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

## Satisfactory Academic Progress Policy for Financial Aid Recipients

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

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

### Minimum Standards Regarding Maximum Hours Attempted

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

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

## Minimum Standards for Satisfactory Course Completion Rate

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

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

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

## Minimum Standards Regarding GPA

Students are required to meet the minimum cumulative college GPA requirement:

Credit Hours Attempted	GPA
1–11 inclusive . . . . .	1.5
12–22 inclusive . . . . .	1.6
23–32 inclusive . . . . .	1.7
33–44 inclusive . . . . .	1.8
45–55 inclusive . . . . .	1.9
56 and above . . . . .	2.0

## Review Period

Every student who receives financial aid for the first time at Parkland will be reviewed to determine if the student has met the three minimum standards set by this policy (i.e., minimum completion rate, GPA, and maximum hours attempted). Students who have not successfully completed 67 percent of previous attempted hours will be placed on Financial Aid Warning; students who do not meet the minimum cumulative college GPA will be placed on Financial Aid Warning. Degree seeking students who have attempted 150 percent of the number of credits needed to complete the program (including all transfer credit hours and military credit) will be placed on Financial Aid Suspension at the beginning of that semester and not eligible for financial aid. Certificate seeking students who have attempted 150 percent of the number of credits needed to complete the program (including all transfer credit hours and military credit) will be placed on Financial Aid Suspension at the beginning of that semester and not be eligible for financial aid.

At the end of each semester, the record of every student who has completed a FAFSA and received financial aid

requiring satisfactory academic progress will be reviewed to determine if the student has made progress according to the three minimum standards set by this policy.

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

### **Financial Aid Warning**

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

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

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

### **Financial Aid Suspension**

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

A student who has not met the minimum cumulative college GPA requirement after one semester on Financial Aid Warning will be placed on Financial Aid Suspension and not eligible to receive financial aid funds covered under this progress policy.

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

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

### **Financial Aid Reinstatement**

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

1. Meet minimum cumulative completion rate and/or cumulative college GPA requirement standard(s) as set forth in this policy; or
2. Submit an appeal that is approved by the Financial Aid Appeals Committee placing the student on Financial Aid Probation or Extension.

### **Financial Aid Probation Status**

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

### **Financial Aid Extension Status**

A student who submits a Maximum Hours Attempted appeal must also submit a graduation audit confirming the ability to complete his/her program in one semester. If the appeal is approved, the student will have aid reinstated and be placed on Financial Aid Extension for one semester of enrollment.

### **Appeal Process**

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

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

A student who submits a *Minimum Course Completion Rate and/or GPA* appeal that is not approved by the Financial Aid Appeals Committee must meet the minimum cumulative completion rate and/or cumulative college GPA requirement standard(s) as set forth in this policy. Note: Subsequent appeals can be reviewed no sooner than five years after the most recent appeal denial.

A student who submits a *Maximum Hours Attempted* appeal that is not approved by the Financial Aid Appeals Committee

will be placed on Financial Aid Cancellation Status. Note: The decision of the committee is final.

### **Return of Title IV Funds Policy**

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

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

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

## **Financial Assistance for Veterans, Reservists, and Servicemembers**

### **Assistance Programs**

**Veterans Benefits (G.I. Bill®).** Parkland College is approved for G.I. Bill benefits. Veterans and servicemembers should contact the Office of Financial Aid and Veteran Services for information concerning the financial assistance and/or benefits available to them. For additional information about assistance for veterans, servicemembers, and reservists, see p. 33.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website, [www.vets.gov](http://www.vets.gov).

For any student using Chapter 31 Veterans Readiness and Employment or Chapter 33 Post 9/11 GI Bill benefits, even though the United States Department of Veterans Affairs has not yet paid tuition and fees, Parkland will not prevent enrolling, assess a late penalty fee, require securing alternative or additional funding, or deny access to school resources (access to classes, libraries, or other institutional facilities) that are available to other students that have paid. However, students are required to provide a written request to be certified via the Parkland Veteran Certification Request form.

**Selective Reserve Benefits (Chapter 1606).** Parkland is approved for selective reserve benefits. Reservists and

members of the National Guard should contact the Office of Financial Aid and Veteran Services for information concerning the financial assistance and/or benefits available to them.

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

**Illinois Veterans Grant (IVG).** A veteran who entered the armed forces while a resident of Illinois may be entitled to an IVG, which covers tuition and mandatory fees for college/vocational skills credit and audited college credit classes. Applications for the IVG may be obtained from the Illinois Student Assistance Commission at [www.isac.org](http://www.isac.org).

**Illinois National Guard Grant (ING).** Enlisted persons who have served at least one year in the Illinois National Guard or Naval Militia may apply for the ING. The ING covers tuition and some fees for college/vocational skills credit and audited college credit classes. Persons are eligible for the ING only during the period they are enlisted in the guard or militia. Applications for the ING may be obtained from the Illinois Student Assistance Commission at [www.isac.org](http://www.isac.org).

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

### **Policy on Satisfactory Academic Progress**

Students who are receiving educational benefits through the VA must continue to make satisfactory progress in their academic major. Satisfactory progress will be measured in terms of a student's college (cumulative) grade point average (GPA). Students receiving benefits are expected to maintain a college GPA that does not subject them to academic probation (see p. 41). If a student maintains a probationary GPA for two consecutive terms, or is academically suspended or dismissed from Parkland College, the student's future enrollment certification will be suspended and the VA will be notified of the student's unsatisfactory progress.

Students using the state Veterans benefits, who have attempted 60 or more credit hours (including transfer and military credit), must maintain a cumulative GPA of 2.0 or higher. Students who have attempted 60 or more hours with less than a 2.0 cumulative GPA will be placed on warning. Students on warning will be allowed the following semester of enrollment to achieve a cumulative GPA of 2.0 or higher. If at the end of that semester the student has not met the minimum GPA requirement, the student will be placed on suspension and will be ineligible to use the benefit. There

are two ways a student's eligibility can be reinstated from suspension status: 1) meet minimum cumulative college GPA requirement standard(s) as set forth in this policy; or 2) submit an appeal that is approved by the Financial Aid Appeals Committee placing the student on probation. While on probation, students must maintain a GPA of 2.0 or higher for their semester college GPA. Failure to do so will result in suspension.

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

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

## Scholarships

Information on available scholarships can be found on the student portal, Connect ([connect.parkland.edu](http://connect.parkland.edu)).

### Special Scholarships

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

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

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

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

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

**PARKLAND COLLEGE STUDENT ACTIVITIES SCHOLARSHIP.** Tuition waivers to those who participate in student activities such as the *Prospectus*, the Student Leadership Academy, and student organizations. More information is available in the Office of Student Life, Room 111.

**PARKLAND COLLEGE STUDENT TRUSTEE AND STUDENT GOVERNMENT PRESIDENT.** In recognition of the responsibilities of the Student Trustee and President of Student Government in representing the Parkland College student

body, and their attendance at IBHE and ICCB student advisory meetings throughout the academic year, students holding these elected positions will be awarded a partial tuition waiver. This waiver will be in effect during the fall and spring semesters, and will not exceed the value of six credit hours of in-district tuition and fees for each semester.

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

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

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

### Parkland College Foundation Scholarships

Scholarships are available to Parkland students from funds contributed by individuals and organizations. Some scholarships may not be awarded every year. For more information, or to apply for available scholarships, visit [parkland.edu/ParklandScholarships](http://parkland.edu/ParklandScholarships).

# Student Services/ Activities/Policies

## Student Services

### Counseling Services

**Academic Advising.** Academic and educational planning are provided to support students in the completion of their chosen degree or certificate. Advising assists students with course selection, transfer options, and guidance throughout their educational path. For office hours, scheduling options, or more information, call 217/351-2219 or see [parkland.edu/advising](http://parkland.edu/advising). (U267)

**Counseling Support Center.** Short-term, solution-focused, and confidential mental health counseling is provided for currently enrolled students. Students experiencing significant distress are seen as soon as possible. (U238)

For office hours, scheduling options, or more information, call 217/351-2461 or see [parkland.edu/counseling](http://parkland.edu/counseling).

**Career Services.** Career Services offers one-on-one advising sessions to assist students in exploring interests, skills and values to select their college majors and career goals. Additional services include assistance with LinkedIn, resume and cover letter writing, interviewing skills and job search strategies. Classroom presentations are also available. (U267)

**Accessibility Services.** In accordance with the Americans with Disabilities Act of 1990, the ADA Amendments Act of 2008, and Section 504 of the Rehabilitation Act of 1973, Parkland College provides auxiliary aids and services for students who self-identify their disability. Students with disabilities who desire academic accommodations must register with Accessibility Services. They should provide appropriate documentation of their disability and schedule an intake appointment by visiting U260, emailing [accessibilityservices@parkland.edu](mailto:accessibilityservices@parkland.edu), or calling 217/353-2338.

Parkland offers academic accommodations for students with documented disabilities. These accommodations can include but are not limited to: alternate testing arrangements, note takers, textbooks in alternate format, sign language interpreters, captioning services, and adaptive aids. Students with disabilities, like all students, are expected to comply with all standards and policies of the college, including admission procedures, behavior/conduct, assessment testing, attendance, auditing a class, and others. More information about Parkland's policies and procedures can be found in this catalog (see index for specific listings).

Students who feel they have been excluded from participation in, or denied the benefits of, any program, service, or activity due to their disability are encouraged to contact the dean of counseling services at the above number. Parkland's Student Policies and Procedures Manual contains the ADA Grievance Policy and Procedures. This information is

available at [parkland.edu/studenthandbook](http://parkland.edu/studenthandbook), from the dean of counseling services (U260), or the vice president of student services (U334).

**TRiO/Student Support Services.** TRiO/Student Support Services is a federally-funded program open to first-generation college students, students with demonstrated financial need, and/or students with documented disabilities. TRiO/SSS provides a welcoming environment, and is committed to encouraging and supporting students along their academic journey toward graduation and transferring to a four-year university. The TRiO/SSS program provides opportunities for academic development and personal growth to individuals who are members of groups that are typically underrepresented in post-secondary education. These opportunities include academic advising; academic, career, and personal development workshops; financial and economic literacy programs; cultural and social events to help students become actively involved in the college community; and tutoring. Participation is limited to 180 students per year, and admission is competitive. For more information, call the TRiO/SSS office at 217/353-2267, e-mail [TRiO@parkland.edu](mailto:TRiO@parkland.edu), or visit U252.

### Assessment Center

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

### Adult and Returning Student Services

Parkland's Adult and Returning Student Services, located in the Admissions and Records Office (U214), helps busy adults find a convenient way to finish their college degrees. Guidance is provided through the development of individualized learning plans, which outline exactly what is needed and which courses are necessary for degree completion. Several four-year universities offer advanced degrees that can be earned by taking courses through Parkland or online. For information, call 217/351-2482 or e-mail [admissions@parkland.edu](mailto:admissions@parkland.edu).



## Perkins Grant Program for Career and Technical Programs

The Carl D. Perkins Career and Technical Education Act of 2006 has allocated federal monies to Parkland College for students in career and technical education programs. Services include purchase of class supplies, tools, uniforms, and adaptive equipment. For further information, contact 217/351-2218 or visit M120.

## Assistance for Veterans, Reservists, and Servicemembers

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

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

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

## Student Life

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

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

**Housing.** The Office of Student Life refers students and parents seeking off-campus housing to the webpage [parkland.edu/studentlife](http://parkland.edu/studentlife). The linked information providing off-campus housing sites in the Parkland area is not intended to be an endorsement by Parkland College for any housing site.

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

## Student Organizations and Activities

Parkland College offers many extracurricular activities for all Parkland students. These activities provide opportunities for self-expression and to make new friends, learn new skills, develop lifelong interests, and learn through practical experiences. For more information, please call the activities program manager in the Office of Student Life, 217/353-2627, or visit room U111.

### Student Government Association

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

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

### Student Organizations

- Ag Club
- Alpha Phi Omega
- Art and Design Club
- Astronomy Club
- Board Game Club
- Business Club
- Catholics at Parkland
- Club ACCESS
- Club Latino
- Engineering Club
- Hospitality Club
- International Students Association
- Japanese Culture Club
- Math Club
- Parkland Christian Fellowship

Parkland College Student Education Association  
Parkland CRU  
Parkland's Got Talent  
Parkland Motorsports  
Parkland PRIDE!  
Parkland Scholars Group  
Phi Theta Kappa  
Radiological Tech Club  
S.A.D.H.A.  
S.N.A.P.  
S.V.A.P.  
Science Club  
Sustainability Club

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

### **Parkland College Alumni Association**

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

### **Student Publications**

The *Prospectus* is a digital format newspaper which provides students with academic and pre-professional experiences in reporting, writing, photography, advertising, production, layout, design and online media platforms, led by Parkland College faculty.

Scholarships and paid positions are open to all students; those majoring in communication and visual arts find this experience particularly helpful for building a portfolio with published materials.

*Images* is the literary and visual fine arts magazine published by the *Prospectus*, featuring short fiction, nonfiction, poetry, and visual and digital art created by Parkland students. Submissions for inclusion in this publication are accepted January through March each year.

For more information on the *Prospectus* and *Images*, call 217/353-2627.

### **Intramural Activities**

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

Individuals interested in participating in intramurals can obtain information in room P204. For information, call 217/351-2226.

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

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

### **Wellness Center**

The Wellness Center (U111) provides health education programs and presentations that help Parkland students and employees develop healthy lifestyles while cultivating a culture of wellness on campus through knowledge and behavioral change. The Wellness Center guides individuals towards healthy living initiatives by providing community referrals, smoking cessation education, stress management techniques, general wellness consultations, and alcohol and other drug education. Social media and interactive technology is used for fun wellness challenges throughout the year. Illness, first-aid, and medical emergencies should be directed to Public Safety. Call 217/351-2492 for more information.

## Intercollegiate Athletics

Parkland College intercollegiate athletics provides opportunities for students to participate in state, regional, and national levels of competition. The intercollegiate program includes competition for men in baseball, basketball, golf, and soccer, and for women in basketball, soccer, softball, and volleyball.

The college is a member of the National Junior College Athletic Association (NJCAA-Div. II) and Region 24, as well as the Mid-West Athletic Conference (M-WAC). In the spring semester of 2021 four of the college's eight teams competed in the NJCAA National tournament and Cobra athletics earned: 7th place in softball, 3rd place in women's basketball, 2nd place in volleyball and 1st place in golf. In the spring semester of 2021 four of the college's eight teams competed in the NJCAA National tournament and Cobra athletics earned: 7th place in softball, 3rd place in women's basketball, 2nd place in volleyball and 1st place in golf. Each year, many Parkland athletes earn All-Conference, All-Region, and NJCAA All-American recognition. Parkland College alumni include four players in Major League Baseball, notably two-time Rawlings Gold Glove winner, Kevin Kiermaier.

Students interested in tryouts and scholarship opportunities should contact the Athletics department at 217/351-2226. Admission to all Parkland College sporting events is free to Parkland students, faculty, and staff (Parkland College ID required).

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

## Policies Governing Student Life

### Student Policies and Procedures Manual

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

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

Copies of the manual or revised policies and procedures may be obtained from the dean of students, U243; director of athletics and student life, U119; vice president for student services, U334; or online at [parkland.edu/studenthandbook](http://parkland.edu/studenthandbook).

### Safety Glasses Policy

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

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

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

### Bringing Children to Class

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

## Department of Public Safety

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

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





# academic information

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# Academic Services Directory

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## INTERNATIONAL EDUCATION

### Study Abroad Coordinator

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# Academic Policies and Procedures

## Academic Placement Policy

The primary objective of academic placement policy is to ensure that all entering students have requisite skills and knowledge for success in college-level transfer and career courses. Students should be placed at a level which will challenge them but which is not beyond their academic reach, allowing them realistic opportunities to attain their chosen academic goals. The key to accomplishing this objective is a placement and assessment structure that uses multiple measures to place students. Students can demonstrate academic readiness from a published list of valid measures. These measures include, but are not limited to, performance on national or state standardized tests, high school academic performance, prior college work, and performance on placement tests. One or more measures may be used to indicate academic readiness.

The placement policy requires that students starting at Parkland College are assessed for academic readiness in reading, writing, and mathematics skills prior to registration for classes. Students for whom English is not their native language will be assessed for their English language skills in listening comprehension, reading comprehension, grammar, and language use. Students whose placement test results indicate that they will benefit from skills instruction will be placed in developmental classes, pre-college English as a Second Language classes, or equivalent support course work. Individuals who are not yet ready to take Parkland's developmental course work will be referred to programs designed to meet their needs. Academic success is the goal of the academic placement policy; consequently, course placements are mandatory.

Information about multiple measures and placement scores can be found at [parkland.edu/assessment](http://parkland.edu/assessment).

## Grading

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

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

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

- be earning the grade of A in a 100 or 200 level course at the time the honors project is proposed,
- submit an honors project proposal that must be approved by the course faculty member,

- complete satisfactorily a significant honors project as determined by the faculty member, and
- finish the course earning the grade of A.

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

A student receiving an F grade may not continue in a sequential course. Many academic programs require a minimum grade of C to continue in a sequential course. See specific course descriptions on p. 233 and following.

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

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

## Other Grades

*0 quality points per credit hour:*

- I — Incomplete
- W — Withdrawal
- CR — Credit
- NC — No Credit
- P — Institutional Proficiency/CLEP
- T — Audit
- MW — Military Withdrawal
- IM — Military Incomplete
- Y — See Instructor

*Adult Continuing Education courses only:*

- S — Satisfactory achievement
- U — Unsatisfactory achievement

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

A withdrawal grade of **W** indicates the student officially withdrew or was withdrawn from a course following the established procedures outlined on p. 43.

Most courses may be taken on a credit/no-credit (**CR/NC**) basis, but only one such course may count toward each degree (A.A., A.S., A.E.S., A.F.A., A.A.S., A.G.S.) or certificate earned at Parkland College. The decision for this option must be made by the end of the first week of class. Once the credit/no-credit option is chosen, the student may not return to the conventional grading system (**A, B, C, D, F**) for the completion of that course. If a student chooses a credit/no-credit option for more than one course and later wishes to have those hours in more than one course applied to a degree, that student may retake any previous credit/no-credit opted course for a quality grade.

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

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

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

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

- Prior to any action, the student should consult with his/her instructors. Each faculty member may choose to award a quality grade or credit/no grade if the student has satisfied the primary objectives of the course.
- If the student has completed 80 percent or more of the material, but does not qualify for a quality grade, a grade of **IM** may be given, and the faculty member should complete an Incomplete Grade Contract. In the event that the **IM** grade is not completed during the prescribed time limit, such grade will automatically be changed to **MW**.
- If the student has not completed 80 percent of the course material, the student may request from Admissions a grade of **MW**.

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

## Grade Point Average

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

The program GPA is used to determine eligibility for graduation in degree and certificate programs (see p. 62). Only courses numbered 100-299 that are counted for the given degree/certificate are included in this GPA. It is computed by the following formula:

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

The college (cumulative) GPA includes credits from all courses attempted numbered below 300. The college GPA does not determine eligibility for completion of a degree or certificate, but it may be used for financial aid eligibility and academic probation (see p. 41). The college GPA is computed by the following formula:

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

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

## Repeating a Course

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

## Midterm and Final Grades

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

Midterm and final grades may be accessed online. Students who need a printed grade report may print them from the



online system or request them from the Office of Admissions and Records.

### Final Examinations

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

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

### Change of Grades Policy

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

### Academic Record Exclusion

Parkland College recognizes that students may return to the college after an absence of at least two years and be seriously encumbered by a prior academic record that is exceptionally poor, i.e., consisting primarily of **D** and **F** grades, but that prior record may not accurately represent the student's current abilities and commitment to education.

In such cases the college acknowledges that although all prior grades and any earned credits must remain on the student's transcript, it may be reasonable to exclude the prior academic record from the computation of the student's cumulative grade point average. In order to qualify for an academic record exclusion a student must successfully complete at least 15 credit hours within two years upon return to Parkland. Forms to request academic record exclusion can be requested by emailing [academicexceptions@parkland.edu](mailto:academicexceptions@parkland.edu).

### Individual Grade Exclusion

Students who have changed from a transfer program to a career program or from one career program to another career program (A.A.S. degree and career certificate) may request that **D** and **F** grades earned in credit hours not required in the new program be excluded from the computation of their cumulative grade point average in the new program. These courses must have been required in the previous program and not required in the new career program. This policy does not apply to persons changing from one transfer major to another transfer major or from a career program to a transfer program. Any excluded grades and earned credits remain on the student's transcript. Forms

to request an individual grade exclusion can be requested by emailing [academicexceptions@parkland.edu](mailto:academicexceptions@parkland.edu)

### Academic Honors (Dean's List)

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

### Academic Warning

Students will be placed on academic warning if, after taking six or more credit hours (grades of W excluded), their cumulative grade point average is less than:

Credit Hours Taken	GPA
6–11 inclusive . . . . .	1.5
12–22 inclusive . . . . .	1.6
23–32 inclusive . . . . .	1.7
33–44 inclusive . . . . .	1.8
45–55 inclusive . . . . .	1.9
56 and above . . . . .	2.0

Students placed on academic warning should meet with their academic success advisor before registering for classes to develop their academic plan and to discuss strategies for improving academic success.

### Academic Probation

Students will be placed on academic probation if, after taking six or more credit hours (grades of W excluded), their cumulative grade point average is less than:

Credit Hours Taken	GPA
6–11 inclusive . . . . .	1.0
12–22 inclusive . . . . .	1.3
23–32 inclusive . . . . .	1.5
33–44 inclusive . . . . .	1.6
45–55 inclusive . . . . .	1.8
56 and above . . . . .	1.9

Students placed on academic probation are required to meet with an academic success advisor before they may register for classes. Students placed on academic probation who already registered for classes will be unable to make changes to registration or to register for additional classes until meeting with an advisor. Additionally, students placed on probation are subject to the following restrictions:

1. Enroll in no more than 13 hours (7 hours in summer).
2. Enroll in no more than one online class.
3. Enroll in no more than one midterm start class (fall or spring semester).

## Academic Suspension

Students will be placed on academic suspension if, while on academic probation, their semester grade point average is below 1.75. The suspension will be until the end of the semester (fall or spring) after being placed on suspension. Students placed on academic suspension are not able to register for any courses.

## Academic Dismissal

Students will be placed on academic dismissal if, during the term in which they return from suspension, their semester grade point average is below 1.75. The dismissal will be for one calendar year. Students placed on academic dismissal are not able to register for any courses.

## Returning from Academic Suspension or Dismissal

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

1. **Financial aid:** Complete an online Free Application for Federal Student Aid (FAFSA) application if financial assistance is needed. This must be done in a timely manner so that forthcoming aid, if any, is in place by the start of the semester.
2. **Academic success plan:** Meet with the designated academic success advisor to develop an academic plan for the semester in which the student wishes to be readmitted. The academic plan will involve a discussion of support resources to be utilized. The academic plan should meet the following stipulations: no more than 13 credit hours (7 hours in the summer); no accelerated classes (8 weeks or less, except in the summer); no more than one online class; and include FYE 101, Strategies for College Success. Where appropriate, advising staff may propose modifications of conditions to the director of advising. Students should schedule at least 2 follow-up meetings with the academic success advisor.
3. **Director's approval:** Submit the academic success plan to the director of advising services for approval. In order to meet registration deadlines, the plan must be submitted by the Wednesday prior to the beginning of class.
4. **Class registration:** Upon notification of the director's approval, register for classes. Registration for classes must be in accordance with the courses approved and within the time frame indicated in the director's approval email.
5. **Progress review:** Make appointments to see an academic success advisor at least three times in the first semester upon returning to classes to review academic progress. The first meeting should take place by the third week of the semester.

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

## Appealing Academic Suspension or Dismissal

Students on academic suspension or dismissal are not permitted to register for classes without an approved petition to appeal and an academic plan. Petitions to appeal suspension or dismissal are only granted when there are documented extenuating circumstances and the student has addressed their barriers to academic success. To complete the process of appeal, the student must:

1. **Financial aid:** Complete an online Free Application for Federal Student Aid (FAFSA) application if financial assistance is needed. This must be done in a timely manner so that forthcoming aid, if any, is in place by the start of the semester.
2. **Academic success plan and petition to appeal:** Meet with the designated academic success advisor to develop an academic plan for the semester in which the student wishes to be readmitted and review petition to appeal suspension or dismissal. The academic plan will involve a discussion of support resources to be utilized. The academic plan should meet the following stipulations: no more than 13 credit hours (7 hours in the summer); no accelerated classes (8 weeks or less, except in the summer); no more than one online class; and include FYE 101, Strategies for College Success. Where appropriate, advising staff may propose modifications of conditions to the dean of counseling services. Students should schedule at least 2 follow-up meetings with the academic success advisor.
3. **Dean's approval:** Submit the Petition to Appeal Academic Suspension or Dismissal form together with relevant documentation supporting the cited extenuating circumstances to the dean of counseling services. Petitions to appeal suspension or dismissal must be submitted two weeks prior to the start of the session.
4. **Class registration:** Upon notification of the approval, register for classes. Registration for classes must be in accordance with the courses approved and within the time frame indicated in the approval email.
5. **Progress review:** Make appointments to see the designated academic success advisor consistent with the approved petition. The first meeting should take place by the third week of the semester.

Only the dean of counseling services or designee can approve an appeal for academic suspension or dismissal. The Dean may impose additional requirements when approving an appeal.

## Program Dismissal

A student may be dismissed from a program of study for reasons including incompetence, impaired practice, or behavior

that is unethical, illegal, and/or jeopardizes the safety of others. The action of program dismissal can be taken only by the appropriate department chair in consultation with the academic division dean. Additional information on specific dismissal procedures pertaining to Health Professions or Aviation programs is provided in student program handbooks or student guidebooks respectively.

## Attendance

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

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

Parkland College recognizes and values the diverse religious beliefs of its constituents, and practices shared responsibility in the event a religious observance conflicts with scheduled class work or assignments. Students who inform instructors in advance of an intended absence for a religious observance will not be penalized. The instructor will make reasonable accommodations for students in these situations; these may include altering dates of examinations and assignments, permitting a student to attend another section of the same course for a class period, or similar remedies. Instructors are not responsible for teaching material again. Instructors should inform students of these expectations at the beginning of the semester so that arrangements can be made accordingly. Grievances pertaining to the Religious Observances policy shall be handled according to usual college policies and procedures.

## Late Registration

Students can register themselves for classes until 11:59 p.m. the day before classes begin. Starting on the first day of class, students will need to go through Admissions to follow Late Registration procedures. Late registration is not guaranteed, and opportunities to register for a class that has already begun may be limited.

## Drop/Withdrawal Procedures

### Student-initiated Action

A student enrolling in a class automatically assumes certain responsibilities. One of these responsibilities is to properly

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

**Drops.** Students have the privilege of dropping a class without the class becoming part of their permanent academic record during specified drop periods. For all classes, regardless of semester and length of session, the deadline to drop is the Sunday following the start of class at 11:59 pm. A refund of tuition and fees is given when a class is dropped.

**Withdrawals.** After the drop period, students may withdraw themselves from classes with a grade of W recorded on their permanent academic record. No refunds are given. Students are responsible for obtaining their instructor's signature and submitting the appropriate form either in person to the Office of Admissions and Records or emailing it to [registration@parkland.edu](mailto:registration@parkland.edu). Withdrawals may not be done online in the student portal or by telephone. The deadline to withdraw is 5 pm on the last business day of the week before the last week of instruction. The specific dates for drops and withdrawal for standard class sessions are published online and in the registration guides. Students should consult class syllabi for withdrawal deadlines for non-standard class lengths. Failing to withdraw properly from a class may result in receiving a failing grade of F for that class.

Students who are failing a course due to violations of the academic honesty policy (Policy 8.06) or failing a clinical course in a Health Professions programs (see Program Requirements, p. 203) may not be permitted to withdraw. For questions, see the appropriate academic division dean.

### Faculty/Administrative Action

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

**Faculty-initiated withdrawals.** At the census day (Monday of the second week of class) immediately following the student drop period, faculty members will initiate the administrative withdrawal process for students who have never attended. After the census date and at any time up until midterm, faculty members will initiate the administrative withdrawal process for students who have ceased to attend. Attendance in an online class is measured in terms of submission of a graded activity, student participation in online class discussions, or contact with the faculty member. At midterm, faculty members are required to certify students' attendance according to the requirements of the Illinois Community College Board. Each faculty member must sign the following statement at midterm: "I hereby

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

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

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

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

### **Exceptions to Drop and Withdrawal Procedures**

**Request for late withdrawal.** A student may appeal a grade in cases where F grades have been recorded because a student was unable to officially withdraw. The student may petition for retroactive withdrawal from any and all courses in the semester in question by emailing [academicexceptions@parkland.edu](mailto:academicexceptions@parkland.edu) for the Exception to Academic Policy form. The student must provide verifiable evidence of the cause for failing to withdraw properly. The student has until the end of the fall or spring semester following the semester in question to submit an appeal for retroactive withdrawal. If the petition is granted, the grades will be changed to W by the Office of Admissions and Records.

**Requests for medical withdrawal.** A student may petition for a medical withdrawal from any or all courses in a semester by emailing [academicexceptions@parkland.edu](mailto:academicexceptions@parkland.edu) and requesting the Exception to Academic Policy form. The student must provide medical documentation that verifies the medical circumstances that prevented the completion of a specific class or classes. A request for medical withdrawal must be submitted no later than the end of the fall or spring semester following the semester in question. Approved medical withdrawals may result in a billing adjustment of a full or partial tuition refund. Students receiving financial aid are not eligible for a billing adjustment.

**Requests for drops without record.** Official records may be expunged only by action of the Vice President for Academic Services. Such action is to be used rarely and only in the most extenuating circumstances. The student must provide verifiable evidence of the circumstances and has until the end of the fall or spring semester following the semester in question to submit this appeal. Students can obtain the Exception to Academic Policy form by emailing [academicexceptions@parkland.edu](mailto:academicexceptions@parkland.edu).

Decisions regarding exception requests may be appealed to the Student Affairs Committee.

### **Change of Program Status (Program Code) Procedure**

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

### **Transcripts**

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

An official transcript is signed and dated by the director of enrollment services and sent from the Office of Admissions and Records directly to another institution or organization upon official request from a student. Official transcripts may be requested in person (with picture ID), by mail, or online (at [www.credentials-inc.com/tplus/?ALUMTRO007118](http://www.credentials-inc.com/tplus/?ALUMTRO007118)). Written requests must include the signature of the student whose official record is being requested.

Students may request to receive their transcripts directly. Any transcript given to the individual student will be stamped “Issued to Student”; it is the student’s responsibility to consult with the receiving institution or organization to determine whether a transcript issued directly to the student is considered official. All transcripts are \$5 each. Rush (same day) transcript orders may not be available during peak registration periods. Students may obtain a free unofficial copy of their transcript online.

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

### **Acceptance of Credits Earned Outside of Parkland College**

Students who have earned college credit or a degree from another institution may choose to have their transcripts evaluated for possible credit toward a degree or certificate at Parkland College.

### **Transfer of Academic Credits**

Parkland College accepts the transfer of credit as stated below.

**Credits from regionally accredited institutions.** Students may transfer in credits from coursework completed at regionally accredited institutions. Transferable coursework includes the following:

- Courses from Illinois colleges and universities with an IAI GECC or Majors course number. Parkland College participates in the Illinois Articulation Initiative and will accept transfer courses with IAI course codes.
- Courses from regionally accredited institutions for which direct course equivalency has been established.

Procedure:

- The student submits a completed Parkland College admission application with a declared program of study in a degree or certificate to Admissions and Records.
- The student requests an official transcript from the institution previously attended to be sent to Parkland College. Given that evaluation of petitions for transfer of credits may take up to four weeks, the student is advised to consult an academic success advisor on the selection of courses. If student submits an “Issued to Student” or other informal transcript, the director of enrollment services (or designee) will review the transcript for authenticity and may authorize using the informal transcript on a conditional and temporary basis for educational planning purposes. This step does not nullify the requirement for an official transcript.
- Admissions and Records notifies the student through their Parkland student email account of the results of the transcript evaluation for transfer credit.

**Credits from coursework based on nationally curated curriculum.** In selected career programs, students may transfer in credits from coursework completed at specific non-regionally accredited institutions (including but not limited to vocational training centers and professional schools) offering nationally curated curriculum. Transfer of credit from non-regionally accredited institutions is based on formal agreements between Parkland College and the institution with approval from the vice president for academic services. Such agreements will include a crosswalk that aligns coursework already completed with Parkland coursework. For more information, contact the dean of career and technical education (M123; 217/353-2182).

**Course substitutions.** In cases where direct equivalency between courses cannot be established, the student may request a course substitution. Course substitution may be used for Parkland courses and/or non-Parkland courses taken at a regionally accredited institution if the courses are evaluated as appropriate substitutes for program course requirements.

Procedure:

- The student submits a Request for Credit by Course Substitution form to the appropriate department chair.
- The department chair reviews the request and recommends to the division dean a course substitution if the course under consideration fulfills intended program and/or course outcomes.
- If the dean approves a course substitution, the request form with the dean’s signature is sent to Admissions and Records where the student’s academic record is annotated. The division dean notifies the student through their Parkland student email account of the results of the course substitution request.

### **Credit for Prior Learning**

Parkland College accepts certain forms of college-level learning acquired outside of a regionally accredited institution to fulfill degree and certificate requirements. Proficiency credit or credit by exam and other forms of prior learning assessments (PLA) are used to determine equivalency of learning to Parkland courses. Proficiency credit is denoted on the academic transcript with a grade of P.

Students may use self-reported learning confirmed through appropriate proficiency exams and other forms of PLA assessment (listed below) to fulfill up to 25 percent of a degree or certificate. In specific career-oriented programs, prior learning may be used to fulfill up to 50 percent of a degree or certificate if the following conditions are met:

- The prior learning took place in an organized structured setting where instruction leads to certification in a technical field and is delivered by professionals in the field; and/or
- The prior learning leads to an industry-recognized certification, state or federal certification, and/or state or federal license.

For more information, contact the dean of career and technical education (M123; 217/353-2182) or the dean of health professions (L119; 217/351-2383).

The following forms of assessment for prior learning are accepted:

### **Proficiency Examination or Credit by Examination.**

A student may petition to demonstrate mastery of the knowledge and skills for a course through an exam.

Procedure:

- The student requests a proficiency exam by submitting the Petition for Credit by Examination (Proficiency Examination) to the appropriate department chair. For aviation, the student consults with the director of the Institute of Aviation and uses an aviation version of the petition form.
- The department chair determines whether a proficiency exam is appropriate and whether the student is eligible to take a proficiency examination.
- If approved for the proficiency exam, the student pays the required fee at the Business Office.
- The student brings the form with documentation of payment back to the department chair who makes arrangements for administering and grading the proficiency exam.
- The division dean approves or denies the petition based on the results of the proficiency exam. If approved, the student's academic record is annotated to reflect proficiency credit.

Rules governing the procedure:

- The proficiency exam for a given course may be taken only once.
- Proficiency exams may not be used to replace grades (including F, NC, T, or W grades) already earned or to duplicate credit already earned.
- A proficiency exam for a course will not be administered if the student is enrolled for that course and instruction has begun or if the student has passed a higher level course than the one for which the proficiency credit is requested.
- Concurrent enrollment in or prior completion of at least six semester hours at Parkland is required.

### **Licensure and industry-recognized certifications.**

Some career programs accept licensure and industry-recognized certifications in lieu of a proficiency exam. The acceptance of credit is recorded as proficiency credit. The student petitions for acceptance of licensure or industry-recognized certifications by submitting the *Petition for Credit by Examination (Proficiency Examination)* form to the division dean. If petition is approved, the dean notes completion of alternative examination on the form. The student's academic record is annotated to reflect credit acceptance.

**Course equivalency review.** The department chair in consultation with the division dean determines that prior learning acquired in an organized structured setting where instruction leads to certification in a technical field is equivalent to major course components as delineated in relevant Course Information Form(s) and that course-level assessments used measure the attainment of expected student learning outcomes. The requirement of a proficiency exam is waived but the proficiency fee may apply.

**Advanced Placement (AP) and International Baccalaureate (IB) program scores.** Parkland College accepts a specified range of AP and IB scores as equivalencies for selected college courses. Students should submit their AP and/or IB scores to the Office of Admissions and Records (U214) for credit/placement evaluation. For information on policies about course equivalencies for AP and IB scores, see [parkland.edu/CreditByExam](http://parkland.edu/CreditByExam).

**College Level Examination Program (CLEP).** CLEP is a national credit-by-examination program that offers students the opportunity to obtain recognition for college-level achievement. For information on policies about CLEP exams for selected courses, see [parkland.edu/CreditByExam](http://parkland.edu/CreditByExam).

**Credit for military training.** Parkland College accepts certain forms of military training as equivalent to college-level learning and awards proficiency credit accordingly.

Procedure:

- Documentation: : Student submits documentation of military training (Joint Services Transcript (JST) or transcript from the Community College of the Air Force (CCAF) to Admissions and Records for evaluation.
- General elective credit: Admissions and Records evaluates military course work as general elective (not General Education Core Curriculum) credit or occupational elective credit per American Council of Education recommendation.
- Direct course equivalency: The student interested in direct course equivalency should follow the procedure for proficiency credit. The department chair may require a proficiency exam. The proficiency exam fee is waived for military personnel.

### **Transfer of Credits to Four-year Institutions**

Parkland is accredited by the Higher Learning Commission (see p. 9). This accreditation facilitates the transfer of credit to other colleges and universities across the country. Students planning to transfer to senior colleges are responsible for selecting appropriate courses (see Course Patterns at [parkland.edu/advising](http://parkland.edu/advising) and the Illinois transfer website, [www.itransfer.org](http://www.itransfer.org)). Advisors are available to assist students with the transfer process.

### **Classification — Course Load**

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

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

A full-time eligible student is one who has completed the application procedures and has submitted the required credentials to the Office of Admissions and Records. A

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

### **Late Registration Limits on Maximum Course Load**

In line with the Late Registration policy (see p. 43), students of any classification who are eligible to take 16-week classes may enroll for up to 18 credit hours without special approval. Students who wish to take more than 18 credit hours must obtain the approval of a Parkland academic success advisor. Students who are eligible to take only 13-week or shorter classes may enroll for no more than 13 credit hours. Students who are eligible to take only 8-week classes may enroll for no more than 8 credit hours. These limits apply to the fall and spring semesters.

### **Summer Session Maximum Course Load**

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

### **Credit Hour Determinations and Student Study Time Expectations**

Course credit hours are determined by the type of course and the number of instructional (contact) hours spent in the course during the semester. Depending on the type of course, students may also expect to spend a certain amount of time engaging with the course material outside of class:

- Lecture/discussion-oriented courses: One semester credit hour is assigned for every 15 classroom contact hours per semester. For each classroom contact hour, students are expected to invest a minimum of two hours in outside-of-classroom study and relevant learning activities.
- Laboratory courses: One semester credit hour is assigned for every 30 to 45 classroom contact hours per semester. For every two laboratory contact hours, students are expected to invest a minimum of one hour in outside-of-classroom study and relevant learning activities.
- Work experience courses: Work experience courses include non-clinical internships, practicums, and on-the-job supervised instruction. One semester credit hour is assigned for every 150 contact hours per semester.
- Clinical practicum courses: One semester credit hour is assigned for every 30 to 60 contact hours per semester. For every two clinical contact hours, students are expected to invest a minimum of one hour in outside-of-classroom study and relevant learning activities.

Students who plan to work while attending Parkland should take study time into consideration when planning their schedules and consult their advisor for advice on a balance of working hours and credit hours carried. In general, 16

credit hours allow minimum time for work; 12 credit hours usually allow 10 hours per week for work; 8 credit hours allow 20 work hours.

## **Online Learning Options**

### **Online Courses (W, V)**

In online courses, students interact with their instructor and classmates through the Internet. Instruction may be scheduled (V), in which students meet online at a designated time, or unscheduled (W) with students working on the materials at a time of their own choosing. Both modes of delivery have preset assignments and deadlines. Students who take an online class will read lectures, submit assignments, take quizzes, and do other course activities online. Parkland online courses follow the same semester schedule as traditional classes, and students should be prepared to begin completing course work on the first day the class is scheduled.

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

Online students are expected to have good reading, writing, and study skills. They must keep up with the class reading; must meet assignment deadlines; and must read assignments and directions carefully. Online students should have good computer and Internet skills.

### **Hybrid Courses (H)**

Hybrid courses are courses in which a significant portion of the learning activities has been moved online; time spent in the classroom is reduced but not eliminated. Such courses combine the best features of in-class teaching with the best features of online learning: students experience active, independent learning while seat time is reduced.

Hybrid courses are designed for students who can be successful in online courses but wish to maintain face-to-face contact with the instructor and other students. Students are required to attend class on campus as well as complete coursework online. Hybrid courses offer convenience but require more dedication and different time-management skills than traditional classroom learning.

The online portion of a hybrid may be scheduled or unscheduled. Students should carefully check course listings to determine the mode of delivery best suited to them.

### **Flexible Courses (F)**

Flexible courses meet on campus at scheduled days and times but allow students the option to join online at that time if they are unable to be on campus for some meetings. Faculty may also provide students the opportunity to watch the recorded class to keep up with work or to review material.

Students may alternate between these options throughout the semester depending on their needs, but the instructor may require in-person attendance at certain times.

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

- Registration questions: contact Admissions and Records, U214, 217/351-2489, [admissions@parkland.edu](mailto:admissions@parkland.edu).
- Technology questions: contact Tech Service Desk, 217/353-3333, [techhelp@parkland.edu](mailto:techhelp@parkland.edu).

## Student Complaint Procedure Regarding Academic Matters

1. Class and course or grade concerns should be first discussed with the faculty member.
2. If the student is not satisfied with the faculty member's response or explanation, or if the student does not feel comfortable speaking with the faculty member, the student should meet with the department chair.
3. The department chair or designated equivalent should hear the student's concern and resolve it if it is a procedural or technical matter. If it is a personal or faculty member conflict matter, the chair should hear it out and then:
  - a. recommend that the student discuss it with the faculty member, if appropriate and not already discussed,
  - b. discuss the matter with the faculty member
    - (i) with the student present, if student so desires,
    - (ii) without the student present, if student so desires, or
    - (iii) after the semester grades are submitted, if the student fears that his or her grade may be jeopardized (this session may or may not include the student).
4. If the student is not satisfied with the department chair's response or explanation, the student should see the division dean, who will hear and ask if the student has discussed the matter with the faculty member and department chair, if appropriate. The division dean will resolve the matter if it is a procedural or technical matter. If the matter is personal or a faculty member conflict, the division dean will discuss the matter with the faculty member and/or the department chair, as the student desires. The department chair and/or the faculty member will be notified after the semester grades are submitted if the student fears that his or her grade may be jeopardized.
5. If the student is still not satisfied with the response, the student should follow the student grievance procedures, or the grade appeal process printed in the Student Policies and Procedures Manual. Information on these processes is available on the web at [parkland.edu/studenthandbook](http://parkland.edu/studenthandbook). The student should note that utilizing the grade appeal process precludes the student from using the student grievance hearing process (and vice versa) for the same occurrence.

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





# educational programs

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## General Information

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

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

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

## Educational Guarantees

### Career and Technical Programs

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

### Transfer Courses

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

## Illinois Community College Career Agreement

Parkland College honors the Career Agreement with partnering Illinois community colleges whereby students from other community college districts who wish to enroll in career programs that are not available in their home community colleges and who are deemed eligible by Parkland College will be charged tuition at the in-district/program rate for District 505 residents.

The Illinois community colleges participating in the Career Agreement are:

Black Hawk College  
Carl Sandburg College  
City College of Chicago  
College of DuPage  
College of Lake County  
Danville Community College  
Elgin Community College  
Heartland Community College  
Highland Community College  
Illinois Central College  
Illinois Eastern Community Colleges  
Illinois Valley Community College  
John A. Logan College  
John Wood Community College  
Joliet Junior College  
Kankakee Community College  
Kaskaskia College  
Kishwaukee College  
Lake Land College  
Lewis and Clark Community College  
Lincoln Land Community College  
McHenry County College  
Moraine Valley Community College  
Morton College  
Oakton Community College  
Parkland College  
Prairie State College  
Rend Lake College  
Richland Community College  
Rock Valley College  
Sauk Valley Community College  
Shawnee Community College  
South Suburban College  
Southeastern Community College  
Southwestern Illinois College  
Spoon River College  
Triton College  
Waubensee Community College  
William Rainey Harper College

Student eligibility to receive tuition benefits under the Career Agreement will be governed by the following rules:

1. **Eligibility:** Any student who seeks eligibility for in-district tuition benefits under the Career Agreement must submit the following forms to the appropriate division dean office:

- a. Authorization for Enrollment letter from his or her home community college
- b. Parkland College Career Agreement—Request for Approval form

The division dean reviews and determines if eligibility criteria are met. Eligibility criteria include:

- a. The student’s home community college does not offer the career program in question.
- b. The student has secured proper documentation from their home community college.
- c. The student has been accepted into the career program in question.

The division dean in consultation with the vice president for academic services may grant exceptions to the above requirements.

2. **Scope of course eligibility:** For the eligible student, technical and general education courses attempted in pursuit of the career program will qualify for in-district/program tuition.
3. **Annual review of eligibility:** Each summer, the division dean conducts a review of every Career Agreement student’s eligibility to continue to receive tuition benefits. The review will determine whether the student retains eligibility for the in-district/program tuition rate for the forthcoming year (fall, spring, and summer semesters). Eligibility is terminated if and when the student completes the career program within the year.
4. **Application for eligibility deadline:** The deadline for a student to submit an application for tuition benefits under the Career Agreement is 30 days after the start of 16-week session (inclusive of the first day of instruction) in the fall and spring semesters and 15 days (inclusive of the first day of instruction) after the start of the summer semester in May. After the deadline, the student may submit an application for eligibility for the following semester.

## Special Academic Programs

### Adult Education and Workforce Development

1307 N. Mattis Ave., Champaign, IL 61821

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

The dedicated focus on community workforce development permeates the efforts of specific Parkland units (Adult

Education, Community Education, and Workforce Development), and also serves as a guiding force for many who support the college, from its academic departments to the Parkland foundation with its multifaceted entrepreneurial program to the college’s career advisory boards of area business and technology leaders. These groups work individually and collaboratively to build stronger local economies and produce more highly skilled employees in east central Illinois.

<sup>1</sup>Illinois Workforce Investment Board, Measuring Progress: Benchmarking Workforce Development in Illinois. June 2009.

### Workforce Innovation and Opportunity Act (WIOA)

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

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

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

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

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

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

## Short-term Certificate Pathways

Students who assess at the CCS 098 reading level are eligible to enroll in certain certificate programs with concurrent enrollment in ALS 199: Support for Workforce Training (SWFT) course. Pathway students earn a workforce certificate in one or two semesters. Required enrollment in CCS 098 is waived; the SWFT course provides appropriate literacy and numeracy support. After completing the credential, students can go directly into the workforce or continue their education. For a complete and up to date list of certificate programs in which students are eligible for this course, please visit [parkland.edu/swft](http://parkland.edu/swft).

## Case New Holland Diesel Power

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

For more information, call the Agricultural Technologies department at 217/373-3838.

## Ford ASSET

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

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

For more information, call the Applied Sciences and Technologies department at 217/373-3838.

## Parkland Pathway to Illinois

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

Office of Admissions and Records at 217/351-2482, or visit [parkland.edu/admissionsoffice](http://parkland.edu/admissionsoffice) and select Pathway to UIUC.

## High School Articulation Agreements

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

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

## Early College Services

Parkland College provides opportunities for academically ready high school-aged students to earn college credit. Enrollment into these opportunities is coordinated by the Early College Services office. Early college opportunities are as follows:

**Dual Credit:** Dual credit courses are sponsored jointly by high schools in District 505 and Parkland College. The program allows high school students 15 years of age and older to take college credit classes while they are still in high school to earn both high school and college credits. As long as students meet the Parkland class prerequisites and have approval of their schools and a parent or guardian they may take:

- Online classes
- Parkland classes taught in the high schools
- Parkland classes taught on Parkland's campus
- Early College and Career Academy (ECCA) classes if their high school is a participant in the EFE #330 program
- Early Transfer Academy (ETA) if their high school approves of ETA classes as dual credit

**Dual Enrollment:** Dual enrollment refers to the provision that permits high school and home-schooled students 15 years of age and older to take classes at Parkland to earn college credit. These classes do not count for high school credit. To participate in dual enrollment, the student must meet class placement requirements and prerequisites and have written approval of a parent or guardian.

**Early College and Career Academy:** The Early College and Career Academy (ECCA) is a collaboration between the Education for Employment #330 (EFE) K-12 Career and Technical Education cooperative and Parkland College. The ECCA provides an opportunity for high school juniors and seniors to earn dual credit upon completion of Parkland College courses in manufacturing, automotive technology, precision agriculture, computer programming, construction trades, education, certified nurse assistant, emergency

medical services, and criminal justice. All courses taught at Parkland College. In some programs, students have the opportunity to earn professional licenses, industry-recognized certifications, and/or Parkland certificates through the ECCA. The EFE 330, located in Room A113 at Parkland College, works with Parkland to administer the program.

**Early Transfer Academy:** The Early Transfer Academy (ETA) is a set of classes offered for high school and home school juniors and seniors to fulfill the State of Illinois General Education Core Curriculum (GECC). ETA participants can then transfer the completed GECC package of course credits to public colleges and universities across the state of Illinois, fulfilling lower-division, general education course requirements (as stipulated under the Illinois Articulation Initiative Act). Interested students should inquire with their home high school as to whether these classes can be taken for dual credit. For more information, call Early College Services at 217/353-2663.

**College for Home Schooled Students:** Students who are home schooled at the high school level and are 15 years of age and older may enroll in college classes for which they have met all academic eligibility requirements and course prerequisites.

For more information, contact Early College Services (U233; 217/353-2663; email [earlycollege@parkland.edu](mailto:earlycollege@parkland.edu)).

## International Education

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

Parkland maintains memberships in several international education consortia and other organizations. The International Services ([parkland.edu/internationalservices](http://parkland.edu/internationalservices)) website serves as a portal for Parkland faculty and students into the world of international possibility.

### Pre-college ESL

The ESL program offers a series of 3-credit-hour and 4-credit-hour courses in multiple skill areas for academic preparation. Students can enroll part-time or full-time; course placement is based on scores from CaMLA EPT, TOEFL, or IELTS. The courses are available from beginning through advanced levels in grammar/writing, reading/vocabulary, and listening/speaking/pronunciation. Supplemental instruction through computer-based assignments and specialized electives may be available depending on student need. International students can apply to this program from their home countries or from other colleges in

the United States. Students do not need a TOEFL or IELTS score to apply to the ESL program. For more information, call 217/351-2217.

### International Admissions

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

### Parkland Study Abroad

Parkland College encourages students to explore the world and discover the benefits of living and studying in another country. Students may choose a short-term stay, or spend the entire semester abroad. To be eligible, students must have completed a minimum of 12 credit hours, including ENG 101, with a cumulative grade point average of at least 2.75. Final determination of acceptance rests with Parkland College.

Information on Study Abroad can be found at [parkland.edu/studyabroad](http://parkland.edu/studyabroad), or call 217/351-2532, or email [jlittleton@parkland.edu](mailto:jlittleton@parkland.edu).

### Global Studies Emphasis Designation

A Global Studies Emphasis designation on a student's transcript indicates that the student has acquired in-depth education of a particular country or region of the world by completing the following:

- Two semesters of a foreign language\* (8–10 credit hours)
- A Study Abroad program (of any length)
- Three courses in International Studies (9–12 credit hours) from the following list:

AGB 106, ART 166, COM 120, ECO 165, GEO 140, GEO 143, HIS 101, HIS 102, HIS 108, HIS 109, HIS 123, HIS 128, HIS 129, HIS 140, HIS 165, HIS 166, HIS 167, HIS 168, HIS 169, HIS 289, HUM 101, HUM 102, HUM 103, HUM 104, HUM 105, HUM 106, HUM 109, HUM 123, HUM 124, HUM 125, HUM 166, LIT 146, LIT 147, LIT 149, MKT 218, MUS 124, MUS 244, POS 165, POS 167, POS 202, REL 101, REL 102

\*Two International Studies courses may be substituted for two language courses if the student participates in a study abroad program in an English-speaking country.

### Dental Hygiene Clinic

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

## Massage Therapy Clinic

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

## Transfer Agreements

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

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

### Illinois Articulation Initiative

The Illinois Articulation Initiative (IAI) ([www.itransfer.org](http://www.itransfer.org)) is a comprehensive statewide transfer agreement among colleges and universities in Illinois. This effort includes public community colleges, public universities, and private colleges and universities. The following summary highlights the major features of the initiative.

1. **IAI General Education Core Curriculum (GECC):**

The GECC comprises a list of statewide articulated general education courses that will be accepted for transfer by all participating colleges and universities in Illinois.

  - a. Students who complete the A.A. degree, or the A.S., A.F.A., or A.E.S. degree with the additional course work needed to complete the General Education Core Curriculum, will have their lower-division general education requirements accepted as complete at the participating Illinois college or university to which they transfer.
  - b. Students who complete and attain certification of the General Education Core Curriculum at any participating college or university in Illinois will have met their lower-division general education requirements upon transfer to another participating college or university in Illinois.
  - c. The General Education Core Curriculum and the list of statewide articulated general education courses are a great advantage for students who are undecided about where they want to transfer, or who are undecided about their major.

- d. The IAI GECC transfers as a package and its transferability is backed by state law (Public Act 99-0636). Course-to-course transfer, however, is not guaranteed.
2. IAI Baccalaureate Majors' Recommendations (IAI Majors). IAI Majors describe courses typically taken by freshmen and sophomores for a specific major. These course recommendations are meant for students who are undecided about a transfer school. Students who know where they want to transfer should see that school's catalog and an admissions counselor for specific advice.

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

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

- Students who complete an A.A. degree at Parkland will be certified as also having completed the General Education Core Curriculum (GECC) certificate.
- Students who complete the GECC but do not receive an A.A. degree must formally petition the Office of Admissions and Records to receive the GECC certificate.
- Completion of the GECC certificate will be noted on the official transcript.
- Parkland College will recognize all of the courses on the IAI approved list of courses taken at any participating college or university for credit toward fulfilling Parkland College's GECC certificate requirements.
- Courses with D grades or better are acceptable for evaluation of individual courses for GECC requirements. However, completion of the GECC certificate requires that students must earn a minimum of 2.0 GPA for the courses that count towards the GECC. There is one IAI exception to this rule: the ENG 101-102 two-course sequence in writing (6 semester credits) requires a grade of C or higher.
- In order to complete the transferable GECC certificate, students need to complete a minimum of 15 credit hours of the GECC requirements in residence at Parkland College.
- The Office of Admissions and Records will evaluate courses taken at out-of-state or non-participating in-state institutions.
- Students who transfer in fractional credit (less than a full semester hour of a course) from a participating college or university may have the remaining fraction of an hour waived to complete an approved area of the General Education Core Curriculum. However, students must complete a minimum of 38 semester hours to satisfy the Parkland College General Education Core Curriculum certificate requirements.
- Students may use Advanced Placement (AP), International Baccalaureate (IB), and College Level Examination Program (CLEP) scores to fulfill GECC requirements. For

more information, see [parkland.edu/admissions](http://parkland.edu/admissions). Students should note that transfer institutions will follow their established (local) credit policies on the acceptance of standardized test scores.

### **MyCreditsTransfer**

Parkland College participates in MyCreditsTransfer, a state-wide initiative designed to facilitate transfer within Illinois using the nationally available tool, Transferology. Within Transferology students can find the courses that transfer between institutions, degree requirements that courses taken can satisfy, as well as different majors that institutions offer. There is no charge to use Transferology. For more information, contact an academic success advisor or go to [itransfer.org/students.aspx](http://itransfer.org/students.aspx).

### **Concurrent Enrollment—University of Illinois and Parkland College**

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

### **2+2 Agreements**

Parkland College has developed 2+2 articulation agreements with selected universities to provide students the opportunity to obtain bachelor's degrees in technical and other specific fields. Under the 2+2 agreement, Parkland graduates who have earned Associate in Applied Science (A.A.S.) degrees in specific occupational programs or A.A. or A.S. degrees with specific course work can transfer to the cooperating four-year institution, usually with junior standing. Check specific agreements with Academic Advising (U267), as agreements are subject to change. For more information and a list of current 2+2 agreements, visit [parkland.edu/transfer](http://parkland.edu/transfer).

### **Military Transfer Agreements**

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

Further information about CONAP may be obtained from Academic Advising.

## **Learning Commons**

The Learning Commons provides academic support services to assist students in their academic pursuits. It can be found in the center of the college on the second floor (R201). The Learning Commons provides several kinds of academic and student support to help college students succeed: walk-in learning assistance and tutoring; and modules and tutorials. Learning Commons also provides special programming focused on first year college success and beyond. Services are free and provided on a walk-in basis or by appointment. For hours and more information, call 217/373-3839 or visit [parkland.edu/learningcommons](http://parkland.edu/learningcommons).

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

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

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

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

### **Presentation Center**

Communication faculty provide one-on-one coaching to help students or staff members practice presentations, cope with speech anxiety, develop and organize solo or group presentations, and improve oral communication skills. Services are free and provided on a drop-in basis or by appointment. Visit the Presentation Center in X227, email [presentationcenter@parkland.edu](mailto:presentationcenter@parkland.edu), or go to [parkland.edu/presentationcenter](http://parkland.edu/presentationcenter) for more information about drop-in hours.

## Library

Parkland Library connects students with the information resources, tools, spaces, and services they need for personal and academic success. The library offers an extensive print and electronic collection of books, magazines, databases, multimedia, and other materials, with 24-7 access to electronic resources via the library's website at [parkland.edu/library](http://parkland.edu/library). The library is located on the third floor of the College Center, accessed through the Learning Commons, and provides spaces for individual study and research, and the only designated silent study area on campus. Librarian assistance for information and research questions is available during all library opening hours via e-mail ([library@parkland.edu](mailto:library@parkland.edu)), chat ([parkland.edu/library](http://parkland.edu/library)), telephone (217/373-3839), text (217/615-0079), and in person. Librarian-taught research and information literacy classes are offered in the 24 seat computer classroom (R227), which also serves as an open computer lab when not in use. There are an additional 60+ internet-enabled computers throughout the library. For students in need of technology for use at home or in the classroom, the library also offers a loanable technology collection, which allows students to borrow calculators, laptops, iPads, Kindles and more. For more information, including borrowing policies and opening hours, visit the library website at [parkland.edu/library](http://parkland.edu/library).

## Instructional Technology

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

A Tech Services satellite desk is located in the Learning Commons (R201).

## Computer Technology Center

The Computer Technology Center provides students and District 505 residents with opportunities to complete computer courses using a self-paced format, as well as gain assistance with computer skills from qualified faculty and peer tutors. Students can choose from free tutorials that cover basic computer literacy skills, or a variety of low-cost, open-enrollment courses covering topics from keyboarding to advanced-level Microsoft Office applications. Students are welcome to visit the open classroom in room X231, located in the Learning Commons, to complete coursework, study online, or receive in-person help. For specific information about courses and hours, call the Business/Computer Science and Technologies department office at 217/353-2099, the CTC director at 217/351-2506, or visit us online at [parkland.edu/ctc](http://parkland.edu/ctc).

## PCTV

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

## Service Learning

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

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

## Honors Program

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

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

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

To graduate as an Honors Program Scholar, students must have a 3.5 GPA, participate in the annual Honors Symposium, participate in the Honors Graduation Convocation, and earn three honors credits. Credits are earned by completing A with honors projects, doing independent honors projects, or participating in an honors class. Students may complete A with honors projects in many Parkland classes



but professors are not required to allow honors projects. One of the three required honors credits must be a service learning project. An honors designation will appear on the transcripts and diplomas of all students who meet Honors Program graduation requirements.

For information about the Honors Program, contact the honors program director at 217/373-3739 or [mjones@parkland.edu](mailto:mjones@parkland.edu).

### **Phi Theta Kappa Honor Society**

Phi Theta Kappa, international honor society of the two-year college, invites applications from students who have completed at least 12 credit hours at Parkland in courses numbered 100-299 toward an associate degree or at least 6 credit hours toward a 1-year certificate and achieved a minimum cumulative grade point average of 3.5. Phi Theta Kappa promotes scholarship, leadership, service, and fellowship among members. Membership provides exclusive access to millions of dollars of scholarship opportunities, recognition on members' transcripts and diplomas, online leadership and professional development programs, and much more.

Parkland's chapter is Alpha Psi Eta. New members are inducted in the fall and spring. For more information, please call the chapter advisor at 217/353-2131 or email [lgarrett@parkland.edu](mailto:lgarrett@parkland.edu).

## **Other Academic Support Services**

In addition to the support services in the Learning Commons, other academic support services at the college include:

### **Center for Excellence in Teaching and Learning**

The Center for Excellence in Teaching and Learning facilitates the adoption of innovative and effective practices in teaching and promotes the college's culture of excellence, lifelong learning, and continuous improvement. Through its physical and virtual spaces, it provides a supportive academic community.

The center incorporates feedback from across campus to design and implement an ongoing professional development system at Parkland College. The major strands of programming include assessment; student engagement; mentoring; orientation; leadership; technology; diversity, equity, and inclusion; civility; and all-college initiatives and dialogue.

For more information, call 217/373-3767 or email [centerforexcellence@parkland.edu](mailto:centerforexcellence@parkland.edu).

### **Tech Service Desk**

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

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





# programs of study

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# areas of study

## ARTS AND SCIENCES ..... 73

Dean Joseph Walwik  
jwalwik@parkland.edu

### Arts Media and Social Sciences ..... 75

Department Chair: Isabel Scarborough  
iscarborough@parkland.edu

Art (ART, GDS)  
Anthropology (ANT)  
Child Development (CHD)  
Communication (COM)  
Criminal Justice (CJS)  
Economics (ECO)  
Education (EDU)  
Geography (GEO)  
History (HIS)  
Music (MUS)  
Political Science (POS)  
Psychology (PSY)  
Sociology (SOC)  
Theatre (THE)

### Humanities ..... 105

Department Chair: Matthew Hurt  
mhurt@parkland.edu

Critical Comprehension Skills (CCS)  
English (ENG)  
English as a Second Language (ESL)  
Humanities (HUM)  
Languages (ASL, FRE, GER, ITA, JPN, SPA)  
Liberal Arts and Sciences (LAS)  
Literature (LIT)  
Philosophy (PHI)  
Religion (REL)

### Mathematics ..... 109

Department Chair: Kelly Bails  
kbails@parkland.edu

Department Chair: Kevin Hastings  
khastings@parkland.edu  
Mathematics (MAT)

### Natural Sciences ..... 111

Department Chair: Scott Siechen  
ssiechen@parkland.edu

Astronomy (AST)  
Biology (BIO)  
Chemistry (CHE)  
Earth Science (ESC)  
Engineering Science (ENS)  
Kinesiology (KIN)  
Physics (PHY)  
Science (SCI)

## CAREER AND TECHNICAL EDUCATION..... 119

Dean Derrick Baker  
dbaker@parkland.edu

### Agricultural Technologies ..... 121

Department Chair: Gordon Hedrick  
ghedrick@parkland.edu

Agriculture (AGB)  
Case New Holland (CNH)  
Diesel Power Equipment Technology (DPE)  
Geographic Information Systems (GIS)  
Horticulture/Landscape (HRT)

### Applied Sciences and Technologies ..... 135

Department Chair: Jon Ross  
jross@parkland.edu

Automotive (AFD)  
Automotive Collision Repair (ACR)  
Automotive Ford Motor ASSET Program (AFM)  
Carpentry (CCA)  
Computer-Aided Drafting (CAD)  
Construction Management (CIT)  
Drafting (DRT)  
Electrical Construction Journeyman (ECJ)  
Electronics and Electrical Power (ELT)  
Engineering Science and Technologies (EST)  
Heating, Ventilation, and Air Conditioning (HVC)  
Industrial/Manufacturing Technology (MFT)  
Ironworker (IRW)  
Land Surveying (SRV)  
Plumbing and Pipefitting (PFT)  
Welding (WLD)

### Business/Computer Science and Technologies ..... 167

Department Chair: Derek Dallas  
ddallas@parkland.edu

Accounting (ACC)  
Business (BUS)  
Computer Information Systems (CIS)  
Computer Science (CSC)  
Computer Technology Center (CTC)  
Customized Career Preparation (CCP)  
Hospitality Industry (HPI)  
Management (MGT)  
Marketing (MKT)

### Aviation ..... 189

Director: Jonathan Moore  
jemoore@parkland.edu

Aviation (AVI)

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**HEALTH PROFESSIONS ..... 201**

*Dean Kim Pankau*  
*kpankau@parkland.edu*

**Allied Health ..... 205**

*Department Chair: Michelle Roberts*  
*mroberts@parkland.edu*  
Dental Hygiene (DHG)  
Emergency Medical Services (EMS)  
Fire Service Technology (FST)  
Health Careers (HCS)  
Massage Therapy (MSG)  
Medical Assisting (MAS)  
Occupational Therapy Assistant (OTA)  
Respiratory Care (RTT)  
Sterile Processing Technician (SPT)  
Surgical Technology (SUR)  
Veterinary Technology (VTT)  
Radiologic Technology (XCT, XMR, XRA)

**Nursing ..... 225**

*Department Chair: James Roberts*  
*jdroboters@parkland.edu*  
Licensed Practical Nurse (LPN)  
Nurse Assistant (NAS)  
Nursing (NUR)

# Graduation

## Conferral of Degrees and Certificates

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

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

## Graduating with Honors

To recognize students who have demonstrated academic excellence in their pursuit of higher education, Parkland College will publicly acknowledge graduating students who have achieved at least a 3.50 program GPA with a minimum of 30 credit hours of 100–299 level course work applicable to the program at Parkland College. The designation “Graduated with Honors” will be stated on the student’s transcript and diploma. See p. 56 for Honors Program requirements.

## Graduation Requirements

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

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

The grade point average used to determine eligibility for graduation in degree and certificate programs includes only courses that are counted for the degree/certificate. This grade point average is called the *program* GPA (see p. 40).

- For A.A.S. degrees and certificates, required courses and all electives that are eligible to be counted for the degree/certificate will be included in the calculation. If a student

takes more electives than are required for the degree/certificate, all eligible electives will be used in calculating the program GPA.

- For A.A., A.S., A.E.S., and A.F.A. degrees, all courses numbered 100–289 (except courses with ALS prefixes) with an even or zero middle digit will be included in the calculation.
- For the A.G.S. degree, all courses numbered 100–299 will be included in the calculation.

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

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

Parkland College publishes the list of students who have graduated in a degree or certificate program each term at [parkland.edu/graduates](http://parkland.edu/graduates).

Career program general requirements are found on p. 68, transfer program general degree requirements on p. 69, and general studies program requirements on p. 72.

The maximum amount of proficiency credit or credit from other forms of prior learning assessment allowed toward a degree is 25 percent. Exceptions based on licensure and certifications are permitted in selected Health Professions and aviation programs. For more information, contact the dean of health professions (L119; 217/351-2383) or the dean of Career and Technical Education (M123; 217/353-2182).

A minimum of 15 credit hours of specialty or technical course work required by the A.A.S. must be completed at Parkland. Proficiency credit or credit from prior learning assessment do not count toward minimum residency requirements.

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

## Procedure for Late Graduation Petitions

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

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

## Program Course Substitution Policy for Graduation

Course substitutions for program requirements may be granted for credits earned at regionally accredited institutions. Requests for course substitutions will be reviewed and approved by the appropriate department chair(s) and division dean(s).

**Substitutions for general education courses.** A course substitution requested by the student for a general education course requirement requires approval from the appropriate department chair and division dean. For example, a student in computer science who requests a substitution for the mathematics general education requirement must receive written permission from the chair of the Mathematics department and the dean of arts and sciences rather than from the chair of the Business/Computer Science and Technologies department and dean of career and technical education.

**Substitutions for career courses.** A course substitution request from students working toward a career-oriented degree or certificate will be reviewed and evaluated by the appropriate department chair(s)/program director(s) and approved by the division dean.

For more information on course substitution procedure, see p. 45.

### Second Degree and/or Certificate Requirements

If a student has earned less than 75 credit hours and qualifies for two associate degrees at a given time, the student must choose which degree he or she wishes to receive. If a student has earned 75 or more credit hours and has completed the requirements for two associate degrees, he or she may petition to receive two degrees if the conditions below are met.

**Additional credit hours.** If a student wishes to complete a second degree, an additional 15 credit hours must be satisfactorily completed at Parkland. If the second degree is a transfer degree—Associate in Arts (A.A.), Associate in Science (A.S.), Associate in Fine Arts (A.F.A.), or Associate in Engineering Science (A.E.S.)—the 15 additional credit hours must be in baccalaureate-oriented courses (numbered 100–289 and whose second digit is even). If the second degree is an Associate in Applied Science (A.A.S.), Associate in General Studies (A.G.S.), or a certificate of 30 or more credits, the 15 additional credit hours can be selected from any courses numbered 100–299. An exception to this 15-credit-hour requirement applies when the second credential is a certificate within the Associate in Applied Science degree that the student is already qualified to receive.

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

**Catalog requirements.** To receive two degrees and/or two certificates, the student must complete requirements for both credentials. For the second degree or certificate, the student will follow requirements as stated in the catalog of the year in which the student originally enrolled or any catalog published thereafter. If the student does not attend Parkland for a period of two years (that is, four successive semesters excluding summers) or more, the student will meet the degree requirements for the catalog of the year in which he or she re-enrolls. The student may use any portion of the additional required hours to satisfy degree requirements.

**Financial Aid requirements.** If the student intends to declare a pursuit of two credentials at the same time (two certificates, degree and a certificate, or two degrees) for veterans benefits and other financial aid purposes, he or she must meet with the director of enrollment services or his/her designee for approval.

## General Education Requirements for All Degrees

General education consists of courses that colleges and universities consider necessary for students' success in college and life. These courses are designed to help equip students with the knowledge, skills, and values essential for educated persons to realize their potential as learners, workers, and participants in a global society. The general education curriculum for the transfer-oriented Associate in Arts (A.A.) degree and Associate in Science (A.S.) degree comprises about two-thirds of the associate's degree and one-third of most bachelor's degrees. In Associate of Applied Science degrees, general education accounts for approximately one-quarter of the degree requirements.

The general education requirements for degrees offered by Parkland College are as follows:

	<i>Semester Credits</i>
<b>Associate in Arts (A.A.) Degree</b>	
Communications.....	9
ENG 101–102 and COM 103	
Social and Behavioral Sciences electives .....	9
Select from two or more subject areas.	
Humanities and Fine Arts electives .....	9
One Humanities and one Fine Arts course required.	
Mathematics elective .....	3
Physical and Life Sciences electives.....	8
One laboratory-based Physical Science course and one laboratory-based Life Science course required.	

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

Communications.....	9
ENG 101–102 and COM 103	
Social and Behavioral Sciences electives .....	6
Select from two or more subject areas.	
Humanities and Fine Arts electives .....	6
One Humanities and one Fine Arts course required.	
Mathematics elective .....	3–5
Physical and Life Sciences electives.....	8
One laboratory-based Physical Science course and one laboratory-based Life Science course required.	

32–34

*The general education requirements in the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) Requirements. Students may choose to take one additional HUM/FA course and one additional Social/Behavioral Science course to complete the IAI GECC certificate at Parkland College or at the transfer institution (see page p. 71).*

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

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

15

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

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

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

Electives are chosen from courses identified as General Education Core Courses for the A.A., A.S., A.E.S., and A.F.A. degrees. (See p. 65.)

## Elective Courses

Most Parkland degrees include elective courses. Degree requirements for the fulfillment of elective courses vary with the credential the student is seeking.

### Associate in Arts (A.A.)

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

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

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

Elective courses to fulfill degree requirements for the A.A., A.S., A.E.S., and A.F.A. degrees must be selected from baccalaureate-oriented courses (generally, courses numbered 100–289 whose second digit is even) Students are advised to check with their academic success advisor in the selection of appropriate courses. Those seeking transfer should also check the requirements of the institution to which they are transferring.

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

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

Elective courses to fulfill degree requirements for the A.A.S. and A.G.S. degrees may be selected from any course numbered 100–299. Students should note that many A.A.S. programs require the selection of electives from a list of specific courses.

## General Education Core Curriculum (GECC)

Parkland College is a participant in the Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer of the completed Illinois General Education Core Curriculum (GECC) between participating institutions. Completion and certification of the transferable GECC at any participating college or university in Illinois means that lower-division general education requirements for an associate's or bachelor's degree have been satisfied. The IAI agreement permits students to transfer this portion of an associate's or a bachelor's degree program from one institution to another without loss of credit. This has been a binding agreement for first-time freshmen since the summer of 1998.

Starting in 2019–2020, students who complete the IAI general education requirements will be awarded the GECC certificate. For more information on the certificate and course distribution requirements, see p. 71. Specific courses to fulfill GECC requirements are on p. 65. IAI codes are explained on "Illinois Articulation Initiative (IAI) General Education Core Curriculum and Baccalaureate Majors Codes" on page 66. Additional information is available on the IAI website at [www.itransfer.org](http://www.itransfer.org). Courses with the same IAI code may be used to fulfill General Education Core Curriculum (GECC) requirements only if the courses lead to different learning outcomes. Students considering taking courses with the same IAI code for GECC requirements are advised to speak with the dean of arts and sciences (X220) before registering.



# General Education Courses

Choose courses from the following list of electives required to fulfill degree requirements. *Courses with the same IAI code may be used to fulfill General Education Core Curriculum (GECC) requirements only if the courses lead to different learning outcomes. Students considering taking courses with the same IAI code for GECC requirements are advised to speak with the dean of arts and sciences (X220) before registering. (see p. 68).*

## GENERAL EDUCATION CORE CURRICULUM (GECC)

### COURSES FOR TRANSFER DEGREES

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

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

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

**General Education Core Curriculum Certificate**

#### Communications

Complete any sequence from the following:

COM 103, ENG 101, 102

COM 103, ENG 106

*(Grade of C or higher required for ENG 101, ENG 102, and ENG 106)*

#### Social and Behavioral Sciences

ANT 101\*, 103\*, 105, 200

ECO 101, 102

GEO 140, 143\*, 200\*

HIS 101, 102, 104, 105, 108\*, 109\*, 120, 121, 123\*, 128\*, 129\*, 140\*

POS 120, 122, 124, 202

PSY 101, 205, 207, 208, 209, 223

SOC 101, 102, 200, 203, 240

#### Humanities

FRE, GER, JPN, SPA (only 104 courses)

HUM 101, 102, 103\*, 104\*, 105\*, 106\*, 107\*, 109\*, 121

LAS 188

LIT 120, 121, 125, 126, 127, 141, 146\*, 147\*

PHI 100, 103, 105

REL 101, 102\*, 104, 105

#### Fine Arts

ART 161, 162, 163, 164, 165, 166\*

HUM 101, 102, 103\*, 105\*, 109\*, 121

MUS 121, 123, 124\*

THE 100, 101, 124, 125

#### Mathematics

MAT 106, 107, 108, 128, 129, 141, 143, 145, 160, 200, 228

*(MAT 106 satisfies the general education mathematics requirement only in Early Elementary, Elementary, and Special Education.)*

#### Physical Sciences

AST 101, 102

CHE 100, 104, 106, 141

ESC 101, 102

PHY 121, 120/129, 141

*(PHY 120 must be paired with PHY 129 to earn general education credit.)*

#### Life Sciences

BIO 101, 104, 105, 107, 109, 141, 142, 106/186

*(BIO 106 must be paired with BIO 186 to earn general education credit.)*

#### Interdisciplinary Physical and Life Sciences\*\*

SCI 108 (IAI LP 900L course)

SCI 208 (IAI LP 901L course)

*(\*\* Students must select one IAI LP 900L course and one IAI LP 901L course.)*

## GENERAL EDUCATION COURSES FOR APPLIED SCIENCE DEGREES

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

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

**Certificates of at least 21 hours of program courses**

#### Communications

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

Complete any sequence from the following:

ENG 101, 102

ENG 101, and any COM course listed below

ENG 106 and any COM course listed below

ENG 111 and any COM course listed below

**Or any two** COM courses listed below

COM 103, 120, 140, 200, or 205

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

Complete ENG 101 and ENG 102

and any of the COM courses listed below

COM 103, 120, 140, 200, or 205

#### Social and Behavioral Sciences

ANT 101\*, 103\*, 105, 200

ECO 101, 102

GEO 140, 143\*, 200\*

HIS 101, 102, 104, 105, 108\*, 109\*, 120, 121, 123\*, 128\*, 129\*, 140\*, 145, 203

POS 110, 120, 122, 124, 202

PSY 101, 107, 203, 205, 207, 208, 209, 223, 224, 225

SOC 101, 102, 200, 202, 203, 204, 240

#### Humanities/Fine Arts

ART 121, 122, 124, 125, 128, 129, 145, 161, 162, 163,

164, 165, 166\*, 181, 185, 201, 202, 228, 229

GDS 102

All FRE, GER, ITA, JPN, SPA courses

All HUM courses

LAS 188, 189

All LIT courses

MUS 100, 121, 123, 124\*

PHI 100, 103, 105

REL 101, 102, 104, 105

All THE courses

#### Mathematics

MAT 106, 107, 108, 110, 124, 125, 128, 129,

131, 141, 143, 145, 160, 200, 228

#### Physical/Life Sciences

Choose from any course numbered 100–299 with any of the following prefixes:

AST, BIO, CHE, ESC, PHY, SCI

\*Satisfies non-Western culture requirement.

NOTE: Refer to p. 234 for explanation of course numbering system.

# Parkland IAI General Education Core Curriculum Course Codes

	<b>Parkland Course Number</b>	<b>IAI Course Number</b>
<b>Communications</b>		
<i>Three courses (9 semester credits) including a two-course sequence in writing (6 semester credits) with a grade of C or higher and one course (3 semester credits) in oral communication.</i>		
Composition I	ENG 101	IAI C1 900
Composition II	ENG 102	IAI C1 901R
Accelerated Composition	ENG 106	IAI C1 901R
Introduction to Public Speaking	COM 103	IAI C2 900

	<b>Parkland Course Number</b>	<b>IAI Course Number</b>
<b>Social and Behavioral Sciences</b>		
<i>Three courses* (9 semester credits) which must include courses selected from at least two disciplines.</i>		
Introduction to Anthropology	ANT 101	IAI S1 900N
Introduction to Cultural Anthropology	ANT 103	IAI S1 901N
Introduction to Physical Anthropology	ANT 105	IAI S1 902
Introduction to Archeology	ANT 200	IAI S1 903
Principles of Macroeconomics	ECO 101	IAI S3 901
Principles of Microeconomics	ECO 102	IAI S3 902
World Geography	GEO 140	IAI S4 901
Geography of Underdeveloped Areas	GEO 143	IAI S4 902N
Introduction to Economic Geography	GEO 200	IAI S4 903N
History of Western Civilization I	HIS 101	IAI S2 902
History of Western Civilization II	HIS 102	IAI S2 903
History of the U.S. to 1877	HIS 104	IAI S2 900
History of the U.S., 1877 to Present	HIS 105	IAI S2 901
World History I	HIS 108	IAI S2 912N
World History II	HIS 109	IAI S2 913N
African American History to 1865	HIS 120	IAI S2 923D
African American History from 1865 to Present	HIS 121	IAI S2 923D
History of the Middle East	HIS 123	IAI S2 920N
History of Asia and Pacific Region	HIS 128	IAI S2 920N
History of Africa	HIS 129	IAI S2 920N
History of Latin America	HIS 140	IAI S2 920N
Introduction to Political Science	POS 120	IAI S5 903
American National Government	POS 122	IAI S5 900
State and Local Government	POS 124	IAI S5 902
International Relations	POS 202	IAI S5 904
Introduction to Psychology	PSY 101	IAI S6 900
Introduction to Social Psychology	PSY 205	IAI S8 900
Introduction to Child Psychology	PSY 207	IAI S6 903
Adolescent Psychology	PSY 208	IAI S6 904
Human Growth and Development	PSY 209	IAI S6 902

\* Three courses with specified course distributions are required for the A.A. degree and the GECC certificate; two courses with the specified course distributions are required for the A.S. degree.

	<b>Parkland Course Number</b>	<b>IAI Course Number</b>
<b>Social and Behavioral Sciences</b>		
<i>(continued)</i>		
Introduction to Adult Development and Aging	PSY 223	IAI S6 905
Introduction to Sociology	SOC 101	IAI S7 900
Social Problems	SOC 102	IAI S7 901
Sociology of Marriage and Family	SOC 200	IAI S7 902
Intergroup Relations in a Diverse Society	SOC 203	IAI S7 903D
Gender and Society	SOC 240	IAI S7 904D

	<b>Parkland Course Number</b>	<b>IAI Course Number</b>
<b>Humanities and Fine Arts</b>		
<i>Three courses* (9 semester credits) with at least one course selected from humanities and at least one course from the fine arts.</i>		
Art History I	ART 161	IAI F2 901
Art History II	ART 162	IAI F2 902
History of Modern Art	ART 163	IAI F2 902
History of Photography	ART 164	IAI F2 904
Art Appreciation	ART 165	IAI F2 900
Introduction to Non-Western Art	ART 166	IAI F2903N
Intermediate French II	FRE 104	IAI H1 900
Intermediate German II	GER 104	IAI H1 900
Western Culture: Antiquity to Renaissance	HUM 101	IAI HF 902
Western Culture: Renaissance to Present	HUM 102	IAI HF 903
Cultural Values in the Eastern World	HUM 103	IAI HF 904N
Islamic Culture and Civilization	HUM 104	IAI H2 903N
Cultures and Civilizations of Sub-Saharan Africa	HUM 105	IAI HF 904N
Latin American Cultures and Civilizations	HUM 106	IAI H2 903N
Introduction to Mexican Culture	HUM 107	IAI H2 903N
India and its Neighbors: An Introduction to South Asian Cultures	HUM 109	IAI HF 904N
Women in Arts/Cultures/Societies	HUM 121	IAI HF 907D
Intermediate Japanese II	JPN 104	IAI H1 900
Diverse U.S. Cultural Expression	LAS 188	IAI HF 906D
Introduction to Literature	LIT 120	IAI H3 900
Introduction to Poetry	LIT 121	IAI H3 903
Introduction to Shakespeare	LIT 125	IAI H3 905
Introduction to Drama	LIT 126	IAI H3 902
Introduction to Fiction	LIT 127	IAI H3 901
Introduction to African American Literature	LIT 141	IAI H3 910D
Introduction to Non-Western Literature	LIT 146	IAI H3 908N
Introduction to African Literature	LIT 147	IAI H3 908N

	<b>Parkland Course Number</b>	<b>IAI Course Number</b>
<b>Humanities and Fine Arts</b> (continued)		
Music Appreciation	MUS 121	IAI F1 900
Introduction to Non-Western Music	MUS 124	IAI F1 903N
Introduction to American Music	MUS 123	IAI F1 904
Introduction to Logic and Critical Thinking	PHI 100	IAI H4 906
Introduction to Philosophy	PHI 103	IAI H4 900
Introduction to Ethics	PHI 105	IAI H4 904
Introduction to Religion	REL 101	IAI H5 900
The World's Great Religions	REL 102	IAI H5 904N
The Bible: The Hebrew Scriptures	REL 104	IAI H5 901
The Bible: The New Testament	REL 105	IAI H5 901
Intermediate Spanish II	SPA 104	IAI H1 900
Theatre Appreciation	THE 100	IAI F1 907
History of Theatre	THE 101	IAI F1 908
Film Appreciation	THE 124	IAI F2 908
Film History	THE 125	IAI F2 909

### Mathematics

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

Mathematics for Elementary Teachers II	MAT 106	IAI M1 903
General Education Mathematics	MAT 107	IAI M1 904
Introduction to Applied Statistics	MAT 108	IAI M1 902
Calculus and Analytic Geometry I	MAT 128	IAI M1 900-1
Calculus and Analytic Geometry II	MAT 129	IAI M1 900-2
Finite Mathematics	MAT 141	IAI M1 906
Calculus for Business and Social Sciences	MAT 143	IAI M1 900B
Linear Algebra for Business	MAT 145	IAI M1 906
Statistics	MAT 160	IAI M1 902
Introduction to Discrete Mathematics	MAT 200	IAI M1 905 IAI CS 915
Calculus and Analytic Geometry III	MAT 228	IAI M1 900-3

### Physical and Life Sciences

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

	<b>Parkland Course Number</b>	<b>IAI Course Number</b>
The Solar System	AST 101	IAI P1 906L
The Stars, Galaxies, and Universe	AST 102	IAI P1 906L
General Biology	BIO 101	IAI L1 900L
Environmental Biology	BIO 104	IAI L1 905L
Human Biology	BIO 105	IAI L1 904L
Heredity and Society	BIO 106	IAI L1 906
Introduction to Evolution	BIO 107	IAI L1 907L
Introduction to Plant Biology	BIO 109	IAI L1 901L
Principles of Biology I	BIO 141	IAI L1 910L
Principles of Biology II	BIO 142	IAI L1 910L
Heredity and Society Lab	BIO 186	IAI L1 906L
Introduction to Chemistry	CHE 100	IAI P1 902L
General Chemistry I	CHE 141	IAI P1 902L
Chemistry for Everyday Life	CHE 104	IAI P1 903L
Chemistry for Health Professions	CHE 106	IAI P1 902L
Introduction to Weather	ESC 101	IAI P1 905L
Introduction to Physical Geology	ESC 102	IAI P1 907L
How Things Work	PHY 120	IAI P1 901
General Physics	PHY 121	IAI P1 900L
How Things Work Laboratory	PHY 129	IAI P1 901L
Mechanics	PHY 141	IAI P2 900L
Essentials of Forensic Science	SCI 108	IAI LP 900L
Forensic Science II: Death Analysis	SCI 208	IAI LP 901L

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

Courses with the same IAI code may be used to fulfill General Education Core Curriculum (GECC) requirements only if the courses lead to different learning outcomes. Students considering taking courses with the same IAI code for GECC requirements are advised to speak with the dean of arts and sciences (X220) before registering. This applies to A.A., A.S., A.E.S., A.F.A. degrees only.

### Communication Courses

IAI C1 901R: ENG 102, ENG 106

### Social and Behavioral Sciences Courses

IAI S2 920N: HIS 123, HIS 128, HIS 129, HIS 140

IAI S2 923D: HIS 120, HIS 121

### Humanities Courses

IAI H1 900: FRE 104, GER 104, JPN 104, SPA 104

IAI H2 903N: HUM 104, HUM 106, HUM 107

IAI H3 908N: LIT 146, LIT 147

IAI H5 901: REL 104, REL 105

### Fine Arts Courses

IAI F2 902: ART 162, ART 163

### Humanities/Fine Arts Courses

IAI HF 904N: HUM 103, HUM 105, HUM 109

### Mathematics Courses

IAI M1 900: MAT 129, MAT 143, MAT 228

IAI M1 902: MAT 108, MAT 160

IAI M1 906: MAT 141, MAT 145

### Physical Sciences Courses

IAI P1 906L: AST 101, AST 102

IAI P1 902L: CHE 100, CHE 106, CHE 141

### Life Science Courses

IAI L1 910L: BIO 141, BIO 142

### Interdisciplinary Life and Physical Sciences Courses

NONE

## Career Program General Requirements

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

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

*Credit Hours*

Communications.....	6
General Education Electives .....	9
Specialty/Technical Courses .....	45
<b>TOTAL HOURS REQUIRED</b>	<b>60</b>

Candidates for the A.A.S. degree must fulfill these general requirements in addition to specific program requirements to graduate:

- 1. Total credit hours.** Complete at least 60 credit hours of course work with a minimum program grade point average of 2.0. Some A.A.S. programs require more than 60 credit hours for a degree.
- 2. Residency minimum.** Complete at Parkland a minimum of 15 credit hours of specialty or technical course work required by the selected A.A.S. program. Proficiency credit or credit from prior learning assessment do not count toward credit hours in residence.
- 3. Reverse transfer.** Students who transfer without completing an A.A.S. degree, but desire a degree from Parkland may transfer credit hours back for the degree. Students applying for reverse transfer after an absence of two years or more from Parkland must meet the degree requirements of the catalog of the year when the reverse transfer is requested. For more information, contact Admissions and Records (U214; 217/351-2482).
- 4. Standing.** Be in good standing and meet all college obligations.
- 5. Health professions programs.** Health professions programs may have different minimum grade point average, residency, and transfer requirements. All programs require a minimum grade of C for each program course. Specific information about these requirements is provided in the Student Handbook for each program.

### Certificate

Candidates for certificates must fulfill these general requirements in addition to the specific program requirements to graduate:

- 1. Total credit hours.** Certificates require less than 60 hours but vary in total number of required hours. Complete all required courses for the certificate as listed in the catalog program pages.

- 2. Residency minimum.** Complete at Parkland a minimum of 50 percent of hours required for the certificate with a minimum program grade point average of 2.0.
- 3. Reverse transfer.** Students who transfer without completing a certificate, but desire a certificate from Parkland may transfer credit hours back for the certificate. Students applying for reverse transfer after an absence of two years or more from Parkland must meet the certificate requirements of the catalog of the year when the reverse transfer is requested. For more information, contact Admissions and Records (U214; 217/351-2482).
- 4. Standing.** Be in good standing and meet all college obligations.
- 5. Health professions programs.** Health professions programs may have different minimum grade point average, residency, and transfer requirements. All programs require a minimum grade of C for each program course. Specific information about these requirements is provided in the Student Handbook for each program.

## Transfer Program General Degree Requirements

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

The first two years of most four-year programs can be completed at Parkland. Students are advised to consult with an academic success advisor or faculty advisor as soon as possible after admission to Parkland to plan their program of study. This is important because four-year colleges and universities vary in their requirements. Sometimes students are interested in the first two years of a transfer area not specifically listed and would benefit from guidance on choosing courses.

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

*The Associate in Science does not satisfy the IAI General Education Core Curriculum Requirements (see p. 66). Students who wish to complete the GECC package prior to transferring should work with their advisor to select appropriate general education electives.*

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

- 1. Total credit hours.** Complete at least 60 credit hours of baccalaureate-oriented courses with a minimum program grade point average of 2.0 in those courses. Course work for the A.A. degree includes at least 38 hours of General Education Core Curriculum requirements; course work

for the A.S. degree includes at least 31 hours of General Education Core Curriculum requirements.

- 2. Residency minimum.** Complete a minimum of 15 credit hours of baccalaureate-oriented course work directly applicable to the A.A. or A.S. program at Parkland. Proficiency credit or credit from prior learning assessment do not count toward credit hours in residence.
- 3. Reverse transfer.** Students who transfer without completing an A.A. or A.S. degree, but desire a degree from Parkland, may transfer credit hours back for the degree. Students applying for reverse transfer after an absence of two years or more from Parkland must meet the degree requirements of the catalog of the year when the reverse transfer is requested. For more information, contact Admissions and Records (U214; 217/351-2482).
- 4. Standing.** Be in good standing and meet all college obligations.

### Associate in Fine Arts (A.F.A.) Degree Requirements

*The Associate in Fine Arts degree (with the exception of Art Education) does not satisfy the IAI General Education Core Curriculum Requirements (see p. 66). Students who wish to complete the GECC package prior to transferring should work with their advisor to select appropriate general education electives.*

Associate in Fine Arts (A.F.A.) degree accommodates the unique needs of students majoring in art and music. Typically, art and music majors must complete a sequential list of courses in their major during their freshman and sophomore years, requirements that are not addressed by A.A. and A.S. degrees. Students may choose to take the courses necessary to complete the IAI General Education Core Curriculum requirements at Parkland College or after transferring.

This degree has been carefully designed with input from art and music faculty from both community colleges and universities to enhance transferability. It is presented as an associate's degree for the satisfactory completion of a prescribed curriculum intended to transfer to baccalaureate degree programs in one of the fine arts: art, music, or theatre.

Candidates for the A.F.A. degree must fulfill these general requirements:

- 1. Total credit hours.** Complete at least 60 credit hours of baccalaureate-oriented courses of which at least 25 credit hours are general education electives, with a minimum program grade point average of 2.0.
- 2. Residency minimum.** Complete a minimum of 15 credit hours of baccalaureate-oriented course work directly applicable to the selected A.F.A. degree program at Parkland. Proficiency credit or credit from prior learning assessment do not count toward credit hours in residence.
- 3. Reverse transfer.** Students who transfer without completing an A.F.A. degree, but desire a degree from Parkland, may transfer credit hours back for the degree. Students applying for reverse transfer after an absence

of two years or more from Parkland must meet the degree requirements of the catalog of the year when the reverse transfer is requested.

- 4. Standing.** Be in good standing and meet all college obligations.

### Associate in Engineering Science (A.E.S.) Degree Requirements

The Associate in Engineering Science degree does not satisfy the IAI General Education Core Curriculum requirements (see p. 66). Students who wish to complete the GECC package prior to transferring should work with their advisor to select appropriate general education electives.

Typically, engineering majors must complete a sequential list of courses in their major during their freshman and sophomore years, and then complete the general education requirements over all four years for a baccalaureate degree. Consequently, these students' needs are not addressed by an A.S. degree. The Associate in Engineering Science (A.E.S.) degree is designed to accommodate the specific needs of engineering transfer students.

Engineering faculty from community colleges and universities have carefully designed the curriculum content for an A.E.S. to ensure transferability. The A.E.S. is designed to maintain academic standards while affording enough flexibility to accommodate the variety of pre-engineering programs across the state. It is presented as an associate's degree for the satisfactory completion of a prescribed curriculum intended to transfer to baccalaureate degree programs in engineering.

Candidates for the A.E.S. degree must fulfill these general requirements:

- 1. Total credit hours.** Complete at least 60 credit hours of baccalaureate-oriented courses of which at least 34 credit hours are general education electives, with a minimum program grade point average of 2.0. Course work for the A.E.S. degree includes CHE 141, ENG 101, ENG 102, MAT 128, MAT 129, MAT 228, PHY 141, and six credit hours in Humanities, Fine Arts, or Social and Behavioral Sciences and meets the general education elective requirements (see p. 113).
- 2. Residency minimum.** Complete a minimum of 15 credit hours of baccalaureate-oriented course work directly applicable to the A.E.S. degree program at Parkland. Proficiency credit or credit from prior learning assessment do not count toward credit hours in residence.
- 3. Reverse transfer.** Students who transfer without completing the A.E.S. degree, but desire a degree from Parkland, may transfer credit hours back for the degree. Students applying for reverse transfer after an absence of two years or more from Parkland must meet the degree requirements of the catalog of the year when the reverse transfer is requested.
- 4. Standing.** Be in good standing and meet all college obligations.

## Associate in Arts (A.A.) Degree General Course Requirements

Program Code: H.GAA.AA

The Associate in Arts (A.A.) degree is designed so that students may complete the lower-division (freshman and sophomore) portion of a Bachelor of Arts (B.A.) degree. The A.A. degree includes the transferable General Education Core courses and the lower-division Baccalaureate Major Field core courses recommended by the Illinois Articulation Initiative.

All course work must be baccalaureate-oriented (courses numbered 100-289 whose second digit is even).

The A.A. degree is ideally suited for students seeking a B.A. degree in areas such as liberal arts and sciences, English, psychology, and many other fields. Since admission to colleges and universities—and to specific majors—is often competitive, students planning to transfer should understand that completing the recommended courses alone does not guarantee admission.

It is recommended that students fulfill the foreign language requirement of the program of the senior institution to which they are transferring. In general, credit for the four years of the same high school foreign language or credit for two years in the same foreign language at the college level satisfies the foreign language requirement of most bachelor of arts degrees.

### General Education Core Curriculum Requirements (38 hours) Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking . . . . .	3
ENG 101 Composition I . . . . .	3
ENG 102 Composition II . . . . .	3
<i>Grade of C or higher required for graduation</i>	
Social and Behavioral Sciences . . . . .	9
Must include courses selected from	
at least two disciplines.	
Humanities and Fine Arts . . . . .	9
Must include at least one Humanities course	
and at least one Fine Arts course.	
<i>(One course from Soc/Beh Sci, Hum, or FA must</i>	
<i>fulfill the Non-Western culture requirement.)</i>	
Mathematics . . . . .	3
Physical and Life Sciences . . . . .	8
Two laboratory-based science courses, one from	
life sciences and one from physical sciences.	

### A.A. Degree Requirement (3 hours)

LAS 189 Introduction to Liberal Arts and Sciences . . . . .	3
or LAS 188 Diverse U.S. Cultural Expression . . . . .	3

### Area of Concentration or General Elective Courses (19 hours)

Concentration or major field recommended	
(same or related course prefix) or electives . . . . .	19

Total Semester Credit Hours 60

# General Education Core Curriculum Certificate

Program Code: H.GAA.CRD

Graduation requirement — 38 hours

The General Education Core Curriculum (GECC) certificate enables students to fulfill the lower-division general education course requirements for the Associate in Arts (A.A.) degree and a bachelor’s degree. The completed certificate comprises two-thirds of the A.A. degree and one-third of most bachelor’s degrees and includes specific general education courses spread across five academic discipline areas.

Parkland College is a participant in the Illinois Articulation Initiative (IAI), a statewide transfer agreement which provides smooth transfer of credits among more than 100 participating colleges and universities in Illinois. A key component of the IAI is the agreement among participants to accept the completed GECC as a package in transfer in lieu of their own lower-division general education courses. GECC courses are all IAI approved courses with IAI descriptor numbers. At Parkland, these baccalaureate-oriented courses are numbered 100–289 whose middle digit is even.

Given that the transfer guarantee is on the GECC as a completed “package” and that course-to-course transfer credit is not part of this guarantee, the student is strongly advised to complete the GECC certificate before transferring to pursue a bachelor’s degree.

The GECC Certificate is part of the transferable Associate in Arts degree; it is neither a workforce certificate nor an industry-recognized credential.

## Program Notes\*

- IAI codes are explained in the section “Illinois Articulation Initiative (IAI) General Education Core Curriculum and Baccalaureate Majors Codes” on p. 234. Also see the IAI website at [www.itransfer.org](http://www.itransfer.org).
- Parkland College courses with IAI General Education Course Codes are listed on pages 69–70. As a general rule, students should choose courses with different IAI codes to fulfill GECC requirements. However, courses with the same IAI codes may be used if the courses lead to different learning outcomes. Students considering taking courses with the same IAI code to complete the GECC are strongly advised to speak with the dean of arts and sciences (X220) before registering.
- Parkland College will recognize all courses on the IAI approved list of courses taken at any participating college or university for credit toward fulfilling Parkland College’s GECC requirements. In order to receive the GECC certificate from Parkland College, students need to complete a minimum of 15 credit hours of the GECC in residence at Parkland College.
- Students may use Advanced Placement (AP), International Baccalaureate (IB), and College Level Examination Program (CLEP) scores to fulfill GECC requirements. For more information, see the Credit by Exam webpage. Students should note that transfer institutions will follow their institutional credit policies on the acceptance of standardized test scores.

## General Education Core Curriculum Requirements (38 hours)

	<b>Cr. Hrs.</b>
Communications (9)	
COM 103 Introduction to Public Speaking . . . . .	3
ENG 101 Composition I . . . . .	3
ENG 102 Composition II . . . . .	3
<i>Grade of C or higher required for GECC completion</i>	
Social and Behavioral Sciences . . . . .	9
<i>Must include courses selected from at least two disciplines.</i>	
Humanities and Fine Arts . . . . .	9
<i>Must include at least one Humanities course and at least one Fine Arts course.</i>	
<i>One course from Soc/Beh Sci, Hum, or FA must fulfill the Non-Western culture requirement.</i>	
Mathematics . . . . .	3
Physical and Life Sciences . . . . .	8
<i>Must include one laboratory-based Physical Sciences course and one laboratory-based Life Sciences course.</i>	
<b>Total Semester Credit Hours</b>	<b>38</b>

## Associate in Science (A.S.) Degree General Course Requirements

Program Code: N.ASG.AS

The Associate in Science (A.S.) degree is designed to facilitate the transfer of students in science, technology, engineering, and mathematics (commonly known as STEM) disciplines into four-year institutions to complete a Bachelor of Science (B.S.) degree. It replicates as closely as possible the lower division (freshman and sophomore) coursework required of students in their chosen STEM field of study. The A.S. degree includes the transferable General Education Core Curriculum courses and the lower-division Baccalaureate Major Field core courses recommended by the Illinois Articulation Initiative. All course work must be baccalaureate-oriented (courses numbered 100-289 whose second digit is even).

Students should note that the A.S. degree requires only 31 to 35 hours of general education coursework and does not fully satisfy the IAI General Education Core Curriculum requirements. Two additional courses to complete the general education requirements may be taken after transferring. The A.S. degree is so designed to enable students to take more university majors-required coursework in the first two years thereby achieving junior status upon transferring. At the same time, it permits STEM students to complete the associate's degree prior to transferring.

### General Education Core Curriculum Requirements (31–34 hours)

	Cr. Hrs.
Communications (9)	
COM 103 Introduction to Public Speaking .....	3
ENG 101 Composition I .....	3
ENG 102 Composition II .....	3
<i>Grade of C or higher required for graduation</i>	
Social and Behavioral Sciences .....	6
<i>Must include courses from at least two disciplines.</i>	
Humanities and Fine Arts .....	6
<i>Must include at least one Humanities course and one Fine Arts course.</i>	
<i>One course from Soc/Beh Sci, Hum or FA must fulfill the non-Western culture requirement</i>	
Mathematics .....	3–5
Physical and Life Sciences .....	7–8
<i>Must include one laboratory-based Physical Sciences course and one laboratory-based Life Sciences course.</i>	

### A.S. Degree Requirement (6–10 hours)

One additional mathematics and one additional physical or life science course

Any AST, BIO, CHE, ESC, MAT, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in mathematics and science.

### Area of Concentration or General Electives Courses (16–23 hours)

Concentration or major field recommended (same or related course prefix) or electives .....

16–23

Total Semester Credit Hours 60

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

Candidates for the Associate in General Studies must fulfill these requirements to graduate:

- 1. Total credit hours.** Complete at least 60 credit hours of work in courses numbered 100-299 with a minimum program grade point average of 2.0.
- 2. Residency minimum.** Complete a minimum of 15 credit hours of college courses numbered 100-299 at Parkland. Proficiency credit or credit from prior learning assessment do not count toward credit hours in residence.
- 3. Reverse transfer.** Students who transfer without completing the A.G.S. degree, but desire a degree from Parkland, may transfer credit hours back for the degree. Students applying for reverse transfer after an absence of two years or more from Parkland must meet the degree requirements of the catalog of the year when the reverse transfer is requested.
- 4. Standing.** Be in good standing and meet all college obligations.

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

Program Code: Y.GSU.AGS

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

Graduation requirement — 60 semester hours

The Associate in General Studies (A.G.S.) degree program consists of courses designed to meet individual goals for personal improvement and self-understanding. This associate's degree is not covered by the "articulation compact program" nor by the Illinois Articulation Initiative. Transfer institutions will determine individually whether courses or credits will transfer. To be awarded the Associate in General Studies degree, a student must complete the following requirements:

	Cr. Hrs.
Communications (9)	
COM 103 Introduction to Public Speaking .....	3
<i>or one of the following: COM 120, 140, 200 or 205</i>	
ENG 101 Composition I .....	3
ENG 102 Composition II .....	3
Social and Behavioral Sciences	
and Humanities and Fine Arts .....	15
<i>Must include at least 6 hours in Soc/Beh Sci and 6 hours in Hum/FA.</i>	
Mathematics and Physical and Life Sciences .....	11
<i>Must include at least 3 hours in a 100-level math course and at least 3 hours of Phys/Life Sci.</i>	
Electives .....	25
<i>Students are encouraged to explore one or more fields in some depth. Electives may be taken in either baccalaureate-oriented courses or occupational field of study.</i>	
Total Semester Credit Hours	60





# arts and sciences

Joseph Walwik, dean  
Tyra Buchanan, administrative assistant  
Sean Dannenfeldt, operations manager



# Arts Media and Social Sciences

C-wing • 217/351-2217 • [parkland.edu/amss](http://parkland.edu/amss)

**Isabel Scarborough, department chair**

**Anita Taylor, department assistant**

Courses offered in the Arts Media and Social Sciences department (AMSS) assist students in developing a thorough understanding and appreciation of humans in relation to their social environments. Students who aspire to careers in artistic and creative fields will benefit from the carefully designed degree programs offered in the department. Arts Media and Social Science courses and programs are developed in collaboration with other Illinois schools and are designed for ease of transfer to institutions offering bachelor's and higher degrees. AMSS students in the Arts work with faculty advisors throughout their time at Parkland.

For students pursuing professions that emphasize the social sciences, choices encompass a wide variety of associate degree programs that teach students to extend human and social services to benefit others. Transfer programs provide a well-rounded foundation in areas such as communication, education, history, political science, psychology, social work, and sociology. Social science students completing associate degrees in transfer programs are well prepared to enter four-year universities to work toward their baccalaureate degree. Students who plan to transfer in the arts may earn Associate in Fine Arts degrees in art and design, art education, music performance, or music education, and Associate in Arts degrees in music or theatre arts.

Career programs incorporate theory and practical field experience and prepare students for entry level work upon graduation. Associate in Applied Science degrees include criminal justice, communication—in media arts and production, broadcast technology, and photography—and entertainment technology in the field of theatre arts.

Parkland College's Harold and Jean Miner Theatre and Second Stage Theatre, musical ensembles, The Donna Hyland Giertz Art Gallery, debate team, radio and television stations, and student-staffed Applied Media Promotions and Perimeter Road Sound Recordings give Arts Media and Social Sciences students hands-on experience that prepares them for internships and employment. AMSS also hosts a number of annual events for students including the David Jones Persuasive Speech contest, a fine arts juried student exhibition in the Giertz Gallery, and a student-run theatre production that raises money for a memorial scholarship. In addition, partial-tuition scholarships are available each year by audition for communication, music, and theatre students, partial scholarships—including the Underwood-Alger and Don Lake scholarships—are available to art and design students, and a psychology scholarship is awarded to students who take psychology classes every semester.

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# ART AND DESIGN

Program Code: F.AAD.AFA

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

Graduation requirement — 63 semester hours

Students preparing to transfer to a four-year college in Art and Design will find that the Associate in Fine Arts degree (A.F.A.) is designed to allow them to complete a baccalaureate program with a major in studio art. Completion of this program alone does not guarantee admission either to baccalaureate programs or to upper division specialty art courses. Students may be required to demonstrate their skills through a portfolio review at the institution to which they wish to transfer. Although it is designed to meet transfer requirements, the A.F.A. does not complete the requirements of the Illinois Articulation Initiative (IAI) General Education Core Curriculum (GECC) for lower division general education requirements at participating schools and students will be required to complete additional general coursework upon transfer. Therefore, students are advised to complete the GECC before they transfer. To transfer into a baccalaureate program with a fine arts major in art and design, students should complete the course work in consultation with a Parkland Art and Design faculty advisor and the catalog of the four-year college or university they plan to attend.

For more information, see [parkland.edu/artdesign](http://parkland.edu/artdesign).

### Program Notes\*

- ART 165 may not be used as a fine arts elective for students pursuing an A.F.A. in Art and Design.
- Students interested in focusing on graphic design should choose GDS 102 and studio classes; GDS 105, GDS 120, and GDS 122 are recommended.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
ART 121	ART 123
ART 122	ART 124
ART 161	ART 162
ENG 101	ENG 102
Soc/Beh Sci elec	Math elec
<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
ART 283	ART 221
Studio Art elec	Studio Art elec
Studio Art elec	Soc/Beh Sci elec
Hum/FA elec	Phys/LS elec
Phys/LS elec	Hum/FA elec
COM 103	

## Required General Education Core Courses (32 hours)

**Cr. Hrs.**

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Science electives (POS 122 recommended)	6
<i>Choose from two or more subject areas.</i>	
Humanities elective	3
Fine Arts elective (ART 163, ART 164, or ART 166 recommended)	3
<i>One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.</i>	
Mathematics elective	3
Physical Sciences elective	4
Life Sciences elective	4

## Required Program Courses (22 hours)

ART 121 Two-Dimensional Design	3
ART 122 Drawing I	3
ART 123 Drawing II	3
ART 124 Three-Dimensional Design	3
ART 161 Art History I	3
ART 162 Art History II	3
ART 221 Figure Drawing	3
ART 283 Portfolio Seminar	1

## Beginning Studio Art Electives 6

Select two studio art courses in consultation with an art program advisor:

- Painting (ART 201, Painting I)
- Ceramics (ART 145, Ceramics I)
- Sculpture (ART 181, Sculpture I)
- Jewelry and metalworking (ART 185, Metalwork/Jewelry I)
- Photography (ART 128\*, Digital Photography; ART 129, Film Photography)
- Graphic Design (GDS 105\* and 120\*)

## Advanced Studio Art Electives 3

Select one advanced studio class in your area of interest.

Students whose portfolio of work indicates superior proficiency in a particular art studio discipline may receive credit by four-year institutions for “studio art” II courses:

- Painting (ART 202, Painting II)
- Ceramics (ART 245, Ceramics II)
- Sculpture (ART 182, Sculpture II)
- Jewelry and metalworking (ART 186, Metalwork/Jewelry II)
- Color (ART 125, Color)
- Photography (ART 228, Advanced Digital Photography; ART 229, Advanced Film Photography)
- 3D Computer Animation I (CSC 187)
- Graphic Design (GDS 122\*)

Total Semester Credit Hours

63

# ART EDUCATION

Program Code: F.AAE.AFA

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

Graduation requirement — 60 semester hours

Students preparing to transfer to a four-year college in Art Education should be aware that to teach in Illinois public schools, teachers must be certified by the state of Illinois either by completion of an approved teacher preparation program or through transcript analysis. To transfer as a junior into an approved baccalaureate program in art education (K-12 or 6-12), students must complete a minimum of 60 semester credit hours, including the general education courses specified to meet certification requirements. Students should plan their transfer programs with a Parkland Art and Design faculty advisor and the catalog of the four-year college or university they plan to attend. Students must also pass examinations in basic skills (reading, writing, grammar, and math) required for admission. Students are strongly encouraged to complete an A.F.A. prior to transferring. Since admission is competitive, completion of the recommended courses does not guarantee admission.

For more information, see [parkland.edu/artdesign](http://parkland.edu/artdesign).

### Program Notes

- The Art Education A.F.A. meets the IAI general education core curriculum requirements.
- EDU 101 is recommended.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
ART 122	ART 123
ART 121	ART 124
ART 161	ART 162
ENG 101	ENG 102
	Math elec
<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
ART 283	HIS 104 or HIS 105
PSY 101	COM 103
Studio Art elec	Phys/LS elec
Studio Art elec	Hum elec
Phys/LS elec	Studio Art elec

## Required General Education Core Courses (38 hours)

**Cr. Hrs.**

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Sciences (9)	
Recommended:	
HIS 104 History of the U.S. to 1877	
or HIS 105 History of the U.S., 1877 to the Present	4
POS 122 American National Government	3
PSY 101 Introduction to Psychology	4
Fine Arts (6)	
ART 161 Art History I	3
ART 162 Art History II	3
Humanities (3)	
Humanities elective	3
<i>must fulfill the non-western culture requirement.</i>	
Mathematics elective	3
Physical Sciences elective	4
Life Sciences elective	4

## Required Program Courses (13 hours)

ART 121 Two-Dimensional Design	3
ART 122 Drawing I	3
ART 123 Drawing II	3
ART 124 Three-Dimensional Design	3
ART 283 Portfolio Seminar	1

## Beginning Studio Art Electives

6  
Select studio art courses from the following disciplines in consultation with an art program advisor:

- Painting (ART 201, Painting I)
- Ceramics (ART 145, Ceramics I)
- Sculpture (ART 181, Sculpture I)
- Jewelry and metalworking (ART 185, Metalwork/Jewelry I)
- Photography (ART 128, Digital Photography; ART 129, Film Photography)
- Graphic Design (GDS 120, Graphic Design I)

## Advanced Studio Art Electives

3  
A second course in a medium will be reviewed for transfer credit by portfolio assessment on a per student basis. Students whose portfolio of work indicates superior proficiency in a particular art studio discipline may receive credit by four-year institutions for "studio art" II courses:

- Painting (ART 202, Painting II)
- Figure drawing (ART 221, Figure Drawing)
- Ceramics (ART 245, Ceramics II)
- Sculpture (ART 182, Sculpture II)
- Jewelry and metalworking (ART 186, Metalwork/Jewelry II)
- Photography (ART 228, Advanced Digital Photography; ART 229, Advanced Film Photography)
- Color (ART 125, Color)
- Graphic Design (GDS 122, Graphic Design II)

*Total Semester Credit Hours* ..... 60

# COMMUNICATION

Program Code: F.MCT.AA

## Associate in Arts (A.A.)

Graduation requirement — 60 semester hours

Students preparing to transfer in Communication typically choose between two areas of concentration. Media Communication includes concentration areas in advertising/public relations, audio/video/Internet production, journalism/photojournalism, and media theory/research/effects. Public and Professional Communication includes concentration areas in interpersonal, public address, organizational communication, and rhetorical studies. The coursework in either of these concentrations will provide a solid foundation for transfer. Given that some schools have specific requirements for admission, students should plan their transfer programs with a Communication faculty advisor and the catalog of the four-year college or university they plan to attend.

For more information, see [parkland.edu/communication](http://parkland.edu/communication).

### Program Note\*

Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

## MEDIA COMMUNICATION CONCENTRATION

Program Code: F.MCT.AA.MCC

### Suggested Full-time Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
ENG 101	COM 103	COM 105	COM 201
COM 101	COM 121	COM 144	Hum elective
COM 141	ENG 102	Phys/LS elec	Phys/LS elec
Soc/Beh Sci elec	Math elec	FA elec	Core course
THE 124	Soc/Beh Sci elec	LAS 189	Soc/Beh Sci elec

## PUBLIC AND PROFESSIONAL COMMUNICATION CONCENTRATION

Program Code: F.MCT.AA.PPC

### Suggested Full-time Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
COM 103	ENG 102	COM 120	COM 200
ENG 101	COM 101	LAS 189	Phys/LS elec
Core course or Gen elec	Soc/Beh Sci elec	Phys/LS elec	Soc/Beh Sci elec
Soc/Beh Sci elec	Hum/FA elec	Core course or Gen elec	Core course or Gen elec
Hum/FA elec	Math elec		

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	9
Recommended: PHI 100 Introduction to Logic and Critical Thinking (3)	
• Choose at least one course from Humanities and one course from Fine Arts	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Social/Behavioral Sciences electives	9
Recommended: PSY 101 Introduction to Psychology (4)	
• Soc/Beh Sci courses must be from at least two disciplines	
Mathematics elective	3
Recommended: MAT 107 General Education Mathematics (3) or MAT 108 Introduction to Applied Statistics (3) or MAT 143 Calculus for Business and Social Sciences (4) or MAT 160 Statistics (4)	
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4

## A.A. Degree Requirement (3 hours)

LAS 189 Introduction to Liberal Arts and Sciences	
or LAS 188 Diverse U.S. Cultural Expression	3

## Recommended Media Communication Courses (18 hours)

Choose six of the following courses:

COM 101 Introduction to Mass Communication	3
COM 105 Basic News Writing	3
COM 106 Broadcast Writing	3
COM 121 Introduction to Advertising	3
COM 122 Introduction to Public Relations	3
COM 141 Basic Broadcast Announcing	3
COM 142 Introduction to Radio Production	3
COM 144 Video Production I	3
COM 145 Video Production II	3
COM 201 Mass Media and Society	3
MUS 161 Introduction to Music Recording	3
ART 128 Digital Photography	3

## Recommended Public and Professional Communication Courses (18 hours)

Choose from the following courses:

COM 101 Introduction to Mass Communication	3
COM 120 Interpersonal Communication	3
COM 121 Introduction to Advertising	3
COM 122 Introduction to Public Relations	3
COM 181 Communication Practicum	1
COM 200 Leadership and Small Group Communication	3
COM 140 Voice and Diction	3
COM 205 Business and Professional Communication	3
THE 103 Performance of Literature	3

## Electives (0–3 hours)

Select another COM course, if needed, to meet the 60-hour degree requirement

Total Semester Credit Hours

60

# COMMUNICATION: BROADCAST TECHNOLOGY

Program Code: F.MCC.AAS

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

Graduation requirement — 60 semester hours

Students preparing for careers as broadcast technicians or station engineers will find that the Broadcast Technology A.A.S. program prepares them for careers in radio and television engineering and technical support and to attain professional certification. Students gain experience working in broadcast facilities, including Parkland's WPCD-FM radio station. The program stresses maintenance and repair as well as performance measurements and installation of various types of equipment used in the broadcast industry. Students should plan their Broadcast Technology A.A.S. degree program with a Communication faculty advisor.

For more information, see [parkland.edu/communication](http://parkland.edu/communication).

### Program Note\*

Enrollment in COM 292 requires program director or department chair approval and sophomore standing in Broadcast Technology.

### Suggested Full-time Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
COM 101	CSC 133	COM 200	COM 292
COM 141	COM 142	COM 292	CSC 116
ELT 150	MAT 131	CSC 115	ELT 193
ENG 101	Electives	MUS 161	Electives
CSC 130	Soc/Beh Sci or Hum/FA elec	PHY 112	Soc/Beh Sci or Hum/FA elec

## Required Program Courses (36 hours) Cr. Hrs.

COM 101	Introduction to Mass Communication.....	3
COM 141	Basic Broadcast Announcing .....	3
COM 142	Introduction to Radio Production.....	3
COM 292*	Internship and Seminar .....	3
CSC 115	Networking I—Routers and Switches .....	3
CSC 130	Introduction to Computer Networks.....	3
CSC 133	PC Hardware and OS Maintenance.....	3
ELT 150	Introduction to Electricity and Electronics....	3
ELT 155	Digital Control Systems .....	3
ELT 171	Analog Control Systems.....	3
MUS 161	Introduction to Music Recording .....	3
PHY 112	Applied Physics: Heat and Electricity .....	3

## Electives (9 hours)

Choose three of the following courses:

CSC 116	Networking II—WAN Connectivity.....	3
ELT 193	Electronic Systems Repair .....	3
MUS 162	Advanced Music Recording.....	3
THE 105	Stagecraft.....	3

## Required General Education Courses (15 hours)

ENG 101	Composition I.....	3
COM 200	Leadership and Small Group Communication.....	3
MAT 131	Applied Mathematics .....	3
Social/Behavioral Sciences or Humanities/Fine Arts elective.....		6
<i>Total Semester Credit Hours</i>		<b>60</b>

# COMMUNICATION: MEDIA ARTS AND PRODUCTION

Program Code: F.MCB.AAS

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

Graduation requirement — 60 semester hours

Students preparing for careers in the media industry will find that the Media Arts and Production A.A.S. program curriculum prepares them for employment in small and medium market radio and TV stations as well as corporate communication and public relations offices. Because communication technology personnel must perform a variety of duties, this program stresses versatility. Communication courses offer students experience in live-audience and recorded speaking. Advertising and business courses involve students in other aspects of the communication industry. Audio, video, and Internet components are meshed with an understanding of the history and theory of development of the message. Students polish their skills by operating WPCD-FM, Parkland's 10,500-watt educational radio station, and filling production crew positions at PCTV, Parkland's educational cable access channel. Students should plan their Media Arts and Production A.A.S. degree program with a Communication faculty advisor.

For more information, see [parkland.edu/communication](http://parkland.edu/communication).

### Program Notes\*

- Enrollment in COM 292 requires approval of the program director and sophomore standing.
- Concurrent enrollment in COM 141 and COM 140 recommended.
- Students who take MUS 161 may also want to consider taking MUS 162, Advanced Music Recording.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
COM 101	BUS 106
Elective	COM 200 or
COM 141	COM 120
ENG 101	COM 142
COM 140	COM 201
	Soc/Beh Sci or
	Hum/FA elective

FALL	SPRING
3rd Semester	4th Semester
COM 105	COM 106
COM 121	COM 122
COM 144	COM 145
THE 103	COM 292
Soc/Beh Sci or	COM 293
Hum/FA elective	

## Required Program Courses (42 hours) Cr. Hrs.

BUS 106	Business and Organizational Ethics . . . . .	3
COM 101	Introduction to Mass Communication . . . . .	3
COM 105	Basic News Writing . . . . .	3
COM 121	Introduction to Advertising . . . . .	3
COM 122	Introduction to Public Relations . . . . .	3
COM 140*	Voice and Diction . . . . .	3
COM 141*	Basic Broadcast Announcing . . . . .	3
COM 142	Introduction to Radio Production . . . . .	3
COM 144	Video Production I . . . . .	3
COM 145	Video Production II . . . . .	3
COM 201	Mass Media and Society . . . . .	3
COM 292*	Internship and Seminar . . . . .	3
COM 293	Portfolio Seminar . . . . .	3
MUS 161*	Introduction to Music Recording . . . . .	3

## Electives (3 hours)

Choose one of the following courses:

COM 106	Broadcast Writing . . . . .	3
ART 128	Digital Photography . . . . .	3
CIS 152	Web Design and Development I . . . . .	3
MUS 162	Advanced Music Recording . . . . .	3
MUS 168	Introduction to Music Business . . . . .	3

## Required General Education Courses (15 hours)

ENG 101	Composition I . . . . .	3
COM 200	Leadership and Small Group Communication	
or COM 120	Interpersonal Communication . . . . .	3
	Social/Behavioral Science	
or Humanities/Fine Arts electives . . . . .		6
THE 103	Performance of Literature . . . . .	3

Total Semester Credit Hours 60



# COMMUNICATION: MEDIA PRODUCTION

Program Code: F.MPR.CER

## Certificate

Graduation requirement — 18 semester hours

Students interested in enhancing their production skills in media, music, computers, and the arts will find that this certificate prepares them for entry-level positions that require in-depth knowledge of mass communication production techniques and software. Students will gain practical production experience in radio, television, sports, music, film, and digital media. Graduates are employed as production assistants at radio or television stations or companies with business interests in gaming, music, film, or other entertainment industry fields. Students should plan their certificate program with a Communication faculty advisor.

For more information, see [parkland.edu/communication](http://parkland.edu/communication).

## Program Note

Production graduates are expected to have broadcast writing and broadcast announcing skills. Students who cannot meet these criteria will be advised to enroll in COM 106 or COM 140.

## Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
COM 141	COM 142
COM 144	COM 145
MUS 161	Elective

## Required Program Courses (15 hours)

Cr. Hrs.

COM 141	Basic Broadcast Announcing . . . . .	3
COM 142	Introduction to Radio Production. . . . .	3
COM 144	Video Production I. . . . .	3
COM 145	Video Production II . . . . .	3
MUS 161	Introduction to Music Recording . . . . .	3

## Electives (3 hours)

Choose one of the following courses:

ART 128	Digital Photography. . . . .	3
CSC 179	Digital Media Foundation. . . . .	3
MUS 162	Advanced Music Recording. . . . .	3
MUS 168	Introduction to Music Business . . . . .	3

Total Semester Credit Hours 18

# COMMUNICATION: PHOTOGRAPHY

Program Code: F.MPH.AAS

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

Graduation requirement — 60 semester hours

Students preparing for careers in the photography industry will find that the Photography A.A.S. program curriculum prepares them for employment as studio photographers, photographer assistants, lab/print specialists, freelance photographers, studio managers, and small business owners. Program courses cover the fundamentals of photography through studio photography; historical processes through digital photography; the development of a photography portfolio; and the business of photography. Students should plan their A.A.S. program with a Communication faculty advisor.

For more information, see [parkland.edu/communication](http://parkland.edu/communication).

### Program Note\*

Prerequisites outside of program required.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
ART 128	ART 129
ART 164	ART 130
ART 121	COM 101
COM 144	Elective
ENG 101	Soc/Beh Sci or Hum/FA elec

FALL	SPRING
3rd Semester	4th Semester
ART 228	COM 292
ART 125	COM 293
BUS 117	COM 120 or COM 205
Elective	Elective
Soc/Beh Sci or Hum/FA elec	Elective

## Required Program Courses (33 hours)

Cr. Hrs.

ART 121	Two-Dimensional Design	3
ART 125	Color	3
ART 128	Digital Photography	3
ART 129	Film Photography	3
ART 130	Studio Photography I	3
ART 228	Advanced Digital Photography	3
BUS 117	Introduction to Entrepreneurship	3
COM 101	Introduction to Mass Communication	3
COM 144	Video Production I	3
COM 292	Internship and Seminar	3
COM 293	Portfolio Seminar	3

## Electives (12 hours)

Choose four of the following courses:

ART 229	Advanced Film Photography	3
CIS 152*	Web Design and Development I	3
COM 105	News Writing	3
COM 106	Broadcast Writing	3
COM 122	Introduction to Public Relations	3
COM 145	Video Production II	3
GDS 120	Graphic Design I	3
THE 124	Film Appreciation	3

## Required General Education Courses (15 hours)

English/Communication

COM 120	Interpersonal Communication	3
or COM 205	Business and Professional Communication	
ENG 101	Composition I	3

Fine Arts/Humanities

ART 164	History of Photography	3
	Fine Arts/Humanities Elective	3
	General Education Elective	3

Total Semester Credit Hours

60

# CRIMINAL JUSTICE

Program Code: S.CJS.AAS

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

Graduation requirement — 60 semester hours

The Criminal Justice Program prepares students for employment in industry or government positions such as municipal, county, and state police agencies or the private security field.

Note: In order to complete the program, students must be able to pass a criminal background check required by agencies providing internships (if the student pursues the internship option).

### Program Notes\*

- SCI 108 and SCI 208 are the recommended courses for this degree. SCI 108 is not a prerequisite for SCI 208. These courses may be taken in any order. Both courses must be taken to fulfill the physical/life science requirement. One approved IAI transfer level physical science course and one approved IAI transfer life science course may be substituted for the SCI 108, SCI 208 sequence if necessary.
- General electives can be any college-level course.
- CJS 101 is a prerequisite for all CJS courses except CJS 104 and CJS 127.
- Students **must carry health insurance and pass a criminal background check** prior to being allowed to participate in CJS 218 (internship).

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
CJS 101	CJS 102
CJS 104	CJS 207
CJS 127	CJS 209
ENG 101	ENG 102 or COM 120
Soc/Beh Sci elec	Soc/Beh Sci elec

FALL	SPRING
3rd Semester	4th Semester
CJS 203	CJS 204
CJS 221	CJS 225
SCI 108	SCI 208
Soc/Beh Sci elec	CJS 218 or CJS 292
Gen elec	

### Required Program Courses (35 hours) Cr. Hrs.

CJS 101*	Introduction to Criminal Justice . . . . .	3
CJS 102	Police Administration and Operations . . . . .	4
CJS 104*	Introduction to Corrections . . . . .	3
CJS 127*	Juvenile Delinquency . . . . .	3
CJS 203	Criminal Law and Procedures I . . . . .	3
CJS 204	Criminal Law and Procedures II . . . . .	3
CJS 207	Traffic Law Enforcement and Administration . . . . .	3
CJS 209	Criminal Investigation . . . . .	4
CJS 221	Community Policing and Problem Solving . . . . .	3
CJS 225	Issues in Criminal Justice . . . . .	3
Take one of the following:		
CJS 218*	Internship and Seminar . . . . .	3
CJS 292	International Field Experience . . . . .	3

### Electives (2–4 hours)

Select option to meet minimum 60-hour degree requirement.

Recommended coursework:

ANT 105*	Introduction to Physical Anthropology . . . . .	3
COM 120	Interpersonal Communication . . . . .	3
KIN 183	First Aid and CPR . . . . .	2
SOC 202	Sociology of Deviant Behavior . . . . .	3
SOC 204	Criminology . . . . .	3
POS 122	American National Government . . . . .	3
PSY 101	Introduction to Psychology . . . . .	4

### Required General Education Courses (23 hours)

ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3
or COM 120	Interpersonal Communication . . . . .	3
SCI 108*	Essentials of Forensic Science . . . . .	4
SCI 208*	Forensic Science II: Death Analysis . . . . .	4
	Social/Behavioral Science electives . . . . .	9
Choose from two or more subject areas.		

Total Semester Credit Hours 60

# CRIMINAL JUSTICE EDUCATION

Program Code: S.CJE.AA

## Associate in Arts (A.A.)

Graduation requirement — 60 semester hours

The following sequence of courses is designed to provide transfer students with the necessary background to complete a bachelor's degree in criminal justice.

Graduates may enter careers in municipal, county, state, and federal law enforcement agencies or in the private security field. Students interested in completing baccalaureate degrees in criminal justice and related majors are strongly encouraged to complete an A.A. degree prior to transfer. To transfer into an approved baccalaureate degree program in criminal justice as juniors, students need to complete a minimum of 60 semester credits from the framework below. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with a Parkland academic success advisor and the catalog of the four-year college or university they plan to attend.

### Program Notes\*

- Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.
- SCI 108 and SCI 208 are recommended for this degree. They may be taken in any order, but both courses must be taken to fulfill the Physical and Life Science general education requirement. One IAI physical science course and one IAI life science course may be substituted for the SCI 108–SCI 208 sequence.
- All A.A. students must take a course that satisfies the non-Western cultures requirement.
- CJS 101 is a prerequisite for all CJS courses except CJS 104 and CJS 127. Suggested coursework is based on transfer patterns.

### Required General Education Core Courses (38 hours)

	Cr. Hrs.
Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	9
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives	9
• Soc/Beh Sci courses must be from at least two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective	3
Recommended: MAT 107 General Education Mathematics (3) or MAT 108 Introduction to Applied Statistics (3)	
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4
Recommended: SCI 108* Essentials of Forensic Science (4) and SCI 208* Forensic Science II: Death Analysis (4)	

## Recommended Courses\* (16–17 hours)

CJS 101*	Introduction to Criminal Justice	3
CJS 102	Police Administration and Operations	4
CJS 203	Criminal Law and Procedures I	3
Take one of the following:		
CJS 104*	Introduction to Corrections	3
CJS 209	Criminal Investigation	4
Take one of the following:		
SOC 202	Sociology of Deviant Behavior	
SOC 204	Criminology	
CJS 127*	Juvenile Delinquency	3

## A.A. Degree Requirement (3 hours)

LAS 188	Diverse U.S. Cultural Expression	
or LAS 189	Introduction to Liberal Arts and Sciences	3

## Electives (1–3 hours)

Select option to bring total number of credits to a minimum of 60.

Total Semester Credit Hours 60–62

Suggested baccalaureate major courses based upon transfer patterns as of 11/15/13 for receiving institution.

Illinois State University:		Southern Illinois University @ Edwardsville	
CJS 101	3	CJS 101	3
CJS 102	4	CJS 127	3
CJS 104*	3	CJS 203	3
CJS 203	3	CJS 104*	3
CJS 127 or		SOC 202 or	
SOC 204	3	SOC 204	3
	<u>16 credits</u>		<u>15 credits</u>
Western Illinois University		Eastern Illinois University (Criminology – SOC)	
CJS 101	3	CJS 101	3
CJS 127	3	CJS 127	3
CJS 203	3	SOC 102	3
CJS 209	4	SOC 202	3
CJS 102 or		SOC 204	3
CJS 104*	3 or 4		<u>15 credits</u>
	<u>16 or 17 credits</u>		

Southern Illinois University @ Carbondale	
CJS 101	3
CJS 102	4
CJS 127	3
CJS 209	4
SOC 204	3
	<u>17 credits</u>

# EARLY CHILDHOOD EDUCATION

Program Code: S.CHD.AAS

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

Minimum graduation requirement — 60 semester hours

The Early Childhood Education program provides practical and hands-on learning experiences to prepare students to work in a variety of early childhood settings, from childcare centers and family homecare programs to schools from Pre-K to 2nd grade.

An associate's degree in ECE is the first step to teaching young children in Illinois public schools, preschools, private elementary schools, and Head Start. Students will complete specific requirements and a minimum of 60 semester credit hours to earn both an associate's degree and the Illinois Gateways Level 4 Early Childhood Education credential. Students can then transfer into a 4-year program in early childhood education as a junior, complete a bachelor's degree, and gain the Illinois Professional Educator License to teach birth through 2nd grade.

The program also fulfills the Illinois Department of Children and Family Services requirements for head teachers in childcare centers and family home care programs, and students have the option of adding CHD 260 to complete Center Director requirements.

Courses are offered in hybrid and online formats to allow flexibility for working students.

### Program Notes\*

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.
- To take CHD 222 and CHD 250, students must have a 2.0 GPA, a C or higher grade in CHD courses, and instructor approval.
- Students who will be transferring to an Early Childhood Education bachelor's degree program are strongly encouraged to take MAT 106 or 107.

### Suggested Full-time Sequence

FALL	SPRING
<i>1st Semester</i>	<i>2nd Semester</i>
CHD 115	CHD 124
CHD 122	CHD 134
CHD 125	CHD 217
ENG 101	COM 120
or ENG 111	Phys/LS elec
PSY 207	

FALL	SPRING
<i>3rd Semester</i>	<i>4th Semester</i>
CHD 201	CHD 242
CHD 216	CHD 250
CHD 218	CHD 260
CHD 222	or Gen elec
CHD 223	
Hum/FA elec	

### Required Program Courses (45 hours) Cr. Hrs.

PSY 207	Introduction to Child Psychology . . . . .	3
CHD 115	Socialization and Guidance of the Young Child. . . . .	2
CHD 122*	Introduction to Early Childhood Education . . .	4
CHD 124*	Program Planning for the Young Child . . . . .	3
CHD 125*	Observation and Analysis of Behavior . . . . .	3
CHD 134*	Caring for Infants and Toddlers . . . . .	4
CHD 201	Health, Safety, and Nutrition of the Young Child. . . . .	3
CHD 216	Music and the Arts for the Young Child. . . . .	2
CHD 217	Language and Literature for the Young Child . .	3
CHD 218	Math and Science for the Young Child. . . . .	2
CHD 222*	Assisting in the Child-Care Center . . . . .	4
CHD 223	Child, Family, and Community . . . . .	3
CHD 242*	The Exceptional Child. . . . .	4
CHD 250*	Field Experience in the Child-Care Setting . . .	5

### Required General Education Core Courses (15 hours)

ENG 101	Composition I	
or ENG 111	Workplace Writing . . . . .	3
COM 120	Interpersonal Communication . . . . .	3
	Humanities/Fine Arts elective . . . . .	3
	Physical/Life Sciences elective . . . . .	3
	General Education elective. . . . .	3

Total Semester Credit Hours Required 60

# EARLY ELEMENTARY EDUCATION

## Associate in Arts (A.A.)

Program Code: S.ECE.AA

Graduation requirement — 60 semester hours

To teach young children in Illinois public schools (birth to second grade), teachers must be certified by the state of Illinois. To transfer into an approved baccalaureate program in early elementary education as a junior, students must complete specific requirements and a minimum of 60 semester credits. Students are strongly encouraged to complete an A.A. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission. A minimum grade point average for most universities is required for program admission.

Students planning to teach at the early elementary level in Illinois are advised to plan their transfer programs with a Parkland academic success advisor to meet specific requirements of their preferred transfer college or university and the Illinois State Teachers Certification Board.

### Program Notes

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.
- Licensure by the State of Illinois requires that all courses in program be passed with a grade of C or higher.
- Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.
- EDU 101 and PSY 207 are required for transfer.
- The following universities have specific math requirements for education transfer students.  
 EIU: MAT 105–106 sequence recommended  
 ISU: Any IAI transfer math course  
 UIUC: MAT 105–106 sequence recommended

### Required General Education Core Courses (36–38 hours) Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	9
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives	9
<i>Recommended:</i>	
HIS 104 History of the U.S. to 1877 (4)	
or HIS 105 History of the U.S., 1877 to the Present (4)	
POS 122 American National Government (3)	
PSY 101 Introduction to Psychology (4)	
• Soc/Beh Sci courses must be from at least two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective	3
Life Sciences (laboratory-based) elective	4
Recommended: BIO 101 General Biology (4)	
Physical Sciences (laboratory-based) elective	4

### A.A. Degree Requirement (3 hours)

LAS 188 Diverse U.S. Cultural Expression	
or LAS 189 Introduction to Liberal Arts and Sciences	3

### Recommended Courses (19 hours)

Students should select courses from the following recommendations to meet the minimum 60-hour degree requirement. They are advised to make course selections with an academic success advisor as universities and the Illinois State Teachers Certification Board may have specific course requirements.

EDU 101 Introduction to Education	3
EDU 103 Introduction to Educational Technology	3
EDU 104 Introduction to Special Education	3
Science elective(s)	4
Foreign language requirements	4
GEO 140 World Geography	
or GEO 143 Geography of Underdeveloped Areas	3
MUS 121 Music Appreciation	
or MUS 124 Introduction to Non-Western Music	3
MAT 105 Mathematics for Elementary Teachers I	3
MAT 106 Mathematics for Elementary Teachers II	3
PSY 207 Introduction to Child Psychology	3

Total Semester Credit Hours Required 60

## ELEMENTARY EDUCATION

### Associate in Arts (A.A.)

Program Code: S.EED.AA

Graduation requirement — 60 semester hours

To teach in Illinois public elementary schools (grades 1–6), teachers must be certified by the state of Illinois. To transfer into an approved baccalaureate program in elementary education as a junior, students must complete specific requirements and a minimum of 60 semester credits. Students are strongly encouraged to complete an A.A. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission. Students should be aware that a minimum grade point average for most universities is required for program admission.

Students planning to teach at the elementary level in Illinois are advised to plan their transfer programs with a Parkland academic success advisor to meet specific requirements of their preferred college or university and the Illinois State Teachers Certification Board.

#### Program Notes

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.
- Licensure by the State of Illinois requires that all courses in program be passed with a grade of C or higher.
- EDU 101, PSY 207, and MAT 105 are required for transfer into Elementary Education.
- Placement out of or completion of MAT 124 is required for transfer.
- Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

### Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	9
Recommended:	
HUM 103, 104, 105, 106, 107, or 109 (non-Western culture)	
LIT 121, 126, or 127	
ART or MUS or THE general education courses	
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives	9
Recommended: HIS 104 History of the U.S. to 1877	(4)
or HIS 105 History of the U.S., 1877 to the Present	(4)
POS 122 American National Government	(3)
PSY 101 Introduction to Psychology	(4)
• Soc/Beh Sci courses must be from at least two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective	3
Recommended: MAT 106 Math for Elementary Teachers II	
Life Sciences (laboratory-based) elective	4
Recommended: BIO 101 General Biology	(4)
Physical Sciences (laboratory-based) elective	4
Recommended: PHY 120 and PHY 129 How Things Work + Lab	(4)
ESC 101 Introduction to Weather	(4)
CHE 104 Chemistry of Everyday Life	(4)

### A.A. Degree Requirement (3 hours)

LAS 188 Diverse U.S. Cultural Expression	
or LAS 189 Introduction to Liberal Arts and Sciences	3

### Recommended Courses (19 hours)

Students should select courses from the following recommendations to meet the minimum 60-hour degree requirement. They are advised to make course selections with an academic success advisor as universities and the Illinois State Teachers Certification Board may have specific course requirements.

EDU 101 Introduction to Education	3
EDU 103 Introduction to Educational Technology	3
EDU 104 Introduction to Special Education	3
MAT 105 Mathematics for Elementary Teachers I	3
MAT 124 College Algebra	4
PSY 207 Introduction to Child Psychology	3
Foreign language requirements	4

Total Semester Credit Hours 60

Suggested baccalaureate major courses based upon transfer patterns as of 09/30/14 for receiving institution.

<i>Eastern Illinois University</i>	<i>Illinois State University</i>
PHY 121 or PHY 120 and 129	PHY 121 or 120 and 129 or CHE 141 or 104
CHE 141 or 104	ESC 101 or 102
ESC 101 or 102 or AST 101 or 102	EDU 104
EDU 103	<i>University of Illinois (UIUC)</i>
EDU 104	MAT 108
Foreign Lang req	Foreign Lang req

## SECONDARY EDUCATION

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

Program Code: S.SED.AA

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

Program Code: S.SED.AS

Graduation requirement — 60 semester hours

To teach in Illinois public high schools (grades 6–12), teachers must be certified by the state of Illinois. To transfer into an approved baccalaureate program in secondary education as a junior, students must complete specific requirements and a minimum of 60 semester credits. Students are strongly encouraged to complete an A.A. or A.S. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission to any particular transfer institution. Students should be aware that a minimum grade point average is required for program admission at most universities.

Students planning to teach at the secondary level in Illinois are advised to plan their transfer programs with a Parkland academic success advisor to meet specific requirements of their preferred college or university and the Illinois State Teachers Certification Board.

#### Program Notes\*

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.
- Licensure by the State of Illinois requires that all courses in program be passed with a grade of C or higher.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.
- Check with transfer institution regarding foreign language requirements.
- PSY 101 is the prerequisite for PSY 220 and PSY 209.
- EDU 101 and PSY 209 or PSY 220 are required for transfer into Secondary Education
- Recommended courses are designed to facilitate completion of the A.A. and A.S. degree options and transfer into a four-year college or university with junior standing. Students are advised to follow the recommendations.

### ASSOCIATE IN ARTS OPTION

#### Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	9
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives	9
Recommended:	
HIS 104 History of the U.S. to 1877 (4)	
or HIS 105 History of the U.S., 1877 to the Present (4)	
POS 122 American National Government (3)	
PSY 101 Introduction to Psychology (4)	
• Soc/Beh Sci courses must be from two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective	3
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4

#### A.A. Degree Requirement (3 hours)

LAS 188 Diverse U.S. Cultural Expression	
or LAS 289 Introduction to Liberal Arts and Sciences	3

#### Recommended Courses (19 hours)

Students should select courses from the following recommendations to meet the minimum 60-hour degree requirement. They are advised to make course selections with an academic success advisor as universities and the Illinois State Teachers Certification Board may have specific course requirements.

EDU 101* Introduction to Education	3
EDU 104 Introduction to Special Education	3
KIN 181 Health Education	2
PSY 220* Educational Psychology	
or PSY 209* Human Growth and Development	3
Science elective(s)	3–8
Mathematics elective	3–4
Foreign language courses*	0–8
General electives	0–8

Total Semester Credit Hours Required 60



## SECONDARY EDUCATION (CONT'D)

### ASSOCIATE IN SCIENCE OPTION

#### General Education Core Courses (32–34 hours)

	Cr. Hrs.
Communications (9)	
COM 103 Introduction to Public Speaking .....	3
ENG 101 Composition I .....	3
ENG 102 Composition II .....	3
Humanities/Fine Arts electives .....	9
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives .....	6–8
<i>Recommended:</i>	
PSY 101 Introduction to Psychology (4)	
and HIS 104 History of the U.S. to 1877 (4)	
or HIS 105 History of the U.S., 1877 to the Present (4)	
or POS 122 American National Government (3)	
• Soc/Beh Sci courses must be from two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective .....	3
Life Sciences (laboratory-based) elective .....	4
Physical Sciences (laboratory-based) elective .....	4

#### A.S. Degree Requirement (7–8 hours)

Must include one additional mathematics and one additional physical or life science course.

Any AST, BIO, CHE, ESC, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in science, may fulfill the additional science course requirement.

#### Recommended Courses (16–22 hours)

*Students should select courses from the following recommendations to meet the minimum 60-hour degree requirement. They are advised to make course selections with an academic advisor as universities and the Illinois State Teachers Certification Board may have specific course requirements.*

EDU 101*	Introduction to Education .....	3
EDU 104	Introduction to Special Education .....	3
KIN 181	Health Education .....	2
PSY 220*	Educational Psychology	
or PSY 209*	Human Growth and Development .....	3
Mathematics elective .....		3–4
Science elective(s) .....		3–8
Foreign language courses* .....		0–8
General electives .....		0–8
<i>Total Semester Credit Hours Required</i>		60

# SPECIAL EDUCATION

## Associate in Arts (A.A.)

Program Code: S.SP.D.AA

## Associate in Science (A.S.)

Program Code: S.SP.D.AS

Graduation requirement — 60 semester hours

Students interested in completing a baccalaureate degree in special education are strongly encouraged to complete an A.A. or A.S. degree prior to transfer. To transfer into an approved baccalaureate program in special education as a junior, students must complete specific requirements and a minimum of 30–60 credits. UIUC recommends early transfer after completion of 30 credits, including required courses. Since admission is competitive, completion of the recommended courses does not guarantee admission. Students should be aware that a minimum grade point average for most universities is required for program admission.

Students planning to teach in special education in Illinois are advised to plan their transfer programs with a Parkland academic advisor to meet specific requirements of their preferred college or university and the Illinois State Teachers Certification Board.

### Program Notes\*

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.
- Licensure by the State of Illinois requires that all courses in program be passed with a grade of C or higher.
- The following universities have specific math requirements for education transfer students.  
EIU: MAT 105–106 sequence recommended  
ISU: Transfer math other than MAT 108 recommended
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.
- Check with transfer institution regarding foreign language requirements.
- EDU 101 and PSY 209 and PSY 220 is required for transfer into Special Education
- Recommended courses are designed to facilitate completion of the A.A. and A.S. degree options and transfer into a four-year college or university with junior standing. Students are advised to follow the recommendations.

## ASSOCIATE IN ARTS OPTION

### Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking . . . . .	3
ENG 101 Composition I . . . . .	3
ENG 102 Composition II . . . . .	3
Humanities/Fine Arts electives . . . . .	9
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives . . . . .	9
<i>Recommended:</i>	
HIS 104 History of the U.S. to 1877 (4)	
or HIS 105 History of the U.S., 1877 to the Present (4)	
POS 122 American National Government (3)	
PSY 101 Introduction to Psychology (4)	
• Soc/Beh Sci courses must be from at least two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective . . . . .	3
Life Sciences (laboratory-based) elective . . . . .	4
Physical Sciences (laboratory-based) elective . . . . .	4

### A.A. Degree Requirement (3 hours)

LAS 188 Diverse U.S. Cultural Expression	
or LAS 189 Introduction to Liberal Arts and Sciences . . . . .	3

### Recommended Courses (19 hours)

Students should select courses from the following recommendations to meet the minimum 60-hour degree requirement. They are advised to make course selections with an academic success advisor as universities and the Illinois State Teachers Certification Board may have specific course requirements.

EDU 101* Introduction to Education . . . . .	3
EDU 104* Introduction to Special Education . . . . .	3
KIN 181 Health Education . . . . .	2
PSY 209* Human Growth and Development . . . . .	3
Mathematics elective . . . . .	3–4
Literature elective . . . . .	3
Fine Arts elective . . . . .	3
Science elective(s) . . . . .	3–8
Foreign language courses* . . . . .	0–8
Area of teaching concentration . . . . .	3–9
<i>Select up to a maximum of 9 hours in one academic discipline: Anthropology, Art, Astronomy, Biology, Chemistry, Geography, Earth Science, Economics, English, Foreign Languages, History, Literature, Mathematics, Music, Philosophy, Physics, Political Science, Psychology, Sociology, or Theatre.</i>	

Total Semester Credit Hours

60

# SPECIAL EDUCATION (CONT'D)

## ASSOCIATE IN SCIENCE OPTION

### General Education Core Courses\* (32–34 hours)

**Cr. Hrs.**

Communications (9)	
COM 103 Introduction to Public Speaking .....	3
ENG 101 Composition I .....	3
ENG 102 Composition II .....	3
Humanities/Fine Arts electives .....	6
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives .....	6–8
<i>Recommended:</i>	
PSY 101 Introduction to Psychology (4)	
and HIS 104 History of the U.S. to 1877 (4)	
or HIS 105 History of the U.S., 1877 to the Present (4)	
or POS 122 American National Government (3)	
• Soc/Beh Sci courses must be from two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective .....	3
Life Sciences (laboratory-based) elective .....	4
Physical Sciences (laboratory-based) elective .....	4

### A.S. Degree Requirement (7–8 hours)

Must include one additional mathematics and one additional physical or life science course. Any AST, BIO, CHE, ESC, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in science, may fulfill the additional science course requirement.

### Recommended Courses (16–22 hours)

*Students should select courses from the following recommendations to meet the minimum 60-hour degree requirement. They are advised to make course selections with an academic success advisor as universities and the Illinois State Teachers Certification Board may have specific course requirements.*

EDU 101* Introduction to Education .....	3
KIN 181 Health Education .....	2
EDU 104* Introduction to Special Education. ....	3
PSY 209* Human Growth and Development. ....	3
Mathematics elective .....	3–4
Science elective(s) .....	3–8
Foreign language courses* .....	0–8
Area of teaching concentration .....	3–9
<i>Select up to a maximum of 9 hours in one academic discipline: Anthropology, Art, Astronomy, Biology, Chemistry, Geography, Earth Science, Economics, English, Foreign Languages, History, Literature, Mathematics, Music, Philosophy, Physics, Political Science, Psychology, Sociology, or Theatre</i>	

Total Semester Credit Hours 60

# HISTORY

Program Code: S.HIS.AA

## Associate in Arts (A.A.)

Graduation requirement — 60 semester hours

To transfer as a junior into a baccalaureate history program, students must complete a minimum of 60 semester credits. Freshmen and sophomores who plan to major in history are encouraged to fulfill general education requirements with foundation courses in the sciences (e.g., biology, chemistry, physics, and anatomy and physiology) and mathematics (e.g., college algebra, calculus, and statistics). The number of history courses taken at Parkland should be kept to a minimum.

The courses below are recommended for students planning to transfer into a baccalaureate history program, including into a baccalaureate program leading to state certification as a high school (6–12) history teacher. Students planning to seek high school (6–12) teacher certification are encouraged to consult the specific general education courses recommended for Secondary Education.

To transfer as a junior, students must complete a minimum of 60 semester credits. Students seeking a bachelor's degree in history are strongly encouraged to complete an Associate in Arts or Associate in Science degree prior to transfer. Since admission may be competitive, completing the recommended courses does not by itself guarantee admission.

### Program Notes

- Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.
- Additional history courses (such as non-Western civilization) may transfer either for history major credit or as general education credit, depending upon the school. Students should select courses in consultation with an advisor.
- Competency through the second, third, or fourth semester in a single foreign language is required for the B.A. degree in history in some schools and for all majors in the College of Arts and Sciences at other schools. Ask about the language requirement of the schools you are considering, and complete the required foreign language courses before transfer. In general, two years of foreign language study in high school will substitute for two semesters in college.

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	9
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives	9
• Soc/Beh Sci courses must be from at least two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective	3
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4

### A.A. Degree Requirement (3 hours)

LAS 188 Diverse U.S. Cultural Expression	
or LAS 189 Introduction to Liberal Arts and Sciences	3

### Recommended Courses (19 hours)

HIS 101 History of Western Civilization I	4
HIS 102 History of Western Civilization II	4
HIS 104 History of the U.S. to 1877	4
HIS 105 History of the U.S., 1877 to the Present	4
Electives	3

<i>Total Semester Credit Hours</i>	<b>60</b>
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# MENTAL HEALTH

Program Code: S.MTL.CER

## Certificate

Graduation requirement — 5 semester hours

The Mental Health Certificate prepares students for entry-level jobs in social services and mental healthcare fields by training them to identify, understand, and respond to signs of mental health and/or substance abuse crises. Students will gain knowledge of the rules for mandated reporting of abuse/neglect of children and seniors, communicate with therapeutic language using a trauma-informed approach and other de-escalation techniques, maintain basic records, and comply with current privacy regulations. By training in this field, students will learn basic skills to engage the needs of mental health and social services clients and provide assistance to organizations and individuals providing treatment.

## Program Notes

- To register for the courses in this certificate, students must have current placement out of ENG 098.
- Upon completion of SOC 111, students will have the opportunity to be certified in Mental Health First Aid (MHFA).
- Upon completion of SOC 113, students will complete Illinois Department of Children & Family Services Mandated Reporter Training, Office of Inspector General Reporting, and learn formal Health Information Privacy rules to comply with confidentiality.
- To be considered for the certificate, students must complete both SOC 111 and SOC 113. When taking SOC 111, students must pass two case review assignments with a grade of 80% or higher, which are included in the course. SOC 111 includes all certification requirements for Mental Health First Aid.

Required Program Courses (5 hours)		Cr. Hrs.
SOC 111	Mental Health First Aid. . . . .	1
SOC 113	Mental Health and Social Service Skills . . . . .	4
<i>Total Semester Credit Hours</i>		<u>5</u>

# MUSIC EDUCATION

Program Code: F.MSE.AFA

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

Graduation requirement — 65 semester hours

Students preparing to transfer to a four-year college or university in Music Education will find that the A.F.A. degree curriculum prepares them to complete a bachelor's degree in music. Completion of the A.F.A., however, does not fulfill the requirements of the Illinois General Education Core Curriculum (GECC). Therefore, students are advised to also complete the GECC before transferring. Transfer admission is competitive and completion of this program alone does not guarantee admission either to the baccalaureate program or to upper-division music courses. Some colleges and universities also require competency in a single foreign language. Students should plan their transfer program with a music faculty advisor and the catalog of the four-year college or university they plan to attend.

For more information, see [parkland.edu/music](http://parkland.edu/music).

### Suggested Full-time Sequence

FALL	SPRING
<i>1st Semester</i>	<i>2nd Semester</i>
MUS 101	MUS 102
MUS 103	MUS 104
MUS 165	MUS 166
MUS 180	MUS 180
Ensemble	Ensemble
ENG 101	ENG 102
Math elec	HIS 104 or HIS 105

FALL	SPRING
<i>3rd Semester</i>	<i>4th Semester</i>
MUS 201	COM 103
MUS 203	MUS 202
MUS 280	MUS 204
POS 122	MUS 244
Ensemble	MUS 280
Phys/LS elec	Ensemble
	Hum elec

## Required General Education Core Courses (26 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities Elective	3
Social/Behavioral Sciences (7)	
HIS 104 History of the U.S. to 1877	
or HIS 105 History of the U.S., 1877 to the Present	4
POS 122 American National Government	3
Mathematics elective	3
Physical Sciences	
or Life Sciences elective	4

## Required Program Courses (39 hours)

MUS 101 Music Theory and Harmony I	3
MUS 102 Music Theory and Harmony II	3
MUS 103 Ear-Training, Sight-Singing, and Keyboard Harmony I	2
MUS 104 Ear-Training, Sight-Singing, and Keyboard Harmony II	2
MUS 165 Class Piano I	2
MUS 166 Class Piano II	2
MUS 180 Applied Music I	4
MUS 201 Advanced Theory and Harmony I	3
MUS 202 Advanced Theory and Harmony II	3
MUS 203 Advanced Ear-Training, Sight-Singing, and Keyboard Harmony I	2
MUS 204 Advanced Ear-Training, Sight-Singing, and Keyboard Harmony II	2
MUS 244 Music Literature: 18th Century to Present	3
MUS 280 Applied Music II	4
ENSEMBLE	4
Choose from:	
Choral Ensemble (MUS 142),	
Instrumental Ensemble (MUS 146, MUS 147, or MUS 148),	
Jazz Ensemble (MUS 169), or	
Guitar Ensemble (MUS 184)	

Total Semester Credit Hours

65

# MUSIC FOUNDATIONS

Program Code: F.MSF.AA

## Associate in Arts (A.A.)

Graduation requirement — 60 semester hours

Students preparing to transfer to a four-year college or university in a music-related discipline will find that the A.A. degree curriculum prepares them to complete a bachelor's degree in a music-related field such as music technology or production. Transfer admission is competitive and completion of this program alone does not guarantee admission either to the baccalaureate program or to upper-division music or music technology courses. Students should plan their transfer program with a music faculty advisor and the catalog of the four-year college or university they plan to attend.

For more information, see [parkland.edu/music](http://parkland.edu/music).

### Program Note\*

Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
MUS 100	MUS 165 or MUS 164
Math elective	COM 103
ENG 101	Soc/Beh Sci elec
MUS 124	FA elec
Concentration elec	Area of Interest elec

SUMMER  
Soc/Beh Sci elec

FALL	SPRING
3rd Semester	4th Semester
MUS 101	Soc/Beh Sci elec
MUS 103	Phys/LS elec
Phys/LS elec	Hum elec
ENG 102	Concentration elec
Concentration elec	LAS 189

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	9
Recommended: MUS 121 Music Appreciation (3)	
or MUS 123 Introduction to American Music (3)	
or MUS 124 Introduction to Non-Western Music (3)	
• Choose at least one course from Humanities and one from Fine Arts	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Social/Behavioral Sciences electives	9
• Soc/Beh Sci courses must be from at least two disciplines	
Mathematics elective	3
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4

## A.A. Degree Requirement (3 hours)

LAS 189 Introduction to Liberal Arts and Sciences	
or LAS 188 Diverse U.S. Cultural Expression	3

## Recommended Courses (19 hours)

Take the following courses (10 hours)

MUS 100 Music Fundamentals	3
MUS 101 Music Theory and Harmony I	3
MUS 103 Ear-Training, Sight-Singing, and Keyboard Harmony I	2
MUS 164 Class Guitar	
or MUS 165 Class Piano I	2

## Recommended Concentration Options

### MUSIC TECHNOLOGY CONCENTRATION

Program Code: F.MSF.AA.TR1

Choose nine hours from the following courses:

COM 141 Basic Broadcast Announcing	3
COM 142 Introduction to Radio Production	3
MUS 161 Introduction to Music Recording	3
MUS 162 Advanced Music Recording	3
MUS 168 Introduction to Music Business	3
THE 107 Theatre Practicum	1-4

or

### MUSIC PERFORMANCE CONCENTRATION

Program Code: F.MSF.AA.TR2

Choose nine hours from the following courses:

MUS 102 Music Theory and Harmony II	3
MUS 104 Ear-Training, Sight-Singing, and Keyboard Harmony II	2
MUS 166 Class Piano II	2
MUS 180 Applied Music I	2-4
MUS 280 Applied Music II	2-4
Ensembles	1-4

Total Semester Credit Hours

60

# MUSIC PERFORMANCE

Program Code: F.MSP.AFA

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

Graduation requirement — 64 semester hours

Students preparing to transfer to a four-year college or university in Music Performance will find that the A.F.A degree curriculum prepares them to complete a bachelor's degree in music performance. Completion of the A.F.A., however, does not fulfill the requirements of the Illinois General Education Core Curriculum (GECC). Therefore, students are advised to also complete the GECC before transferring. Transfer admission is competitive and completion of this program alone does not guarantee admission either to the baccalaureate program or to upper-division music courses. Some colleges and universities also require competency in a single foreign language. Students should plan their transfer program with a music faculty advisor and the catalog of the four-year college or university they plan to attend.

For more information, see [parkland.edu/music](http://parkland.edu/music).

### Program Note\*

MUS 121 may not be used as a fine arts elective for students pursuing an A.F.A. in music performance.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
MUS 101	MUS 102
MUS 103	MUS 104
MUS 165	MUS 166
MUS 180	MUS 180
Ensemble	Ensemble
ENG 101	ENG 102
Math elec	Hum/FA elec
<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
MUS 201	MUS 202
MUS 203	MUS 204
MUS 280	MUS 244
Ensemble	MUS 280
Soc/Beh Sci elec	Ensemble
Phys/LS elec	COM 103
	Hum/FA elec

## Required General Education Core Courses (25 hours)

**Cr. Hrs.**

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Science elective	3
Humanities elective	3
Fine Arts elective*	3
<i>One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.</i>	
Mathematics elective	3
Physical Sciences or Life Sciences elective	4

## Required Program Courses (39 hours)

MUS 101 Music Theory and Harmony I	3
MUS 102 Music Theory and Harmony II	3
MUS 103 Ear-Training, Sight-Singing, and Keyboard Harmony I	2
MUS 104 Ear-Training, Sight-Singing, and Keyboard Harmony II	2
MUS 165 Class Piano I	2
MUS 166 Class Piano II	2
MUS 180 Applied Music I	4
MUS 201 Advanced Theory and Harmony I	3
MUS 202 Advanced Theory and Harmony II	3
MUS 203 Advanced Ear-Training, Sight-Singing, and Keyboard Harmony I	2
MUS 204 Advanced Ear-Training, Sight-Singing, and Keyboard Harmony II	2
MUS 244 Music Literature: 18th Century to Present	3
MUS 280 Applied Music II	4
ENSEMBLE	4
Choose from:	
Choral Ensemble (MUS 142),	
Instrumental Ensemble (MUS 146, MUS 147, or MUS 148),	
Jazz Ensemble (MUS 169), or	
Guitar Ensemble (MUS 184)	

Total Semester Credit Hours Required

64



# POLITICAL SCIENCE

Program Code: S.POS.AA

## Associate in Arts (A.A.)

Graduation requirement — 60 semester hours

Political Science is the study of the theory and practice of government and politics. Students of politics describe and analyze political systems and behavior. Baccalaureate programs offer courses in areas such as public administration, public law, international relations, comparative politics, political behavior, political philosophy, and U.S. government. Students interested in pursuing a bachelor's degree in political science are strongly encouraged to complete an Associate in Arts or Associate in Science degree prior to transfer. A minimum of 60 semester credits is required for transfer as a junior into a baccalaureate Political Science program. Since admission is competitive, completing the recommended courses does not by itself guarantee admission.

Students should plan their transfer programs with a Parkland academic success advisor and the catalog of the four-year college or university they plan to attend.

### Program Note

- Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	9
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives	9
• Soc/Beh Sci courses must be from at least two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective	3
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4

## A.A. Degree Requirement (3 hours)

LAS 188 Diverse U.S. Cultural Expression	
or LAS 189 Introduction to Liberal Arts and Sciences	3

## Recommended Courses (9 hours)

POS 122 American National Government	3
POS 124 State and Local Government	3
POS 202 International Relations	3

## Electives (10 hours)

Select courses to meet the 60-hour degree requirement

Electives	10
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Total Semester Credit Hours	60
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# PSYCHOLOGY

Program Code: S.PSY.AA

## Associate in Arts (A.A.)

Graduation requirement — 60 semester hours

To transfer as a junior into a baccalaureate psychology program, students must complete a minimum of 60 semester credits. Freshmen and sophomores who plan to major in psychology are encouraged to fulfill general education requirements with foundation courses in the sciences (e.g., biology, chemistry, physics, and anatomy and physiology) and mathematics (e.g., college algebra, calculus, and statistics). The number of psychology courses taken at Parkland should be kept to a minimum. Students are strongly encouraged to complete an Associate in Arts degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with a Parkland academic success advisor and the catalog of the four-year college or university they plan to attend.

### Program Note

- Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	9
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives	9
• Soc/Beh Sci courses must be from at least two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective	3
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4

## A.A. Degree Requirement (3 hours)

LAS 188 Diverse U.S. Cultural Expression	
or LAS 189 Introduction to Liberal Arts and Sciences	3

## Recommended Courses (13 hours)

PSY 101 Introduction to Psychology	4
A maximum of three courses beyond PSY 101 from the following are guaranteed for transfer credit under the following conditions: If the receiving institution offers the course as a lower-division course, then course-for-course transfer is guaranteed; if the receiving institution does not offer the course, or does not offer the course at the lower level, the student will receive elective, lower-division, psychology credit for the course.	
<i>Choose one course from the following (3 hours):</i>	
PSY 207 Introduction to Child Psychology	3
PSY 208 Adolescent Psychology	3
PSY 209 Human Growth and Development	3
<i>Choose two courses from the following (6 hours):</i>	
PSY 201 Theories of Personality	3
PSY 203 Abnormal Psychology: An Integrative Approach	3
PSY 205 Introduction to Social Psychology	3
PSY 222 Industrial and Organizational Psychology	3
PSY 223 Introduction to Adult Development and Aging	3

## Electives (6 hours)

Electives	10
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Total Semester Credit Hours	60
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# SOCIAL WORK

Program Code: S.SOW.AA

## Associate in Arts (A.A.)

Graduation requirement — 60 semester hours

The profession of social work is devoted to helping people function optimally in their environment by providing direct and indirect services to individuals, families, groups, organizations, and communities and by working to improve social conditions. Bachelor's degree programs in social work prepare students for careers in public and private agencies such as child welfare, mental health, corrections, shelters, and many other workplaces. Students interested in completing bachelor's degrees in social work are strongly encouraged to complete an Associate in Arts degree prior to transfer. To transfer into an accredited bachelor's degree program in social work as juniors, students need to complete a minimum of 60 semester credits (up to a maximum of 64 semester credits) from the adjacent list. Students should contact their advisor about the particular social work baccalaureate program for specific entry requirements, including language requirements. Since admission is competitive, completion of these courses alone does not guarantee admission.

### Program Note

- Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	9
<i>Recommended:</i>	
PHI 100 Introduction to Logic and Critical Thinking (3)	
or PHI 103 Introduction to Philosophy (3)	
or PHI 105 Introduction to Ethics (3)	
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives	9
<i>Recommended:</i>	
ANT 103 Introduction to Cultural Anthropology (3)	
or ECO 101 Principles of Macroeconomics (3)	
or POS 122 American National Government (3)	
or PSY 101 Introduction to Psychology (4)	
or SOC 101 Introduction to Sociology (3)	
or SOC 203 Diversity and Society (3)	
• Soc/Beh Sci courses must be from at least two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective	3
<i>Recommended:</i>	
MAT 108 Introduction to Applied Statistics (3)	
Life Sciences (laboratory-based) elective	4
<i>Recommended:</i>	
BIO 101 General Biology (4)	
or BIO 104 Environmental Biology and Sustainability (4)	
or BIO 105 Human Biology (4)	
or BIO 107 Introduction to Evolution (4)	
Physical Sciences (laboratory-based) elective	4
<i>Recommended:</i>	
AST 101 The Solar System (4)	
or AST 102 Stars, Galaxies, and the Universe (4)	

### A.A. Degree Requirement (3 hours)

LAS 188 Diverse U.S. Cultural Expression	
or LAS 189 Introduction to Liberal Arts and Sciences	3

### Recommended Courses (12 hours)

SOC 220 Introduction to Social Work	3
<i>Choose three courses from the following:</i>	
PSY 107 Human Sexuality	3
PSY 203 Abnormal Psychology: An Integrative Approach	3
PSY 205 Introduction to Social Psychology	3
SOC 102 Social Problems	3

### Electives (7 hours)

Electives	7
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Total Semester Credit Hours 60

# SOCIOLOGY

Program Code: S.SOC.AA

## Associate in Arts (A.A.)

Graduation requirement — 60 semester hours

Sociology is the systematic and scientific study of behavior of small groups and society. To transfer as a junior into a baccalaureate sociology program, students must complete a minimum of 60 semester credits. Students are strongly encouraged to complete an Associate in Arts or Associate in Science degree prior to transfer. Freshmen and sophomores who plan to major in sociology are encouraged to complete additional foundation courses (including courses in the social and behavioral sciences) and mathematics.

Students should plan their transfer programs with a Parkland academic success advisor and the catalog of the four-year college or university they plan to attend.

### Program Note

- Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	9
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives	9
<i>Recommended:</i>	
ANT 101 Introduction to Anthropology (3)	
or ANT 103 Introduction to Cultural Anthropology (3)	
or PSY 205 Introduction to Social Psychology (3)	
• Soc/Beh Sci courses must be from at least two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective	3
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4

## A.A. Degree Requirement (3 hours)

LAS 188 Diverse U.S. Cultural Expression	
or LAS 189 Introduction to Liberal Arts and Sciences	3

## Recommended Courses (12 hours)

SOC 101 Introduction to Sociology	3
A maximum of three courses beyond SOC 101 from the following are guaranteed for transfer credit under the following conditions: If the receiving institution offers the course as a lower-division course, then course-for-course transfer is guaranteed; if the receiving institution does not offer the course at the lower level, the student will receive elective, lower-division sociology credit for the course.	
SOC 102 Social Problems	3
SOC 200 Sociology of Marriage and Family	3
SOC 203 Diversity and Society	3
SOC 240 Gender and Society	3

## Electives (7)

Electives	7
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Total Semester Credit Hours 60

# THEATRE ARTS

Program Code: F.THE.AA

## Associate in Arts (A.A.)

Graduation requirement — 60 semester hours

Students preparing to transfer to a four-year college in Theatre Arts will find that the A.A. degree curriculum prepares them to complete a baccalaureate degree. Students may choose to focus on either performance or design. Performance emphasizes acting, voice, and movement; design emphasizes the role of art and design in theatre. Both concentrations immerse students in the foundational studies of theatre arts and provide a wide range of experiences both on stage and back stage. Transfer admission is competitive and completion of this program alone does not guarantee admission either to the baccalaureate program or to upper-division theatre courses. Students should plan their transfer programs with a theatre faculty advisor and the catalog of the four-year college or university they plan to attend.

For more information, see [parkland.edu/theatrearts](http://parkland.edu/theatrearts).

### Program Note\*

Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

### Suggested Full-time Sequence

#### PERFORMANCE CONCENTRATION

FALL	SPRING	SUMMER
<i>1st Semester</i>	<i>2nd Semester</i>	Soc/Beh Sci elec
THE 100	THE 107	Life Sci elec
THE 104	THE 202	
THE 105	COM 103	
THE 107	Hum/FA elec	
ENG 101	Soc/Beh Sci elec	
Hum/FA elec		

FALL	SPRING
<i>3rd Semester</i>	<i>4th Semester</i>
THE 107	THE 103 or THE 109
THE 120	THE 107
ENG 102	LAS 188 or LAS 189
Math elec	Soc/Beh Sci elec
COM 140	Phy Sci elec

#### DESIGN TECHNOLOGY CONCENTRATION

FALL (1st sem)	SPRING (2nd sem)	SUMMER
THE 100	THE 107	Soc/Beh Sci elec
THE 104	Design elec	Life Sci elec
THE 105	COM 103	
THE 107	Hum/FA elec	
ENG 101	Soc/Beh Sci elec	
Hum/FA elec		
<i>FALL (3rd sem)</i>	<i>SPRING (4th sem)</i>	
THE 107	THE 109	
THE 120	THE 107	
Design elec	LAS 188 or LAS 189	
COM 140	Soc/Beh Sci elec	
ENG 102	Phy Sci elec	
Math elec		

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	9
Recommended: THE 100 Theatre Appreciation (3)	
or THE 101 History of Theatre (3)	
or THE 124 Film Appreciation (3)	
ART 161 Art History I (3)	
or ART 162 Art History II (3)	
• Choose at least one course from Humanities and one from Fine Arts	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Social/Behavioral Sciences electives	9
• Soc/Beh Sci courses must be from at least two disciplines	
Mathematics elective	3
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4

## A.A. Degree Requirement (3 hours)

LAS 189 Introduction to Liberal Arts and Sciences	
or LAS 188 Diverse U.S. Cultural Expression	3

## Recommended Courses (19 hours)

Take the following courses (13 hours)

THE 104 Acting I	3
THE 105 Stagecraft	3
THE 107* Practicum	4
THE 120 Script Analysis for Production	3

## Recommended Concentration Options

### PERFORMANCE CONCENTRATION

Program Code: F.THE.AA.PER

Choose six hours from the following courses:

THE 103 Performance of Literature	3
THE 109 Costume and Stage Makeup	3
THE 202 Acting II	3
COM 140 Voice and Diction	3

or

### DESIGN TECHNOLOGY CONCENTRATION

Program Code: F.THE.AA.DES

Choose six hours from the following courses:

THE 109 Costume and Stage Makeup	3
THE 205 Advanced Stagecraft	3
ART 122 Drawing I	3
ART 124 Three-Dimensional Design	3
ART 125 Color	3

Total Semester Credit Hours 60

# THEATRE ARTS: ENTERTAINMENT TECHNOLOGY

Program Code: F.ENT.AAS

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

Graduation requirement — 62 semester hours

Students preparing for careers in the entertainment technology industry will find that the Entertainment Technology A.A.S. curriculum prepares them to pursue careers in a variety of fields including theatre, film, television, entertainment venues, theme parks, and commercial scenery shops. They may find work as union stagehands or in a commercial technology vendor company. Students work with professionals in the field and get real world, hands-on experience that helps build their resumes as they work toward their career goals. This versatile program provides foundational skills in wood and metal custom fabrication, lighting and sound technologies, management principles, basic automation operation and design, and industrial safety. Students should plan their A.A.S. program with a Theatre faculty advisor.

For more information, see [parkland.edu/theatrearts](http://parkland.edu/theatrearts).

### Program Note\*

THE 107 is a one-credit-hour course and must be taken a total of four times for completion of the degree.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
THE 100	THE 107
THE 105	THE 205
THE 107	WLD 111
MAT 131	MFT 113
MGT 101	ENG 101

FALL	SPRING
3rd Semester	4th Semester
THE 107	THE 104
THE 120	THE 107
ELT 150	Elective
COM 120 or 200	Elective
Elective	Elective
Elective	Elective

## Required Program Courses (29 hours)

Cr. Hrs.

THE 104	Acting I	3
THE 105	Stagecraft	3
THE 107*	Practicum	4
THE 120	Script Analysis for Production	3
THE 205	Advanced Stagecraft	3
MGT 101	Principles of Management	3
WLD 111	Introduction to Welding	4
MFT 113	Introduction to Hydraulics and Pneumatics	3
ELT 150	Introduction to Electricity and Electronics	3

## Electives (18 hours)

Choose six of the following courses:

THE 124	Film Appreciation	3
THE 109	Costume and Stage Makeup	3
MUS 161	Introduction to Music Recording	3
MUS 162	Advanced Music Recording	3
COM 144	Video Production I	3
COM 145	Video Production II	3
CAD 124	Introduction to AutoCAD	3
ELT 134	Motors, Controls, and Drives	3

## Required General Education Courses (15 hours)

COM 120	Interpersonal Communication	
or COM 200	Leadership and Small Group Communication	3
ENG 101	Composition I	3
Fine Arts Electives		
(THE 100 and one additional THE course)		6
MAT 131	Applied Mathematics	3

Total Semester Credit Hours 62

# THEATRE ARTS: ENTERTAINMENT TECHNOLOGY

Program Code: F.ENT.CER

## CERTIFICATE

Graduation requirement — 24 semester hours

Students interested in enhancing their skills will find that the Entertainment Technology certificate prepares them for entry level technical careers in the entertainment industry. The program focuses on fundamental skills employers look for. Students work with professionals in the field and get real world, hands-on experience that helps build their resumes. This is a two-semester intensive program of study that will provide students with a strong foundation in lighting and sound technology, custom fabrication in metal and wood, industrial safety, and hands-on show experience. It prepares students for careers in theatre, film, television, commercial entertainment, and theme parks. Students should plan their certificate program with a Theatre faculty advisor.

For more information, see [parkland.edu/theatrearts](http://parkland.edu/theatrearts).

### Program Note\*

THE 107 is a one-credit-hour course and must be taken a total of two times for completion of the degree.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
THE 105	THE 107
THE 107	THE 205
MAT 131	COM 200 or 120
MGT 101	WLD 111
	Elective

### Required Program Courses (15 hours)

**Cr. Hrs.**

THE 105	Stagecraft.....	3
THE 107*	Practicum.....	2
THE 205	Advanced Stagecraft.....	3
MGT 101	Principles of Management.....	3
WLD 111	Introduction to Welding .....	4

### Electives (3 hours)

Choose one of the following courses:

MFT 113	Introduction to Hydraulics and Pneumatics. . .	3
THE 109	Costume and Stage Makeup.....	3
ELT 150	Introduction to Electricity and Electronics. . .	3
CAD 124	Introduction to AutoCAD .....	3

### Required General Education Courses (6 hours)

COM 120	Interpersonal Communication	
or COM 200	Leadership and Small Group Communication. .	3
MAT 131	Applied Mathematics .....	3

Total Semester Credit Hours 24





# Humanities

**C-wing • 217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)  
Matthew Hurt, department chair  
Anita Taylor, department assistant**

Success in college and the workplace requires competency in English, with strong reading, writing, and critical thinking skills. Humanities offers courses that give students this vital liberal arts foundation: composition, reading, religion, philosophy, literature, humanities, foreign languages, and more. It provides these learning opportunities at varying skill levels, from courses in developmental English and English as a Second Language (ESL) to Honors Program classes.

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## PROGRAMS

English (Literature).....	106
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# ENGLISH (LITERATURE)

Program Code: H.ENG.AA

## Associate in Arts (A.A.)

Graduation requirement — 60 semester hours

The English (Literature) program is for students interested in literature and literary studies and/or planning to transfer as a junior into a baccalaureate English program. Because literature deals with the full range of human experience, the program's recommended literature and creative writing courses offer an excellent supplement to all of the general education requirements for the A.A. degree. Students are encouraged to complete the A.A. degree prior to transferring to maximize transferability of credits. Because baccalaureate program admission is competitive, completion of the recommended courses and the Parkland degree do not guarantee admission.

Students should plan their transfer programs with a Parkland academic success advisor and the catalog of the four-year college or university they plan to attend.

### Program note\*

Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

### Required General Education Core Courses (38 hours)

	Cr. Hrs.
Communications (9)	
ENG 101 Composition I .....	3
ENG 102 Composition II .....	3
COM 103 Introduction to Public Speaking .....	3
Humanities/Fine Arts electives .....	9
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives .....	9
• Soc/Beh Sci courses must be from at least two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective .....	3
Life Sciences (laboratory-based) elective .....	4
Physical Sciences (laboratory-based) elective .....	4

## Recommended Literature and Writing Courses (6 hours)

Choose any two literature or creative writing courses in addition to the literature elective. Requirements for the English major vary widely from one institution to another, with some programs requiring or including new courses at the lower-division level. If a particular program does not offer a course, or does not offer it at the lower-division level, the transfer student will receive credit toward graduation for the course, but the credits may not apply toward the number of credits required in the major. Upon transfer to a baccalaureate institution, students may expect 3 to 9 semester credits to be applied to a major in English.

The courses below are those most likely to be accepted as major courses in baccalaureate English programs. Students are encouraged to keep course syllabi and a writing portfolio to assist in articulating courses not included below and for outcomes assessment in the major.

### Common genre courses:

LIT 121	Introduction to Poetry
LIT 126	Introduction to Drama
LIT 127	Introduction to Fiction

A few universities require a multicultural or human diversity course within the English major. Universities with such a requirement may accept:

LIT 141	Introduction to African-American Literature
LIT 146	Introduction to Non-Western Literature
LIT 147	Introduction to African Literature

A few universities offer a specialization in creative writing. Universities offering the creative writing specialization will accept one of the following courses in the creative writing specialization only:

ENG 161	Creative Writing I — Fiction
ENG 162	Creative Writing I — Poetry

### A.A. Degree Requirement (3 hours)

LAS 188	Introduction to Liberal Arts and Sciences	
or LAS 189	Diverse U.S. Cultural Expression .....	3

### Electives (13 hours)

Electives .....	13
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Total Semester Credit Hours	60
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# LIBERAL ARTS AND SCIENCES

Program Code: H.LAS.AA

## Associate in Arts (A.A.)

Graduation requirement — 60 semester hours

The Liberal Arts and Sciences transfer area provides students with the broad educational experience and background necessary to pursue a bachelor's degree at a four-year institution as well as to enter almost any profession or career. Emphasis in the first two years is on gaining reading, writing, speaking, and problem-solving skills in humanities, sciences, social sciences, and mathematics.

Students should plan their transfer programs with a Parkland academic success advisor and the catalog of the four-year college or university they plan to attend. Refer to the general course requirements on p. 69 and to the following suggested sequence of courses as a guide to completing an Associate in Arts degree.

### Program note\*

Recommended courses are designed to facilitate completion of the A.A. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
1st Semester	2nd Semester
COM 103	ENG 102
ENG 101	Soc/Beh Sci elec
Hum/FA elec	Hum/FA elec
Elective	Elective
Concentration	Concentration

<i>FALL</i>	<i>SPRING</i>
3rd Semester	4th Semester
LAS 189	Concentration
Math elec	Phys/LS elec
Phys/LS elec	Soc/Beh Sci elec
Elective	Hum/FA elec
Soc/Beh Sci elec	Elective

### Concentration/Major Courses\*

Students should take three courses in the same discipline (same or related course prefix).

African Studies . . . . .	HUM 105, HIS 129, LIT 147
African American Studies . . .	HIS 120–121, LIT 141
American Studies . . . . .	Any three of the following: HIS 104–105, HIS 120–121, LIT 141, MUS 123, POS 120, POS 122, POS 124
Anthropology . . . . .	ANT 101, ANT 105, ANT 200
Economics . . . . .	ECO 101–102, any transfer ACC, BUS, MGT, or MKT course
French . . . . .	FRE 101–104
Geography . . . . .	GEO 140, GEO 143, ESC 101, ESC 102
German . . . . .	GER 101–104
International Studies . . . . .	Three of the following, chosen from at least two subject areas: GEO 140, GEO 143, HIS 101, HIS 102, HIS 108, HIS 109, HIS 125, HIS 128, HIS 129, HIS 140, HUM 101, HUM 102, HUM 103, HUM 104, HUM 105, HUM 106, LIT 146, LIT 147, POS 202
Japanese . . . . .	JPN 101–104
Philosophy . . . . .	PHI 100, PHI 103, PHI 105
Religion . . . . .	Any three REL courses
Spanish . . . . .	SPA 101–104
Women's Studies . . . . .	HIS 203, HUM 121, PSY 224

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking . . . . .	3
ENG 101 Composition I . . . . .	3
ENG 102 Composition II . . . . .	3
Humanities/Fine Arts electives . . . . .	9
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives . . . . .	9
• Soc/Beh Sci courses must be from at least two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective . . . . .	3
Life Sciences (laboratory-based) elective . . . . .	4
Physical Sciences (laboratory-based) elective . . . . .	4

## Recommended Courses\* (9–12 hours)

Students are advised to follow the framework provided below or by selecting courses in the same discipline.

### A.A. Degree Requirement (3 hours)

LAS 189 Introduction to Liberal Arts and Sciences	
or LAS 188 Diverse U.S. Cultural Expression . . . . .	3

### Electives (10 hours)

Electives . . . . .	10
<i>Total Semester Credit Hours</i>	<i>60</i>



# Mathematics

X-wing • 217/351-2225 • [parkland.edu/math](http://parkland.edu/math)

**Kelly Bails, department chair**

**Kevin Hastings, department chair**

**Karen Rocha, administrative assistant**

Most careers today require a solid background in math. Employers want workers with varying degrees of mathematical ability for the fields of business (accountants, cashiers, real estate agents), medicine and science (pharmacists, physicians, engineers), technology (architects, auto service technicians, programmers), human services (psychologists, educators, EMTs), and others. Parkland is committed to helping its students select the math courses most appropriate to its wide and varied career offerings, and can assist those without college-level math skills through developmental courses.

The Associate in Science degree program in mathematics emphasizes scientific and theoretical applications and is designed for students who intend to transfer to a four-year institution to pursue a bachelor's degree in mathematics or science.

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## PROGRAM

Mathematics. ....110

# MATHEMATICS

Program Code: M.MAT.AS

## Associate in Science (A.S.)

Graduation requirement — 60 semester hours

The following curriculum emphasizes scientific and theoretical applications and is designed for students interested in transferring to a four-year institution to pursue a bachelor's degree in computer science or mathematics.

Students should plan their transfer programs with a Parkland academic success advisor and the catalog of the four-year college or university they plan to attend.

### Program Notes\*

- MAT 124 and MAT 125 are prerequisites for MAT 128.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken at Parkland or after transferring.
- Recommended courses are designed to facilitate completion of the A.S. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
MAT 128	MAT 129
ENG 101	COM 103
Soc/Beh Sci elec	ENG 102
Hum/FA elec	Soc/Beh Sci elec
	Phys/LS elec

FALL	SPRING
3rd Semester	4th Semester
MAT 228	MAT 229
CSC 123 or Gen elec	MAT 220
Phys/LS elec	Hum/FA elec
General elec	Phys/LS elec

## General Education Core Courses (32–36 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	6
• <i>Must choose one course from Humanities and one from Fine Arts</i>	
Social/Behavioral Sciences electives	6
• <i>Soc/Beh Sci courses must be from at least two disciplines</i>	
• <i>One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement</i>	
Mathematics elective	3–5
Recommended: MAT 128 Calculus and Analytical Geometry I (5)	
Life Sciences (laboratory-based) elective	4–5
Physical Sciences (laboratory-based) elective	4–5

### A.S. Degree Requirement (7–8 hours)

*Must include one additional mathematics and one additional physical or life science course.*

*Any AST, BIO, CHE, ESC, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in science, may fulfill the additional science course requirement.*

Recommended: MAT 129 Calculus and Analytical Geometry II (4)

### Recommended Courses (16 hours)

CSC 123 Computer Science I	4
MAT 220 Linear Algebra	
or MAT 200 Introduction to Discrete Mathematics	3
MAT 228 Calculus and Analytic Geometry III	4
MAT 229 Differential Equations and Introductory Matrix Theory	5

### Electives (3 hours)

*Select course as needed to meet 60-hour degree requirement.*

Elective	3
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Total Semester Credit Hours	60–61
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# Natural Sciences

X-wing • 217/351-2285 • [parkland.edu/ns](http://parkland.edu/ns)

**Scott Siechen, department chair**

**Karen Rocha, administrative assistant**

The **Natural Sciences** department educates students and the public about the nature and practice of science. Courses are offered on chemistry, physics, astronomy, meteorology, geology, biology, evolution, environmental biology, microbiology, kinesiology, forensic science, and human anatomy and physiology. Many courses are offered entirely or partly online. All of these disciplines address the increasingly important issues of scientific literacy and how science relates to our society.

Besides serving students in preparatory, career, and transfer level courses, the Natural Sciences department also takes an active role in community activities and programs by hosting the regional Science Olympiad competition for central Illinois middle and high school students, and offering noncredit courses through Parkland's Community Education department. The Natural Sciences department produces the Parkland television channel's Surrounded by Science series and sponsors the monthly James B. Kaler Science Lecture series held at the Staerkel Planetarium. The department includes the Parkland Fitness Center and the William M. Staerkel Planetarium (second largest in the state), both of which are used by community members as well as Parkland students.

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## PROGRAMS

Biological Sciences . . . . .	112
Engineering Science . . . . .	113
Kinesiology . . . . .	114
Personal Fitness Training . . . . .	116
Accelerated Personal Fitness Training . . . . .	116
Physical Science . . . . .	117

# BIOLOGICAL SCIENCES

Program Code: N.LSC.AS

## Associate in Science (A.S.)

Graduation requirement — 60 semester hours

The Biological Sciences area of study is designed for students interested in pursuing a bachelor's degree in one of the various biological sciences or professional health careers.

Students should plan their transfer programs with a Parkland academic success advisor and the catalog of the four-year college or university they plan to attend.

### Program Notes\*

- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.
- Students interested in pre-professional medical sciences should follow the biological science recommendations listed below and should consult the four-year college or university they plan to attend.
- Recommended courses are designed to facilitate completion of the A.S. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

#### Pre-Dentistry

- CHE 203, CHE 204, CHE 205, and CHE 206 required

#### Pre-Medicine and Pre-Veterinary Medicine:

- BIO 121 required
- MAT 128 required
- CHE 203, CHE 204, CHE 205, and CHE 206 required

#### Pre-Pharmacy:

- BIO 121 and BIO 122 required
- BIO 123 required
- MAT 160 recommended
- PHY 121 and PHY 122 highly recommended

#### Pre-Physical Therapy:

- BIO 121 and BIO 122 required

#### Clinical Laboratory Science:

- BIO 123 required
- MAT 160 recommended
- PHY 121 highly recommended

## General Education Core Courses

(34–36 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking . . . . .	3
ENG 101 Composition I . . . . .	3
ENG 102 Composition II . . . . .	3
Humanities/Fine Arts electives . . . . .	6
• <i>Must choose one course from Humanities and one from Fine Arts</i>	
Social/Behavioral Sciences electives . . . . .	6
• <i>Soc/Beh Sci courses must be from at least two disciplines</i>	
• <i>One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement</i>	
Mathematics elective . . . . .	3–5
Life Sciences (laboratory-based) elective . . . . .	4–5
Recommended: BIO 141 Principles of Biology I (5)	
Physical Sciences (laboratory-based) elective . . . . .	4–5
Recommended: CHE 141 General Chemistry I (5)	

### A.S. Degree Requirement (8–10 hours)

*Must include one additional mathematics and one additional physical or life science course.*

*Any AST, BIO, CHE, ESC, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in science, may fulfill the additional science course requirement.*

Recommended: BIO 142 Principles of Biology II (5)

### Recommended Courses (14–18 hours)

Choose from the following:

BIO 121 Anatomy and Physiology I . . . . .	4
BIO 122 Human Anatomy and Physiology II . . . . .	4
BIO 123 Microbiology . . . . .	4
CHE 142 General Chemistry II . . . . .	5
CHE 203 Organic Chemistry I . . . . .	3
CHE 204 Organic Chemistry Lab I . . . . .	2
CHE 205 Organic Chemistry II . . . . .	3
CHE 206 Organic Chemistry Lab II . . . . .	2
PHY 121 General Physics I . . . . .	5
PHY 122 General Physics II . . . . .	5

Total Semester Credit Hours 60

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
BIO 141	ENG 102
CHE 141	Area of Study elec
ENG 101	Phys/LS elec
Hum/FA elec	Soc/Beh Sci elec
<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
MAT elec	COM 103
Area of Study elec	MAT elec
Hum/FA elec	Area of Study elec
Soc/Beh Sci elec	Hum/FA elec
	Soc/Beh Sci elec



# ENGINEERING SCIENCE

Program Code: E.ENS.AES

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

Graduation requirement — 60 semester hours

The A.E.S. degree involves the completion of required general education, mathematics, and science courses as well as 10 credits in elective courses. Students are advised to follow the recommended courses for specific engineering fields but may choose from among those courses or general education courses to reach 60 semester hours.

Transfer institution requirements may vary. Students should check individual college/university requirements before choosing courses and work with an academic success advisor.

The A.E.S. does not include completion of the IAI General Education Core Curriculum (GECC) and students completing this degree will likely have additional general education requirements at their transferring institution. Since admission into baccalaureate engineering programs is highly competitive, completion of the recommended courses does not guarantee admission.

### Program Notes\*

- For transfer to UIUC Computer Science, MAT 200 may be substituted for MAT 229.
- CIS 122 is a prerequisite for CSC 123 or CSC 127.
- For transfer to UIUC Computer Science, CSC 123 and CSC 125 may be substituted for CSC 127.
- For UIC Chemical Engineering, take CHE 203, CHE 204, CHE 205, CHE 206 prior to transfer; for UIUC Chemical Engineering, consult with UIUC transfer advisor.

### Required Communications Courses (6 hours)

ENG 101 Composition I	3
ENG 102 Composition II	3

### Required Mathematics and Science Courses (36–39 hours)

MAT 128	Calculus and Analytic Geometry I	5
MAT 129	Calculus and Analytic Geometry II	4
MAT 228	Calculus and Analytic Geometry III	4
MAT 229	Differential Equations and Introductory Matrix Theory	5
CHE 141	General Chemistry I	5
PHY 141	Mechanics	4
PHY 142	Electricity and Magnetism	4
PHY 143	Modern Physics	4
CSC 127	Introduction to Computing with Engineering Applications	3

## Recommended Engineering courses (16–18 hours)

The listing below includes recommended courses for specific fields in engineering sciences.

### Aerospace

ENS 201	Engineering Mechanics I (Statics)	3
ENS 203	Engineering Mechanics II (Dynamics)	3

### Agricultural, Biological, Civil, and Engineering Mechanics

CHE 142	General Chemistry II	5
ENS 101	Introduction to Engineering and CAD	3
ENS 201	Engineering Mechanics I (Statics)	3
ENS 202	Engineering Mechanics of Solids	3
ENS 203	Engineering Mechanics II (Dynamics)	3

### Chemical

CHE 142	General Chemistry II	5
CHE 203	Organic Chemistry I	3
CHE 204	Organic Chemistry Lab I	2
CHE 205	Organic Chemistry II	3
CHE 206	Organic Chemistry Lab II	2

### Computer Engineering

MAT 200	Introduction to Discrete Mathematics	3
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(in addition to MAT 229)

### Computer Science

MAT 200	Introduction to Discrete Mathematics	3
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(instead of MAT 229)

CSC 123	Computer Science I (C/C++)	4
CSC 125	Computer Science II (C++)	3

### Electrical

No additional math or science courses

### General and Industrial

ENS 101	Introduction to Engineering and CAD	3
ENS 201	Engineering Mechanics I (Statics)	3
ENS 202	Engineering Mechanics of Solids	3
ENS 203	Engineering Mechanics II (Dynamics)	3

### Materials Science

CHE 142	General Chemistry II	5
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### Mechanical

ENS 201	Engineering Mechanics I (Statics)	3
ENS 202	Engineering Mechanics of Solids	3
ENS 203	Engineering Mechanics II (Dynamics)	3

### Nuclear

ENS 201	Engineering Mechanics I (Statics)	3
ENS 203	Engineering Mechanics II (Dynamics)	3

### Non-STEM GECC electives

Humanities or Fine Arts electives	0–6
Social/Behavioral Sciences electives	0–6

One course from Soc/Beh Sci, Hum, or FA must fulfil the non-Western culture requirement.

# KINESIOLOGY

Program Code: N.PED.AS

## Associate in Science (A.S.)

Graduation requirement — 60 semester hours

The following curriculum is designed for students planning to transfer to a four-year institution to pursue a bachelor's degree in kinesiology or physical education. Graduates may teach and/or coach at the elementary, secondary, or college level, or pursue careers in exercise physiology, athletic training, and sports management.

Students should plan their program of study with a Parkland academic success advisor and the catalog of the four-year college or university they plan to attend.

### Program Notes\*

- At least one course from an area other than psychology is required to fulfill the Social/Behavioral Science elective.
- KIN 103, 147, 203, and 247 are not repeatable for kinesiology elective credit.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken at Parkland or after transferring. Contact Academic Advising for guidance on GECC completion.
- Recommended courses are designed to facilitate completion of the A.S. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

### General Education Core Courses

(32–34 hours)

**Cr. Hrs.**

Communications (9)	
ENG 101 Composition I	3
ENG 102 Composition II	3
COM 103 Introduction to Public Speaking	3
Humanities/Fine Arts electives	6
• <i>Must choose one course from Humanities and one from Fine Arts</i>	
Social/Behavioral Sciences electives	6
• <i>Soc/Beh Sci courses must be from at least two different disciplines</i>	
• <i>One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement</i>	
Mathematics elective	3
Recommended: MAT 108 Intro to Applied Statistics (3)	
Life Sciences (laboratory-based) elective	4–5
Physical Sciences (laboratory-based) elective	4–5

### A.S. Degree Requirement (7–8 hours)

**Cr. Hrs.**

*Must include one additional mathematics and one additional physical or life science course. Any AST, BIO, CHE, ESC, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in science, may fulfill the additional science course requirement.*  
Recommended: MAT 107 General Education Mathematics (3)

## Suggested Full-time Sequences

### TEACHING/COACHING

### EXERCISE PHYSIOLOGY

### ATHLETIC TRAINING/THERAPEUTIC PATHWAY

FALL

1st Semester

KIN 160

ENG 101

PSY 101

Hum/FA elec

Kinesiology elec

SPRING

2nd Semester

BIO 121

KIN 181

COM 103

ENG 102

Soc/Beh Sci elec

Kinesiology elec

FALL

3rd Semester

BIO 122

KIN 186

(Teaching/Coaching  
and Exercise

Physiology students)

MAT 108

Kinesiology elec

Hum/FA elec

Soc/Beh Sci elec

Phys Sci elec

SPRING

4th Semester

KIN 164

KIN 183

KIN 184

(Athletic Training students)

KIN 187

(Exercise Physiology  
students)

KIN 288

(Exercise Physiology and  
Athletic Training students)

Kinesiology elec

Hum/FA elec

### SPORTS MANAGEMENT

FALL

1st semester

KIN 160

ENG 101

Hum/FA elective

Soc/Beh Sci elec

Kinesiology elec

SPRING

2nd semester

BUS 101

MAT 108

MKT 101

COM 103

ENG 102

FALL

3rd Semester

ACC 101

MGT 101

Hum/FA elec

Soc/Beh Sci elec

Phys Sci elec

SPRING

4th Semester

ACC 102

KIN 164

Soc/Beh Sci elec

Hum/FA elec

Phys/LS or Math elec

# KINESIOLOGY

continued

## Recommended Courses

Select options under each concentration to meet the 60-hour degree requirement.

		<b>Teaching/ Coaching</b> <i>N.PED.AS.TCH</i>	<b>Exercise Physiology</b> <i>N.PED.AS.EPH</i>	<b>Athletic Training/ Therapeutic Pathway</b> <i>N.PED.AS.ATR</i>	<b>Sports Management</b> <i>N.PED.AS.SMG</i>
ACC 101	Financial Accounting . . . . .				4
ACC 102	Managerial Accounting . . . . .				3
BIO 121	Anatomy and Physiology I . . . . .	4	4	4	
BIO 122	Anatomy and Physiology II . . . . .	4	4	4	
BUS 101	Introduction to Business . . . . .				3
KIN 160	Introduction to Kinesiology . . . . .	3	3	3	3
KIN 164	Introduction to Sports Psychology . . . . .	3	3	3	3
KIN 181	Health Education . . . . .	2			
KIN 183	First Aid and CPR . . . . .	2			
KIN 184	Introduction to Athletic Training . . . . .			3	
KIN 186	Introduction to Human Movement . . . . .	3	3	3	
KIN 288	Exercise Physiology . . . . .		4	4	
Other KIN courses . . . . .		7	7	4	4
	<i>Select options to meet minimum 60-hour degree requirement.</i>				
MGT 101	Principles of Management . . . . .				3
MKT 101	Introduction to Marketing . . . . .				3

## PERSONAL FITNESS TRAINING

Program Code: N.FTR.CER

Graduation requirement — 26 semester hours

The Personal Fitness Training Certificate Program prepares students for successful employment in the fitness industry as a personal fitness trainer. Graduates are prepared to take the Certified Personal Training examination administered by the National Strength and Conditioning Association. The NSCA-CPT is a nationally accredited certification program in the fitness industry.

### Program Notes\*

- BIO 121 and BIO 122 may be substituted for BIO 111.
- Students must hold current CPR and AED certification by time of program completion. Students may gain certification on their own through agencies such as Red Cross or American Heart Association, or they may take KIN 183.

### Suggested Full-Time Sequence

FALL	SPRING
1st Semester	2nd Semester
BIO 111	BIO 120
KIN 101	KIN 201
KIN 186	KIN 288
COM 103	

Required Program Courses (23 hours)		Cr. Hrs
BIO 111*	Basic Anatomy and Physiology. . . . .	4
BIO 120	Fundamentals of Nutrition . . . . .	3
KIN 101	Introduction to Human Performance I . . . . .	4
KIN 201	Introduction to Human Performance II. . . . .	5
KIN 186	Introduction to Human Movement . . . . .	3
KIN 288	Exercise Physiology. . . . .	4

Required General Education Course (3 hours)		Cr. Hrs.
COM 103	Introduction to Public Speaking . . . . .	3
<i>Total Semester Credit Hours</i>		26

## ACCELERATED PERSONAL FITNESS TRAINING

Program Code: N.FXT.CER

Graduation requirement — 9 semester hours

The Accelerated Personal Fitness Training Certificate prepares students who currently hold a degree in kinesiology or related field for successful employment in the fitness industry as a personal fitness trainer. Graduates are prepared to take the Certified Personal Training examination administered by the National Strength and Conditioning Association. The NSCA-CPT is a nationally accredited certification program in the fitness industry.

### Program Notes

- Students must hold a degree in kinesiology or a related field.
- Students must hold current CPR and AED certification by time of program completion. Students may gain certification on their own through agencies such as Red Cross or American Heart Association, or they may take KIN 183.

### Suggested Full-Time Sequence

FALL	SPRING
1st Semester	2nd Semester
KIN 101	KIN 201

Required Program Courses (9 hours)		Cr. Hrs
KIN 101	Introduction to Human Performance I . . . . .	4
KIN 201	Introduction to Human Performance II. . . . .	5
<i>Total Semester Credit Hours</i>		9

# PHYSICAL SCIENCE

Program Code: N.PSC.AS

## Associate in Science (A.S.)

Graduation requirement — 60 semester hours

The following curriculum is designed to provide transfer students with the necessary background to complete a bachelor's degree with a major in one of the physical sciences.

Students should plan their transfer programs with a Parkland academic success advisor and the catalog of the four-year college or university they plan to attend.

### Program Notes

- Math requirements vary. All physical science majors must complete MAT 128. MAT 124 and 125 are prerequisites for MAT 128. Consult transfer institution about additional math.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken at Parkland or after transferring. Contact Academic Advising (U267) for guidance on GECC completion.
- Recommended courses are designed to facilitate completion of the A.S. degree and transfer into a four-year college or university with junior standing in a chosen academic path. Students are advised to follow the recommendations.

### General Education Core Courses (32–36 hours)

**Cr. Hrs.**

Communications (9)	
COM 103 Introduction to Public Speaking .....	3
ENG 101 Composition I .....	3
ENG 102 Composition II .....	3
Humanities/Fine Arts electives .....	6
• <i>Must choose one course from Humanities and one from Fine Arts</i>	
Social/Behavioral Sciences electives .....	6
• <i>Soc/Beh Sci courses must be from at least two disciplines</i>	
• <i>One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement</i>	
Mathematics elective .....	3–5
Recommended: MAT 128 Calculus and Analytic Geometry I (3)	
Life Sciences (laboratory-based) elective .....	4–5
Physical Sciences (laboratory-based) elective .....	4–5
Recommended Physical Science courses on following page	

## A.S. Degree Requirement (8–9 hours)

**Cr. Hrs.**

*Must include one additional mathematics and one additional physical or life science course. Any AST, BIO, CHE, ESC, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in science, may fulfill the additional science course requirement.*

Recommended: MAT 129 Calculus and Analytic Geometry II (4)  
Recommended Physical Science courses on following page

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
ENG 101	ENG 102
Hum/FA or Lang elec	Hum/FA or Lang elec
Math elec	Math elec
Phys Sci elec	Phys Sci elec
 <i>FALL</i>	 <i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
Phy Sci elec	Life Sci elec
Math elec	Math/Gen elec
Soc/Beh Sci elec	Soc/Beh Sci elec
Lang/Gen elec	Lang/Gen elec
	COM 103

# PHYSICAL SCIENCE

continued

## Recommended Courses

Recommended Physical Science and Math courses for each concentration. Some courses fulfill General Education Core and A.S. degree requirements. Select options to meet the 60-hour degree requirement.

	<b>Astronomy/Physics</b> N.PSC.AS.AST	<b>Chemistry</b> N.PSC.AS.CHE	<b>Meteorology</b> N.PSC.AS.MET	<b>Geology</b> N.PSC.AS.GEL
<b>Physical Science Electives</b>				
*CHE 141	General Chemistry I..... 5	..... 5	.....	..... 5
*CHE 142	General Chemistry II..... 5	..... 5	.....	..... 5
CHE 203	Organic Chemistry I.....	..... 3		
CHE 204	Organic Chemistry Lab I.....	..... 2		
CHE 205	Organic Chemistry II.....	..... 3		
CHE 206	Organic Chemistry Lab I.....	..... 2		
*PHY 121	General Physics I.....	.....	.....	..... 5
*PHY 122	General Physics II.....	.....	.....	..... 5
*PHY 141	Mechanics..... 4	..... 4	..... 4	
PHY 142	Electricity and Magnetism..... 4	..... 4		
PHY 143	Modern Physics..... 4	..... 4*		
ESC 101	Introduction to Weather.....		..... 4	
ESC 102	Introduction to Physical Geology.....			..... 4
<b>Mathematics and Computer Science Electives</b>				
*MAT 128	Calculus and Analytic Geometry I..... 5	..... 5	..... 5	..... 5
*MAT 129	Calculus and Analytic Geometry II..... 4	..... 4	..... 4	
*MAT 228	Calculus and Analytic Geometry III..... 4	..... 4**	..... 4	
MAT 229	Differential Equations and Introductory Matrix Theory ...	.....	..... 5	
CSC 127	Introduction to Computing with Engineering Applications.....	.....	..... 3	

\* These courses may be used to fulfill the General Education Core Curriculum (GECC) requirements.

\*\* PHY 143 and MAT 228 are not required for graduation but recommended for physical chemistry majors only.



# career and technical education

Derrick Baker, dean  
Kristin Mitchell, administrative assistant  
Chris Murphy-Lucas, operations manager  
Molly Rittenhouse, Perkins program manager





# Agricultural Technologies

**Tony Noel Agricultural Technology Applications Center, W Building**  
**217/351-2481 • parkland.edu/agest**  
**Gordon Hedrick, department chair**  
**vacant, administrative assistant**

**Agricultural Technologies** offers high quality and high-tech programs for students seeking in-demand and high wage careers in a variety of growing agriculture-related industries. High-tech intensive farming techniques, seed genetics, precision agriculture technology, diesel equipment maintenance and repair, and sophisticated marketing and research activities all require educated, well-trained workers.

Students benefit from the demonstration plot land laboratory, a modern greenhouse, and the state-of-the-art equipment and large shop spaces in the Tony Noel Agriculture Technology Applications Center.

The department is home to the Midwest Center for Precision Agriculture which is the region's premier provider of precision agriculture training. Degrees and certificates are offered in precision agriculture technology, advanced applicator technician, agriculture retail operations, and agricultural management. An A.S program in Agriculture prepares students to transfer into baccalaureate degree programs studying agricultural economics, agribusiness, agricultural sciences, agricultural mechanics, and agriculture education.

The Horticulture program offers a degree and certificate in Landscape and Urban Horticulture but also prepares students for careers in greenhouse management and floriculture, with hands-on courses providing practical education and training. A modern greenhouse provides space for hands-on instruction and year-round growing, allowing students to gain both the horticulture and business skills they need to succeed.

Two diesel technology programs provide a premier learning experience for students seeking careers as equipment technicians in the agriculture, construction, and trucking industries. The Diesel Power Equipment Technology programs prepare students to maintain and repair a broad range of equipment. The Case New Holland Service Technician program prepares students to maintain and repair equipment used in a Case New Holland agriculture or construction dealership, not only through on-campus coursework but also through employment with a Case New Holland dealer.

## PROGRAMS

Advanced Applicator Technician .....	122
Agricultural Business: Management .....	123
Agricultural Business: Precision Ag Technology .....	125
Agricultural Business: Precision Ag Fundamentals .....	127
Agriculture .....	128
Case New Holland Service Technician .....	129
Diesel Power Equipment Technology .....	130
Geographic Information Systems .....	131
Horticulture .....	132

# ADVANCED APPLICATOR TECHNICIAN

## ADVANCED APPLICATOR TECHNICIAN A.A.S.

Program Code: B.AAT.AAS

### Associate in Applied Sciences (A.A.S.)

Graduation requirement — 61 semester hours

The Advanced Applicator Technician program prepares students for careers as advanced applicator technicians. Students will demonstrate proficiency in basic agronomic skills; effective operation of applicator equipment; knowledge of applicator procedures; Department of Transportation and Environmental Protection Agency regulations; general maintenance and repair of application equipment; and use of precision agriculture technologies.

#### Program Notes\*

- Students must be accepted into the program before enrolling in AGB 111, AGB 113, AGB 117, and AGB 118. See agriculture program director for approval.
- Six hours of student work exploration (AGB 191) should follow the suggested course sequence. See agriculture program director for an alternative work exploration plan.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/ life sciences.

#### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	
AGB 103	AGB 111	AGB 191(2 hrs)
AGB 105	AGB 113	
AGB 135	AGB 200	
AGB 214	AGB 215	
ENG 111	COM 120	

FALL	SPRING
3rd Semester	4th Semester
AGB 117	AGB 118
AGB 191(2 hrs)	AGB 155
AGB 211	AGB 191 (2 hrs)
MAT 131	AGB 213
Gen ed elec	Gen ed elec

### Required Program Courses (46 hours)

	Cr. Hrs.
AGB 103	Introduction to Crop Science. . . . . 4
AGB 105	Agricultural Applications of the Computer . . . .3
AGB 111	Agriculture Equipment Safety . . . . .1
AGB 113	Introduction to Agriculture Retail Operations. .3
AGB 117	Applicator Equipment Operations I . . . . .3
AGB 118	Applicator Equipment Operations II. . . . .3
AGB 135	Agricultural Business Management. . . . . 4
AGB 155	Agriculture Salesmanship . . . . .3
AGB 191	Agri-Business Work Exploration*. . . . . 6
AGB 200	Introduction to Soil Science. . . . . 4
AGB 211	Plant Pest Identification and Control . . . . .3
AGB 213	Soil Fertility and Fertilizers . . . . .3
AGB 214	Precision Farming Technology. . . . .3
AGB 215	Applications of GIS in Agriculture. . . . .3

### Required General Education Course (15 hours)

ENG 111	Workplace Writing. . . . .3
COM 120	Interpersonal Communication. . . . . 3
MAT 131	Applied Mathematics . . . . .3
	General education electives*. . . . . 6

Total Semester Credit Hours

61

## AG RETAIL OPERATIONS CERTIFICATE

Program Code: B.ARO.CER

### Certificate

Graduation requirement — 16 semester hours

The Agriculture Retail Operations certificate trains students in inventory management, computer skills, and agronomic and mathematic skills needed in day to day operations at retail facilities.

### Suggested Part-time Sequence

FALL	SPRING	FALL
1st Semester	2nd Semester	3rd Semester
AGB 103	AGB 113	AGB 211
AGB 105		MAT 131

### Required Program Courses (13 hours) Cr. Hrs.

AGB 103	Introduction to Crop Science. . . . . 4
AGB 105	Agricultural Applications of the Computer . . . .3
AGB 113	Introduction to Agriculture Retail Operations. .3
AGB 211	Plant Pest Identification and Control . . . . .3

### Required General Education Courses (3 hours) Cr. Hrs.

MAT 131	Applied Mathematics . . . . .3
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Total Semester Credit Hours

16

# AGRICULTURAL BUSINESS: MANAGEMENT

## AGRICULTURAL BUSINESS MANAGEMENT

Program Code: B.ABM.AAS

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

Graduation requirement — 62–63 semester hours

The Agricultural Business Management Program prepares students for positions in various agriculture businesses, including agricultural marketing and processing firms, fertilizer/chemical suppliers, seed dealers, and agriculture production and management.

### Program Notes\*

- Select a math course with advice from an agriculture faculty advisor.
- General Education electives are chosen from the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 63.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	
AGB 103	AGB 133	AGB 191
AGB 105	AGB 155	
AGB 135	AGB 200	
ENG 101 or	AGB 290	
ENG 111	ENG 102 or	
MAT elec	COM 120	

FALL	SPRING
3rd Semester	4th Semester
AGB 102	AGB 213
AGB 211	AGB 233
AGB 214	AGB elec
AGB 232	Gen ed elec
Gen ed elec	

### Required Program Courses (44 hours) Cr. Hrs.

AGB 102	Introduction to Agricultural Economics . . . . .	4
AGB 103	Introduction to Crop Science. . . . .	4
AGB 105	Agricultural Applications of the Computer . . . . .	3
AGB 133	Introduction to Agricultural Marketing and Standards. . . . .	3
AGB 135	Agricultural Business Management. . . . .	4
AGB 155	Agriculture Salesmanship . . . . .	3
AGB 191	Agri-Business Work Exploration . . . . .	2
AGB 200	Introduction to Soil Science. . . . .	4
AGB 211	Plant Pest Identification and Control. . . . .	3
AGB 213	Soil Fertility and Fertilizers . . . . .	3
AGB 214	Precision Farming Technology. . . . .	3
AGB 232	Agricultural Business and Farm Management. . . . .	4
AGB 233	Grain Marketing . . . . .	3
AGB 290	Agri-Business Seminar . . . . .	1

### Agriculture Electives (3–4 hours)

Choose one of the following:

AGB 101	Introduction to Animal Science. . . . .	4
AGB 201	Introduction to Agricultural Mechanization. . . . .	3
AGB 215	Applications of GIS in Agriculture. . . . .	3

### Required General Education Courses (15 hours)

Choose one of the following Communications options:

Option one:		
ENG 111	Workplace Writing . . . . .	3
COM 120	Interpersonal Communication. . . . .	3
Option two:		
ENG 101	Composition I. . . . .	3
ENG 102	Composition II . . . . .	3
MAT elective*	. . . . .	3
General education electives*	. . . . .	6

Total Semester Credit Hours

62–63

# AGRICULTURAL BUSINESS: MANAGEMENT (CONT'D)

## AGRI-BUSINESS CERTIFICATE

Program Code: B.AGB.CER

### Certificate

Graduation requirement — 30–33 semester hours

The Agri-Business Certificate Program provides students with general knowledge in the areas of agri-marketing, agri-supply, and agricultural production.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
AGB 102	AGB 133
AGB 103	AGB elec
AGB 105	AGB elec
AGB 135	AGB elec
	ENG 101

### Required Program Courses (18 hours) Cr. Hrs.

AGB 102	Introduction to Agricultural Economics . . . . .	4
AGB 103	Introduction to Crop Science. . . . .	4
AGB 105	Agricultural Applications of the Computer . . . . .	3
AGB 133	Introduction to Agricultural Marketing and Standards. . . . .	3
AGB 135	Agricultural Business Management. . . . .	4

### Electives (9–12 hours)

Choose three courses from the following:

AGB 101	Introduction to Animal Science. . . . .	4
AGB 200	Introduction to Soil Science. . . . .	4
AGB 201	Introduction to Agricultural Mechanization. . . . .	3
AGB 211	Plant Pest Identification and Control . . . . .	3
AGB 214	Precision Farming Technology. . . . .	3
AGB 232	Agricultural Business and Farm Management. . . . .	4
AGB 233	Grain Marketing . . . . .	3

### Required General Education Course (3 hours)

ENG 101	Composition I	
or ENG 111	Workplace Writing. . . . .	3

<i>Total Semester Credit Hours</i>	<u>30–33</u>
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# AGRICULTURAL BUSINESS: PRECISION AG TECHNOLOGY

## PRECISION AG TECHNOLOGY A.A.S.

Program Code: B.ABT.AAS

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

Graduation requirement — 60 semester hours

The Precision Ag Technology Program prepares students for positions that require the use of current technology in agriculture such as global navigation satellite systems, geographic information systems, precision software programs, precision hardware/equipment, and unmanned aerial systems (UAS). Students are prepared for positions with soil testing companies, crop consulting firms, fertilizer and chemical suppliers, and agriculture equipment dealers.

### Program Notes\*

- Select a math course with advice from an agriculture faculty advisor.
- General Education electives are chosen from the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 63.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	AGB 191
AGB 103	AGB 155	
AGB 105	AGB 200	
AGB 110	AGB 215	
AGB 214	AGB 219	
MAT elec	AGB 290	
	ENG 101	
FALL	SPRING	
3rd Semester	4th Semester	
AGB 102	AGB 213	
AGB 211	GIS 115	
AGB 252	Gen ed elec	
AVI 111	Gen ed elec	
ENG 102		

### Required Program Courses (45 hours) Cr. Hrs.

AGB 102	Introduction to Agricultural Economics . . . . .	4
AGB 103	Introduction to Crop Science. . . . .	4
AGB 105	Agricultural Applications of the Computer . . . . .	3
AGB 110	Introduction to Precision Agriculture . . . . .	1
AGB 155	Agriculture Salesmanship . . . . .	3
AGB 191	Agri-Business Work Exploration . . . . .	2
AGB 200	Introduction to Soil Science . . . . .	4
AGB 211	Plant Pest Identification and Control . . . . .	3
AGB 213	Soil Fertility and Fertilizers . . . . .	3
AGB 214	Precision Farming Technology . . . . .	3
AGB 215	Applications of GIS in Agriculture . . . . .	3
AGB 219	Precision Hardware Systems . . . . .	2
AGB 252	Precision Data Analytics . . . . .	3
AGB 290	Agri-Business Seminar . . . . .	1
AVI 111	Commercial Drone Ground School . . . . .	3
GIS 115	Remote Sensing Applications . . . . .	3

### Required General Education Core Courses (15 hours)

Choose one of the following Communications options:

Option one:		
ENG 111	Workplace Writing . . . . .	3
COM 120	Interpersonal Communication . . . . .	3
Option two:		
ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3
MAT elective	. . . . .	3
General education electives*	. . . . .	6

### Optional Courses

AVI 112	Introduction to Drone Flight . . . . .	3
SRV 113	Basic Surveying . . . . .	3

Total Semester Credit Hours 60

# AGRICULTURAL BUSINESS: PRECISION AG TECHNOLOGY (CONT'D)

## PRECISION AG TECHNOLOGY CERTIFICATE

Program Code: B.ABT.CER

### Certificate

Graduation requirement — 17 semester hours

The Precision Ag Technology certificate provides current students and graduates with the base knowledge and skills necessary to be successful in the evolving ag industry. The certificate will increase competencies in global navigation satellite systems (GNSS), geographic information systems (GIS), precision ag software programs, precision ag equipment, and unmanned aerial systems (UAS).

### Required Program Courses (17 hours)

### Cr. Hrs.

AGB 214	Precision Farming Technology.....	3
AGB 215	Applications of GIS in Agriculture.....	3
AGB 219	Precision Hardware Systems .....	2
AGB 252	Precision Data Analytics.....	3
GIS 115	Remote Sensing Applications .....	3
AVI 111	Commercial Drone Ground School .....	3

Total Semester Credit Hours

17

### Suggested Part-time Sequence

FALL	SPRING	FALL
1st Semester	2nd Semester	3rd Semester
AGB 214	AGB 215	AGB 252
AVI 111	AGB 219	
	GIS 115	

# AGRICULTURAL BUSINESS: PRECISION AG FUNDAMENTALS

Program Code: B.ABF.CER

## Certificate

Minimum graduation requirement — 6 semester hours

The Precision Ag Fundamentals certificate will increase the knowledge and skillset of graduates in the rapidly evolving industry of precision agriculture. The certificate will increase competencies in the areas of geographic information systems (GIS), precision ag software programs and equipment, along with data management and analysis.

## Suggested Full-time Sequence

1st Semester

AGB 214

AGB 215

Required Program Courses (6 hours)		Cr. Hrs.
AGB 214	Precision Farming Technology.....	3
AGB 215	Applications of GIS in Agriculture.....	3
<i>Total Semester Credit Hours</i>		<u>6</u>

# AGRICULTURE

Program Code: B.AGR.AS

## Associate in Science (A.S.)

Graduation requirement — 60 semester hours

Baccalaureate degree programs in agriculture may include various specialties, such as agricultural economics, agribusiness, agricultural sciences (animal science, crop or plant science, soil science, and horticulture), agricultural mechanics, and agriculture education. To transfer into a baccalaureate degree program in agriculture as a junior, students need to complete a minimum of 60 semester credits.

Students are strongly encouraged to complete an A.S. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with an agriculture faculty member.

### Program Notes\*

- Math requirements vary; students should plan their transfer programs with an advisor and the catalog of the four-year college or university they plan to attend.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken at Parkland or after transferring. Contact Academic Advising for guidance on GECC completion.
- Recommended courses are designed to facilitate completion of the A.S. degree and transfer into a four-year college or university with junior standing in agriculture. Students are advised to follow the recommendations.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
AGB 105	AGB transfer
AGB transfer	concentration
concentration	ENG 102
ENG 101	FA elec
Phys Sci elec	Life Sci elec
Math elec	Math elec

<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
AGB transfer	AGB transfer
concentration	concentration
COM 103	AGB transfer
Hum elec	concentration
Soc/Beh Sci elec	Phys/LS elec
	Soc/Beh Sci elec
	General elec

## Required General Education Core Courses (32–34 hours)

Cr. Hrs.

Communications (9)	
ENG 101 Composition I	3
ENG 102 Composition II	3
COM 103 Introduction to Public Speaking	3
Humanities/Fine Arts electives	6
• Choose at least one course from Humanities and one from Fine Arts	
Social/Behavioral Sciences electives	6
• Soc/Beh Sci courses must be from at least two disciplines	
• One course from Hum/Fine Arts or Soc/Beh Sci must fulfill the non-Western culture requirement	
Mathematics elective	3–5
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4

## A.S. Degree Requirement (7–8 hours)

Must include one additional mathematics and one additional physical or life science course.

Any AST, BIO, CHE, ESC, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in science, may fulfill the additional science course requirement.

## Recommended Program Courses (19–23 hours)

The recommended courses are designed to facilitate transfer into a baccalaureate degree program in agriculture.

AGB 105	Agricultural Applications of the Computer	3
<i>Choose 16–20 hours from the following:</i>		
AGB 101	Introduction to Animal Science	4
AGB 102	Introduction to Agricultural Economics	4
AGB 103	Introduction to Crop Science	4
AGB 104	Introduction to Horticultural Science	4
AGB 106	International Agricultural Field Experience	3
AGB 200	Introduction to Soil Science	4
AGB 201	Introduction to Agricultural Mechanization	3

## Electives (0–3 hours)

Select courses as needed to meet the minimum 60-hour degree requirement.

General elective	3
<i>Total Semester Credit Hours</i>	<u>60</u>



# CASE NEW HOLLAND SERVICE TECHNICIAN

Program Code: E.CNH.AAS

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

Graduation requirement — 67 semester hours

This program prepares students to maintain and repair equipment used in a Case New Holland agriculture or construction dealership.

### Program Notes\*

- Before enrolling in program-specific courses, students must be accepted into the program.
- Must have a valid driver's license.
- Must have sponsoring dealership.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 63.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
<i>1st Semester</i>	<i>2nd Semester</i>	
CNH 112	CNH 132	CNH 119
CNH 114	CNH 214	CNH 218
CNH 131	CNH 216	
CNH 153	CNH 231	
MAT 131	WLD 111	
EST 114		
Gen Ed elec		

<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
CNH 155	CNH 219
CNH 171	CNH 255
CNH 256	CNH 271
ENG 101 or 111	CNH 291
Gen Ed elec	COM 103 or 120

### Required Program Courses (52 hours)

**Cr. Hrs.**

CNH 112	Diesel Engine Theory and Overhaul . . . . .	4
CNH 114	Introduction to Fuel Systems . . . . .	3
CNH 119	CNH Dealer Work Experience I . . . . .	2
CNH 131	Introduction to CNH Machine Electrical . . . . .	4
CNH 132	CNH Precision Farming Systems . . . . .	2
CNH 153	Service Department Operations . . . . .	1
CNH 155	Introduction to CNH Hydraulic Systems . . . . .	3
CNH 171	Introduction to CNH Powertrains . . . . .	4
CNH 214	Advanced Diesel Fuel Systems . . . . .	3
CNH 216	CNH Equipment Air Conditioning I . . . . .	2
CNH 218	CNH Equipment Air Conditioning II . . . . .	1
CNH 219	CNH Dealer Work Experience II . . . . .	2
CNH 231	Advanced CNH Machine Electrical . . . . .	3
CNH 255	Advanced CNH Hydraulic Systems . . . . .	3
CNH 256	CNH Ag and CE Equipment Functions . . . . .	4
CNH 271	Advanced CNH Powertrains . . . . .	3
CNH 291	CNH Service Department Implementation . . . . .	3
EST 114	Career and Technical Ethics . . . . .	1
WLD 111	Introduction to Welding . . . . .	4

### Required General Education Courses (15 hours)

ENG 101	Composition I . . . . .	3
or ENG 111	Workplace Writing . . . . .	3
COM 103	Introduction to Public Speaking . . . . .	3
or COM 120	Interpersonal Communication . . . . .	3
MAT 131	Applied Mathematics . . . . .	3
General Education electives* . . . . .		6

Total Semester Credit Hours

67

# DIESEL POWER EQUIPMENT TECHNOLOGY

Program Code: E.PET.AAS

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

Graduation requirement — 68 semester hours

Prepares students to maintain and repair machinery and equipment used in the agriculture, construction, and motor trucking industries.

### Program Notes\*

- Before enrolling in program-specific courses, students must be accepted into the program.
- A tool set is required for all technical program courses.
- Some courses may need to be taken during the summer.
- Must have valid driver's license.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 63.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
DPE 130	DPE 230	DPE 215
DPE 151	DPE 234	DPE 238
DPE 251	DPE 239	
MAT 131	DPE 253	
COM 103 or COM 120	WLD 111	

FALL	SPRING
4th Semester	5th Semester
DPE 110	DPE 217
DPE 135	DPE 235
DPE 236	DPE 254
AGB 214 or MFT 121	DPE 259
ENG 101 or ENG 111	Gen Ed elec
Gen Ed elec	

### Required Program Courses (53 hours)

Cr. Hrs.

AGB 214	Precision Farming Technology	
or MFT 121	Basic Machine Processes . . . . .	3
DPE 110	Agricultural and Heavy Equipment Power Trains . . . . .	4
DPE 130	Introduction to Diesel Electrical . . . . .	4
DPE 135	Introduction to Mobile Hydraulics . . . . .	3
DPE 151	Diesel Fuel Systems . . . . .	3
DPE 215	Diesel Work Experience I . . . . .	2
DPE 217	Diesel Work Experience II . . . . .	2
DPE 230	Electronic Systems and Accessories . . . . .	3
DPE 234	Vehicular Air Conditioning I . . . . .	2
DPE 235	Advanced Hydraulics . . . . .	2
DPE 236	Equipment Adjustment and Repair . . . . .	4
DPE 238	Vehicular Air Conditioning II . . . . .	1
DPE 239	Truck Suspension, Steering, and Brakes . . . . .	3
DPE 251	Diesel Engine Overhaul . . . . .	4
DPE 253	Advanced Diesel Fuel Systems . . . . .	3
DPE 254	Advanced Power Trains . . . . .	3
DPE 259	Service Department Implementation . . . . .	3
WLD 111	Introduction to Welding . . . . .	4

### Required General Education Courses (15 hours)

ENG 101	Composition I	
or ENG 111	Workplace Writing . . . . .	3
MAT 131	Applied Mathematics . . . . .	3
COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication . . . . .	3
	General Education electives* . . . . .	6

Total Semester Credit Hours

68

### Recommended Courses

CNH 153	Service Department Operations . . . . .	1
EST 114	Career and Technical Ethics . . . . .	1

# GEOGRAPHIC INFORMATION SYSTEMS

Program Code: B.GIS.CER

## Certificate

Graduation requirement — 12 semester hours

Geographic Information Systems (GIS) is a method of using data gathered from various sources, including Global Position Satellite (GPS) systems, to develop “layers” of information about a geographic location. Applications are used in mapping streets, utilities, environmental markers, crime studies, and many other types of physical and societal information. It is an emerging industry that also has emerging career opportunities.

## Suggested Part-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>
GIS 110	GIS 111 GIS 115	Elective

## Required Program Courses (9 hours)

**Cr. Hrs.**

GIS 110	Principles of Geographic Information Systems.....	3
GIS 111	Applied Geographic Information Systems.....	3
GIS 115	Remote Sensing Applications.....	3

## Elective (3 hours)

Choose one from the following courses:

AGB 214	Precision Farming Technology.....	3
ANT 103	Introduction to Cultural Anthropology.....	3
CIS 138	Database Applications (MS Access).....	3
CIS 152	Web Design and Development I.....	3
HRT 116	Introduction to Landscape Design.....	3
MAT 108	Introduction to Applied Statistics.....	3
MKT 101	Introduction to Marketing.....	3
SRV 113	Basic Surveying.....	3

Total Semester Credit Hours

12

# HORTICULTURE

## LANDSCAPE AND URBAN HORTICULTURE A.A.S.

Program Code: B.ABL.AAS

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

Graduation requirement — 61 semester hours

The Landscape and Urban Horticulture degree prepares students for various careers in the horticultural industry. Coursework includes the design and construction of landscape projects, greenhouse production, and sustainable horticulture practices.

#### Program Notes\*

- AGB 191 is a two-credit hour course and must be taken twice to meet degree requirements, following the suggested sequence.
- Select a mathematics course with advice from an agriculture instructor.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 63.

#### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	
AGB 104	AGB 200	AGB 191
AGB 105	AGB 290	
HRT 116	HRT 111	
HRT 118	HRT 119	
MAT 110 or MAT elec	ENG 101 or ENG 111	

FALL	SPRING
3rd Semester	4th Semester
ENG 102 or COM Elec	AGB 155
HRT 254	AGB 191
Gen ed elec	HRT 253
Elective	HRT 257
	Elective

#### Required Program Courses (40 hours) Cr. Hrs.

AGB 104	Introduction to Horticultural Science . . . . .	4
AGB 105	Agricultural Applications of the Computer . . . . .	3
AGB 155	Agriculture Salesmanship . . . . .	3
AGB 191	Agri-Business Work Exploration . . . . .	4*
AGB 200	Introduction to Soil Science . . . . .	4
AGB 290	Agri-Business Seminar . . . . .	1
HRT 111	Sustainable Urban Horticulture . . . . .	3
HRT 116	Introduction to Landscape Design . . . . .	3
HRT 118	Horticulture Equipment Operations . . . . .	3
HRT 119	Landscape Construction and Maintenance . . . . .	3
HRT 253	Herbaceous Plants . . . . .	3
HRT 254	Woody Ornamentals . . . . .	3
HRT 257	Horticultural Business Management . . . . .	3

#### Electives (6 hours)

Choose two of the following:

HRT 130	Floral Design I . . . . .	3
HRT 211	Pest Management and Pruning Principles . . . . .	3
HRT 270	Greenhouse Crop Production . . . . .	3

#### Required General Education Courses (15 hours)

Choose one of the following Communications options:

Option one:

ENG 111	Workplace Writing . . . . .	3
COM 120	Interpersonal Communication . . . . .	3

Option two:

ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3

MAT 110	Business Mathematics	
or MAT elective . . . . .		3
General Education electives* . . . . .		6

Total Semester Credit Hours 61

## HORTICULTURE (CONT'D)

### LANDSCAPE AND URBAN HORTICULTURE CERTIFICATE

Program Code: B.ABL.CER

#### Certificate

Graduation requirement — 25 semester hours

This certificate prepares students for the basics in horticulture and the landscape design/build industry with emphasis on plant identification, construction techniques, and hands-on training. Graduates may be employed in landscape design/build companies, garden centers, park districts, and the “local foods” industry.

#### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
AGB 104	HRT 111
HRT 116	HRT 119
HRT 118	HRT 254
HRT 211	HRT 257

#### Required Program Courses (25 hours)

AGB 104	Introduction to Horticultural Science . . . . .	4
HRT 111	Sustainable Urban Horticulture . . . . .	3
HRT 116	Introduction to Landscape Design . . . . .	3
HRT 118	Horticulture Equipment Operation . . . . .	3
HRT 119	Landscape Construction and Maintenance . . . . .	3
HRT 211	Pest Management and Pruning Principles . . . . .	3
HRT 254	Woody Ornamentals . . . . .	3
HRT 257	Horticultural Business Management . . . . .	3

Total Semester Credit Hours 25



# Applied Sciences and Technologies

**Parkhill Applied Technology Center, T Building**  
**217/351-2481 • parkland.edu/agest**  
**Jonathan Ross, department chair**  
**vacant, administrative assistant**

**Applied Sciences and Technologies** offers certificates and degree programs that respond to technological advances and industry demand. The department's hands-on approach to learning includes lab work, course projects, and internships. Career programs prepare students for jobs in technical fields such as automotive technology, construction, electronics, and industrial technology. Students are given opportunities to expand their interests through organizations such as Parkland Motorsports, student chapters of the National Home Builders Association, and the Illinois Professional Land Surveyors Association. Graduates in many technical fields are able to continue their education and receive baccalaureate degrees from a variety of area colleges and universities. Students interested in pursuing a four-year degree should create an educational plan with their academic advisor, consulting the catalog of the four-year institution they plan to attend.

The Parkhill Applied Technology Center, located on the west side of campus, is home to the Automotive Technology, Ford ASSET, Industrial Technology, and Welding programs. This state-of-the-art facility offers students hands-on skills learning in a facility that simulates the conditions they will experience in real life jobs. Parkland College has long-standing partnerships with area industries, and job placement is very high for graduates in these technical fields.

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# AUTOMOTIVE FORD MOTOR ASSET PROGRAM

Program Code: E.AFT.AAS

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

Graduation requirement — 71 semester hours

ASSET (Automotive Student Service Educational Training) is a two-year program leading to an Associate in Applied Science degree in Automotive Service Technology. It is a joint effort of Ford Motor Company, Ford and Lincoln dealers, and Parkland College. The ASSET curriculum utilizes periods of classroom work alternating with periods of work experience. Graduates of the ASSET program can enter the workforce as entry-level service technicians with certifications from Ford Motor Company, or transfer earned credits toward a bachelor's degree.

Curriculum for the Automotive Technology degree is based on the Master Automotive Service Technology standards (MAST) set by the Automotive Service Excellence (ASE) Education Foundation.

Students enter the ASSET program each fall semester. Classroom sessions are eight weeks long and alternate with eight-week work sessions. Enrollment in all AFM classes requires approval of the ASSET director.

Students are required to bring a laptop computer to all Ford ASSET (AFM) courses.

### Program Note\*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 63.

## CLASS SEQUENCE FOR THE TWO-YEAR PROGRAM:

### August to October (8-weeks)

(classroom instruction 14 credit hours)

	Cr. Hrs.
AFM 115 Basic Automotive Electrical/Electronics . . . . .	6
AFM 156 Dealership Operations . . . . .	2
COM 103 Introduction to Public Speaking . . . . .	3
or COM 120 Interpersonal Communication	
ENG 111 Workplace Writing . . . . .	3
or ENG 101 Composition I	

### October to December (8-weeks)

(co-op work experience in dealership 2 credit hours)

AFM 256 Directed Co-Op I (Dealership) . . . . .	2
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### January to March (8-weeks)

(classroom instruction 13 credit hours)

AFM 117 Computer Controls and Scan Tools . . . . .	4
AFM 118 Noise, Vibration, and Harshness Principles and Diagnosis . . . . .	2
AFM 153 Brakes and ABS . . . . .	4
MAT 131 Applied Mathematics . . . . .	3
or MAT 107 General Education Mathematics	

### March to May (8-weeks)

(co-op work experience in dealership 2 credit hours)

AFM 257 Directed Co-Op II (Dealership) . . . . .	2
--	---

### May to July (8-weeks)

(classroom instruction 11 credit hours)

AFM 253 Steering and Suspension Systems . . . . .	3
AFM 217 Climate Control Systems . . . . .	4
AFM 132 Internal Combustion Engines . . . . .	4

### August to October (8-weeks)

(co-op work experience in dealership 2 credit hours)

AFM 258 Directed Co-Op III (Dealership) . . . . .	2
---	---

### October to December (8-weeks)

(classroom instruction 13 credit hours)

AFM 252 Engine Performance . . . . .	8
AFM 134 Electrified Powertrains and Multiplex Systems . . . . .	2
General Education elective* . . . . .	3

### January to March (8-weeks)

(co-op work experience in dealership 2 credit hours)

AFM 259 Directed Co-Op IV (Dealership) . . . . .	2
--	---

### March to May (8-weeks)

(classroom instruction 12 credit hours)

AFM 112 Manual Transmission and Drive Trains . . . . .	4
AFM 233 Automatic Transmissions . . . . .	5
General Education elective* . . . . .	3

Total Semester Credit Hours

71

### Recommended Course

AFM 270 Diesel Engine Operations . . . . .	3
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# AUTOMOTIVE TECHNOLOGY

## AUTOMOTIVE TECHNOLOGY A.A.S.

Program Code: E.AUT.AAS

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

Graduation requirement — 71–73 semester hours

The Automotive Technology Program prepares graduates for entry-level employment in the automotive industry. The Automotive Technician Program is designed to give graduates skill to succeed in new car dealerships and independent service centers. This program is designed to develop strong technical skills along with managerial skills.

Curriculum for the Automotive Technology degree is based on the Master Automotive Service Technology standards (MAST) set by the Automotive Service Excellence (ASE) Education Foundation.

Students should plan their programs with a faculty advisor.

NOTE: Students considering transferring to a senior institution will need to contact the institution as soon as possible to determine the general education courses that are transferable and the required credit hours.

### Program Notes\*

- Up to two credit hours of student work experience (AFD 211) may be completed before meeting the required prerequisites. See instructor for work plan.
- AFD elective courses are offered each semester and may be completed during other semesters than the suggested sequence.
- A valid driver's license is required for internship courses.
- MAT 124 or MAT 107 or MAT 108 may be taken instead of MAT 131.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 63.
- For the Motorsport concentration, two credit hours of AFD 211 may be substituted for AFD 273 if work experience does not meet AFD 273 placement requirements.
- ENG 111 may be substituted for ENG 101.
- ENG 102 has a prerequisite of ENG 101.

### Required Program Courses (33 hours)

	<b>Cr. Hrs.</b>
AFD 112 Introduction to Power Trains .....	3
AFD 113 Automotive Chassis Systems Maintenance and Light Repair .....	7
AFD 115 Basic Chassis Electrical Systems .....	7
AFD 117 Basic Automotive Electronics and Computer ... Control Strategies .....	3
AFD 119 Chassis Electrical/Electronic Systems and Accessories .....	4
AFD 210 Automotive Work Experience Seminar .....	2
AFD 231 Fuel and Emissions Diagnosis .....	4
AFD 295 Service Shop Operations .....	3

## AUTOMOTIVE TECHNICIAN CONCENTRATION

Program Code: E.AUT.AAS.TECH

The Automotive Technician Program prepares graduates for entry-level employment in automotive dealerships and independent service centers in technical positions. The program is designed to develop strong technical skills along with managerial skills.

### Required Concentration Courses (20 hours)

AFD 110 Automotive Maintenance and Light Repair .....	4
AFD 111 Automotive Powertrain Maintenance and Light Repair .....	7
AFD 211* Auto Work Experience .....	4
AFD 232 Multi-Cylinder Engine Overhaul .....	5

### Electives (3–5 hours)

Choose from the following courses:

WLD 111 Introduction to Welding .....	4
AFD 233 Automatic Transmissions .....	3
AFD 217 Basic Refrigeration .....	3
AFD 296 Motorsport Vehicle System Assessment .....	3
AFD 298 Motorsport Chassis Analysis .....	5
AFD 297 Motorsport Concepts and Vehicle Preparation .....	4

### Required General Education Courses (15 hours)

	<b>Cr. Hrs</b>
ENG 101 Composition I .....	3
COM 103 Introduction to Public Speaking or COM 120 Interpersonal Communication or ENG 102 Composition II .....	3
MAT 131* Applied Mathematics .....	3
General Education electives* .....	6

Total Semester Credit Hours

71–73

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>
AFD 110	AFD 111	AFD 211 (2 hrs)
AFD 113	AFD 115	AFD elective)
AFD 210	ENG 101	
MAT 131		

<i>FALL</i>	<i>SPRING</i>
<i>4th Semester</i>	<i>5th Semester</i>
AFD 112	AFD 119
AFD 117	AFD 211 (2 hrs)
AFD 232	AFD 231
COM 103 or	AFD 295
COM 120 or	Gen Ed elec
ENG 102	
Gen Ed elec	

## AUTOMOTIVE TECHNOLOGY (CONT'D)

### AUTOMOTIVE MANAGEMENT CONCENTRATION

Program Code: E.AUT.AAS.MGNT

The Automotive Management Program prepares graduates for entry-level positions in the automotive industry in a variety of environments, including technical, business and managerial areas. Graduates may work in new car dealerships, independent repair shops, or retail automotive businesses.

#### Required Concentration Courses (15 hours)

AFD 110	Automotive Maintenance and Light Repair	4
AFD 111	Automotive Powertrain Maintenance and Light Repair	7
AFD 211	Auto Work Experience	4

#### Electives (9 hours)

Choose from Accounting, Business, Marketing, or Management courses

.....	9
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#### Required General Education Courses (15 hours)

	Cr. Hrs.
ENG 101 Composition I	3
COM 103 Introduction to Public Speaking or COM 120 Interpersonal Communication or ENG 102* Composition II	3
MAT 131* Applied Mathematics	3
General Education electives*	6

Total Semester Credit Hours 72

#### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
AFD 110	AFD 111	AFD 211 (2 hrs)
AFD 113	AFD 115	Gen Ed elec
AFD 210	ENG 101	
MAT 131		

FALL	SPRING
4th Semester	5th Semester
AFD 112	AFD 119
AFD 117	AFD 231
AFD 211 (2 hrs)	AFD 295
COM 103 or	BUS elec
COM 120 or	BUS elec
ENG 102	Gen Ed elec

### AUTOMOTIVE MOTORSPORT CONCENTRATION

Program Code: E.AUT.AAS.MOSP

The Automotive Motorsport Program prepares graduates to qualify for entry level motorsport industry assembly, fabrication, and team member positions. The program is designed to build on a strong foundation of traditional automotive course work while offering innovative motorsport courses and hands-on opportunities.

#### Required Concentration Courses (21 hours)

AFD 232	Multi-Cylinder Engine Overhaul	5
AFD 272	Motorsport Work Experience I	2
AFD 273	Motorsport Work Experience II	2
AFD 296	Motorsport Vehicle System Assessment	3
AFD 297	Motorsport Concepts and Vehicle Preparation	4
AFD 298	Motorsport Chassis Analysis	5

#### Electives (2-4 hours)

Choose from the following electives:

MFT 121	Basic Machine Processes	3
WLD 110	Beginning Gas and Arc Welding	2
WLD 111	Introduction to Welding	4
WLD 112	Gas Metal Arc Welding	2
WLD 113	Gas Tungsten Arc Welding	2
WLD 114	Fabrication Welding	3
WLD 212	Advanced Gas Metal Arc Welding	2
WLD 213	Advanced Gas Tungsten Arc Welding	2

#### Required General Education Courses\* (15 hours)

	Cr. Hrs.
ENG 101 Composition I	3
COM 103 Introduction to Public Speaking or COM 120 Interpersonal Communication or ENG 102* Composition II	3
MAT 131* Applied Mathematics	3
General Education electives*	6

Total Semester Credit Hours 71-73

#### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
AFD 113	AFD 115	AFD 296
AFD 210	AFD 298	Gen Ed elec
AFD 297	ENG 101	
MAT 131	WLD elec	

FALL	SPRING
4th Semester	5th Semester
AFD 112	AFD 119
AFD 117	AFD 231
AFD 232	AFD 272
COM 103 or	AFD 273
COM 120 or	AFD 295
ENG 102	Gen Ed elec

## AUTOMOTIVE TECHNOLOGY (CONT'D)

### AUTOMOTIVE MAINTENANCE AND LIGHT REPAIR CERTIFICATE

Program Code: E.AUS.CER

#### Certificate

Graduation requirement — 27 semester hours

The Automotive Service Certificate Program prepares graduates with basic skills for use in mass merchandiser/service centers. The content of this certificate is based on the Maintenance and Light Repair standards set by the National Automotive Technician Education Foundation.

#### Program Notes\*

Students wishing to transfer Maintenance and Light Repair credits from another training program must provide the following:

- Official transcript clearly stating the completion of the MLR standards set by NATEF with quality grades.
- Evidence that the training program was NATEF MLR accredited at the time of completion.
- Motorsport Concentration students may substitute AFD 296, AFD 297, and AFD 298 for AFD 110 and AFD 111.

#### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
AFD 110	AFD 111
AFD 113	AFD 115
AFD 210	

#### Required Program Courses (27 hours) Cr. Hrs.

AFD 110*	Automotive Maintenance and Light Repair	4
AFD 111*	Automotive Powertrain Maintenance and Light Repair	7
AFD 113	Automotive Chassis System Maintenance and Light Repair	7
AFD 115	Basic Chassis Electrical Systems	7
AFD 210	Automotive Work Experience Seminar	2

Total Semester Credit Hours 27

### AUTOMOTIVE TECHNICIAN CERTIFICATE

Program Code: E.AMT.CER

#### Certificate

Graduation requirement — 39 semester hours

The Automotive Technician Certificate Program prepares graduates to be entry-level technicians in an automotive dealership or service center.

#### Program Notes\*

- Motorsport Concentration students may substitute AFD 296, AFD 297, and AFD 298 for AFD 110 and AFD 111.

#### Suggested Full-time Sequence

FALL	SPRING	FALL
1st Semester	2nd Semester	3rd Semester
AFD 110	AFD 111	AFD 112
AFD 113	AFD 115	AFD 117
AFD 210		COM 103 or
MAT 131		COM 120 or
		ENG 101

#### Required Program Courses (33 hours) Cr. Hrs.

AFD 110	Automotive Maintenance and Light Repair	4
AFD 111	Automotive Powertrain Maintenance and Light Repair	7
AFD 112	Introduction to Power Trains	3
AFD 113	Automotive Chassis System Maintenance and Light Repair	7
AFD 115	Basic Chassis Electrical Systems	7
AFD 117	Basic Automotive Electronics and Computer Control Strategies	3
AFD 210	Automotive Work Experience Seminar	2

#### Required General Education Courses (6 hours)

COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication	
or ENG 101	Composition I	
or ENG 111	Workplace Writing	3
MAT 131	Applied Mathematics	3

Total Semester Credit Hours 39

# COMPUTER-AIDED DRAFTING (CAD)

## COMPUTER-AIDED DRAFTING CERTIFICATE

Program Code: E.CAD.CER

### Certificate

Graduation requirement — 14 semester hours

The Computer-Aided Drafting (CAD) Certificate prepares graduates for entry-level work as CAD technicians in industry.

### Required Program Courses (14 hours)

CAD 113	Computer-Aided Machine Design I.....	4
CAD 122	Computer-Aided Machine Design II.....	4
CAD 124	Introduction to AutoCAD.....	3
DRT 119	Blueprint Reading and Technical Drawing.....	3
<i>Total Semester Credit Hours</i>		<u>14</u>

## MECHANICAL DESIGN CERTIFICATE

Program Code: E.CMD.CER

### Certificate

Graduation requirement — 27–28 semester hours

The Computer-Aided Drafting: Mechanical Design certificate provides the student with an understanding of the machine design process and prepares the student for employment as a mechanical draft person working in a computer environment.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
CAD 113	CAD 122
CAD 124	MAT 131
DRT 119	ENG 101 or ENG 111
CTC 110	Technical elec

### Required Program Courses (17 hours) Cr. Hrs.

CAD 113	Computer-Aided Machine Design I.....	4
CAD 122	Computer-Aided Machine Design II.....	4
CAD 124	Introduction to AutoCAD (Computer-Aided Drafting).....	3
DRT 119	Blueprint Reading and Technical Drawing.....	3
CTC 110	Beginning Computers.....	3

### Electives (3–4 hours)

Choose one course from the following:

ELT 150	Introduction to Electricity and Electronics. . . .	3
MFT 113	Introduction to Hydraulics and Pneumatics. . .	3
MFT 121	Basic Machine Processes.....	3
MFT 122	Intermediate Machine Processes.....	3
MFT 127	Introduction to CNC Programming.....	4

### Required General Education Courses (7 hours)

ENG 101	Composition I	
or ENG 111	Workplace Writing.....	3
MAT 131	Applied Mathematics.....	4

*Total Semester Credit Hours* 27–28

## COMPUTER-AIDED DRAFTING (CAD) (CONT'D)

### STRUCTURAL AND CIVIL CERTIFICATE

Program Code: E.CIV.CER

#### Certificate

Graduation requirement — 29 semester hours

The Computer-Aided Drafting: Structural and Civil certificate prepares the student for employment as a drafting technician in the design of buildings, roads, utility systems, and site improvements. Course work includes 3D modeling for buildings and site work, automated drafting of survey data, geographic information systems, and computer networking.

#### Suggested Full-time Sequence

##### FALL

1st Semester

CAD 124

CIT 130

CTC 132

CTC 177

CTC 193

CSC 133

SRV 113

##### SPRING

2nd Semester

CAD 132

CAD 214

CAD 232

CSC 130

GIS 115

EST 110

#### Required Program Courses (29 hours)

Cr. Hrs.

CAD 124	Introduction to AutoCAD (Computer-Aided Drafting) . . . . .	2
CAD 132	Introduction to MicroStation . . . . .	2
CAD 214	Building Information Modeling (BIM) with Revit . . . . .	2
CAD 232	Civil Survey CAD Applications . . . . .	2
CIT 130	Construction Plan Fundamentals . . . . .	3
CSC 130	Introduction to Computer Networks . . . . .	3
CSC 133	PC Hardware and OS Maintenance . . . . .	4
CTC 132	Computer Basics I . . . . .	1
CTC 177	Database Applications I . . . . .	1
CTC 193	Windows . . . . .	1
GIS 115	Remote Sensing Applications . . . . .	3
EST 110	Engineering Science and Technologies — CAD Work Experience . . . . .	2
SRV 113	Basic Surveying . . . . .	3

Total Semester Credit Hours

29

# CONSTRUCTION

## BASIC CONSTRUCTION SKILLS CERTIFICATE

Program Code: E.CBS.CER

### Certificate

Graduation requirement — 18–19 semester hours

The Basic Construction Skills certificate equips students with beginning hands-on skills needed for entry-level jobs in the construction trades.

### Program Note

Students in this program whose reading placement level is CCS 098 are eligible to take ALS 199 Support for Workforce Training in place of CCS 098. For more information, contact the Learning Commons at 217/373-3839.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
CIT 118	CIT 114
CIT 130	CIT 135
Elective	ELT 131

### Required Program Courses (15 hours) Cr. Hrs.

CIT 114	Plumbing	3
CIT 118	Introduction to Construction	3
CIT 130	Construction Plan Fundamentals	3
CIT 135	Residential Building Systems	3
ELT 131	Residential Wiring	3

### Electives (3–4 hours)

Choose one course from the following:

HVC 113	Residential HVAC Installation	3
MAT 110	Business Mathematics	3
WLD 111	Introduction to Welding	4

Total Semester Credit Hours 18–19

## BUILDING CONSTRUCTION AND REPAIR CERTIFICATE

Program Code: E.BCR.CER

### Certificate

Graduation requirement — 30–31 semester hours

The Building Construction and Repair certificate equips students with basic hands-on construction skills and broader technical knowledge for opportunities in residential construction and building renovation.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
CIT 118	CIT 111
CIT 130	CIT 114
ELT 131	CIT 135
Elective	Elective
Elective	Elective

### Required Program Courses (18 hours) Cr. Hrs.

CIT 111	Construction Materials I	3
CIT 114	Plumbing	3
CIT 118	Introduction to Construction	3
CIT 130	Construction Plan Fundamentals	3
CIT 135	Residential Building Systems	3
ELT 131	Residential Wiring	3

### Electives (12–13 hours)

Choose at least four courses from the following:

BUS 101	Introduction to Business	3
BUS 117	Introduction to Entrepreneurship	3
CAD 124	Introduction to AutoCAD	2
HVC 113	Residential HVAC Installation	3
MGT 101	Principles of Management	3
MAT 110	Business Mathematics	3
SRV 113	Basic Surveying	3
WLD 111	Introduction to Welding	4

Total Semester Credit Hours 30–31

# CONSTRUCTION MANAGEMENT

## CONSTRUCTION MANAGEMENT A.A.S.

Program Code: E.CDM.AAS

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

Graduation requirement — 63 semester hours

The Construction Management Program prepares students to enter the construction industry in technical, managerial, and supervisory roles in three major areas: residential and light commercial building construction, heavy commercial building construction, and civil construction (roads, bridges, utilities). Entry-level employment is generally in the areas of project management, field inspection, material testing, cost estimating, computer-aided drafting, and surveying.

### Program Notes\*

- Students may substitute a technical elective for CIT 230 and another surveying course for SRV 211 with approval of a construction faculty advisor.
- Students planning to transfer should take MAT 124 instead of MAT 131. Select a math elective with advice from a construction faculty advisor.
- Students planning to transfer should take ENG 101 instead of ENG 111. Select a second communications course with advice from a construction faculty advisor.
- ENG 102 has a prerequisite of ENG 101.
- Students transferring to a four-year institution should plan their programs with a construction faculty advisor.
- Graduates of this program are eligible for direct entry into the Mid-America Carpenters Regional Council Joint Apprenticeship & Training Program.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
<i>1st Semester</i>	<i>2nd Semester</i>	CIT 230
CIT 118	CAD 124	
CIT 130	CAD 214	
CTC 132	CIT 111	
CTC 193	CIT 135	
MAT 131 or MAT 124*	ENG 111 or ENG 101	
SRV 113	MAT 110 or MAT elec	

FALL	SPRING
<i>3rd Semester</i>	<i>4th Semester</i>
CIT 212	CAD 132
CIT 213	CAD 232
COM 103 or COM 120 or ENG 102	CIT 215
PHY 120/129 or CHE 104	CIT 216
SRV 211	CIT 236

### Required Program Courses (46 hours)

Cr. Hrs.

CAD 124	Introduction to AutoCAD .....	2
CAD 132	Introduction to MicroStation .....	2
CAD 214	Building Information Modeling (BIM) with Revit .....	2
CAD 232	Civil Survey CAD Applications .....	2
CIT 111	Construction Materials I .....	3
CIT 118	Introduction to Construction .....	3
CIT 130	Construction Plan Fundamentals .....	3
CIT 135	Residential Building Systems .....	3
CIT 212	Commercial Facility Systems .....	3
CIT 213	Construction Materials II .....	3
CIT 215	Construction Cost Estimating .....	4
CIT 216	Construction Contract Administration .....	3
CIT 230*	Construction Field Experience	
or CIT 110	Introduction to Building and Construction Trades ..	2
CIT 236	Infrastructure Systems .....	3
CTC 132	Computer Basics I .....	1
CTC 193	Windows .....	1
SRV 113	Basic Surveying .....	3
SRV 211*	Construction Surveying .....	3

### Required General Education Courses (17 hours)

ENG 101	Composition I	
or ENG 111	Workplace Writing .....	3
COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication	
or ENG 102*	Composition II .....	3
MAT 131	Applied Mathematics	
or MAT 124*	College Algebra .....	4
MAT 110	Business Mathematics	
or MAT elective	.....	3
CHE 104	Chemistry of Everyday Life .....	4
or PHY 120	How Things Work .....	3
and PHY 129	How Things Work - Laboratory .....	1

Total Semester Credit Hours

63

# CONSTRUCTION MANAGEMENT (CONT'D)

## INTERRUPTED SEQUENCE A.A.S.

Program Code: E.CDM.AAS

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

Graduation requirement — 63 semester hours

The following work-study sequence for the Construction Management Program was designed to enable students to alternate work experience and class studies. Other schedules may be used when jointly developed with employers.

#### Program Notes\*

- Students may substitute another surveying course for CIT 211 with approval of a construction faculty advisor.
- Students must complete a minimum of 12 credit hours of curriculum including CIT 111 and SRV 113, and maintain a minimum 2.0 GPA prior to beginning supervised work experience.
- Students may take 4 credit hours in CIT 230, 3 credit hours of which may be substituted for a core technical course to be agreed upon by the student, the employer, and the program director.
- Students planning to transfer should take MAT 124 instead of MAT 131. Select a math elective with advice from a construction faculty advisor.
- Students planning to transfer should take ENG 101 instead of ENG 111. Select a second communications course with advice from a construction faculty advisor.
- ENG 102 has a prerequisite of ENG 101.
- Students transferring to a four-year institution should plan their programs with a construction faculty advisor.
- Graduates of this program are eligible for direct entry into the Mid-America Carpenters Regional Council Joint Apprenticeship & Training Program.

#### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	Supervised Work
CIT 118	CAD 124	Experience
CIT 130	CAD 214	
CTC 132	CIT 111	
CTC 193	CIT 135	
MAT 131 or	ENG 111 or ENG 101	
MAT 124*	MAT 110 or	
SRV 113	MAT elec	
FALL	SPRING	SUMMER
3rd Semester	4th Semester	Supervised Work
Supervised Work	Supervised Work	Experience
Experience	Experience	CIT 230
FALL	SPRING	
5th Semester	6th Semester	
CIT 212	CAD 132	
CIT 213	CAD 232	
PHY 120/129 or	CIT 215	
CHE 104	CIT 216	
SRV 211	CIT 236	
COM 103 or COM 120		
or ENG 102		

### Required Program Courses (46 hours) Cr. Hrs.

CAD 124	Introduction to AutoCAD	2
CAD 132	Introduction to MicroStation	2
CAD 214	Building Information Modeling (BIM) with Revit	2
CAD 232	Civil Survey CAD Applications	2
CIT 111	Construction Materials I	3
CIT 118	Introduction to Construction	3
CIT 130	Construction Plan Fundamentals	3
CIT 135	Residential Building Systems	3
CIT 212	Commercial Facility Systems	3
CIT 213	Construction Materials II	3
CIT 215	Construction Cost Estimating	4
CIT 216	Construction Contract Administration	3
CIT 230*	Construction Field Experience	
or CIT 110	Introduction to Building and Construction Trades	2
CIT 236	Infrastructure Systems	3
CTC 132	Computer Basics I	1
CTC 193	Windows	1
SRV 113	Basic Surveying	3
SRV 211*	Construction Surveying	3

### Required General Education Courses (17 hours)

ENG 101	Composition I	
or ENG 111	Workplace Writing	3
COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication	
or ENG 102*	Composition II	3
MAT 131	Applied Mathematics	
or MAT 124*	College Algebra	4
MAT 110	Business Mathematics	
or MAT elective		3
CHE 104	Chemistry of Everyday Life	4
or PHY 120	How Things Work	3
and PHY 129	How Things Work - Laboratory	1

Total Semester Credit Hours

63



# CONSTRUCTION TRADE TECHNOLOGY

## CARPENTERS CONCENTRATION A.A.S.

Program Code: E.CTT.AAS.CCA

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

Graduation requirement — 60 semester hours

The Construction Trade Technology program is designed to allow trade union apprentices to complete an Associate in Applied Science degree at Parkland College. Completion of this degree prepares student apprentices to enter management positions.

The Carpenters (CCA) concentration in the CTT.A.A.S. degree program allows students who have been accepted into the Mid-America Carpenters Regional Council – Joint Apprenticeship Training Program to earn an A.A.S. while they are completing the Apprenticeship sequence.

### Program Notes\*

- Students should consult with a construction faculty advisor to plan their course sequence for degree completion.
- Students must have a current First Aid and CPR card prior to enrolling in CCA 113.
- Credit for prior learning proficiency credit may be used to fulfill up to 50 percent of the CTT.A.A.S. program (see p. 45).
- General education electives can be chosen from two of the following categories: communications, social/ behavioral sciences, humanities/fine arts, mathematics, and physical/ life sciences.
- ENG 102 has a prerequisite of ENG 101.
- Students planning on transfer to complete a bachelor's degree should take note of the following steps related to general education choices:
  - a. Take ENG 101 Composition I in place of ENG 111. ENG 111 may fulfill developmental writing requirement, if needed.
  - b. Take COM 103 Introduction to Public Speaking in place of COM 120 Interpersonal Communication.

### Required Program Courses (45 hours) Cr. Hrs.

CCA 111	Orientation to Carpentry.....	2
CCA 112	Occupational Safety and Health .....	2
CCA 113*	Scaffolding.....	2
CCA 114	Concrete I .....	2
CCA 115	Interior Systems I.....	2
CCA 116	Interior Systems II .....	2
CCA 117	Residential Framing.....	2
CCA 118	Interior Trim .....	2
CCA 119	Exterior Trim.....	2
CCA 212	Stairs .....	2
CCA 213	Roof Framing.....	2
CCA 214	Concrete II.....	2
CCA 215	Interior Systems III.....	2
CCA 217	Cabinets/Hardware .....	2
CCA 218	Concrete III .....	2
CAD 124	Introduction to AutoCAD .....	2
SRV 113	Basic Surveying.....	3
CIT 130	Construction Plan Fundamentals .....	3
CIT 215	Construction Cost Estimating .....	4
CIT 216	Construction Contract Administration .....	3

### Required General Education Courses\* (15 hours)

ENG 111	Workplace Writing	
	or ENG 101 Composition I.....	3
COM 120	Interpersonal Communication	
	or COM 103 Introduction to Public Speaking	
	or ENG 102* Composition II .....	3
MAT 131	Applied Mathematics.....	3
General Education electives .....		6

Total Semester Credit Hours 60

# CONSTRUCTION TRADE TECHNOLOGY

## CARPENTERS CONCENTRATION CERTIFICATE

Program Code: E.CCA.CER

### Certificate

Graduation requirement — 31 semester hours

The Construction: Carpentry certificate is designed to allow apprentices in the Mid-America Carpenters Regional Council – Joint Apprenticeship Training Program to earn a stackable certificate toward the Construction Trade Technology A.A.S. degree while they are completing the union apprenticeship program.

### Program Notes\*

- Students should consult with a construction faculty advisor to plan their course sequence for degree completion.
- Students must have a current First Aid and CPR card prior to enrolling in CCA 113.
- Credit for prior learning proficiency credit may be used to fulfill up to 50 percent of the E.CCA.CER certificate program (see p. 45)

<b>Required Program Courses (31 hours)</b>		<b>Cr. Hrs.</b>
CCA 111	Orientation to Carpentry.....	2
CCA 112	Occupational Safety and Health .....	2
CCA 113*	Scaffolding.....	2
CCA 114	Concrete I .....	2
CCA 115	Interior Systems I.....	2
CCA 116	Interior Systems II .....	2
CCA 117	Residential Framing.....	2
CCA 118	Interior Trim .....	2
CAD 124	Introduction to AutoCAD .....	2
SRV 113	Basic Surveying.....	3
CIT 130	Construction Plan Fundamentals .....	3
CIT 215	Construction Cost Estimating .....	4
CIT 216	Construction Contract Administration .....	3
<i>Total Semester Credit Hours</i>		<u>31</u>

# CONSTRUCTION TRADE TECHNOLOGY

## ELECTRICAL INSIDE WIREMAN CONCENTRATION A.A.S.

Program Code: E.CTT.AAS.EIW

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

Graduation requirement — 60 semester hours

The Construction Trade Technology program is designed to allow trade union apprentices to complete an Associate in Applied Science degree at Parkland College. Completion of this degree prepares student apprentices to enter management positions.

The Electrical Inside Wireman concentration in the CTT.A.A.S. degree program allows students who have been accepted into the IBEW Local 601 Electrical Apprenticeship Program to earn an A.A.S. while they are completing the Apprenticeship sequence.

### Program Notes\*

- Students should consult with a construction faculty advisor to plan their course sequence for degree completion.
- Prerequisites for required program courses may be waived for previous training and experience with program director approval.
- Credit for prior learning proficiency credit may be used to fulfill up to 50 percent of the CTT.A.A.S. program (see p. 45).
- General education electives can be chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, and physical/life sciences.
- ENG 102 has a prerequisite of ENG 101.
- Students planning on transfer to complete a bachelor's degree should take note of the following general education choices:
  - a. Take ENG 101 Composition I in place of ENG 111. ENG 111 may fulfill developmental writing requirement, if needed.
  - b. Take COM 103 Introduction to Public Speaking in place of COM 120 Interpersonal Communication.

### Required Program Courses (45 hours) Cr. Hrs.

ECJ 111	IBEW Elect. Const. Journeyman I	3
ECJ 112	IBEW Elect. Const. Journeyman II	4
ECJ 113	IBEW Elect. Const. Journeyman III	3
ECJ 114	IBEW Elect. Const. Journeyman IV	4
ECJ 115	IBEW Elect. Const. Journeyman V	3
ECJ 116	IBEW Elect. Const. Journeyman VI	4
ECJ 117	IBEW Apprenticeship I	2
ECJ 118	IBEW Apprenticeship II	2
ECJ 119	IBEW Apprenticeship III	2
ECJ 211	IBEW Elect. Const. Journeyman VII	3
CIT 212	Commercial Facility Systems	3
CIT 215	Construction Cost Estimating	4
CIT 216	Construction Contract Administration	3
CAD 214	Building Information Modeling (BIM) with Revit	2
MGT 112	Human Resource Management	3

### Required General Education Courses\* (15 hours)

ENG 111	Workplace Writing	
	or ENG 101 Composition I	3
COM 120	Interpersonal Communication	
	or COM 103 Introduction to Public Speaking	
	or ENG 102* Composition II	3
MAT 131	Applied Mathematics	3
	General Education electives	6
<i>Total Semester Credit Hours</i>		60

# CONSTRUCTION TRADE TECHNOLOGY

## ELECTRICAL INSIDE WIREMAN CONCENTRATION CERTIFICATE

Program Code: E.EIW.CER

### Certificate

Graduation requirement — 31 semester hours

The Construction: Electrical Inside Wireman certificate is designed to allow apprentices in the IBEW Local 601 Electrical Apprenticeship Program to earn a stackable certificate toward the Construction Trade Technology A.A.S. degree while they are completing the union apprenticeship program.

### Program Notes\*

- Students should consult with a construction faculty advisor to plan their course sequence for degree completion.
- Prerequisites for required program courses may be waived for previous training and experience with program director approval.
- Credit for prior learning proficiency credit may be used to fulfill up to 50 percent of the E.EIW.CER certificate program (see p. 45).

<b>Required Program Courses (31 hours)</b>		<b>Cr. Hrs.</b>
ECJ 111	IBEW Elect. Const. Journeyman I .....	3
ECJ 112	IBEW Elect. Const. Journeyman II .....	4
ECJ 113	IBEW Elect. Const. Journeyman III .....	3
ECJ 117	IBEW Apprenticeship I .....	2
ECJ 118	IBEW Apprenticeship II .....	2
ECJ 119	IBEW Apprenticeship III .....	2
CIT 212	Commercial Facility Systems .....	3
CIT 215	Construction Cost Estimating .....	4
CIT 216	Construction Contract Administration .....	3
CAD 214	Building Information Modeling (BIM) with Revit .....	2
MGT 112	Human Resource Management .....	3
<i>Total Semester Credit Hours</i>		<u>31</u>

# CONSTRUCTION TRADE TECHNOLOGY

## IRONWORKERS CONCENTRATION A.A.S.

Program Code: E.CTT.AAS.IRW

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

Graduation requirement — 60 semester hours

The Construction Trade Technology program is designed to allow trade union apprentices to complete an Associate in Applied Science degree at Parkland College. Completion of this degree prepares student apprentices to enter management positions.

The Ironworkers concentration in the CTT.A.A.S. degree program allows students who have been accepted into the Ironworkers Local 380 Apprenticeship Program to earn an A.A.S. while they are completing the Apprenticeship sequence.

### Program Notes\*

- Students should consult with a construction faculty advisor to plan their course sequence for degree completion.
- Prerequisites for required program courses may be waived for previous training and experience with program director approval.
- Credit for prior learning proficiency credit may be used to fulfill up to 50 percent of the CTT.A.A.S. program (see p. 45).
- General education electives can be chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, and physical/ life sciences.
- IRW 113 has a prerequisite of IRW 112.
- ENG 102 has a prerequisite of ENG 101.
- Students planning on transfer to complete a bachelor's degree should take note of the following general education choices:
  - a. Take ENG 101 Composition I in place of ENG 111. ENG 111 may fulfill developmental writing requirement, if needed.
  - b. Take COM 103 Introduction to Public Speaking in place of COM 120 Interpersonal Communication.

### Required Program Courses (43 hours) Cr. Hrs.

IRW 111	Orientation to Ironworking.....	2
IRW 113*	Structural Blueprint Reading .....	4
IRW 114	Structural Steel Erection .....	6
IRW 115	Post Tensioning .....	4
IRW 116	Reinforcing Blueprint Reading .....	4
IRW 117	Rigging .....	4
IRW 118	Ornamental Ironworking.....	4
IRW 119	Pre-engineered Buildings.....	2
CIT 212	Commercial Facility Systems .....	3
CIT 215	Construction Cost Estimating .....	4
CIT 216	Construction Contract Administration .....	3
CIT 236	Infrastructure Systems.....	3

### Elective Courses (2 hours) Cr. Hrs

Choose one from the following:

CAD 124	Introduction to AutoCAD .....	2
SRV 113	Basic Surveying.....	3
WLD 113	Gas Tungsten Arc Welding .....	2

### Required General Education Courses\* (15 hours)

ENG 111	Workplace Writing	
	or ENG 101 Composition I.....	3
COM 120	Interpersonal Communication	
	or COM 103 Introduction to Public Speaking	
	or ENG 102* Composition II .....	3
MAT 131	Applied Mathematics.....	3
General Education electives .....		6

Total Semester Credit Hours 60

# CONSTRUCTION TRADE TECHNOLOGY

## IRONWORKERS CONCENTRATION CERTIFICATE

Program Code: E.IRW.CER

### Certificate

Graduation requirement — 31 semester hours

The Construction: Ironworkers certificate is designed to allow apprentices in the Ironworkers Local 380 Apprenticeship Program to earn a stackable certificate toward the Construction Trade Technology A.A.S. degree while they are completing the union apprenticeship program.

### Program Notes\*

- Students should consult with a construction faculty advisor to plan their course sequence for degree completion.
- Prerequisites for required program courses may be waived for previous training and experience with program director approval.
- Credit for prior learning proficiency credit may be used to fulfill up to 50 percent of the E.IRW.CER certificate program (see p. 45).

### Required Program Courses (29 hours) Cr. Hrs.

IRW 111	Orientation to Ironworking.....	2
IRW 113	Structural Blueprint Reading .....	4
IRW 114	Structural Steel Erection .....	6
IRW 115	Post Tensioning .....	4
CIT 212	Commercial Facility Systems .....	3
CIT 215	Construction Cost Estimating .....	4
CIT 216	Construction Contract Administration.....	3
CIT 236	Infrastructure Systems.....	3

### Elective Courses (2 hours) Cr. Hrs

Choose one from the following:

CAD 124	Introduction to AutoCAD .....	2
SRV 113	Basic Surveying .....	3
WLD 113	Gas Tungsten Arc Welding .....	2

Total Semester Credit Hours 31

# CONSTRUCTION TRADE TECHNOLOGY

## PLUMBERS AND PIPEFITTERS CONCENTRATION A.A.S.

Program Code: E.CTT.AAS.PFT

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

Graduation requirement — 60 semester hours

The Construction Trade Technology program is designed to allow trade union apprentices to complete an Associate in Applied Science degree at Parkland College. Completion of this degree prepares student apprentices to enter management positions.

The Plumbers and Pipefitters concentration in the CTT.A.A.S. degree program allows students who have been accepted into the Local Plumbers and Pipefitters Apprenticeship Program Local 149 to earn an A.A.S. while they are completing the Apprenticeship sequence.

### Program Notes\*

- Students should consult with a construction faculty advisor to plan their course sequence for degree completion.
- Prerequisites for required program courses may be waived for previous training and experience with program director approval.
- General education electives can be chosen from two of the following categories: communications, social/ behavioral sciences, humanities/fine arts, mathematics, and physical/ life sciences.
- ENG 102 has a prerequisite of ENG 101.
- Credit for prior learning proficiency credit may be used to fulfill up to 50 percent of the CTT.A.A.S. program (see p. 45).
- Students planning on transfer to complete a bachelor's degree should take note of the following general education choices:
  - a. Take ENG 101 Composition I in place of ENG 111. ENG 111 may fulfill developmental writing requirement.
  - b. Take COM 103 Introduction to Public Speaking in place of COM 120.

### Required Program Courses (43 hours) Cr. Hrs.

PFT 111	Orientation to Plumbing and Pipefitting . . . . .	3
PFT 112	Occupational Safety and Health . . . . .	1
PFT 113	Pipes, Valves, and Fittings . . . . .	3
PFT 114	Science, Rigging, and Hoisting . . . . .	3
PFT 116	Drawing Interpretation. . . . .	2
PFT 117	Basic Pipefitting and Welding. . . . .	3
PFT 211	Gas and Water Plumbing. . . . .	3
PFT 212	Advanced Drawing, Prints, and Specifications. . . . .	3
PFT 215	Pneumatic Controls and Hydronics . . . . .	3
PFT 216	Welding. . . . .	3
PFT 217	Basic Electricity and Refrigeration Controls. . . . .	3
CIT 212	Commercial Facility Systems . . . . .	3
CIT 215	Construction Cost Estimating . . . . .	4
CIT 216	Construction Contract Administration . . . . .	3
CIT 236	Infrastructure Systems. . . . .	3

### Elective Courses (2 hours) Cr. Hrs

Choose two courses from the following:

CTC 119	Microsoft Outlook. . . . .	1
CTC 130	Basic Keyboarding. . . . .	1
CTC 132	Computer Basics I . . . . .	1
CTC 171	Word Processing Applications I. . . . .	1
CTC 174	Spreadsheet Applications I . . . . .	1
CTC 177	Database Applications I . . . . .	1
CTC 193	Windows . . . . .	1

### Required General Education Courses\* (15 hours)

ENG 111	Workplace Writing	
or ENG 101	Composition I . . . . .	3
COM 120	Interpersonal Communication	
or COM 103	Introduction to Public Speaking	
or ENG 102*	Composition II . . . . .	3
MAT 131	Applied Mathematics . . . . .	3
General Education electives. . . . .		6

Total Semester Credit Hours 60

# CONSTRUCTION TRADE TECHNOLOGY (CONT'D)

## PLUMBERS AND PIPEFITTERS CONCENTRATION CERTIFICATE

Program Code: E.PFT.CER

### Certificate

Graduation requirement — 30 semester hours

The Construction: Plumbers and Pipefitters certificate is designed to allow apprentices in the Plumbers and Pipefitters Apprenticeship Program Local 149 – to earn a stackable certificate toward the Construction Trade Technology A.A.S. degree while they are completing the union apprenticeship program.

### Program Notes\*

- Students should consult with a construction faculty advisor to plan their course sequence for degree completion.
- Prerequisites for required program courses may be waived for previous training and experience with program director approval.
- Credit for prior learning proficiency credit may be used to fulfill up to 50 percent of this program (see p. 45).

### Required Program Courses (28 hours) Cr. Hrs.

PFT 111	Orientation to Plumbing and Pipefitting . . . . .	3
PFT 112	Occupational Safety and Health . . . . .	1
PFT 113	Pipes, Valves, and Fittings . . . . .	3
PFT 114	Science, Rigging, and Hoisting . . . . .	3
PFT 116	Drawing Interpretation. . . . .	2
PFT 117	Basic Pipefitting and Welding. . . . .	3
CIT 212	Commercial Facility Systems . . . . .	3
CIT 215	Construction Cost Estimating . . . . .	4
CIT 216	Construction Contract Administration . . . . .	3
CIT 236	Infrastructure Systems. . . . .	3

### Elective Courses (2 hours) Cr. Hrs

Choose two courses from the following:

CTC 119	Microsoft Outlook. . . . .	1
CTC 130	Basic Keyboarding . . . . .	1
CTC 132	Computer Basics I . . . . .	1
CTC 171	Word Processing Applications I. . . . .	1
CTC 174	Spreadsheet Applications I . . . . .	1
CTC 177	Database Applications I . . . . .	1
CTC 193	Windows . . . . .	1

Total Semester Credit Hours 30



# ELECTRONIC CONTROL SYSTEMS TECHNOLOGY

## ELECTRONIC CONTROL SYSTEMS TECHNOLOGY A.A.S.

Program Code: E.ECS.AAS

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

Graduation requirement — 60 semester hours

The Electronic Control Systems Technology program prepares students for entry-level positions in the installation, service, and repair of electrical and electronic systems used in manufacturing, automation, and process control. Students can expect to find employment as installers, technicians, and electrical support workers.

### Program Note\*

- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 63.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>
CTC 132	ELT 134	EST 113
CTC 193	ELT 155	
ELT 131	ELT 171	
ELT 150	MFT 117	
ELT 179	MAT 131 or	
MFT 113	MAT 124	
<i>FALL</i>	<i>SPRING</i>	
<i>4th Semester</i>	<i>5th Semester</i>	
ELT 193	ELT 231	
ELT 292	ELT 293	
ELT 299	ELT 295	
ENG 101 or ENG 111	COM 103 or	
Gen Ed elec	COM 120	
	Gen Ed elec	

### Required Program Courses (45 hours)

**Cr. Hrs.**

CTC 132	Computer Basics I	1
CTC 193	Windows	1
ELT 131	Residential Wiring	3
ELT 134	Motors, Controls, and Drives	3
ELT 150	Introduction to Electricity and Electronics	3
ELT 155	Digital Control Systems	3
ELT 171	Analog Control Systems	3
ELT 179	Industrial Control Devices	3
ELT 193	Electronic Systems Repair	3
ELT 231	Programmable Controllers	3
ELT 292	Process Control	3
ELT 293	Industrial Control Networks	3
ELT 295	Automation and Motion Control	3
ELT 299	Robotics and Automation	3
EST 113	Work Experience and Ethics	1
MFT 113	Introduction to Hydraulics and Pneumatics	3
MFT 117	Pumps, Compressors, and Vacuum Systems	3

### Required General Education Courses (15 hours)

ENG 101	Composition I	
or ENG 111	Workplace Writing	3
COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication	3
MAT 131	Applied Mathematics	3
General Education electives*		6
<i>Total Semester Credit Hours</i>		<b>60</b>

# ELECTRONIC CONTROL SYSTEMS TECHNOLOGY (CONT'D)

## ELECTRONIC POWER CERTIFICATE

Program Code: E.ELP.CER

### Certificate

Graduation requirement — 31 semester hours

The electrical power certificate prepares students for entry-level positions in the installation, service, and repair of the electrical systems used in manufacturing and industrial control.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
CTC 132	ELT 134
CTC 193	ELT 231
ELT 131	WLD 111
ELT 150	EST 113
ELT 179	MFT 117
MFT 113	MAT 131

### Required Program Courses (28 hours) Cr. Hrs.

CTC 132	Computer Basics I	1
CTC 193	Windows	1
ELT 131	Residential Wiring	3
ELT 134	Motors, Controls, and Drives	3
ELT 150	Introduction to Electricity and Electronics	3
ELT 179	Industrial Control Devices	3
ELT 231	Programmable Controllers	3
WLD 111	Introduction to Welding	4
EST 113	Work Experience and Ethics	1
MFT 113	Introduction to Hydraulics and Pneumatics	3
MFT 117	Pumps, Compressors, and Vacuum Systems	3

### Required General Education Courses (3 hours)

MAT 131	Applied Mathematics	3
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Total Semester Credit Hours 31

# HEATING, VENTILATION, AND AIR CONDITIONING (HVAC)

## HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) A.A.S.

Program Code: E.HAC.AAS

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

Graduation requirement — 60 semester hours

The HVAC program prepares graduates for entry-level positions troubleshooting and repairing heating, ventilation, air conditioning, and refrigeration systems in residential and commercial facilities. The program includes instruction and testing to help students earn EPA refrigerant certification.

### Program Notes\*

- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 63.
- Students may substitute a technical elective for EST 113 with approval of program director.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
CTC 132	CIT 114	EST 113
CTC 193	ELT 131	
ELT 150	ELT 134	
HVC 111	HVC 112	
HVC 113	HVC 114	
ELT 179		

FALL	SPRING
4th Semester	5th Semester
CIT 130	HVC 132
HVC 151	HVC 134
HVC 152	COM 103
MAT 131	or COM 120
ENG 101 or ENG 111	Gen Ed Elec
	Gen Ed Elec

### Required Program Courses (45 hours)

Cr. Hrs.

CIT 114	Plumbing .....	3
CIT 130	Construction Plan Fundamentals .....	3
CTC 132	Computer Basics I .....	1
CTC 193	Windows .....	1
ELT 131	Residential Wiring .....	3
ELT 134	Motors, Controls, and Drives .....	3
ELT 150	Introduction to Electricity and Electronics. ....	3
ELT 179	Industrial Control Devices.....	3
EST 113	Work Experience and Ethics.....	1
HVC 111	Basic Air Conditioning .....	3
HVC 112	Basic Heating.....	3
HVC 113	Residential HVAC Installation .....	3
HVC 114	Ductwork Fabrication.....	2
HVC 132	HVAC Control Systems.....	3
HVC 134	Commercial HVAC and Service .....	4
HVC 151	Basic Air Conditioning Service.....	4
HVC 152	Basic Heating Service .....	3

### Required General Education Courses (15 hours)

COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication.....	3
ENG 101	Composition I	
or ENG 111	Workplace Writing.....	3
MAT 131	Applied Mathematics .....	3
General Education electives* .....		6

Total Semester Credit Hours 60

# HEATING, VENTILATION, AND AIR CONDITIONING (CONT'D)

## HVAC INSTALLATION TECHNICIAN CERTIFICATE

Program Code: E.HVC.CER

### Certificate

Graduation requirement — 29 semester hours

The HVAC Installation Technician program prepares graduates for entry-level positions as installers of heating, ventilation, and air conditioning system equipment for residential and light commercial facilities. The program includes instruction and testing to help the student earn EPA refrigerant certification.

### Program Note

- Students may substitute a technical elective for EST 113 with approval of program director.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
ELT 150	HVC 112	EST 113
CTC 132	HVC 114	
CTC 193	CIT 114	
HVC 111	ELT 131	
HVC 113	ELT 134	
ELT 179		

### Required Program Courses (29 hours) Cr. Hrs.

CIT 114	Plumbing	3
CTC 132	Computer Basics I	1
CTC 193	Windows	1
ELT 131	Residential Wiring	3
ELT 134	Motors, Controls, and Drives	3
ELT 150	Introduction to Electricity and Electronics	3
ELT 179	Industrial Control Devices	3
EST 113	Work Experience and Ethics	1
HVC 111	Basic Air Conditioning	3
HVC 112	Basic Heating	3
HVC 113	Residential HVAC Installation	3
HVC 114	Ductwork Fabrication	2

Total Semester Credit Hours 29

## HVAC SERVICE TECHNICIAN I CERTIFICATE

Program Code: E.HAC.CER

### Certificate

Graduation requirement — 45 semester hours

The HVAC Service Technician I program prepares graduates for entry-level positions troubleshooting and repairing heating, ventilation, and air conditioning systems in residential and light commercial facilities. The program includes instruction and testing to help the student earn EPA refrigerant certification.

### Program Note

- Students may substitute a technical elective for EST 113 with approval of program director.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
ELT 150	ELT 131
CTC 132	ELT 134
CTC 193	HVC 112
HVC 111	HVC 114
HVC 113	CIT 114
ELT 179	

SUMMER	FALL
3rd Semester	4th Semester
EST 113	HVC 151
	HVC 152
	ENG 101 or ENG 111
	CIT 130
	MAT 131

### Required Program Courses (39 hours) Cr. Hrs.

CIT 114	Plumbing	3
CIT 130	Construction Plan Fundamentals	3
CTC 132	Computer Basics I	1
CTC 193	Windows	1
ELT 131	Residential Wiring	3
ELT 134	Motors, Controls, and Drives	3
ELT 150	Introduction to Electricity and Electronics	3
ELT 179	Industrial Control Devices	3
EST 113	Work Experience and Ethics	1
HVC 111	Basic Air Conditioning	3
HVC 112	Basic Heating	3
HVC 113	Residential HVAC Installation	3
HVC 114	Ductwork Fabrication	2
HVC 151	Basic Air Conditioning Service	4
HVC 152	Basic Heating Service	3

### Required General Education Courses (6 hours)

MAT 131	Applied Mathematics	3
ENG 101	Composition I	
or ENG 111	Workplace Writing	3

Total Semester Credit Hours 45

# INDUSTRIAL TECHNOLOGY: MAINTENANCE AND AUTOMATION

## INDUSTRIAL TECHNOLOGY: MAINTENANCE AND AUTOMATION A.A.S.

Program Code: E.MFG.AAS.IMA

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

Graduation requirement — 60 semester hours

The Industrial Technology program prepares students for careers in manufacturing. Students learn science, math, technology, and communications in real-life settings.

### Program Notes\*

- Prior to enrolling in MFT 151, students must complete a minimum of 12 hours of curriculum and MFT 131 or approval of the department chair or program director.
- General education electives include mathematics and at least one elective from the following categories: communications, social/behavioral sciences, humanities/fine arts, physical/life sciences.
- Students considering transferring to earn a bachelor's degree are advised to take ENG 101 and MAT 124. Discuss this with your academic success advisor before selecting a math or English course.
- ENG 102 has a prerequisite of ENG 101.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
MFT 121	MFT 127	MFT 151
MFT 131	CAD 113	
CAD 124	ENG 101	
MAT 131	or ENG 111	
WLD 111	Gen Ed elec	

FALL	SPRING
4th Semester	5th Semester
MFT 110	MFT 113
ENG 102 or COM 103	MFT 128
or COM 200	ELT 150
Technical elective	Technical elective
Technical elective	Technical elective
	Gen Ed elec

Required Program Courses (35 hours)	Cr. Hrs.
MFT 110	Mechanical Assemblies. . . . . 3
MFT 113	Introduction to Hydraulics and Pneumatics. . . . . 3
MFT 121	Basic Machine Processes. . . . . 3
MFT 127	Introduction to CNC Programming — Turning and Milling . . . . . 4
MFT 128	Quality Assurance . . . . . 3
MFT 131	Introduction to Manufacturing and Industrial Safety . . . . . 3
MFT 151*	Manufacturing Work Experience I . . . . . 3
CAD 113	Computer-Aided Machine Design I . . . . . 4
CAD 124	Introduction to AutoCAD . . . . . 2
ELT 150	Introduction to Electricity and Electronics. . . . . 3
WLD 111	Introduction to Welding . . . . . 4

### Technical Electives (9 hours)

Choose three of the following:

CTC 110	Beginning Computers. . . . . 3
ELT 131	Residential Wiring . . . . . 3
ELT 134	Motors, Controls, and Drives . . . . . 3
ELT 171	Analog Control Devices . . . . . 3
ELT 179	Industrial Control Devices. . . . . 3
ELT 231	Programmable Controllers . . . . . 3
ELT 292	Process Control . . . . . 3
MFT 117	Pumps, Compressors, and Vacuum Systems. . . . . 3

### Required General Education Courses (16 hours)

ENG 101	Composition I	
or ENG 111	Workplace Writing. . . . . 3	
ENG 102	Composition II	
or COM 103	Introduction to Public Speaking	
or COM 200	Leadership and Small Group Communication. . . . . 3	
MAT 131	Applied Mathematics	
or MAT 124	College Algebra. . . . . 4	
	General Education electives* . . . . . 6	

Total Semester Credit Hours 60

# INDUSTRIAL TECHNOLOGY: MAINTENANCE AND AUTOMATION (CONT'D)

## INDUSTRIAL MAINTENANCE TECHNOLOGY CERTIFICATE

Program Code: E.IMT.CER

### Certificate

Graduation requirement — 37 semester hours

The Industrial Maintenance Technology Program prepares students to install and maintain the electromechanical, mechanical pneumatic, and hydraulic systems used in manufacturing and building facilities. The student acquires knowledge of electrical power and motors, control systems, pumps, compressors, pneumatics, hydraulics, and power transfer devices. Students can expect to find employment as installers, technicians, and service representatives in manufacturing, sales, and customer service.

### Suggested Full-Time Sequence

FALL	SPRING
1st Semester	2nd Semester
DRT 119	ELT 150
CTC 132	MFT 113
CTC 193	MFT 128
MFT 131	WLD 111
MAT 131	

SPRING	SPRING
3rd Semester	4th Semester
ELT 131	ELT 134
ELT 179	MFT 117
MFT 110	

### Required Program Courses (33 hours) Cr. Hrs.

CTC 132	Computer Basics I	1
CTC 193	Windows	1
ELT 131	Residential Wiring	3
ELT 134	Motors, Controls, and Drives	3
ELT 150	Introduction to Electricity and Electronics	3
ELT 179	Industrial Control Devices	3
MFT 110	Mechanical Assemblies	3
MFT 113	Introduction to Hydraulics and Pneumatics	3
MFT 117	Pumps, Compressors, and Vacuum Systems	3
MFT 131	Introduction to Manufacturing and Industrial Safety	3
WLD 111	Introduction to Welding	4
DRT 119	Blueprint Reading and Technical Drawing	
or MFT 128	Quality Assurance	3

### Required General Education Courses (4 hours)

MAT 131	Applied Mathematics	4
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Total Semester Credit Hours 37

## MACHINERY MAINTENANCE CERTIFICATE

Program Code: E.MMC.CER

### Certificate

Graduation requirement — 18 semester hours

The Machinery Maintenance Certificate prepares graduates for entry-level work in industrial or machinery maintenance.

### Required Program Courses (18 hours)

ELT 134	Motors, Controls, and Drives	3
ELT 150	Introduction to Electricity and Electronics	3
ELT 179	Industrial Control Devices	3
MFT 110	Mechanical Assemblies	3
MFT 113	Introduction to Hydraulics and Pneumatics	3
MFT 117	Pumps, Compressors, and Vacuum Systems	3

Total Semester Credit Hours 18

# INDUSTRIAL TECHNOLOGY: MACHINE TOOLS

## INDUSTRIAL TECHNOLOGY: MACHINE TOOLS A.A.S.

Program Code: E.MFG.AAS.MCT

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

Graduation requirement — 61 semester hours

The Industrial Technology Program prepares students for careers in manufacturing. Students learn science, math, technology, and communications in real-life settings.

### Program Notes\*

- Prior to enrolling in MFT 151, students must complete a minimum of 12 hours of curriculum and MFT 131 or approval of the department chair or program director.
- General education electives include mathematics and at least one elective from the following categories: communications, social/behavioral sciences, humanities/fine arts, physical/life sciences.
- ENG 102 has a prerequisite of ENG 101.
- Students considering transferring to earn a bachelor's degree are advised to take ENG 101 and MAT 124. Discuss this with your academic success advisor before selecting a math or English course.

### Suggested Full-Time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
MFT 121	MFT 127	MFT 151
MFT 131	CAD 113	
CAD 124	ENG 101	
MAT 131	or ENG 111	
WLD 111	Gen Ed elec	

FALL	SPRING
4th Semester	5th Semester
MFT 110	MFT 113
ENG 102 or COM 103	MFT 128
or COM 200	ELT 150
Technical elective	Technical elective
Technical elective	Technical elective
	Gen Ed elec

### Required Program Courses (35 hours)

MFT 110	Mechanical Assemblies. . . . .	3
MFT 113	Introduction to Hydraulics and Pneumatics. . . . .	3
MFT 121	Basic Machine Processes. . . . .	3
MFT 127	Introduction to CNC Programming — Turning and Milling . . . . .	4
MFT 128	Quality Assurance . . . . .	3
MFT 131	Introduction to Manufacturing and Industrial Safety . . . . .	3
MFT 151*	Manufacturing Work Experience I . . . . .	3
CAD 113	Computer-Aided Machine Design I. . . . .	4
CAD 124	Introduction to AutoCAD . . . . .	2
ELT 150	Introduction to Electricity and Electronics. . . . .	3
WLD 111	Introduction to Welding . . . . .	4

### Technical Electives (10 hours)

Choose ten hours from the following:

CAD 122	Computer-Aided Machine Design II . . . . .	4
DRT 119	Blueprint Reading and Technical Drawing. . . . .	3
MFT 122	Intermediate Machine Processes . . . . .	3
MFT 138	Intermediate CNC Programming — Turning and Milling . . . . .	4
MFT 211	Advanced Machining Processes and Inspection Practices . . . . .	4
MFT 238	Advanced CNC Programming — Turning and Milling . . . . .	4

### Required General Education Courses (16 hours)

ENG 101	Composition I	
or ENG 111	Workplace Writing. . . . .	3
ENG 102*	Composition II	
	or COM 103 Introduction to Public Speaking	
	or COM 200 Leadership and Small Group Communication. . . . .	3
MAT 131	Applied Mathematics	
	or MAT 124 College Algebra. . . . .	4
	General Education electives* . . . . .	6

Total Semester Credit Hours 61

# INDUSTRIAL TECHNOLOGY: MACHINE TOOLS (CONT'D)

## INDUSTRIAL MACHINING CERTIFICATE

Program Code: E.IMC.CER

### Certificate

Graduation requirement — 17 semester hours

The Industrial Machining Certificate prepares graduates for entry-level work in manual and/or CNC machining.

### Required Program Courses (17 hours)

DRT 119	Blueprint Reading and Technical Drawing. . . . .	3
MFT 121	Basic Machine Processes. . . . .	3
MFT 122	Intermediate Machine Processes . . . . .	3
MFT 127	Introduction to CNC Programming . . . . .	4
MFT 138	Intermediate CNC Programming —Turning and Milling . . . . .	4

Total Semester Credit Hours 17



# INDUSTRIAL TECHNOLOGY: WELDING

## INDUSTRIAL TECHNOLOGY: WELDING A.A.S.

Program Code: E.MFG.AAS.WLD

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

Graduation requirement — 62–63 semester hours

The Industrial Technology Program prepares students for careers in manufacturing. Students learn science, math, technology, and communications in real-life settings.

### Program Notes\*

- Prior to enrolling in MFT 151, students must complete a minimum of 12 hours of curriculum and MFT 131 or approval of the department chair or program director.
- General education electives include mathematics and at least one elective from the following categories: communications, social/behavioral sciences, humanities/fine arts, physical/life sciences.
- Students considering transferring to earn a bachelor's degree are advised to take ENG 101 and MAT 124. Discuss this with your academic success advisor before selecting a math or English course.
- Students should select a section of CAD 124 with advice from a welding program advisor.
- ENG 102 has a prerequisite of ENG 101.

### Suggested Full-Time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
MFT 121	MFT 127	MFT 151
MFT 131	CAD 113	
CAD 124	ENG 101 or	
MAT 131	ENG 111	
or MAT 124	WLD 113	
WLD 111	WLD 213	

FALL	SPRING	SUMMER
4th Semester	5th Semester	6th Semester
MFT 110	MFT 113	General Ed Elective
ENG 102	MFT 128	General Ed Elective
or COM 103	ELT 150	
or COM 200	WLD 216	
WLD 112		
WLD 212		

### Required Program Courses (46-47 hours) Cr. Hrs.

CAD 113	Computer-Aided Machine Design I.....	4
CAD 124*	Introduction to AutoCAD .....	2
ELT 150	Introduction to Electricity and Electronics. ....	3
WLD 111	Introduction to Welding.....	4
MFT 110	Mechanical Assemblies.....	3
MFT 113	Introduction to Hydraulics and Pneumatics. ....	3
MFT 121	Basic Machine Processes.....	3
MFT 127	Introduction to CNC Programming —Turning and Milling .....	4
MFT 128	Quality Assurance .....	3
MFT 131	Introduction to Manufacturing and Industrial Safety .....	3
MFT 151*	Manufacturing Work Experience I.....	3
WLD 112	Gas Metal Arc Welding.....	2
WLD 113	Gas Tungsten Arc Welding .....	2
WLD 212	Advanced Gas Metal Arc Welding.....	2
WLD 213	Advanced Gas Tungsten Arc Welding.....	2
WLD 216	Welding Certification	
or PFT 117	Basic Pipefitting and Welding.....	3-4

### Required General Education Courses (16 hours)

ENG 101*	Composition I	
or ENG 111	Workplace Writing.....	3
ENG 102*	Composition II	
or COM 103	Introduction to Public Speaking	
or COM 200	Leadership and Small Group Communication. ....	3
MAT 131*	Applied Mathematics	
or MAT 124	College Algebra.....	4
General Education electives*.....		6
<i>Total Semester Credit Hours</i>		<u>62–63</u>

# INDUSTRIAL TECHNOLOGY: WELDING (CONT'D)

## INDUSTRIAL WELDING CERTIFICATE

Program Code: E.IWT.CER

### Certificate

Graduation requirement — 16 semester hours

The Industrial Welding Certificate prepares graduates for entry-level work as welders in the industry. This program is designed to cover the necessary components for students to test for AWS D1-1 Certification upon completion.

### Program Note

Students in this program whose reading placement level is CCS 098 are eligible to take ALS 199 Support for Workforce Training in place of CCS 098. For more information, contact the Learning Commons at 217/373-3839.

### Suggested Full-Time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
WLD 111	WLD 113
WLD 112	WLD 213
WLD 212	WLD 216

### Required Program Courses (16 hours)

WLD 111	Introduction to Welding .....	4
WLD 112	Gas Metal Arc Welding .....	2
WLD 113	Gas Tungsten Arc Welding .....	2
WLD 212	Advanced Gas Metal Arc Welding .....	2
WLD 213	Advanced Gas Tungsten Arc Welding .....	2
WLD 216	Welding Certification I .....	4
<i>Total Semester Credit Hours</i>		<u>16</u>

# LAND SURVEYING

## LAND SURVEYING A.A.S.

Program Code: E.CDS.AAS

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

Graduation requirement — 63 semester hours

The Land Surveying program prepares the student either for employment as a surveying technician or for transfer to a four-year degree program to become an Illinois professional land surveyor.

See Professional Licensing Notes\*\* on p 164 for education requirements for becoming a professional land surveyor. See a faculty advisor to discuss four-year degree options.

Surveying technicians and professional land surveyors work in the fields of engineering, construction, land development, aerial photography, geographic information systems, agriculture, natural resource management, and government. Course work focuses on knowledge and hands-on skills needed for entry level employment and for professional licensing.

All of the surveying courses offered in this program have been accepted by the Illinois Land Surveyors Licensing Board as meeting the requirements of the 24 credit hours required by the Illinois Professional Land Surveyor Act of 1989 and the Illinois Administrative Code as amended.

### Program Notes\*

- SRV 234 and SRV 235 are available during odd-numbered years. SRV 253 and SRV 254 are available during even-numbered years.
- Students may substitute a technical elective for SRV 233 with approval of a faculty advisor.
- Students planning to transfer should take ENG 101 instead of ENG 111. Select a second communications course with advice from a construction faculty advisor.
- ENG 102 has a prerequisite of ENG 101.
- Students seeking a professional license should take MAT 124 and MAT 125 instead of MAT 131 and MAT elective.
- General Education electives are chosen from the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 63.
- This program prepares students to meet the specific Land Survey course requirements for licensure in the state of Illinois. See Professional Licensing notes for additional requirements. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
CIT 130	AVI 111	SRV 234 or SRV 254
CTC 132	CAD 132	
CTC 193	CAD 232	
MAT 131 or MAT 124*	MAT elec or MAT 125*	
SRV 113	SRV 134	
SRV 133	SRV 235 or SRV 253	

FALL	SPRING	SUMMER
4th Semester	5th Semester	6th Semester
CAD 124	CIT 236	SRV 254 or SRV 234
ENG 111 or ENG 101	COM 103 or COM 120 or ENG 102	
GIS 115	Gen Ed elec	
SRV 211	SRV 253 or SRV 235	
Technical elec		

### Required Program Courses (44 hours) Cr. Hrs.

AVI 111	Commercial Drone Ground School . . . . .	3
CAD 124	Introduction to AutoCAD . . . . .	2
CAD 132	Introduction to MicroStation . . . . .	2
CAD 232	Civil Survey CAD Applications . . . . .	2
CIT 130	Construction Plan Fundamentals . . . . .	3
CIT 236	Infrastructure Systems . . . . .	3
CTC 132	Computer Basics I . . . . .	1
CTC 193	Windows . . . . .	1
GIS 115	Remote Sensing Applications . . . . .	3
SRV 113	Basic Surveying . . . . .	3
SRV 133	Surveying Computations I . . . . .	2
SRV 134	Surveying Computations II . . . . .	2
SRV 211	Construction Surveying . . . . .	3
SRV 233*	Surveying Field Experience . . . . .	2
SRV 234	Design Surveying . . . . .	3
SRV 235	Control Surveying . . . . .	3
SRV 253	Legal Aspects of Surveying . . . . .	3
SRV 254	Boundary Surveying . . . . .	3

### Electives (3 hours)

Choose one from the following courses:

AVI 112	Introduction to Drone Flight . . . . .	3
SRV 239	Land Development Design . . . . .	3

### Required General Education Courses (16 hours)

ENG 101	Composition I . . . . .	3
or ENG 111	Workplace Writing . . . . .	3
COM 103	Introduction to Public Speaking . . . . .	3
or COM 120	Interpersonal Communication . . . . .	3
or ENG 102*	Composition II . . . . .	3
MAT 131	Applied Mathematics . . . . .	4
or MAT 124*	College Algebra . . . . .	4
MAT elective		
or MAT 125*	College Trigonometry . . . . .	3
General Education elective*		3

Total Semester Credit Hours 63

# LAND SURVEYING (CONT'D)

## LAND SURVEYING CERTIFICATE

Program Code: E.CLS.CER

### Certificate

Graduation requirement — 24 semester hours

The Land Surveying certificate program provides approved surveying courses for the student who plans to become a professional land surveyor and who has or will have satisfied all other educational requirements for licensure prior to applying for admission to the Illinois Surveyor Intern (NCEES: Fundamentals of Land Surveying) examination.

See Professional Licensing Notes\*\* for education requirements for becoming a professional land surveyor.

All of the surveying courses offered in this program have been accepted by the Illinois Land Surveyors Licensing Board as meeting the requirements of the 24 credit hours required by the Illinois Professional Land Surveyor Act of 1989 and the Illinois Administrative Code as amended.

### Program Notes\*

- Students may substitute a technical elective for SRV 233 with approval of a land surveying faculty member.
- Meet with program director as soon as possible to review educational requirements for professional licensing and to develop an appropriate academic plan.
- This program prepares students to meet the specific Land Survey course requirements for licensure in the state of Illinois. See Professional Licensing notes for additional requirements. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.

### Suggested Part-time Sequence

Starting in odd-numbered year

FALL	SPRING	SUMMER
1st Semester	2nd Semester	SRV 254
SRV 113	SRV 134	
SRV 133	SRV 253	

FALL	SPRING	SUMMER
3rd Semester	4th Semester	SRV 234
SRV 211	SRV 235	SRV 233*

Starting in even-numbered year

FALL	SPRING	SUMMER
1st Semester	2nd Semester	SRV 234
SRV 113	SRV 134	
SRV 133	SRV 235	

FALL	SPRING	SUMMER
3rd Semester	4th Semester	SRV 254
SRV 211	SRV 253	SRV 233*

### Required Program Courses (24 hours)

### Cr. Hrs.

SRV 113	Basic Surveying . . . . .	3
SRV 133	Surveying Computations I . . . . .	2
SRV 134	Surveying Computations II . . . . .	2
SRV 211	Construction Surveying . . . . .	3
SRV 233*	Surveying Field Experience . . . . .	2
SRV 234	Design Surveying . . . . .	3
SRV 235	Control Surveying . . . . .	3
SRV 253	Legal Aspects of Surveying . . . . .	3
SRV 254	Boundary Surveying . . . . .	3

Total Semester Credit Hours

24

### Professional Licensing Notes \*\*

Per the Illinois Professional Land Surveyor Act of 1989 (225 ILCS 330/12), to qualify for admission to the Illinois Surveyor-In-Training (NCEES: Fundamentals of Land Surveying) examination, the candidate must have "a baccalaureate degree in a related science if he or she does not have a baccalaureate degree in land surveying from an accredited college or university."

Per Title 68, Section 1270.15 of the Illinois Administrative Code, "a baccalaureate degree in a Related Science is a baccalaureate degree from an accredited college or university that includes core courses in at least the following subjects, or their equivalents, for the minimum semester hours shown. The following subjects all may be completed prior to, concurrent with, or subsequent to receiving the baccalaureate degree.

- Mathematics (College Algebra and beyond) – 15 semester hours
- Basic Sciences (Physics and/or Chemistry) – 8 semester hours
- Additional Basic Sciences (including, but not limited to: Geology, Geography, Dendrology, Astronomy, Biology, Soil Mechanics, and engineering sciences) – 20 semester hours
- Land Surveying courses (including, but not limited to: fundamentals of land surveying, boundary surveying, route surveying, topographic surveying, descriptions, legal aspects, subdivision design, data computations and adjustments, map projections, and geometric geodesy and photogrammetry) – 24 semester hours

# LAND SURVEYING (CONT'D)

## LAND SURVEYING TECHNICIAN CERTIFICATE

Program Code: E.SRV.CER

### Certificate

Graduation requirement — 12 semester hours

The Land Surveying Technician certificate is designed for students currently employed in the surveying industry and accepted for entry into the apprenticeship program sponsored by the Illinois Professional Land Surveyor's Association and Parkland College. Course work includes basic surveying instrument operation, fundamental land surveying computations, common surveying processes, and interpretation of engineering and surveying drawings. This is a 4-semester part time program.

### Suggested Part-time Sequence

Starting in odd-numbered year

<i>FALL</i>	<i>SPRING</i>
1st Semester	2nd Semester
SRV 113	CIT 130

<i>FALL</i>	<i>SPRING</i>
3rd Semester	4th Semester
SRV 211	SRV 234

### Required Program Courses (12 hours)

	<b>Cr. Hrs.</b>
CIT 130 Construction Plan Fundamentals .....	3
SRV 113 Basic Surveying .....	3
SRV 211 Construction Surveying .....	3
SRV 234 Design Surveying .....	3
<i>Total Semester Credit Hours</i>	<u>12</u>



# Business/Computer Science and Technologies

B-wing • 217/353-2099 • parkland.edu/bcst

Derek Dallas, department chair

Cynthia Lattimore, administrative assistant

Business/Computer Science and Technologies offers up-to-date and vital courses for students seeking careers in a variety of business, computer science, and hospitality industries. Certificate and degree programs provide hands-on experience with state of the art software applications as well as hardware/equipment aligned with the most current technologies used in those areas. Students receive the general and specialized skills and principles needed for entry-level positions on the local and state levels and/or are well prepared for transfer to the University of Illinois as well as many other public/private state universities.

## Business

Business is a popular field for both A.A.S. (career degree) students and those planning to transfer. The Parkland Business Program prepares students for various career areas including accounting and marketing; it also includes a transfer degree in business administration. Once in the workforce, business careers are often high-paying, especially with Bachelor's and Master's degrees.

## Computer Science and Technologies

Computer technology changes constantly, requiring more workers with updated skills. Computer Science and Information Technology (CSIT) provides students with a wide range of career options: programmers, database managers, network administrators, 3D animators, web designers, and business administrative professionals. CSIT offers A.A.S. degree and certificate opportunities in four program areas of study, plus an A.S. degree in Computer Science/Computer Information Systems. After completion of their studies, students are prepared to pursue a career or continue their education by transferring to a four-year institution.

CSIT gives students the hands-on training and knowledge they need to be successful by staying up to date with the latest in computer software and systems training, constantly offering new courses based on input from the IT industry. Through Service Learning students gain experiential learning as they work closely with nonprofit clients to manage projects with real-world specifications and timeframes.

## Computer Technology Center

The Computer Technology Center (CTC) provides students with convenient office technology training in courses ranging from computer basics and keyboarding to a variety of Microsoft and web applications. With open registration, flexible scheduling, and the option of online courses, the CTC allows students to learn at their own pace. The CTC is located in the Learning Commons in X231.

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# ACCOUNTING

## ACCOUNTING TECHNOLOGIES A.A.S.

Program Code: B.ACC.AAS

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

Graduation requirement — 60 semester hours

The Accounting Program prepares students for careers as junior accountants in business, industry, and government. This degree can lead to a satisfying career as a payroll clerk or in general accounting, cost accounting, purchasing, inventory control, accounts receivable, accounts payable, tax assistant, or similar career areas. Students receive a well-rounded background to help prepare for future management positions.

#### Program Notes\*

- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 65.
- CTC substitutions are accepted for CIS 131, CIS 134, CIS 135, and CIS 138.
  - CIS 131 = CTC 197 + CTC 198
  - CIS 134 = CTC 174 + CTC 175 + CTC 176
  - CIS 135 = CTC 171 + CTC 172 + CTC 173
  - CIS 138 = CTC 177 + CTC 178 + CTC 179

#### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
ACC 101	ACC 201
BUS 101	CIS 134
CIS 131	CIS 135
ENG 101	CTC 119
MAT 110 or MAT elec	ENG 102
	MGT 101
	or BUS 106

FALL	SPRING
3rd Semester	4th Semester
ACC 219	ACC 102
ACC 274	ACC 275
BUS 204	CIS 138
BUS 245	COM 103, COM 120,
	or COM 200
	Gen ed elective

### Required Program Courses (45 hours) Cr. Hrs.

ACC 101	Financial Accounting. . . . .	4
ACC 102	Managerial Accounting. . . . .	3
ACC 201	Intermediate Accounting. . . . .	4
ACC 219	Computerized Integrated Accounting. . . . .	3
ACC 274	Principles of Income Taxation . . . . .	4
ACC 275	Payroll Tax Accounting. . . . .	3
BUS 101	Introduction to Business . . . . .	3
BUS 204	The Legal Environment of Business . . . . .	3
BUS 245	Business Communications . . . . .	3
BUS 106	Business and Organizational Ethics . . . . .	3
or MGT 101	Principles of Management. . . . .	3
CIS 131	Presentation Graphics (MS PowerPoint) . . . . .	2
CIS 134	Spreadsheet Applications (MS Excel). . . . .	3
CIS 135	Word Processing I (MS Word). . . . .	3
CIS 138	Database Applications (MS Access). . . . .	3
CTC 119	Microsoft Outlook. . . . .	1

### Required General Education Courses (15 hours)

COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication	
or COM 200	Leadership and Small Group Communication. . . . .	3
ENG 101	Composition I. . . . .	3
ENG 102	Composition II . . . . .	3
MAT 110	Business Mathematics	
or MAT elective	. . . . .	3
General education elective*	. . . . .	3

Total Semester Credit Hours 60



## ACCOUNTING (CONT'D)

### ACCOUNTING CERTIFICATE

Program Code: B.ACC.CER

#### Certificate

Graduation requirement — 30 semester hours

The Accounting Certificate Program prepares students for careers as junior accountants in business, industry, and government. This certificate can lead to a satisfying career as a payroll clerk or in general accounting, cost accounting, purchasing, inventory control, accounts receivable, accounts payable, tax assisting, or similar areas.

#### Suggested Full-time Sequence

<i>SUMMER</i>	<i>FALL</i> <i>1st Semester</i>	<i>SPRING</i> <i>2nd Semester</i>
ACC 101	ACC 219 ACC 274 CIS 134 ENG 101	ACC 201 ACC 102 ACC 275 BUS 101

#### Required Program Courses (27 hours)

	<b>Cr. Hrs.</b>
ACC 101	Financial Accounting..... 4
ACC 102	Managerial Accounting.....3
ACC 201	Intermediate Accounting..... 4
ACC 219	Computerized Integrated Accounting.....3
ACC 274	Principles of Income Taxation ..... 4
ACC 275	Payroll Tax Accounting.....3
BUS 101	Introduction to Business.....3
CIS 134	Spreadsheet Applications (MS Excel).....3

#### Required General Education Course (3 hours)

ENG 101	Composition I.....3
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*Total Semester Credit Hours* 30

# BUSINESS

## BUSINESS MANAGEMENT A.A.S.

Program Code: B.MGT.AAS

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

Graduation requirement — 60–63 semester hours

The Management Program is designed for both students and managers. The courses highlight the type and nature of business firms as well as other forms of organizations such as government and education.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
BUS 101	ACC 117 or ACC 101
CIS 200 or CSC 105	ECO 101
ENG 101	ENG 102
MGT 101	MGT 112
MKT 101	MGT 113
<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
BUS 106	BUS 204
BUS 117	Business elective
BUS 245	ECO 102
Business elective	MKT 211
CIS elective	MAT 110 or MAT elec

### Required Program Courses (39–42 hours) Cr. Hrs.

ACC 117	Accounting and Bookkeeping	
or ACC 101	Financial Accounting . . . . .	3–4
BUS 101	Introduction to Business . . . . .	3
BUS 106	Business and Organizational Ethics . . . . .	3
BUS 117	Introduction to Entrepreneurship . . . . .	3
BUS 204	The Legal Environment of Business . . . . .	3
BUS 245	Business Communications . . . . .	3
CIS 122	Introduction to Computer Programming . . . . .	4
or CIS 134	Spreadsheet Applications (MS Excel) . . . . .	3
or CIS 138	Database Applications (MS Access) . . . . .	3
CIS 200	Business Computer Systems	
or CSC 105	Application of Computers in	
	Business and Commerce . . . . .	3–4
MGT 101	Principles of Management . . . . .	3
MGT 112	Human Resource Management . . . . .	3
MGT 113	Human Relations in the Workplace . . . . .	3
MKT 101	Introduction to Marketing . . . . .	3
MKT 211	Marketing Management . . . . .	3

### Electives (5–6 hours)

Choose two from the following courses:

ACC 102	Managerial Accounting . . . . .	3
BUS 131	Personal Finance . . . . .	3
BUS 250	Business Work Experience I . . . . .	2
MGT 114	Supply Chain Management . . . . .	3
MGT 115	Warehouse Operations . . . . .	3
MGT 117	Customer Service Management . . . . .	3

### Required General Education Courses (15 hours)

ECO 101	Principles of Macroeconomics . . . . .	3
ECO 102	Principles of Microeconomics . . . . .	3
ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3
MAT 110	Business Mathematics	
or MAT elective	. . . . .	3

Total Semester Credit Hours 60–63

## BUSINESS (CONT'D)

### BUSINESS MARKETING A.A.S.

Program Code: B.MKT.AAS

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

Graduation requirement — 60–61 semester hours

Marketing is the process of directing products from the producer to the consumer. Students prepare for their marketing careers by learning the principles, practices, and methods of operations of different types of marketing firms.

#### Suggested Full-time Sequence

FALL	SPRING
<i>1st Semester</i>	<i>2nd Semester</i>
BUS 101	ACC 117 or ACC 101
CIS 200	BUS 106
ENG 101	COM 121
MGT 101	ENG 102
MKT 101	MGT 113

FALL	SPRING
<i>3rd Semester</i>	<i>4th Semester</i>
BUS 245	BUS 204
ECO 101	ECO 102
MGT 112	MGT 117
AGB 155	COM 103
MAT 110 or MAT elec	MKT 211

#### Required Program Courses (45–46 hours) Cr. Hrs.

ACC 117	Accounting and Bookkeeping	
or ACC 101	Financial Accounting . . . . .	3–4
BUS 101	Introduction to Business . . . . .	3
BUS 106	Business and Organizational Ethics . . . . .	3
BUS 204	The Legal Environment of Business . . . . .	3
BUS 245	Business Communications . . . . .	3
COM 103	Introduction to Public Speaking . . . . .	3
CIS 200	Business Computer Systems . . . . .	3
COM 121	Introduction to Advertising . . . . .	3
MGT 101	Principles of Management . . . . .	3
MGT 112	Human Resource Management . . . . .	3
MGT 113	Human Relations in the Workplace . . . . .	3
MGT 117	Customer Service Management . . . . .	3
MKT 101	Introduction to Marketing . . . . .	3
AGB 155	Agricultural Salesmanship . . . . .	3
MKT 211	Marketing Management . . . . .	3

#### Required General Education Courses (15 hours)

ECO 101	Principles of Macroeconomics . . . . .	3
ECO 102	Principles of Microeconomics . . . . .	3
ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3
MAT 110	Business Mathematics	
or MAT elective	. . . . .	3

Total Semester Credit Hours 60–61

## BUSINESS (CONT'D)

### ENTREPRENEUR BASICS CERTIFICATE

Program Code: B.ETR.CER

#### Certificate

Graduation requirement — 12–13 semester hours

The Entrepreneur Basics certificate is designed to help anyone who has started a business or who plans to start a business. Completion of these courses will help those involved in management of a business or any organization, whether or not they are an owner. Business owners may also find earning this certificate will help improve their credibility as they seek financing and sales, and increase their potential for success.

#### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
BUS 101	ACC 101 or ACC 117
BUS 117	BUS 106

#### Required Program Courses (12–13 hours) Cr. Hrs.

ACC 101	Financial Accounting	
or ACC 117	Accounting and Bookkeeping. . . . .	3–4
BUS 101	Introduction to Business. . . . .	3
BUS 106	Business and Organizational Ethics . . . . .	3
BUS 117	Introduction to Entrepreneurship. . . . .	3
<i>Total Semester Credit Hours</i>		<u>12–13</u>

### ENTREPRENEURSHIP CERTIFICATE

Program Code: B.IND.CER

#### Certificate

Graduation requirement — 33–35 semester hours

The Entrepreneurship Certificate is designed for owners, managers, and employees of existing or proposed businesses, entrepreneurial ventures, and independent businesses and organizations of all sizes. Completion of this certificate should strengthen the general business skills of present and aspiring business managers, especially those who manage a small business.

#### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
BUS 101	ACC 101 or ACC 117
BUS 117	BUS 106
CIS 200	BUS 204
ENG 101	Elective
MGT 101	MAT 110 or MAT elec
	MKT 101

#### Required Program Courses (24–25 hours) Cr. Hrs.

ACC 101	Financial Accounting	
or ACC 117	Accounting and Bookkeeping. . . . .	3–4
BUS 101	Introduction to Business. . . . .	3
BUS 106	Business and Organizational Ethics . . . . .	3
BUS 117	Introduction to Entrepreneurship. . . . .	3
BUS 204	The Legal Environment of Business. . . . .	3
CIS 200	Business Computer Systems . . . . .	3
MGT 101	Principles of Management. . . . .	3
MKT 101	Introduction to Marketing. . . . .	3

#### Electives (3 hours)

Choose one course from the following:

AGB 155	Agricultural Salesmanship . . . . .	3
MGT 112	Human Resource Management . . . . .	3
MGT 113	Human Relations in the Workplace. . . . .	3

#### Required General Education Courses (6–7 hours)

ENG 101	Composition I. . . . .	3
MAT 110	Business Mathematics	
or MAT elective	. . . . .	3–4

*Total Semester Credit Hours* 33–35

# BUSINESS ADMINISTRATION

Program Code: B.BUS.AS

## Associate in Science (A.S.)

Graduation requirement — 60 semester hours

Business administration programs include courses and majors in general business, accounting, finance, marketing, and management. The following recommendations apply to courses and programs in all of these fields. To transfer into a baccalaureate degree program in business administration as a junior, students need to complete a minimum of 60 semester credits. Students are strongly encouraged to complete an A.S. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with a Parkland academic success advisor and the degree requirements of the four-year college or university they plan to attend.

### Program Notes\*

- Math requirements vary; students should plan their transfer programs with an advisor and the catalog of the four-year college or university they plan to attend.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken at Parkland or after transferring. Contact Academic Advising for guidance on completing the GECC.
- Recommended courses are designed to facilitate completion of the A.S. degree and transfer into a four-year college or university with junior standing in business administration related programs. Students are advised to follow the recommendations.

## General Education Core Courses (32–34 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	6
• <i>Must choose one course from Humanities and one from Fine Arts</i>	
Social/Behavioral Sciences electives	6
<i>Recommended: ECO 101 Principles of Macroeconomics (3)</i>	
• <i>The Soc/Beh Sci courses must be from two different disciplines</i>	
• <i>One course from Hum/Fine Arts or Soc/Beh Sci must fulfil the non-Western culture requirement</i>	
Mathematics elective	3-5
<i>Recommended: MAT 143 Calculus for Business and Social Sciences (4)</i>	
Or MAT 128 Calculus and Analytic Geometry I (5)	
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4

## A.S. Degree Requirement (6–8 hours)

*Must include one additional mathematics and one additional physical or life science course.*

*Any AST, BIO, CHE, ESC, PHY, or SCI courses numbered 100 through 289 whose second digit is even beyond the general education requirements in science, may fulfill additional science course requirement.*

Recommended:

MAT 141*	Finite Mathematics	4
or MAT 145*	Linear Algebra for Business	4
or MAT 160*	Statistics	4

## Recommended Courses (22 hours)

*Selecting electives from the following courses is strongly recommended for transfer into a baccalaureate program in business administration.*

ACC 101	Financial Accounting	4
ACC 102	Managerial Accounting	3
CSC 105	Applications of Computers in Business and Commerce	4
or CIS 200	Business Computer Systems	3
BUS 101	Introduction to Business	3
BUS 204	The Legal Environment of Business	3
BUS 264	Introduction to Finance	3
ECO 102	Principles of Microeconomics	3

Total Semester Credit Hours

60

# BUSINESS ADMINISTRATIVE TECHNOLOGY

## BUSINESS ADMINISTRATIVE TECHNOLOGY A.A.S.

Program Code: T.OCA.AAS

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

Graduation requirement — 60 semester hours

The Business Administrative Technology Program prepares students for administrative and technical support positions. Skills addressed include software applications, workplace ethics, mathematics, bookkeeping, and communications. Work experience is required at the end of the program. This can transfer to EIU as a 2+2 program.

#### Program Notes\*

- CTC substitutions are accepted for CIS 131, CIS 134, CIS 135, and CIS 138.
  - CIS 131 = CTC 197 + CTC 198
  - CIS 134 = CTC 174 + CTC 175 + CTC 176
  - CIS 135 = CTC 171 + CTC 172 + CTC 173
  - CIS 138 = CTC 177 + CTC 178 + CTC 179
- General education electives are chosen from the following categories: communications, social and behavioral sciences, humanities/fine arts, mathematics, and physical/life sciences. For more information, see General Education requirements on p. 63.

#### Suggested Full-time Sequences

##### ADMINISTRATIVE ASSISTANT TRACK

Program Code: T.OCA.AAS.ADM

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
ACC 101	CIS 134	CTC 290	CIS 298
or ACC 117	CIS 138	MAT 110	B.A.T. elec
CIS 131	COM 103	B.A.T. elec	Gen Ed elec
CIS 135	or COM 120	ENG 101	
CIS 170	CTC 119		
CTC 135	ENG 111		
CTC 193	ENG 115		

##### BOOKKEEPING TRACK

Program Code: T.OCA.AAS.BKK

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
ACC 101	CIS 134	ACC 219	ACC 275
or ACC 117	CIS 138	ACC 274	CIS 298
CIS 131	COM 103	CTC 290	B.A.T. elec
CIS 135	or COM 120	MAT 110	Gen Ed elec
CIS 170	CTC 119	ENG 101	
CTC 135	ENG 111		
CTC 193	ENG 115		

### BUSINESS TRACK

Program Code: T.OCA.AAS.BUS

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
ACC 101	CIS 134	BUS 101	CIS 298
or ACC 117	CIS 138	BUS 106	MGT 101
CIS 131	COM 103	CTC 290	MGT 112
CIS 135	or COM 120	MAT 110	B.A.T. elec
CIS 170	CTC 119	MGT 113	Gen Ed elec
CTC 135	ENG 111		ENG 101
CTC 193	ENG 115		

### CUSTOMER SERVICE TRACK

PROGRAM CODE: T.OCA.AAS.CSV

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
ACC 101	CIS 134	BUS 106	CIS 298
or ACC 117	CIS 138	CTC 290	MGT 101
CIS 131	COM 103	MAT 110	MGT 117
CIS 135	or COM 120	MGT 113	B.A.T. elec
CIS 170	CTC 119	ENG 101	Gen Ed elec
CTC 135	ENG 111		
CTC 193	ENG 115		

### PC SUPPORT TRACK

Program Code: T.OCA.AAS.PCS

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
ACC 101	CIS 134	CSC 117	CIS 298
or ACC 117	CIS 138	CSC 133	COM 103
CIS 131	CSC 130	MAT 110	or COM 120
CIS 135	CTC 119	B.A.T. elec	CSC 128
CIS 170	ENG 111	ENG 101	CTC 290
CTC 135	ENG 115		Gen Ed elec
CTC 193			

## BUSINESS ADMINISTRATIVE TECHNOLOGY (CONT'D)

### Required Program Courses (28–29 hours) Cr. Hrs.

ACC 101	Financial Accounting	
or ACC 117	Accounting and Bookkeeping	3–4
CIS 131	Presentation Graphics (MS PowerPoint)	2
CIS 134	Spreadsheet Applications (MS Excel)	3
CIS 135	Word Processing I (MS Word)	3
CIS 138	Database Applications (MS Access)	3
CIS 170	Professional Workplace Topics	3
CIS 298	Work Experience	3
CTC 119	Microsoft Outlook	1
CTC 135	Keyboarding Skill Building	2
CTC 193	Windows	1
CTC 290	Integrated Software	2
ENG 115	English Grammar and Punctuation	2

### Required General Education Courses (15 hours)

COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication	3
ENG 101	Composition I	3
ENG 111	Workplace Writing	3
MAT 110	Business Mathematics	3
or MAT elective		3
General education electives*		3

**Complete one of the following tracks to reach 60 semester hour graduation requirement**

#### ADMINISTRATIVE ASSISTANT TRACK

*Program Code: T.OCA.AAS.ADM*

Electives	16–17
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#### BOOKKEEPING TRACK

*PROGRAM CODE: T.OCA.AAS.BKK*

ACC 219	Computerized Integrated Accounting	3
ACC 274	Principles of Income Taxation	4
ACC 275	Payroll Tax Accounting	3
Electives		6–7

#### BUSINESS TRACK

*PROGRAM CODE: T.OCA.AAS.BUS*

BUS 101	Introduction to Business	3
BUS 106	Business and Organizational Ethics	3
MGT 112	Human Resource Management	3
MGT 113	Human Relations in the Workplace	3
MGT 101	Principles of Management	3
Electives		1–2

#### CUSTOMER SERVICE TRACK

*Program Code: T.OCA.AAS.CSV*

BUS 106	Business and Organizational Ethics	3
MGT 101	Principles of Management	3
MGT 113	Human Relations in the Workplace	3
MGT 117	Customer Service Management	3
Electives		4–5

### PC SUPPORT TRACK

*PROGRAM CODE: T.OCA.AAS.PCS*

CSC 117	Google IT Support Professional	6
CSC 128	Introduction to Linux	3
CSC 130	Introduction to Computer Networks	3
CSC 133	PC Hardware and OS Maintenance	4
Elective		0–1

### Electives

*Select from the following program electives.*

ACC 219	Computerized Integrated Accounting	3
ACC 274	Principles of Income Taxation	4
ACC 275	Payroll Tax Accounting	3
BUS 101	Introduction to Business	3
BUS 106	Business and Organizational Ethics	3
BUS 117	Introduction to Entrepreneurship	3
BUS 131	Personal Finance	3
BUS 204	Legal Environment of Business	3
CIS 152	Web Design and Development I	3
CSC 117	Google IT Support Professional	6
CSC 128	Introduction to Linux	3
CSC 130	Introduction to Computer Networks	3
CSC 133	PC Hardware and OS Maintenance	4
CTC 157	Google Applications	1
CTC 190	Introduction to Publisher	1
CTC 272	Advanced Word Processing	1
CTC 291	Career Overview	1
HCS 154	Medical Terminology	3
MGT 101	Principles of Management	3
MGT 112	Human Resource Management	3
MGT 113	Human Relations in the Workplace	3
MGT 117	Customer Service Management	3

*Total Semester Credit Hours*

60

### Required General Education Courses for Students Transferring to EIU's Organizational Development Degree

COM 103	Introduction to Public Speaking	3
ENG 102	Composition II	3
	(Replaces ENG 111)	
MAT 107	General Education Mathematics	
or MAT 108	Introduction to Applied Statistics	3

# BUSINESS ADMINISTRATIVE TECHNOLOGY (CONT'D)

## COMPUTERS IN BUSINESS CERTIFICATE

Program Code: T.CIB.CER

### Certificate

Graduation requirement — 6 semester hours

The Computers in Business certificate introduces the student to the computer, providing keyboarding skills, file management, and introduces Microsoft Office, Word, PowerPoint, Outlook, and Google Applications, preparing the student for entry to Business Administrative Technology Program or the skills necessary for any college major.

<b>Required Program Courses (6 hours)</b>		<b>Cr. Hrs.</b>
CTC 110	Beginning Computers.....	3
OR		
the following courses in combination		
CTC 132	Computer Basics I.....	1
CTC 139	Computer Basics II.....	1
CTC 193	Windows.....	1
CTC 119	Microsoft Outlook.....	1
CTC 130	Basic Keyboarding.....	1
CTC 157	Google Applications.....	1
<i>Total Semester Credit Hours</i>		6

### Suggested Course Sequence

FALL

1st semester

CTC 110 (or CTC 132, 139, & 193)

CTC 119

CTC 130

CTC 157

## OFFICE ASSISTANT CERTIFICATE

Program Code: T.IPR.CER

### Certificate

Graduation requirement — 16 semester hours

The Office Assistant certificate builds foundational office skills in one semester. Completion of this certificate can be applied to the A.A.S. in Business Administrative Technology.

### Program Note\*

CTC substitutions are accepted for CIS 131, CIS 134, and CIS 135.

<b>Required Program Courses (16 hours)</b>		<b>Cr. Hrs.</b>
CIS 131*	Presentation Graphics (MS PowerPoint).....	2
CIS 134*	Spreadsheet Applications (MS Excel).....	3
CIS 135*	Word Processing (MS Word).....	3
CIS 170	Professional Workplace Topics.....	3
CTC 119	Microsoft Outlook.....	1
CTC 135	Keyboarding Skill Building.....	2
CTC 157	Google Applications.....	1
CTC 193	Windows.....	1
<i>Total Semester Credit Hours</i>		16

### Suggested Course Sequence

FALL

1st Semester

CIS 131

CIS 134

CIS 135

CIS 170

CTC 119

CTC 135

CTC 157

CTC 193



## BUSINESS ADMINISTRATIVE TECHNOLOGY (CONT'D)

### OFFICE SPECIALIST CERTIFICATE

Program Code: T.OCP.CER

#### Certificate

Graduation requirement — 30 semester hours

The Office Specialist certificate equips students with general skills for entry level office professional positions. Completion of this certificate can be applied to the A.A.S. in Business Administrative Technology.

#### Program Notes\*

- CTC substitutions are accepted for CIS 131, CIS 134, CIS 135, and CIS 138.
- Students in this program whose reading placement level is CCS 098 are eligible to take ALS 199 Support for Workforce Training in place of CCS 098. For more information, contact the Learning Commons at 217/373-3839.

Required Program Courses (30 hours)		Cr. Hrs.
ACC 117	Accounting and Bookkeeping.....	3
CIS 131*	Presentation Graphics (MS PowerPoint) .....	2
CIS 134*	Spreadsheet Applications (MS Excel).....	3
CIS 135*	Word Processing (MS Word).....	3
CIS 138	Database Applications (MS Access).....	3
CIS 170	Professional Workplace Topics .....	3
COM 120	Interpersonal Communication.....	3
CTC 135	Keyboarding Skill Building.....	2
CTC 119	Microsoft Outlook.....	1
CTC 157	Google Applications .....	1
CTC 193	Windows .....	1
ENG 111	Workplace Writing.....	3
ENG 115	English Grammar and Punctuation.....	2
<i>Total Semester Credit Hours</i>		<u>30</u>

#### Suggested Course Sequence

FALL	SPRING
1st Semester	2nd Semester
ACC 117	CIS 134
CIS 131	CIS 138
CIS 135	COM 120
CIS 170	CTC 157
CTC 119	ENG 111
CTC 135	ENG 115
CTC 193	

### APPLICATION SPECIALIST CERTIFICATE

Program Code: T.MSO.CER

#### Certificate

Graduation requirement — 14 semester hours with an A or B and a passing score on at least 3 MOS certification exams.

This certificate highlights the accomplishment of obtaining top skills needed for employment using Microsoft Word, Excel, Access, PowerPoint, and Outlook. Completion of this certificate can be applied to the A.A.S. in Business Administrative Technology.

#### Program Notes

- In addition to on-campus and online classes, these topics are offered in an open-entry/open-exit format through the Computer Technology Center (CTC). Students may enroll at any time during the semester and complete the coursework at their own pace. Some restrictions apply.
- CTC substitutions are accepted for CIS 131, CIS 134, CIS 135, and CIS 138.
- Microsoft Office Specialist (MOS) certification exams are available for Word, Excel, Access, PowerPoint, and Outlook.
- For more information, contact Business/Computer Science and Technologies department (B116; 217/353-2099).
- Students in this program whose reading placement level is CCS 098 are eligible to take ALS 199 Support for Workforce Training in place of CCS 098. For more information, contact the Learning Commons at 217/373-3839.

Required Program Courses (14 hours)		Cr. Hrs.
CIS 131	Presentation Graphics (MS PowerPoint) .....	2
CIS 134	Spreadsheet Applications (MS Excel).....	3
CIS 135	Word Processing I (MS Word) .....	3
CIS 138	Database Applications (MS Access).....	3
CTC 119	Microsoft Outlook.....	1
CTC 290	Integrated Software .....	2
<i>Total Semester Credit Hours</i>		<u>14</u>

#### Suggested Course Sequence

FALL	SPRING
1st Semester	2nd Semester
CIS 131	CIS 134
CIS 135	CIS 138
CTC 119	CTC 290

## BUSINESS ADMINISTRATIVE TECHNOLOGY (CONT'D)

### BOOKKEEPING OFFICE ASSISTANT CERTIFICATE

Program Code: T.BKP.CER

#### Certificate

Graduation requirement — 15 semester hours

The Bookkeeping Office Assistant Certificate prepares the student with general knowledge of office and bookkeeping skills. Graduates may be employed by businesses as a bookkeeping assistant. Completion of this certificate can be applied to the A.A.S. in Business Administrative Technology.

#### Program Note\*

CTC substitutions are accepted for CIS 134.

#### Required Courses (15 hours)

ACC 117	Accounting and Bookkeeping.....	3
ACC 219	Computerized Integrated Accounting	
or ACC 275	Payroll Tax Accounting.....	3
CIS 134*	Spreadsheet Applications (MS Excel).....	3
CIS 170	Professional Workplace Topics.....	3
MAT 110	Business Mathematics.....	3

Total Semester Credit Hours 15

#### Suggested Course Sequence

FALL	SPRING	FALL
1st Semester	2nd Semester	3rd Semester
CIS 134	ACC 117	ACC 219
CIS 170	MAT 110	

or

FALL	SPRING
1st Semester	2nd Semester
ACC 117	MAT 110
CIS 134	ACC 275
CIS 170	

### CUSTOMER SERVICE CERTIFICATE

Program Code: B.SER.CER

#### Certificate

Graduation requirement — 15 semester hours

The Customer Service Certificate is designed to help any student who is employed, or will be employed, in a business or organization that provides products or services to customers. Students successfully completing this certificate should be able to identify a comprehensive customer service strategy and implement the practical techniques needed to provide good service. Completion of this certificate can be applied to the A.A.S. in Business Administrative Technology.

#### Required Courses (15 hours)

BUS 106	Business and Organizational Ethics.....	3
CIS 170	Professional Workplace Topics.....	3
COM 120	Interpersonal Communication.....	3
MGT 113	Human Relations in the Workplace.....	3
MGT 117	Customer Service Management.....	3

Total Semester Credit Hours 15

#### Suggested Course Sequence

FALL	SPRING
1st Semester	2nd Semester
CIS 170	BUS 106
COM 120	MGT 117
MGT 113	

# COMPUTER SCIENCE/COMPUTER INFORMATION SYSTEMS

Program Codes:

**Computer Science:** T.CSC.AS.TEC

**Computer Information Systems:** T.CSC.AS.BUS

## Associate in Science (A.S.)

Graduation requirement — 60 semester hours

Baccalaureate degree programs in Information Technology have traditionally grown from a number of different disciplines, including Mathematics, Business, and Engineering. Computer Science (CS) degrees usually have a general theoretical emphasis. Computer Information Systems (CIS) degrees have more of a business emphasis. Computer Engineering degrees have a hardware emphasis. At the two year level, either the CS or CIS degree provides a good foundation for further study in most fields of Computer Science. Engineering degrees are most specific to future engineering study. To transfer into a baccalaureate degree program in Computer Science as a junior, students need to complete a minimum of 60 semester credits. Students are strongly encouraged to complete an A.S. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with a faculty advisor and the catalog of the four-year college or university they plan to attend.

### Program Notes\*

- Prerequisites for MAT 128 are MAT 124 and MAT 125.
- PHY 141 is required for students planning to transfer to UIUC and others.
- IAI CS 922, Computer Organization, is not offered at Parkland. Check with your transfer institution to see if it is required in their program.
- Computer Information Systems transfers to UIUC School of Business, Management Information Systems.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken at Parkland or after transferring. Contact Academic Advising for guidance on completing the GECC.
- Recommended courses are designed to facilitate completion of the A.S. degree and transfer into a four-year college or university with junior standing. Students are strongly advised to follow the recommendations.

## Suggested Full-time Sequence

### COMPUTER SCIENCE

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
CSC 123	CSC 125
MAT 128	MAT 129
ENG 101 or ENG 106	ENG 102 or ENG 220
Hum elec	PHY 141
Soc/Beh Sci elec	

<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
COM 103	CSC 220
MAT 228	MAT 200
PHY 142	Fine Arts elec
Life Sci elec	Soc/Beh Sci elec

### COMPUTER INFORMATION SYSTEMS

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
CIS 200	CSC 140
MAT 128 or MAT 145	ACC 101
ENG 101 or ENG 106	ECO 101
CIS 122	MAT 129 or MAT 143
Phys Sci elec	Hum elec

<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
CSC 240	MAT 141
ACC 102	ECO 102
ENG 102 or ENG 220	COM 103
Fine Arts elec	PSY 101
Life Sci elec	Phys/LS elec

# COMPUTER SCIENCE/COMPUTER INFORMATION SYSTEMS (CONT'D)

## COMPUTER SCIENCE CONCENTRATION (TECHNICAL EMPHASIS)

Program Code: T.CSC.AS.TEC

### General Education Core Courses\* (32–34 hours) Cr. Hrs.

Communications (9)	
ENG 101 Composition I	3
ENG 102 Composition II	3
COM 103 Introduction to Public Speaking	3
Humanities/Fine Arts electives	6
• <i>Must choose one course from Humanities and one from Fine Arts</i>	
Social/Behavioral Sciences electives	6
• <i>The Soc/Beh Sci courses must be from two different disciplines</i>	
• <i>One course from Hum/Fine Arts or Soc/Beh Sci must fulfil the non-Western culture requirement</i>	
Mathematics elective	3–5
<i>Recommended: MAT 128* Calculus and Analytic Geometry I (5)</i>	
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4
<i>Recommended: PHY 141* Mechanics (4)</i>	

### A.S. Degree Required Courses (8 hours)

Must include one additional mathematics and one additional physical or life science course.

Any AST, BIO, CHE, ESC, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in science, may fulfill the additional science course requirement.

*Recommended:*

MAT 129 Calculus and Analytic Geometry II	4
PHY 142 Electricity and Magnetism	4

### Recommended\* Computer Science Concentration Courses (17 hours)

CSC 123 Computer Science I (C/C++)	4
CSC 125 Computer Science II (C++)	3
CSC 220 Data Structures	3
MAT 200 Introduction to Discrete Mathematics	3
MAT 228 Calculus and Analytic Geometry III	4

### Electives (1–3 hours)

Select courses to meet the minimum 60-hour graduation requirement.

Elective	1–3
<b>Total Semester Credit Hours</b>	<b>60</b>

## COMPUTER INFORMATION SYSTEMS CONCENTRATION

Program Code: T.CSC.AS.BUS

### General Education Core Courses (32–34 hours) Cr. Hrs.

Communications (9)	
ENG 101 Composition I	3
ENG 102 Composition II	3
COM 103 Introduction to Public Speaking	3
Humanities/Fine Arts electives	6
• <i>Must choose one course from Humanities and one from Fine Arts</i>	
Social/Behavioral Sciences electives	6
<i>Recommended: ECO 101 Principles of Macroeconomics (4)</i>	
• <i>The Soc/Beh Sci courses must be from two different disciplines</i>	
• <i>One course from Hum/Fine Arts or Soc/Beh Sci must fulfil the non-Western culture requirement</i>	
Mathematics elective	3–5
<i>Recommended: MAT 128* Calculus and Analytic Geometry I (5) or MAT 145 Linear Algebra for Business (4)</i>	
Life Sciences (laboratory-based) elective	4
Physical Sciences (laboratory-based) elective	4

### A.S. Degree Required Courses (8 hours)

Must include one additional mathematics and one additional physical or life science course.

Any AST, BIO, CHE, ESC, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in science, may fulfill the additional science course requirement.

*Recommended:*

MAT 129 Calculus and Analytic Geometry II (4)
Or MAT 143 Calculus for Business and Social Sciences (4)

### Recommended\* Computer Information Systems Concentration Courses (17 hours)

CSC 140 Computer Science I (Java)	3
CSC 240 Computer Science II (Java)	3
CIS 200 Business Computer Systems	3
ACC 101 Financial Accounting	4
MAT 141 Finite Mathematics	4

### Electives (1–3 hours)

Select courses to meet the minimum 60-hour graduation requirement.

Elective	1–3
<b>Total Semester Credit Hours</b>	<b>60</b>

# CUSTOMIZED CAREER PREPARATION

Program Code: B.CCP.AAS

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

Graduation requirement — 60 semester hours

This program allows students to develop and pursue individualized programs of study that meet their own personal and career goals. With the assistance of the professional staff in career programs and departments, each student will develop a viable program of study during the first semester of enrollment at the college. This plan must receive approval of the assigned faculty mentor and the appropriate department chair(s). A unique aspect of this program is the awarding of credit for non-collegiate prior learning or work experience.

### Program Note\*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 65.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
CCP 111	ENG 102
COM 103	Math
ENG 101	Area of concentration
Soc/Beh Sci elec	courses
Hum/FA elec	Gen Ed elec
<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
Area of concentration	Area of concentration
courses	courses
Gen Ed elec	Gen Ed elec

<b>Required Program Course (2 hours)</b>		<b>Cr. Hrs.</b>
CCP 111	Customized Career Preparation	
	Portfolio .....	2

### Supportive Courses and Areas of Concentration (32 hours)

Choose up to 32 hours in consultation with a faculty advisor. Some of these course requirements may be satisfied by previous non-collegiate learning and/or work experience as documented and approved in the Customized Career Preparation Portfolio.

### Electives (8 hours)

Choose courses supportive of the learning outcomes identified in the Customized Career Preparation Portfolio.

### Required General Education Courses (18 hours)

COM 103	Introduction to Public Speaking .....	3
ENG 101	Composition I .....	3
ENG 102	Composition II .....	3
	General Education electives* .....	9
<i>Total Semester Credit Hours</i>		<u>60</u>

# DATA SYSTEMS AND DEVELOPMENT

## DATA SYSTEMS AND DEVELOPMENT A.A.S.

Program Code: T.CPL.AAS

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

Graduation requirement — 60–63 semester hours

The Data Systems and Development program equips students for a wide range of opportunities as computer programmers and software designers. Areas include mobile application development, database programming, and web development. Students begin their training with foundational language courses and then may choose from a wide variety of advanced, industry-specific courses to customize their degree. Students may also choose to select from a number of smaller degree certificates embedded within the software development program. This program transfers to EIU, UIS, and SIU under the 2+2 agreement. Students who are interested in transferring should speak with the department chair.

### Program Notes

- Students intending to transfer to EIU's Computer Information Technology Program should take the following required classes marked with an asterisk:
  - Program courses and electives: CSC 115, CSC 123, CSC 125, CSC 133, CSC 179, ELT 155
  - General education electives: ECO 101 (Soc/Beh Sci elective), MAT 141 (Math elective), PHY 121 (Phys Sci elective).
- Students intending to transfer to UIS are recommended to take MAT 200 for the math elective.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 65.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
CIS 112	*CIS 123 or CSC 140
CIS 122	CIS 152
*CSC 133	CSC 128
Elective (*CSC 179)	CSC 130
	ENG 101
<i>Fall</i>	<i>Spring</i>
<i>3rd Semester</i>	<i>4th Semester</i>
*CSC 125 or CSC 240	CSC 155
CSC 176	CSC 220
Elective (*CSC 115)	Elective (*ELT 155)
Math Elec (MAT 108, MAT 141, or MAT 200)	Phy Sci elec (*PHY 121)
ENG 102	Soc/Beh Sci or Hum/FA elec (*ECO 101)

### Required Program Courses (36–37 hours) Cr. Hrs.

CIS 112	Computing Essentials . . . . .	4
CIS 122	Introduction to Computer Programming . . . . .	4
CIS 152	Web Design and Development I . . . . .	3
*CSC 123	Computer Science I (C/C++) . . . . .	4
or CSC 140	Computer Science I (Java) . . . . .	3
*CSC 125	Computer Science II (C++) . . . . .	3
or CSC 240	Computer Science II (Java) . . . . .	3
CSC 128	Introduction to Linux . . . . .	3
CSC 130	Introduction to Computer Networks . . . . .	3
*CSC 133	PC Hardware and OS Maintenance . . . . .	4
CSC 155	Systems Development . . . . .	3
CSC 176	SQL Fundamentals I . . . . .	3
CSC 220	Data Structures . . . . .	3

### Electives (9–10 hours)

Choose 9–10 hours from the following:

*CSC 115	Networking I – Routers and Switches . . . . .	3
CSC 151	MS OS Workstation . . . . .	3
CSC 153	MS OS Server . . . . .	3
CSC 171	Linux Installation and Administration . . . . .	3
CSC 175	JavaScript Development . . . . .	3
*CSC 179	Digital Media Foundation . . . . .	3
CSC 191	SQL Fundamentals II . . . . .	4
*ELT 155	Digital Control Systems . . . . .	3
MAT 128	Calculus and Analytic Geometry I . . . . .	5
MAT 200	Introduction to Discrete Mathematics . . . . .	3
	(recommended for UIS transfer)	

### Required General Education Courses (15–16 hours)

ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3
General Education Electives (9–10 hours)		

Recommended mathematics electives: choose at least one

- MAT 108
- \*MAT 141 (EIU transfer)
- \*MAT 200 (UIS transfer)

Recommended Social/Behavioral Sciences elective

- \*ECO 101 (EIU transfer)

Recommended Physical Sciences elective

- \*PHY 121 (EIU transfer)

Total Semester Credit Hours 60–63

# DATA SYSTEMS AND DEVELOPMENT (CONT'D)

## DATABASE FOUNDATION CERTIFICATE

Program Code: T.SDV.CER

### Certificate

Graduation requirement — 20 semester hours

Focuses on database applications; completion of certificate can be applied to the A.A.S. in Data Systems and Development.

### Suggested Sequence

FALL	SPRING	FALL
1st Semester	2nd Semester	3rd Semester
CSC 140	CSC 176	CSC 191
CSC 128	CSC 155	CSC Elec

### Required Program Courses (20 hours) Cr. Hrs.

CSC 140	Computer Science I (Java)	3
CSC 128	Introduction to Linux	3
CSC 155	Systems Development	3
CSC 176	SQL Fundamentals I	3
CSC 191	SQL Fundamentals II	4
CSC elective		4
<i>Total Semester Credit Hours</i>		20

## WEB DEVELOPMENT CERTIFICATE

Program Code: T.WAP.CER

### Certificate

Graduation requirement — 15–16 semester hours

Focuses on web development skills; completion of certificate can be applied to the A.A.S. in Data Systems and Development.

### Suggested Sequence

FALL	SPRING	FALL
1st Semester	2nd Semester	3rd Semester
CSC 123 or CSC 140	CIS 152 CSC 128	CSC 155 CSC 175

### Required Program Courses (15–16 hours) Cr. Hrs.

CSC 123	Computer Science I (C/C++)	4
or CSC 140	Computer Science I (Java)	3
CIS 152	Web Design and Development I	3
CSC 128	Introduction to Linux	3
CSC 155	Systems Development	3
CSC 175	JavaScript Development	3
<i>Total Semester Credit Hours</i>		15–16

## GENERAL PROGRAMMING CERTIFICATE

Program Code: T.GPR.CER

### Certificate

Graduation requirement — 13–14 semester hours

Builds foundational programming skills; completion of certificate can be applied to the A.A.S. in Data Systems and Development.

### Suggested Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
CIS 122	CSC 123 or CSC 140	CSC 125 or CSC 240	CSC 220

### Required Program Courses (13–14 hours) Cr. Hrs.

CIS 122	Introduction to Computer Programming	4
CSC 123	Computer Science I (C/C++)	4
or CSC 140	Computer Science I (Java)	3
CSC 125	Computer Science II (C++)	3
or CSC 240	Computer Science II (Java)	3
CSC 220	Data Structures	3
<i>Total Semester Credit Hours</i>		13–14

# DIGITAL MEDIA

## DIGITAL MEDIA A.A.S.

Program Code: T.DGM.AAS

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

Graduation requirement — 63 semester hours

The Digital Media program equips students with the skills necessary for the design of computer-generated applications and media. Areas include 3D animation and game design. The digital media program prepares students for employment in such areas as gaming, feature film, web design, video and commercial production, post-production, visual effects, and virtual and augmented reality.

Students begin their training in classes in 2D and 3D fundamentals, imaging, and design. Students then study the aesthetic and design aspects of digital media with focused courses in graphic design, fine arts, and advanced imaging.

This program transfers to the Bachelor's of Science in Media Arts in the School of Informatics and Computing at Indiana University-Purdue University Indianapolis (IUPUI).

### Suggested Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
ART 128	ART 121	ART 125	ART 122
ART 165	CSC 187	GDS 120	CIS 152
CSC 179	CSC 188	CSC 189	CSC 236
CSC 186	ENG 101	CSC 233	CSC 294
	THE 124	ENG 102	COM 103

### Required Program Courses (48 hours) Cr. Hrs.

ART 121	Two-Dimensional Design	3
ART 122	Drawing I	3
ART 125	Color	3
ART 165	Art Appreciation	3
CIS 152	Web Design and Development I	3
CSC 179	Digital Media Foundation	3
CSC 186	2D Animation	4
CSC 187	3D Computer Animation I	4
CSC 188	3D Computer Animation II	4
CSC 189	3D Computer Animation III	4
CSC 233	3D Computer Animation IV	4
CSC 236	3D Computer Animation V	4
CSC 294	Computer Graphics Portfolio	3
GDS 120	Graphic Design I	3

### Required General Education Courses (15 hours)

ART 128	Digital Photography	3
COM 103	Introduction to Public Speaking	3
ENG 101	Composition I	3
ENG 102	Composition II	3
THE 124	Film Appreciation	3

Total Semester Credit Hours 63

## 3D COMPUTER ANIMATION SOFTWARE CERTIFICATE

Program Code: T.VGW.CER

### Certificate

Graduation requirement — 12 semester hours

This certificate program equips students with technical skills and proficiency in high-end 3D computer animation software used in feature films, video, and commercial production, CAD/CAM, 3D gaming, and architectural design.

### Required Program Courses (12 hours) Cr. Hrs.

CSC 187	3D Computer Animation I	4
CSC 188	3D Computer Animation II	4
CSC 189	3D Computer Animation III	4

Total Semester Credit Hours 12



# NETWORK ADMINISTRATION AND SUPPORT

## NETWORK ADMINISTRATION AND SUPPORT A.A.S.

Program code: T.CNA.AAS

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

Graduation requirement — 65–67 semester hours

The Computer Network System Administrator program prepares students to manage and administer the computer networks of small to medium-sized enterprises. Students will learn to use a variety of operating systems: use, install, and maintain networks; program routers and switches; develop networking software and develop and study documentation used to manage a network. Students will receive extensive hands-on experience.

### Program Notes\*

- Students planning to transfer to a 4-year institution should take COM 103; those planning to enter the workforce upon graduation should take COM 120.
- Successful completion of CSC 117 earns the student a Google-issued industry-recognized credential as an IT support professional

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	
<i>1st Semester</i>	<i>2nd Semester</i>	
CIS 112 or CSC 117	CSC 115 CSC 116	
CSC 128	CSC 151	
CSC 130	MAT 108	
CSC 133	Soc/Beh Sci or Hum/FA elec	
ENG 101		
 <i>FALL</i>	 <i>SPRING</i>	 <i>SUMMER</i>
<i>3rd Semester</i>	<i>4th Semester</i>	
CSC 150	CSC 159	CIS 298
CSC 153	CSC 251	
CSC 171	CSC 271	
Elective	Elective	
COM 103 or COM 120	Soc/Beh Sci or Hum/FA elec	

### Required Program Courses (44–46 hours) Cr. Hrs.

CIS 112	Computing Essentials . . . . .	4
or CSC 117*	Google IT Support Professional. . . . .	6
CIS 298	Work Experience . . . . .	3
CSC 115	Networking I - Routers and Switches . . . . .	3
CSC 116	Networking II - WAN Connectivity . . . . .	3
CSC 128	Introduction to Linux . . . . .	3
CSC 130	Introduction to Computer Networks. . . . .	3
CSC 133	PC Hardware and OS Maintenance. . . . .	4
CSC 150	Wireless Networking and Emerging Technologies . . . . .	3
CSC 151	MS OS Workstation. . . . .	3
CSC 153	MS OS Server . . . . .	3
CSC 159	MS Network Administrator. . . . .	3
CSC 171	Linux Installation and Administration. . . . .	3
CSC 251	Advanced Topics in Computer Security . . . . .	3
CSC 271	Linux Networking and Security . . . . .	3

### Electives (6 hours)

Choose from the following courses:

CIS 134	Spreadsheet Applications (MS Excel). . . . .	3
CIS 138	Database Applications (MS Access). . . . .	3
CSC 140	Computer Science I (Java) . . . . .	3
CSC 155	Systems Development . . . . .	3

### Required General Education Courses (15 hours)

COM 103*	Introduction to Public Speaking	
or COM 120*	Interpersonal Communication . . . . .	3
ENG 101	Composition I . . . . .	3
MAT 108	Introduction to Applied Statistics. . . . .	3
	Social/Behavioral Sciences electives	
	or Humanities/Fine Arts electives. . . . .	6

Total Semester Credit Hours 65–67

# NETWORKING ADMINISTRATION AND SUPPORT (CONT'D)

## COMPUTER FOUNDATIONS CERTIFICATE

Program Code: T.PCF.CER

### Certificate

Graduation requirement — 17–19 semester hours

This certificate covers the basics of Windows and Linux operating systems, PC repair, and basic networking. Upon completion, students are prepared for entry-level PC support positions.

### Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
CIS 112	CSC 130
or CSC 117	CSC 128
CSC 133	Elective

### Required Program Courses (14–16 hours) Cr. Hrs.

CIS 112	Computing Essentials	4
or CSC 117*	Google IT Support Professional	6
CSC 128	Introduction to Linux	3
CSC 130	Introduction to Computer Networks	3
CSC 133	PC Hardware and OS Maintenance	4

### Elective Course (3 hours)

Choose from the following:

CIS 152	Web Design and Development I	3
CIS 134	Spreadsheet Applications (MS Excel)	3
CIS 138	Database Applications (MS Access)	3

Total Semester Credit Hours 17–19

## GOOGLE IT SUPPORT PROFESSIONAL CERTIFICATE

Program Code: T.GOG.CER

### Certificate

Graduation requirement — 6 semester hours

This certificate covers the fundamentals of IT support critical for success in entry-level IT support jobs. Includes troubleshooting and customer service, networking, operating systems, system administration, and security. Upon completion, students are prepared for entry-level PC support positions.

### Program Notes\*

Successful completion of CSC 117 earns the student a Google-issued industry-recognized credential as an IT support professional.

### Suggested Sequence

FALL	OR	SPRING
1st Semester		1st Semester
CSC 117		CSC 117

### Required Program Courses (6 hours) Cr. Hrs.

CSC 117	Google IT Support Professional	6
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Total Semester Credit Hours 6

## NETWORKING ADMINISTRATION AND SUPPORT (CONT'D)

### LINUX ADMINISTRATION CERTIFICATE

Program Code: T.LIN.CER

#### Certificate

Graduation requirement — 9 semester hours

This certificate prepares students with advanced skills for working with Linux operating systems. Topics include troubleshooting and configuration.

#### Suggested Sequence

SUMMER	FALL	SPRING
1st Semester	2nd Semester	3rd Semester
CSC 128	CSC 171	CSC 271

#### Required Program Courses (9 hours) Cr. Hrs.

CSC 128	Introduction to Linux .....	3
CSC 171	Linux Installation and Administration .....	3
CSC 271	Linux Networking and Security .....	3
<i>Total Semester Credit Hours</i>		<u>9</u>

### MICROSOFT ADMINISTRATION CERTIFICATE

Program code: T.MSA.CER

#### Certificate

Graduation requirement — 10 semester hours

This certificate gives students advanced skills for working with Windows Operating Systems (workstation and server) troubleshooting, configuration, and design.

#### Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
CSC 133	CSC 151
CSC 153	

#### Required Program Courses (10 hours) Cr. Hrs.

CSC 133	PC Hardware and OS Maintenance .....	4
CSC 151	MS OS Workstation .....	3
CSC 153	MS OS Server .....	3
<i>Total Semester Credit Hours</i>		<u>10</u>

### CISCO NETWORKING CERTIFICATE

Program Code: T.CIS.CER

#### Certificate

Graduation requirement — 15 semester hours

This certificate program prepares students with advanced skills for working with computer networks, Cisco routers, and switches. Wired and wireless networks are covered for troubleshooting, configuration, design, and repair.

#### Program Note\*

CSC 115 and CSC 116 are eight-week classes; CSC 115 is taught during the first half of the semester and CSC 116 follows during the second half.

#### Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
CSC 130	CSC 115*
	CSC 116
	CSC 150
	CSC 251

#### Alternate Suggested Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
CSC 130	CSC 115*	CSC 150	CSC 251
	CSC 116		

#### Required Program Courses (15 hours) Cr. Hrs.

CSC 115	Networking I - Routers and Switches .....	3
CSC 116	Networking II - WAN Connectivity .....	3
CSC 130	Introduction to Computer Networks .....	3
CSC 150	Wireless Networking and Emerging Technologies .....	3
CSC 251	Advanced Topics in Computer Security .....	3
<i>Total Semester Credit Hours</i>		<u>15</u>



# Aviation

## Institute of Aviation

1 Airport Road, Savoy, IL 61874

217/353-2172 • [parkland.edu/aviation](http://parkland.edu/aviation)

Jonathan Moore, director

Clark Sorensen, administrative assistant

The Institute of Aviation provides flight training and teaches aviation safety. It offers the opportunity for students to earn a transferable Associate in Science degree (aviation) while earning Federal Aviation Administration (FAA) pilot credentials. Students not seeking an associate's degree may take aviation classes leading towards private pilot certification, instrument rating, commercial pilot certification, multiengine rating, flight instructor certification, or unmanned aircraft systems certification.

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## Selective Admissions Information

Selective admissions information for Associate of Science (Aviation) and Private Pilot certificate:

1. Admission into the Aviation associate of science degree, the Aviation associate of applied science degree, and the Private Pilot certificate is selective. This means that admission is competitive and these programs may have their own admissions criteria and minimum scores for admission. You must be accepted into the program prior to enrollment in any AVI courses. Students are conditionally admitted to these selective admissions programs pending the fulfillment of all program requirements by established deadlines and availability of program seats.
2. It is strongly recommended that you work closely with an academic success advisor or the Aviation Program Manager when seeking entrance to an aviation program.
3. Students who wish to apply transfer credit towards an aviation degree or certificate should verify acceptable credits and certifications before applying to the program by sending official transcripts to Parkland College Admissions and Records and requesting a transcript evaluation. Only undergraduate credit from regionally accredited institutions is accepted for scoring.
4. Application deadlines for selective admissions programs: March 1 for fall semester admission; October 1 for spring semester admission.
5. Admission to Parkland College does not guarantee a student's admission into aviation selective admissions programs.
6. Students seeking admission into an Aviation program should be aware of the following policies and procedures:
  - a. Mathematics skills are important to aviation programs. Math placement scores are valid for two years. Check the math requirement for each program carefully. Math assessment is not required if you have transferable college-level math credit taken within five years.
  - b. Students who are non-native speakers of English will be required to take TOEFL or IELTS and achieve the minimum or greater scores in reading, listening, speaking, and writing established by the aviation program. Spoken and listening language skills are critical to student success in aviation courses. Accurate communication between the students and instructors, TSA, FAA, air traffic controllers, airport staff and faculty is essential for student safety and maintenance of Institute of Aviation standards.
7. Prospective and admitted aviation students need to meet the following eligibility requirements:
  - a. Upon admission, students must pass a required TSA background check and FAA medical examination.
  - b. Students are required to maintain current FAA medical examination requirements of Class 3 or higher. Validity dates must be good through the semester in which the student is enrolled. Failure to maintain this credential could result in suspension from the course and/or the program.
8. Students are responsible for the costs of eligibility tests including but not limited to FAA medical examination, FAA written examinations, and background checks, such as fingerprinting. These costs are not included in tuition, course fees, or flight fees.

## Program Requirements

1. Program grading scales are often higher than the standard college scale. Students must pass each ground school in order to continue to the next aviation course.
2. Students who receive a course failure may not withdraw from the course without the permission of the faculty. Students who have been dismissed from an aviation course may receive a failure and may or may not be placed in another aviation course.
3. Aviation programs may have time limits, requiring program completion within a specified number of semesters or years.
4. Students admitted to an aviation program or returning to a program after an absence will follow the college's catalog graduation guidelines (see Graduation Requirements, p. 62).
5. Students who repeat an aviation course will be subject to a course repeat fee per college guidelines (Course Repeat Fees, p. 24). Course repeat fees are in addition to required tuition/fees and flight fees.
6. Selective admission students follow the catalog that is in effect when they take their first program course.

For additional information on each requirement, refer to the Aviation program handbook.

# AVIATION

Program Code: V.AVI.AS

## Associate in Science (A.S.)

Graduation requirement — 61–63 semester hours

Students planning to pursue a Bachelor's degree in aviation can earn certifications to enter the commercial aviation industry through the Associate in Science degree. This program is designed to allow students to attain certifications in private pilot, private pilot with instrument rating, commercial pilot, and commercial multiengine offered in a sequential manner. Graduates, upon the completion of a bachelor's degree and FAA flight time requirements, may enter the workforce as commercial cargo or passenger pilots.

Flight training is offered at the University of Illinois Willard Airport in Savoy, Illinois.

Students should plan their transfer programs with a Parkland academic success advisor and the catalog of the four-year college or university they plan to attend.

### Program Notes

- This is a selective admissions program—students must be admitted into the program before taking AVI courses. See the selective admissions page (p. 189) for more information regarding admission, progression, and graduation.

### Procedure in selective admissions scoring:

- The following criteria must be met prior to applying.
  - Attain college-level reading, college-level English, and mathematics placement. To be admitted into the Aviation program, students must have current placement out of MAT 060 and place into college-level English and reading.
  - For students who are non-native speakers of English, establish English proficiency prior to applying. English proficiency is demonstrated through the Internet-based (iBt) Test of English as a Foreign Language (TOEFL). A minimum TOEFL score of 85 (with listening score: min. 22; speaking score: min. 26) is required.
  - Possess a Class 3 or higher medical examination by an FAA-approved physician. For assistance in locating an approved physician, consult [faa.gov/pilots/amelocator/](http://faa.gov/pilots/amelocator/).
  - For all non-U.S. citizens, obtain Transportation Security Administration (TSA) authorization through the TSA Alien Flight Student Program.
- Additional points will be awarded to the following applicants: (i) students who are degree-seeking in aviation; (ii) students who are admitted to the Pathway to Illinois program; (iii) students who have a private pilot certificate.
- Applicants who meet minimum criteria are assigned a selective admissions score. Students who meet the minimum admissions score or higher are conditionally admitted pending program space availability. Conditionally admitted students who are not permitted to enroll in aviation classes due to limited space may choose to enroll in general education or other Parkland courses while awaiting a seat in

aviation. Students who choose not to enroll at Parkland and return in a subsequent semester for aviation are required to start the selective admissions process over.

### Other Notes of Importance

- Students must purchase their own aviation headset.
- Students must provide their own transportation to Willard Airport.
- Students interested in the Parkland Pathway to Illinois (Aviation) must first apply directly to the Pathway program. For information and application form, consult [go.illinois.edu/parkland](http://go.illinois.edu/parkland).
- Parkland College tuition waivers and/or some scholarship awards that cover tuition and fees do not include additional course fees (flight instruction fees) charged for aviation (AVI) courses.
- FAA knowledge tests are required for Private Pilot, Instrument Rating, Commercial Pilot, Flight Instructor Airplane, and Flight Instructor Instrument certification; an additional fee is paid at the time of examination.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken at Parkland or after transferring. Contact Academic Advising for guidance on GECC completion.
- Recommended courses are designed to facilitate completion of the A.S. degree and transfer into a four-year college or university with junior standing. Students are advised to follow the recommendations.
- Completion of the A.S. (Aviation) degree and 30 or more qualifying aviation course credit hours are required for the R-ATP certificate. All students interested in the R-ATP certificate should meet with the director prior to graduation to verify that certificate requirements have been met.
- Students entering the A.S. (Aviation) degree program with pilot certificates already completed should meet with the director to determine eligibility for the R-ATP certificate.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
1st Semester	2nd Semester	AVI 129
AVI 101	AVI 120	
ENG 101	ENG 102	
COM 103	ESC 101	
Hum/FA elec	Soc/Beh elec	
Math elec		
<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
3rd Semester	4th semester	AVI 209
AVI 140	AVI 200	AVI 280
AVI 184	Hum/FA elec	
Phy Sci/LS elec	Math elec	
Soc/Beh elec	Phy Sci/LS elec	

# AVIATION (CONT'D)

## Required General Education Courses (32–34 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking .....	3
ENG 101 Composition I .....	3
ENG 102 Composition II .....	3
Humanities /Fine Arts electives .....	6
<i>Must include one Humanities and one Fine Arts course</i>	
Social/Behavioral Sciences electives .....	6
<i>Choose from two disciplines</i>	
<i>One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.</i>	
Mathematics elective .....	3-5
Physical and Life Sciences .....	8
<i>Must include one laboratory-based Physical Sciences and one laboratory-based Life Sciences course.</i>	

## A.S. Degree Requirement (7–9 hours)

One additional mathematics course .....	3-5
ESC 101 Introduction to Weather .....	4

## Required Aviation Courses (22 hours)

Completion of the following aviation courses is required for FAA certifications essential for areas of commercial aviation.

AVI 101 Private Pilot I .....	3
AVI 120 Private Pilot II .....	3
AVI 129 Commercial Instrument I .....	3
AVI 140 Commercial Instrument II .....	3
AVI 184 Aircraft Systems for Pilots .....	3
AVI 200 Commercial Pilot I .....	3
AVI 209 Commercial Pilot II .....	3
AVI 280 Multiengine Land .....	1

Total Semester Credit Hours

61–63



# AVIATION: FLIGHT TECHNOLOGY

Professional Pilot Track: V.FLT.AAS.PFP

Drone Pilot Track: V.FLT.AAS.DRP

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

Graduation requirement — 61–62 semester hours

Students planning to pursue an aviation career can earn certifications to enter the commercial aviation industry through the Applied Associate in Science degree. This is a two-track program that allows for either the student who is planning on a professional pilot career, or one who is interested in pursuing drone (small Unmanned Aviation System, or sUAS) certification. Both tracks within the A.A.S. degree are designed to allow students to attain certifications in private pilot, private pilot with instrument rating, commercial pilot, and commercial multengine offered in a sequential manner. Graduates, upon the completion of an A.A.S. degree and with the appropriate FAA flight time requirements, may enter the workforce as commercial pilots and/or UAS pilots.

Flight training is offered at the University of Illinois Willard Airport in Savoy, Illinois. Drone training is offered at the Parkland College main campus location.

Students planning to transfer to complete a bachelor's degree should consult with a Parkland academic success advisor and the catalog of the college or university they plan to attend to determine the transferability of the A.A.S. course credits.

### Program Notes

This is a selective admissions program—students must be admitted into the program before taking AVI courses. See the Aviation selective admissions page (p. 189) for more information regarding admission, progression, and graduation.

### Procedure in selective admissions scoring:

- The following criteria must be met prior to applying.
  - Attain college-level reading, college-level English, and mathematics placement. To be admitted into the Aviation program, students must have current placement out of MAT 060 and place into college-level English and reading.
  - For students who are non-native speakers of English, establish English proficiency prior to applying. English proficiency is demonstrated through the Internet-based (iBt) Test of English as a Foreign Language (TOEFL). A minimum TOEFL score of 85 (with listening score: min. 22; speaking score: min. 26) is required.
  - Possess a Class 3 or higher medical examination by an FAA-approved physician. For assistance in locating an approved physician, consult [faa.gov/pilots/amelocator/](http://faa.gov/pilots/amelocator/).
- Additional points will be awarded to the following applicants:
  - (i) students that are degree-seeking in aviation;
  - (ii) students who have a private pilot certificate.

- Applicants who meet minimum criteria are assigned a selective admissions score. Students who meet the minimum admissions score or higher are conditionally admitted pending program space availability. Conditionally admitted students who are not permitted to enroll in aviation classes due to limited space may choose to enroll in general education or other Parkland courses while awaiting a seat in aviation. Students who choose not to enroll at Parkland and return in a subsequent semester for aviation are required to start the selective admissions process over.

### Other Notes of Importance

- Students must purchase their own aviation headset.
- Students must provide their own transportation to Willard Airport.
- Parkland College tuition waivers and/or some scholarship awards that cover tuition and fees do not include additional course fees (flight instruction fees) charged for aviation (AVI) courses.
- FAA certificate knowledge tests are required for Private Pilot, Instrument Rating, Commercial Pilot certification, and Certified Flight Instructor (as applicable); an additional fee is paid at the time of examination. UAS certification knowledge test fee is included in the course fee for AVI 111.
- AVI 111: Commercial Drove Ground School is a prerequisite to AVI 112. Credit is given for AVI 111 after completion of AVI 101, AVI 120, and sUAS certificate completion.
- Completion of A.A.S. (Aviation) degree and 30 or more qualifying aviation course credit hours are required for the R-ATP certificate. All students interested in the R-ATP certificate should meet with the director prior to graduation to verify that certificate requirements have been met.
- Students entering the A.A.S. (Aviation) degree program with pilot certificates already completed should meet with the director to determine eligibility for the R-ATP certificate.

# AVIATION: FLIGHT TECHNOLOGY (CONT'D)

## PROFESSIONAL PILOT TRACK

Program Code: V.FLT.AAS.PFP

### Required Program Courses (36 hours) Cr. Hrs.

AVI 101	Private Pilot I	3
AVI 116	Aviation Physiology	4
AVI 120	Private Pilot II	3
AVI 129	Commerical Instrument I	3
AVI 131	Aviation Weather	4
AVI 140	Commerical Instrument II	3
AVI 184	Aircraft Systems for Pilots	3
AVI 190	Advanced Aircraft Systems for Pilots	3
AVI 200	Commerical Pilot I	3
AVI 209	Commerical Pilot II	3
AVI 218	Aircraft Aerodynamics for Pilots	3
AVI 280	Multiengine Land	1

### Required Gen Ed Courses (16 hours) Cr. Hrs.

Communications Options:		
ENG 111	Workplace Writing	3
and COM 120	Interpersonal Communication	3
and COM 200	Leadership and Small Group Communication	3
or		
ENG 101	Composition I	3
and ENG 102	Composition II	3
and COM 103	Introduction to Public Speaking	3
MAT 131	Applied Mathematics	3
ESC 101	Introduction to Weather	4

### Additional Required Track Courses (10 hours) Cr. Hrs.

AVI 135	Aviation Accident Investigation and Human Factors	3
AVI 220	Flight Instructor Airplane Initial	4
AVI 281	Cockpit Resource Management	3

Total Semester Credit Hours 62

## DRONE PILOT TRACK

Program Code: V.FLT.AAS.DRP

### Required Program Courses (36 hours) Cr. Hrs.

AVI 101	Private Pilot I	3
AVI 116	Aviation Physiology	4
AVI 120	Private Pilot II	3
AVI 129	Commerical Instrument I	3
AVI 131	Aviation Weather	4
AVI 140	Commerical Instrument II	3
AVI 184	Aircraft Systems for Pilots	3
AVI 190	Advanced Aircraft Systems for Pilots	3
AVI 200	Commerical Pilot I	3
AVI 209	Commerical Pilot II	3
AVI 218	Aircraft Aerodynamics for Pilots	3
AVI 280	Multiengine Land	1

### Required Gen Ed Courses (16 hours) Cr. Hrs.

Communications Options:		
ENG 111	Workplace Writing	3
and COM 120	Interpersonal Communication	3
and COM 200	Leadership and Small Group Communication	3
or		
ENG 101	Composition I	3
and ENG 102	Composition II	3
and COM 103	Introduction to Public Speaking	3
MAT 131	Applied Mathematics	3
ESC 101	Introduction to Weather	4

### Additional Required Track Courses (9 hours) Cr. Hrs.

AVI 112	Introduction to Drone Flight	3
AVI 113	Drone Data Collection and Application	3
BUS 117	Introduction to Entrepreneurship	3

Total Semester Credit Hours 61

# AVIATION: PRIVATE PILOT

Program Code: V.PRP.CER

## Certificate

Graduation requirement — 6 semester hours

The Private Pilot Certificate will prepare the student to be certified under FAA rules as a private pilot. The student will become proficient at single-engine aircraft operations, cross-country flying, and can respond appropriately to air traffic control and a wide range of different airport operations. The Private Pilot certificate is the first of several certifications required to earn eligibility as an Airline Transport Pilot (ATP).

A certified private pilot may carry passengers without compensation in a range of general aviation aircraft during the day or night. Private pilots may also fly for business as long as flying is incidental to the business and no passengers or cargo are carried.

The courses in the Private Pilot certificate may be applied toward completion of requirements for the Associate in Science (Aviation) degree.

Flight training will be offered at the University of Illinois Willard Airport in Savoy, Illinois.

## Program Notes

- This is a selective admissions program—students must be admitted into the program before taking AVI courses. See the selective admissions page (p. 189) for more information regarding admission, progression, and graduation.

## Procedure in selective admissions scoring:

- The following criteria must be met prior to applying.
  - Attain college-level reading, college-level English, and mathematics placement. To be admitted into the Aviation program, students must have current placement out of MAT 060 and place into college-level English and reading.
  - For students who are non-native speakers of English, establish English proficiency prior to applying. English proficiency is demonstrated through the Internet-based (iBt) Test of English as a Foreign Language (TOEFL). A minimum TOEFL score of 85 (with listening score: min. 22; speaking score: min. 26) is required.
  - Possess a Class 3 or higher medical examination by an FAA-approved physician. For assistance in locating an approved physician, consult [faa.gov/pilots/amelocator/](http://faa.gov/pilots/amelocator/).
- Additional points will be awarded to the following applicants: (i) students that are degree-seeking in aviation; (ii) students that are admitted to the Pathway to Illinois program.

- Applicants who meet minimum criteria are assigned a selective admissions score. Students who meet the minimum admissions score or higher are conditionally admitted pending program space availability. Conditionally admitted students who are not permitted to enroll in aviation classes due to limited space may choose to enroll in general education or other Parkland courses while awaiting a seat in aviation. Students who choose not to enroll at Parkland and return in a subsequent semester for aviation are required to start the selective admissions process over.

## Other Notes of Importance

- Students must purchase their own aviation headset.
- Students must provide their own transportation to Willard Airport.
- Students interested in the Parkland Pathway to Illinois (Aviation) must first apply directly to the Pathway program. For information and application form, consult [go.illinois.edu/parkland](http://go.illinois.edu/parkland).
- Parkland College tuition waivers and/or some scholarship awards that cover tuition and fees do not include additional course fees (flight instruction fees) charged for aviation (AVI) courses.
- FAA certificate knowledge test is required for Private Pilot; an additional fee is paid at the time of examination.

## Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
AVI 101	AVI 120

## Required Program Courses (6 hours)

AVI 101	Private Pilot I	.....	3
AVI 120	Private Pilot II	.....	3
<i>Total Semester Credit Hours</i>			<u>6</u>

# AVIATION: INSTRUMENT RATING

Program Code: V.INR.CER

## Certificate

Graduation requirement — 6 semester hours

The Instrument Rating Certificate prepares the already certified private pilot student to be certified under FAA rules as a Private Pilot with Instrument Rating. The student will become proficient at flying a single-engine aircraft without reference to outside visual cues. The Instrument Rating Certificate is the second of several certifications required to earn eligibility as an Airline Transport Pilot (ATP) as well as to become a flight instructor.

This certificate allows the pilot to fly in conditions of low visibility and clouds that would otherwise keep a private pilot grounded. Instrument rating certification teaches additional pilot skills and options for completing a flight safely if the weather deteriorates while en route.

The courses in the Instrument Rating certificate may be applied toward completion of requirements for the Associate in Science (Aviation) degree.

Flight training will be offered at the University of Illinois Willard Airport in Savoy, Illinois.

## Program Notes

- To enroll in this certificate, students must have completed AVI 120 or fulfilled requirements for private pilot certification.
- Students must possess a third class medical examination by an FAA-approved physician before registering for AVI classes. For assistance in locating an approved physician, consult <http://www.faa.gov/pilots/amelocator/>
- Students who are non-native speakers of English must score a minimum of 85 (with min. 22 listening; min. 26 speaking) on the Internet-based (ibt) Test of English as a Foreign Language (TOEFL) to satisfy the minimum English proficiency requirement.
- All non-U.S. citizens must obtain Transportation Security Administration (TSA) authorization through the TSA Alien Flight Student Program prior to registration for AVI courses.
- Students must purchase their own aviation headset.
- Students must provide their own transportation to Willard Airport.
- Tuition and fees covered by Parkland College tuition waiver and/or some scholarship awards do not include additional course fees (flight instruction fees) charged for aviation (AVI) courses.

## Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
AVI 129	AVI 140

## Required Program Courses (6 hours)

AVI 129	Commercial Instrument I	3
AVI 140	Commercial Instrument II	3
<i>Total Semester Credit Hours</i>		<u>6</u>

# AVIATION: COMMERCIAL PILOT

Program Code: V.CMP.CER

## Certificate

Graduation requirement — 6 semester hours

The Commercial Pilot Certificate prepares the certified Private Pilot with Instrument Rating to obtain certification under FAA rules as a commercial pilot. The student will become proficient at operating a complex single-engine aircraft. The Commercial Pilot Certificate is a necessary step toward becoming a flight instructor and is the third of several certifications required to earn eligibility as an Airline Transport Pilot (ATP).

The commercial pilot may fly for compensation or hire in a variety of different flying jobs. The pilot can be hired by corporate flying companies for passenger or cargo carrying operations. Other typical commercial pilot jobs include aerial photography, skydiving, sightseeing, aerial advertising, pipeline patrol, and aerial surveying.

The courses in the Commercial Pilot certificate may be applied toward completion of requirements for the Associate in Science (Aviation) degree.

Flight training will be offered at the University of Illinois Willard Airport in Savoy, Illinois.

## Program Notes

- To enroll in this certificate, students must have completed AVI 140 or fulfilled requirements for Private Pilot with Instrument Rating certification.
- Students must possess a third class medical examination by an FAA-approved physician before registering for AVI classes. For assistance in locating an approved physician, consult <http://www.faa.gov/pilots/amelocator/>
- Students who are non-native speakers of English must score a minimum of 85 (with min. 22 listening; min. 26 speaking) on the Internet-based (ibt) Test of English as a Foreign Language (TOEFL) to satisfy the minimum English proficiency requirement.
- All non-U.S. citizens must obtain Transportation Security Administration (TSA) authorization through the TSA Alien Flight Student Program prior to registration for AVI courses.
- Students must purchase their own aviation headset.
- Students must provide their own transportation to Willard Airport.
- Tuition and fees covered by Parkland College tuition waiver and/or some scholarship awards do not include additional course fees (flight instruction fees) charged for aviation (AVI) courses.

## Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
AVI 200	AVI 209

## Required Program Courses (6 hours)

AVI 200	Commercial Pilot I	3
AVI 209	Commercial Pilot II	3
<i>Total Semester Credit Hours</i>		<u>6</u>

# AVIATION: UNMANNED AIRCRAFT SYSTEMS CERTIFICATE

Program Code: V.UAS.CER

## Certificate

Graduation requirement — 6 semester hours

The following curriculum is designed to prepare the student to be certified under FAA requirements to be a commercial UAS operator. The student will be knowledgeable of the history and evolution of UAS, FAA regulations, airspace, weather, UAS types and performance, as well as safety and ethical issues. They will also be proficient at UAS operations.

## Program Notes

- AVI 111 and AVI 112 are full-semester courses.
- Normal course progression is AVI 111 followed by AVI 112.
- Registration for AVI 112 is contingent on either concurrent registration in AVI 111, holding a commercial UAS pilot certificate, or upon the consent of the program director.
- Both AVI 111 and AVI 112 must be completed in order to receive the Unmanned Aircraft Systems Certificate.
- Students who are non-native speakers of English must score a minimum of 85 (with min. 22 listening; min. 26 speaking) on the Internet-based (ibt) Test of English as a Foreign Language to satisfy the minimum English proficiency requirement. This is a requirement in order to receive federal certification by the FAA as a commercial UAS operator.
- Students who have completed AVI 101 and AVI 120, and hold a private pilot certificate may receive proficiency credit for AVI 111.
- Tuition and fees covered by Parkland College tuition waivers and/or some scholarship awards do not include additional course fees (flight instruction fees) charged for aviation (AVI) courses.

## Required Program Courses (6 hours)

AVI 111	Commercial Drone Ground School . . . . .	3
AVI 112	Introduction to Drone Flight . . . . .	3
<i>Total Semester Credit Hours</i>		<u>6</u>

# AVIATION: ADVANCED UNMANNED AIRCRAFT SYSTEMS CERTIFICATE

Program Code: V.ADV.CER

## Certificate

Graduation requirement — 9 semester hours

The following curriculum is designed to prepare the student to be certified under FAA requirements to be a commercial UAS operator. The student will be knowledgeable of the history and evolution of UAS, FAA regulations, airspace, weather, UAS types and performance, autonomous UAS systems, data acquisition and analysis, as well as safety and ethical issues. They will also be proficient at UAS operations.

## Program Notes

- Students who are non-native speakers of English must score a minimum of 85 (with min. 22 listening; min. 26 speaking) on the Internet-based (ibt) Test of English as a Foreign Language to satisfy the minimum English proficiency requirement. This is a requirement in order to receive federal certification by the FAA as a commercial UAS operator.
- Tuition and fees covered by Parkland College tuition waivers and/or some scholarship awards do not include additional course fees (flight instruction fees) charged for aviation (AVI) courses.

## Required Program Courses (9 hours)

AVI 111	Commercial Drone Ground School	3
AVI 112	Introduction to Drone Flight	3
AVI 113	Drone Data Collection and Application	3
<i>Total Semester Credit Hours</i>		<u>9</u>

# ADDITIONAL FLIGHT TRAINING

## Advanced Courses

AVI 220	Flight Instructor Airplane Initial	4
AVI 222	Flight Instructor Instrument	1
AVI 281	Cockpit Resource Management	3

## TUITION AND FEE CHARGES PER SEMESTER HOUR

Resident of District 505	\$247.50
Out-of-district but resident of Illinois	\$247.50
Out-of-state but resident of the U.S.	\$247.50
International student	\$531.00

<b>AVI 101</b>	<b>3 credit hours</b>
Dual Hours	24.2 at \$220/hour
Solo Hours	2.0 at \$220/hour
Flight Exam	1.3 at \$220/hour
Aviation Training Device	2.2 at \$112/hour
Discussion Time	2.5 at \$0/hour
Ground Training	30.0 at \$0/hour (covered by tuition)
Administrative Fee	\$1008
<i>Total Flight Fee</i>	<u>\$7304</u>

<b>AVI 120</b>	<b>3 credit hours</b>
Dual Hours	21.0 at \$220/hour
Solo Hours	12.0 at \$220/hour
Flight Exam	1.4 at \$220/hour
Aviation Training Device	3.0 at \$112/hour
Discussion Time	1.0 at \$0/hour
Ground Training	30.0 at \$0/hour (covered by tuition)
Administrative Fee	\$1202
<i>Total Flight Fee</i>	<u>\$9106</u>

<b>AVI 129</b>	<b>3 credit hours</b>
Dual Hours	18.5 at \$220/hour
Solo Hours	8.2 at \$220/hour
Flight Exam	1.5 at \$220/hour
Aviation Training Device	8.0 at \$112/hour
Discussion Time	1.3 at \$0/hour
Ground Training	30.0 at \$0/hour (covered by tuition)
Administrative Fee	\$1172
<i>Total Flight Fee</i>	<u>\$8272</u>

<b>AVI 140</b>	<b>3 credit hours</b>
Dual Hours	22.7 at \$220/hour
Solo Hours	6.0 at \$220/hour
Flight Exam	1.5 at \$220/hour
Aviation Training Device	8.0 at \$112/hour
Discussion Time	0.0 at \$0/hour
Ground Training	30.0 at \$0/hour (covered by tuition)
Administrative Fee	\$1222
<i>Total Flight Fee</i>	<u>\$8762</u>

<b>AVI 200</b>	<b>3 credit hours</b>
Dual Hours	2.5 at \$220/hour
	20.0 at \$269/hour
Solo Hours	15.0 at \$220/hour
	0.5 at \$269/hour
Flight Exam	1.5 at \$269/hour
Aviation Training Device	7.0 at \$112/hour
Discussion Time	0.0 at \$0/hour
Ground Training	30.0 at \$0/hour (covered by tuition)
Administrative Fee	\$1011
<i>Total Flight Fee</i>	<u>\$11,563</u>

<b>AVI 209</b>	<b>3 credit hours</b>
Dual Hours	22.2 at \$220/hour
Solo Hours	15.0 at \$220/hour
Flight Exam	1.5 at \$220/hour
Aviation Training Device	6.0 at \$112/hour
Discussion Time	1.0 at \$0/hour
Ground Training	30.0 at \$0/hour (covered by tuition)
Administrative Fee	\$1313
<i>Total Flight Fee</i>	<u>\$10,499</u>

<b>AVI 280</b>	<b>1 credit hour</b>
AVI 280	1 credit hour
Dual Hours	13.0 at \$503/hour
Solo Hours	0.5 at \$503/hour
Flight Exam	1.5 at \$503/hour
Aviation Training Device	5.0 at \$112/hour
Discussion Time	0.0 at \$0/hour
Ground Training	10.0 at \$0/hour (covered by tuition)
Administrative Fee	\$864
<i>Total Flight Fee</i>	<u>\$8969</u>





# health professions

Kim Pankau, dean  
Rachel Staley, operations manager  
Cindy Reynolds, administrative assistant

## Selective Admissions Information

Selective admissions information for Dental Hygiene, Practical Nursing, Massage Therapy, Medical Assisting, Nursing, Occupational Therapy Assistant, Radiologic Technologist, Respiratory Care, Surgical Technology, and Veterinary Technology programs:

1. Admission into most Parkland College Health Professions programs is selective, which means that admissions is competitive and programs may have their own admissions criteria and minimum scores for admission. You must be accepted into the program prior to taking any courses in the major. Students are conditionally admitted to all selective admissions programs until all the program requirements are fulfilled by the established deadlines.
2. To determine if your program of interest has selective admission, or if additional admission criteria are used, please see the program page or visit the website for that program. A selective admission “score” is required for most programs.
3. A specialized orientation, called “Get the Facts,” is online and is required for all applicants. At the end of the presentation students are directed to take a brief survey. The information in this orientation is extremely important for understanding the selective admission process and how scores are determined.
4. It is strongly recommended that you work closely with an academic success advisor or a Health Professions dean, department chair, or program director when seeking entrance to a Health Professions program.
5. Students who wish to apply transfer credit towards a Health Professions degree or certificate should verify acceptable credits before applying to the program by sending official transcripts to Parkland College Admissions and Records and requesting a transcript evaluation. Only undergraduate credit from regionally accredited institutions is accepted for scoring.
6. Application deadlines for selective admissions programs are March 1 for fall admission and October 1 for spring admission, where applicable. Programs will continue to accept applications after the deadline when space is available. Check with program director.
7. Admission to Parkland College does not guarantee a student’s admission into any selective admissions program. Students who have not yet been accepted to the program of their choice will have a program code that begins with the letters A.G.S. (Associate in General Studies) followed by the letters of their selected program (for example DHG, MSG, NUR, OTA, XRA, RTT, SUR, VTT). Once the student is admitted to the selective admissions program, the program code changes to A.A.S. (Associate in Applied Science) followed by the letters of the major. The same coding process is used for certificate (CER) students.
8. Students seeking admission into a Health Professions program should be aware of the following policies and procedures:
  - a. All biology courses required in Health Professions programs must be taken within the past five years of application to the program. If you have taken Anatomy and Physiology or microbiology at another college, you should contact the Parkland College Natural Sciences Department for questions regarding transferability.
  - b. Biology 121 requires high school or college chemistry, or passing score on the chemistry competency test within the past three years prior to taking BIO 121.
  - c. Mathematics skills are important to each Health Professions program. Math assessment is good for two years. Check the math requirement for each program carefully. Math assessment is not required if you have transferable college-level math taken within five years.
  - d. Students for whom English is a second language will be required to take TOEFL or IELTS and achieve the minimum or greater scores in reading, listening, speaking, and writing, established by each program prior to admission to any Health Professions program (except Massage Therapy). Spoken and written language skills are critical to student success in clinical courses. Accurate communication between the students and patients, families, care providers, physicians, all facility employees, and faculty is essential to patient safety. See the Health Professions website for more information.
9. Prospective and admitted Health Professions students will need to meet the following clinical eligibility requirements depending on the specific program (refer to program website):
  - a. Upon admission, students may be required to pass a background check, drug screen, physical, and TB test and present evidence of immunization and Basic Life Support (BLS) certification.
  - b. American Heart Association BLS (Basic Life Support) Healthcare Provider or Red Cross Professional Rescuer cards are the only acceptable BLS cards for the Health Professions programs. No other BLS cards or BLS classes are accepted. KIN 183 does not meet this requirement.
  - c. Most Health Professions programs require a background check and drug testing for entrance to clinical sites. The Illinois Department of Public Health list of disqualifying conditions will be used to determine eligibility for all other programs. A positive finding may limit entry to the program, clinical placement, advancement in a program, license to practice, and/or employment. Contact the Illinois Department of Financial and Professional Regulation at 217/785-0800.
  - d. Students are required to have and maintain a current Healthcare Record. All programs (except Veterinary Technology) must maintain a current BLS card, as specified above, while enrolled in a Health Professions program. Dates must be good through the semester in which the student is enrolled. Failure to maintain these important clinical and contractual credentials could result in dismissal from the course and/or the program.
  - e. Students are responsible for the cost of screening required by clinical agencies, including but not limited to background checks, drug screening, physical, and immunizations or proof of immunizations. These costs are not all included in course fees.

## Program Requirements

1. Program procedures vary. For additional information on each requirement, refer to the specific program handbook.
  - a. Grades greater than or equal to a C and a Program Grade Point Average (PGPA) of 2.0 are required for all Health Professions program courses. Some programs require a PGPA higher than 2.0.
  - b. Program grading scales are often higher than the traditional college scale.
  - c. Each program has requirements for Satisfactory Academic Progress, including but not limited to the following: passing clinical; requirements for grade point average; number of allowable course withdrawals or repetitions; criteria for program dismissal; attendance, including limits regarding attendance; readmission to the program; professional behavior; and criteria for academic probation.
  - d. Students who receive a clinical course failure may not withdraw from the course without the permission of the faculty. Students who have been dismissed from a clinical site may receive a clinical failure and may or may not be placed in another clinical facility.
  - e. Graduation requirements are specific for each program.
  - f. Some programs have time limits, requiring program completion within a specified number of semesters or years.
  - g. Credit/No Credit options are not available for any program courses.
  - h. Students admitted to a Health Professions program or returning to a program after an absence must follow the catalog specified by the program handbook.
  - i. Students should be aware that repeating a course will require paying a course repeat fee in addition to required tuition and fees.
  - j. Selective admission students follow the catalog that is in effect when they take their first program course,
2. A student may be dismissed from a Health Professions program on any of the following grounds: behavior in the classroom, laboratory, or clinical that jeopardizes the safety of others; unethical or illegal behavior; incompetence; and impaired practice. Information on procedures related to program dismissal is provided in the student program handbook



# Allied Health

L Wing | 217/351-2224

H Wing | 217/353-2760

[parkland.edu/hp](http://parkland.edu/hp)

Michelle Roberts, department chair

Parkland's **Allied Health** career programs are designed to give students leading-edge skills in caring for the well-being of others, through hands-on training in up-to-date labs, classrooms, area clinics, and local hospitals. Allied Health instructors are credentialed in their fields and are required to keep current in their knowledge. All the degree programs and many of the certificate programs are fully accredited and prepare students for transfer, or for licensing exams as entry level healthcare workers in the State of Illinois.

Allied Health programs offering Associate in Applied Science degrees include Dental Hygiene, Emergency Medical Services, Fire Service Technology, Occupational Therapy Assistant, Radiologic Technology, Respiratory Care, Surgical Technology, and Veterinary Technology.

Allied Health Professions programs offering certificates include Medical Assisting, Massage Therapy, Sterile Processing Technician.

Health Professions Scholarships are available for fall and spring semesters. A list of scholarships is available at [parkland.edu/scholarships](http://parkland.edu/scholarships).

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# DENTAL HYGIENE

Health Career Admissions Program Code: G.DHG.AAS

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

Graduation requirement — 78.5 semester hours

The Dental Hygiene Program prepares students to become part of the dental health team. The dental hygienist is responsible for providing such services as scaling and polishing teeth, taking radiographs, applying fluoride and surface sealants to the teeth, and local anesthesia and conscious sedation. The dental hygienist is the primary oral health educator in clinical and nonclinical settings. The program is accredited by the Commission on Dental Accreditation, American Dental Association. For state licensure, Graduates must successfully complete a National Dental Hygiene Board Examination and a Regional (clinical) Board Examination.

### Program Notes\*

- This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.
- This is a selective admissions program — students must be admitted into the program before taking DHG courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- To be admitted to the program, students must have current placement out of MAT 072, and must place out of ENG 099 and CCS 099.
- A selective admission score of 2.75 or above must be attained to be considered for admission. A rubric will be applied and additional points will be given for a number of required General Education and Science courses completed.
- TOEFL iBT requirements in reading, listening, speaking, and writing are as follows: 21-21-26-23.
- IELTS requirements in reading, listening, speaking, and writing are as follows: 6.5; 6.5; 7.5-8; 6.
- CHE 100 or any college-level transferable chemistry course can be substituted for CHE 106.
- ALH 196 is an optional course for Board review.

Graduation requirements are as follows:

- Minimum 2.0 PGPA and a C or higher for all program courses, and pass all DHG clinical and didactic courses with a 75 percent or higher.
- Students who have been dismissed from a clinical site may receive a clinical failure.
- Clinical and lab courses have specific proficiencies and patient completion requirements that must be met each semester to continue and graduate from the program.
- Students must adhere to all ethical and professional behavioral policies of the American Dental Hygienists' Association Code of Ethics in order to progress and graduate.

## Suggested Full-time Sequence

<i>SUMMER</i>	<i>FALL</i>	<i>SPRING</i>
BIO 121	1st Semester	2nd Semester
	DHG 110	DHG 115
	DHG 111	DHG 116
	DHG 113	DHG 117
	DHG 114	DHG 118
	DHG 114	DHG 119
	BIO 122	BIO 123
		COM 103
<i>SUMMER</i>	<i>FALL</i>	<i>SPRING</i>
DHG 211	3rd Semester	4th Semester
DHG 212	DHG 210	DHG 219
DHG 215	DHG 214	DHG 235
DHG 216	DHG 217	DHG 236
	DHG 218	DHG 237
	DHG 230	CHE 106
	DHG 233	PSY 101
	ENG 101	SOC 101

### Required Program Courses (61.5 hours) Cr. Hrs.

BIO 121	Anatomy and Physiology I . . . . .	4
BIO 122	Anatomy and Physiology II . . . . .	4
BIO 123	Microbiology . . . . .	4
DHG 110	Applied Head and Neck Anatomy . . . . .	2
DHG 111	Oral and Dental Anatomy, Histology and Embryology . . . . .	3
DHG 113	Introduction to Prevention . . . . .	1
DHG 114	Pre-Clinic . . . . .	5
DHG 115	Seminar I . . . . .	1
DHG 116	Clinic I . . . . .	2
DHG 117	Dental Radiology I . . . . .	3
DHG 118	Pharmacology for the Dental Hygienist. . . . .	2
DHG 119	Alterations of Oral Structures . . . . .	2
DHG 210	Periodontology . . . . .	2
DHG 211	Local Anesthesia . . . . .	15
DHG 212	Dental Materials . . . . .	3
DHG 214	Nitrous Oxide/Oxygen Sedation . . . . .	1
DHG 215	Clinic II . . . . .	2
DHG 216	Seminar II . . . . .	1
DHG 217	Seminar III . . . . .	2
DHG 218	Clinic III . . . . .	4
DHG 219	Clinic IV . . . . .	4
DHG 230	Community Dental Health. . . . .	3
DHG 233	Dietary Analysis and Preventive Counseling . . . . .	2
DHG 235	Seminar IV . . . . .	1
DHG 236	Ethics and Jurisprudence . . . . .	1
DHG 237	Licensure and Transition to Registered Dental Hygienist. . . . .	1

### Required General Education Courses (17 hours)

CHE 106	Chemistry for Health Professions . . . . .	4
COM 103	Introduction to Public Speaking . . . . .	3
ENG 101	Composition I . . . . .	3
PSY 101	Introduction to Psychology. . . . .	4
SOC 101	Introduction to Sociology . . . . .	3

Total Semester Credit Hours 78.5

### Optional Course (offered spring semester to second year students)

ALH 196	Dental Hygiene Board Exam Prep . . . . .	2
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# EMERGENCY MEDICAL SERVICES: EMERGENCY MEDICAL TECHNICIAN (EMT)

Health Career Admissions  
Program Code: G.EMA.CER

## Certificate

Graduation requirement — 5 semester hours

The Emergency Medical Technician (EMT) course prepares the student to provide pre-hospital assessment and care for patients of all ages with a variety of medical conditions and traumatic injuries. Areas of study include an introduction to emergency medical services systems, roles and responsibilities of an EMT, anatomy and physiology, medical emergencies, trauma, special considerations for working in the pre-hospital setting, and providing patient transport.

The EMT Program meets the National EMS Education Standards (current edition), National EMS Scope of Practice Model skills (2019), and the Illinois EMS Scope of Practice Model skills (2019). Graduates of this program are eligible to take the National Registry EMT cognitive exam.

## Program Notes

- This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 18-22-22-17; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6-6.5-6.5-5.
- Students are required to keep a current CPR card throughout the course.
- Students must be 18 years of age and pass EMS 110 with an 80 percent or higher final grade to qualify to take the EMT licensing examination.
- Students in this program whose reading placement level is CCS 098 are eligible to take ALS 199 Support for Workforce Training in place of CCS 098. For more information, contact the Learning Commons at 217/373-3839.

<b>Required Program Courses (5 hours)</b>		<b>Cr. Hrs.</b>
EMS 110	Emergency Medical Technician .....	5
<i>Total Semester Credit Hours</i>		<u>5</u>

# EMERGENCY MEDICAL SERVICES: ADVANCED EMT

Health Career Admissions  
 Program Code: G.AMT.CER

## Certificate

Graduation requirement — 8 semester hours

The Advanced Emergency Medical Technician (AEMT) primarily provides basic and limited advanced emergency medical care and transportation for critical and emergent patients who access the emergency medical system. The AEMT possesses the basic knowledge and skills necessary to provide patient care and transportation and functions as part of a comprehensive EMS response operating under medical oversight. They perform interventions using the basic and some advanced equipment typically found on an ambulance. They take on the critical role of being the link from the scene of the emergency to the emergency health care system.

The Advanced EMT Program meets the National EMS Education Standards (current edition), National EMS Scope of Practice Model skills (2019), and the Illinois EMS Scope of Practice Model skills (2019). Graduates of this program are eligible to take the National Registry Advanced EMT cognitive and psychomotor exams.

## Suggested Part-time Sequence

<i>SPRING</i>	<i>SUMMER</i>
1st Semester	2nd Semester
EMS 116	EMS 117

## Program Notes

This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.

### Eligibility for Admission

- To be admitted to the program, students must have current placement out of MAT 059, ENG 098, and CCS 098.
- Students who are non-native speakers of English must establish English proficiency through:
- Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 18-22-22-17; or
- Minimum IELTS scores in reading, listening, speaking, and writing: 6-6.5-6.5-5.
- Students must have successfully completed EMS 110 with a grade of C or higher and/or be licensed as an EMT in the state of Illinois.

### Retention of Program Status

- Students are required to keep a current CPR card throughout the course.

### Completion Requirements

- In order to successfully complete and graduate from the Parkland College EMS Program, the student must fulfill the following:
- Complete all classroom and clinical requirements
- Achieve an 80% average on all EMS quizzes, homework, and exams
- Have satisfactory attendance (no more than 10 percent of the total scheduled hours missed for any reason)
- Receive satisfactory evaluation on clinical experiences
- Receive satisfactory rating on all practical examinations
- Receive satisfactory evaluation on all field internships
- Comply with all the policies outlined for the Emergency Medical Services Programs
- Portions of this program will apply toward the didactic, clinical, and field internship requirements of the EMS Paramedic program. For more information, contact the EMS program director.

<b>Required Program Courses (8 hours)</b>		<b>Cr. Hrs.</b>
EMS 116	Advanced EMT I .....	5
EMS 117	Advanced EMT II .....	3
<i>Total Semester Credit Hours</i>		8



# EMERGENCY MEDICAL SERVICES: PARAMEDIC

Health Career Admissions  
Program Code: G.EMT.CER

## Certificate

Graduation requirement — 29 semester hours

The EMS-Paramedic Certificate Program prepares students to practice as an advanced EMS provider with opportunities for increased responsibility. The students will achieve competencies in the cognitive, psycho-motor, and affective domains from didactic instruction, classroom lab skills, and actual clinical application with patient contacts under the supervision of a trained pre-hospital and hospital preceptor. Students will learn to administer medication, start intravenous lines, interpret EKG rhythm strips, and deliver the appropriate interventions, as well as to administer many other advanced life support procedures.

The EMT Program meets the National EMS Education Standards (current edition), National EMS Scope of Practice Model skills (2019), and the Illinois EMS Scope of Practice Model skills (2019). Graduates of this program are eligible to take the National Registry for Emergency Medical Technicians Paramedic examination.

## Program Notes

- This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.
- To be admitted to the program, students must have current placement out of MAT 059, ENG 098, and CCS 098.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 18-22-22-17; *or*
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6-6.5-6.5-5.
- Students must pass EMS 110 and/or be licensed as an EMT in the state of Illinois.
- Students must have documentation of patient care experience in the role of EMT by submission of one of the following:
  - A letter from an EMS pre-hospital agency or the U.S. military of 300 hours of patient care contacts.
  - A letter from an EMS pre-hospital agency or the U.S. military of six months of full-time employment in the role of EMT.
  - Completion of EMS 138, EMT Work Practicum.

## Suggested Part-time Sequence

SPRING	SUMMER	FALL	SPRING
1st Semester	EMS 113	2nd Semester	3rd Semester
EMS 111		EMS 114	EMS 115
			EMS 238

## Required Program Courses (29 hours)

EMS 111	Foundations of Paramedicine.....	4
EMS 113	Paramedic I.....	8
EMS 114	Paramedic II.....	9.5
EMS 115	Paramedic III.....	5
EMS 238	Paramedic Field Internship.....	2.5
<i>Total Semester Credit Hours</i>		<u>29</u>

# EMERGENCY MEDICAL SERVICES: PARAMEDIC/FIREFIGHTER

Health Career Admissions  
Program Code: G.EMT.AAS

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

Graduation requirement — 60-66 semester hours

The EMS-Paramedic/Firefighter A.A.S. Program prepares students to practice as an advanced EMS provider with opportunities for increased responsibility. Students will achieve competencies in the cognitive, psycho-motor, and affective domains from didactic instruction, classroom lab skills, and actual clinical application with patient contacts under the supervision of a trained pre-hospital and hospital preceptor. Students will learn to administer medication, start intravenous lines, interpret EKG rhythm strips, and deliver the appropriate interventions, as well as to administer many other advanced life support procedures.

The student has a choice of two tracks within this A.A.S.: (1) the Paramedic general track; OR (2) the Basic Operations Firefighter track.

The Basic Operations Firefighter track offers students the unique opportunity to combine fire service technology with a paramedic degree. This program track is intended to assist individuals interested in pursuing a career in firefighting. Upon successful completion, the student will meet requirements for Illinois OSFM, ProBoard, IFSAC NFPA Firefighter I certification. Earning the Paramedic licensure alongside a Basic Operations Firefighter certification makes the student more marketable to employment selection boards.

Both tracks in the EMS Paramedic/Firefighter A.A.S. program meet the National EMS Education Standards (current edition), National EMS Scope of Practice Model skills (2019), and the Illinois EMS Scope of Practice Model skills (2019). Graduates of this program are eligible to take the National Registry EMT cognitive exam.

### Program Notes

This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.

Requisite conditions to be met prior to admission into the program:

- To be admitted to the program, students must have current placement out of MAT 072, ENG 099, and CCS 099.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 18-22-22-17; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6-6 .5-6 .5-5
- Students must pass EMS 110 and/or be licensed as an EMT in the state of Illinois.

- Students must have documentation of patient care experience in the role of an EMT by submission of one of the following:
  - A letter from an EMS pre-hospital agency or the U.S. military of 300 hours of patient care contacts.
  - A letter from an EMS pre-hospital agency or the U.S.
  - Completion of EMS 138 EMT Work Practicum

Requirements for remaining in the program and graduation:

- Complete all classroom and clinical requirements
- Achieve an 80 percent average on all quizzes, homework, and exams
- Have satisfactory attendance (no more than 10 percent of the total scheduled hours missed for any reason)
- Receive satisfactory evaluation on clinical experiences
- Receive satisfactory rating on all practical examinations
- Receive satisfactory evaluation on and completion of field internship
- Maintain compliance with all the policies outlined for the Paramedic Program

Eligibility for state and/or national certification

- Students must complete the overall program with an 80 percent to qualify to take the National Registry of EMT certification exam and/or Illinois state paramedic licensure exam.

Advanced Placement Policy:

- Advanced placement based on experiential learning will not be considered.
- Students transferring from other CAAHEP-accredited paramedic programs may be eligible for acceptance into various stages of the program. This is determined on a case-by case basis requiring an evaluation of transcripts, course syllabi, outlines, and skills by the appropriate faculty and staff of the Parkland College/Carle Regional EMS Consortium.
- Students holding Basic Operations Firefighter I or HAZMAT Operator certifications may request proficiency credit based on prior learning experiences. Documentation of current certification or licensure must be submitted to receive credit.
- There are limitations to the amount of prior learning credit that can be accepted toward A.A.S. completion. Contact the EMS program director or Health Professions department chair for more information.

Accreditation:

The program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). CAAHEP, 25400 US Hwy 19N, Suite 158, Clearwater FL 33763, www.caahep.org; CoAEMSP, 8301 Lakeview Pkwy, Suite 111-312, Rowlett TX 75088, 214/703-8445, FAX 214/703-8992, www.coaemsp.org.

**PARAMEDIC GENERAL TRACK**

Program Code: G.EMT.AAS

<b>Required Program Courses (37 hours)</b>		<b>Cr. Hrs.</b>
EMS 110	Emergency Medical Technician .....	5
EMS 111	Foundations of Paramedicine.....	4
EMS 113	Paramedic I .....	8
EMS 114	Paramedic II.....	9.5
EMS 115	Paramedic III .....	5
EMS 138	EMT Work Practicum .....	3
EMS 238	Paramedic Field Internship .....	2.5

<b>Required Gen Ed Courses (17 hours)</b>		<b>Cr. Hrs.</b>
BIO 111	Basic Anatomy and Physiology	
or CHE 100	Introduction to Chemistry	
or CHE 106	Chemistry for the Health Professions .....	4
COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication	
or COM 205	Business and Professional Communication ...	3
ENG 101	Composition I .....	3
PSY 101	Introduction to Psychology.....	4
PSY 209	Human Growth and Development .....	3

**Electives**

Selective general elective courses to bring total number of credits to a minimum of 60 .....

*Total Semester Credit Hours* 60

**Suggested Full-time Sequence**

<i>FALL</i>	<i>SPRING</i>	<i>Summer</i>
<i>1st semester</i>	<i>2nd semester</i>	EMS 113
EMS 110	EMS 111	
BIO 111	COM 103	
or CHE 100	or COM 120	
or CHE 106	or COM 205	
ENG 101	PSY 209	
PSY 101		
EMS 138		
<i>FALL</i>	<i>SPRING</i>	
<i>3rd Semester</i>	<i>4th Semester</i>	
EMS 114	EMS 115	
Elective	EMS 238	
	Elective	

**BASIC OPERATIONS FIREFIGHTER TRACK**

Program Code: G.EMT.AAS.BOF

<b>Required Program Courses (37 hours)</b>		<b>Cr. Hrs.</b>
EMS 110	Emergency Medical Technician .....	5
EMS 111	Foundations of Paramedicine.....	4
EMS 113	Paramedic I .....	8
EMS 114	Paramedic II.....	9.5
EMS 115	Paramedic III .....	5
EMS 138	EMT Work Practicum .....	3
EMS 238	Paramedic Field Internship .....	2.5

<b>Required Gen Ed Courses (17 hours)</b>		<b>Cr. Hrs.</b>
BIO 111	Basic Anatomy and Physiology	
or CHE 100	Introduction to Chemistry	
or CHE 106	Chemistry for the Health Professions .....	4
COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication	
or COM 205	Business and Professional Communication ...	3
ENG 101	Composition I .....	3
PSY 101	Introduction to Psychology.....	4
PSY 209	Human Growth and Development .....	3

**Additional Required Courses (12 hours)**

<b>Additional Required Courses (12 hours)</b>		<b>Cr. Hrs.</b>
FST 116	Basic Operations Firefighter I.....	3
FST 132	Basic Operations Firefighter II .....	3
FST 152	Basic Operations Firefighter III.....	3
FST 210	Hazardous Materials Operations.....	3

*Total Semester Credit Hours* 66

**Suggested Full-time Sequence**

<i>FALL</i>	<i>SPRING</i>	<i>Summer</i>
<i>1st semester</i>	<i>2nd semester</i>	EMS 113
EMS 110	EMS 111	
BIO 111	COM 103	
or CHE 100	or COM 120	
or CHE 106	or COM 205	
ENG 101	PSY 209	
PSY 101	EMS 138	
<i>FALL</i>	<i>SPRING</i>	
<i>3rd Semester</i>	<i>4th Semester</i>	
EMS 114	EMS 115	
FST 116	EMS 238	
FST 132	FST 152	
	FST 210	

# EMERGENCY SERVICES SKILLS CERTIFICATES

## BASIC OPERATIONS FIREFIGHTER I

Program Code: G.BOF.CER

### Certificate

Graduation requirement — 9 semester hours

This Fire Service Technology Certificate Program prepares the student to become a Basic Operations Firefighter I.

### Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
FST 116	FST 152
FST 132	

Required Program Courses (9 hours)		Cr. Hrs.
FST 116	Basic Operations Firefighter I.....	3
FST 132	Basic Operations Firefighter II.....	3
FST 152	Basic Operations Firefighter III.....	3
<i>Total Semester Credit Hours</i>		<u>9</u>

## APPLIED ELECTROCARDIOGRAPHY

Program Code: G.AKG.CER

### Certificate

Graduation requirement — 1 semester hour

The Applied Electrocardiography Certificate provides training for the student who plans to work in an office that provides care to patients with cardiac diagnoses. Students must be enrolled in or have completed Medical Assisting certificate program, or have the permission of the faculty.

### Program Note

Meet with the course faculty to determine specific eligibility.

Required Program Course (1 hour)		Cr. Hrs.
HCS 173	Applied Electrocardiography.....	1
<i>Total Semester Credit Hours</i>		<u>1</u>

# FIRE SERVICE TECHNOLOGY

Program Code: G.FST.AAS

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

Graduation requirement — 60 semester hours

The program is designed to allow entry level, volunteer, and professional firefighters to complete an Associate in Applied Science degree at Parkland College. Completion of this degree offers students the opportunity to a career pathway as an entry level firefighter or elevate their career potential at their current department.

The Fire Service Technology degree program allows students who are new to firefighting or are already a professional firefighter to earn an A.A.S. degree while they are completing courses at fire training institutes or within their departments with completion certificates from OSFM or IFSTA.

### Program Notes

- Students intending to transfer to SIU, WIU, or another university should consult with their program advisor. Typically, substitutions are as follows: COM 103 for COM 120, MAT 108 for MAT 131.
- To be admitted to the program, students must have current placement out of MAT 060, ENG 098, and CCS 098.
- Some courses in the Required Program Elective courses may require placement scores higher than scores required for program admission.
- For progression and graduation, all students must adhere to the following:
  - Earn a grade of C (2.0) or higher in all program courses
  - Adhere to all ethical and professional behaviors as stated within the International Association of Fire Chiefs Fire-fighter Code of Ethics.

### Suggested Full-Time Sequence

FALL	SPRING	SUMMER
1st semester	2nd Semester	elective
EMS 110	FST 111	
ENG 111	COM 120	
elective	MAT 131	
elective	PHI 100	

FALL	SPRING
3rd semester	4th Semester
FST 153	FST 114
FST 154	FST 117
FST 210	SOC 203
	elective

### Required Program Courses (32 hours) Cr. Hrs.

EMS 110	Emergency Medical Technician . . . . .	5
FST 111	Introduction to the Fire Service . . . . .	3
FST 114	Fire Prevention Principles . . . . .	3
FST 117	Pump Operator (FAE) . . . . .	3
FST 153	Firefighter I Academy . . . . .	13
FST 154	Vehicle and Machinery Operations . . . . .	2
FST 210	Hazardous Materials Operations . . . . .	3

### Required Program Elective Courses (12 hours)

Choose from the following courses:

BUS 106	Business and Organizational Ethics . . . . .	3
CIS 112	Computing Essentials . . . . .	4
COM 205	Business and Professional Communication . . . . .	3
GIS 110	Principles of Geographic Information Systems . . . . .	3
HCS 174	Legal Issues in Health Care . . . . .	1
MGT 101	Principles of Management . . . . .	3
MGT 113	Human Relations in the Workplace . . . . .	3
PHI 105	Introduction to Ethics . . . . .	3
PHY 112	Applied Physics: Heat and Electricity . . . . .	3
PSY 101	Introduction to Psychology . . . . .	4
PSY 205	Introduction to Social Psychology . . . . .	3
PSY 222	Industrial and Organizational Psychology . . . . .	3
SOC 101	Introduction to Sociology . . . . .	3
SOC 102	Social Problems . . . . .	3

### Required General Education Core Courses (16 hours)

COM 120	Interpersonal Communication . . . . .	3
ENG 111	Workplace Writing . . . . .	3
MAT 131	Applied Mathematics . . . . .	4
PHI 100	Introduction to Logic and Critical Thinking . . . . .	3
SOC 203	Diversity and Society . . . . .	3

Total Semester Credit Hours 60

# MASSAGE THERAPY

Health Career Admissions  
Program Code: G.MSG.AAS

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

Graduation requirement — 60 semester hours

The Massage Therapy A.A.S. Program trains students in basic therapeutic massage techniques to educate them about the human body and the physiological effects of massage on the body, to prepare them for their role in the health care community, and to promote professionalism, caring, and high ethical conduct. This program is designed for part-time or full-time students to attend during the day or evenings.

### Program Notes

- This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.
- This is a selective admissions program—students must be admitted into the program before taking MSG courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- Placement out of ENG 099 and college level reading is required for admission to the program. Students should see an academic success advisor for guidance through the application process.
- BIO 111 online courses are not accepted. BIO 111 hybrid courses are accepted.
- Completion of BIO 121 and BIO 122 is equivalent to completion of BIO 111.
- A scoring rubric will be applied for all applicants, and the most qualified students will be admitted. Selection criteria include a minimum 2.0 grade point average, certificate/degree completion, biology completion, biology grade, and/or military experience.

Graduation requirements include the following:

- The ability to give an effective full body Swedish Massage in 60 minutes.
- Completion of 30 hours of massage clinicals.
- Meet all ethical and behavioral requirements of the Professional/AMTA Code of Ethics and the program.

### Suggested Sequence

<i>SUMMER</i>	<i>FALL</i>	<i>SPRING</i>
BIO 111	1st semester	2nd Semester
	MSG 111	MSG 113
	MSG 112	MSG 114
	MSG 119	MSG 131
	ENG 101	PSY 101

<i>EARLY SUMMER</i>	<i>SUMMER</i>	<i>FALL 3rd semester</i>	<i>SPRING 4th semester</i>
MSG 115	MSG 117 MSG 132	COM 120 PSY 209 Electives	KIN 181 or 186 Electives

### Required Program Courses (30 hours)

	<b>Cr. Hrs.</b>
MSG 111	Introduction to Massage Therapy Theory . . . 1.5
MSG 112	Massage Therapy I . . . . . 4
MSG 113	Pathology for Massage Therapists . . . . . 3
MSG 114	Massage Therapy II . . . . . 6.5
MSG 115	Business Practices and Ethics . . . . . 3
MSG 117	Massage Therapy III . . . . . 4
MSG 119	Musculoskeletal Anatomy for Massage Therapy . . . . . 3
MSG 131	Massage Therapy Clinical Practicum I . . . . . 2
MSG 132	Massage Therapy Clinical Practicum II . . . . . 1
KIN 181	Health Education . . . . . 2

### Electives (13 hours)

*Recommended:*

BIO 104	Environmental Biology and Sustainability . . . . . 4
BIO 120	Fundamentals of Nutrition . . . . . 3
BUS 117	Introduction to Entrepreneurship . . . . . 3
BUS 204	The Legal Environment of Business . . . . . 3
COM 121	Introduction to Advertising . . . . . 3
COM 122	Introduction to Public Relations . . . . . 3
HCS 154	Medical Terminology . . . . . 3
KIN 186	Introduction to Human Movement . . . . . 3
MGT 101	Principles of Management . . . . . 3
MGT 112	Human Resource Management . . . . . 3
MGT 113	Human Relations in the Workplace . . . . . 3
MSG 110	Careers in Massage Therapy . . . . . 1
PSY 107	Human Sexuality . . . . . 3
PSY 207	Introduction to Child Psychology . . . . . 3
PSY 225	Death and Dying . . . . . 3
SOC 101	Introduction to Sociology . . . . . 3

### Required General Education Courses (17 hours)

BIO 111	Basic Anatomy and Physiology . . . . . 4
COM 120	Interpersonal Communication . . . . . 3
ENG 101	Composition I . . . . . 3
PSY 101	Introduction to Psychology . . . . . 4
PSY 209	Human Growth and Development . . . . . 3

*Total Semester Credit Hours* 60

# MASSAGE THERAPY

Health Career Admissions  
Program Code: G.MSG.CER

## Certificate

Graduation requirement — 39 semester hours

The Massage Therapy Certificate trains students in basic therapeutic massage techniques to educate them about the human body and the physiological effects of massage on the body, to prepare them for their role in the health care community, and to promote professionalism, caring, and high ethical conduct. This program is designed for part-time students to attend during the day or evenings.

## Program Notes

- This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.
- This is a selective admissions program — students must be admitted into the program before taking MSG courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- Placement out of ENG 099 and college level reading is required for admission to the program. Students should see an academic success advisor for guidance through the application process.
- A scoring rubric will be applied for all applicants, and the most qualified students will be admitted. Selection criteria include a minimum 2.0 grade point average, certificate/degree completion, biology completion, biology grade, and/or military experience.
- BIO 111 online courses are not accepted. BIO 111 hybrid courses are accepted.
- Completion of BIO 121 and BIO 122 is equivalent to completion of BIO 111.
- Completion of MSG 110, Careers in Massage Therapy, is strongly recommended prior to admission.
- Graduation requirements include the following:
  - The ability to give an effective full body Swedish Massage in 60 minutes.
  - Completion of 30 hours of massage clinicals.
  - Fulfilment of all ethical and behavioral requirements of the Professional/AMTA Code of Ethics and the program.

## Suggested Sequence

<i>SUMMER</i>	<i>FALL</i> <i>1st Semester</i>	<i>SPRING</i> <i>2nd Semester</i>
BIO 111	MSG 111 MSG 112 MSG 119 ENG 101	MSG 113 MSG 114 MSG 131 PSY 101

<i>EARLY SUMMER</i>	<i>SUMMER</i>
MSG 115	MSG 117 MSG 132

## Required Program Courses (28 hours) Cr. Hrs.

MSG 111	Introduction to Massage Therapy.....	1.5
MSG 112	Massage Therapy I.....	4
MSG 113	Pathology for Massage Therapists.....	3
MSG 114	Massage Therapy II.....	6.5
MSG 115	Business Practices and Ethics.....	3
MSG 117	Massage Therapy III.....	4
MSG 119	Musculoskeletal Anatomy for Massage Therapy.....	3
MSG 131	Massage Therapy Clinical Practicum I.....	2
MSG 132	Massage Therapy Clinical Practicum II.....	1

## Required General Education Courses (11 hours)

BIO 111	Basic Anatomy and Physiology.....	4
ENG 101	Composition I.....	3
PSY 101	Introduction to Psychology.....	4

*Total Semester Credit Hours* 39

# MASSAGE THERAPY: FAST TRACK CERTIFICATE

Health Career Admissions  
Program Code: G.MTR.CER

## Certificate

Graduation requirement — 26 semester hours

The Massage Therapy Fast Track Certificate trains students in basic therapeutic massage techniques to educate them about the human body and the physiological effects of massage on the body, to prepare them for their an entry level role in the health care community, and to promote professionalism, caring, high ethical conduct, and continuing education. This program is designed for part-time or full-time working students to attend two days/week in fall and four days/week in spring.

## Program Notes

- This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.
- This is a selective admissions program — students must be admitted into the program before taking program courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- Placement out of ENG 099 and college level reading is required for admission to the program. Students should see an academic success advisor for guidance through the application process.
- A scoring rubric will be applied for all applicants, and the most qualified students will be admitted. Selection criteria include a minimum 2.0 grade point average, certificate/degree completion, biology completion, biology grade, and/or military experience.
- Graduation requirements include the following:
  - The ability to give an effective full body Swedish Massage in 60 minutes.
  - Completion of 30 hours of massage clinicals.
  - Fulfilment of all ethical and behavioral requirements of the Professional/ AMTA Code of Ethics and the program.

## Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
MSG 112	MSG 113
MSG 116	MSG 115
MSG 118	MSG 117
MSG 119	MSG 131
	MSG 132

Required Program Courses (26 hours)		Cr. Hrs.
MSG 112	Massage Therapy I.....	4
MSG 113	Pathology for Massage Therapists .....	3
MSG 115	Business Practices and Ethics.....	3
MSG 116	Basic Anatomy Massage Therapy .....	3
MSG 117	Massage Therapy III.....	4
MSG 118	Advanced Massage Techniques and Assessment .....	3
MSG 119	Musculoskeletal Anatomy for Massage Therapy.....	3
MSG 131	Massage Therapy Clinical Practicum I .....	2
MSG 132	Massage Therapy Clinical Practicum II.....	1
<i>Total Semester Credit Hours</i>		<b>26</b>



# MEDICAL ASSISTING

Health Career Admissions  
Program Code: G.MAS.CER

## Certificate

Graduation requirement — 24 semester hours

The Medical Assisting Program prepares students to act as a liaison between the physician and the patient. Medical assistants are skilled healthcare workers who demonstrate their knowledge in both clinical and administrative areas. In the administrative area, typical tasks include medical records management, and patient scheduling. Clinical tasks include taking vital signs, EKGs, venipuncture, administering medications and immunizations, sterile instrumentation, and point of care testing. Medical assistants primarily work in outpatient settings but may work in hospitals, medical billing companies, or any place office skills and medical knowledge merge. The Medical Assisting Program is approved by the American Registry of Medical Assistants, [www.arma-cert.org](http://www.arma-cert.org) and the National Healthcareer Association, [www.nhanow.com](http://www.nhanow.com). Upon completion, students will be eligible to sit for the National Healthcareer Association (NHA) certification exam. The program is accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Medical Assisting Education Review Board (MAERB).

## Program Notes

- This is a selective admissions program. See the selective admissions information page for information regarding admission, progression, and graduation.
- To be admitted to the program, students must have current placement out of MAT 060, and place into ENG 099 and CCS 098.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 18-18-22-20; *or*
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6-6-6.5-5.
  - TOEFL is waived for graduates from ECNA who are currently employed as a Nurse Assistant.
- Students must complete the program in four sequential semesters. A student who has been out of the program more than two years after completing MAS 135 will need to meet with the program director, reapply for selective admissions, and reassess competency in all MAS courses through cognitive and/or psychomotor evaluations.
- To remain in the program and/or progress in the program and graduate, students must complete all required affective and psychomotor competencies which are part of the core curriculum. Students must maintain a 2.5 PGPA, pass the competencies at 80% and follow all program ethical criteria as outlined in the student handbook.

## Suggested Full-time Sequence

1st Semester	2nd Semester	3rd Semester
MAS 116	MAS 156	MAS 170
MAS 135	MAS 158	
MAS 155	HCS 151	
HCS 154	HCS 153	
HCS 174	HCS 173	

## Required Program Courses (24 hours) Cr. Hrs.

HCS 151	Health Care Records Management . . . . .	2
HCS 153	Phlebotomy Skills . . . . .	1
HCS 154	Medical Terminology . . . . .	3
HCS 173	Applied Electrocardiography . . . . .	1
HCS 174	Legal Issues in Health Care . . . . .	1
MAS 116	Point of Care Testing . . . . .	2
MAS 135	Introduction to Medical Assisting . . . . .	5
MAS 155	Pharmacology for Medical Assistants . . . . .	2
MAS 156	Aseptic Technique . . . . .	2
MAS 158	Administration of Medication . . . . .	2
MAS 170	Medical Assisting Practicum . . . . .	3

Total Semester Credit Hours 24

# OCCUPATIONAL THERAPY ASSISTANT

Health Career Admissions  
Program Code: G.OTA.AAS

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

Graduation requirement — 71.5 semester hours

The Occupational Therapy Assistant Program prepares the student to practice occupational therapy at the assistant level. OT assistants work with clients who have physical, cognitive, and emotional impairments to improve and support functional performance in daily living activities. Employment opportunities are located in hospitals, clinics, extended care facilities, school systems, day-care centers, and home health care. Upon successful completion of the program, the graduate is eligible to take the certification examination given by the National Board for Certification in Occupational Therapy (NBCOT) to become a certified occupational therapy assistant (COTA). A felony conviction may affect a graduate's ability to sit for the NBCOT exam or attain state licensure. Licensure for COTAs is also required for practice by the state of Illinois. This program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association, Inc., 6116 Executive Blvd., Suite 200, North Bethesda, MD, 20852-4929, 301/652-AOTA, www.acoteonline.org.

### Program Notes

- This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.
- This is a selective admissions program — students must be admitted into the program before taking OTA courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- OTA 111 Introduction to Occupational Therapy is open to students who have not been admitted into the OT program on a limited basis. Such students must have passed at least one course (100-level or greater) with grade of B or higher and must seek approval from the program director.
- To be admitted to the program, students must have current placement out of MAT 072 and must place into ENG 101 and college level reading.
- A selective admission score of 2.4 or above must be attained to be considered for admission.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 18-18-20-18; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6-6-6.5-5.5.
- The OTA program uses a rubric with the selective admission score that gives additional admission points for completion of BIO 121.
- For progression and graduation, students are required to maintain a 2.0 minimum GPA, a C or higher in all program courses, and a passing clinical grade in all OTA courses, and maintain Parkland College Code of Conduct and the OT Code of Ethics.

- A history of felony conviction may limit clinical placement and license to practice. Contact the Illinois Department of Financial and Professional Regulation at 217/785-0800.
- All Level II fieldwork requirements for OTA 213 or OTA 217 must be completed by the end of the following semester in order to progress and/or graduate from the program. Fieldwork II alternates may be required to take OTA 213 and OTA 217 in a different sequence.

### Suggested Full-time Sequence

<i>SUMMER</i>	<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>
KIN 186	OTA 111	OTA 113
	OTA 112	OTA 114
	BIO 121	OTA 115
	PSY 101	BIO 122
	ENG 101	PSY 209
<i>SUMMER</i>	<i>FALL</i>	<i>SPRING</i>
<i>4th Semester</i>	<i>5th Semester</i>	<i>6th Semester</i>
OTA 116	OTA 211	OTA 215
SOC 101	OTA 212	OTA 216
	OTA 213	OTA 217
	OTA 214	OTA 218
	ENG 102	

### Required Program Courses (55.5 hours) Cr. Hrs.

BIO 121	Anatomy and Physiology I . . . . .	4
BIO 122	Anatomy and Physiology II . . . . .	4
KIN 186	Introduction to Human Movement . . . . .	3
OTA 111	Introduction to Occupational Therapy . . . . .	3
OTA 112	Therapeutic Media (Fieldwork I Experience) . . . . .	3
OTA 113	Health and Occupation I . . . . .	3
OTA 114	Therapeutic Process I . . . . .	3
OTA 115	Fieldwork I/Clinic II . . . . .	4
OTA 116	Fieldwork I/Clinic III . . . . .	0.5
OTA 211	Health and Occupation II . . . . .	3
OTA 212	Therapeutic Process II . . . . .	3
OTA 213	Fieldwork II/Clinic I . . . . .	5
OTA 214	Occupational Therapy Theory . . . . .	3
OTA 215	Health and Occupation III . . . . .	3
OTA 216	Therapeutic Process III . . . . .	3
OTA 217	Fieldwork II/Clinic II . . . . .	5
OTA 218	Therapeutic Groups . . . . .	3

### Required General Education Courses (16 hours)

ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3
PSY 101	Introduction to Psychology . . . . .	4
PSY 209	Human Growth and Development . . . . .	3
SOC 101	Introduction to Sociology . . . . .	3

*Total Semester Credit Hours* 71.5

# RADIOLOGIC TECHNOLOGY

Health Career Admissions  
Program Code: G.XRA.AAS

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

Graduation requirement — 68 semester hours

The Radiologic Technology Program prepares students to take the national examination for the American Registry of Radiologic Technologists (ARRT). The radiographer performs diagnostic procedures using an X-ray machine to take images of the internal parts of the patient's body.

### Program Notes

- This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.
- This is a selective admissions program — students must be admitted into the program before taking XRA courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- Completion of XRA 150, Introduction to Radiology, is strongly recommended prior to program admission. This is an open enrollment course that may be taken prior to program acceptance.
- To be admitted to the program, students must have current placement out of MAT 072, and must place out of ENG 099 into college-level reading.
- A selective admission score of 2.75 or above must be attained to be considered for admission.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 18-18-26-17; OR
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6-6-7-5.5.
- A scoring rubric will be applied for students who have successfully completed BIO 121, BIO 122, and PHY 112 with a B or higher, and will result in a higher score for students who have taken these courses in advance.
- Students are required to keep a current healthcare provider CPR card while enrolled in the program.
- To remain in the program and graduate, students are required to maintain a minimum of 2.0 PGPA (75 percent or higher) for all XRA didactic and clinical courses and a C or higher in all program courses. Students must successfully pass all clinical and lab requirements as specified in course syllabi and complete the ARRT competency requirements prior to graduation. Students must adhere to all ethical and professional standards and behaviors as outlined in the ARRT Code of Ethics, Parkland College Code of Conduct, and Student Handbook.

## Suggested Full-time Sequence

SUMMER	FALL	SPRING
1st Semester	2nd Semester	3rd Semester
XRA 110	XRA 111	XRA 112
	XRA 114	XRA 132
	XRA 131	BIO 122
	BIO 121	PHY 112
		ENG 101

SUMMER	FALL	SPRING
4th Semester	5th Semester	6th Semester
XRA 231	XRA 213	XCT 212
Soc/Beh Sci or	XRA 214	XRA 216
Hum/FA elec	XRA 232	XRA 217
	ENG 102	XRA 233
	XCT 210	Soc/Beh Sci or
		Hum/FA elec

### Required Program Courses (53 hours) Cr. Hrs.

BIO 121	Anatomy and Physiology I	4
BIO 122	Anatomy and Physiology II	4
XRA 110	Basic Clinical Skills	3
XRA 111	Radiologic Technology I	3
XRA 112	Radiologic Technology II	3
XRA 114	Patient Care	3
XRA 131	Clinical I	3
XRA 132	Clinical II	4
XCT 210	Computed Tomography Imaging	3
XCT 212	Sectional Pathology	3
XRA 213	Radiographer's Physics	3
XRA 214	Advanced Radiologic Technology I	3
XRA 216	Advanced Radiologic Technology II	3
XRA 217	Advanced Clinical Skills	1
XRA 231	Clinical III	2
XRA 232	Clinical IV	4
XRA 233	Clinical V	4

### Required General Education Courses (15 hours)

ENG 101	Composition I	3
ENG 102	Composition II	3
PHY 112	Applied Physics: Heat and Electricity	3
Social/Behavioral Sciences, Communications		
or Humanities/Fine Arts electives		6
<i>Recommended: COM 103, COM 120,</i>		
<i>COM 205, PSY 101, or SOC 101</i>		

Total Semester Credit Hours 68

### Optional Course (offered spring semester to second year students)

XCT 214	Patient Care	3
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# RADIOLOGIC TECHNOLOGY: COMPUTED TOMOGRAPHY

Health Career Admissions  
Program Code: G.XCT.CER

## Certificate Program

Graduation requirements — 12 semester hours

The Computed Tomography Certificate Program offers advanced training for radiologic technologists. Upon completion of the certificate, graduates will be prepared to take the national ARRT certification exam.

### Program Notes

- This is a selective admissions program — applicants must be ARRT certified in Radiologic Technology. Contact Tammy Cox at tcox@parkland.edu for more information regarding admission, progression, and graduation.
- Clinical sites must be approved before enrolling in XCT 215. Clinical sites must be Joint Commission accredited and the clinical mentor must be an ARRT certified technologist in CT.
- XCT 212 and XCT 214 qualify for both CT and MRI certificates. Students taking those courses for the CT certificate who then pursue the MRI certificate within five years will not need to repeat the courses.
- Students are required to keep a 2.0 minimum GPA and a C or higher in all XCT courses.
- XCT 210, XCT 212, and XCT 214 are 8-week accelerated online courses.

### Suggested Sequence

SUMMER	FALL	SPRING
1st Semester	2nd Semester	3rd Semester
XCT 215	XCT 210	XCT 212 (first 8 weeks) XCT 214 (second 8 weeks)

### Required Program Courses

	Cr. Hrs.
XCT 210	Computed Tomography Imaging.....3
XCT 212	Sectional Pathology.....3
XCT 214	Patient Care.....3
XCT 215	CT Clinical .....3
<i>Total Semester Credit Hours</i>	<u>12</u>

# RADIOLOGIC TECHNOLOGY: MAGNETIC RESONANCE IMAGING

Health Career Admissions  
Program Code: G.XMR.CER

## Certificate Program

Graduation requirements — 15 semester hours

The Magnetic Resonance Imaging Certificate Program offers advanced training for radiologic technologists. Upon completion of the certificate, graduates will be prepared to take the national ARRT certification exam.

### Program Notes

- This is a selective admissions program — applicants must be ARRT certified in Radiologic Technology. Contact Tammy Cox at tcox@parkland.edu for more information regarding admission, progression, and graduation.
- Clinical sites must be approved before enrolling into XMR 217. Clinical sites must be Joint Commission accredited and the clinical mentor must be an ARRT certified technologist in MRI.
- XCT 212 and XCT 214 qualify for both CT and MRI certificates. Students taking those courses for the MRI certificate who then pursue the CT certificate within five years will not need to repeat the courses.
- Students are required to keep a 2.0 minimum GPA and a C or higher in all XMR and XCT courses.
- XMR 211, XCT 212, and XCT 214 are 8-week accelerated online courses.

### Suggested Sequence

SUMMER	FALL	SPRING
1st Semester	2nd Semester	3rd Semester
XMR 211	XMR 217	XCT 212 (first 8 weeks) XCT 214 (second 8 weeks)

### Required Program Courses

	Cr. Hrs.
XMR 211	Magnetic Resonance Imaging.....3
XCT 212	Sectional Pathology.....3
XCT 214	Patient Care.....3
XMR 217	MRI Clinical .....6
<i>Total Semester Credit Hours</i>	<u>15</u>

# RESPIRATORY CARE

Health Career Admissions  
Program Code: G.RTT.AAS

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

Graduation requirement — 71 semester hours

The Respiratory Care Program prepares students to enter into the practice of respiratory therapy. A Respiratory Care Practitioner (RCP) will assist in the diagnosis and treatment of patients with chronic respiratory disease or acute respiratory compromise due to illness or injury. Most respiratory therapists are employed in acute care hospital settings. Long-term ventilator facilities, home care, and outpatient diagnostic laboratories offer other opportunities. This program is accredited by the Commission on Accreditation for Respiratory Care. Upon successful completion of the program, graduates are eligible to complete the National Board for Respiratory Care exams for the Registered Respiratory Therapist (RRT) credential. Practice requires state licensure in every state except Alaska.

### Program Notes

- This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.
- This is a selective admissions program—students must be admitted to the program before taking any RTT course except RTT 117. See the selective admissions page for more information regarding admission, progression, and graduation.
- To be admitted to the program, students must have current placement out of MAT 072 and must place into ENG 101 and college level reading.
- A selective admission score of 2.5 or above must be attained to be considered for admission.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 18-20-26-21; *or*
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6-6.5-8-6.
- TOEFL iBT requirements in reading, listening, speaking, and writing are as follows: 18-20-26-21.
- For progression and graduation, students are required to maintain a grade of C (75 percent) or higher in all program courses, maintain a 2.5 minimum PGPA, and must adhere to the Parkland College Code of Conduct and the AARC Statement of Ethics and Professional Conduct. Students are also required to pass both the classroom and skills lab portions to pass the course.
- Clinical rotations may be denied if seasonal flu vaccine or any other required immunization is refused.

- Nontraditional schedules are required to complete some clinical rotations and professional development assignments. Clinical assignments are made by program faculty based on clinical site availability and the need to balance patient case mix with the CoARC requirements for clinical education. Students may be required to travel up to 100 miles from Parkland campus to complete all required clinical specialty rotations.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>
RTT 117	RTT 133	RTT 136
RTT 130	RTT 134	RTT 137
RTT 131	RTT 135	
RTT 132	RTT 151	
BIO 121	BIO 122	
	ENG 101	

<i>FALL</i>	<i>SPRING</i>
<i>4th Semester</i>	<i>5th Semester</i>
RTT 212	RTT 214
RTT 213	RTT 217
RTT 215	PSY 101
BIO 123	
ENG 102	

### Required Program Courses (53 hours) Cr. Hrs.

BIO 123	Microbiology.....	4
RTT 117	Introduction to Respiratory Care .....	1
RTT 130	Respiratory Therapy I.....	4
RTT 131	Respiratory Science.....	3
RTT 132	Respiratory Therapy II .....	4
RTT 133	Clinical Practicum I .....	2
RTT 134	Respiratory Therapy III.....	4
RTT 135	Respiratory Therapy IV.....	4
RTT 136	Clinical Practicum II.....	2
RTT 137	Advanced Ventilation .....	3
RTT 151	Respiratory Therapy V .....	3
RTT 212	Clinical Practicum III .....	4
RTT 213	Respiratory Therapy VI.....	4
RTT 214	Clinical Practicum IV.....	4
RTT 215	Respiratory Therapy VII .....	4
RTT 217	Respiratory Therapy VIII.....	3

### Required General Education Courses (18 hours)

BIO 121	Anatomy and Physiology I.....	4
BIO 122	Anatomy and Physiology II .....	4
ENG 101	Composition I.....	3
ENG 102	Composition II .....	3
PSY 101	Introduction to Psychology.....	4

Total Semester Credit Hours

71

# STERILE PROCESSING TECHNICIAN

Health Career Admissions

Program Code: G.SPT.CER

## Certificate

Graduation requirement — 4 semester hours

The Sterile Processing Technician training program prepares students to clean and sterilize reusable utensils and equipment, organize and package instrument trays and sets, keeping detailed records of equipment maintenance, stock crash carts, organize supplies and maintain an adequate inventory of instruments and disposable items to meet the needs of doctors, nurses, surgeons, and technical staff throughout the hospital. By training in this field, the student will learn infection control techniques to keep hospitals and other medical facilities as well as surgical instruments safe and free from the spread of diseases. Students will learn to prepare instruments for sterilization, loading and unloading a steam sterilizer, and basic cleaning procedures. The course is approved by the Illinois Community College Board and at the completion of this certificate, students are eligible to sit for the National Certification Exam through the Certification Board for Sterile Processing and Distribution (CSPDT).

## Program Notes

- To be admitted to the program, students must place out of ENG 098 and CCS 098.
- Students must maintain a grade of C or higher in lecture, pass the final exam, and successfully complete the required skills to complete the program.

## Required Program Courses (4 hours)

	<b>Cr. Hrs.</b>
SPT 110 Sterile Processing Technician Theory .....	4

Total Semester Credit Hours

4

# SURGICAL TECHNOLOGY

Health Career Admissions  
Program Code: G.SUR.AAS

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

Graduation requirement — 65 semester hours

The Surgical Technology Program prepares students with the technical expertise necessary to perform as vital members of the surgical team. Surgical technologists work in a fast-paced environment requiring physical stamina, critical thinking, technical skills, and professionalism. The A.A.S. is the recommended level of entry credential for the surgical technologist. Theory and clinical experience in area health agencies are included in the program. This surgical technology program is in the continuing accreditation cycle and accredited by the Commission on Accreditation of Allied Health Education programs (CAAHEP), [www.CAAHEP.org](http://www.CAAHEP.org).

### Program Notes

- This is a selective admissions program — students must be admitted into the program before taking SUR courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- A selective admission score of 2.3 or above must be attained to be considered for admission.
- To be admitted to the program, students must have current placement out of MAT 072, and must place out of ENG 099 and CCS 099.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 22-22-17-16; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6.5-6.5-5.5-5.
- Advanced placement option: students who have completed the BIO courses, SPT 110, and the general education courses required for the surgical technology A.A.S. may be eligible to be admitted as second-year SUR student if space is available. Contact the Surgical Technology Program Director.
- Students who successfully complete SUR 116, SUR 118, SUR 130, SUR 170, and BIO 121 satisfy the requirements for SPT 110 and the Sterile Processing Technician Certificate.
- Clinical assignments are made by program faculty based on clinical site availability and clinical case requirements set forth by the Core Curriculum for Surgical Technology and accreditation standards. Students may be required to travel up to 60 miles from Parkland campus to complete all required clinical specialty rotations
- To remain in the program and graduate, students are required to maintain the following:
  - Minimum 2.0 PGPA and a C or higher for all program courses, and pass all clinical and didactic courses with a 75 percent or higher.
  - Minimum of 120 surgical cases scrubbed with 80 in the first scrub role.
  - Adherence to the Parkland College Code of Conduct, the Surgical Technology Program Code of Ethics, and

demonstrate professionalism and behaviors as defined in program handbook and syllabi.

- To graduate, students must complete the National Board for Surgical Technology and Surgical Assisting (NBSTSA) national certification exam administered annually on campus.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
<i>1st Semester</i>	<i>2nd Semester</i>	
BIO 121	BIO 122	BIO 123
ENG 101	ENG 102	
PSY 101	SUR 118	
SOC 101	SUR 130	
SUR 116	SUR 158	
SUR 150	SUR 170	

FALL	SPRING	SUMMER
<i>3rd Semester</i>	<i>4th Semester</i>	
SUR 210	SUR 254	SUR 275
SUR 231	SUR 273	
SUR 232	SUR 274	
SUR 238		
SUR 239		

### Required Program Courses (52 hours) Cr. Hrs.

BIO 121	Anatomy and Physiology I	4
BIO 122	Anatomy and Physiology II	4
BIO 123	Microbiology	4
SUR 116	Surgical Terminology I	1
SUR 118	Surgical Terminology II	1
SUR 130	Surgical Instrumentation	1
SUR 150	Personal and Professional Relations	1
SUR 158	Pharmacology for the Surgical Technologist	1
SUR 170	Sterile Processing	3
SUR 210	Surgical Specialties I	5
SUR 231	Clinical Theory I	2
SUR 232	Clinical Practicum I	3
SUR 238	Mock Operating Room Lab I	0.5
SUR 239	Mock Operating Room Lab II	0.5
SUR 254	Surgical Specialties II	5
SUR 273	Clinical Theory II	2
SUR 274	Clinical Practicum II	8
SUR 275	Clinical Practicum III	6

### Required General Education Courses (13 hours)

ENG 101	Composition I	3
ENG 102	Composition II	3
PSY 101	Introduction to Psychology	4
SOC 101	Introduction to Sociology	3

Total Semester Credit Hours 65

# VETERINARY TECHNOLOGY

Health Career Admissions

Program Code: G.VTT.AAS

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

Graduation requirement — 62 semester hours

Veterinary technicians are dedicated veterinary professionals who aid animals by providing excellent care and services. Certified Veterinary Technicians under the supervision of a veterinarian may do the following: clinical laboratory testing, radiographic procedures, pharmacy duties, anesthesia induction and monitoring, surgical assisting, dental prophylaxis, nursing care and patient treatments, client education, and record keeping. This program is accredited by the Committee on Veterinary Technician Education and Activities (CVTEA) of the American Veterinary Medical Association (AVMA).

### Program Notes

- This is a selective admissions program—students must be admitted into the program before taking VTT courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- To be admitted to the program, students must have current placement out of MAT 072, and must place out of ENG 099 and college level reading.
- A selective admission score of 2.5 or above must be attained to be considered for admission.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 15-20-22-22; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6-6.5-6.5-6.
- A scoring rubric will be used for placement in the program, awarding additional scoring points for students who have successfully completed BIO 111 and/or BIO 123
- Additional points will be awarded to students with veterinary care work experience and will result in a higher score.
- All students are required to take the rabies pre-exposure vaccination. The approximate cost of the vaccine series is \$1000.
- For progression and graduation, students are required to maintain 2.0 minimum GPA and a grade of C (75 percent) or higher in all program courses, pass all skills requirements, and meet all the ethical and behavioral requirements of the profession and Parkland College.
- Completion of BIO 121 and BIO 122 is equivalent to completion of BIO 111.

## Suggested Full-time Sequence

FALL 1st Semester	SPRING 2nd Semester	SUMMER
BIO 111	ENG 101	VTT 118
VTT 110	VTT 111	
VTT 113	VTT 112	
VTT 114	VTT 115	
VTT 116	VTT 117	
VTT 119	VTT 150	

FALL 3rd Semester	SPRING 4th Semester
BIO 123	VTT 211
ENG 102	VTT 213
VTT 210	VTT 215
VTT 212	VTT 216
VTT 214	Soc/Beh Sci or Hum/FA elects

### Required Program Courses (45 hours) Cr. Hrs.

VTT 110	Small Animal Nursing I	3
VTT 111	Small Animal Nursing II	3
VTT 112	Diagnostic Imaging	2
VTT 113	Introduction to Veterinary Technology	1
VTT 114	Clinical Lab I	2
VTT 115	Clinical Lab II	2
VTT 116	Large Animal Nursing	2
VTT 117	Surgery Technology I	3
VTT 118	Veterinary Clinical Practicum	3
VTT 119	Common Veterinary Drugs I	3
VTT 150	Veterinary Anatomy and Physiology	2
VTT 210	Clinical Rotations I	4
VTT 211	Clinical Rotations II	4
VTT 212	Surgery Technology II	3
VTT 213	Animal Management	4
VTT 214	Laboratory Animals	2
VTT 215	Common Veterinary Drugs II	1
VTT 216	Transitioning to Practice	1

### Required General Education Courses (17 hours)

ENG 101	Composition I	3
ENG 102	Composition II	3
BIO 111	Basic Anatomy and Physiology	4
BIO 123	Microbiology	4
Social/Behavioral Sciences or Humanities/Fine Arts elective		3

Total Semester Credit Hours

62



# Nursing

L Wing | 217/351-2224

H Wing | 217/353-2760

[parkland.edu/hp](http://parkland.edu/hp)

**James Roberts, department chair**

Parkland **Nursing** programs are designed to give students leading-edge skills in caring for the well-being of others, through hands-on training in up-to-date labs, classrooms, area clinics, and local hospitals. The Parkland College nursing programs prepare students to provide quality care for clients across their lifespans in a variety of health care settings. Parkland College offers degree and certificate programs for students seeking immediate employment in nursing. The Nursing (RN) Associate in Applied Science degree may also prepare students to transfer to a four-year college or university.

The nursing programs prepare students to practice in health care facilities including hospitals, extended care facilities, clinics, and community agencies. The programs integrate practice and theory to provide quality, evidenced-based care to all patient populations. The nursing programs prepare students for licensure examination in the State of Illinois.

Nursing programs include Certified Nurse Assistant (certificate, earned in one semester); Practical Nursing (certificate earned in minimum three semesters); Nursing (associate degree earned in minimum four semesters); LPN-RN bridge (associate degree program for those who hold a current LPN license); and Paramedic – RN bridge (associate degree program for those who hold a current paramedic license).

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# NURSE ASSISTANT

Program Code: G.NAS.CER

## Certificate

Graduation requirement — 6 semester hours

The Basic Nursing Assistant Training Program prepares students to care for patients under the direct supervision of a licensed nurse in a long-term care facility, a hospital, assisted living facility, or in the home. The program is approved by the Illinois Department of Public Health, [www.idph.state.il.us/nar/home.htm](http://www.idph.state.il.us/nar/home.htm). After successful completion of the program, students are eligible to sit for the Illinois Nurse Assistant Certification exam.

## Program Notes

- This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state. To register for NAS 111, students must:
  - Have current placement out of ENG 098 and CCS 098, and current placement into MAT 060.
  - Students who are non-native speakers of English must establish English proficiency through:
    - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 20-20-26-20; *or*
    - Minimum IELTS scores in reading, listening, speaking, and writing: 6.5-6.5-8-5.5.
- Complete a Livescan fingerprint background check. Please refer to the application checklist on our website at [parkland.edu/cna](http://parkland.edu/cna) for more information. For a list of disqualifying convictions and waiver information refer to [www.idph.state.il.us/nar/home.htm](http://www.idph.state.il.us/nar/home.htm).

Before attending clinical and to remain in the program students must:

- Meet attendance requirements
- Meet all ethical and professional standards of the program, Parkland College, and the clinical agency
- Earn a 75 percent C or higher in lecture
- Pass the final exam for lecture portion with a 75 percent C or higher
- Successfully complete all required lab skills
- Submit the proper documentation, which includes a current physical exam, current 2-step TB skin test or equivalent, proof of immunizations and Healthcare Provider CPR certification. More detailed information is available on the Nurse Assistant website [www.parkland.edu/cna](http://www.parkland.edu/cna).
- Have a valid social security number to attend clinical and sit for the state exam.
- Students in this program whose reading placement level is CCS 098 are eligible to take ALS 199 Support for Workforce Training in place of CCS 098. For more information, contact the Learning Commons at 217/373-3839.

<b>Required Program Course (6 hours)</b>		<b>Cr. Hrs.</b>
NAS 111	Basic Nursing Assistant Training Program . . . .	6
<i>Total Semester Credit Hours</i>		<u>6</u>

# NURSING

Health Career Admissions  
Program Code: G.NUR.AAS

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

Graduation requirement — 68 semester hours

The Associate Degree Nursing Program prepares the student to practice nursing at a beginning level, such as a staff nurse position in health care facilities including hospitals, extended care facilities, clinics, and community agencies. The program integrates practice and theory and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, 404/975-5000.

Graduates are eligible to take the R.N. license examination (NCLEX-RN). Students considering application to the Nursing program need to be aware of background check, drug screen, and potential legal limitations.

### Program Notes

- This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.
- This is a selective admissions program—students must be admitted into the program before taking NUR courses. See the selective admissions page for more information regarding admission, progression, and graduation.

Requisite conditions to be met prior to scoring for admission:

- Attain college reading, writing, and mathematics placement:
  - Current placement out of MAT 072 Math Literacy or completion of college level math within the past five years. Note: developmental math expires in two years.
  - Placement into ENG 101 Composition I and college level reading.
- For students who are non-native speakers of English, establish English proficiency prior to applying through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 20-22-26-20; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6.5-6.5-8-5.5.
- Complete the Kaplan Online Admissions Exam.

Minimum admission score:

- Achieve a selective admissions score of 2.75 or above.

Requirements for remaining in the program and graduation:

- Complete program requirements for graduation within a maximum of 6 semesters.
- Maintain a 2.5 minimum program GPA.
- Maintain a 2.5 minimum GPA in NUR courses. In the nursing program, earning a C grade requires the attainment of 78 percent of possible points for the course.
- Attain at least a grade of C or higher in each program course including general education courses.
- Pass all clinical and lab requirements as specified in the course syllabus and core competencies.
- Complete the required standardized testing requirements as stated in each course syllabus.

- Demonstrate Level 4 behaviors and competencies as defined in the National League for Nursing (NLN) Core Clinical Competencies document in the Program Handbook.
- Adhere to the Parkland Code of Ethics; the Essential Qualifications for Nursing; and the American Nurses Association (ANA) Code of Ethics.

### Suggested Full-time Sequence

1st Semester	2nd Semester	3rd Semester	4th Semester
NUR 113	NUR 151	NUR 236	NUR 257
NUR 117	NUR 118	NUR 238	NUR 258
NUR 114	†BIO 122	NUR 255	NUR 215
†BIO 121	†PSY 101	†BIO 123	†ENG 102
†ENG 101		†PSY 209	†SOC 101
			†Hum/FA elec

### Suggested Part-time Sequence

Students wishing to pursue course work on a part-time basis should complete the courses marked with † before admission to the nursing program. See Program Notes for further explanation of requirements once admitted. Gen Ed and other non-NUR required courses can be taken prior to the semester recommended, but courses cannot be postponed past the semester scheduled in the full-time sequence.

Once the student is admitted to the nursing program, all courses in the first semester must be completed in order to progress to the second semester. The same is required for each subsequent semester.

### Required Program Courses (49 hours) Cr. Hrs.

BIO 121	Anatomy and Physiology I	4
BIO 122	Anatomy and Physiology II	4
BIO 123	Microbiology	4
NUR 113	Nursing Health Assessment	3
NUR 114	Fundamentals of Nursing	5
NUR 117	Introduction to Medication Principles for Nurses	1
NUR 118	Medical-Surgical Nursing I	5
NUR 151	Mental Health Nursing	4
NUR 236	Maternal-Newborn Nursing	3
NUR 238	Pediatric Nursing	3
NUR 215	Leadership in Nursing	1
NUR 255	Medical-Surgical Nursing II	4
NUR 257	Population Health Nursing	3
NUR 258	Medical-Surgical Nursing III	5

### Required General Education Courses (19 hours)

ENG 101	Composition I	3
ENG 102	Composition II	3
PSY 101	Introduction to Psychology	4
PSY 209	Human Growth and Development	3
SOC 101	Introduction to Sociology	3
	Humanities/Fine Arts elective	3

Total Semester Credit Hours 68

### Recommended Optional Course

HCS 154	Medical Terminology	3
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# NURSING: LPN ADVANCED PLACEMENT (LPN TO ADN BRIDGE)

Health Career Admissions

Program Code: G.NUR.AAS.BRDG.LPN

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

Graduation requirement — 68 semester hours

The Associate Degree Nursing Program prepares the student to practice nursing at a beginning level, such as a staff nurse position in health care facilities including hospitals, extended care facilities, clinics, and community agencies. The program integrates practice and theory and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, 404/975-5000.

Graduates are eligible to take the RN license examination (NCLEX-RN). Students considering application to the Nursing program need to be aware of background check, drug screen, and potential legal limitations.

## LPN Advanced Placement Program

LPN to ADN Bridge Program Completion — 40 hours

The LPN Advanced Placement Program (also known as the LPN to ADN Bridge Program) is a program within the Associate Degree Nursing (ADN) Program. It is designed to allow graduates of a state-approved Licensed Practical Nursing program or students in their last semester of such a LPN program to enter into upper level Nursing (ADN) courses. A valid Illinois LPN license will allow 17 nursing credits to be awarded as proficiency credit. The admitted Bridge student will have already completed BIO 121, ENG 101, and PSY 101 (11 credit hours). To complete the Associate in Applied Science in Nursing degree, the student will complete 40 additional hours in program and general education courses.

This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.

## Program Notes

- The program operates provided a cohort is being offered.
- This is a selective admissions program. Students must follow all the rules for admission to the ADN program, and be admitted to the ADN program before taking any NUR classes. See the selective admissions page for more information regarding admission, progression, and graduation.

Requisite conditions to be met prior to scoring for admission:

- Attain college reading, writing, and mathematics placement.
  - Current placement out of MAT 072 Math Literacy; or completion of college level math within the past five years. Note: developmental math expires in two years.
  - Placement into ENG 101 Composition I and college level reading.
- Complete the following coursework: ENG 101 Composition I, PSY 101 Introduction to Psychology, and BIO 121 Anatomy and Physiology I.
- For students who are non-native speakers of English, establish English proficiency prior to applying through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 20-22-26-20; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6.5-6.5-8-5.5.
- Complete the Kaplan Online Admissions Exam.

Minimum admissions score:

- Achieve a selective admissions score of 2.75 or above.

Requirements for remaining in the program and graduation:

- Complete program requirements for graduation within a maximum of 4 semesters. At least one nursing course with a clinical component or lab must be taken each semester to remain in the program.
- Maintain a 2.5 minimum program GPA.
- Maintain a 2.5 minimum GPA in NUR courses. In the nursing program, earning a C grade requires the attainment of 78 percent of possible points for the course.
- Attain at least a grade of C or higher in each program course.
- Pass all clinical and lab requirements as specified in the course syllabus and core competencies.
- Complete the required standardized testing requirements as stated in each course syllabus.
- Maintain:
  - The Parkland Code of Ethics
  - The Essential Qualifications for Nursing
  - The American Nurses Association (ANA) Code of Ethics
- Demonstrate Level 4 behaviors and competencies as defined in the National League for Nursing (NLN) Core Clinical Competencies document in the Program Handbook.

# NURSING: LPN ADVANCED PLACEMENT (LPN TO ADN BRIDGE) (CONT'D)

## Suggested Full-time Sequence

### The following must be completed before scoring:

BIO 121  
ENG 101  
PSY 101

### Once admitted to the program:

<i>1st Level</i>	<i>2nd Level</i>	<i>3rd Level</i>
NUR 151	NUR 255	NUR 215
NUR 210	BIO 123	NUR 257
BIO 122	SOC 101	NUR 258
	PSY 209	ENG 102
		Hum/FA elec

## Suggested Part-time Sequence

### The following must be completed before admission:

BIO 121	BIO 122	BIO 123
ENG 101	ENG 102	SOC 101
PSY 101	PSY 209	Hum/FA elec

### Once admitted to the program:

<i>1st Level</i>	<i>2nd Level</i>
NUR 151	NUR 257
NUR 210	NUR 258
NUR 255	NUR 215

*If all general education courses are complete, NUR 255 can be taken with 1st level NUR classes.*

## Required Program Courses (28 hours)

BIO 122	Anatomy and Physiology II	4
BIO 123	Microbiology	4
NUR 151	Mental Health Nursing	4
NUR 210	LPN Bridge	3
NUR 215	Leadership in Nursing	1
NUR 255	Medical-Surgical Nursing II	4
NUR 257	Population Health Nursing	3
NUR 258	Medical-Surgical Nursing III	5

## Required General Education Courses (12 hours)

ENG 102	Composition II	3
PSY 209	Human Growth and Development	3
SOC 101	Introduction to Sociology	3
	Humanities/Fine Arts elective	3

*Total Semester Credit Hours* 40

# NURSING: PARAMEDIC ADVANCED PLACEMENT (PARAMEDIC TO ADN BRIDGE)

Health Career Admissions

Program Code: G.NUR.AAS.BRDG.EMT

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

Graduation requirement — 68 semester hours

The Associate Degree Nursing Program prepares the student to practice nursing at a beginning level, such as a staff nurse position in health care facilities including hospitals, extended care facilities, clinics, and other community agencies. The program integrates practice and theory and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, 404/975-5000.

Graduates are eligible to take the RN license examination (NCLEX-RN). Students considering application to the Nursing Program need to be aware of background check, drug screen, and potential legal limitations.

## Paramedic Advanced Placement Program

Paramedic to ADN Bridge Program Completion — 48 hours

The Paramedic Advanced Placement Program (also known as the Paramedic to ADN Bridge Program) is a program within the Associate Degree Nursing (ADN) Program. It is designed to allow graduates of a state-approved EMS-Paramedic program with an unencumbered license to enter into upper level Nursing (ADN) courses. A valid national paramedic license will allow nine nursing credits to be awarded as proficiency credit. The admitted Bridge student will have already completed BIO 121, ENG 101, and PSY 101 (11 credit hours). To complete the Associate in Applied Science in Nursing degree, the student will complete 48 additional hours in program and general education courses.

This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.

## Program Notes

- The program operates provided a cohort is being offered.
- This is a selective admissions program. Students must follow all the rules for admission to the ADN program, and be admitted to the ADN program before taking any NUR classes. See the selective admissions page for more information regarding admission, progression, and graduation.

Requisite conditions to be met prior to scoring for admission:

- Attain college reading, writing, and mathematics placement.
  - Current placement out of MAT 072 Math Literacy; or completion of college level math within the past five years. Note: developmental math expires in two years.
  - Placement into ENG 101 Composition I and college level reading.
- Complete the following coursework: ENG 101 Composition I, PSY 101 Introduction to Psychology, and BIO 121 Anatomy and Physiology I.
- For students who are non-native speakers of English, establish English proficiency prior to applying through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 20-22-26-20; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6.5-6.5-8-5.5.
- Complete the Kaplan Online Admissions Exam.

Minimum admissions score:

- Achieve a selective admissions score of 2.75 or above.

Requirements for remaining in the program and graduation:

- Complete program requirements for graduation within a maximum of 4 semesters. At least one nursing course with a clinical component or lab must be taken each semester to remain in the program.
- Maintain a 2.5 minimum program GPA.
- Maintain a 2.5 minimum GPA in NUR courses. In the nursing program, earning a C grade requires the attainment of 78 percent of possible points for the course.
- Attain at least a grade of C or higher in each program course.
- Pass all clinical and lab requirements as specified in the course syllabus and core competencies.
- Complete the required standardized testing requirements as stated in each course syllabus.
- Maintain:
  - The Parkland Code of Ethics
  - The Essential Qualifications for Nursing
  - The American Nurses Association (ANA) Code of Ethics
- Demonstrate Level 4 behaviors and competencies as defined in the National League for Nursing (NLN) Core Clinical Competencies document in the Program Handbook.

# NURSING: PARAMEDIC ADVANCED PLACEMENT (PARAMEDIC TO ADN BRIDGE) (CONT'D)

## Suggested Full-time Sequence

### The following must be completed before scoring:

BIO 121  
PSY 101  
ENG 101

### Once admitted to the program:

1st Level	2nd Level	3rd Level
NUR 110	NUR 151	NUR 215
BIO 122	NUR 236	NUR 218
PSY 209	NUR 238	NUR 257
SOC 101	BIO 123	ENG 102
	Hum/FA elec	

## Suggested Part-time Sequence

### The following must be completed before admission:

BIO 121	BIO 122	ENG 101
PSY 101	BIO 123	ENG 102
PSY 209	SOC 101	Hum/FA elec

### Once admitted to the program:

1st Level	2nd Level	3rd Level
NUR 110	NUR 151	NUR 215
	NUR 236	NUR 218
	NUR 238	NUR 257

## Required Program Courses (36 hours)

BIO 122	Anatomy and Physiology II	4
BIO 123	Microbiology	4
NUR 110	Paramedic Bridge I	7
NUR 151	Mental Health Nursing	4
NUR 236	Maternal-Newborn Nursing	3
NUR 238	Pediatric Nursing	3
NUR 215	Leadership in Nursing	1
NUR 218	Paramedic Bridge II	7
NUR 257	Population Health Nursing	3

## Required General Education Courses (12 hours)

ENG 102	Composition II	3
PSY 209	Human Growth and Development	3
SOC 101	Introduction to Sociology	3
	Humanities/Fine Arts elective	3

Total Semester Credit Hours 48

# PRACTICAL NURSING

Health Career Admissions  
Program Code: G.NUR.CER

## Certificate

Graduation requirement — 49 semester hours

The Practical Nursing Certificate Program prepares students for employment in long-term care facilities, clinics, and hospitals. Graduates are eligible to take the licensing examination for Licensed Practical Nurse (NCLEX-PN). This program is approved by the Illinois Department of Financial and Professional Regulation.

## Program Notes

- This program prepares students to meet the educational requirements for licensure in the state of Illinois. Parkland College has not yet determined that this program meets the requirements for licensure of any other state.
- This is a selective admissions program — students must be admitted into the program before taking LPN courses. Please see the selective admissions page for more information regarding admission, progression, and graduation.
- To be admitted to the program, students must have current placement out of MAT 072 and must place into ENG 101 and college level reading.
- Students must complete the Kaplan Online Admissions Exam.
- Students who are non-native speakers of English must establish English proficiency prior to applying through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 20-20-26-20; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6.5-6.5-8-5.5.
- For admission to the program students must have a minimum 2.50 GPA. Additional points are given for program GPA, number of program courses taken, biology GPA, and work as a CNA or CMOA. The number of times a student has withdrawn from or failed a course may result in fewer points.
- To remain in the program and graduate, students are required to keep a C or higher in all program courses, maintain a 2.50 minimum program GPA, successfully pass and complete all clinical rotations in all nursing courses, maintain Parkland College Code of Conduct, essential qualifications, and ANA Code of Ethics.

## CNA—Certified Nurse Aide Requirement

Students are required to complete the nurse assistant program, be certified, and be in good standing before they will be considered for admission to the LPN program. Applicants must demonstrate placement on the Nurse Aide Registry within the past two years, or show evidence of working at least part-time during the past two years as a paid nurse aide at a state-approved agency.

Students may be enrolled in a nurse aide training program at the time of application to the nursing program and be “conditionally” accepted. They must pass their state exam on the first attempt at the first scheduled availability and be on the Illinois Health Care Worker Registry to remain in the program.

## Certified Medical Office Assistant (CMOA) Option

Certified medical office assistants may qualify for admission by testing out of specific CNA skills if they are not currently a CNA. Only “certified” medical office assistants will be considered. Please contact the program director for specific information.

## Suggested Full-time Sequence

1st Semester	2nd Semester	3rd Semester
†BIO 121	†BIO 120	LPN 131
LPN 111	†BIO 122	LPN 135
LPN 114	LPN 118	LPN 136
LPN 117	LPN 130	†PSY 209
†PSY 101	LPN 132	
	†ENG 101	

## Suggested Part-time Sequence

Students wishing to pursue course work on a part-time basis are encouraged to complete the courses marked with † before admission.

General education and other non-LPN required courses can be taken prior to the semester recommended, but courses cannot be postponed past the semester scheduled in the full-time sequence.

Once the student is admitted to the LPN program, all courses in the first semester must be taken and completed in order to progress to the second semester. The same is required for each subsequent semester.

## Required Program Courses (39 hours) Cr. Hrs.

BIO 120	Fundamentals of Nutrition . . . . .	3
BIO 121	Anatomy and Physiology I . . . . .	4
BIO 122	Anatomy and Physiology II . . . . .	4
LPN 111	Introduction to Nursing . . . . .	1
LPN 114	Nursing Fundamentals . . . . .	6
LPN 117	Nursing Pharmacology . . . . .	3
LPN 135	Nursing in Obstetrics . . . . .	3
LPN 136	Nursing in Pediatrics . . . . .	3
LPN 118	Health Alterations I . . . . .	5
LPN 130	Transition to Practice . . . . .	1
LPN 131	Health Alterations II . . . . .	5
LPN 132	Licensure Preparation . . . . .	1

## Required General Education Courses (10 hours)

ENG 101	Composition I . . . . .	3
PSY 101	Introduction to Psychology . . . . .	4
PSY 209	Human Growth and Development . . . . .	3

Total Semester Credit Hours 49





# COURSES

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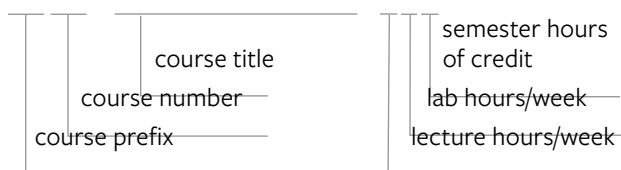
## Course Numbering System

Courses are identified by a code of three letters and three numbers preceding the course title and course description. The three letters identify the subject or program area (ACC = Accounting). The three numbers generally indicate course level:

1. Courses numbered below 100 are designed for students who need additional preparation. Students may enroll in these courses voluntarily or be placed in these courses upon recommendation of an advisor. Credit for these courses applies toward the GPA but does not count toward baccalaureate- or career-oriented programs.
2. Courses numbered 100 through 299 and whose second digit is
  - even are generally designated as baccalaureate-oriented (only these courses may be counted as credit toward an A.A., A.S., A.E.S., or A.F.A. degree);
  - odd are generally designated as career- or occupation-oriented (may not be counted as credit toward an A.A., A.S., A.E.S., or A.F.A. degree).
3. Courses numbered 100 through 199 are primarily first-year courses but are offered to all students meeting course prerequisites.
4. Courses numbered 200 through 299 are generally second-year courses and are open to students who have completed their prerequisites.

SAMPLE COURSE LISTING:

ELT 155 Digital Control Systems 2-2-3



5. Courses numbered 500 through 999 are vocational skills courses or continuing education courses. They are available on a credit or no-credit basis. Vocational skills credit is awarded for courses numbered 500-999, but such credits do not apply toward any GPA nor toward baccalaureate- or career-oriented programs whose courses are numbered 100-299. Courses numbered 500-999 and certain remedial courses cannot be used to qualify for financial aid. For further clarification, contact the Office of Financial Aid or Academic Advising.

## Illinois Articulation Initiative (IAI) General Education Core Curriculum and Baccalaureate Majors Codes

To assist students in identifying qualifying general education core courses, appropriate course offerings listed on "General Education Courses" on page 64 as General Education Core Courses for Associate in Arts (A.A.), Associate in Science (A.S.), Associate in Engineering Science (A.E.S.), and Associate in Fine Arts (A.F.A.) degrees are designated with a 900 identification number as follows:

IAI C	—	Communications
IAI S	—	Social and Behavioral Sciences
IAI H	—	Humanities
IAI HF	—	Humanities/Fine Arts
IAI F	—	Fine Arts
IAI M	—	Mathematics
IAI P	—	Physical Sciences
IAI L	—	Life Sciences

To assist students in identifying qualifying baccalaureate major courses, course offerings are designated with a 900 identification number as follows:

IAI AG	—	Agriculture
IAI ART	—	Art
IAI BIO	—	Biological Sciences
IAI BUS	—	Business
IAI CHM	—	Chemistry
IAI CS	—	Computer Science
IAI CRJ	—	Criminal Justice
IAI ECE	—	Early Childhood Education
IAI EGR	—	Engineering
IAI EGL	—	English
IAI HST	—	History
IAI MC	—	Media and Communication Arts
IAI MTH	—	Mathematics
IAI PLS	—	Political Science
IAI PHY	—	Physics
IAI PSY	—	Psychology
IAI SOC	—	Sociology
IAI TA	—	Theatre Arts

\*IAI General Education Core Curriculum and Baccalaureate Major codes are approved as of print date of this catalog. IAI codes are subject to change.

Refer to the IAI website at [www.itransfer.org](http://www.itransfer.org) for updated information.

# Course Prefix Listing

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<b>AGB</b>	Agriculture	239	<b>HPI</b>	Hospitality Industry	267
<b>ALH</b>	Applied Learning Skills—Health	241	<b>HRT</b>	Horticulture/Landscape	268
<b>ALM</b>	Applied Learning Skills—Math	241	<b>HUM</b>	Humanities	269
<b>ALR</b>	Applied Learning Skills—Reading	241	<b>HVC</b>	Heating, Ventilation, and Air Conditioning	269
<b>ALS</b>	Applied Learning Skills—Assistive Technology	242	<b>IND</b>	Independent Study	270
<b>ALW</b>	Applied Learning Skills—Writing	242	<b>IRW</b>	Ironworker	270
<b>ANT</b>	Anthropology	242	<b>ITA</b>	Italian	270
<b>ART</b>	Art	242	<b>JPN</b>	Japanese	270
<b>ASL</b>	American Sign Language	244	<b>KIN</b>	Kinesiology	271
<b>AST</b>	Astronomy	244	<b>LAS</b>	Liberal Arts and Sciences	272
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<b>BIO</b>	Biology	245	<b>LPN</b>	Licensed Practical Nurse	272
<b>BUS</b>	Business	246	<b>MAS</b>	Medical Assisting	273
<b>CAD</b>	Computer-Aided Drafting	247	<b>MAT</b>	Mathematics	273
<b>CCA</b>	Carpentry	247	<b>MFT</b>	Industrial/Manufacturing Technology	275
<b>CCP</b>	Customized Career Preparation	248	<b>MGT</b>	Management	275
<b>CCS</b>	Critical Comprehension Skills	248	<b>MKT</b>	Marketing	276
<b>CHD</b>	Child Development	248	<b>MSG</b>	Massage Therapy	276
<b>CHE</b>	Chemistry	249	<b>MUS</b>	Music	277
<b>CIS</b>	Computer Information Systems	250	<b>NAS</b>	Nurse Assistant	278
<b>CIT</b>	Construction Management	250	<b>NUR</b>	Nursing	278
<b>CJS</b>	Criminal Justice	251	<b>OTA</b>	Occupational Therapy Assistant	279
<b>CNH</b>	Case New Holland	252	<b>PFT</b>	Plumbing and Pipefitting	280
<b>COM</b>	Communication	252	<b>PHI</b>	Philosophy	281
<b>CSC</b>	Computer Science	253	<b>PHY</b>	Physics	281
<b>CTC</b>	Computer Technology Center	255	<b>POS</b>	Political Science	281
<b>DHG</b>	Dental Hygiene	256	<b>PSY</b>	Psychology	282
<b>DPE</b>	Diesel Power Equipment Technology	257	<b>REL</b>	Religion	283
<b>DRT</b>	Drafting	258	<b>RTT</b>	Respiratory Care	283
<b>ECO</b>	Economics	259	<b>SCI</b>	Science	284
<b>ECJ</b>	Electrical Construction Journeyman	258	<b>SOC</b>	Sociology	284
<b>EDU</b>	Education	259	<b>SPA</b>	Spanish	285
<b>ELT</b>	Electronics and Electrical Power	259	<b>SPT</b>	Sterile Processing Technician	285
<b>EMS</b>	Emergency Medical Services	260	<b>SRV</b>	Land Surveying	285
<b>ENG</b>	English	261	<b>SUR</b>	Surgical Technology	286
<b>ENS</b>	Engineering Science	261	<b>THE</b>	Theatre	287
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<b>ESL</b>	English as a Second Language	262	<b>VTT</b>	Veterinary Technology	288
<b>EST</b>	Engineering Science and Technologies	263	<b>WLD</b>	Welding	289
<b>FRE</b>	French	263	<b>XCT</b>	Radiologic Technology: Computer Tomography	289
<b>FST</b>	Fire Service Technology	263	<b>XMR</b>	Radiologic Technology: Magnetic Resonance Imaging	289
<b>FYE</b>	First Year Experience	264	<b>XRA</b>	Radiologic Technology	290
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<b>GEO</b>	Geography	265			

## Credit Courses

The following descriptions are in alphabetical order by course prefix. Refer to "Course Prefix Listing" on page 235 for a list of course prefixes and subject areas.

Note: Course fees are listed at [parkland.edu/findaclass](http://parkland.edu/findaclass).

## Course Prerequisites

Course descriptions include any prerequisites for the course. A prerequisite is any coursework, placement, or other requirement needed before enrolling in a course.

Placement can be obtained through high school GPA, standardized test scores, prior coursework, or assessment.

Concurrent enrollment indicates that two or more courses must be taken in the same semester.

Recommendations of prior credit or concurrent enrollment are made to increase the opportunities for student success in the course. Students do not need to meet the recommendation to enroll in the course.

For exceptions to the prerequisites, students are advised to speak with the department chair for the course. See p. 38 for department chair contact information.

## Accounting

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**ACC 101 Financial Accounting** 4-0-4  
(IAI BUS 903) Financial statements as related to investors, creditors, and managers. Includes cash, receivables, inventory, noncurrent assets, investments, liabilities, and equities.

**ACC 102 Managerial Accounting** 3-0-3  
(IAI BUS 904) Managerial accounting concepts and procedures including classification of costs, job order and process cost systems, budgeting, standard costs and variance analysis, capital budgeting, variable and absorption costing, and cost allocation. Prerequisite: credit in ACC 101.

**ACC 117 Accounting and Bookkeeping** 3-0-3  
Applied accounting and bookkeeping techniques covering the accounting cycle, special journals and ledgers, adjustments, accounts receivable and accounts payable, bank reconciliation, payroll, and merchandising. Credit not given for both ACC 101 and ACC 117.

**ACC 201 Intermediate Accounting** 4-0-4  
Development, usefulness, and limitation of general financial accounting theory and practice with in-depth study of corporate capital, asset, and liability side of balance sheet, plus an analysis of income and cash flow statements. Includes use of Excel spreadsheet applications. Prerequisite: credit in ACC 101.

**ACC 219 Computerized Integrated Accounting** 2-2-3  
Accounting principles are integrated into computerized format. Develops understanding of computerized applications, including general ledger, accounts receivable, accounts payable, inventory, and payroll. Basic computer skills recommended. Prerequisite: credit in ACC 101 or ACC 117.

**ACC 274 Principles of Income Taxation** 4-0-4  
Introduction to federal income taxation and income tax forms relevant to most taxpayers. Focus on measurement and reporting of taxable income (including property transactions). Prerequisite: credit in ACC 101.

**ACC 275 Payroll Tax Accounting** 3-0-3  
Introduction to payroll accounting, including preparing quarterly and annual payroll tax forms and the use of computer applications. Prerequisite: credit in ACC 101 or ACC 117.

## Automotive Collision Repair

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**ACR 116 Collision Repair Electrical Analysis** 3-2-4  
Theory and repair of electrical and electronic systems related to the collision repair industry. Includes electrical theory, DVOM use, wire and circuit repairs, electronic diagnosis of ABS and SIR systems, and schematic usage. Prerequisites: credit in ACR 130, ACR 133, and MAT 131.

**ACR 130 Unibody Construction, Estimating, and Measuring Principles** 4-0-4  
Overview of collision repair industry; emphasis on unibody vehicles and the repair process. Includes cost estimating and different measuring systems. Prerequisites: concurrent enrollment in ACR 131 and ACR 133; approval of program director or department chair.

**ACR 131 Collision Repair Work Experience I** 0-10-2  
Work experience in collision repair designed to reinforce class material. Prerequisite: concurrent enrollment in ACR 130.

**ACR 133 Unibody Collision Repair** 3-2-4  
Straightening unibody systems in collision repair; restore corrosion protection; outer panel protection; dent repair, door skins, quarter panels; remove and install fenders, doors, and decklids. Prerequisites: concurrent enrollment in ACR 130 and ACR 131.

**ACR 134 Collision Repair Work Experience II** 0-10-2  
Work experience in collision repair designed to reinforce class material and enhance ACR 131. Prerequisite: credit in ACR 131.

**ACR 135 Collision Repair: Glass, Plastic, Trim, and Structural Repair** 3-2-4  
Second course in collision repair: passive restraints, glass work, plastics and plastic repairs, measuring principles, frame straightening techniques, and replacing and repairing structural components. Basic understanding and use of a nitrogen plastic welder. Prerequisite: credit or concurrent enrollment in ACR 130.

**ACR 136 Collision Repair Work Experience III** 0-10-2  
Work experience in collision repair designed to reinforce class material and to enhance ACR 134. Prerequisites: credit in ACR 131 and ACR 134.

**ACR 137 Vehicle Prep/Top Coat Application** 4-0-4  
Collision repair paint systems, refinishing materials, blending techniques, surface preparation, safety practices, painting equipment, applying finish, and paint application problems. Prerequisite: credit in ACR 130.

**ACR 154 Collision Repair Mechanical Analysis** 3-2-4  
Theory and repair of mechanical systems most often affected by collisions; includes steering, suspension, wheel alignment, brakes, air conditioning, and cooling systems. Prerequisite: credit in ACR 130.

**ACR 155 Custom Automotive Upholstery 2-3-3**

Basic and advanced principles of automotive custom upholstery fabrication including repair, design, and identification of materials used in the industry.

**ACR 156 Custom Refinish Techniques 1-3-2**

Theories of custom refinish and styling; hands-on experience with custom automotive finishes, flames, scallops, shadowing, airbrush, and hidden designs. Prerequisite: credit or concurrent enrollment in ACR 137.

**ACR 272 Advanced Structural Repair 2-1-2.5**

Diagnosis and repair of today's unique vehicle structures emphasizing hydroformed full-frame vehicles, space-frame structures, and aluminum unibody vehicles. Analysis of the vehicle center section. Strategy for making a three-point measurement with computerized measuring systems. Prerequisites: credit in ACR 130, ACR 133, and ACR 154.

**ACR 273 Advanced Vehicle Systems 2-1-2.5**

Operation, diagnosis, and repair of advanced vehicle systems including anti-lock brakes, traction control, SRS airbag systems, convenience systems, navigation systems, speed control, power accessories, collision avoidance systems, and active suspensions. Prerequisite: credit in ACR 116.

**ACR 274 Advanced Refinish Techniques 3-2-4**

Advanced color theory, color evaluation and tinting, mica/pearl control techniques, wet bed blends, let down panels, tri-coats, quad-coats, advanced spot repair, paint defect evaluation and repair. Prerequisite: credit in ACR 137.

## Automotive

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**AFD 110 Automotive Maintenance and Light Repair 3-3-4**

Introduction to and application of entry-level skills for automotive maintenance and light repair. Emphasis on vehicle inspections, vehicle lifting procedures, and equipment; engine lubrication system service; and hybrid vehicle service safety precautions. Introduction to the On-Board Diagnostics II (OBDII) scan tool, Diagnostic Trouble Codes (DTC) retrieval, and OBDII monitor readiness. Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**AFD 111 Automotive Powertrain Maintenance and Light Repair 5-5-7**

Automotive gasoline internal combustion engine theory of operation. Engine mechanical condition inspection and testing. Cooling system operation, analysis, and testing. Drive axle services and repair. Prerequisite: credit in AFD 110.

**AFD 112 Introduction to Power Trains 2-2-3; 3-3-4**

Introduction to component parts and principles employed in the transference of power from engine to drive axles, clutches, manual transmissions, trans-axles, transfer cases, final drives, and differentials. Prerequisites: credit or concurrent enrollment in AFD 111 or AFD 298; placement into ENG 098, CCS 098, and MAT 060.

**AFD 113 Automotive Chassis Systems Maintenance and Light Repair 5-5-7**

Automotive brake and steering system theory of operation, inspection and service. Emphasis placed on inspection and repair as a maintenance and light repair (MLR) technician. Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**AFD 115 Basic Chassis Electrical Systems 5-5-7**

Theoretical and practical aspects of electricity. Topics include cranking, charging, and accessory systems components and wiring circuits; introduction to semiconductors and electronics. Prerequisites: credit in AFD 110 or AFD 297; placement into ENG 098, CCS 098, and MAT 060.

**AFD 117 Basic Automotive Electronics and Computer Control Strategies 2-2-3**

Basic automotive electronics fundamentals including solid-state components such as sensors, actuators, and microprocessors. Automotive computer components and control strategies. Use of appropriate diagnostic equipment such as digital volt meters (DVMS), oscilloscopes, and scan tools. Prerequisites: credit or concurrent enrollment in AFD 115; placement into ENG 098, CCS 098, and MAT 060.

**AFD 119 Chassis Electrical/Electronic Systems and Accessories 3-2-4**

Advanced study of automotive electrical and electronic circuitry emphasizing ignition, solid state components, and processor-driven systems. Concentration on controlling devices, chassis and body wiring, troubleshooting, diagnostics, and repair procedures. Prerequisites: credit or concurrent enrollment in AFD 117; placement into ENG 098, CCS 098, and MAT 060.

**AFD 210 Automotive Work Experience Seminar 2-0-2 or 2-2-3**

Preparation for work in the automotive industry, including resumes, interviewing, insurance, and 10 work ethic traits employers seek. Also covers problems specific to the automotive work environment. Lab sections include vehicle operation, tools, component inspection, and assembly.

**AFD 211 Auto Work Experience 0-10-2; 0-20-4**

On-the-job work experience for students preparing for employment in the automotive industry. Student is required to have an approved position, appropriate tools, and to speak with instructor prior to start. Two-hour course repeatable for a maximum of 4 credit hours; four-hour course repeatable for a maximum of 8 credit hours. Prerequisites: credit or concurrent enrollment in AFD 110 and AFD 210; placement into ENG 098, CCS 098, and MAT 060.

**AFD 217 Basic Refrigeration 2-2-3**

Construction and operation of mobile refrigeration units with emphasis on maintenance, service, diagnosis, and repair of automotive and light truck air conditioners. Prerequisites: credit or concurrent enrollment in AFD 115; placement into ENG 098, CCS 098, and MAT 060.

**AFD 231 Fuel and Emissions Diagnosis 3-2-4**

Diagnosis and service of electronic and computer systems using appropriate tools; analysis of fuel systems; vehicle adjustments; assessment of operation and maintenance of emission control systems. Drivability diagnosis emphasized. Prerequisites: credit or concurrent enrollment in AFD 232; placement into ENG 098, CCS 098, and MAT 060.

**AFD 232 Multi-Cylinder Engine Overhaul 2-6-5**

Multi-cylinder engine analysis, disassembly, repair, part replacement, and reassembly; development of skills required to make repairs and overhaul multi-cylinder engines. Prerequisites: credit in AFD 111 and AFD 115, or AFD 298; placement into ENG 098, CCS 098, and MAT 060.

**AFD 233 Automatic Transmissions** 2-2-3  
Theory and overhaul procedures for automotive and light truck automatic transmissions. Students work on transmissions in both lab and cars, including transaxles. Prerequisites: credit or concurrent enrollment in AFD 110 and AFD 111, or AFD 298; placement into ENG 098, CCS 098, and MAT 060.

**AFD 272 Motorsport Work Experience I** 0-10-2  
On-the-job work experience for students preparing for employment in the Motorsport industry. Student is required to have an approved position, appropriate tools, and instructor consent prior to start. Prerequisites: credit in AFD 210 and AFD 297; placement into ENG 098, CCS 098, and MAT 060.

**AFD 273 Motorsport Work Experience II** 0-10-2  
On-the-job work experience for students preparing for employment in the Motorsport industry. Student is required to have an approved position, appropriate tools, and instructor consent prior to start. Prerequisites: credit in AFD 210 and AFD 298; placement into ENG 098, CCS 098, and MAT 060.

**AFD 295 Service Shop Operations** 2-2-3  
Simulation of automotive/diesel shop situations including customer relations, vehicle diagnosis, repairs, and the flat-rate concept. Learn shop practices and reinforce previously learned skills to make a smoother transition to a job placement experience. Prerequisites: credit in AFD 113; credit or concurrent enrollment in AFD 231; placement into ENG 098, CCS 098, and MAT 060.

**AFD 296 Motorsport Vehicle System Assessment** 2-2-3  
Simulation of an automotive aftermarket component installation repair shop. Emphasis on component selection, installation, and testing. Students will learn new shop practices, reinforce previously learned skills, and transition smoothly to job placement. Repeatable for a maximum of 12 credit hours. Prerequisites: credit in AFD 111 or AFD 298; placement into ENG 098, CCS 098, and MAT 060.

**AFD 297 Motorsport Concepts and Vehicle Preparation** 3-2-4  
Introduction to proper motorsport vehicle maintenance, repair, and basic chassis tuning according to specifications set by, but not limited to, the National Hot Rod Association (NHRA), International Hot Rod Association (IHRA), United Midwestern Promoters (UMP), International Motor Contest Association (IMCA), and Sports Car Club of America (SCCA). Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**AFD 298 Motorsport Chassis Analysis** 2-6-5  
Application of typical motorsport chassis design, assembly of manufactured frames, and selection of components into a completed chassis for motorsport competition. Prerequisites: credit in AFD 297; placement into ENG 098, CCS 098, and MAT 060.

## Automotive Ford ASSET Program

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**AFM 112 Manual Transmission and Drivetrains** 3-3-4  
Component parts and principles employed in the transference of power from engine to drive axles; clutches, manual transmission, transaxles, axles, differentials, propeller shafts, drive axle suspensions. Students who successfully complete this course may receive current certification from Ford Motor Company in 1) Manual Transmission and Transaxle Diagnosis, and 2) Differential and Four-Wheel Drive Systems Diagnosis and Repair.

**AFM 115 Basic Automotive Electrical/Electronics** 5-3-6  
Theoretical and practical aspects of electricity. Cranking, charging, and accessory systems components and wiring circuits. Basic fundamentals of electronics. Students who successfully complete this course may receive certification from Ford Motor Company in Basic Electrical Diagnosis and Repair.

**AFM 117 Computer Controls and Scan Tools** 3-2-4  
Automotive computers and control strategies, networks and multiplexing, electrical/electronic accessories, supplemental restraint systems, and introduction to driveability. Use of appropriate diagnostic equipment such as digital volt meters (DVMs), oscilloscopes, and scan tools, will be emphasized. Students who successfully complete this course may receive current certification from Ford Motor Company in Electronic System Diagnosis. Prerequisite: credit in AFM 115.

**AFM 118 Noise, Vibration, and Harshness Principles and Diagnosis** 1-2-2  
Diagnosis of noise, vibration, and harshness (NVH) issues in vehicle systems using NVH diagnostic tools and equipment. Students who successfully complete this course may receive credit for Noise, Vibration, and Harshness Principles and Diagnosis from Ford Motor Company. Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**AFM 132 Internal Combustion Engines** 2-4-4  
Application of theory and laboratory situations pertaining to present day power plants; engine operation, construction, disassembly, precision measuring, machining, and reassembly. Students who successfully complete this course may receive credit for Engine Diagnosis and Repair from Ford Motor Company. Prerequisites: credit in AFM 257; placement into ENG 098, CCS 098, and MAT 060.

**AFM 134 Electrified Powertrains and Multiplex Systems** 1-2-2  
Operation, diagnosis, and service of modern high-voltage hybrid-electric and full-electric vehicle powertrains. High voltage safety and HV component service. Construction, operation, and diagnosis of electronic multiplexing networks used in automobiles. Prerequisites: credit in AFM 115 and AFM 117; placement into ENG 098, CCS 098, and MAT 060.

**AFM 153 Brakes and Anti-Lock Brake Systems (ABS)** 3-2-4

Automotive braking and stability control system theory of operation, inspection, and service. Students who successfully complete this course may receive credit for Brake System Diagnosis and Repair and Advanced Brake System Diagnosis and Service from Ford Motor Company. Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**AFM 156 Dealership Operations** 2-1-2

Daily operations of modern Ford and Lincoln dealership service departments, including ethical and legal issues. Introduction to automotive shop safety and usage of common shop equipment. Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**AFM 217 Climate Control Systems** 3-2-4

Construction and operation of climate control systems. Emphasis on maintenance, service, diagnosis, and repair of automotive and light truck air conditioners. Students who successfully complete this course may receive credit for Advanced Climate Control Diagnosis from Ford Motor Company. Prerequisites: credit in AFM 257; placement into ENG 098, CCS 098, and MAT 060.

**AFM 233 Automatic Transmissions** 4-3-5

Theory, diagnostic, and overhaul procedures for late-model Ford Motor Company automatic transmissions/trans-axles. Students who successfully complete this course may receive credit for Automatic Transmission/Transaxle Service and Automatic Transmission/Transaxle Advanced Diagnosis from Ford Motor Company. Prerequisites: credit in AFM 259; placement into ENG 098, CCS 098, and MAT 060.

**AFM 252 Engine Performance** 6-4-8

Advanced study of automotive electrical and electronic circuitry emphasizing diagnosis and services of electronic ignition systems, fuel systems, and emission control systems. Driveability diagnosis emphasized. Students who successfully complete this course may receive current Ford Motor Company Certification in Engine Performance Theory and Operation, Engine Performance Diagnosing and Testing, and Advanced Engine Performance. Prerequisites: credit in AFM 115 and AFM 117; Ford Certification in Area 34 (Electrical Systems).

**AFM 253 Steering and Suspension** 2-2-3

Wheel alignment equipment, setup, and adjustment; suspension systems components and service; steering gears, power steering; struts, front-wheel drive, four-wheel alignment; wheels, tires, and balancing, and electronic steering and suspension systems. Students who successfully complete this course may receive current certification from Ford Motor Company in Steering and Suspension.

**AFM 256 Directed Co-Op I (Dealership)** 0-10-2

Work experience sessions will provide the opportunity for students to apply the knowledge and skills obtained during classroom activities including, but not limited to, work ethics and mechanical skills. All work experience sessions must be completed in a Ford or Lincoln dealership as per Ford Motor Company requirements. Prerequisites: placement into ENG 098, CCS 098, and MAT 060; approval of program director or department chair.

**AFM 257 Directed Co-Op II (Dealership)** 0-10-2

Work experience sessions will provide the opportunity for students to apply the knowledge and skills obtained during classroom activities including, but not limited to, work ethics and mechanical skills. All work experience sessions must be completed in a Ford or Lincoln dealership as per Ford Motor Company requirements. Prerequisites: placement into ENG 098, CCS 098, and MAT 060; approval of program director or department chair.

**AFM 258 Directed Co-Op III (Dealership)** 0-10-2

Work experience sessions will provide the opportunity for students to apply the knowledge and skills obtained during classroom activities including, but not limited to, work ethics and mechanical skills. All work experience sessions must be completed in a Ford or Lincoln dealership as per Ford Motor Company requirements. Prerequisites: placement into ENG 098, CCS 098, and MAT 060; approval of program director or department chair.

**AFM 259 Directed Co-Op IV (Dealership)** 0-10-2

Work experience sessions will provide the opportunity for students to apply the knowledge and skills obtained during classroom activities including, but not limited to, work ethics and mechanical skills. All work experience sessions must be completed in a Ford or Lincoln dealership as per Ford Motor Company requirements. Prerequisites: placement into ENG 098, CCS 098, and MAT 060; approval of program director or department chair.

**AFM 270 Diesel Engine Operations** 2-2-3

Theoretical and practical operation of various diesel engines used in late-model Ford trucks. Students who successfully complete this course may receive credit for Diesel Engine Performance and Diagnosis from Ford Motor Company. Prerequisites: credit or concurrent enrollment in AFD 115 or AFM 115, and AFD 132 or AFM 132; placement into ENG 098, CCS 098, and MAT 060; Ford Certification STST Area 32 and 34.

## Agriculture

*Agricultural Technologies*

217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

**AGB 101 Introduction to Animal Science** 3-2-4

Principles of livestock production. Includes animal products, breed identification, livestock selection, genetics and reproduction, nutrition and ration formulation, and livestock management practices.

**AGB 102 Introduction to Agricultural Economics** 4-0-4

(IAI AG 901) Principles of economics as applied to agriculture; basic economic principles, finance, land, marketing, input allocation and pricing, international trade, agricultural policies, and fiscal and monetary policies. Prerequisites: placement out of ENG 099, CCS 099, and MAT 060.

**AGB 103 Introduction to Crop Science** 3-2-4

(IAI AG 903) Various plant species of economic importance; principles of plant growth, environment, selection, classification, cultural practices; weed, insect, and disease identification and control.

**AGB 104 Introduction to Horticultural Science** 3-2-4

(IAI AG 905) Horticultural crop biology, technology, and industry. Includes classification, plant structure, growth and development, environmental factors, mechanisms of propagation, plant improvement, harvesting, marketing, geography, and aesthetics of horticultural crops (fruits, vegetables, greenhouse, turf, nursery, floral, and landscape).

**AGB 105 Agricultural Applications of the Computer** 3-0-3

(IAI AG 913) Introduction to computer hardware, platform environments, file manipulation, printers and the use of word processing, electronic presentations and communications, graphics, spreadsheet, and database management software; solution of agriculture data-related problems and use of prepared software and templates.

**AGB 106 International Agricultural Field Experience 1-6-3**  
 Role of agriculture in international food production, international trade, governmental policy, and influence of cultural and economic diversity on agriculture; requires a supervised international field experience. Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**AGB 110 Introduction to Precision Agriculture 1-0-1**  
 Introduction to precision agriculture, including history, applications, terminology, data management, and software. Exploration of precision agriculture career opportunities. Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**AGB 111 Agriculture Equipment Safety 1-1-1**  
 Introduction and application of required safety training specifically for agriculture retail facilities. Students will learn about the Department of Transportation (DOT) and Environmental Protection Agency (EPA) with emphasis on compliance issues in the workplace. Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**AGB 113 Introduction to Agriculture Retail Operations 2-2-3**  
 Introduction to the daily operations of a retail agribusiness organization, including agriculture retail business operations, management of customer services and products, delivery of products, and inventory management. Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**AGB 117 Applicator Equipment Operations I 2-2-3**  
 Introduction to and application of pesticides and fertilizers using knowledge and general operator skills required of agriculture custom applicator technicians. Pesticide safety, equipment calibrations, product calculations, use of precision technology, and product application emphasized. Prerequisites: credit in AGB 111 and AGB 113; placement into ENG 098 and CCS 098; placement out of MAT 060.

**AGB 118 Applicator Equipment Operations II 2-2-3**  
 Advanced application of pesticides using knowledge and operator skills required of agriculture professional applicator technicians. Handling and mixing of pesticides, economic thresholds, equipment maintenance, and cleaning emphasized. Prerequisites: credit in AGB 111, AGB 113, and AGB 117; placement into ENG 098 and CCS 098; placement out of MAT 060.

**AGB 133 Introduction to Agricultural Marketing and Standards 2-2-3**  
 Survey of approaches to marketing agricultural products; implications for the producer, consumer, processor, and government; use of grain grading and standardization equipment.

**AGB 135 Agricultural Business Management 4-0-4**  
 Organization and structure of agricultural businesses; resource evaluation, policy development and implementation, functions of management, and laws and taxes that affect business.

**AGB 155 Agricultural Salesmanship 3-0-3**  
 Role, dynamics, and principles of sales communications as related to food and agriculture; methods for analyzing, setting objectives, planning, conducting, and evaluating sales communications efforts; sales presentations.

**AGB 191 Agri-Business Work Exploration 0-10-2**  
 Placement in agricultural business for 150 hours of work in career exploration, developing skill requirements, and occupational opportunities. Dual supervision by college staff and cooperating businesses. Repeatable for a maximum of 6 credit hours. Prerequisites: placement into ENG 098, CCS 098, and MAT 060; completion of 15 credit hours in the program.

**AGB 200 Introduction to Soil Science 3-2-4**  
 (IAI AG 904) Fundamentals of soil formation, development, texture, structure, color, temperature, moisture, organisms, organic matter, chemical composition, clay minerals, classification, nutrient testing, fertilizer use, conservation, and management. Includes laboratory projects.

**AGB 201 Introduction to Agricultural Mechanization 2-2-3**  
 (IAI AG 906) Principles and applications of agricultural mechanization with emphasis on structures, electrification, power sources, and soil and water conservation. Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**AGB 211 Plant Pest Identification and Control 3-0-3**  
 Identification and control of weeds, insects, and diseases. Control methods include prevention, biological control, resistant varieties, and pesticides. Pesticide terminology, formulations, calibration, environmental concerns, safe handling, and laws and regulations concerning pesticides. Prerequisite: credit in AGB 103 or AGB 104.

**AGB 212 Weed Identification and Control 0-2-1**  
 Principles and applications of weed control by identifying 70 weed species, 30 herbicides and associated crop/weed response, use of spray equipment, and solving problems related to herbicide use. Prerequisites: credit in AGB 103 or AGB 104; placement into ENG 098, CCS 098, and MAT 060.

**AGB 213 Soil Fertility and Fertilizers 3-0-3**  
 Use of fertilizers for peak production at optimum cost; evaluation and comparison of different forms of macro- and micro-nutrients, their manufacture, handling, and application; plant and soil chemistry. Prerequisite: credit in AGB 200.

**AGB 214 Precision Farming Technology 2-2-3**  
 Introduction to the most common tools used in precision farming: global positioning systems, geographic information systems, unmanned aerial system (UAS), precision planters, variable rate technology, and yield monitoring.

**AGB 215 Applications of GIS in Agriculture 3-0-3**  
 Fundamental processes of geographic information systems (GIS) with application to agriculture. File formats, database management, spatial analysis, and manipulation of data. Georeferenced data from mapping and yield monitoring.

**AGB 219 Precision Hardware Systems 1-2-2**  
 Introduction to operation, troubleshooting, repair and calibration of precision agriculture components of auto-guidance systems, planters, combines, and application equipment.

**AGB 232 Agricultural Business and Farm Management 4-0-4**  
 Explores agricultural business management methods including decision making, strategic planning, budgeting, financing, human resources, acquisition of real estate, and appraisal of farmland. Use of spreadsheet programs to assist in management decision making.



**AGB 233 Grain Marketing** 3-0-3  
Fundamentals of mechanics of futures and options markets. Emphasis on how individuals should develop grain marketing plans and how and when to use futures and options rather than forward pricing, price-later, speculating, or other choices in management of risk.

**AGB 252 Precision Data Analytics** 3-0-3  
Advanced processes of data mining, analysis, reporting, and interpretation of agriculture data from various precision agriculture platforms. Prerequisites: credit in AGB 215 or approval of department chair; placement out of ENG 098, CCS 098, and MAT 060.

**AGB 290 Agri-Business Seminar** 1-0-1  
Seminar designed to assist students dealing with the management and daily decision-making involved in the operation of an agricultural/agri-business firm. Prerequisites: placement into ENG 098, CCS 098, and MAT 060; approval of department chair.

## Applied Learning Skills—Health

*Allied Health*  
217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

**ALH 196 Dental Hygiene Board Exam Prep** 2-0-2  
Reading-to-learn and memorization strategies, vocabulary building, test preparation and test-taking skills specific to the dental hygiene board exam. Major emphasis on case study analysis. Prerequisites: placement out of ENG 099 and CCS 099; admission into the Dental Hygiene program.

## Applied Learning Skills—Math

*Mathematics*  
217/351-2225 • [parkland.edu/math](http://parkland.edu/math)

Designed for the student who wants to learn or improve skills in mathematics. Individualized instruction is provided on a small group basis. Grades are determined by class attendance, weekly evaluation, completion of assigned work, and passing mastery tests. ALM credits do not apply toward A.A., A.S., A.E.S., A.F.A., or A.G.S. degree programs.

**ALM 060 Topics from Pre-Algebra** 1-0-1; 2-0-2  
Topics will be chosen from: Ratio, proportion, percent, conversion of units, area, perimeter, signed numbers, order of operations, formulas, basic equations, basic exponent laws, word phrases, and basic word problems. Used to supplement or review MAT 060 or MAT 059 course work.

**ALM 095 Topics from Beginning Algebra** 1-0-1; 2-0-2  
Topics will be chosen from: Equations, inequalities, exponents, scientific notation, operations with polynomials, introduction to factoring, modeling and applications, linear equations, the coordinate plane, linear systems of two equations, absolute value equations and inequalities, problem solving approaches. Repeatable for a maximum of 4 credit hours.

**ALM 098 Topics from Intermediate Algebra** 1-0-1; 2-0-2  
Topics will be chosen from relations, functions, graphs and their analysis, polynomials and factoring, radicals, quadratic equations and inequalities, algebraic equations, quadratic functions, modeling and applications, linear and quadratic curve fitting. Used to supplement or review MAT 098 course work. Repeatable for a maximum of 8 credit hours.

**ALM 110 Topics from Business Math** 1-0-1  
Selected topics from: scientific calculator usage; basic arithmetic operations, percentages, payroll, simple and compound interest, annuities, sinking funds, promissory notes, discounting, depreciation, merchandising, retailing, reconciliation, installment loans, periodic loans, mortgage loans, elementary descriptive statistics, spreadsheet applications. May not be used to fulfill MAT 110 course requirement. Repeatable for a maximum of 3 credit hours.

**ALM 124 Topics from College Algebra** 1-0-1  
Study of selected college algebra topics; relations and functions, linear, polynomial, exponential, and logarithmic models, radicals and complex numbers, systems of equations and matrix methods, determinants and Cramer's Rule, sequences and series, and binomial theorem. May not be used to fulfill MAT 124 course requirement.

**ALM 125 Topics from Trigonometry** 1-0-1  
Trigonometric functions, fundamental identities, graphing, solving trigonometric equations, inverse trigonometric functions, complex numbers, and vectors. May not be used to fulfill MAT 125 course requirement. Repeatable for a maximum of 3 credit hours.

**ALM 130 Topics from Geometry (A)** 1-0-1  
Logical reasoning and proofs, definitions and symbols, angle and line relationships.

**ALM 131 Topics from Geometry (B)** 1-0-1  
Logical reasoning and proofs, properties of triangles and quadrilaterals, congruent triangles.

**ALM 132 Topics from Geometry (C)** 1-0-1  
Logical reasoning and proofs, ratio and proportion, similar triangles, right triangles, and arc, angle, and segment relationships in circles.

**ALM 133 Topics from Geometry (D)** 1-0-1  
Perimeter and area of polygons and circles, volume and surface area of solids.

## Applied Learning Skills—Reading

*Humanities*  
217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

**ALR 135 Study and Test-Taking Skills I** 1-0-1  
Focus on learning and memory process, effective reading-to-learn strategies, learning styles analysis, practical study and test-taking skills. Practical application to student's other concurrent course(s). Repeatable for a maximum of 4 credit hours.

**ALR 136 Study and Test-Taking Skills II** 1-0-1  
Focus on learning and memory process, effective reading-to-learn and memorization strategies, test-preparation and test-taking skills, college vocabulary. Practical application to student's other concurrent course(s). Repeatable for a maximum of 4 credit hours.

**ALR 153 Essential Comprehension Skills** 1-0-1  
Develops comprehension and thinking skills for academic reading. Emphasizes active reading strategies. May be taken with ALR 154 to meet CCS 098 requirements with reading director approval. Repeatable for a maximum of 3 credit hours.

## Applied Learning Skills— Assistive Technology

*Learning Commons*  
217/373-3839 • [parkland.edu/learningcommons](http://parkland.edu/learningcommons)

**ALS 199 Support for Workforce Training** 3-0-3  
This course is devoted to achieving competency in basic skills necessary for career success, including critical thinking, reading comprehension, verbal and written communication, workplace math, financial literacy, interpersonal skills, and informational and technological literacy. Repeatable for a maximum of 12 credit hours. Prerequisites: placement into ENG 098 and CCS 098.

## Applied Learning Skills— Writing

*Humanities*  
217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

Designed for the student who wants to learn or improve skills in writing. Individualized instruction is provided on a small group basis. Grades are determined by class attendance, weekly evaluation, completion of assigned work and passing mastery tests. ALW credits do not apply toward A.A., A.S., A.E.S., A.F.A., or A.G.S. degree programs.

**ALW 153 Intensive Grammar Instruction I** 1-0-1  
Students will learn to write sentences that demonstrate a command of basic English grammar and punctuation. Correct use of phrases and clauses emphasized. Supplemental tutorial for ESL students. Repeatable for maximum of 4 credit hours. Prerequisite: approval of department chair.

**ALW 154 Intensive Grammar Instruction II** 1-0-1  
Students will learn to write paragraphs that demonstrate a command of grammar and punctuation including correct use of period, comma, semicolon, colon, and quotation marks. Supplemental tutorial for ESL students. Repeatable for a maximum of 4 credit hours. Prerequisite: approval of department chair.

**ALW 155 Writing Effective Sentences** 1-0-1  
Students will learn to write sentences that effectively utilize language - word choice, sentence structure, punctuation - to enhance their purpose. Emphasis on identification and correction of major sentence errors: run-on, comma splice, and sentence fragments. Repeatable for a maximum of 4 credit hours. Prerequisite: approval of department chair.

**ALW 195 Writing Effective Essays** 1-0-1  
Focus on writing multiple-paragraph essays that exhibit critical thinking and demonstrate engagement with outside ideas and texts. Repeatable for a maximum of 3 credit hours. Prerequisites: placement into CCS 098; approval of department chair.

**ALW 199 Bridge to College Composition** 3-0-3  
Intensive writing instruction for co-enrolled ENG 101 course. Focus on standard written English and essay components. Secondary focus on college reading skills and document design. Prerequisites: concurrent enrollment in ENG 101; placement out of ENG 098 and CCS 098.

## Anthropology

*Arts Media and Social Sciences*  
217/351-2217 • [parkland.edu/amss](http://parkland.edu/amss)

**ANT 101 Introduction to Anthropology** 3-0-3  
(IAI S1 900N) Introduction to the study of humankind. Attention given to humanity as both a living, evolving organism and creator and product of culture. Substantial emphasis placed on cross-cultural material. Prerequisite: placement out of ENG 098.

**ANT 103 Introduction to Cultural Anthropology** 3-0-3  
(IAI S1 901N) Study of structure and process of culture. Presents major features of culture including subsistence patterns, organizing devices, language, patterns of cultural transmission, political organization, religion, family forms, and cultural change. Examines methods of anthropological research and major theoretical orientations. Prerequisite: placement out of ENG 099.

**ANT 105 Introduction to Physical Anthropology** 3-0-3  
(IAI S1 902) Introduction to the principles and course of human evolution from the perspective of biological and social sciences. Prerequisite: placement out of ENG 098.

**ANT 200 Introduction to Archaeology** 3-0-3  
(IAI S1 903) General introduction to theory and methods of archaeology. Emphasis placed upon conduct of archaeological research. Archaeology of the Midwest given special attention. For anyone interested in finding out about the past. Optional field trips. Prerequisite: placement out of ENG 098.

**ANT 220 Field Archaeology** 1-4-3  
Field studies in archaeology of various areas in the Midwest, specifically Illinois. Emphasis on properly collecting and recording archaeological data, and using these data to better understand history and past cultures. Prerequisites: placement out of CCS 098; approval of instructor or department chair.

**ANT 289 Topics in Anthropology** 3-0-3  
Study of selected topics in anthropology. Topics vary according to section and semester and are listed in class schedule. A total of six credit hours may be taken in topics courses numbered 289. Prerequisite: completion of 3 credit hours in the subject area.

## Art

*Arts Media and Social Sciences*  
217/351-2217 • [parkland.edu/amss](http://parkland.edu/amss)

Initial student expenses for art tools and supplies may be substantial. Though materials vary from course to course, prudent financial planning should include such costs.

**ART 121 Two-Dimensional Design** 1-5-3  
(IAI ART 907) Foundation course in two dimensional design principles: unity, variety, balance, movement, emphasis, proportion, and space. Exploration of different compositional strategies in a variety of media. Examination of the creative process: design research, ideation, production, evaluation, and revision. Prerequisite: placement out of CCS 098. Recommended: concurrent enrollment in ART 122.

**ART 122 Drawing I** 1-5-3  
(IAI ART 904) Skill-oriented beginning representational drawing. Visualizing and basic drawing construction, pathologies of drawing; linear perspective; presentation; elements of line, shape, value, and volume. Prerequisite: placement out of CCS 098.

- ART 123 Drawing II** 1-5-3  
(IAI ART 905) In-depth investigation of various drawing media and papers. Design issues, expression, envisioned and observational drawing, pathologies of drawing. Prerequisites: credit in ART 122 with a grade of C or higher; placement out of CCS 098.
- ART 124 Three-Dimensional Design** 1-5-3  
(IAI ART 908) Foundation course in three-dimensional design fundamentals. Prerequisite: placement out of CCS 098.
- ART 125 Color** 1-5-3  
In-depth examination of color; exploration and application of color theories and media.
- ART 128 Digital Photography** 1-5-3  
An introductory course covering the basic principles of digital photography as a fine art medium, including equipment selection and use, image processing, and aesthetics. Prerequisites: placement out of CCS 098; basic computer skills.
- ART 129 Film Photography** 1-5-3  
Basic techniques and principles of photographic process in visual communication. Practical working use of 35 mm camera, exposure, developing, and printing in black and white darkroom. Prerequisite: placement out of CCS 098.
- ART 130 Studio Photography I** 1-5-3  
Advanced skills with digital camera, lighting, and exposure evaluation. Hands-on experience working in a studio environment will provide creative opportunities to work in areas such as still life, portrait, and commercial work. Prerequisite: credit in ART 128.
- ART 145 Ceramics I** 1-5-3  
Introduction to ceramic process. Hand-built and wheel-thrown forms; basic problems of forming, decoration, and glazing. For art majors and non-art majors. Repeatable for a maximum of 12 credit hours.
- ART 161 Art History I** 3-0-3  
(IAI F2 901) Survey of origins and development of visual arts, from prehistoric through Gothic period. Prerequisite: placement out of CCS 098.
- ART 162 Art History II** 3-0-3  
(IAI F2 902) Survey of origin and development of visual arts, Renaissance to present. Influence of past on contemporary art. (Also in Salzburg Program) Prerequisite: placement out of CCS 098.
- ART 163 History of Modern Art** 3-0-3  
(IAI F2 902) History of modernism in art from French Revolution to present with emphasis on contemporary issues. (Also in Salzburg Program) Prerequisite: placement out of CCS 098.
- ART 164 History of Photography** 3-0-3  
(IAI F2904) History of photography in art and society from its discovery to present.
- ART 165 Art Appreciation** 3-0-3  
(IAI F2 900) Introductory survey of visual arts in relation to human society, with aim of providing wide acquaintance with art forms and an appreciation of factors that have determined their development. Includes museum field trips. (Also in Canterbury Program)
- ART 166 Intro to Non-Western Art** 3-0-3  
(IAI F2 903N) Survey of origins and development of visual arts from Africa, Middle East, Asia, South America, Mesoamerica, and Oceania. Examine artworks (Painting, drawing, printmaking, sculpture, architecture and other visual art forms) as forms of cultural expression.
- ART 181 Sculpture I** 1-5-3  
Use of techniques, principles, and materials of sculpture to interpret contemporary subjects in three-dimensional sculptural forms. Aesthetic, historical, and social perspectives explored. Prerequisite: placement into CCS 098.
- ART 182 Sculpture II** 1-5-3  
Continued exploration and development of sculpture media and materials as means of expression. Emphasis on depth of conceptual development, professional presentation, documentation. Repeatable for a maximum of 12 credit hours. Prerequisites: credit in ART 181; placement into CCS 098.
- ART 185 Metalwork and Jewelry I** 1-5-3  
Basic jewelry and metalworking techniques: sawing, piercing, filing, soldering, cold connections, forming, metal finishing. Prerequisites: placement out of CCS 098.  
Recommended: credit or concurrent enrollment in ART 121.
- ART 186 Metalwork and Jewelry II** 1-5-3  
Continuation of ART 185 with greater exploration of conceptual and technical problems. Introduction to silver casting, advanced stone setting, repousse chasing, and inlay. Student may concentrate and research particular technique, while designing and executing individual projects. Prerequisites: credit in ART 185; placement out of CCS 098.
- ART 201 Painting I** 1-5-3  
Introduction to techniques and principles of oil painting, preparation of painting surfaces, development of color, and explanation of pictorial space. (Also in Canterbury Program)  
Recommended: credit in ART 122.
- ART 202 Painting II** 1-5-3  
Application of technical painting skills to developing personal expression in response to various types of imagery. Repeatable for a maximum of 12 credit hours. Prerequisite: credit in ART 201.
- ART 221 Figure Drawing** 1-5-3  
Use of the figure as basis for anatomical study and accurate representational drawing. Drawing from skeleton and live models. Prerequisites: credit in ART 122; placement out of CCS 098.  
Recommended: credit or concurrent enrollment in ART 123.
- ART 228 Advanced Digital Photography** 1-5-3  
Advanced techniques and principles of the digital photographic process in visual communication. Exploration of materials and methods unique to digital photography with an emphasis on art. Prerequisite: credit in ART 128.
- ART 229 Advanced Film Photography** 1-5-3  
Advanced techniques and principles of photographic process in visual communication. Exploration of materials and aesthetics unique to photography with an emphasis on fine art. Advanced development of darkroom skills. Prerequisites: credit in ART 129; placement out of CCS 098.
- ART 245 Ceramics II** 1-5-3  
Continued development of technical ceramic skills including: wheel work, hand building, clay body, glaze formulation. Exploration of past and contemporary ceramic forms and ideas. For art and non-art majors. Repeatable for a maximum of 12 credit hours. Prerequisite: credit in ART 145.

**ART 283 Portfolio Seminar** 1-0-1  
Under faculty direction, students fine-tune and edit their portfolios, create an artist's statement, and develop their personal resumes. Includes lectures on presentation, demonstrations on taking professional images of artwork, and faculty reviews of final portfolio. Repeatable for a maximum of 2 credit hours. Prerequisites: ART 121, ART 122, ART 123, and ART 124; sophomore standing in the Art and Design or Art Education program.

## American Sign Language

Humanities

217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

**ASL 111 American Sign Language** 4-0-4  
Introduction to American Sign Language as used by the hearing impaired. Manual alphabet and introduction of common individual signs. Prerequisites: placement out of ENG 099 and CCS 098.

## Astronomy

Natural Sciences

217/351-2285 • [parkland.edu/ns](http://parkland.edu/ns)

**AST 101 The Solar System** 3-2-4  
(IAI P1 906L) Historical ideas concerning stars and planets; structure and motions of Earth, planets, and moons; physical nature of the Sun, planets, comets, asteroids, and meteors; origin and evolution of the Solar System. Includes an evening telescope observation. Prerequisites: placement out of ENG 099, CCS 098, and MAT 072.

**AST 102 Stars, Galaxies, and the Universe** 3-2-4  
(IAI P1 906L) Star distances, motions, structures, origin, and evolution; white dwarfs, neutron stars, and black holes; atoms and radiation; structures and evolution of galaxies (including the Milky Way) and the universe. Includes some evening telescopic observations. Prerequisites: placement out of ENG 099, CCS 098, and MAT 072.

## Aviation

Institute of Aviation

217/353-2171 • [parkland.edu/aviation](http://parkland.edu/aviation)

**AVI 101 Private Pilot I** 2-2-3  
First of a two-course sequence to prepare for FAA Private Pilot Certification. Covers aerodynamics, airplane systems, airport and airplane operations, federal regulations, and airplane safety. Includes 30 hours flight training. Prerequisite: admission into the Aviation program.

**AVI 111 Commercial Drone Ground School** 3-0-3  
Prepares the student for FAA Commercial Unmanned Aircraft Systems (UAS) Pilot Certification. Covers regulations, airspace, aerodynamics, weather, performance, registration, and aeromedical factors. Commercial UAS certification requires passing a FAA written exam.

**AVI 112 Introduction to Drone Flight** 2-2-3  
Introduces basic skills necessary to fly both fixed wing and quadcopter drones. Covers flight controls, payloads, checklist development and usage, mission planning, and emergency procedures. Students learn basic flight maneuvers and use simulator software.

**AVI 113 Drone Data Collection and Application** 3-0-3  
Introduction to basic drone data collection and application for various industries including agriculture, real estate, inspections, and media. Includes mission planning, autonomous flights, crew management, data collection, and data analysis while emphasizing legal and safe operations.

**AVI 116 Aviation Physiology** 4-0-4  
Examine aspects of human physiology pertinent to aviation and aerospace operations. Focus on understanding of these physiological factors and the mitigation of their adverse consequences to improve safety and performance in the aerospace environment.

**AVI 120 Private Pilot II** 2-2.5-3  
Second in a two-course sequence for FAA Private Pilot certification. Cross-country flight planning and execution, navigation, and review of AVI 101 topics. Includes 37.4 hours flight and simulator training. Prerequisite: credit in AVI 101.

**AVI 129 Commercial Instrument I** 2-2.5-3  
First of two-course sequence to prepare private pilots for instrument rating; cross-country flight emphasizing instrument approaches and en-route instrument procedures; and instruction on instrument flying, navigation, aircraft instruments, and regulations. Flight training includes eight hours in flight simulator. Prerequisite: credit in AVI 120.

**AVI 131 Aviation Weather** 4-0-4  
Gain knowledge of weather theory for aviation operations. Includes interpretation of aviation reports, charts, forecasts, other weather information, and human factor issues related to safe weather decision making in scenarios and applications. Prerequisites: credit in AVI 101 and ESC 101.

**AVI 135 Aviation Accident Investigation and Human Factors** 3-0-3  
Fundamental concepts of aviation accident investigation with emphasis on accident prevention and casualty reduction through crash-worthy design, and safety enhancements; strong emphasis on human factors aspects of accident and accident mitigation. Prerequisite: credit in AVI 101.

**AVI 140 Commercial Instrument II** 2-2.5-3  
Second in a two-course sequence to add Instrument Airplane rating to FAA Private Pilot certificate. Advanced navigation, weather, and review of AVI 129 topics. Includes 38.2 hours flight and simulator training toward instrument rating and commercial pilot requirements. Prerequisite: credit in AVI 129.

**AVI 184 Aircraft Systems for Pilots** 3-0-3  
Basic aircraft systems, their components, and theory of operation. Familiarization of Federal Aviation Administration maintenance rules and regulations applicable to pilots. Prerequisites: credit in AVI 120; approval of department chair.

**AVI 190 Advanced Aircraft Systems for Pilots** 3-0-3  
Pilot-oriented study of modern turbine aircraft systems. Familiarizes individuals with turbine and turboprop engines and modern system types and components. Systems knowledge will be applied during examination of a common turbine and turboprop aircraft. Prerequisite: credit in AVI 184.

**AVI 200 Commercial Pilot I** **2-3-3**  
First in a two-course sequence for FAA Commercial Pilot certification. Complex aircraft introduction and endorsement, and advanced presentation of selected private pilot and instrument topics. Includes 46.5 hours flight and simulator training. Prerequisites: FAA Private Pilot Certificate with Airplane Single Engine Land and Instrument Airplane Ratings. Recommended: credit in AVI 140.

**AVI 209 Commercial Pilot II** **2-3-3**  
Second in a two-course sequence for FAA Commercial Pilot certification. Advanced aerodynamics, advanced systems, regulations, review of certification standards, and multiengine airplane introduction. Includes 44.7 hours flight and simulator training. Prerequisite: credit in AVI 200.

**AVI 218 Aircraft Aerodynamics for Pilots** **3-0-3**  
Capstone class for fundamental aerodynamics of civilian aircraft. Examine graphical and mathematical models in order to understand current aerodynamic principles. Discuss how aerodynamic principles apply to normal and abnormal flight situations. Prerequisites: credit in AVI 200; approval of department chair.

**AVI 220 Flight Instructor Airplane Initial** **3-2-4**  
FAA Flight Instructor Airplane certification for pilots not holding a flight instructor certificate. Fundamentals of instruction, fundamentals of flight, technical subject areas, and flight maneuver analyses. Includes 26.2 hours flight and simulator training and spin training. Prerequisite: FAA Commercial Pilot Certificate with Airplane Single Engine Land and Instrument Airplane Ratings.

**AVI 222 Flight Instructor Instrument** **1-1-1**  
Add Instrument Airplane rating to FAA Flight Instructor certificate. Fundamentals of instruction, instrument procedures, and regulations. Includes 15 hours flight and simulator training. Prerequisites: FAA Commercial Pilot Certificate with Airplane Single Engine Land and Instrument Airplane Ratings; FAA Flight Instructor Certificate with Airplane Single Engine Rating.

**AVI 280 Multiengine Land** **0.5-1-1**  
Instruction and supervised training for commercial pilots to develop skills required for the Multi-Engine Rating. Prerequisite: approval of program director or department chair.

**AVI 281 Cockpit Resource Management** **3-1-3**  
Examines societal/cultural, industry, governmental regulatory agency, organizational, group, and individual influences on cockpit behavior and cockpit resource management. Laboratory and flight sections use multi-engine flight simulators and multi-engine aircraft. Students gain experience flying preplanned scenarios in both aircraft and simulators. Prerequisite: credit in AVI 280.

## Biology

*Natural Sciences*

217/351-2285 • [parkland.edu/ns](http://parkland.edu/ns)

**BIO 100 Introduction to Biology** **2-2-3**  
Basic introduction to biology, including scientific method, cell structure and function, DNA and RNA, genetics and inheritance, diversity and evolution of life, organ systems and physiology, biotechnology, and ecology and the environment. Designed for those with limited biology course experience. Prerequisite: placement out of CCS 098.

**BIO 101 General Biology** **3-3-4**  
(IAI L1 900L) Survey of biology for students in A.A.S. and baccalaureate-oriented programs. General principles of biology emphasizing the skills associated with the scientific method, cell and organism structure and function, evolution and ecology. Credit not given for both BIO 101 and BIO 141-142 sequence. Prerequisites: placement out of ENG 099 and CCS 098.

**BIO 104 Environmental Biology and Sustainability** **3-3-4**  
(IAI L1 905L) Examines relationship of humans to their environment, including consideration of natural cycles and balances, populations, energy, hazardous chemicals, air, water, noise, and solid waste pollution. Field trips, virtual or in person, may be included. Prerequisites: placement out of ENG 099 and CCS 098.

**BIO 105 Human Biology** **3-3-4**  
(IAI L1 904L) Provides non-science majors basic principles of human biology in the context of current social issues. An emphasis on the human body and its interconnectedness to health, disease, growth, development, genetics, and evolution, as they relate to individuals and society. Prerequisite: placement out of ENG 099.

**BIO 106 Heredity and Society** **3-0-3**  
(IAI L1 906) Provides non-science majors with fundamentals of genetics and interrelationships between heredity and society. Includes exploration of inheritance, genetic technology, and population genetics. Must be taken with BIO 186 to fulfill life science general education lab requirement. Prerequisites: placement out of ENG 099 and CCS 098.

**BIO 107 Introduction to Evolution** **3-3-4**  
(IAI L1 907L) Topics include the philosophy of science, molecular bases of genetic variation, inheritance, speciation, geological and astronomical bases of biological evolution, history of evolutionary thought, origin of life, and application of evolution on modern society. Prerequisites: placement out of ENG 099 and CCS 098.

**BIO 109 Introduction to Plant Biology** **3-3-4**  
(IAI L1 901L) Introduction to diversity, structure and function, and importance of plant life to ecological and human systems. Emphasis on scientific inquiry of real-world problems involving plant anatomy and growth, responsiveness, evolution, reproduction, economics, and symbiosis of plants. Prerequisites: placement out of ENG 099 and CCS 098.

**BIO 111 Basic Anatomy and Physiology** **3-3-4**  
General survey of basic human body structure and function. Includes basic chemistry, cells and tissues, metabolism, skeletal, muscular, circulatory, respiratory, digestive, reproductive, urinary, nervous, and endocrine systems, and special senses. Lab activities include use of models, the Anatomage, and cadavers. Prerequisite: placement out of CCS 098.

**BIO 120 Fundamentals of Nutrition** **3-0-3**  
Examines food sources and the functions of nutrients, principles of weight management, nutrition requirements during the life cycle, and the relationship between nutrition and health. Stresses practical application of nutrition concepts and explores current nutrition controversies. Prerequisites: placement out of ENG 099 and CCS 098.

**BIO 121 Anatomy and Physiology I 3-3-4**

Structure/function of human body. Introduction to anatomy and physiology; chemistry, cytology, histology, integument, skeletal system, articulations, muscular, and nervous systems. Prerequisites: credit in CHE 100, CHE 106, or CHE 141; or high school chemistry within three years; or pass the Chemistry Competency Exam; placement out of ENG 099 and CCS 098.

**BIO 122 Anatomy and Physiology II 3-3-4**

Detailed analysis of special senses; endocrine, cardiovascular, lymphatic, respiratory, urinary, reproductive, and digestive systems; nutrition, metabolism, and energetics; fluid, electrolyte, and pH balance; introduction to genetics and human development. Uses anatomical models, human cadavers, and the Anatomage digital dissection table. Prerequisites: credit in BIO 121 or equivalent with a grade of C or higher; placement out of CCS 098.

**BIO 123 Microbiology 3-3-4**

Basic principles of microbiology; classification, morphological and physiological characteristics of microorganisms, microbial control, pathogenesis and immunity, with associated laboratory assignments. Prerequisites: credit in BIO 101, BIO 121, or BIO 141; or admission into the VTT program and BIO 111 with a grade of C or higher.

**BIO 141 Principles of Biology I 4-3-5**

(IAI L1 910L, BIO 910) General biology for students concentrating in life science or in a pre-professional health program. Topics include cell biology, bioenergetics, molecular biology, genetics, and biochemistry. Credit not given for both BIO 101 and BIO 141-142 sequence. Prerequisites: credit in CHE 100, CHE 141, or equivalent; or recent high school chemistry; placement out of ENG 099 and CCS 098.

**BIO 142 Principles of Biology II 4-3-5**

(IAI L1 910L, BIO 910) Continuation of BIO 141 to complete the biology majors sequence. Topics include experimental design, data analysis, evolution, speciation, ecology, conservation of biodiversity, microorganisms, fungi, botany, zoology, and animal physiology with emphasis on human physiology. Credit not given for both BIO 101 and BIO 142. Prerequisites: credit in BIO 141; placement out of CCS 098.

**BIO 166 Microbiology Laboratory Principles 0-3-1**

Directed laboratory experience designed to enhance general microbiological laboratory skills. Prerequisite: approval of department chair.

**BIO 186 Heredity and Society Laboratory 0-2-1**

(IAI L1 906L) Laboratory course to accompany BIO 106 to satisfy general education requirements. Fundamentals of genetics, including human inheritance, population genetics, and DNA. Prerequisite: credit or concurrent enrollment in BIO 106.

**BIO 225 Pathophysiology 3-0-3**

Physiological basis of various conditions in altered health. Focuses on deviation from the normal homeostatic condition. Prerequisites: credit in BIO 111, or BIO 121 and BIO 122 with a grade of C or higher.

## Business

*Business/Computer Science and Technologies*  
217/353-2099 • [parkland.edu/bcst](http://parkland.edu/bcst)

**BUS 101 Introduction to Business 3-0-3**

Survey of areas of business, marketing, management, and finance for both business and non-business students. Provides opportunity to explore the total business environment and its related careers. Prerequisite: placement out of CCS 098.

**BUS 106 Business and Organizational Ethics 3-0-3**

Introduction to social and ethical issues of business, institutions, and organizations including but not limited to government regulations, consumerism, advertising, client relationships, employee and organizational responsibility, preferential hiring, conflicts of interest, and economic justice. Prerequisite: placement out of ENG 099.

**BUS 117 Introduction to Entrepreneurship 3-0-3**

Designed for all owners, managers, and employees of existing or proposed small or independent businesses, including nonprofit organizations. Fundamentals of entrepreneurship and small business management; emphasis on organizational, financial, and marketing management. Focus on business planning, investigation of information sources, and keys to business success. Prerequisite: placement into CCS 098.

**BUS 131 Personal Finance 3-0-3**

Overview of financial planning. In-depth study of investments and asset management relating to insurance, retirement, financial, and tax planning. Stocks, bonds, mutual funds, IRAs, real estate, collectibles, and other investments. Prerequisite: placement into CCS 098.

**BUS 204 The Legal Environment of Business 3-0-3**

Public law and legal environment in which business must operate; background of legal principles and systems. Examines major laws affecting commerce, competition, labor relations, product liability, and consumer protection; contracts, agency, principles of tort, methods of organizing a business, sole proprietorship, corporations, partnerships.

**BUS 245 Business Communications 3-0-3**

Study of communication foundations; writing process for business letters, memos, and reports; oral presentation skills; team-building skills. Use of e-mail and the Internet. Working knowledge of PowerPoint necessary. Prerequisite: credit or concurrent enrollment in ENG 102.

**BUS 250 Business Work Experience I 0-20-2**

Students obtain 300 hours work experience to utilize their studies, expand their perception of work environment, and gain practical experience. Prerequisites: placement out of CCS 099; completion of 30 credit hours in the program.

**BUS 252 Business Work Experience II 0-20-2**

Students obtain 300 hours of work experience in job environment that expands experiences gained from BUS 250. Training experiences developed by the employer and instructor. Prerequisites: credit in BUS 250; placement out of CCS 099.

**BUS 264 Introduction to Finance 3-0-3**

Introductory course in managerial finance: financial analysis, budgeting, sources of capital (short- and long-term), and cost of capital. Prerequisite: credit in ACC 101.

# Computer-Aided Drafting

*Applied Sciences and Technologies*  
217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

## **CAD 113 Computer-Aided Machine Design I** 4-0-4

Design process with practical and computer-aided evaluation of power transmission devices, including gears, shafts, belts, chains, and other components using SolidWorks software. Prerequisites: placement into ENG 098; placement out of CCS 099 and MAT 072.

## **CAD 122 Computer-Aided Machine Design II** 4-0-4

Theory and application of design processes including dimensions, tolerances, assembly, multi-view, and details. Also includes application of the design process to CAD drawings and solid models using SolidWorks software. Prerequisite: credit in CAD 113.

## **CAD 124 Introduction to AutoCAD (Computer-Aided Drafting)** 2-0-2 or 3-0-3

Introduction to computer-aided drafting using AutoCAD software; architectural, mechanical, and electrical applications.

## **CAD 132 Introduction to MicroStation** 2-1-2

Introductory computer-aided drafting applications using MicroStation for civil engineering projects. Prerequisite: credit or concurrent enrollment in ELT 111.

## **CAD 214 Building Information Modeling (BIM) with Revit** 2-1-2

Use of Revit to assemble 3D commercial architectural plans, with an introduction to building information modeling. Prerequisites: credit or concurrent enrollment in CAD 124 and ELT 111.

## **CAD 232 Civil Survey CAD Applications** 2-1-2

Advanced computer-aided drafting using MicroStation and OpenRoads software. Includes survey data acquisition and processing, terrain models, highway geometry, and corridor modeling. Prerequisite: credit in CAD 132.

# Carpentry

*Applied Sciences and Technologies*  
217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

## **CCA 111 Orientation to Carpentry** 1-2-2

Introduces new apprentices to the industry, hand tools, power tools, power actuated tools, and blueprint reading.

## **CCA 112 Occupational Safety and Health** 1-2-2

Occupational Safety and Health Act 29 CFR 1926, common causes of accidents and fatalities in industry. Students practice applications of standards.

## **CCA 113 Scaffolding** 1-2-2

Specific procedures for erecting frame scaffolds, tube and clamp scaffolds, and system scaffolds, emphasis on OSHA safety regulations. Prerequisites: credit in CCA 111 and CCA 112; current First Aid and CPR card.

## **CCA 114 Concrete I** 1-2-2

Working knowledge of surveying for carpenters. Emphasizes location, layout and basic operation of the builder's level. Theory and application of concrete form systems. Materials used in concrete applications. Prerequisites: credit in CCA 111, CCA 112, and CCA 113.

## **CCA 115 Interior Systems I** 1-2-2

Theory and application of interior systems used in drywall industry, including layout, light gauge metal framing, types of drywall, alternative building materials, solid metal and knock-down door frames.

## **CCA 116 Interior Systems II** 1-2-2

Basic theory, layout, and installation of acoustical and soffit construction.

## **CCA 117 Residential Framing** 1-3-2

Various arrangements, fabricating techniques, selection of materials and equipment to construct floor systems, wall systems, and roof truss systems. Structure, harvesting, identification, and the many uses of wood in construction. Prerequisite: credit in CCA 115.

## **CCA 118 Interior Trim** 1-2-2

Installation of interior wood doors, door and window casings, base shoe, chair rail, and crown molding. Includes proper selection and use of trim tools. Prerequisites: credit in CCA 116 and CCA 117.

## **CCA 119 Exterior Trim** 1-3-2

Basic theory, layout, and installation of aluminum soffit and siding, wood and shingle roof applications, windows and their components. Prerequisites: credit in CCA 116 and CCA 117.

## **CCA 212 Stairs** 1-2-2

Basic theory, calculations, code requirements, safety, proper layout, cutting, and assembly of stairs including open, closed, direction changes, and three step winder. Prerequisites: credit in CCA 118 and CCA 119.

## **CCA 213 Roof Framing** 1-3-2

Basic theory, calculations, and proper layout practices for gable, hip, valley, and jack rafters. Prerequisites: credit in CCA 111 and CCA 212.

## **CCA 214 Concrete II** 1-3-2

Theory and concepts of construction of bridges, stairs, and overhead concrete form systems. Prerequisites: credit in CCA 111 and CCA 212.

## **CCA 215 Interior Systems III** 1-3-2

Theory and installation of computer floors, lath and plaster systems, and fire stop materials. Prerequisites: credit in CCA 213 and CCA 214.

## **CCA 217 Cabinets/Hardware** 1-2-2

Theory and application of installation of cabinets and countertops, various types of hardware including locksets, door closers, and exit devices. Prerequisite: credit in CCA 215.

## **CCA 218 Concrete III** 1-2-2

Theory and application of equipment used for field layout. Transfer of data from field drawings to the Total Station in the field for layout tasks. Theory and concepts of advanced concrete finishing. Prerequisite: credit in CCA 114.

## Customized Career Preparation

Business/Computer Science and Technologies  
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### CCP 111 Customized Career Preparation Portfolio 1-2-2

For persons with specific career goals to determine career field requirements, document requirements already mastered, and formulate an educational plan to achieve mastery of remaining requirements through portfolio preparation. Approval of portfolio and related educational plan is required prior to Customized Career Preparation degree admission. Prerequisite: approval of department chair or the Dean of Career and Technical Education.

## Critical Comprehension Skills

Humanities  
217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

### Reading Placement

Students enrolling at Parkland must demonstrate college-level reading proficiency. Students may demonstrate reading proficiency by any of the following measures:

1. performance on Parkland's reading assessment test;
2. ACT or SAT scores;
3. high school cumulative GPA of 3.0 or higher on an unweighted scale;
4. completion (with a grade of C or higher) of an appropriate transitional high school course in English;
5. GED score of 165 or comparable score on other high school equivalency tests;
6. completion (with a grade of C or higher) of an appropriate developmental course in reading at another regionally accredited college or university; or
7. completion (with a grade of C or higher) of two non-mathematics IAI-approved GECC courses. (Contact the director of reading for questions about interpretation.)

Students who do not demonstrate college-level reading proficiency are required to take one or more CCS courses. Students whose reading skills are assessed at a level below Parkland's admission requirement will be referred to other resources.

See Parkland College Placement Manual for more information.

### CCS 098 Critical Comprehension Skills I 3-0-3

Develops intermediate comprehension skills basic to successful academic reading. Students who earn a grade of D or lower in CCS 098 must repeat the course or must demonstrate a CCS 099 or higher reading level by retaking Parkland's reading assessment test. Prerequisite: placement into CCS 098.

### CCS 099 Critical Comprehension Skills II 3-0-3

Develops reading skills basic to successful college-level work. Emphasizes essay analysis and reading efficiency; includes note taking (annotating) and critical thinking. Students who earn a grade of D or lower must repeat the course or must demonstrate a college-level reading proficiency by retaking Parkland's reading assessment test. Prerequisite: placement out of CCS 098.

## Child Development

Arts Media and Social Sciences  
217/351-2217 • [parkland.edu/amss](http://parkland.edu/amss)

### CHD 105 Child Growth and Development 3-0-3

Theory and principles of development prenatal through adolescence with emphasis on early childhood; physical, cognitive, and social-emotional development according to Piaget, Erikson, Vygotsky, Skinner, and others; gender, family, culture, and societal contexts; implications for professional practice. Prerequisite: placement out of ENG 098.

### CHD 115 Socialization and Guidance for the Young Child 2-0-2

Basic theory and influences on children's behavior with an emphasis on social-emotional development. Emphasizes strategies for promoting prosocial behavior in young children. Prerequisite: placement out of CCS 098.

### CHD 122 Introduction to Early Childhood Education 3-2-4

Study and analysis of preschool/primary educational programs and practices, including techniques/methods utilized in working with young children. Orientation to a variety of child-care settings. Observations in local facilities focus on the purpose and organization of each program. Prerequisite: placement out of ENG 098.

### CHD 124 Program Planning for the Young Child 2-2-3

Total planning consistent with developmental needs of children from two to five years of age in child-care situations. Includes workshop experiences in creating teacher-made materials and use of such materials.

### CHD 125 Observation and Assessment 2-2-3

In-depth study of young children through the use of developmentally appropriate, culturally responsive observation screening and assessment techniques. Practice applying these techniques to plan appropriate curriculum and experiences and monitor children's development. Prerequisite: placement out of CCS 098.

### CHD 134 Caring for Infants and Toddlers 3-2-4

Development and needs of children under the age of three. Considers the infant in family, day-care home, and day-care center settings. Prerequisite: placement out of CCS 098.

### CHD 201 Health, Safety, and Nutrition of the Young Child 3-0-3

Provides an overview of personal health of the individual and of children in group settings, including nutrition, health and safety issues, and skills for teaching these concepts to young children. Prerequisite: placement out of CCS 098.

### CHD 216 Music and the Arts for the Young Child 2-0-2

Methods and planning of activities for aesthetic education for young children, with appropriate experiences in music and music appreciation, movement, drama, and art appreciation.

### CHD 217 Language and Literature for the Young Child 3-0-3

Overview of language skills and activities for encouraging language development in areas of listening, speaking, prewriting, and prereading. Select and use appropriate books and literacy materials with children. Prerequisite: placement out of CCS 098.



**CHD 218 Math and Science for the Young Child 2-0-2**

Basic mathematics and science concepts are introduced, acquainting the student with skills and methods appropriate for use with young children. Prerequisite: placement out of CCS 098.

**CHD 222 Assisting in the Child-Care Center 2-9-4**

Students observe/participate in 135 hours in a early childhood program. Focus on observation, interaction, curriculum planning, guidance, and evaluation/reflection on own knowledge, skills, and attitudes. Prerequisites: credit in CHD 115, CHD 122, CHD 124, CHD 125, ENG 101, and CHD 105 or PSY 207; sophomore standing and approval for placement.

**CHD 223 Child, Family, and Community 3-0-3**

Focuses on the child in the context of family and community. Includes issues of communication, diversity, professionalism, and social policy, and promotes awareness and effective use of community resources. Prerequisite: placement out of ENG 098.

**CHD 242 The Exceptional Child 3-2-4**

Introduces range of cognitive, physical, social, and emotional special needs in children; identification, intervention strategies, methods, and programs in various settings; applicable laws, requirements, and family issues. Prerequisites: credit in CHD 105 or PSY 207; placement out of ENG 098.

**CHD 250 Field Experience in the Child-Care Setting 2-15-5**

Student participates for 200 hours as an intern in a child-care center; becomes acquainted with teaching and administrative procedures of the center. Prerequisites: credit in CHD 216, CHD 217, CHD 218, CHD 222, and ENG 102; sophomore standing and approval for placement.

**CHD 260 Administration of Day-Care Centers 3-0-3**

Administrative duties in a child-care center; evaluation of child-care centers, development of leadership abilities, and utilization of community resources are emphasized.

**CHD 272 Administration of the Family Day-Care Home 3-0-3**

Knowledge and skills needed to run a family day-care home; setting up a day-care home, business management and administrative skills, child development principles as applicable to home day care, home and community, home and parents. Prerequisite: placement out of CCS 098.

## Chemistry

Natural Sciences

217/351-2285 • [parkland.edu/ns](http://parkland.edu/ns)

**CHE 100 Introduction to Chemistry 3-2-4**

(IAI P1 902L) Introduction to chemical concepts, including the metric system, moles, chemical composition, atomic structure, bonding, reactions, and solutions. Designed primarily for those with little or no high school chemistry who expect to continue with CHE 141 & 142. Prerequisite: placement out of MAT 072.

**CHE 104 Chemistry of Everyday Life 3-3-4**

(IAI P1 903L) Introduction to chemical concepts through application to common activities in everyday life and modern issues. One-semester survey for non-science majors. Prerequisite: placement out of CCS 098.

**CHE 106 Chemistry for the Health Professions 3-3-4**

(IAI P1 902L) General principles and theories of chemistry and selected topics in organic and biochemistry. Topics are drawn from the health fields. CHE 106 is not intended to replace CHE 141. Prerequisite: placement out of MAT 072.

**CHE 107 Chemistry for the Health Professions II 3-3-4**

Expanded coverage of general principles of chemistry, selected topics in organic and biochemistry. Topics drawn from the health fields. CHE 107 is not intended to replace CHE 142. Prerequisite: credit in CHE 106 with a grade of C or higher.

**CHE 141 General Chemistry I 4-3-5**

(IAI P1 902L, CHM 911) Introduces new concepts and broadens those learned previously; chemical names, formulas, and equations; types of reactions; stoichiometry; thermochemistry; atomic structure and bonding; behavior of gases, liquids, and solids; properties of solutions. Prerequisites: credit in CHE 100 with a grade of C or higher or recent high school chemistry; placement out of MAT 098.

Recommended: credit in MAT 124.

**CHE 142 General Chemistry II 4-3-5**

(IAI CHM 912) Equilibrium reactions (gas, acid/base, solution); nuclear chemistry; electrochemistry; redox reactions, transition metal complexes; properties of metals and nonmetals; rates and mechanisms of reaction. Introduction to organic chemistry and biochemistry. Prerequisite: credit in CHE 141 with a grade of C or higher.

**CHE 203 Organic Chemistry I 3-0-3**

(IAI CHM 913) Properties, preparations, and reactions of alkanes, alkenes, alkynes, alkyl halides, alcohols, epoxides, and organometallics. Mechanisms of reactions. Stereochemistry. Prerequisites: credit in CHE 141 and CHE 142 with grades of C or higher.

**CHE 204 Organic Chemistry Lab I 1-3-2**

(IAI CHM 913) Introduction to laboratory techniques relevant to organic chemistry, including synthesis, extraction, separations, and spectroscopy. Prerequisites: credit or concurrent enrollment in CHE 203 or equivalent; placement out of CCS 098.

**CHE 205 Organic Chemistry II 3-0-3**

(IAI CHM 914) Properties, preparations, reactions, reaction mechanisms for additional organic functional groups. Spectroscopy. Prerequisites: credit in CHE 203 with a grade of C or higher; placement out of CCS 098.

**CHE 206 Organic Chemistry Lab II 1-3-2**

(IAI CHM 914) Continued exploration of laboratory techniques relevant to separation, purification, and identification of organic compounds, synthetic methods, and qualitative identification. Prerequisite: credit in CHE 204 with a grade of C or higher. Recommended: credit or concurrent enrollment in CHE 205.

# Computer Information Systems

*Business/Computer Science and Technologies*  
217/353-2099 • [parkland.edu/bcst](http://parkland.edu/bcst)

## **CIS 112 Computing Essentials 3-2-4**

Introduction to computer operation and software use; terminology, hardware and software fundamentals, word processing, electronic spreadsheets, databases, the Internet, microcomputer operating systems file management, networking fundamentals, programming, and logic. Advising and career choices are addressed.

## **CIS 122 Introduction to Computer Programming 3-2-4**

Introduction to programming logic and concepts with emphasis on syntax, structure and real-world applications. Use of an Integrated Development Environment (IDE). For students in science, mathematics, or technical programs. Prerequisite: placement out of MAT 072.

## **CIS 131 Presentation Graphics (MS PowerPoint) 2-0-2**

Learn to use PowerPoint to produce professional-looking presentations. Includes presentation management, wizards, importing/exporting, outlining, graphing, integration, hyperlinks, drawing, clip art, and scanning. Credit not given for both CIS 131 and CTC 197 + CTC 198.

## **CIS 134 Spreadsheet Applications (MS Excel) 3-0-3**

Introduction to spreadsheets using Microsoft Excel; spreadsheet software for various business applications. Data entry, basic spreadsheet commands, worksheet design, formula development, macros, business charts, security and analysis tools. Credit not given for both CIS 134 and CTC 174 + CTC 175 + CTC 176.

## **CIS 135 Word Processing I (MS Word) 3-0-3**

Create, edit, save, print, manage, and merge documents in Microsoft Word. Create tables, headers, footers, macros, Quick Parts, and captions, citations, indexes, shared documents, protect, and prepare documents. Credit not given for both CIS 135 and CTC 171 + CTC 172 + CTC 173.

## **CIS 138 Database Applications (MS Access) 3-0-3**

Introduction to database use and applications. Create files and business reports, including file design and maintenance, report generation, and advanced concepts. Credit not given for both CIS 138 and CTC 177 + CTC 178 + CTC 179.

## **CIS 152 Web Design and Development I 2-2-3**

Basic skills for creating websites covering a range of topics from HTML5 and CSS3 to basic usage of common design patterns and web frameworks. Covers use of common tooling and online resources for building websites.

## **CIS 170 Professional Workplace Topics 3-0-3**

Overview of soft skills and how to apply them in the workplace. Development of the following traits: attitude, communication, conflict resolution, ethics, leadership, listening, stress management, and teamwork.

## **CIS 200 Business Computer Systems 2-2-3**

(IAI BUS 902) Management information systems, systems analysis and design techniques, terminology, equipment, and applications. Hands-on experience with microcomputers including software packages (spreadsheets, database presentation, and word processing) for data analysis and business presentations. Prerequisite: placement out of MAT 060.

## **CIS 270 Integrated Software Applications 3-0-3**

Preparation for the contemporary workplace by using current application software to solve problems typically encountered in a business environment. Emphasis will be on a mastery of Microsoft Office suite to complete multi-layered projects. Problem-based learning methods and group collaboration is employed throughout the course. Prerequisites: credit in CIS 134, CIS 135, and CIS 138 with grades of C or higher; knowledge of MS PowerPoint.

## **CIS 298 Work Experience 0-15-3**

Students utilize their studies to expand their perception of the work environment and gain practical experience. Prerequisite: approval of program director or department chair.

# Construction Management

*Applied Sciences and Technologies*

217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

## **CIT 110 Introduction to Building and Construction Trades 1-2-2**

Orientation to building and construction trade unions, apprenticeships, and careers. Introductory hands-on instruction in fundamental construction tasks. Prerequisite: credit or concurrent enrollment in CIT 118.

## **CIT 111 Construction Materials I 2-2-3**

Primary construction materials, their properties, and proper applications: concrete, aggregates, masonry, wood, and steel. Prerequisite: placement out of MAT 060.

## **CIT 114 Plumbing 2-2-3**

Demonstration and hands-on training in installation of plumbing pipe, fixtures, and fittings; interpreting plumbing drawings and selection of proper materials.

## **CIT 118 Introduction to Construction 2-2-3**

Introduction to the construction industry including residential, commercial, and industrial sectors; a survey of career paths; jobsite safety; and professional tool usage.

## **CIT 130 Construction Plan Fundamentals 2-3-3**

Fundamentals of construction drawing interpretation for buildings, mechanical/electrical/plumbing systems, and site work.

## **CIT 135 Residential Building Systems 2-2-3**

Introduction to basic residential building planning, components, materials, and construction methods. Drawings, specifications and building codes. Overview of plumbing, electrical, heating, and air conditioning systems. Prerequisite: credit in CIT 118.

## **CIT 212 Commercial Facility Systems 2-3-3**

Overview of the primary systems in commercial facility construction: Foundations, structural steel and concrete, exterior finishes, mechanical / electrical / plumbing systems, and interior finishes. Construction plan and specification interpretation, basic review of building code issues, site visits to local construction projects. Prerequisites: credit in CIT 130; sophomore standing in the Construction Management program.

## **CIT 213 Construction Materials II 2-2-3**

Fundamental material properties, construction, applications, and testing processes for natural soils and asphalt paving materials. Prerequisites: credit in CIT 111, and MAT 131 or higher.

**CIT 215 Construction Cost Estimating 4-0-4**  
Introduction to estimating construction costs using plans and specifications. Development of material, labor, equipment, and indirect costs. Residential and commercial estimates prepared. Prerequisites: credit in CIT 130, and MAT 131 or higher; sophomore standing in the Construction Management program.

**CIT 216 Construction Contract Administration 3-0-3**  
Introduction to construction office practice to familiarize student with specifications for building projects, contracts, project cost accounting, and critical path project scheduling. Prerequisites: credit in CIT 130; sophomore standing in the Construction Management program.

**CIT 230 Construction Field Experience 0-10-1; 0-20-2; 0-30-3; 0-40-4**  
On-the-job work experience for students preparing for careers in the construction industry. Students are required to have temporary (or permanent) construction employment prior to enrolling in the course. Students must meet with a construction instructor prior to start. Repeatable three times. Prerequisites: successful completion of one semester of the Construction Management program and approval of program director or department chair.

**CIT 236 Infrastructure Systems 2-3-3**  
Overview of planning, design, construction, and inspection processes in site development, including demolition, earthwork, utilities, paving, and civil structures. Plan and specification interpretation; site visits to local projects. Prerequisites: credit in CIT 130; placement out of ENG 099, CCS 099, and MAT 060.

## Criminal Justice

*Arts Media and Social Sciences*  
217/351-2217 • [parkland.edu/amss](http://parkland.edu/amss)

**CJS 101 Introduction to Criminal Justice 3-0-3**  
(IAI CRJ 901) History, development, philosophy, and constitutional aspects of criminal justice procedures and agencies. Interrelationship of various components and processes of the criminal justice system. Prerequisite: placement out of ENG 098.

**CJS 102 Police Administration and Operations 4-0-4**  
Proactive approach to police organizational management; traditional, scientific, participative, proactive, and other models; administration of a police organization; recruitment and selection of personnel, training policies, planning operations, auxiliary, and staff functions. Patrol function emphasized. Prerequisites: credit in CJS 101; placement out of ENG 099.

**CJS 104 Introduction to Corrections 3-0-3**  
Overview of the U.S. correctional system and its processes including its history, evolution of philosophy of sentencing, operation and administration, community corrections, and issues in correctional law.

**CJS 127 Juvenile Delinquency 3-0-3**  
(IAI CRJ 914) Juvenile delinquency analyzed from both legal and sociocultural perspectives; juvenile courts, probation systems, and treatment-prevention facilities examined in relation to the legal processing of delinquents; emphasis placed on sociopsychological variables associated with determinants of delinquency. Prerequisites: placement out of ENG 098 and CCS 098.

**CJS 203 Criminal Law and Procedures I 3-0-3**  
Fundamental doctrines of criminal responsibility; criteria for criminal acts; requisite mental state, criminal parties, causation and defenses, common law crimes; application of the Illinois Criminal Code. Basic criminal procedure and evidence. Prerequisites: credit in CJS 101; placement out of ENG 099 and CCS 098.

**CJS 204 Criminal Law and Procedures II 3-0-3**  
Advanced criminal procedure and evidence: bail, discovery, evidence, exclusionary rules, aspects of the criminal process prior to trial. Right to counsel, arrest, search, interrogation, lineups, and other police practices. Selected ILCS chapters. Prerequisites: credit in CJS 101; placement out of ENG 099 and CCS 098.

**CJS 207 Traffic Law Enforcement and Administration 3-0-3**  
Development, purpose, enforcement, and administration of traffic law; elements of highway transportation system. Prerequisites: credit in CJS 101; placement out of ENG 099.

**CJS 209 Criminal Investigation 4-0-4**  
Theory and practice of investigations from scene to courtroom. Interviewing, interrogation, case preparation, criminalistic applications. Prerequisites: credit in CJS 101; placement out of ENG 099.

**CJS 218 Internship and Seminar 1-10-3**  
Off-campus work experience in an appropriate field. Written reports required along with regular meetings with the faculty member. The student will also do individual research and study in the student's field of interest as approved and directed by the faculty member. Open to criminal justice majors only. Students must carry health insurance and pass a criminal background check prior to enrolling in CJS 218. Prerequisites: credit in CJS 102 and 6 additional hours of CJS credit; placement out of CCS 098; sophomore standing in a Criminal Justice program; carry health insurance and pass a criminal background check.

**CJS 221 Community Policing and Problem Solving 3-0-3**  
Examines the history and evolution of community policing coupled with the concept of proactive problem-oriented policing versus reactive incident-driven policing, ensuring that the student truly understands how the two work in tandem. Prerequisite: placement out of CCS 098.

**CJS 225 Issues in Criminal Justice 3-0-3**  
Study of specific criminal justice topics and problems in contemporary American society. Emphasis on developing critical thinking skills as the student learns to analyze current problems and issues. Prerequisites: credit in CJS 101; placement out of ENG 099.

**CJS 292 International Field Experience in Criminal Justice 1-6-3**  
Explores the role of criminal justice in other countries including police, judicial, and corrections. Examines differing governmental policies and cultural and economic diversity influences on criminal justice. Requires a supervised international field experience.

# Case New Holland

*Agricultural Technologies*  
217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

## **CNH 112 Diesel Engine Theory and Overhaul 3-3-4**

Complete disassembly and reassembly of Case New Holland (CNH) brand diesel engines using appropriate company service manuals; measuring for wear, machining and overhaul procedures common to a dealership; parts evaluation; failure analysis; application of theory of operation and construction; and emphasis on returning unit to field service.

## **CNH 114 Introduction to Fuel Systems 2-3-3**

Principles of operation of mechanical fuel systems for Case New Holland (CNH) diesel engines, distributor pump style, in-line pump style, timing of pumps, hands-on laboratory practice including tune-up procedures, diagnosis, troubleshooting, adjustment use of diagnostic equipment.

## **CNH 119 CNH Dealer Work Experience I 0-20-2**

On-the-job work experience for students preparing for employment at a Case International Harvester (CIH), Case Construction Equipment (CCE) or New Holland (CNH) dealer. Students must meet with a diesel instructor prior to start. Prerequisites: credit in CNH 112, CNH 114, CNH 131, CNH 214, CNH 231, and EST 114; placement into ENG 098, CCS 098, and MAT 059.

## **CNH 131 Introduction to CNH Machine Electrical 3-3-4**

Theoretical and practical application of machine electrical. Theoretical and practical application of Ohm's Law including series, parallel, and series-parallel circuits. Application of starting and charging circuits and testing equipment. Repair of electrical circuits with an emphasis on proper repair techniques.

## **CNH 132 CNH Precision Farming Systems 2-1-2**

Theoretical and practical application of Case New Holland (CNH) precision farming systems as related to agriculture and construction equipment (CE): Global Positioning Satellite and Advanced Farming Systems, with emphasis on software, product information, calibration, and hardware functions.

## **CNH 153 Service Department Operations 1-0-1**

Broad overview of an agriculture and/or construction equipment (CE) dealership: focus on proper tool usage, proper diagnostic equipment usage, safety, and time management.

## **CNH 155 Introduction to CNH Hydraulic Systems 2-3-3**

Introduction to Case New Holland (CNH) hydraulics systems, open center, closed center, and pressure and flow compensating type systems.

## **CNH 171 Introduction to CNH Powertrains 3-3-4**

Case New Holland (CNH) drive trains and components of agricultural and construction equipment (CE), clutch systems, transaxles, differentials, axles, emphasis on disassembly, reassembly and component identification. Prerequisites: credit in CNH 112 and CNH 114.

## **CNH 214 Advanced Diesel Fuel Systems 2-2-3**

Principles of Case New Holland (CNH) computer-controlled diesel engines. Emphasis on diagnosis and troubleshooting and understanding user interface with electronic engine software. Prerequisite: credit in CNH 114.

## **CNH 216 CNH Equipment Air Conditioning I 2-0-2**

Principles and theory of air conditioning systems on agricultural, heavy equipment, and trucks. Prerequisites: credit in CNH 131; placement into ENG 098, CCS 098, and MAT 060.

## **CNH 218 CNH Equipment Air Conditioning II 0-2-1**

Principles and theory of air conditioning systems on agricultural, heavy equipment, and trucks. Prerequisites: credit in CNH 131 and CNH 216; placement into ENG 098, CCS 098, and MAT 060.

## **CNH 219 CNH Dealer Work Experience II 0-20-2**

On-the-job work experience for students preparing for employment at a Case International Harvester (IH), Case construction equipment (CE) or Case New Holland (CNH) dealer. Students must meet with a diesel instructor prior to start. Prerequisites: credit in CNH 155, CNH 214, CNH 231, CNH 255, and CNH 271; placement into ENG 098, CCS 098, and MAT 059.

## **CNH 231 Advanced CNH Machine Electrical 3-1-3**

Case New Holland (CNH) machine electrical schematic reading, troubleshooting, diagnosis, and repair of monitoring systems, instrumentation, and other specialized electronic and computer-controlled equipment on CNH machinery and heavy equipment. Prerequisite: credit in CNH 131.

## **CNH 255 Advanced CNH Hydraulic Systems 2-2-3**

Hydraulic and hydrostatic systems used on Case New Holland (CNH) equipment; diagnosing and testing to solve system problems; interpretation of fluid hydraulic schematic and diagrams; electronic and computer-controlled systems. Prerequisite: credit in CNH 155.

## **CNH 256 CNH Ag and CE Equipment Functions 3-3-4**

Setup, repair, and operational field testing of new and used Case New Holland (CNH) agricultural and construction equipment. Emphasis on harvesting, planting, and construction equipment. Prerequisites: credit in CNH 112, CNH 119, CNH 214, and CNH 231.

## **CNH 271 Advanced CNH Powertrains 2-3-3**

Pressure and flow testing of powertrains used in Case New Holland (CNH) agriculture and construction equipment (CE). Calibration of transmissions. Theory and operation of final drives and shuttles. Prerequisites: credit in CNH 171; credit or concurrent enrollment in CNH 255.

## **CNH 291 CNH Service Department Implementation 2-2-3**

Simulation of a Case New Holland (CNH) service department including diagnostic work, disassembly work, repair work and assembly work on CNH equipment. Practice accurate and precise labor documentation. Prerequisites: credit in CNH 155, CNH 171, CNH 216, CNH 231, and CNH 256.

# Communication

*Arts Media and Social Sciences*  
217/351-2217 • [parkland.edu/amss](http://parkland.edu/amss)

## **COM 101 Introduction to Mass Communication 3-0-3**

(IAI MC 911) Provides an overview of the history, nature, functions, and responsibilities of the mass communication industries in a global environment with an emphasis on the media's role in American society. Prerequisites: placement out of ENG 099 and CCS 099.

## **COM 103 Introduction to Public Speaking 3-0-3**

(IAI C2 900) Practice and study in public speaking involving informative, persuasive, and other speaking contexts. Develops awareness of the communication process, audience analysis, topic, occasion, and self. Emphasizes skills in listening, reading, critical thinking, and speaking. Prerequisites: placement out of ENG 098 and CCS 098.

Recommended: credit or concurrent enrollment in ENG 101 and placement into college level reading.

**COM 105 Basic News Writing** 3-0-3  
(IAI MC 919) Introduction to news writing including the techniques of news gathering, reporting, and interviewing, the use of library and online database research methods, and other related skills. Students write basic stories under real time constraints. Prerequisite: credit in ENG 101 with a grade of C or higher.

**COM 106 Broadcast Writing** 3-0-3  
(IAI MC 917) Emphasizes writing for visual and audio presentations, including continuity, commercials, public service announcements, news, and special events. Prerequisites: placement out of ENG 098 and CCS 098.

**COM 120 Interpersonal Communication** 3-0-3  
(IAI MC 901) Explores communication theory and practice between individuals in workplace and social contexts. Practical application to develop communication competence in areas that include perception, self-concept, listening, verbal and nonverbal skills, communicating across cultures, and conflict management. Prerequisite: placement out of CCS 098.

**COM 121 Introduction to Advertising** 3-0-3  
(IAI MC 912) Role of advertising in integrated marketing communication, consumer behavior, creative strategies, and types of media. Practical applications are integrated into the course. Prerequisites: placement out of ENG 098 and CCS 098.

**COM 122 Introduction to Public Relations** 3-0-3  
(IAI MC 913) Overview of the practices, theories, ethics, issues, and problems of public relations. Practical applications are integrated into the course. Prerequisites: placement out of ENG 098 and CCS 098.

**COM 140 Voice and Diction** 3-0-3  
Basic factors of voice and speech sound production. Class study and analysis of variations in spoken English. Individual analysis and guided practice toward improvement of speech habits. Prerequisite: placement out of CCS 098.

**COM 141 Basic Broadcast Announcing** 2-2-3  
(IAI MC 918) Broadcast announcing principles and techniques; creating, reading, and delivering commercials, public service announcements, news, and interviews. Participation in promotional events. Introduction to production using Adobe Audition. Practical applications at WPCD, Parkland's 10,500-watt FM radio station.

**COM 142 Introduction to Radio Production** 2-2-3  
(IAI MC 915) Audio production techniques and equipment operation; terminology, script writing, editing and producing commercials, public service announcements, podcasts, and practical application at 88.7 WPCD. Advanced use of Adobe Audition. Prerequisite: credit in COM 141.

**COM 144 Video Production I** 2-2-3  
(IAI MC 916) Introduction to video production in a multi-camera television studio including studio and field production techniques, video and audio equipment operation, crew positions and responsibilities, lighting, and scriptwriting. Students gain hands-on experience producing videos from concept through digital post-production. Prerequisite: placement out of CCS 098.

**COM 145 Video Production II** 2-2-3  
Video production with an emphasis on equipment, techniques, and approaches specific to field production, including digital editing in a post production lab. Students gain hands-on experience producing videos from concept through post-production. Prerequisite: credit in COM 144.

**COM 181 Communication Practicum** 1-1-1  
Forensics competition, community communication situations, and/or research projects in the areas of communication. Students prepare speeches and readings for a variety of events. Prerequisites: placement out of CCS 098; minimum 2.0 GPA.

**COM 200 Leadership and Small Group Communication** 3-0-3  
(IAI MC 902) Theory and techniques of communication and problem-solving applied to leadership and small group situations to prepare students for working in groups and teams in their careers. Includes small group theory, relationships, problem-solving, research methods, leadership, and conflict resolution. Prerequisites: placement out of ENG 098 and CCS 098.

**COM 201 Mass Media and Society** 3-0-3  
Analysis and critical examination of the role of mass media in society with a focus on the developments, impact, and influence of new media technologies on politics, economics, and culture. Prerequisites: credit in ENG 101 with a grade of C or higher; placement out of CCS 098.

**COM 205 Business and Professional Communication** 3-0-3  
Theory and practice of workplace oral, written, and mediated communication. Presentations include interviewing, briefing/training, persuasion, and group problem solving. Analysis of organizational communication, barrier removal, listening, and leadership. Prerequisites: credit in ENG 101 with a grade of C or higher; placement out of CCS 098.

**COM 292 Internship and Seminar** 2-10-3  
Supervised work experience in approved business or nonprofit organization. Weekly discussions emphasize work ethics. Prerequisites: placement out of CCS 098; sophomore standing; approval of instructor or department chair.

**COM 293 Portfolio Seminar** 2-2-3  
Students fine tune and edit their portfolios, outline a promotional campaign including Internet presence, and develop resumes. Includes lectures on professionalism and presentation skills, demonstration of portfolio production, seminars with industry professionals, and faculty reviews of final portfolio. Prerequisites: placement out of CCS 098; sophomore standing; approval of instructor or department chair.

## Computer Science

*Business/Computer Science and Technologies*  
217/353-2099 • [parkland.edu/bcst](http://parkland.edu/bcst)

**CSC 105 Applications of Computers in Business and Commerce** 4-0-4  
Introduction to computers; hands-on experience with the Windows OS, spreadsheets, databases, and introduction to programming. Prerequisite: placement out of MAT 060.

**CSC 115 Networking I - Routers and Switches** 2-2-3  
Configuration of Cisco IOS devices such as router and switches. Students will gain valuable hands on experience configuring static and dynamic routing, L2 and L3 switching, Virtual LANs, Network Address Translation, VLAN Trunking protocol, and the Dynamic Host Configuration Protocol. Prerequisite: credit in CSC 130.

**CSC 116 Networking II - WAN Connectivity 2-2-3**  
 Configuration of Cisco IOS devices such as router and switches. Students will gain valuable hands on experience configuring Wide Area Networks, IPv6, OSPFv3 and EIGRPv6, PPP, OSPFv2 and EIGRP, and a comprehensive look at the STP protocol. Prerequisite: credit or concurrent enrollment in CSC 115.

**CSC 117 Google IT Support Professional 3-6-6**  
 Introduction to fundamentals of information technology (IT) support critical for success in entry-level IT support jobs. Includes troubleshooting and customer service, networking, operating systems, system administration, and security. Course completion leads to Google IT Support Professional certificate.

**CSC 123 Computer Science I (C/C++) 3-2-4**  
 (IAI CS 911) Introductory topics in computer science, intended for Computer Science and related majors. Emphasis on algorithms, program structure, data types, decision statements, strings, looping, functions, files, arrays, classes, objects, and documentation. Prerequisites: credit in CIS 122 or approval of department chair; placement out of MAT 098.

**CSC 125 Computer Science II (C++) 2-2-3**  
 (IAI CS 912) Advanced topics in computer science, C++ object-oriented programming, fundamental data structures, and development of a larger-scale program. Prerequisite: credit in CSC 123 with a grade of C or higher, or an equivalent C or C++ Computer Science I (IAI CS 911) course.

**CSC 127 Introduction to Computing with Engineering Applications 2-2-3**  
 Fundamental principles, concepts, and methods of computing with emphasis on applications in the physical sciences and engineering. Basic problem solving and programming techniques, fundamental algorithms and data structures, use of computers in solving engineering problems and numerical analysis. CIS 122 or equivalent programming experience recommended. Prerequisite: credit in MAT 128 with a grade of C or higher, or placement. Recommended: credit in CIS 122 or equivalent programming experience.

**CSC 128 Introduction to Linux 2-2-3**  
 Comprehensive study of Linux user commands and utilities. History of Linux/UNIX and open source software, Linux file system structure, GNU utilities and commands, secure inter-system communications, text processing, vi editor, bash shell, shell scripting. Hands-on instruction.

**CSC 130 Introduction to Computer Networks 2-2-3**  
 Introduction to local area networks, wide area networks, and the Internet; including hardware, software, terminology, components, design, connections of a network, and topologies and protocols for LANs. Listed objectives for CompTIA Network+ Certification Exam.

**CSC 133 PC Hardware and OS Maintenance 3-2-4**  
 Students will gain a complete, step-by-step approach for learning the fundamentals of supporting and troubleshooting computer hardware and software. This course maps fully to CompTIA's latest A+ 220-1001 (Core 1) and 220-1002 (Core 2) Exam objectives.

**CSC 140 Computer Science I (Java) 2-2-3**  
 (IAI CS 911) Introduction to computer science and programming using the Java language. Emphasis on problem solving, algorithm design, and program development including data representation, programming constructs, and object-oriented design fundamentals. Prerequisites: credit in CIS 122; placement out of MAT 072.

**CSC 150 Wireless Networking and Emerging Technologies 2-2-3**  
 Wireless networking standards and practice, including RF fundamentals and spread spectrum, the 802.11 family of standards, site surveys, hardware installation, troubleshooting, and security fundamentals. Lab component. Prerequisite: credit in CSC 130 or equivalent experience.

**CSC 151 MS OS Workstation 2-2-3**  
 Manage Windows workstation including networking, operating system, installation, file system, profiles and policies, security, protocols, inter-networking, remote access, printing, and troubleshooting. Prerequisite: credit in CSC 133.

**CSC 153 MS OS Server 2-3-3**  
 Configure, customize, and troubleshoot Microsoft Server 2016 installations including storage, compute functionality, managing images, disks, volumes, Data Deduplication, High Availability, Disaster Recovery, Storage Spaces Direct, Hyper-V, Containers, and Failover Clustering. Prerequisite: credit in CSC 133.

**CSC 155 Systems Development 2-2-3**  
 Introduction to developing software systems integrated with databases, file systems, and the internet. Prerequisites: credit in CIS 122 and CSC 128; basic knowledge of HTML.

**CSC 159 MS Network Administrator 2-2-3**  
 Planning, deploying, managing, and monitoring a multiple Microsoft Server Environment. Patch, policy, administrative delegation, backup configuration and deployment decisions. Planning a business environment for continuity and high availability. Prerequisite: credit in CSC 153.

**CSC 171 Linux Installation and Administration 2-2-3**  
 Fundamental Linux system administration, including X-windowing systems, environment variables, user and group administration, file systems, booting and partitioning, umask and quotas, process management, libraries common to all flavors of Linux. Prerequisite: credit in CSC 128 with a grade of C or higher.

**CSC 175 JavaScript Development 2-2-3**  
 Basic programming skills using the JavaScript language to enhance websites; developing JavaScript applications and utilities; and gaining a deeper understanding of web development techniques. Prerequisite: credit in CIS 152.

**CSC 176 SQL Fundamentals I 3-0-3**  
 Introduction to modern database and structured data systems. Entity relationship modeling, normalization, database design and methodology, SQL, security, and transaction management. Recommended: prior programming experience.

**CSC 179 Digital Media Foundation 2-2-3**  
 Introduction to foundational concepts, processes, applications, theory, and technology behind the digital media industry. Projects focus on fundamental techniques and processes in the digital media production pipeline. Repeatable for a maximum of 9 credit hours.

**CSC 186 2D Animation 3-2-4**  
 Introduction to concepts, processes, and history of animation. Emphasis on concepts, storytelling, and principles of motion design. Projects will focus on creating traditional as well as computer assisted animations for digital media using Flash and AfterEffects. Prerequisite: credit or concurrent enrollment in CSC 179.

- CSC 187 3D Computer Animation I** **3-2-4**  
Fundamental topics in 3D design, modeling, lighting, and rendering for 3D applications including gaming, film, visual effects, virtual and augmented reality, and related disciplines.
- CSC 188 3D Computer Animation II** **3-2-4**  
Intermediate topics in 3D animation and cinematography for 3D applications including gaming, film, visual effects, virtual and augmented reality, and related disciplines. Prerequisite: credit in CSC 187.
- CSC 189 3D Computer Animation III** **3-2-4**  
Intermediate topics in 3D character design, development, and animation for 3D applications including gaming, film, visual effects, virtual and augmented reality, and related disciplines. Prerequisite: credit in CSC 188.
- CSC 191 SQL Fundamentals II** **3-2-4**  
Using what was learned in SQL Fundamentals I (CSC 176), students will master stored procedures and functions, query performance approaches (including indexes and query plans), and write analytical SQL used for data science and data warehouses.
- CSC 220 Data Structures** **2-2-3**  
Complex data structures and algorithms including lists, searching and sorting, stacks, queues, trees, graphs, and memory management with emphasis on algorithm analysis. Prerequisite: credit in CSC 125 or CSC 256 with a grade of C or higher.
- CSC 233 3D Computer Animation IV** **3-2-4**  
Advanced topics in 3D modeling and texturing for 3D applications including gaming, film, visual effects, virtual and augmented reality, and related disciplines. Prerequisite: credit in CSC 189.
- CSC 236 3D Computer Animation V** **3-2-4**  
Advanced topics in 3D lighting, rendering, and effects for 3D applications including gaming, film, visual effects, virtual and augmented reality, and related disciplines. Prerequisite: credit in CSC 233.
- CSC 240 Computer Science II (Java)** **2-2-3**  
(IAI CS 912) Advanced topics in computer science, object oriented programming using Java, inheritance and polymorphism, linked list and tree data structures, stacks and queues, generic data types using good Object Oriented Design. Prerequisites: credit in CSC 140 with a grade of C or higher; placement out of MAT 072.
- CSC 251 Advanced Topics in Computer Security** **2-2-3**  
Advanced topics in securing local area networks, authentication methods, operating system software, application and server software, and networked communications. Upon completion of course students should be prepared to pass Comp TIA Security+ certification exam. Prerequisites: credit in CSC 130, and CSC 153 or CSC 171.
- CSC 271 Linux Networking and Security** **2-3-3**  
Intermediate Linux networking and security systems management. Kernel configuration, runlevel configuration, networked printing, system documentation, shell scripting, logging and backup strategies, xinetd, firewalls, nfs, and Samba common to all flavors of Linux. Prerequisite: credit in CSC 171 with a grade of C or higher.
- CSC 294 Computer Graphics Portfolio** **0-15-3**  
Design and develop advanced individual or group portfolio projects. Includes development of 3D animated short films, 3D still imagery, gallery exhibit pieces. Repeatable for a maximum of 6 credit hours. Prerequisite: approval of program director or department chair.

## Computer Technology Center

*Business/Computer Science and Technologies*  
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- CTC 110 Beginning Computers** **3-0-3**  
Introduction to entry level computer operation with emphasis on general understanding of terminology, hardware components, file management, and a general overview of Microsoft Office applications.
- CTC 119 Microsoft Outlook** **1-0-1**  
Introduction to Outlook, Microsoft's business and personal information management tool: email, address book, calendar, task, and the organization and management of electronic data.
- CTC 130 Basic Keyboarding** **1-0-1**  
Self-paced development of fundamental skills in the use of a computer keyboard.
- CTC 132 Computer Basics I** **1-0-1**  
Introduction to the basic use of Microsoft Office, word processing, spreadsheets, and presentations.
- CTC 135 Keyboarding Skill Building** **2-0-2**  
Increasing speed and accuracy in computer typewriting; develops and strengthens use of proper and efficient keyboarding techniques. Prerequisite: Accurate typing speed of 25 words per minute.
- CTC 139 Computer Basics II** **1-0-1**  
Reviews and builds on tasks/concepts in word processing and presentations.
- CTC 157 Google Applications** **1-0-1**  
Introduction to Gmail, Google Drive, Google Search Tools, Google Maps, Chrome Browser, Blogger, You Tube, and Google Photos.
- CTC 171 Word Processing Applications I** **1-0-1**  
Introduction to word processing using Microsoft Word; word processing software for various types of business documents. Prerequisite: keyboarding ability.
- CTC 172 Word Processing Applications II** **1-0-1**  
Word processing using Microsoft Word; word processing software for more complex types of business documents. Prerequisite: credit in CTC 171, or equivalent experience.
- CTC 173 Word Processing Applications III** **1-0-1**  
Word processing using Microsoft Word; word processing software for more complex types of business documents. Prerequisite: credit in CTC 172, or equivalent experience.
- CTC 174 Spreadsheet Applications I** **1-0-1**  
Introduction to spreadsheets using Microsoft Excel; spreadsheet software for various business applications. No previous spreadsheet experience required.
- CTC 175 Spreadsheet Applications II** **1-0-1**  
Spreadsheets using Microsoft Excel; spreadsheet software for more complex business applications. Prerequisite: credit in CTC 174, or equivalent experience.
- CTC 176 Spreadsheet Applications III** **1-0-1**  
Spreadsheets using Microsoft Excel; spreadsheet software for more complex business applications. Prerequisite: credit in CTC 175, or equivalent experience.

**CTC 177 Database Applications I** 1-0-1  
Introduction to database applications using Microsoft Access to create tables, queries, and forms.

**CTC 178 Database Applications II** 1-0-1  
Database applications using Microsoft Access; to create reports, filter data, import and export data, manage field properties, and refine relationships. Prerequisite: credit in CTC 177, or equivalent experience.

**CTC 179 Database Applications III** 1-0-1  
Database applications using Microsoft Access; complex queries, forms and reports; using and creating templates; automation; and data integration. Prerequisite: credit in CTC 178, or equivalent experience.

**CTC 190 Introduction to Publisher** 1-0-1  
Introduction to basic skills needed to produce publications such as newsletters, brochures, calendars, and business cards using Microsoft Publisher.

**CTC 193 Windows** 1-0-1  
Introduction to basic use of a Windows-based operating system.

**CTC 197 Presentation Applications I** 1-0-1  
Introduction to the use of Microsoft PowerPoint software to produce professional-looking presentations. Credit not given for both CIS 131 and CTC 197 + CTC 198.

**CTC 198 Presentation Applications II** 1-0-1  
Advanced use of Microsoft PowerPoint software to enhance presentations with customized features. Credit not given for both CIS 131 and CTC 197 + CTC 198. Prerequisite: credit or concurrent enrollment in CTC 197.

**CTC 271 Word Processing Applications IV** 1-0-1  
Word processing using Microsoft Word; word processing software for more complex types of business documents. Prerequisite: credit in CTC 173, or equivalent experience.

**CTC 272 Advanced Word Processing** 1-0-1  
Microsoft Word advanced features: advanced formatting, styles, forms, outline view, table of authorities, sharing documents, customizing Word. Prerequisite: credit in CTC 271 or CIS 135, with a grade of C or higher.

**CTC 290 Integrated Software** 2-0-2  
Preparation for the contemporary workplace by using current application software to solve problems typically encountered in a business environment. Emphasis is on a mastery of Microsoft Office suite to complete multi-layered projects. Prerequisites: credit in CIS 134, CIS 135, and CIS 138 with grades of C or higher.

**CTC 291 Career Overview** 1-0-1  
Development of resume and professional portfolio for Business Administrative Technology students; development of interview skills.

## Dental Hygiene

Allied Health

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**DHG 110 Applied Head and Neck Anatomy** 2-0-2  
Gross anatomy of head and neck with special emphasis on maxilla, mandible, and oral soft tissues. Interactions of neuromuscular mechanisms of teeth, supporting structures and temporomandibular joint. Prerequisites: credit in BIO 121 and CHE 100; admission into the Dental Hygiene program.

**DHG 111 Oral and Dental Anatomy, Histology and Embryology** 2-2-3  
Terms and anatomic structures of the oral cavity, including detailed study of crown and root morphology of both primary and permanent dentitions. An introduction to development of the human organism with emphasis on face, teeth, and supporting periodontal structures. Application of oral histology and oral anatomy in assessing patient's oral health. Prerequisites: credit in BIO 121 and CHE 100; placement out of ENG 099 and CCS 099; admission into the Dental Hygiene program.

**DHG 113 Introduction to Prevention** 1-0-1  
Introduction to causes and prevention of dental caries and periodontal disease. Student learns to assess patient needs and to provide information for patient self-care. Prerequisites: credit in BIO 121 and CHE 100; placement out of ENG 099, CCS 099, and MAT 072; admission into the Dental Hygiene program.

**DHG 114 Pre-Clinic** 3-6-5  
Introduction to dental hygiene profession with emphasis placed on theory and practice of the fundamental skills including instrumentation, periodontal status and infection control. Instrument skills proficiencies performed on students. Prerequisites: credit in BIO 121 and CHE 100; admission into the Dental Hygiene program.

**DHG 115 Seminar I** 1-0-1  
Continuation of topics related to patient treatment and patient management in DHG 116. Prerequisites: credit in DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122.

**DHG 116 Clinic I** 0.5-8-2  
Continuation of preclinical skill development in the clinical setting treating patients; emphasis on calculus detection, patient rapport, oral hygiene instruction, applying consistent infection control, medical history data gathering, and developing recall systems. Prerequisites: credit in DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122; placement out of ENG 099 and CCS 099.

**DHG 117 Dental Radiology I** 2-3-3  
Theory and procedures for exposing various dental X-ray images, practical experience on mannequins and selected patients, identification, mounting, and general interpretation practiced. Legal and ethical considerations, infection control for radiographic equipment is emphasized. Prerequisites: credit in DHG 110, DHG 111, DHG 113, DHG 114, and BIO 122.

**DHG 118 Pharmacology for the Dental Hygienist** 2-0-2  
Study of drugs, including their pharmacologic effects, adverse reactions, indications, and contraindications as they relate to patient medical history and dental hygiene treatment. Prerequisites: credit in DHG 110, DHG 111, DHG 113, DHG 114, and BIO 122; placement out of ENG 099 and CCS 098.

**DHG 119 Alterations of Oral Structures** 2-0-2  
Study of alterations of basic biological processes as applied to the oral structures. Specific disease entities of local and systemic origin are studied. Prerequisites: credit in DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122.

**DHG 210 Periodontology** 2-0-2  
Histopathology, etiology, clinical features, and treatment of periodontal infections; emphasizes diagnosis, treatment planning, and management of periodontal patients. Incorporates periodontal case study project to foster the clinical application of course materials. Prerequisites: credit in DHG 212, DHG 215, and DHG 216; placement out of ENG 099 and CCS 099.



**DHG 211 Local Anesthesia** **1-5-0-5-1-5**  
Integration of patient pre-evaluation, pharmacology, recordkeeping, anatomy/neuroanatomy/physiology, techniques, complications, postoperative instructions, and clinical experience in the administration of local anesthesia. Clinical sessions are included for students to develop competency in their administration. Prerequisites: credit in DHG 118 and DHG 119; placement out of ENG 099 and CCS 099.

**DHG 212 Dental Materials** **2-4-3**  
Study of materials utilized in dental office and laboratory. Infection control in the dental laboratory is emphasized. Prerequisites: credit in DHG 115, DHG 116, DHG 117, DHG 118, DHG 119, BIO 123, and COM 103.

**DHG 214 Nitrous Oxide/Oxygen Sedation** **1-0-1**  
A comprehensive introduction to conscious sedation (i.e., the administration and monitoring of nitrous oxide and oxygen sedation). Anatomy, physiology, pharmacology, and the ethical and legal aspects of nitrous oxide and oxygen sedation use. Prerequisites: credit in DHG 110, DHG 118, and DHG 119; current BLS/CPR card.

**DHG 215 Clinic II** **.5-6-2**  
Continuation of clinical skill development with emphasis on treating the periodontally involved patient, individualized oral hygiene instruction, medical history analysis, applying infection control, and patient assessment and analysis. Prerequisites: credit in DHG 115, DHG 116, DHG 117, DHG 118, DHG 119, BIO 123, and COM 103.

**DHG 216 Seminar II** **1-0-1**  
Continuation of topics related to patient treatment and patient management in DHG 215. Prerequisites: credit in DHG 115, DHG 116, DHG 117, DHG 118, DHG 119, BIO 123, and COM 103.

**DHG 217 Seminar III** **2-0-2**  
Provides information for the dental hygiene care of the medically compromised dental patient and patients with special developmental or acquired conditions, including sensory and/or psychological needs. Topics related to patient treatment in DHG 218. Prerequisites: credit in DHG 212, DHG 215, and DHG 216.

**DHG 218 Clinic III** **.5-12-4**  
Continuation of clinical skill development with emphasis on the application of concepts learned in DHG 212, DHG 210, and DHG 217. Prerequisites: credit in DHG 212, DHG 215, and DHG 216.

**DHG 219 Clinic IV** **.5-12-4**  
Continuation of clinical skill development with emphasis on periodontal maintenance/supportive maintenance and time motion management. Prerequisites: credit in DHG 210, DHG 217, DHG 218, DHG 230, DHG 233, and ENG 101.

**DHG 230 Community Dental Health** **2-3-3**  
Knowledge of public health system including community dental health. Dental health education program planning, including assessing, planning, implementing and evaluating community programs. Critically analyze research. Knowledge and application of evidence based practice. Communicate technical dental health information. Prerequisites: credit in DHG 212, DHG 215, and DHG 216.

**DHG 233 Dietary Analysis and Preventive Counseling** **2-0-2**  
Study of role of diet upon building and maintaining of oral structures as applied to dental hygiene patient through analysis of total oral consumption and subsequent preventive recommendations. Prerequisites: credit in DHG 212, DHG 215, and DHG 216; placement out of ENG 099 and CCS 099.

**DHG 235 Seminar IV** **1-0-1**  
Provides information related to credentialing, consumer issues, current dental hygiene issues, and management skills. Provides information on job interview techniques and developing a resume and cover letter. Prerequisites: credit in DHG 210, DHG 217, DHG 218, DHG 230, DHG 233, and ENG 101; placement out of ENG 099, CCS 099, and MAT 072.

**DHG 236 Ethics and Jurisprudence** **1-0-1**  
Rules of conduct and behavior that guide a dentist's and dental hygienist's practice. Ethical and legal behavior expected of a professional. Political action and the importance of the relationship between professions and government. Prerequisites: credit in DHG 210, DHG 217, DHG 218, DHG 230, DHG 233, and ENG 101.

**DHG 237 Licensure/Transition to RDH** **1-0-1**  
The role of licensure in the dental hygiene profession. The processes, procedures, requirements, jurisdictions, and cost of becoming licensed to practice dental hygiene in the United States. Preparation for transition from student to licensed professional. Prerequisites: credit in DHG 210, DHG 217, DHG 218, DHG 230, DHG 233, and ENG 101.

## Diesel Power Equipment Technology

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**DPE 110 Agricultural and Heavy Equipment Power Trains** **2-4-4**  
Drive trains and components of agricultural machinery and construction/earth-moving equipment; special transmissions, clutch systems, transaxles, differentials, axles, and power take-off (PTO) units; troubleshooting, diagnosis, and repair. Prerequisite: credit in DPE 251.

**DPE 130 Introduction to Diesel Electrical** **3-3-4**  
Theoretical and practical application of Ohm's Law, series, parallel, and series-parallel circuits. Theoretical and practical application of starting and charging circuits. Repair of electrical circuits with an emphasis on proper repair techniques. Must have a DVOM (digital volt ohm meter).

**DPE 135 Introduction to Mobile Hydraulics** **2-3-3**  
Introduction to mobile hydraulics systems, including open, closed, and PFC types.

**DPE 151 Diesel Fuel Systems** **2-3-3**  
Fuel systems for diesel engines; principles of operation for pump-style systems; timing of pumps; hands-on laboratory practice including diagnosis, troubleshooting, adjustment, and repair of fuel system components; use of diagnostic equipment.

**DPE 215 Diesel Work Experience I** **0-10-2**  
On-the-job work experience for students in the diesel industry. Students are required to have tool set on internship. Students must meet with a diesel instructor prior to start. Prerequisites: credit in DPE 151, DPE 230, DPE 234, DPE 239, and DPE 251.

**DPE 217 Diesel Work Experience II** **0-10-2**  
On-the-job work experience for students preparing for employment in the diesel industry. Students are required to have tool set on internship. Students must meet with a diesel instructor prior to start. Prerequisites: credit in DPE 151, DPE 230, DPE 234, DPE 235, DPE 239, DPE 251, and DPE 254.

- DPE 230 Electronic Systems and Accessories 2-2-3**  
Installation, analysis, testing, programming, diagnosis, and repair of monitoring systems, instrumentation, and other specialized electronic and computer-controlled equipment on agricultural machinery and heavy equipment. Prerequisite: credit in DPE 130.
- DPE 234 Vehicular Air Conditioning I 2-0-2**  
Principles and theory of air conditioning systems on agricultural, heavy equipment, and trucks. Prerequisites: credit in DPE 130; placement into ENG 098, CCS 098, and MAT 060.
- DPE 235 Advanced Hydraulics 2-1-2**  
Hydraulic systems of major power equipment; interpretation of fluid hydraulic schematic diagrams; electronic and computer-controlled systems; diagnosing and testing to solve system problems; tear down and repair of systems on agricultural and construction equipment. Prerequisite: credit in DPE 135.
- DPE 236 Equipment Adjustment and Repair 2-4-4**  
Adjustment, maintenance, and repair of new and used agricultural machinery and/or construction equipment and operational field testing; use operator and service manuals to perform repairs. Prerequisites: credit in DPE 215, DPE 230, DPE 239, and DPE 251.
- DPE 238 Vehicular Air Conditioning II 0-2-1**  
Principles and theory of air conditioning systems on agricultural, heavy equipment, and trucks. Prerequisites: credit in DPE 130 and DPE 234; placement into ENG 098, CCS 098, and MAT 060.
- DPE 239 Truck Suspension, Steering, and Brakes 1-4-3**  
Suspension systems, hydraulic and air brakes, and steering mechanisms and systems in motor trucks; theory of operation, diagnosis, and repair with emphasis on performing inspections, preventive maintenance, and required service. Prerequisite: credit in DPE 251.
- DPE 251 Diesel Engine Overhaul 2-4-4**  
Complete overhaul of a diesel engine and return to field service using an appropriate company service manual; disassembly and reassembly procedure, measuring for wear, machining and overhaul procedures common to a dealership, tune-up and break-in procedures.
- DPE 253 Advanced Diesel Fuel Systems 2-2-3**  
Diesel fuel systems, principles of computer-controlled diesel engines, emphasis on diagnosis and troubleshooting, understanding user interface with electronic engine software.
- DPE 254 Advanced Power Trains 2-3-3**  
Troubleshooting and diagnosis of power shift transmissions, pressure and flow testing of transmission oil pumps, pressure testing of clutch packs, calibration of transmission controllers, following step-by-step testing flowcharts for power train diagnostic work. Prerequisites: credit in DPE 110 and DPE 135, or concurrent enrollment in DPE 235.
- DPE 259 Service Department Implementation 2-2-3**  
Simulation of service department including diagnostic work, disassembly work, repair work, assembly work, and customer relation skills. Practice labor documentation. Must have diesel program tool set. Prerequisites: credit in DPE 110, DPE 135, DPE 151, DPE 230, DPE 234 and DPE 251.

## Drafting

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- DRT 119 Blueprint Reading and Technical Drawing 3-0-3**  
Interpretation of working drawings to translate drawings into product. Includes technical sketching to communicate modifications. Dimensioned projections, sectional views, symbols, and schematics are used.

## Electrical Construction Journeyman

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- ECJ 111 IBEW Electrical Construction Journeyman I 2-2-3**  
Part of IBEW Apprenticeship Program: job site safety, electricians tools, material rigging, basic conduit bending, direct current theory, and series circuit calculations. Prerequisites: credit in MAT 131; admission into the IBEW Apprenticeship School.
- ECJ 112 IBEW Electrical Construction Journeyman II 3-2-4**  
Part of the IBEW Apprenticeship Program: serial and parallel circuits, National Electric Code, and basic blueprint reading. Prerequisite: credit in ECJ 111.
- ECJ 113 IBEW Electrical Construction Journeyman III 2-2-3**  
Part of IBEW Apprenticeship Program: codeology as it relates to the National Electrical Code (NEC), measuring processes used in the electrical industry, intermediate conduit bending, and hydraulic, mechanical, and hand benders. Prerequisite: credit in ECJ 112.
- ECJ 114 IBEW Electrical Construction Journeyman IV 3-2-4**  
Part of IBEW Apprenticeship Program: inductance and capacitance in AC circuits, National Electrical Code (NEC) standards relating to transformers, transformer theory, design, and calculation, and wiring methods and devices. Prerequisite: credit in ECJ 113
- ECJ 115 IBEW Electrical Construction Journeyman V 2-2-3**  
Part of IBEW Apprenticeship Program: DC/AC review, semiconductors, transistors, SCRs, amplifiers, and electronic applications. Prerequisite: credit in ECJ 114.
- ECJ 116 IBEW Electrical Construction Journeyman VI 3-2-4**  
Part of IBEW Apprenticeship Program: National Electrical Code (NEC) Article 250, electrical theory to grounding, grounded conducted, service grounding, earth testing, WYE and Delta 3-phase transformers, and load calculations. Prerequisite: credit in ECJ 115.
- ECJ 117 IBEW Apprenticeship I 0-16-2**  
Electrician internship on-the-job component of Electrician Apprenticeship program: work relating to the wiring of residential, commercial, industrial, and/or specialized electrical systems. All on-the-job work-related activities performed under direct supervision of a journeyman. Prerequisite: admission into the IBEW Apprenticeship School.

**ECJ 118 IBEW Apprenticeship II** 0-16-2  
Electrician internship on-the-job component of Electrician Apprenticeship program: work relating to the wiring of residential, commercial, industrial, and/or specialized electrical systems. All on-the-job work-related activities performed under direct supervision of a journeyman. Prerequisite: credit in ECJ 117.

**ECJ 119 IBEW Apprenticeship III** 0-16-2  
Electrician internship on-the-job component of Electrician Apprenticeship program: work relating to the wiring of residential, commercial, industrial, and/or specialized electrical systems. All on-the-job work-related activities performed under direct supervision of a journeyman. Prerequisite: credit in ECJ 118.

**ECJ 211 IBEW Electrical Construction Journeyman VII** 2-2-3  
Part of IBEW Apprenticeship Program: motor constructions, motor installations, protection, controls, and schematic diagrams. Prerequisite: credit in ECJ 116.

## Economics

*Arts Media and Social Sciences*  
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**ECO 101 Principles of Macroeconomics** 3-0-3  
(IAI S3 901) Introduction to the American economic system. Covers basic economic concepts, including market analysis, followed by an emphasis on macroeconomic topics such as measures of overall economic performance, the monetary system, and economic policy. Prerequisite: placement out of ENG 099.

**ECO 102 Principles of Microeconomics** 3-0-3  
(IAI S3 902) Introduction to basic economic concepts including market analysis, followed by an emphasis on microeconomic topics such as elasticity, consumer choice, production and cost, industry structure, and associated problems of American economy. Prerequisite: placement out of ENG 099.

**ECO 165 Economics and Politics of the European Community** 3-0-3  
Process and institutions of European economic and political integration; emphasis on European Community countries and countries of the European Free Trade Area. (Salzburg Study Abroad Program only) Prerequisite: placement out of CCS 098.

## Education

*Arts Media and Social Sciences*  
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**EDU 101 Introduction to Education** 2-2-3  
Philosophy and history of American public education and the role of the teacher. Discussion of current issues in education and 30 hours of observation in public schools. A criminal background investigation is required prior to observation. Prerequisite: placement out of ENG 099.

**EDU 103 Introduction to Educational Technology** 3-0-3  
Builds on basic computer and Internet knowledge; helps students find innovative ways to incorporate technology into lesson plans to meet the needs of all learners. Designed for education majors and individuals teaching full time.

**EDU 104 Introduction to Special Education** 3-0-3  
Construct understanding of characteristics of exceptional learners, their education including history, categorical definitions, service delivery, legislation, along with principals, strategies and methods of effective instruction. Practical component of course addresses teaching methods and lesson plans incorporating differentiated instruction. Prerequisites: credit in EDU 101; placement out of CCS 098.

## Electronics and Electrical Power

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**ELT 111 Computer Applications for Technicians** 2-2-3 or 2-0-2  
Introduction to personal computers, using a Windows-based operating system and applications to create and edit technical documents using the Internet, Word, Excel, and PowerPoint.

**ELT 131 Residential Wiring** 2-2-3  
Single phase power distribution and transmission systems. Interpretation and use of National Electrical Code (NEC). Interpretation of blueprints and wiring techniques as applied from service entrance to load. Prerequisite: placement out of MAT 060.

**ELT 134 Motors, Controls, and Drives** 2-2-3  
Learn about electrical symbols, ladder and wiring diagrams, motors and motor control circuits, including DC, single- and three-phase, electromagnetic, and DC and AC electronic controllers. Emphasis on control, wiring, and troubleshooting of motors and control circuits. Prerequisite: credit in ELT 150 with a grade of C or higher.

**ELT 150 Introduction to Electricity and Electronics** 2-2-3  
Direct Current (DC) and Alternating Current (AC) circuits and test instruments. Following national skill standards for the Electronic Industries Alliance/Electronics Industries Foundation (EIA/EIF) to include work habits, basic and practical skills, and survey of motors, relays, and transformers. Prerequisite: placement out of MAT 060.

**ELT 155 Digital Control Systems** 2-2-3  
Digital control using a microcontroller; software control of counters, sequencing, logical decisions, digital outputs, digital inputs, analog input to digital conversion, digital to analog output conversion. Prerequisite: credit or concurrent enrollment in ELT 150.

**ELT 171 Analog Control Systems** 2-2-3  
Characteristics and application of electronic components, and amplifiers. Component identification and testing, circuit construction, operation, and troubleshooting of analog control systems. Prerequisite: credit in ELT 150.

**ELT 179 Industrial Control Devices** 2-2-3  
Introduction to the electronic control devices and systems used in industry: interface devices, drives, controllers, motors, process control and instrumentation, industrial process techniques, detectors, sensors, and programmable controllers.

**ELT 193 Electronic Systems Repair** 2-2-3  
Component identification and function, schematic symbols and diagrams, component replacement, circuit construction, and system testing. Prerequisite: credit in ELT 171.

**ELT 231 Programmable Controllers** 2-2-3  
Programmable logic controllers with emphasis on creating application programs to solve control problems. Course includes an overview of PLC systems, number systems, I/O modules, basic and advanced instructions, system configuration, and troubleshooting. Prerequisite: credit in ELT 179.

**ELT 292 Process Control** 2-2-3  
Process control concepts using advanced capabilities of PLC systems: Interfacing devices, process controllers, pressure, temperature, flow and level measurement, A/D, D/A, PID control, and Human Machine Interface (HMI) using RSView32 to monitor and control machines and processes. Prerequisite: credit in ELT 231.

**ELT 293 Industrial Control Networks** 2-2-3  
Control networks used in industry; devices, media, protocols, and equipment used to control devices and acquire data. Serial, DH485, Controller Area Network (CAN), and Ethernet. Prerequisite: sophomore standing.

**ELT 295 Automation and Motion Control** 2-2-3  
Servo motor control using CompactLogix, Kinetix® servo drives, and PanelView 800 HMI. Connect and configure input/output (I/O), data communications, servo drive and HMI. Create motion control programs. Interfacing and programming touchscreen terminals. Prerequisite: credit in ELT 292.

**ELT 299 Robotics and Automation** 2-2-3  
Robotics fundamentals: capabilities and applications, mechanical and electrical requirements, operation, and programming. Automation techniques and devices, controls and feedback mechanisms, servo motors and motion control. Prerequisite: sophomore standing.

## Emergency Medical Services

Allied Health

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**EMS 110 Emergency Medical Technician** 3-6-5  
Role and responsibilities of the emergency medical technician. Skills in patient interaction, diagnosis, and emergency medical treatment. Upon successful completion, the student is eligible to take the NREMT Examination.

**EMS 111 Foundations of Paramedicine** 4-0-4  
Medical terminology, introduction to pharmacology, basic anatomy and physiology essential to the role of a paramedic. Prerequisites: credit in EMS 110; placement out of ENG 098 and CCS 098, and placement into MAT 060.

**EMS 113 Paramedic I** 5-5-7-5-8  
Occupation, history, and leadership skills. Assessment/management: accident scene, growth and development, and airway. Identify medical, legal, and ethical issues. Advanced pathophysiology, cellular growth/adaptation, fluid balance, and body responses to illness/accidents. Pharmacology and intravenous therapy. Community education. Prerequisites: credit in EMS 111; admission into the Paramedic Program, current BLS CPR card, and current EMT License.

**EMS 114 Paramedic II** 7-8-5-9-5  
Advanced level of patient assessment, critical thinking, and decision making skills. Communication skills including radio communication assimilations. Patient age related emergencies birth through geriatric. Pathophysiology of pulmonary and cardiac system including EKG rhythm interpretation and treatment modalities. Prerequisite: credit in EMS 113.

**EMS 115 Paramedic III** 4-4-5  
Advanced treatment and assessment of pediatric and trauma patients, including advanced life support, mass casualty operations, hazardous material incidents, and general ambulance operations. Prerequisite: credit in EMS 114.

**EMS 116 Advanced EMT I** 4-2-5-5  
First course in the AEMT certificate. Topics include EMS operations, medical terminology, anatomy and physiology, pathophysiology, pharmacology, medication administration, IV/IO access, and medical emergencies related to all major body systems. Prerequisites: placement out of ENG 098 and CCS 098; placement into MAT 059; approval of program director or department chair.

**EMS 117 Advanced EMT II** 2-2-5-3  
Second course in the AEMT certificate. Topics include trauma emergencies, geriatric, pediatric, and special populations, and ambulance/transport operations. Includes the practical field experience requirement for the certificate. Prerequisite: credit in EMS 116.

**EMS 138 EMT Work Practicum** 0-20-3  
Transitions the student from classroom setting to the field, utilizing previously learned skills and knowledge to work in an ambulance as part of an effective healthcare team. Prerequisite: Current State of Illinois EMT license.

**EMS 238 Paramedic Field Internship** 0-16-2.5  
Application of all acquired skills, knowledge, and techniques used in patient care from previous EMS paramedic coursework. Perform as a team leader in management and transport of the patient until they reach the hospital. Prerequisites: credit in EMS 111, EMS 113, EMS 114, and EMS 115 with grades of C or higher; placement out of ENG 098 and CCS 098; approval of program director or department chair.

# English

Humanities

217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

## English Placement

Students enrolling in an English composition course for the first time at Parkland must be placed at the appropriate level on the basis of:

1. ACT or SAT scores;
2. performance on Parkland's English assessment test;
3. college-level composition credit transferred from another school;
4. high school cumulative GPA of 3.0 or higher on an unweighted scale;
5. completion (with a grade of C or higher) of an appropriate transitional high school course in English;
6. GED score of 165 or comparable score on other high school equivalency tests;
7. completion (with a grade of C or higher) of an appropriate developmental course in English at another regionally accredited college or university; or
8. completion (with a grade of C or higher) of two non-mathematics IAI-approved GECC courses.

Students placed in a preparatory English composition class (ENG 098 or 099) can satisfy the requirements for admission to college-level English composition by passing ENG 099 with a grade of C or higher.

See Parkland College Placement Manual for more information.

### ENG 098 Writing Skills Review I 3-0-3

Extensive writing practice with emphasis on paragraph organization and development leading to multiple-paragraph essays and engagement with outside ideas and texts. Systematic review of grammar, mechanics, and sentence structure. Prerequisites: placement into ENG 098 and CCS 098.

### ENG 099 Writing Skills Review II 3-0-3

Extensive writing practice with emphasis on organizing and developing essays and engagement with outside ideas and texts. Systematic review of grammar, sentence structure, and paragraph organization and development. Prerequisites: placement out of ENG 098; placement into CCS 098.

### ENG 101 Composition I 3-0-3

(IAI C1 900) Essay writing with emphasis on process, purpose, audience awareness, critical analysis, focus, organization, development, clarity, coherence, and engagement with outside texts. A grade of C or higher fulfills IAI General Education Core Curriculum requirements for transfer programs. Prerequisites: placement out of ENG 099 and CCS 098.

### ENG 102 Composition II 3-0-3

(IAI C1 901R) Research-paper writing emphasizing: adoption, narrowing, and logical support of a thesis in awareness of audience; effective research techniques; and accurate documentation of sources. A grade of C or higher fulfills IAI General Education Core Curriculum requirements for transfer programs. Prerequisites: credit in ENG 101 with a grade of C or higher; placement out of CCS 098.

### ENG 106 Accelerated Composition 4-0-4

(IAI C1 901R) Accelerated essay/research writing emphasizing process, purpose, audience, critical analysis, focus, organization, development, clarity, coherence, research techniques, and documentation. Fulfills freshman composition requirements; credit given for either ENG 101-102 or 106. Grade of C or higher fulfills IAI GECC requirements. Prerequisites: placement into ENG 106; placement out of CCS 098.

### ENG 111 Workplace Writing 3-0-3

Document writing for the workplace with emphasis on purpose, audience awareness, focus, organization, clarity, and coherence. Includes writing scenarios for workers in skilled technical service and support positions. Emphasizes format and correct grammar, punctuation, and mechanics. Prerequisites: placement out of ENG 098 and CCS 098.

### ENG 115 English Grammar and Punctuation 2-0-2

Grammar and punctuation of standard written English; parts of speech, types of punctuation, and common grammatical errors. Prerequisite: placement out of CCS 098.

### ENG 161 Creative Writing I - Fiction 3-0-3

Introductory course for exploring the structure and elements of fiction as well as the writing process; students will produce fully developed works, with attention to the development of fictional techniques, and learn terminology current in creative writing. Prerequisites: credit in ENG 101 with a grade of C or higher; placement out of CCS 098.

### ENG 162 Creative Writing I - Poetry 3-0-3

Introductory course for exploring the structure and elements of poetry as well as the writing process; students will produce fully developed works, with attention to the development of poetic techniques, and learn terminology current in creative writing. Prerequisites: credit in ENG 101 with a grade of C or higher; placement out of CCS 098.

### ENG 220 Professional Writing 3-0-3

Principles of professional writing. Includes business and technical writing scenarios and case studies with an emphasis on problem solving; argumentative and process assignments; experiential projects with local or national companies. Prerequisite: credit in ENG 102 or ENG 106 with a grade of C or higher.

# Engineering Science

Natural Sciences

217/351-2285 • [parkland.edu/ns](http://parkland.edu/ns)

### ENS 101 Introduction to Engineering and CAD 2-3-3

(IAI EGR 941) An introduction to engineering design and graphics, including design problems, sketching, dimensioning, tolerancing, multi-view orthographic representations, auxiliary views, section views, and working drawings. Prerequisite: credit or concurrent enrollment in MAT 128.

### ENS 201 Engineering Mechanics I (Statics) 2-2-3

(IAI EGR 942) Topics include particle statics, general principles and force vectors, rigid body equilibrium, moments of inertia, distributed forces and centroids, analysis of structures, virtual work, and friction. Prerequisite: credit in PHY 141.

**ENS 202 Engineering Mechanics of Solids** 2-2-3  
(IAI EGR 945) Topics: stress, strain, torsion, deformations, thermal stresses, thin-walled vessels, bending stresses and strains, transverse loading of beams, shear stress and combined loadings, Mohr's circle, beam design, shaft design, shear moment diagrams, beam deflection, energy methods and columns. Prerequisites: credit in ENS 201; placement out of CCS 098.

**ENS 203 Engineering Mechanics II (Dynamics)** 2-2-3  
(IAI EGR 943) Topics include particle kinematics (rectilinear and curvilinear); Newton's laws; energy, work, and momentum methods; planar dynamics and rigid bodies; rigid body kinematics; impulse and momentum; and vibrations. Prerequisites: credit in ENS 201; credit or concurrent enrollment in MAT 229.

## Earth Science

*Natural Sciences*

217/351-2285 • [parkland.edu/ns](http://parkland.edu/ns)

**ESC 101 Introduction to Weather** 3-2-4  
(IAI P1 905L) Basic meteorology with emphasis on applying meteorological principles to everyday weather. Topics include warming the earth and atmosphere, earth-sun relationships, air temperature and pressure, winds, humidity, atmospheric circulation, cloud development, precipitation, air masses and fronts, thunderstorms, tornadoes, and hurricanes. Prerequisites: placement out of ENG 099 and CCS 098.

**ESC 102 Introduction to Physical Geology** 3-2-4  
(IAI P1 907L) Introduces physical geologic processes, materials, and landforms through lecture, hands-on lab activities, map reading and optional field experiences. Topics include plate tectonics, geologic time, minerals, rocks, volcanoes, weathering, mass wasting, streams, glaciers, groundwater, earthquakes, and rock structures. Prerequisite: placement out of ENG 099.

## English as a Second Language

*Humanities*

217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

### English as a Second Language Program

The ESL program offers a series of three-credit-hour courses for academic preparation in four skill areas. These courses are available from beginning through advanced levels in grammar/writing and listening/speaking/pronunciation. Students can enroll part-time in one course or full-time.

**ESL 071 Reading/Vocabulary I** 2-2-3  
Development of high-beginning level academic reading and vocabulary skills for speakers of English as a second language. Repeatable for a maximum of 9 credit hours. Prerequisite: placement by advisor.

**ESL 072 Reading/Vocabulary II** 2-2-3  
Development of intermediate level academic reading and vocabulary skills for speakers of English as a second language. Repeatable for a maximum of 9 credit hours. Prerequisite: placement by advisor.

**ESL 073 Reading/Vocabulary III** 2-2-3  
Development of high-intermediate level academic reading and vocabulary skills for speakers of English as a second language. Repeatable for a maximum of 9 credit hours. Prerequisite: placement by advisor.

**ESL 074 Reading/Vocabulary IV** 2-2-3  
Development of low-advanced level academic reading and vocabulary skills for speakers of English as a second language. Repeatable for a maximum of 9 credit hours. Prerequisite: placement by advisor.

**ESL 076 English for Academic Purposes** 2-2-3  
Development of intermediate-level academic grammar/writing, listening/speaking, and reading/vocabulary skills for students of English as a second language

**ESL 081 Listening/Speaking/Pronunciation I** 2-2-3  
Development of beginning listening/speaking/pronunciation skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 082 Listening/Speaking/Pronunciation II** 2-2-3  
Development of low-intermediate listening/speaking/pronunciation skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 083 Listening/Speaking/Pronunciation III** 2-2-3  
Development of intermediate listening/speaking/pronunciation skills for students of English as a second language. Introduction to academic listening, note-taking, and small group participation. Prerequisite: placement by advisor.

**ESL 084 Listening/Speaking/Pronunciation IV** 2-2-3  
Development of high-intermediate listening/speaking/pronunciation skills for students of English as a second language. Academic listening, note-taking, and small group participation. Prerequisite: placement by advisor.

**ESL 085 Listening/Speaking/Pronunciation V** 2-2-3  
Development of advanced listening/speaking/pronunciation skills for students of English as a second language. Academic lecture listening, note-taking, small group leadership, and oral presentations. Prerequisite: placement by advisor.

**ESL 086 English Language Pronunciation** 3-0-3  
Integrated skills approach to evaluating and improving oral production skills for non-native speakers of English.

**ESL 088 Community English** 0-4-2  
Non-academic English language skills for immigrants and visitors to the community with attention being paid to reading, writing, listening, speaking fluency, and pronunciation. Prerequisite: placement by advisor.

**ESL 091 Grammar/Writing I** 3-3-4  
Introduction to basic grammar and writing structures for students of English as a second language. Prerequisite: placement by advisor.

**ESL 092 Grammar/Writing II** 3-3-4  
Development of low-intermediate grammar and writing skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 093 Grammar/Writing III** **3-3-4**  
Development of intermediate grammar and writing skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 094 Grammar/Writing IV** **3-3-4**  
Development of high-intermediate grammar and writing skills for students of English as a second language. Introduction to essay format and college-level discourse. Prerequisite: placement by advisor.

**ESL 095 Grammar/Writing V** **3-3-4**  
Development of advanced grammar and writing skills for students of English as a second language. Preparation for college writing and textbook reading. Prerequisite: placement by advisor.

**ESL 097 American Academic Culture for Non-Native Speakers** **2-2-3**  
Introduction to and development of American academic culture for speakers of English as a second language. Preparation for college-level coursework. Repeatable for a maximum of 12 credit hours. Prerequisite: placement by advisor.

## Engineering Science and Technologies

*Applied Sciences and Technologies*  
217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

**EST 110 Engineering Science and Technologies CAD Work Experience** **0-5-1 or 0-10-2**  
On an independent study basis, students complete an advanced Computer Aided Drafting (CAD) project in an area in which they seek experience and employment. Repeatable 3 times. Prerequisites: credit or concurrent enrollment in CAD 132, CAD 214, and CAD 232; approval of program director or department chair.

**EST 113 Work Experience and Ethics** **.5-4-1**  
Prepare resume and cover letter. Detailed journal documenting internship. Introduction to work ethics and traits that employers look for in current and prospective employees.

**EST 114 Career and Technical Ethics** **1-0-1 or 2-0-2**  
Introduction to the importance of work ethics and the top ten work ethic traits that employers look for in current and prospective employees. Emphasis on how strong work ethics help employees succeed in the workplace.

## French

*Humanities*  
217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

**FRE 101 Beginning French I** **4-0-4**  
For students with no previous and/or little instruction in French. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and on Francophone culture. (Also in Dijon Program) Prerequisites: placement out of ENG 099 and CCS 098.

**FRE 102 Beginning French II** **4-0-4**  
Continued development of communicative skills. Emphasis on speaking, listening, reading, writing, and on Francophone culture. (Also in Dijon Program) Prerequisites: credit in FRE 101 or equivalent; placement out of CCS 098.

**FRE 103 Intermediate French I** **4-0-4**  
Development of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and on Francophone culture. (Also in Dijon Program) Prerequisites: credit in FRE 102 or equivalent; placement out of CCS 098.

**FRE 104 Intermediate French II** **4-0-4**  
(IAI H1 900) Continued development and refinement of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and on Francophone culture. (Also in Dijon Program) Prerequisites: credit in FRE 103 or equivalent; placement out of CCS 098.

## Fire Service Technology

*Allied Health*  
217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

**FST 110 Work Experience I** **0-5-1**  
On-the-scene observation of fire service personnel at work; student-community interaction; on-the-job perspective of the fire service. Participating fire departments provide insight into the life of a firefighter.

**FST 111 Introduction to the Fire Service** **2-2-3**  
Provides an overview to fire service; career opportunities in fire protection and related fields; philosophy and history of the fire service; fire loss analysis; organization and function of public fire protection services; fire departments as part of local government; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics.

**FST 112 Command Officer Management I** **3-0-3**  
One of two management courses required for Illinois certification as a Fire Officer I. Presents a basic course to help individuals develop the skills needed to supervise and direct personnel and manage resources at the company level. Prepares student for certification as Fire Officer I.

**FST 114 Fire Prevention Principles** **3-0-3**  
Provides basic information about fire prevention activities conducted by the fire department.

**FST 115 Tactics and Strategy I** **2-2-3**  
Survey of fire suppression companies; basic elements of fireground tactics and organization; manpower, apparatus, equipment, and systems utilization. Emphasis on preplanning fireground organization and decision making for the company officer.

**FST 116 Basic Operations Firefighter I** **2-2-3**  
Cognitive training needed to operate safely and effectively on the fire ground. Basic job requirements for an entry level firefighter. Topics discussed include history of the fire service, safety and health, building construction, and fire behavior.

**FST 117 Pump Operator (FAE)** **3-1-3**  
Theoretical and practical hydraulics, maintenance procedures, and apparatus testing used by fire departments. Apparatus operators. Qualifies firefighters for OSFM Certification as a Fire Apparatus Engineer.

**FST 118 Fire Service Instructor I** **3-0-3**  
Methods of classroom instruction. Lesson plans and human relations in the teaching-learning environment.

**FST 132 Basic Operations Firefighter II 2-2-3**

Cognitive training needed to operate safely and effectively on the fire ground. Basic job requirements for an entry level firefighter. Topics discussed include ladders, hose, appliances, nozzles, fire streams, water supply, master streams, forcible entry, and ventilation.

**FST 152 Basic Operations Firefighter III 2-2-3**

Cognitive training needed to operate safely and effectively on the fire ground. Basic job requirements for an entry level firefighter. Topics discussed include search, rescue, fire control, loss control, wildland firefighting, installed systems, firefighter survival, RIT team operations, prevention, public education, cause, and origin.

**FST 153 Firefighter I Academy 8-16-13**

Basic Firefighter/NFPA Firefighter I Academy is designed to give new firefighters practical and cognitive training needed to operate safely and effectively on the fireground. The Academy exceeds the requirements outlined by the Illinois Office of the State Fire Marshal for entry-level firefighter training. Prerequisites: credit in FST 111; placement out of ENG 098 and CCS 098; placement into MAT 060.

**FST 154 Vehicle and Machinery Operations 1-2-2**

The Vehicle and Machinery Operations course is designed to acquaint the student with techniques used in auto extrication. Familiarization with different classifications/characteristics of vehicles/machines, different tools used in extrication, stabilization of the vehicle/machine, disentanglement of the patient(s), initiating patient care, initiating and terminating the ICS. Prerequisites: placement out of ENG 098 and CCS 098; placement into MAT 060.

**FST 210 Hazardous Materials Operations 3-0-3**

Systems approach to storage, transportation, and handling of hazardous materials, flammable liquids, combustible solids, oxidizing and corrosive materials, and radioactive compounds. Use of reference sources on various hazardous materials. Emphasis on control of hazardous materials incidents.

**FST 212 Command Officer Management II 3-0-3**

One of two management courses required for Illinois certification as a Fire Officer I. Provides management principles and techniques used by mid-level managers and chief officers in the fire service and emphasizes principles of time management, decision making, motivation, and delegation.

**FST 216 Advanced Technician Firefighter 4-0-4**

Cognitive training needed to operate safely and effectively on the fire ground. Advanced job requirements for a firefighter including fire behavior, fire control, tools and equipment, forcible entry, ventilation, firefighter survival, prevention, public education, cause, and origin.

**FST 250 Fire and Emergency Management Computer Systems 2-2-3**

Fire and Emergency Services information management systems, system analysis techniques, data processing concepts, terminology, equipment, and applications. Hands-on experience with microcomputers including software packages for data analysis and emergency management applications. Prerequisite: placement out of MAT 060.

## First Year Experience

*Learning Commons*

217/373-3839 • [parkland.edu/learningcommons](http://parkland.edu/learningcommons)

**FYE 101 Strategies for College Success 1-0-1; 2-0-2; 3-0-3**

Designed to help students succeed in college and beyond. Includes self-assessment, goal-setting, educational and career planning, time management, interpersonal communication, and personal development.

## Graphic Design

*Arts Media and Social Sciences*

217/351-2217 • [parkland.edu/amss](http://parkland.edu/amss)

**GDS 102 Graphic Design History 3-0-3**

Surveys the field of graphic design from its origins to contemporary practice. Develops visual vocabulary, provides insight into the continuity of design thinking, and provides cultural and historical context for design practice. Prerequisites: placement out of ENG 098 and CCS 098.

**GDS 105 Typography 2-2-3**

Introduction to creative typography for visual communication. Create typographic compositions using Adobe Creative Suite for print and web. Emphasis on terminology, typographic traditions, type aesthetics, hierarchy and navigation. Prerequisite: placement out of CCS 098.

**GDS 120 Graphic Design I 2-3-3**

Introduction to the creative process and visual communication design with an emphasis on creating compelling compositions. Solve visual communication problems in a hands-on studio environment using Adobe Creative Suite. Prerequisite: credit in ART 121 or approval of program director or department chair.

**GDS 122 Graphic Design II 2-3-3**

Exploration of the creative process and visual communication design with an emphasis on design thinking, graphic expression and content. Solve visual communication problems in a hands-on studio environment using Adobe Creative Suite. Prerequisites: credit in GDS 120 and ART 121.

**GDS 220 Graphic Design for the Web 2-2-3**

Design functional websites with an emphasis on the user experience. Create user interface design, sitemaps, and visual content for the web. Emphasis on creative problem solving, web standards using Wordpress. Prerequisites: credit in CIS 152 and GDS 120; placement out of CCS 098.

**GDS 230 Motion Design 2-2-3**

Create advanced motion graphics for digital video, broadcast, and the web. Develop client-driven portfolio samples with emphasis on creative concepts. Communicate advertising, promotion, and editorial concepts with AfterEffects and other digital tools. Prerequisites: credit in CIS 152 and GDS 120.

**GDS 271 Interactive Design 2-2-3**

Design user experiences for digital media with an emphasis on creative problem solving. Create interactive websites and apps that use current technology to meet real-world marketing communication objectives. Prerequisites: credit in CIS 152 and GDS 120.



**GDS 273 Illustration** 2-2-3  
Gain experience in visual communication by creating illustrations for editorial, advertising, information graphics and other commercial art applications. Advanced use of digital tools for creating original art. Prerequisites: credit in ART 121, ART 122, and GDS 120; placement out of CCS 098.

**GDS 293 Portfolio Seminar** 2-2-3  
Under the direction of the instructor, students evaluate and revise their portfolios, design a self-promotion campaign, build a self-promotion web site, and develop their personal resumes. Includes seminars with industry professionals. Prerequisites: credit in GDS 220; sophomore standing in Graphic Design. credit in GDS 220; sophomore standing in Graphic Design.

## Geography

*Arts Media and Social Sciences*  
217/351-2217 • [parkland.edu/amss](http://parkland.edu/amss)

**GEO 101 Physical Geography** 3-0-3  
Emphasizes elements of the physical environment, including atmospheric, climatic, hydrologic and geologic processes; the spatial variations of these processes; and the inter-relationship between these processes and the human environment.

**GEO 140 World Geography** 3-0-3  
(IAI S4 901) World places and peoples: world regions examined for their cultural response to the physical environment. Emphasis on technologically developed regions. (Also in Canterbury Program.) Prerequisite: placement out of CCS 098.

**GEO 143 Geography of Underdeveloped Areas** 3-0-3  
(IAI S4 902N) Survey of technologically underdeveloped regions of the world: spatial arrangements of population, human institutions, economic activities, and cultural landscapes. Prerequisite: placement out of CCS 098.

**GEO 144 Geography of the United States** 3-0-3  
Introduction to regional and social diversity of the United States. Physical, historical, and economic bases of regional divisions: south (old and new), northeast (rural and urban), interior (midwest and great plains), and west (mountain and desert.) (Canterbury Program only)

**GEO 200 Introduction to Economic Geography** 3-0-3  
(IAI S4 903N) Introduction to the study of reasons for uneven distribution of activities relating to production, exchange, and consumption of goods and services and geographic patterns created by these activities.

## German

*Humanities*  
217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

**GER 101 Beginning German I** 4-0-4  
For students with no previous and/or little instruction in German. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and on Germanic culture. (Also in Salzburg Austria program) Prerequisites: placement out of ENG 099 and CCS 098.

**GER 102 Beginning German II** 4-0-4  
Continued development of communicative skills. Emphasis on speaking, listening, reading, writing, and on Germanic culture. (Also in Salzburg program) Prerequisite: credit in GER 101 or equivalent.

**GER 103 Intermediate German I** 4-0-4  
Development of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and on Germanic culture. (Also in Salzburg program) Prerequisite: credit in GER 102 or equivalent.

**GER 104 Intermediate German II** 4-0-4  
(IAI H1 900) Continued development and refinement of intermediate level communicative competence. Emphasis on speaking, listening, reading, writing, and on Germanic culture. (Also in Salzburg program) Prerequisites: credit in GER 103 or equivalent; placement out of CCS 098.

## Geographic Information Systems

*Agricultural Technologies*  
217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

**GIS 110 Principles of Geographic Information Systems** 3-0-3  
Components of basic GIS and how they are assembled: requisition of data, maps, and other information used to build a database; basic pilot projects demonstrated step-by-step through various applications in GIS.

**GIS 111 Applied Geographic Information Systems** 3-0-3  
GIS application areas, both present and future; toxic materials, traffic flow, mining, forestry, agriculture, natural resources, energy, and communication; semester-long application project of student's choice developed on computer. Prerequisite: credit in GIS 110.

**GIS 115 Remote Sensing Applications** 2-2-3  
Introduction to the characteristics of various sensors, data collection and analysis applicable to remote sensing applications with traditional aerial platforms and civil unmanned aerial system (UAS) operations. Prerequisites: placement out of ENG 098, CCS 099, and MAT 060.

## Health Careers

*Allied Health*  
217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

**HCS 111 Basic Medical Terminology** 1-0-1  
Introduction to medical terminology for all basic body systems. Develop pronunciation skills and spelling skills, distinguish prefixes and suffixes from root words for purpose of defining and understanding medical terminology. Does not replace HCS 154, SUR 116, or SUR 118.

**HCS 112 Orientation to Health Careers** 2-0-2  
Duties and educational requirements of health care providers. Basic body systems. Develop and practice skills required in all health occupation. Equivalent to Health Occupations at high school level. Prerequisites: placement into MAT 060; placement out of ENG 099 and CCS 098.

**HCS 115 Nutrition and Diet Therapy** 3-0-3  
General nutrition with an emphasis on nutrition related diseases. Diet therapy and why modified diets are prescribed for specific disease states. Prerequisites: placement into MAT 060; placement out of ENG 099.

**HCS 136 Basic Topics in Healthcare 4-0-4**

Provide information that is essential to the success of future health care providers. Understand the importance of professionalism and the need to perform in a professional, ethical, legal and competent manner.

**HCS 151 Health Care Records Management 2-0-2**

Application of health care records management terms and skills: records ownership, types, rules for filing and systems, common documents, correspondence, and computer application (EMR). Prerequisite: placement out of ENG 099.

**HCS 153 Phlebotomy Skills 0.5-1.5-1**

Routine phlebotomy procedures, venipuncture techniques, phlebotomy equipment, micropuncture techniques, safe practices, and medicolegal aspects. Clinical laboratory experience in phlebotomy.

**HCS 154 Medical Terminology 3-0-3**

Building medical vocabulary, including learning to pronounce, spell, define, and analyze medical terms. Prerequisites: placement out of ENG 099 and CCS 098.

**HCS 173 Applied Electrocardiography 1-1-1**

Entry level training to perform, process, and explain the electrocardiogram; overview of cardiac anatomy, physiology, and conduction systems; commonly encountered drugs in cardiac medicine; data procurement, selection, processing, overview of diagnostic tests and presentation for physician's interpretation; professional conduct.

**HCS 174 Legal Issues in Health Care 1-0-1**

Law as it pertains to health professionals; consent for medical services, invasion of privacy, malpractice, governmental regulations, actions for collecting patient bills, bioethical, and end of life issues. Prerequisites: placement out of ENG 099 and CCS 098.

## History

*Arts Media and Social Sciences*  
217/351-2217 • [parkland.edu/amss](http://parkland.edu/amss)

**HIS 101 History of Western Civilization I 4-0-4**

(IAI S2 902) Examination of the origins and development of major social, political, economic, and intellectual institutions of European civilization from the ancient cultures of Mediterranean world through 1715. Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 102 History of Western Civilization II 4-0-4**

(IAI S2 903) Examination of the origins and development of major social, political, economic, and intellectual institutions of European civilization from 1715 through the present. (3 credit hours in Salzburg program) Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 104 History of the United States to 1877 4-0-4**

(IAI S2 900) Survey of American history from its European and Native American origins through Reconstruction. Emphasis on the economic, political, cultural, and social forces that have shaped the American past. Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 105 History of the United States since 1877 4-0-4**

(IAI S2 901) Survey of American history from Reconstruction to the present. Emphasis on the economic, political, cultural, and social forces that have shaped the American past. Prerequisite: placement out of ENG 098.

**HIS 107 The History of Illinois 4-0-4**

Illinois history from the earliest times to the present. Includes political, economic, social, cultural, educational, and constitutional developments. Prerequisite: placement out of ENG 098.

**HIS 108 World History I 4-0-4**

(IAI S2 912N) Examination of the economic, social, cultural and political history of global peoples and cultures from ancient times to 1500. Prerequisite: placement out of ENG 098.

**HIS 109 World History II 4-0-4**

(IAI S2 913N) Economic, social, cultural and political history of global peoples and cultures from 1500 to the present. Prerequisite: placement out of ENG 098.

**HIS 120 African American History to 1865 3-0-3**

(IAI S2 923D) History of African American people in the United States from the African past to 1865. Emphasis on the changing economic, political, social, and cultural conditions of African Americans and on their contributions to American society. Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 121 African American History from 1865 to Present 3-0-3**

(IAI S2 923D) History of African American people in the United States from 1865 to the present. Emphasis on the changing economic, political, social, and cultural conditions of African Americans and on their contributions to American society. Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 123 History of the Middle East 4-0-4**

(IAI S2 920N) Examination of origins and development of geographic, social, political, economic, and religious forces which have contributed to the formation of major institutions in the Middle East from the appearance of cultural complexity to modern times. Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 128 History of Asia and Pacific Region 4-0-4**

(IAI S2 920N) Political, social, economic, and cultural history of Asia and the Pacific Region from ancient times to the present; responses and adaptations to Western influence, modernizations, and transformations to the present. Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 129 History of Africa 4-0-4**

(IAI S2 920N) Origins and development of major geographical, social, political, economic, and religious forces which have contributed to the formation of major institutions in Africa from the appearance of humankind to modern times. Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 140 History of Latin America 4-0-4**

(IAI S2 920N) Origins and development of major geographic, social, political, and religious forces which have contributed to the formation of major institutions in Latin America from the era of Teotihuacan and the Olmec, Maya, Inca, and Aztec to the development of contemporary Latin American nations. Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 145 History of the Labor Movement 3-0-3**

Effects of labor on economic, political, and social systems of the United States. Prerequisite: placement out of CCS 098.

**HIS 165 Austrian Civilization 3-0-3**

Introduction to Austrian history and culture from seventeenth century to present. (Salzburg Program only) Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 166 British History I 3-0-3**

Survey of British history to 1714: Roman and Anglo-Saxon invasions, Norman Conquest, Chaucer's England, and British-American relations. (Also in Canterbury Program) Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 167 British History II 3-0-3**

Survey of British history from 1714, including growth of the British Empire, the Irish question, the American Revolution, Victorian Britain, and contemporary Britain. Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 168 Modern Europe in Transition 3-0-3**

Examination of the continuities and discontinuities of European affairs since modern revolutions that set the stage for today's political discourse. (Salzburg Program only) Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 169 England in the Middle Ages 3-0-3**

Study of medieval history focusing on events surrounding Norman Conquest of England in 1066. (Canterbury Program only) Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 203 The History of Women in America 3-0-3**

A multicultural survey of the roles, experiences, and problems of American women from the colonial period to the present. The images of womanhood, the Victorian woman, women at work and war, suffrage movement, and modern feminism. Prerequisites: placement out of ENG 098 and CCS 098.

**HIS 289 Topics in History 3-0-3**

Study of selected topics in history. Topics vary according to section and semester and are listed in the class schedule. Students may also request topics. A total of 6 credit hours may be taken in topics courses numbered 289, but HIS 289 is not repeatable for credit. Prerequisites: placement out of ENG 099; completion of 3 credit hours in the subject area.

## Hospitality Industry

*Business/Computer Science and Technologies*  
217/351-2209 • [parkland.edu/bcst](http://parkland.edu/bcst)

**HPI 110 Foodservice Sanitation Certification 1-0-1**

Food Service Sanitation principles of sanitation, personal hygiene, pest control, health regulations and inspections. Emphasizes cleanliness and protection of the public health. Completion of the National Restaurant Association Education Foundation Management certification exam required to pass this course.

**HPI 111 Introduction to the Hospitality Industry 3-0-3**

An overview of the hospitality industry and its various segments. Review of the foodservice and lodging sectors historical development, economic environment, operating structures and approaches to quality service. An examination of workplace responsibilities and career opportunities for hospitality professionals.

**HPI 112 Food Standards and Production I 3-4-5**

Reviews fundamental skills and techniques of basic cookery. Students develop basic food handling competencies and work with beef, poultry, pork, shellfish, eggs. Development of recipe evaluation/modification, use of dry heat and moist heat cooking methods, knife skills, recipe scaling. Prerequisites: credit in HPI 110 and HPI 116.

**HPI 113 Food Service Systems 3-0-3**

A systems approach of foodservice with conventional, ready prepared, commissary, and assembly/serve operations models. Examination of inputs, transformation, and outputs of food service operations. Management of food production, financial resources, human resources, marketing to achieve guest satisfaction and profitability.

**HPI 114 Human Resource Management and Supervision 3-0-3**

Human resource management concepts and leadership models in the hospitality environment. Skills and techniques used to form an effective staff and develop a service culture. Focus on self management, staff selection, orientation, training, motivating, evaluating and retention.

**HPI 115 Menu Management and Design 2-2-3**

Study of the functions of the menu and design methods. Examination of the menu role as marketing/sales tool, operational plan and production control. Types of menus; product specifications, menu engineering; menu design; plate costing; pricing strategy.

**HPI 116 Kitchen Basics 1-3-2**

Introduction to professional culinary standards and production methods. Lab experience with knife skills, mise en place and cooking methods. Proper use and maintenance of common commercial equipment. Foundational knowledge of classical cuisine preparation. Prerequisite: credit in HPI 110.

**HPI 117 Hospitality Managerial Accounting 3-0-3**

Introduction to accounting principles, assumptions, methods, and terminology. Examination of income statement, balance sheet, and statement of cash flows. Evaluate financial performance of an operation and identify operational variances with primary focus on income statement.

**HPI 132 Resort and Event Operations 3-0-3**

Examination of the resort/destination operations. Study of service models to measure quality service, resort/destination life cycle, and market segmentation. Review of revenue management systems. Event management and planning as a sub-function of resort operations.

**HPI 139 Food Standards and Production II 2-4-4**

Introduce fundamentals of bakeshop principles, salads, appetizers, and desserts. Develop efficient work methods and the production of quality menu items. Reemphasize measurement precision, knife skills, menu planning and sanitation. Prerequisites: credit or concurrent enrollment in HPI 110 and HPI 116.

**HPI 211 Food and Beverage Cost Management Systems 4-0-4**

Introduction to the income statement and the management of food, beverage, and labor costs and other expenses; use of spreadsheets to analyze performance data; create budgets and forecasts. Emphasizes the control costs and expenses in foodservice operations.

**HPI 214 Hospitality Industry Seminar 2-0-2**

Investigate and report on industry topics and trends. Prepare written evaluations of selected topics ranging from management and leadership to hospitality and culinary trends. Conduct Internet research to form personal opinions and support conclusions. Prerequisite: concurrent enrollment in HPI 215.

**HPI 215 Hospitality Industry Work Experience 0-20-4**

Students perform 300 hours of work experience in approved hospitality facility related to their area of specialization. Prerequisites: credit in HPI 111; concurrent enrollment in HPI 214; completion of 15 credit hours in the Hospitality program.

**HPI 216 Bar and Beverage Operations 3-0-3**

Management of responsible alcohol service. Procedure to control and manage costs in bar operations. Review of purchasing procedures, inventory control, pricing and marketing for bar operations. Includes mixology training and survey of beverages from wine, spirits, and beer categories.

**HPI 230 Housekeeping and Facilities Management 3-0-3**

Facility management methods necessary to meet visitor and guest expectations of quality for lodging properties. Technical knowledge of the hotel/motel housekeeping department and building/facilities maintenance department. Supervision and training required to build a professional facilities team.

**HPI 231 Front Office Operations 3-0-3**

Examination of front office functions of reservations, registration, rooming, guest relations, accounting, and night audit; management of guest complaints, security, and staffing; emphasis on automated systems. Prerequisite: credit or concurrent enrollment in HPI 111.

**HPI 233 Hospitality and Travel Marketing 3-0-3**

Examination of marketing's role in quality service, guest experience, and increasing market share. Examination of hospitality market segments and pricing strategies to increase guest value and revenue. Use of SWOT analysis and branding to develop target and secondary markets. Prerequisite: credit in HPI 111.

**HPI 234 Hospitality Industry Law 3-0-3**

A preventative approach to avoid liability and minimize legal risks in the hospitality industry. Knowledge of the law improves guest service and awareness of potential hazards. Examination of contract law, negligence, Uniform Commercial Code, dram shop, and employment laws.

**HPI 237 Food Standards and Production III 2-4-4**

Introduction to international cuisines and nutritional considerations. Continued development of culinary skills, sanitation practices, reading recipes, proper use and care of equipment, and efficient work methods. Prerequisites: credit in HPI 112, HPI 116, and HPI 139.

**HPI 239 Catering and Food Production 1-4-3**

Student planning and execution of food production and service for catering, table service, and buffet events. Experience in menu planning, forecasting purchasing needs, station layout, division of tasks, group dynamics, and guest interaction. Prerequisite: credit or concurrent enrollment in HPI 237.

## Horticulture/Landscape

*Agricultural Technologies*

217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

**HRT 111 Sustainable Urban Horticulture 2-2-3**

Overview of how to produce food crops and methods of overcoming the challenges facing the availability of fresh and nutritious food produce. Sustainable food production and gardening as alternative to traditional rural farming and distribution for local foods.

**HRT 116 Introduction to Landscape Design 3-0-3**

Methods and techniques of drafting and preparing basic landscape designs for residential and commercial settings; theory and practical experience in large- and small-scale design projects; overview of business aspects. Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**HRT 118 Horticulture Equipment Operation 2-2-3**

Introduction to operation, servicing, and preventative maintenance of commonly used landscape and horticulture equipment. Applied mechanical learning experiences in a practical horticultural services operation.

**HRT 119 Landscape Construction and Maintenance 3-0-3**

Introduction to construction methods for residential and small commercial landscapes; selection and installation of plants; techniques and uses of materials related to various landscape features; preparation of cost estimates; and maintenance of landscape areas.

**HRT 130 Floral Design I 2-2-3**

Introduces the art of floral design based on design elements and principles. Techniques and mechanics of constructing centerpieces, corsages, boutonnieres, and theme designs are practiced in hands-on labs. Flower identification and care and handling are covered.

**HRT 211 Pest Management and Pruning Principles 2-2-3**

Identification, control, and management of insects, weeds, and diseases of landscape plant material, including the pest, its life cycle, hosts, symptoms, diagnosis, and controls. Basic tree and shrub pruning for plant maintenance. Prerequisites: credit or concurrent enrollment in AGB 104; placement out of ENG 098 and CCS 098; placement into MAT 060.

**HRT 253 Herbaceous Plants 3-0-3**

Identification, selection, use, and maintenance of herbaceous (perennial, biennial, annual, and bulbs) plants in the landscape. Techniques in growth and maintenance of herbaceous plants. Prerequisites: credit in AGB 104 or approval of department chair; placement out of ENG 098 and CCS 098; placement into MAT 060.

**HRT 254 Woody Ornamentals 2-2-3**

Identification of deciduous trees, shrubs, and evergreens used primarily in landscaping. Techniques in growth, maintenance of trees and shrubs. Prerequisites: placement out of ENG 098 and CCS 098; placement into MAT 060.

**HRT 257 Horticultural Business Management 3-0-3**

Provides current and future managers of landscaping businesses the opportunity to understand the latest methods of combining resources to operate successful businesses. Emphasis is on crew/team management and financial issues, including pricing materials, project bidding, and estimating. Prerequisites: placement out of ENG 098, CCS 098, and MAT 060.

**HRT 270 Greenhouse Crop Production 2-2-3**

Production of various crops in the greenhouse environment, including flowers, herbs, and garden plants. Topics include propagation, cultural practices, and scheduling crop growth for target market periods. Hands-on experience in the greenhouse plus field trips. Prerequisites: credit or concurrent enrollment in AGB 104; placement into ENG 098, CCS 098, and MAT 060.

## Humanities

*Humanities*

217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

**HUM 101 Western Culture:****Antiquity to Renaissance 3-0-3**

(IAI HF 902) Exploration of Western culture as expressed in art, literature, history, philosophy, and music from ancient world to Renaissance. (Also in Dijon Program) Prerequisites: placement out of ENG 099 and CCS 098.

**HUM 102 Western Culture:****Renaissance to Present 3-0-3**

(IAI HF 903) Exploration of Western culture as expressed in art, literature, history, philosophy, and music from Renaissance through contemporary period. (Also in Dijon Program) Prerequisites: placement out of ENG 099 and CCS 098.

**HUM 103 Cultural Values in the Eastern World 3-0-3**

(IAI HF 904N) Exploration of East Asian cultures (Chinese, Japanese, Korean) as expressed in art, music, literature, history, and philosophy. Prerequisites: placement out of ENG 099 and CCS 098.

**HUM 104 Islamic Culture and Civilization 3-0-3**

(IAI H2 903N) Exploration of Islamic culture as expressed in art, music, literature, history, society, and philosophy. Prerequisites: placement out of ENG 099 and CCS 098.

**HUM 105 Cultures and Civilization****of Sub-Saharan Africa 3-0-3**

(IAI HF 904N) Exploration of cultures in Sub-Saharan Africa as expressed in art, music, literature, history, and philosophy. Prerequisites: placement out of ENG 099 and CCS 098.

**HUM 106 Latin American Cultures****and Civilizations 3-0-3**

(IAI H2 903N) Exploration of Latin American cultures, including arts, history, literature, and social institutions. (Also in Costa Rica Program) Prerequisite: placement out of ENG 099.

**HUM 107 Introduction to Mexican Culture 3-0-3**

(IAI H2 903N) Exploration of Mexican cultural heritage from the pre-Columbian era through to the present. Prerequisites: placement out of ENG 099 and CCS 098.

**HUM 109 Cultural Values of India****and Its Neighbors 3-0-3**

(IAI HF 904N) Exploration of South Asian cultures (India, Pakistan, Afghanistan, Myanmar, Sri Lanka, Nepal, Bangladesh) as expressed in art, music, literature, history, and philosophy. Prerequisites: placement out of ENG 099 and CCS 098.

**HUM 121 Women in Arts, Cultures, and Societies 3-0-3**

(IAI HF 907D) Survey of representation of women in both traditional and popular arts and cultures (film, literature, music, television, visual art); emphasis on the relationship of such representation to the values, behaviors, and structures of societies. Prerequisites: placement out of ENG 099 and CCS 098.

**HUM 122 Native American Cultures****of North America 3-0-3**

Past and present Native American cultures through selected works of literature, history, visual art, music, and other contemporary forms of expression. Prerequisites: placement out of ENG 099 and CCS 098.

**HUM 123 The Irish Experience 3-0-3**

Provides international students attending Carlow College an overview of Irish history, geography, religions, art and architecture, emigration, and their impact on contemporary Irish culture. (Carlow, Ireland program only) Prerequisites: placement out of ENG 099 and CCS 098.

**HUM 124 Humanities Field Experience 3-0-3**

Students develop an appreciation of a country's culture through a greater understanding of art, music, literature, philosophy, geography, history, and other cultural aspects. The travel component of the course synthesizes the topics studied and enhances knowledge of the new culture.

**HUM 125 Culture and Society of Spain 3-0-3**

Spanish life and character as shaped through history, art, music and film, language and literature, social values, traditions. (Seville, Spain program only) Prerequisites: credit in ENG 101 with a grade of C or higher; placement out of CCS 099.

**HUM 166 European Cities 3-0-3**

Urban cultures and traditions of Europe. Survey of nine major cities in terms of historical development and changing aesthetic ideals. Includes some site visits. (Salzburg Program only) Prerequisite: placement out of ENG 099.

## Heating, Ventilation, and Air Conditioning

*Applied Sciences and Technologies*

217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

**HVC 111 Basic Air Conditioning 2-2-3**

Fundamentals of operation for residential and light commercial air conditioning systems. Proper handling of refrigerants. Prerequisite: credit or concurrent enrollment in ELT 150.

**HVC 112 Basic Heating 2-2-3**

Fundamentals of operation for residential and light commercial heating systems. Prerequisite: credit or concurrent enrollment in ELT 150.

**HVC 113 Residential HVAC Installation 2-2-3**

Basic HVAC system components and operation concepts, component installation, gas piping, low voltage wiring, basic tool skills, job safety.

**HVC 114 Ductwork Fabrication** 1-2-2  
Basic tool skills, job safety, and fabrication techniques for HVAC ductwork components and systems. Prerequisite: placement out of MAT 060.

**HVC 132 HVAC Control Systems** 2-2-3  
Fundamentals of installation, operation, and maintenance of control systems for commercial HVAC systems. Prerequisite: credit in HVC 111 or HVC 112.

**HVC 134 Commercial HVAC and Service** 2-2-3  
Installation, operation, maintenance, and service of commercial HVAC equipment. Prerequisites: credit in HVC 151 and HVC 152.

**HVC 151 Basic Air Conditioning Service** 3-2-4  
Diagnostic techniques for residential and light commercial air conditioning and heat pump systems. Common maintenance and repair methods. Prerequisite: credit in HVC 111.

**HVC 152 Basic Heating Service** 2-2-3  
Diagnostic techniques for residential and light commercial heating systems. Common maintenance and repair methods. Prerequisite: credit in HVC 112.

## Independent Study

**IND 288 Independent Study** 1-4 credits  
Designed for students who desire a broader opportunity to examine a special problem or subject area in greater detail than the present course offerings allow. Projects may take the form of a reading course, an experiment, or any other program of learning planned jointly by student and instructor. Independent study may not be used as a substitute for any present course in the curriculum. Course may be repeated up to a total of 4 semester hours credit. Prerequisites: minimum 3.0 program GPA at Parkland College, sophomore standing, credit in two courses in the subject area, and written approval of the instructor and department chair.

## Ironworker

*Applied Sciences and Technologies*  
217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

**IRW 111 Orientation to Ironworking** 2-0-2  
Introduction to ironworking, math review, hazard communication, drug and alcohol awareness. Prerequisite: admission into the Ironworkers Apprenticeship program.

**IRW 112 Occupational Safety and Health** .5-1.5-1  
Occupational Safety and Health Act 29 CFR 1926, common causes of accidents and fatalities in industry. Students practice applications of standards. Prerequisites: credit or concurrent enrollment in IRW 111; admission into the Ironworkers Apprenticeship program.

**IRW 113 Structural Blueprint Reading** 3-3-4  
Reading and interpreting drawings for structural steel construction, elements of drawings, and steel frame construction drawings, including specific drawings, plans, specific job applications. Prerequisite: credit in IRW 112.

**IRW 114 Structural Steel Erection** 3-9-6  
Aspects of erecting structural steel, including history of iron and steel, plans and drawings, preparing materials, selecting a raising gang, erection of components, and fastening components and detailing. Welding, burning, mobile cranes, tower cranes, and bridges. Prerequisite: credit in IRW 113.

**IRW 115 Post Tensioning** 3-3-4  
History of post tensioning; prestressing; advantages of post tensioning; post tensioning systems; anchors; placing drawings and supports, and unloading, handling, and placing tendons, wire, and bars. Stressing of strand tendons and wire tendons, grouting of bonded tendons, bridges, and the threadbar post tensioning system. Prerequisite: credit in IRW 114.

**IRW 116 Reinforcing Blueprint Reading** 2-6-4  
Concentrated areas include types and applications of reinforced concrete used in building road and bridge construction, fabricating, unloading, handling and storing reinforcing steel, and reading engineering and placing drawings. Prerequisite: credit in IRW 115.

**IRW 117 Rigging** 3-3-4  
History of rigging, fiber line, wire rope, splicing wire rope, chains, hardware, reeving, and slings. Safety rules and information for operation of rigging equipment; operation and assembly of cranes; examples of rigging jobs; use of helicopters in construction; miscellaneous rigging equipment; skids and rollers, and access structures. Prerequisite: credit in IRW 116.

**IRW 118 Ornamental Ironworking** 2-6-4  
Tools, subframing and steel supports, stairs, fire escapes, ladders, railings, fences, partitions, doors, fire doors, elevators, flagpoles, playground equipment, and swimming pool equipment. Also doorway, wall, vault, and building accessory installation; care and maintenance of aluminum, bronze, and stainless steel construction materials. Prerequisite: credit in IRW 117.

**IRW 119 Pre-Engineered Buildings** 1-3-2  
Beginning information and steps for the erection of a pre-engineered building. Includes various types of architectural design, reading blueprints and instruction manuals, and layout procedures for a building including erection procedures, fasteners and anchors, and cost determination. Prerequisite: credit in IRW 118.

## Italian

*Humanities*  
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**ITA 101 Beginning Italian I** 4-0-4  
For students with no previous and/or little instruction in Italian. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and on Italian culture. (Tuscania, Italy Program only) Prerequisite: placement out of ENG 099.

## Japanese

*Humanities*  
217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

**JPN 101 Beginning Japanese I** 5-0-5  
Development of basic and oral and written communications skills in Japanese: speaking, listening, reading, writing; introducing Japanese culture. For students with no previous instruction in Japanese. Prerequisite: placement out of ENG 099.

**JPN 102 Beginning Japanese II** 5-0-5  
Continued development of basic oral and written communications skills in Japanese: speaking, listening, reading, writing; learn more about Japanese culture. Prerequisite: credit in JPN 101 or equivalent.

**JPN 103 Intermediate Japanese I** 5-0-5  
Development of intermediate-level communications skills in Japanese: grammar, vocabulary, conversation, reading, and writing; emphasis on becoming more familiar with Japanese culture. Prerequisites: credit in JPN 102 or equivalent; placement out of CCS 098.

**JPN 104 Intermediate Japanese II** 5-0-5  
(IAI H1 900) Continued development of intermediate-level communication skills in Japanese: grammar, vocabulary, conversation, reading, and writing; emphasis on Japanese culture. Prerequisite: credit in JPN 103 or equivalent.

## Kinesiology

*Natural Sciences*

217/351-2285 • [parkland.edu/ns](http://parkland.edu/ns)

**KIN 101 Introduction to Human Performance I** 3-3-4  
Fitness testing protocols and norms, client consultation, and the design of exercise prescription for a diverse clientele in the following areas: resistance training, cardiovascular exercise, plyometrics, speed training, nutrition and weight control, flexibility, stability ball, and body-weight exercises. Prerequisite: placement out of CCS 099.

**KIN 103 Exercise Fitness** 0-2-1  
Emphasis on activities leading to an individualized fitness program. Activities include cycling, treadmill, elliptical, and the use of strength training equipment. No concurrent enrollment in KIN 147, KIN 203, or KIN 247. Repeatable for a maximum of 3 credit hours.

**KIN 141 Beginning Basketball** 0-2-1  
Basic skills and elementary theory of basketball.

**KIN 147 Weight Training** 0-2-1  
Fundamentals of strength training and conditioning through the use of free weights with emphasis on proper lifting techniques. No Concurrent enrollment in KIN 103, 203, or 247. Repeatable for a maximum of 2 credit hours.

**KIN 160 Introduction to Kinesiology** 3-0-3  
Professional opportunities available in the field of kinesiology, including physical education, recreation, safety, intramural and intercollegiate athletics; role of physical education and physical activity in total education; development of vocational objectives. This is the gateway course for the kinesiology program.

**KIN 161 Basketball** 1-2-2  
Theory and practice in fundamentals and techniques of basketball with emphasis on skills and the theory and techniques of teaching and coaching basketball. Prerequisite: placement out of CCS 098.

**KIN 164 Introduction to Sports and Exercise Psychology** 3-0-3  
Introduction to variables that affect motivation, goal setting, anxiety, and aggression in sports and exercise. Designed for individuals interested in applied psychological skills relevant to sports and exercise performance.

**KIN 168 Theories and Principles of Coaching** 3-0-3  
Theories and principles of coaching emphasizing motivation, practice, game preparation, professional certification/development, and administrative duties. Examines philosophies of notable coaches (Lombardi, Wooden, Robinson, Summit). Content applicable to all levels of competition. Prepares student for certification via American Sport Education Program.

**KIN 181 Health Education** 2-0-2  
Personal health and wellness; nutrition, exercise, and stress; alcohol, tobacco, and drugs; and intimate relationships. Emphasis on strategies for modifying behaviors to achieve optimal personal wellness.

**KIN 183 First Aid and CPR** 2-0-2  
Theory and techniques of first aid and CPR; emphasis on recognizing and responding to emergencies and developing skills needed to provide appropriate care. Health Care Provider-level First Aid and CPR certification issued upon successful completion. Prerequisite: placement into CCS 098.

**KIN 184 Introduction to Athletic Training** 3-0-3  
Introduction to athletic training, including history of the profession, modalities, and the prevention, care, and treatment of athletic injuries. Prerequisite: placement out of CCS 098.

**KIN 186 Introduction to Human Movement** 2.5-1.5-3  
Introduction to human movement through development of skills and knowledge relative to the study of musculoskeletal anatomy.

**KIN 201 Introduction to Human Performance II** 3-5-5  
Continuation of KIN 101 with an emphasis on special populations, including athletes, those with metabolic concerns, cardiovascular and respiratory conditions, injury rehabilitation, spinal cord injury, multiple sclerosis, epilepsy, and cerebral palsy. Also covers facility design and legal concerns. Prerequisites: credit in BIO 111, KIN 101, and KIN 186 with grades of C or higher.

**KIN 203 Exercise Fitness II** 0-2-1  
Advanced concepts of training under the direction of a personal trainer from Parkland's PFT Program to improve fitness. Use of Parkland Fitness Center. No concurrent enrollment in KIN 103, KIN 147, or KIN 247. Repeatable for a maximum of 4 credit hours.

**KIN 247 Weight Training II** 0-2-1  
Advanced concepts of strength training under the direction of a personal trainer from Parkland's PFT Program. Use of Parkland Fitness Center. No concurrent enrollment in KIN 103, KIN 147, or KIN 203. Repeatable for a maximum of 4 credit hours.

**KIN 262 Golf** 1-2-2  
Theory and practice of fundamentals, rules, and etiquette of golf with reference to teaching golf. Prerequisite: placement out of CCS 098.

**KIN 288 Exercise Physiology** 3-3-4  
Application of anatomy and physiology to human movement. How the body moves and physiological responses to exercise stress. Prerequisites: credit in BIO 111 or BIO 121 with a grade of C or higher; concurrent enrollment in BIO 122; placement out of CCS 098.

## Liberal Arts and Sciences

Humanities

217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

### **LAS 188 Diverse U.S. Cultural Expression 3-0-3**

(IAI HF 906D) Application of the Inquiry Method, a critical thinking methodology, to a variety of artifacts originating from a diverse array of U.S. ethnic communities and cultural traditions, including Native American, Asian American, African American, and Latino/a American. Study and analysis of artifacts from a wide range of disciplines and expressive practices including music, art, literature, and historical, social, and political texts. Prerequisites: placement out of ENG 099 and CCS 098.

Recommended: sophomore standing.

### **LAS 189 Introduction to Liberal Arts and Sciences 3-0-3**

Study of selected major works from the sciences, humanities, arts, and social sciences organized by themes and analyzed from different disciplinary perspectives. Students learn the Inquiry Method for analysis and interpretation, and they relate concepts and themes to their own lives. Prerequisites: placement out of ENG 099 and CCS 098.

## Literature

Humanities

217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

### **LIT 120 Introduction to Literature 3-0-3**

(IAI H3 900) Reading and analysis of literature from a variety of literary forms and periods; developing personal critical judgment about literature, as well as familiarity with different approaches to literary analysis. Prerequisites: placement out of ENG 099 and CCS 098.

### **LIT 121 Introduction to Poetry 3-0-3**

(IAI H3 903) Reading and analysis of poetry of various types and from various periods. Development of vocabulary to discuss poetic meanings, forms, and techniques (Also in Canterbury Program). Prerequisites: placement out of ENG 099 and CCS 098.

### **LIT 125 Introduction to Shakespeare 3-0-3**

(IAI H3 905) Reading and analysis of Shakespearean comedy, history, tragedy, romance, and sonnets. Includes viewing and analysis of at least one film adaptation. (Also in Canterbury Program) Prerequisites: placement out of ENG 099 and CCS 098.

### **LIT 126 Introduction to Drama 3-0-3**

(IAI H3 902) Reading and discussion of plays of various types from classical to modern drama, with some attention to dramatic and theatre criticism. Includes examination of aesthetic and cultural dimensions of various dramatic forms. Prerequisites: placement out of ENG 099 and CCS 098.

### **LIT 127 Introduction to Fiction 3-0-3**

(IAI H3 901) Reading and discussion of short stories, novels, and other works of fiction, with some attention to critical approaches. Includes examination of aesthetic and cultural dimensions. Prerequisites: placement out of ENG 099 and CCS 098.

### **LIT 130 Introduction to Children's Literature 3-0-3**

Introduction to the classics of children's literature to develop personal critical judgment and skill in analyzing these works as literary and artistic achievements. (Canterbury Program only)

### **LIT 141 Introduction to African American Literature 3-0-3**

(IAI H3 910D) A survey of literature by African American writers, exploring the formation of racial/cultural identity, and developing a broader historical understanding of the cultural experiences expressed. Exploration of poems, novels, plays, speeches, and other texts. Prerequisites: placement out of ENG 099 and CCS 098.

### **LIT 146 Introduction to Non-Western Literature 3-0-3**

(IAI H3 908N) Introduction to literature from a variety of cultures, such as Africa, Asia, Middle East, and Caribbean. An emphasis on the intellectual, social, and political contexts of the works. Prerequisites: placement out of ENG 099 and CCS 098.

### **LIT 147 Introduction to African Literature 3-0-3**

(IAI H3 908N) Reading and discussion of oral and written literature of Africa with attention to social, historical, political, and cultural contexts. Selections from pre-colonial, colonial, and post-colonial periods will be included, with emphasis on poetry, fiction, nonfiction, and drama of twentieth-century sub-Saharan Africa. Prerequisite: placement out of ENG 099.

### **LIT 149 Modern Irish Literature 3-0-3**

Examination of the manner in which language, history, politics, culture, and identity interrelated in late-nineteenth and early-twentieth century Ireland, and their impact on the development of contemporary literature. (Carlow, Ireland program only) Prerequisites: placement out of ENG 099 and CCS 098.

## Licensed Practical Nurse

Nursing

217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

### **LPN 111 Introduction to Nursing 1-0-1**

Emphasizes effective therapeutic communication, time management, and critical thinking skills. Legal and ethical considerations in nursing will also be incorporated. Admission into the LPN program required. Prerequisites: credit or concurrent enrollment in BIO 121; concurrent enrollment in LPN 114 and LPN 117.

### **LPN 114 Nursing Fundamentals 4-6-6**

Introduction to nursing process, functional health patterns, planning of care, and normal age-related changes. Prerequisites: credit or concurrent enrollment in LPN 111, LPN 117, and BIO 121.

### **LPN 117 Nursing Pharmacology 3-0-3**

Introduction to principles of nursing pharmacology and pharmacological agents relating to managing disease states. Nursing-specific interventions pertaining to medication administration and nursing practice. Admission to the LPN program required. Prerequisites: credit or concurrent enrollment in LPN 111, LPN 114, and BIO 121.

### **LPN 118 Health Alterations I 3-6-5**

Utilizes the nursing process for providing care to adults presenting with common functional or health deviations. Prerequisites: credit in all first semester LPN courses; credit or concurrent enrollment in ENG 101 and BIO 122, and BIO 120 or HCS 115; placement out of ENG 099 and CCS 099.

### **LPN 130 Transition to Practice 1-0-1**

Transition from a scholastic environment to a professional role. Prerequisites: concurrent enrollment in PSY 209 and ENG 101, or LPN 118; completion of all first and second semester LPN program courses.



**LPN 131 Health Alterations II** **3-6-5**  
Uses the nursing process for providing care to adults with complex functional or health deviations. Prerequisites: concurrent enrollment in LPN 132 and LPN 135; completion of all third semester LPN program courses.

**LPN 132 Licensure Preparation** **1-0-1**  
Legal requirements of the licensure process and the practical nurse's responsibilities under the Illinois Nurse Practice Act. Prerequisites: concurrent enrollment in LPN 131 and LPN 135; completion of all third semester LPN courses.

**LPN 135 Nursing in Obstetrics** **2-3-3**  
Care of pregnant women and newborns. Normal physiological processes as well as health alterations are presented. Prerequisites: credit in all second semester LPN courses and ENG 101 with a grade of C or higher; credit or concurrent enrollment in LPN 131, LPN 132, LPN 136, and PSY 209; placement out of CCS 099.

**LPN 136 Nursing in Pediatrics** **2-3-3**  
Care of infants, children, and adolescents. Normal physiological processes as well as health alterations are presented. Prerequisites: credit in all second semester LPN courses and ENG 101 with a grade of C or higher; credit or concurrent enrollment in LPN 131, LPN 132, LPN 135, and PSY 209; placement out of CCS 099.

## Medical Assisting

*Allied Health*  
217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

**MAS 116 Point of Care Testing** **1-2-2**  
Fundamentals of basic laboratory testing at point-of-care setting: necessity, training, competency, instrument or test selection, advantages and disadvantages, and compliance. Prerequisites: credit or concurrent enrollment in MAS 135; placement out of ENG 099 and CCS 098.

**MAS 135 Introduction to Medical Assisting** **4-3-5**  
Skills used in medical assisting: communication, safety, infection control, basic assessment, equipment, basic anatomy and physiology, and basic first aid. Prerequisites: placement out of ENG 099, CCS 098, and MAT 060.

**MAS 155 Pharmacology for Medical Assistants** **2-0-2**  
Chemical, generic, and trade names; drug references; pharmacological principles; routes of administration; Federal and Illinois regulations; classifications; abbreviations and symbols for drug measurement, administration, and prescription. Prerequisites: placement out of ENG 099 and CCS 098.

**MAS 156 Aseptic Techniques** **1-3-2**  
Fundamentals of microbial control; procedures for sanitation, disinfection, and sterilization; specimen collection and handling; compliance with OSHA, CDC, assisting with minor surgery. Prerequisites: credit in MAS 135 and HCS 154; placement out of ENG 098 and MAT 060; placement into CCS 098; admission into the Medical Assisting program.

**MAS 158 Administration of Medication** **1-2-2**  
Principles and procedures for administration of medications; legal aspects, mathematical review; emphasis on routes of drug administration. Prerequisites: credit in MAS 135; placement out of ENG 099, CCS 098, and MAT 060.

**MAS 170 Medical Assisting Practicum** **0-18-3**  
Application of clinical skills, procedures, and knowledge derived from medical assisting courses. Prerequisites: completion of all required Medical Assisting program courses with a minimum Parkland GPA of 2.5; approval of program director or department chair.

## Mathematics

*Mathematics*  
217/351-2225 • [parkland.edu/math](http://parkland.edu/math)

**Mathematics Placement**  
Parkland College uses a multiple measures approach to math placement. Students are required to have valid placement through a prerequisite course or other placement measures prior to registering in any mathematics course. Measures for placement include:

1. high school GPA and successful completion of a 4th year of math;
2. high school transitional math courses;
3. scores from GED, SAT, ACT, PARRC, AP, and ALEKS; and
4. previous coursework earning a C or higher

Placement using high school GPA, standardized tests, transitional math courses, and developmental math courses is valid for two years. Placement from successfully completed college-level courses is valid for five years.

**MAT 059 Enhanced Pre-Algebra Skills** **5-0-5**  
Extended review of pre-requisite skills, signed numbers, order of operations, word phrases, basic word problems, equations, area, perimeter, formulas, ratio, proportion, percent, conversion of units, basic exponent laws. Prerequisite: placement into MAT 059.

**MAT 060 Pre-Algebra Skills** **4-0-4**  
Ratio, proportion, percent, conversion of units, area, perimeter, signed numbers, order of operations, formulas, basic equations, basic exponent laws, word phrases, and basic word problems. Prerequisite: placement into MAT 060.

**MAT 072 Mathematical Literacy** **5-0-5**  
Numerical reasoning, unit conversions, linear equations/inequalities, models of growth, and data representation. Algebraic reasoning and graphical analysis using linear and non-linear functions. Emphasis on modeling, interpretation, and problem solving. Prerequisite: credit in MAT 059 or MAT 060 with a grade of C or higher, or placement.

**MAT 097 Geometry** **4-0-4**  
First course in plane geometry; logical reasoning and proofs, angle-line relationships, triangles, congruence and similarity, polygons, the Pythagorean Theorem, arc-angle and segment relationships in circles, constructions, area, and space geometry. Repeatable for a maximum of 16 credit hours. Prerequisite: credit in MAT 072 with a grade of C or higher, or placement; or approval of department chair.

**MAT 098 Intermediate Algebra** **5-0-5**  
Relations, functions, graphs and their analysis, polynomials and factoring, radicals, quadratic equations and inequalities, algebraic fractions, quadratic functions, modeling and applications. Prerequisite: credit in MAT 072 with grade of C or higher, or placement.

**MAT 105 Mathematics for Elementary Teachers I 3-0-3**  
 Concepts and structures of real, rational, and integer numbers; sets; logic; development of numeration systems; algebraic thinking; and problem-solving techniques. Does not satisfy general education elective for any transfer program. Prerequisites: credit in MAT 097 and MAT 098 with grades of C or higher, or placement.

**MAT 106 Mathematics for Elementary Teachers II 3-0-3**  
 (IAI M1 903) Continuation of MAT 105. Concepts from number theory, probability, statistics, geometry, measurement, and non-metric geometry. Satisfies the general education requirements only for students seeking state certification as elementary teachers. Prerequisites: credit in MAT 097 and MAT 098 with grades of C or higher, or placement.

**MAT 107 General Education Mathematics 3-0-3**  
 (IAI M1 904) For non-mathematics, non-science, and non-business majors, mathematical reasoning and solving real-life problems using logic and set theory, mathematics of finance, probability, and statistics. Prerequisites: credit in MAT 072, or MAT 097 and MAT 098, with grades of C or higher; or placement.

**MAT 108 Introduction to Applied Statistics 3-0-3**  
 (IAI M1 902) Basic statistical principles, graphic presentation, descriptive measures of central tendency, dispersion and location, inferential statistics and hypothesis testing, analysis and inference of linear correlation coefficient, and slope of regression line. Credit not given for both MAT 108 and MAT 160. Prerequisites: credit in MAT 072, or MAT 097 and MAT 098, with grades of C or higher; or placement.

**MAT 110 Business Mathematics 3-0-3**  
 Use of a scientific calculator; basic arithmetic operations, percentages, payroll, simple and compound interest, annuities, sinking funds, promissory notes, discounting, depreciation, merchandising, retailing, reconciliation, installment loans, periodic loans, mortgage loans, elementary descriptive statistics, and spreadsheet applications. Prerequisite: credit in MAT 059 or MAT 060 with a grade of C or higher, or placement.

**MAT 124 College Algebra 4-0-4**  
 Relations and functions; linear, polynomial, exponential, and logarithmic models; radicals and complex numbers; systems of equations and matrix methods; determinants and Cramer's Rule; sequences and series; and binomial theorem. Prerequisites: credit in MAT 097 and MAT 098 with grades of C or higher, or placement.

**MAT 125 College Trigonometry 3-0-3**  
 Trigonometric functions, fundamental identities, graphing, solving trigonometric equations, inverse trigonometric functions, complex numbers, and vectors. Prerequisites: credit in MAT 097 and MAT 124 with grades of C or higher, or placement.

**MAT 128 Calculus and Analytic Geometry I 5-0-5**  
 (IAI M1 900-1, MTH 901) Derivative and its applications; integral and its applications; limits and continuity; trigonometric, exponential, logarithmic, and hyperbolic functions. Credit not given for both MAT 128 and MAT 143. Prerequisites: credit in MAT 124 and MAT 125 with grades of C or higher, or placement.

**MAT 129 Calculus and Analytic Geometry II 4-0-4**  
 (IAI M1 900-2, MTH 902) Conic sections, polar coordinates, methods of integration, applications of integration, parametric equations, indeterminate forms, infinite series. Prerequisite: credit in MAT 128 with a grade of C or higher, or placement.

**MAT 131 Applied Mathematics 3-0-3; 4-0-4**  
 Operations with whole numbers, fractions, decimals, and signed numbers; percents; measurement; scientific notation; calculators; equations; formulas; graphs; ratio and proportion; metric system; polynomials; plane and solid figures and their formulas; systems of equations; basic statistics; and right triangle trigonometry. Prerequisite: credit in MAT 059 or MAT 060 with a grade of C or higher, or placement.

**MAT 141 Finite Mathematics 4-0-4**  
 (IAI M1 906) Sets, combinatorial analysis, theory of probability, linear programming, vectors, matrices, and Markov chains. Not recommended for mathematics/science transfer students. Prerequisite: credit in MAT 124 with a grade of C or higher, or placement.

**MAT 143 Calculus for Business and Social Sciences 4-0-4**  
 (IAI M1 900-B) Mathematical analysis of polynomial calculus with applications to business and social sciences; algebraic review, derivatives and integrals of algebraic functions, limit and continuity theory, logarithmic and exponential functions, and partial derivatives. Credit not given for both MAT 143 and MAT 128. Prerequisite: credit in MAT 124 with a grade of C or higher, or placement.

**MAT 145 Linear Algebra for Business 4-0-4**  
 (IAI M1 906) Basic concepts and techniques of linear algebra: systems of linear equations, inequalities, matrices, determinants, vectors, and eigenvalues; linear algebra applications: linear programming, simplex method, Markov chains, and Leontief models. Credit not given for both MAT 145 and MAT 220. Prerequisite: credit in MAT 124 with a grade of C or higher, or placement.

**MAT 160 Statistics 4-0-4**  
 (IAI M1 902) Data organization, distributions, measures of central tendency and variability, probability, sampling, the normal distribution, expected value, estimation, hypothesis testing, chi square analysis, analysis of variance, regression, correlation, nonparametric methods, and applications to business, social science, and life science. Credit not given for both MAT 108 and MAT 160. Prerequisite: credit in MAT 124 with a grade of C or higher, or placement.

**MAT 200 Introduction to Discrete Mathematics 3-0-3**  
 (IAI M1 905, CS 915) Introduction to discrete mathematics, sets, functions, logic, proofs, Boolean algebra, combinatorics, probability, recurrence relations, trees, and graph theory. Prerequisite: credit in MAT 124 with a grade of C or higher, or placement.

**MAT 220 Linear Algebra 3-0-3**  
 (IAI MTH 911) Vector spaces, subspaces, linear independence, basis, dimension, linear transformations, eigenvalues, eigenvectors, matrices, and determinants. Credit not given for both MAT 145 and MAT 220. Prerequisite: credit in MAT 228 with a grade of C or higher, or concurrent enrollment in MAT 228.

**MAT 228 Calculus and Analytic Geometry III 4-0-4**  
 (IAI M1 900-3, MTH 903) Three-dimensional vectors, solid analytic geometry, vector-valued functions, partial derivatives, multiple integrals, line integrals, Green's theorem, surface integrals, divergence theorem, and Stokes' theorem. Prerequisite: credit in MAT 129 with a grade of C or higher, or placement.

**MAT 229 Differential Equations and Introductory Matrix Theory** 5-0-5  
 (IAI MTH 912) Matrices and inverses, determinants, vector spaces, eigenvalues and eigenvectors; solution methods for first-order and higher order linear differential equations; systems of linear differential equations; Laplace transforms; numerical methods; elementary power series methods; and applications. Prerequisite: credit in MAT 228 with a grade of C or higher.

## Industrial/Manufacturing Technology

*Applied Sciences and Technologies*  
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**MFT 110 Mechanical Assemblies** 2-2-3  
 Interpreting documentation for assembly and installation requirements; fundamentals of power transmission; basic and precision measuring tools; fasteners, tools, and torque specifications; bearing types and applications; seals; gaskets; lubrication.

**MFT 113 Introduction to Hydraulics and Pneumatics** 3-0-3  
 Introduction to theory and applications of fluid and pneumatic power transfer and control.

**MFT 117 Pumps, Compressors, and Vacuum Systems** 2-2-3  
 Theory and operation of centrifugal and metering pumps, piston and rotary type compressors, safety valves, pressure regulators, oil and water separators, and dryers. Vacuum pumps, surfaces and cups, gauges.

**MFT 121 Basic Machine Processes** 2-2-3  
 General machining procedures including basic operations of lathe and mill. Basic bench work operations including layout and hand tools. Basic machine tool projects using cross section of machine tool equipment.

**MFT 122 Intermediate Machine Processes** 2-2-3  
 Setup and operational procedures of mills, grinders, and lathes. Cutting speeds, feed rates, tool geometry for various types of alloy steels. Prerequisite: credit in MFT 121.

**MFT 127 Introduction to CNC Programming** 4-0-4  
 Introduction to computer numerical control (CNC) and programming CNC machines. Emphasis on fundamentals of CNC lathe and mill operations and good programming practices. Prerequisite: credit in MFT 121.

**MFT 128 Quality Assurance** 3-0-3  
 Basic concepts of quality. Application of probability, statistics, and sampling for quality control, process control, and failure analysis. Military standards and reliability documents will be used to evaluate product performance and identify causes of failure. Prerequisite: placement out of MAT 072.

**MFT 131 Introduction to Manufacturing and Industrial Safety** 3-0-3  
 History, economics, employability skills, processes, and quality measurement as related to manufacturing. Emphasis on preparing student for co-op experience. Prerequisites: placement into ENG 098, CCS 098, and MAT 060.

**MFT 138 Intermediate CNC Programming** 4-0-4  
 Intermediate computer numerical control (CNC) three-axis programming and operation; CNC mill and lathe operation and good programming practices. Prerequisite: credit in MFT 127.

**MFT 151 Manufacturing Work Experience I** 0-15-3  
 Co-op experience in manufacturing: work experience in manufacturing or related industries. Prerequisites: credit in MFT 131; approval of department chair.

**MFT 152 Manufacturing Work Experience II** 0-15-3  
 Continuation of MFT 151. Work experience in manufacturing or related industries. Prerequisites: credit in MFT 151; approval of department chair.

**MFT 153 Manufacturing Work Experience III** 0-15-3  
 Continuation of MFT 152. Work experience in manufacturing or related industries. Prerequisites: credit in MFT 152; approval of department chair.

**MFT 154 Manufacturing Work Experience IV** 0-15-3  
 Continuation of MFT 153. Work experience in manufacturing or related industries. Prerequisites: credit in MFT 153; approval of department chair.

**MFT 211 Advanced Machining Processes and Inspection Practices** 3-2-4  
 Advanced manual machine tool operation and inspection practices. Prerequisite: credit in MFT 122.

**MFT 238 Advanced CNC Programming** 4-0-4  
 Advanced computer numerical control (CNC) three- and four-axis programming and operation; setup and operation of industrial CNC turning center and vertical machining center. Prerequisite: credit in MFT 138.

## Management

*Business/Computer Science and Technologies*  
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**MGT 101 Principles of Management** 3-0-3  
 Managerial process (planning, organizing, leading, and controlling) essential to the successful operation of various types of businesses. Student learns the steps necessary to become an effective manager. Discussion of managerial challenges in today's workplace. Prerequisite: placement into CCS 098.

**MGT 112 Human Resource Management** 3-0-3  
 Planning, developing, and controlling human resources within the organization: recruiting, selecting, training, labor relations, salary, and fringe benefit administration. Prerequisite: placement into CCS 098.

**MGT 113 Human Relations in the Workplace** 3-0-3  
 Role of the individual in interpersonal relationships in organizations and business-related fields. Emphasis on the personal development necessary to succeed in the business organization. Prerequisite: placement into CCS 098.

**MGT 114 Supply Chain Management** 3-0-3  
 Introduces Supply Chain Management (SCM) and the end-to-end (E2E) business processes necessary to achieve market and financial value, as well as competitive advantage. All topics focus on technology, financial trends and career paths within the field. Prerequisites: placement out of ENG 098, CCS 098, and MAT 060.

**MGT 115 Warehouse Operations** **3-0-3**  
Introduces the concepts behind the movement of goods through a warehouse environment, including material handling, warehouse management, and packaging. Distribution centers vs traditional warehousing, and the overall impact of packaging beyond just product protection. Discusses the overall organizational structure and impact of warehouse operations as part of the broader supply chain. Prerequisites: placement out of ENG 098, CCS 098, and MAT 060.

**MGT 117 Customer Service Management** **3-0-3**  
Students analyze the characteristics of a model of good service in business and apply the principles derived from a comprehensive customer service strategy. Practical techniques for achieving customer satisfaction are integrated through analysis of customer communications.

## Marketing

*Business/Computer Science and Technologies*  
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**MKT 101 Introduction to Marketing** **3-0-3**  
Marketing in business and other types of organizations. Emphasis given to manager's role in development of marketing strategy: product planning, distribution, promotion, pricing, consumer behavior, industrial marketing, and market research. Prerequisite: placement into CCS 098.

**MKT 211 Marketing Management** **3-0-3**  
Practical applications of marketing principles: marketing strategy, demand analysis, product, price, promotion, and distribution strategies. Prerequisites: credit in MKT 101 and MGT 101.

## Massage Therapy

*Allied Health*  
217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

**MSG 110 Careers in Massage Therapy** **1-0-1**  
Introduction to the massage therapy program, profession, basic palpation, ethics, responsibilities, and nature of work. For individuals interested in a career in massage therapy. Not a prerequisite to the program. May be used as an elective for massage therapy AAS degree. Prerequisites: placement out of ENG 099 and CCS 099.

**MSG 111 Introduction to Massage Therapy Theory** **1.5-0-1.5**  
Introduction to the profession of massage therapy, professional ethics, and Swedish Massage techniques. Prerequisites: admission into the Massage Therapy program.

**MSG 112 Massage Therapy I** **1-6-4**  
Expanded basic theory and techniques of massage therapy; benefits, indications, contraindications, draping, body mechanics, client interviews, chair massage, equipment, and supplies. Massage techniques combine to culminate in a full body massage. Prerequisite: concurrent enrollment in MSG 111 or MSG 116.

**MSG 113 Pathology for Massage Therapists** **3-0-3**  
Mechanics of selected disease processes and effects of massage on those processes. Indications and contraindications for massage included. Prerequisites: credit in MSG 111 and MSG 112.

**MSG 114 Massage Therapy II** **3-7-6.5**  
Introduces intermediate level therapeutic techniques. Joint mobilization, hydrotherapy, sports massage, positional release, neuromuscular therapy and deep tissue techniques. Contemporary massage and bodywork topics include myofascial release, manual lymph therapy, trigger point therapy, foot reflexology, hot stone massage and others. Prerequisites: credit in MSG 112; current CPR card.

**MSG 115 Business Practices and Ethics** **3-0-3**  
Introduction to major aspects of building and maintaining a successful practice. Starting a new practice, establishing a bookkeeping system, maintaining client records, delivering a business plan, and legal and ethical issues, including professional ethics, scope of practice, and contemporary issues in the profession. Prerequisites: credit in MSG 113, MSG 114, MSG 131, and PSY 101.

**MSG 116 Basic Anatomy Massage Therapy** **3-0-3**  
An overview of human anatomy, physiology, kinesiology and medical terminology. General survey of basic human body structure and functions of each body system and how massage therapy affects the body. Overview of massage history. Prerequisites: concurrent enrollment in MSG 112 and MSG 119; admission into the Massage Therapy Program.

**MSG 117 Massage Therapy III** **2-4-4**  
Asian bodywork traditions including acupuncture and Shiatsu. Reiki and cranial-sacral therapy, nutrition, stress reduction, assessment, treatment planning, and specific conditions addressed by massage therapy. Prerequisites: credit in MSG 113, MSG 114, and MSG 119; placement out of ENG 099 and CCS 099.

**MSG 118 Advanced Massage Techniques** **1-6-3**  
Advanced techniques of massage therapy; condition specific massage therapy techniques to address hyperkyphosis, tension headaches, thoracic outlet syndrome, carpal tunnel syndrome, piriformis syndrome, plantar fasciitis, and common chronic pain conditions. Client assessment and treatment planning. Prerequisites: credit in MSG 112; concurrent enrollment in MSG 116 and MSG 119.

**MSG 119 Musculoskeletal Anatomy/Massage Therapy** **3-0-3**  
Origin, insertion, action, and innervation for major muscles. Prerequisites: credit in BIO 111, MSG 111, and MSG 112, or concurrent enrollment in MSG 116 and MSG 118.

**MSG 131 Massage Therapy Clinical Practicum I** **1-4-2**  
Supervised clinical experience designed to provide training and practical experience in therapeutic massage. Students must spend 45 hours at on- or off-campus locations experiencing real-life application of massage techniques. Prerequisites: credit in MSG 118, or concurrent enrollment in MSG 114; current CPR card.

**MSG 132 Massage Therapy Clinical Practicum II** **0-3-1**  
Supervised clinical experience designed to provide training and practical experience in therapeutic massage. Students must spend 45 hours at on- or off-campus locations experiencing real-life application of massage techniques. Preparation for MBLEX examination. Prerequisites: credit or concurrent enrollment in MSG 131; current CPR card.

# Music

Arts Media and Social Sciences  
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## **MUS 100 Music Fundamentals 3-0-3**

Music notation, scales, chords, and key signatures for non-music majors with little or no background in music fundamentals. Prerequisite: placement out of CCS 098.

## **MUS 101 Music Theory and Harmony I 3-0-3**

Fundamentals of pitch, clef, and rhythm reading, scales and key signatures. Understanding tertian harmony and inversion of triads and seventh chords. Basics of voice leading culminating with species counterpoint study. Prerequisite: placement out of CCS 098.

Recommended: credit in MUS 100 or equivalent experience; concurrent enrollment in MUS 103.

## **MUS 102 Music Theory and Harmony II 3-0-3**

Continuation of MUS 101: harmonic progression, four-part harmonization, non-harmonic tones. Principles of melodic writing: motive use and variation, phrase structure, and analysis involving inversions of seventh chords, secondary dominants, and modulations to closely related keys. Prerequisites: credit in MUS 101 with a grade of C or higher, or approval of instructor or department chair; placement out of CCS 098.

Recommended: concurrent enrollment in MUS 104.

## **MUS 103 Ear-Training, Sight-Singing, and Keyboard Harmony I 2-0-2**

Development of aural identification and notation skills via weekly lectures and computer lab assignments. Emphasis on fundamentals of pitch, rhythm reading, and aural perception. Identification of pentatonic and diatonic major-scale intervals and triad qualities. Prerequisite: placement out of CCS 098.

## **MUS 104 Ear-Training, Sight-Singing, and Keyboard Harmony II 2-0-2**

Focus on melodic material of greater length with increasing chromaticism and some modulation; all triad qualities in all inversions; all 7th chords in root position. Non-tonal interval chains; 2-part rhythms for performance and dictation. Correlated keyboard experience. Prerequisites: credit in MUS 103 with a grade of C or higher, or approval of instructor or department chair; placement out of CCS 098.

## **MUS 121 Music Appreciation 3-0-3**

(IAI F1 900) Understanding music through perceptive listening. Deals with elements of music (melody, rhythm, harmony, form, tone color) and how they are combined to create a given musical effect. Emphasis placed on increasing students aural awareness of what is happening in music. Prerequisite: placement out of CCS 098.

## **MUS 123 Introduction to American Music 3-0-3**

(IAI F1 904) Introduction to music of the United States: religious music, folk influences, blues, gospel, country, rock, Broadway, ragtime, jazz, and fine art music studied within historical and cultural contexts. Focus on developing a critical understanding and enjoyment of music. Prerequisite: placement out of CCS 098.

## **MUS 124 Introduction to Non-Western Music 3-0-3**

(IAI F1 903N) Introduction to music from diverse cultures with special attention to the influence of society, religion and visual arts on music of various regions. Students will learn style and genre identification, primary instruments, dances and compositional approaches found in world music.

## **MUS 142 Choral Ensemble-Chamber Singers 0-3-1**

Performs music from a wide variety of sources. Fair knowledge of sight-singing helpful. Audition required or consent of faculty member. Repeatable for a maximum of four credit hours. Also offered as noncredit CMS 442. Prerequisites: placement out of CCS 098; audition required.

## **MUS 146 Instrumental Ensemble-Wind Ensemble 0-3-1**

Rehearses and performs challenging, contemporary literature for wind and percussion instruments. This auditioned ensemble is open to students, faculty, and members of the community. Repeatable for a maximum of 4 credit hours. Also offered as noncredit CMS 446. Prerequisites: placement out of CCS 098; audition required.

## **MUS 147 Instrumental Ensemble---Orchestra 0-3-1**

Open to all students and members of the community. Reading and performance of all styles of symphonic repertory. Repeatable for a maximum of 4 credit hours. Offered to district residents as noncredit CMS 447.

## **MUS 148 Instrumental Ensemble-Concert Band 0-3-1**

Maintains complete symphonic band instrumentation for study and performance of all types of band literature. Open to all students and members of the community. Repeatable for a maximum of 4 credit hours. Offered to district residents as noncredit CMS 448. Prerequisites: placement out of CCS 098; audition required.

## **MUS 161 Introduction to Music Recording 2-2-3**

Multi-track recording techniques; practical skills developed using microphones, audio editing software, signal processing, and mixing consoles. Students receive hands-on training and engineer recording sessions. Prerequisite: placement out of CCS 098.

## **MUS 162 Advanced Music Recording 2-2-3**

Advanced audio production techniques in the studio environment, larger and more complex recording sessions, microphone placements, signal processors, and the use of MIDI and virtual instruments. Emphasis on mixing and mastering. Prerequisites: credit in MUS 161; placement out of CCS 098. in MUS 180; approval of instructor or department chair.

## **MUS 164 Class Guitar 2-0-2**

Group guitar instruction, including beginners to advanced levels. Learn to read music, play and analyze chords and scales, and perform in various styles, including pop, folk, bluegrass, blues, country-western, and classical. Repeatable for a maximum of 8 semester credit hours.

## **MUS 165 Class Piano I 2-0-2**

Group approach to teaching the fundamentals of piano playing. For students with little or no previous piano study. Sight-reading, harmonization, transposition, improvisation, technical studies, and solo ensemble literature. Prerequisite: placement into CCS 098.

## **MUS 166 Class Piano II 2-0-2**

Continuation of MUS 165. Emphasis on developing technique, functional use of chords, and study of piano literature in a wider range of different styles and periods. Prerequisites: credit in MUS 165; placement out of CCS 098.

## **MUS 168 Introduction to Music Business 3-0-3**

Provides an in-depth overview of the essential aspects of the music business industry. Students will gain a broad foundational understanding of how the modern music industry works from a variety of perspectives including artists, record labels, and studios. Prerequisite: placement out of CCS 098.

**MUS 169 Jazz Ensemble-Small Jazz Ensemble 0-3-1**  
Performs jazz literature from 1920s to the present in small combo format. Emphasis on development of improvisation skills in jazz, fusion, and Latin styles. Repeatable for a maximum of 4 credit hours. Prerequisite: placement into CCS 098.

**MUS 180 Applied Music I 0-4-2**  
Private, weekly instruction in voice or instrument for students majoring in music. Attendance and performances at recitals required. Repeatable for a maximum of 4 credit hours. Prior study with qualified teacher recommended; requires approval of instructor or department chair. Prerequisites: placement out of CCS 098; approval of instructor or department chair.

**MUS 184 Guitar Ensemble 0-3-1**  
Rehearses and performs a variety of literature composed and/or arranged for guitar - sextets to nonets. This ensemble is open to students, faculty, and members of the community by audition. Also offered as noncredit CMS 484. Students must have their own instrument. Repeatable for a maximum of 4 credit hours. Prerequisites: credit or concurrent enrollment in MUS 164, or approval of instructor or department chair; placement out of CCS 098.

**MUS 201 Advanced Theory and Harmony I 3-0-3**  
Invention analysis and composition; fugue analysis and composition; ninth, eleventh, and thirteenth chords; Neapolitan and augmented sixth chords; borrowed chords; altered dominants; chromatic mediant; modulation to foreign keys; variation form composition. Prerequisites: credit in MUS 102 with a grade of C or higher, or approval of instructor or department chair; placement out of CCS 098.

Recommended: concurrent enrollment in MUS 203.

**MUS 202 Advanced Theory and Harmony II 3-0-3**  
Five-and seven-part rondo; sonata rondo form; sonata allegro form analysis. Study and analysis of music of post-Romantic, Impressionist, and 20th-century composers including study of contemporary period pieces. Students will analyze and compose several works exemplifying salient characteristics of each period/style. Prerequisites: credit in MUS 201 with a grade of C or higher, or approval of instructor or department chair; placement out of CCS 098.

Recommended: concurrent enrollment in MUS 204.

**MUS 203 Advanced Ear-Training, Sight-Singing, and Keyboard Harmony I 2-0-2**  
Harmonic (2-3 voice) dictation with harmonic analysis. 2-part rhythm dictation and performance. Identification and vocal performance of seventh chords in all inversions. Melodic dictation and performance with increasing chromaticism. Introduction of 5-7 pitch atonal interval rows. Prerequisites: credit in MUS 104 with a grade of C or higher, or approval of instructor or department chair; placement out of CCS 098.

**MUS 204 Advanced Ear-Training, Sight-Singing, and Keyboard Harmony II 2-0-2**  
Harmonic dictation including 2-, 3-, and 4-voice diatonic and chromatic examples. Singing of non-tonal material. 2-part rhythmic dictation and performance utilizing changing meters and metrical modulation. Advanced transcription project with emphasis on non-functional harmonies. Correlated keyboard experience. Prerequisites: credit in MUS 203 with a grade of C or higher, or approval of instructor or department chair; placement out of CCS 098.

**MUS 244 Music Literature: 18th Century to Present 3-0-3**  
Study of music as an art in Western civilization from 1750 to the present; emphasizes acquaintance with representative musical works and style and understanding musical concepts in their historical background. Prerequisite: placement out of CCS 098.

**MUS 280 Applied Music II 0-4-2**  
Private, weekly instruction in voice or any instrument for advanced students majoring in music. Attendance and performances at recitals required. Repeatable for a maximum of 4 credit hours. Prerequisites: credit in MUS 180; placement out of CCS 098; approval of instructor or department chair.

## Nurse Assistant

*Nursing*  
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**NAS 111 Basic Nursing Assistant Training Program (BNATP) 4-7-6**  
Prepares students to care for patients under direct supervision of a licensed nurse in a long-term care facility, hospital, assisted living, or home setting. Basic Nurse Aide Training Program is approved by IDPH and leads to certification. Prerequisite: valid social security number; fingerprint background check. Prerequisites: placement into MAT 060; placement out of ENG 099 and CCS 099; valid social security number and fingerprint background check.

## Nursing

*Nursing*  
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**NUR 110 Paramedic Bridge I 5-6-7**  
Provides a bridge for paramedic transition to process, communication, medication administration, and pharmacological principles. Nursing physical assessment and skills are covered. Prerequisites: credit in ENG 101 with a grade of C or higher; credit or concurrent enrollment in BIO 121; placement out of CCS 099 and MAT 072.

**NUR 113 Nursing Health Assessment 2-3-3**  
Introduction to health assessment with focus on physical assessment, health history, and communication/documentation. Prerequisites: credit or concurrent enrollment in ENG 101 and BIO 121.

**NUR 114 Fundamentals of Nursing 3-6-5**  
This course is an introduction to the nursing profession and practice. It focuses on nursing as a profession, technical skill acquisition, and basic care of patients using the nursing process, functional health patterns, and scientific-based rationale. Prerequisites: credit or concurrent enrollment in NUR 113, NUR 117, BIO 121, and ENG 101.

**NUR 117 Introduction to Medication Principles for Nurses 1-0-1**  
Introduction to basic pharmacologic principles. Emphasis on knowledge needed to safely administer medications and the nursing role and responsibilities. Prerequisites: credit or concurrent enrollment in BIO 121, ENG 101, and NUR 113.

**NUR 118 Medical-Surgical Nursing I** 2-9-5  
Nursing care of clients with alterations in functional health patterns as a result of changes, variations, and/or illnesses in selected medical-surgical areas. Prerequisites: credit in NUR 113, NUR 114, NUR 117, and BIO 121; credit or concurrent enrollment in NUR 151, BIO 122, and PSY 101.

**NUR 151 Mental Health Nursing** 2-6-4  
Nursing care of clients experiencing emotional stress and those with mental illness. Emphasis on therapeutic communication, healthy behaviors, and self-esteem. Prerequisites: credit in NUR 113, NUR 114, NUR 117, and BIO 121; credit or concurrent enrollment in BIO 122 and PSY 101.

**NUR 210 LPN Bridge** 2-3-3  
Provides a bridge for LPN transition to the second year of the Nursing program. Legal and ethical responsibilities, nursing process, critical thinking, teaching, learning, physical assessment, fluid, electrolytes, acid base, Nurse Practice Act, and role transition are covered. Prerequisites: credit in BIO 121, PSY 101, and ENG 101 with a grade of C or higher; concurrent enrollment in NUR 151; credit or concurrent enrollment in BIO 122; Illinois Practical Nursing Licensure.

**NUR 215 Leadership in Nursing** 1-0-1  
Exploration of current trends in the practice of nursing and the health care environment. Emphasis is on leadership/management skills required in professional nursing practice and transitioning from the nursing student to the professional nurse. Prerequisites: credit in NUR 113, NUR 114, NUR 118, NUR 151, NUR 236, and NUR 238; credit or concurrent enrollment in NUR 257, NUR 258, ENG 102, and SOC 101; placement out of ENG 099 and CCS 099.

**NUR 218 Paramedic Bridge II** 5-7-7  
Provides part two of the bridge for the paramedic transition process that supplements the third and fourth semester medical-surgical subject matter and allows for practice of clinical skills for the acute hospitalized patient. Prerequisites: credit in BIO 122, BIO 123, and PSY 209; credit or concurrent enrollment in NUR 215, NUR 257, ENG 102, SOC 101, and a Humanities/Fine Arts elective.

**NUR 236 Maternal-Newborn Nursing** 2-3-3  
Family-centered nursing care of a newborns, childbearing families, and women throughout the lifespan. Prerequisites: credit in NUR 113, NUR 114, NUR 117, NUR 118, NUR 151, BIO 121, BIO 122, PSY 101, and ENG 101 with a grade of C or higher; credit or concurrent enrollment in NUR 238, BIO 123, and PSY 209.

**NUR 238 Pediatric Nursing** 2-3-3  
Family-centered nursing care for infants, children, and adolescents in a variety of settings. Emphasis is on promoting, maintaining, and restoring health, reinforcing uniqueness of each child and family, and establishing therapeutic nurse/child/family relationships. Prerequisites: credit in NUR 118, NUR 151, BIO 122, and PSY 101; credit or concurrent enrollment in NUR 236, NUR 255, BIO 123, and PSY 209.

**NUR 255 Medical-Surgical Nursing II** 2-6-4  
Nursing care of clients with alterations in functional health patterns as a result of changes, variations, and/or illnesses in selected medical-surgical areas. Prerequisites: credit in NUR 113, NUR 114, NUR 117, NUR 118, NUR 151, BIO 121, BIO 122, PSY 101, and ENG 101 with a grade of C or higher; credit or concurrent enrollment in NUR 236, NUR 238, BIO 123, and PSY 209.

**NUR 257 Population Health Nursing** 2-3-3  
Explores the management of individuals and groups in community settings. Select emphasis on gerontologic population Prerequisites: credit in NUR 236, NUR 238, and NUR 255; credit or concurrent enrollment in NUR 215, NUR 258, ENG 102, and SOC 101.

**NUR 258 Medical-Surgical Nursing III** 3-7-5  
Nursing care of complex patients with alterations in circulation, peripheral and vascular; respiration, acute and chronic; multi-organ failure and shock due to multiple causes; burn patients; and complications resulting from an acute, chronic, or traumatic illness. Emphasis on critical thinking, time management, delegation, and prioritization of multiple patients. Prerequisites: credit in all third semester Nursing program courses; credit or concurrent enrollment in NUR 215, NUR 257, ENG 102, and SOC 101.

## Occupational Therapy Assistant

Allied Health

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**OTA 111 Introduction to Occupational Therapy** 3-0-3  
Introduction to the history, philosophy, and practice framework of occupational therapy. Includes OT personnel role delineation, practice settings, team collaboration, documentation, reimbursement, and ethical and professional development. Prerequisites: credit in KIN 186; concurrent enrollment in OTA 112; placement out of ENG 099 and CCS 099; admission into the Occupational Therapy Assistant program.

**OTA 112 Therapeutic Media (Fieldwork I)** 2-4-3  
Foundations in selecting, analyzing, adapting, and using goal-directed therapeutic activities and techniques to promote engagement in activities of daily living, work, play, and leisure. Fieldwork I experiences emphasize community services and observation/data collection skills. Service learning activities promote community health. Admission into Occupational Therapy Assistant program required. Prerequisites: credit in KIN 186; concurrent enrollment in OTA 111.

**OTA 113 Health and Occupation I** 3-0-3  
Defines selected health problems (client factors) across the life span and their impact on occupational choices, performance skills, and role functions. Focuses on individuals who have mild or acute occupational performance deficits. Prerequisites: credit in OTA 111, OTA 112, BIO 121, PSY 101, and SOC 101; concurrent enrollment in OTA 114, OTA 115, BIO 122, ENG 101, and PSY 209; placement out of ENG 099 and CCS 099.

**OTA 114 Therapeutic Process I** 2-3-3  
Occupational therapy intervention processes and clinical reasoning skills used to remediate, prevent, and/or compensate for mild or acute occupational performance dysfunction resulting from specific physical and psychosocial problems across the lifespan. Case-based learning emphasized. Prerequisites: credit in OTA 111, OTA 112, and SOC 101; credit or concurrent enrollment in OTA 113, OTA 115, and PSY 209.

**OTA 115 Fieldwork I/Clinic II** 2-8-4  
Fieldwork Level I assignments conducted in a variety of community and clinical settings to develop clinical observation, data collection, treatment planning, documentation and basic intervention skills while assisting personnel in client services. Prerequisites: credit in OTA 112; concurrent enrollment in OTA 113 and OTA 114.

**OTA 116 Fieldwork I/Clinic III** 0-1-0.5  
Fieldwork Level I assignments conducted in skilled nursing facility to develop clinical observation, data collection, treatment planning, documentation and basic intervention skills while assisting personnel in client services. Prerequisite: credit in OTA 115.

**OTA 211 Health and Occupation II** 3-0-3  
Health problems (client factors) across the life span and the impact on occupational choices, skills, and roles. Focuses on individuals with moderate or chronic occupational performance deficits. Prerequisites: credit in OTA 113, BIO 122, and PSY 209; concurrent enrollment in OTA 212 and ENG 102.

**OTA 212 Therapeutic Process II** 2-3-3  
Occupational therapy evaluation, planning, intervention, and clinical reasoning skills used to remediate and/or compensate for moderate occupational performance dysfunction resulting from specific physical and/or psychosocial problems across the life span. Case-based learning emphasized. Prerequisites: credit in OTA 114 and ENG 101; concurrent enrollment in OTA 211, OTA 213, and OTA 214.

**OTA 213 Fieldwork II/Clinic I** 1-26-5  
Fieldwork Level II experiences in clinical settings working under the supervision of licensed OT personnel. Focuses on achieving entry-level performance competencies in planning and implementing individual and group OT interventions. Prerequisites: credit in OTA 115 and BIO 122; concurrent enrollment in OTA 214; current CPR/health record.

**OTA 214 Occupational Therapy Theory** 2-3-3  
Presents frames of reference, therapeutic models, and approaches used in occupational therapy evaluation, clinical reasoning, and intervention processes. Includes the Model of Human Occupation, sensorimotor, cognitive, and psychosocial frames of reference. Prerequisites: credit in OTA 111 and OTA 114; credit or concurrent enrollment in OTA 213.

**OTA 215 Health and Occupation III** 3-0-3  
Defines selected health problems (client factors) across the life span and their impact on occupational performance skills, routines, and contexts. Focuses on individuals who have severe and/or progressive deficits in occupational performance. Prerequisites: credit in OTA 211, OTA 212, OTA 213, OTA 214, and ENG 102; concurrent enrollment in OTA 216, OTA 217, OTA 218, and approved Social/Behavioral Sciences elective.

**OTA 216 Therapeutic Process III** 2-3-3  
Occupational therapy planning, intervention, and clinical reasoning in the support and management of services for persons with serious health problems resulting in severe and/or progressive deterioration of occupational performance. Prerequisites: credit in OTA 212 and OTA 214; concurrent enrollment in OTA 215, OTA 217, and OTA 218.

**OTA 217 Fieldwork II/Clinic II** 1-25-5  
Fieldwork Level II experience in clinical settings working under the supervision of licensed OT personnel. Focuses on achieving entry-level performance competencies in planning and implementing individual and group interventions. Prerequisites: credit in OTA 213 and OTA 214; concurrent enrollment in OTA 215, OTA 216, and OTA 218; current CPR/health record.

**OTA 218 Therapeutic Groups** 2-3-3  
Focuses on OTA role in directing therapeutic groups in occupational therapy. Includes skills in group development, leadership, communication, conflict negotiation, and group treatment protocol plans. Applies group dynamics to professional team building and supervisory roles. Prerequisites: credit in OTA 214; concurrent enrollment in OTA 215.

## Plumbing and Pipefitting

*Applied Sciences and Technologies*  
217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

**PFT 111 Orientation to Plumbing and Pipefitting** 3-0-3  
Orientation to the pipe trades. Materials and connections, care and use of tools. Mathematical problem solving and trade mathematics. Prerequisite: admission into the Plumbers and Pipefitters Apprenticeship Program.

**PFT 112 Occupational Safety and Health** .5-1.5-1  
Occupational Safety and Health Act 29 CFR 1926, common causes of accidents and fatalities in industry. Students practice applications of standards. Prerequisite: admission into the Plumbers and Pipefitters Apprenticeship Program.

**PFT 113 Pipes, Valves, and Fittings** 1-6-3  
Pipes, connections, copper tubing, and plastics. Safety precautions and code requirements. Pipefitting, valves and hangers, basic piping measurements and calculations. Pipe-threading, soldering and brazing techniques. Hazardous chemical safety. Prerequisite: admission into the Plumbers and Pipefitters Apprenticeship Program.

**PFT 114 Science, Rigging, and Hoisting** 1-6-3  
Science and mechanics. Rigging procedures; wire and fiber rope for knots, hitches, and slings. Use of hoisting equipment and cranes. Loading and unloading of hoisting equipment. Prerequisite: admission into the Plumbers and Pipefitters Apprenticeship Program.

**PFT 116 Drawing Interpretation** 2-1-2  
Drafting skills and applied pipe drafting and isometric drawings. Building plans and specifications. Mechanical plans for pipe layout systems. Prerequisite: admission into the Plumbers and Pipefitters Apprenticeship Program.

**PFT 117 Basic Pipefitting and Welding** 1-6-3  
Pipefitting and welding equipment and safety. Fabrication and installation of commercial/industrial piping systems. Pipe layout and welding techniques/applications. Oxyacetylene and portable plasma cutting torch. Prerequisite: admission into the Plumbers and Pipefitters Apprenticeship Program.

**PFT 211 Gas and Water Plumbing** 1-6-3  
Natural and liquid propane (LP) gas systems. Sizing of gas/medical gas systems, rain water systems, water pipes. Venting gas appliances. Water distribution and treatment, water mains and services, hot water supply. Prerequisite: admission into the Plumbers and Pipefitters Apprenticeship Program.

**PFT 212 Advanced Drawing, Prints, and Specifications** 1-6-3  
Reading and interpretation of blueprints, building specifications, schematics, and technical and isometric drawings. Interpretation of building plans. Pipe sizing and installation of materials. Prerequisite: admission into the Plumbers and Pipefitters Apprenticeship Program.



**PFT 215 Pneumatic Controls and Hydraulics 2-3-3**

Operation, application, installation, and servicing of pneumatic controls. Hydronic systems theory, installation, and equipment. Thermostats and master/submaster controls. Prerequisite: admission into the Plumbers and Pipefitters Apprenticeship Program.

**PFT 216 Welding 1-6-3**

Basic oxyacetylene and arc welding with emphasis on shop training. History and purpose. Safe welding practices. Weld types and related use in pipe trades. Prerequisite: admission into the Plumbers and Pipefitters Apprenticeship Program.

**PFT 217 Basic Electricity and Refrigeration Controls 1-6-3**

Fundamentals of refrigeration and electricity. Refrigerants, basic evaporators/compressors, piping, and expansion devices. Testing and servicing of refrigeration equipment. Prerequisite: admission into the Plumbers and Pipefitters Apprenticeship Program.

## Philosophy

*Humanities*

217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

**PHI 100 Introduction to Logic and Critical Thinking 3-0-3**

(IAI H4 906) Development of good thinking skills and habits ranging from cognitive processes within deduction, induction, everyday reasoning, problem solving, decision making, and productive thinking to the broader ideals of critical and reflective thinking. Prerequisites: placement out of ENG 099 and CCS 098.

**PHI 103 Introduction to Philosophy 3-0-3**

(IAI H4 900) Basic questions of human experience (human nature, freedom, values, knowledge, justice, reality, God) as reflected in the ideas of most significant thinkers and schools of thought in both Western and Eastern philosophical traditions.

**PHI 105 Introduction to Ethics 3-0-3**

(IAI H4 904) Study of significant moral problems in human experience (justice, human rights, freedom and determination, social vs. personal interests, duty, authority, and punishment) and the development of principles, distinctions, and methodologies for thinking critically about moral conflicts faced by all humans. (Also in Canterbury Program)

## Physics

*Natural Sciences*

217/351-2285 • [parkland.edu/ns](http://parkland.edu/ns)

**PHY 112 Applied Physics: Heat and Electricity 2-2-3**

For students in two-year technology curricula. Heat, temperature, sources of emf, resistance, current, electrical circuits motors, transformers, generators, light, optics, and radioactivity. Prerequisites: placement out of MAT 072 or credit in MAT 131 with a grade of C or higher; placement out of CCS 098.

**PHY 120 How Things Work 3-0-3**

(IAI P1 901) Conceptual course for non-science majors exploring everyday phenomena: musical instruments, photography, flight, electricity, bicycles, engines, etc. to examine how they work. Students needing a physical science lab course may take PHY 120 and PHY 129 to fulfill this requirement.

**PHY 121 General Physics I 4-3-5**

(IAI P1 900L) Concepts and methods of physics for students in arts and sciences. Kinematics, dynamics, momentum, energy, heat, fluids, wave motion, and sound. Prerequisite: credit in MAT 124.

**PHY 122 General Physics II 4-3-5**

Concepts and methods of physics for students in arts and sciences. Electricity, magnetism, optics, relativity, and atomic structure. Prerequisites: credit in PHY 121 or equivalent; placement out of CCS 098.

**PHY 129 How Things Work Laboratory 0-2-1**

(IAI P1 901L) Laboratory course to accompany PHY 120 for the purpose of satisfying general education requirements. Explores everyday phenomena: musical instruments, photography, flight, electricity, bicycles, engines, etc. to examine how they work. Prerequisite: credit or concurrent enrollment in PHY 120.

**PHY 141 Mechanics 3-3-4**

(IAI P2 900L, PHY 911) Basic principles of mechanics for physics, chemistry, engineering, and mathematics majors. Kinematics, dynamics, conservation laws of momentum, angular momentum, energy, rigid bodies, oscillations, gravitation, fluids. Prerequisites: credit in MAT 128 or equivalent; placement out of CCS 098.

**PHY 142 Electricity and Magnetism 3-3-4**

(IAI PHY 912) Heat, thermodynamics, electrical fields, potential, resistance, capacitance, and inductance: RC, RL, RLC circuits, and Maxwell's equations. Prerequisites: credit in PHY 141 and MAT 129.

**PHY 143 Modern Physics 3-3-4**

(IAI PHY 914) Mechanical waves, electromagnetic radiation, geometric and physical optics, kinematics and dynamics of special relativity, introduction to quantum mechanics, Bohr atom, elementary nuclear structure, and band theory. Prerequisite: credit in PHY 142.

## Political Science

*Arts Media and Social Sciences*

217/351-2217 • [parkland.edu/amss](http://parkland.edu/amss)

**POS 110 Federal and State Constitutions and Civil Rights 3-0-3**

Review of federal and state constitutions: emphasis on development of freedom of expression, civil rights, and Supreme Court operation.

**POS 120 Introduction to Political Science 3-0-3**

(IAI S5 903) Introduction to politics and its meaning for the individual through consideration of power, the state, ideology, legitimacy, political linkages, institutions, constitutions, and change. Prerequisite: placement out of CCS 098.

**POS 122 American National Government 3-0-3**

(IAI S5 900) Survey of American national government: political socialization, U.S. constitution, public opinion, political parties, interest groups, the courts, Congress, and the presidency. Prerequisite: placement out of CCS 098.

**POS 124 State and Local Government 3-0-3**

(IAI S5 902) Subnational politics focusing upon local governments, Illinois constitution, voting and political party organizations, legislatures, courts, budgeting and finance, and executive branches. Prerequisite: placement out of CCS 098.

**POS 165 Introduction to European Politics** 3-0-3  
Discussion from cold war to new order with emphasis on political changes in Eastern Europe and their effects, restructuring of Europe, and transition from confrontation to cooperation in superpower relations. (Salzburg Study Abroad Program only)  
Prerequisite: placement out of CCS 098.

**POS 167 Introduction to British Government and Politics** 3-0-3  
Main themes in British political life, including developing relations with Commonwealth, Europe, and United States. (Canterbury Study Abroad Program only). Prerequisite: placement out of CCS 098.

**POS 202 International Relations** 3-0-3  
(IAI S5 904) Introduction to politics of international state system from its historical roots to contemporary events: arms control, transnationalism, United Nations, international finance, and southern hemispheric development. Prerequisite: placement out of CCS 098.

## Psychology

*Arts Media and Social Sciences*  
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**PSY 101 Introduction to Psychology** 4-0-4  
(IAI S6 900) Introduction to scientific study of human and animal behavior. Survey of research and theories, emphasizing social behavior, intelligence, creativity, behavior disorders, therapy, language and personality development, learning, motivation, emotion, sensation, and perception. Prerequisite: placement out of ENG 099.

**PSY 107 Human Sexuality** 3-0-3  
Examination of the biological, psychological, and social aspects of human sexuality; development of sexual identity and effects of genetic, cultural, and environmental influences on human relationships and behavior. Prerequisite: placement out of ENG 099.

**PSY 201 Theories of Personality** 3-0-3  
Scientific approach to the study of personality. Theories and research findings that focus on the variables related to normal personality development and change. Prerequisites: credit in PSY 101; placement out of ENG 099.

**PSY 203 Abnormal Psychology: An Integrative Approach** 3-0-3  
(IAI PSY 905) Integration of theory and research as they relate to research methods; definition, assessment, and categorization of abnormal behavior; biological, psychosocial, and sociocultural origins of abnormal behavior; and treatment and prevention. Prerequisite: placement out of ENG 099.

**PSY 205 Introduction to Social Psychology** 3-0-3  
(IAI S8 900) Systematic introduction to theory and research on the ways social factors influence individual and group behavior. Examines attitudes, social perception, social cognition, the establishment of norms, leadership, group dynamics, interpersonal relations, and research methods emphasizing their effects on the individual. Prerequisite: placement out of ENG 099.

**PSY 207 Introduction to Child Psychology** 3-0-3  
(IAI S6 903) Introduction to theory and research on the biological, physical, social, and cognitive development of the human child from conception to adolescence; genetic factors, prenatal development, sensory and perceptual changes, motor development, language acquisition, social learning, cultural influences, and abnormal development. Prerequisite: placement out of ENG 099.

**PSY 208 Adolescent Psychology** 3-0-3  
(IAI S6 904) Introduction to adolescence with emphasis on physical, social, and cognitive development. Examines changing relationships with family, friends, and peers, with an emphasis on identity formation. Prerequisites: credit in PSY 101; placement out of CCS 098.

**PSY 209 Human Growth and Development** 3-0-3  
(IAI S6 902) Interaction of biological and environmental factors affecting psychological development from conception to death. Study and application of the principles of development throughout the life cycle. Study and application of physical, social, moral, cognitive, and language theory included. Prerequisite: placement out of ENG 099.

**PSY 220 Educational Psychology** 3-0-3  
Analysis of effective instructional sequences and classroom behavior management: application of learning theory principles and evaluation techniques to the classroom setting. Recommended for students interested in teaching. Prerequisites: credit in PSY 101; placement out of CCS 098.

**PSY 222 Industrial and Organizational Psychology** 3-0-3  
Introduction to application of psychological theory and research to organizations. Topics include theories of organizational structure, development and change, leadership and decision making, personnel issues and decisions, human interaction in organizations, and job satisfaction and motivation. Prerequisite: credit in PSY 101.

**PSY 223 Introduction to Adult Development and Aging** 3-0-3  
(IAI S6 905) Examination of psychological and biological aspects of adult development and the aging process including relevant research in personality, learning, motivation, intelligence, achievement, creativity, and mental health across adulthood. Occupational patterns, social issues, and relationships within and between generations. Prerequisite: placement out of ENG 099.

**PSY 224 Psychology of Women** 3-0-3  
Examination of female life cycle that explores ways in which biological growth and intellectual and social behavior of women change over time. Theoretical, research, and discussion topics focus on gender-role development, socialization processes, and self concept formation. Prerequisite: credit in PSY 101.

**PSY 225 Death and Dying** 3-0-3  
Extensive review of thanatology in various cultures: review of current literature and practices in dealing with the dying person; grief and bereavement as it pertains to psychological, medical, religious, and general community. Prerequisite: credit in PSY 101.

**PSY 289 Topics in Psychology** 3-0-3  
Study of selected topics in psychology. Topics vary according to section and semester and are listed in the class schedule. A total of six credit hours may be taken in topics courses numbered 289, but PSY 289 is not repeatable for credit. Prerequisite: completion of 3 credit hours in the subject area.

# Religion

Humanities

217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

## **REL 101 Introduction to Religion** 3-0-3

(IAI H5 900) Interdisciplinary study of the nature of religion; the variety of religious beliefs, practices, and experiences; and religious issues common to all religions.

## **REL 102 The World's Great Religions** 3-0-3

(IAI H5 904N) Teachings and histories of world's major religions: Hinduism, Jainism, Buddhism, Taoism, Confucianism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam. (Also in Canterbury Program)

## **REL 104 The Bible: The Hebrew Scriptures (The Old Testament)** 3-0-3

(IAI H5 901) Introduction to the origin, development, historical influence, and interpretation of the Hebrew Bible as a centerpiece of Western cultural and religious tradition and as an archeological and spiritual resource of Judaism and Christianity.

## **REL 105 The Bible: The New Testament** 3-0-3

(IAI H5 901) Introduction to origin, development, historical influence, and interpretation of the New Testament as a centerpiece of Western cultural and religious tradition and as an archeological and spiritual resource of Christianity in its various forms (Roman, Greek Orthodox, Protestant, Coptic). Prerequisites: placement out of ENG 099 and CCS 098.

# Respiratory Care

Allied Health

217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

## **RTT 117 Introduction to Respiratory Care** 1-0-1

Introduction to the history and the roles, responsibilities, and opportunities in the respiratory care profession. Overview of Parkland program, licensing requirements, infection control, respiratory therapeutics, communication, professional ethics.

## **RTT 130 Respiratory Therapy I** 3-3-4

Fundamentals of routine respiratory care: infection control, patient interviewing and physical assessment, body mechanics, oxygen delivery systems, cylinder safety, oxygen analyzers, oxygen therapy devices, aerosol devices, airway clearance and techniques, cardiopulmonary resuscitation. Prerequisites: concurrent enrollment in RTT 131 and RTT 132; credit or concurrent enrollment in BIO 121; placement out of ENG 099 and CCS 099; placement into MAT 072.

## **RTT 131 Respiratory Science** 3-0-3

Application of respiratory science including respiratory research, infection control, metric conversions, atmospheric gasses, gas behaviors, gas laws, fluidics, gas assessment, humidity, and changes of state. Prerequisites: concurrent enrollment in RTT 130 and RTT 132; credit or concurrent enrollment in BIO 121; placement out of MAT 072.

## **RTT 132 Respiratory Therapy II** 4-0-4

Cardiopulmonary anatomy and physiology essentials for respiratory care. Prerequisites: concurrent enrollment in RTT 117, RTT 130, and RTT 131; credit or concurrent enrollment in BIO 121; placement out of ENG 099, CCS 099, and MAT 072.

## **RTT 133 Clinical Practicum I** 0-8-2

Clinical practicum: introduction to respiratory care practice in the routine care clinical setting, level I clinical competencies, specialty care observations, introduction of collaborative interdisciplinary health care practice. Prerequisites: credit or concurrent enrollment in RTT 134, RTT 135, RTT 151, BIO 122, and ENG 101; placement out of ENG 099 and CCS 099.

## **RTT 134 Respiratory Therapy III** 3-3-4

Introduction to mechanical ventilation, including establishing the need for mechanical ventilation, positive pressure theory, invasive and non-invasive mechanical ventilation, intubation, airway management, airway clearance techniques, ventilator operation, modes of ventilation, ventilator settings, troubleshooting issues, extubation. Prerequisites: credit in RTT 117, RTT 130, RTT 131, RTT 132, and BIO 121; concurrent enrollment in RTT 133, RTT 135, RTT 151, BIO 122, and ENG 101; placement out of ENG 099, CCS 099, and MAT 072.

## **RTT 135 Respiratory Therapy IV** 4-0-4

General principles of pharmacology, specific medications for acute and chronic pulmonary illness including bronchodilators, mucokinetics, inhaled antibiotics, inhaled anti-inflammatories; medications to treat cardiopulmonary conditions. Interpretation and clinical application of arterial, venous and capillary blood gases. Prerequisites: credit in RTT 117, RTT 130, RTT 131, RTT 132, and BIO 121; credit or concurrent enrollment in RTT 133, RTT 134, RTT 151, BIO 122, and ENG 101; placement out of ENG 099 and CCS 099.

## **RTT 136 Clinical Practicum II** 0-8-2

Clinical practicum: continued development and proficiency of routine respiratory care clinical practice, completion of level 1 clinical competencies, specialty care observations, collaboration with the interdisciplinary healthcare team. Prerequisites: credit in RTT 133, RTT 134, RTT 135, RTT 151, BIO 122, and ENG 101; concurrent enrollment in RTT 137; placement out of ENG 099 and CCS 099.

## **RTT 137 Advanced Ventilation** 3-0-3

Recognition of respiratory failure; initiation, monitoring, management, and discontinuation of mechanical ventilation. Application of respiratory protocols to specific patient simulated cases. Application of disease specific ventilator management strategies including mode selection and settings. Indications and management of unconventional ventilation modes and specialty medical gases. Prerequisites: credit in RTT 133, RTT 134, RTT 135, RTT 151, and BIO 122; concurrent enrollment in RTT 136; placement out of ENG 099 and CCS 099.

## **RTT 151 Respiratory Therapy V** 3-0-3

Anatomical changes and pathophysiology of cardiopulmonary disease. Physical assessment, diagnostic data, and application of Respiratory Therapy Protocols. Prerequisites: credit in RTT 117, RTT 130, RTT 131, RTT 132, and BIO 121; credit or concurrent enrollment in RTT 133, RTT 134, RTT 135, and BIO 122; placement out of ENG 099 and CCS 099.

## **RTT 212 Clinical Practicum III** 0-16-4

Clinical practicum: introduction of critical care respiratory care practice, level II clinical competencies, specialty care observations, collaboration with the interdisciplinary healthcare team. Prerequisites: credit or concurrent enrollment in RTT 136 and RTT 137; concurrent enrollment in RTT 213 and RTT 215; placement out of ENG 099 and CCS 099.

**RTT 213 Respiratory Therapy VI** 4-0-4  
Respiratory care management of the critically ill patient with emphasis on cardiopulmonary anatomy and physiology, bedside monitoring tools, comprehensive patient assessment, hemodynamics, diagnostic and therapeutic interventions. Prerequisites: credit in RTT 136 and RTT 137; concurrent enrollment in RTT 212, RTT 215, and BIO 123.

**RTT 214 Clinical Practicum IV** 0-16-4  
Clinical practicum: continuation of critical care experiences, physician interactions, specialty rotations. Prerequisites: credit in RTT 212, RTT 213, and RTT 215; credit or concurrent enrollment in RTT 217, BIO 123, ENG 102, and PSY 101.

**RTT 215 Respiratory Therapy VII** 4-0-4  
Neonatal: fetal development, the newborn, patient assessment, emergency care, diagnostic testing, mechanical ventilation, newborn respiratory pathology, electrocardiography, Advanced Life Support (ACLS) and (PALS) pharmacology, airway management, and case based application of ACLS and PALS protocols. Prerequisites: credit in RTT 136 and RTT 137; concurrent enrollment in RTT 212, RTT 213, and ENG 102.

**RTT 217 Respiratory Therapy VIII** 3-0-3  
Diagnostic testing: pulmonary function, exercise, nutritional, sleep testing; blood lab management; patient education, smoking cessation, disease management; respiratory therapy in disaster response; transport of the ventilator dependent patient, long-term care for the ventilator patient in healthcare facilities and home; healthcare economics; healthcare ethics; respiratory care board exam applications, licensure, credential maintenance. Comprehensive review for board preparation. Prerequisites: credit in RTT 212, RTT 213, RTT 215, BIO 121, BIO 122, and ENG 101; credit or concurrent enrollment in RTT 214, BIO 123, ENG 102, and PSY 101; placement out of ENG 099 and CCS 099.

## Science

*Natural Sciences*  
217/351-2285 • [parkland.edu/ns](http://parkland.edu/ns)

**SCI 108 Essentials of Forensic Science** 3-3-4  
(IAI LP 900L) Introduction to application of science to law with an overview of forensic chemistry, trace-evidence, forensic biology, and other sub-disciplines. Emphasis on techniques to process crime scenes and analyze physical evidence to help solve cases. Prerequisites: placement out of ENG 099 and CCS 098.

**SCI 121 Science Scholar Seminar** 1-0-1  
Academic and professional development of science students. Includes science education and career exploration, research culture and expectations, research ethics, professional and scientific writing and communication, and other topics leading to success in scientific fields. Mentoring and cohort experiences will be included. Repeatable for a maximum of 4 credit hours.

**SCI 208 Forensic Science II: Death Analysis** 3-2-4  
(IAI LP 901L) Selected topics in forensic science, emphasizing pertinent factors associated with cause, mechanism, and manner of death. These are correlated with cause of death, as well as physical evidence found on or near the decedent. Prerequisites: placement out of ENG 099 and CCS 098.

## Sociology

*Arts Media and Social Sciences*  
217/351-2217 • [parkland.edu/amss](http://parkland.edu/amss)

**SOC 101 Introduction to Sociology** 3-0-3  
(IAI S7 900) Principles and concepts of general sociology: general education course in the social sciences; introductory course for the prospective sociology major. Application of scientific methods in study of social phenomena. Prerequisite: placement out of ENG 098.

**SOC 102 Social Problems** 3-0-3  
(IAI S7 901) Sociological analysis of social institutions and problems created by their efforts to meet demands of changing social environment. For students who want to more fully understand contemporary American society. Prerequisite: placement out of ENG 098.

**SOC 111 Mental Health First Aid** 1-0-1  
Develop skills to provide initial help to someone developing a mental health or substance abuse problem or crisis. Gain knowledge about local community resources supporting unmet social service needs. Nationally recognized Mental Health First Aid certification issued upon successful completion. Prerequisite: placement out of ENG 098.

**SOC 113 Mental Health and Social Service Skills** 4-0-4  
Develop skills to support those seeking help for mental illness, developmental disabilities, and substance abuse issues. Prepares students to gain entry-level positions in mental health and social service agencies. Prerequisite: placement out of ENG 098.

**SOC 200 Sociology of Marriage and the Family** 3-0-3  
(IAI S7 902) Sociological investigation of processes involved in marriage and family: impact of social institutions on marriage and family structure; various marriage structures and their results; and interaction of family members. Prerequisite: placement out of ENG 098.

**SOC 202 Sociology of Deviant Behavior** 3-0-3  
Nature and dynamics of deviant behavior in contemporary American society, including alcoholism, suicide, drug addiction, prostitution, mental disorders, juvenile delinquency, and adult crime; major sociological theories of social control, conformity, and deviance. Prerequisite: placement out of ENG 098.

**SOC 203 Diversity and Society** 3-0-3  
(IAI S7 903D) Examination of racial, religious, ethnic, and other groups. Analysis of the persistence of group identity, intergroup relations, social movements, government policy, and related social problems. Prerequisites: placement out of ENG 098 and CCS 098.

**SOC 204 Criminology** 3-0-3  
(IAI CRJ 912) Contemporary analysis of crime and delinquency from sociological perspective: causation, distribution, and prevention are examined through American socio-economic-political structure and American criminal justice system. Prerequisite: placement out of ENG 098.

**SOC 205 Methods of Social Research** 3-0-3  
Introduction to the process and methods of social research. Construction of research questions or hypotheses, study design, qualitative and quantitative research methods, techniques of analysis and interpretation, and the process of evaluation and reporting. Prerequisites: credit in MAT 107 or MAT 108; placement out of ENG 098.

**SOC 220 Introduction to Social Work** 3-0-3  
Survey course in social work. Examines major social problems, identifying groups historically impacted by them. Includes overview of social work values, skills, and knowledge required for generalist practice. Introduces programs, services, and policies that impact social work and social welfare. Prerequisite: placement out of ENG 098.

**SOC 240 Gender and Society** 3-0-3  
(IAI S7 904D) Introduction to sociology of gender: socialization into gender, social institutions and gender, social stratification and gender inequality, and gender and social change. Focus on contemporary American society with attention to socio-historical background and cross-cultural comparisons. Prerequisite: placement out of ENG 098.

**SOC 289 Topics in Sociology** 3-0-3  
Study of selected topics in sociology. Topics vary according to section and semester and are listed in the class schedule. A total of 6 credit hours may be taken in topics courses numbered 289, but SOC 289 is not repeatable for credit. Prerequisite: placement out of ENG 098.

## Spanish

*Humanities*  
217/351-2217 • [parkland.edu/humanities](http://parkland.edu/humanities)

All students are encouraged to take the Spanish placement exam prior to registering for Spanish courses to ensure the most accurate and appropriate placement. However, students who have taken college-level Spanish courses within the past 2 years and can document this via a college transcript will be placed into the appropriate level of Spanish. Students with 2 years of high-school Spanish within the past 2 years will be eligible for SPA 102. No prior Spanish experience or assessment is required for SPA 101.

**SPA 101 Beginning Spanish I** 4-0-4  
For students with no previous and/or little instruction in Spanish. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and basic introduction to Hispanic culture. (Also in Costa Rica program) Prerequisite: placement out of ENG 099.

**SPA 102 Beginning Spanish II** 4-0-4  
Continued development of communicative skills. Emphasis on speaking, listening, reading, writing, and Hispanic culture. May require out of class lab visits/work. (Also in Costa Rica Program) Prerequisites: credit in SPA 101 or equivalent; placement out of ENG 099 and CCS 098.

**SPA 103 Intermediate Spanish I** 4-0-4  
Development of intermediate level of communicative competence. Emphasis on speaking, listening, reading, writing vocabulary, grammar, and Hispanic culture. May require out of class lab visits/work. (Also in Costa Rica Program) Prerequisites: credit in SPA 102 or equivalent; placement out of ENG 099 and CCS 098.

**SPA 104 Intermediate Spanish II** 4-0-4  
(IAI H1 900) Continued development and refinement of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and Hispanic culture. May require out of class lab visits/work. (Also in Costa Rica program) Prerequisites: credit in SPA 103 or equivalent; placement out of ENG 099 and CCS 098.

**SPA 220 Spanish Conversation and Culture** 4-0-4  
Spanish conversation; development of advanced communicative competence and increased fluency and accuracy in speaking and writing. (Also in Costa Rica Program) Prerequisites: credit in SPA 104 or equivalent; placement out of CCS 098

## Sterile Processing Technician

*Allied Health*  
217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

**SPT 110 Sterile Processing Technician Theory** 3-2-4  
Prepares students for careers as members of the hospital central service team. Basic introduction to the central service role, surgical supplies, basic and specialty surgical instruments, and packing and sterilization.

## Land Surveying

*Applied Sciences and Technologies*  
217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

**SRV 113 Basic Surveying** 2-3-3  
Fundamental surveying applications: construction layout, topographic mapping, leveling, distance measurement, angular measurement, computations, and instrument skills. Prerequisite: placement out of MAT 060.

**SRV 133 Surveying Computations I** 2-0-2  
Computational processes relevant to land surveying: azimuth, bearing, slope, stationing, trigonometry, coordinate geometry, and earth volumes. Prerequisites: credit in SRV 113; placement out of MAT 072 or credit in MAT 131.

**SRV 134 Surveying Computations II** 2-0-2  
Computational processes relevant to land surveying: horizontal curves, vertical curves, alignments, error analysis, and state plane coordinates. Prerequisites: credit in SRV 113 and SRV 133; placement out of MAT 072 or credit in MAT 131.

**SRV 211 Construction Surveying** 2-3-3  
Construction layout methods for commercial site improvements and commercial buildings. Prerequisites: credit in SRV 113; placement out of MAT 072 or credit in MAT 131.

**SRV 233 Surveying Field Experience** 0-10-1; 0-20-2  
On-the-job work experience for students preparing for careers in the surveying industry. Students are required to have temporary (or permanent) surveying employment prior to enrolling in the course. Students must meet with a surveying instructor prior to start. Repeatable 3 times. Prerequisites: credit in SRV 113; approval of program director or department chair.

**SRV 234 Design Surveying** 2-3-3  
Survey field processes and theories for civil engineering projects, topographic surveys, as-built surveys, and route surveys. Prerequisites: credit in SRV 113; placement out of MAT 072 or credit in MAT 131.

**SRV 235 Control Surveying** 2-3-3  
Survey field processes and theories of control surveying, geodesy, state plane coordinate systems, and related computations. Prerequisites: credit in SRV 113; placement out of MAT 072 or credit in MAT 131.

**SRV 239 Land Development Design** 2-3-3  
Concepts and processes for land development. Discussion of subdivision laws and municipal codes. Covenants and design restrictions for protection of the public. Design of roads, storm drainage, and sanitary sewer extensions related to residential, commercial, industrial, and recreational areas. Prerequisites: credit in SRV 134 and SRV 234.

**SRV 253 Legal Aspects of Surveying** 2-3-3  
Common and statute law; unwritten rights in land and their relationship to land surveys; survey standards; restoration of lost corners; rules of evidence and rights, duties and liability of the surveyor. Prerequisites: credit in SRV 113; placement out of MAT 072 or credit in MAT 131.

**SRV 254 Boundary Surveying** 2-3-3  
Survey field methods and theory of boundary surveying including the United States Public Land Survey System, original and retracement surveys, basic survey law, legal descriptions, title search, field monument search and related computations. Prerequisites: credit in SRV 113 and SRV 253; placement out of MAT 072 or credit in MAT 131.

## Surgical Technology

Allied Health

217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

**SUR 116 Surgical Terminology I** 1-0-1  
Medical terminology pronunciation and spelling; defining prefixes, suffixes, and root words for the purpose of defining medical terms. Medical terminology relating to surgical descriptions, surgical schedules, diagnoses, and understanding doctor's orders. Prerequisites: concurrent enrollment in SUR 150; credit or concurrent enrollment in BIO 121, ENG 101, SOC 101, and PSY 101; admission into the Surgical Technology program.

**SUR 118 Surgical Terminology II** 1-0-1  
Continuation of Surgical Terminology I; medical terminology pronunciation and spelling; defining prefixes, suffixes, and word roots for the purpose of writing and defining medical terms. Medical terminology related to body systems and medical specialties. Prerequisites: concurrent enrollment in SUR 130, SUR 158, and SUR 170; credit or concurrent enrollment in BIO 122 and ENG 102.

**SUR 130 Surgical Instrumentation** 1-0-1  
Identification and use of surgical instrumentation. Categories, classifications, handling, passing and assembly of surgical instruments. Specialty instrumentation used in surgery. Prerequisites: concurrent enrollment in SUR 118, SUR 158, and SUR 170; credit or concurrent enrollment in BIO 122 and ENG 102.

**SUR 150 Personal and Professional Relations** 1-0-1  
Professionalism and patient care concepts. Biopsychosocial needs of surgical patients, death and dying, legal, ethical, and moral issues, interpersonal relationships and teamwork, communication, conflict resolution, healthcare organization structure, and disaster preparedness. Prerequisites: concurrent enrollment in SUR 116; credit or concurrent enrollment in BIO 121, ENG 101, PSY 101, and SOC 101; admission into the Surgical Technology program.

**SUR 158 Pharmacology for the Surgical Technologist** 1-0-1  
Introduction to basic pharmacology principles. Medication classifications and use in the surgical setting and how they may alter or influence surgical intervention. Emphasis on the surgical technologists role in handling medications and how medications are regulated. Prerequisites: concurrent enrollment in SUR 118, SUR 130, and SUR 170; credit or concurrent enrollment in BIO 122 and ENG 102.

**SUR 170 Sterile Processing** 3-1-3  
Introduction to central sterile processing; role of a central sterile service technician, decontamination and disinfection, preparing items for sterilization, sterilization processes, inventory control, sterile storage and distribution. Prerequisites: concurrent enrollment in SUR 118, SUR 130, and SUR 158; credit or concurrent enrollment in BIO 122 and ENG 102.

**SUR 210 Surgical Specialties I** 5-0-5  
Orientation to surgical technology; asepsis, sterilization; wound closures; hemostasis; wound healing; anesthesia; lasers and electricity; surgical procedures in gastrointestinal, genitourinary, gynecology, and general. Prerequisites: credit in BIO 121, BIO 122, BIO 123, SUR 116, SUR 118, SUR 130, SUR 150, SUR 158, SUR 170, ENG 101, ENG 102, SOC 101, and PSY 101; concurrent enrollment in SUR 231, SUR 232, SUR 238, and SUR 239.

**SUR 231 Clinical Theory I** 1-3-2  
Introduction to the surgical environment. Introduction and redemonstration of basic clinical skill components needed to participate as a member of the surgical team in actual operating rooms. Offered in Parkland's mock operating room. Prerequisites: concurrent enrollment in SUR 210 and SUR 238.

**SUR 232 Clinical Practicum I** 1-5-5-3  
Introduction and demonstration of advanced clinical skills for participation in the surgical specialties of general, gynecology, gastrointestinal, and genitourinary. Students function in the role of the surgical technologist in the mock operating room on the Parkland campus and actual operating rooms. Prerequisites: credit in SUR 231 and SUR 238; concurrent enrollment in SUR 210 and SUR 239.

**SUR 238 Mock Operating Room Lab I** 0-1.5-0.5  
Laboratory course for SUR 131. Students actively participate in demonstration of clinical skills in the mock operating room under direction and supervision of an operating room professional. Prerequisites: concurrent enrollment in SUR 210 and SUR 231.

**SUR 239 Mock Operating Room Lab II** 0-1.5-0.5  
Students will actively participate in the performance of clinical skills under the direction and supervision of operating room professionals in the mock operating room at Parkland. Students will practice clinical skills in order to receive evaluation and assistance prior to taking graded practical exams. Prerequisites: credit in SUR 231 and SUR 238; concurrent enrollment in SUR 210 and SUR 232; placement out of ENG 099 and CCS 099.

**SUR 254 Surgical Specialties II** 5-0-5  
Anatomy, pathology, diagnostic procedures, special preoperative preparation, pharmacology, surgical specialty services, obstetrical, orthopedic, plastic, otological, nose and throat, ophthalmic, vascular, cardiothoracic, neurology, and maxillofacial. Prerequisites: credit in SUR 210, SUR 231, SUR 232, SUR 238, and SUR 239; concurrent enrollment in SUR 273 and SUR 274.

**SUR 273 Clinical Theory II** 2-0-2  
Advanced clinical practices; employability skills, interventional radiology, robotics, laparoscopy and endoscopy; management and leadership; capstone project and national certification exam preparation. Prerequisite: credit in SUR 210, SUR 231, SUR 232, SUR 238, and SUR 239; concurrent enrollment in SUR 254 and SUR 274.

**SUR 274 Clinical Practicum II** 0-24-8  
Participation as a surgical team member in the role of the surgical technologist in the operating room. Includes experiences in labor and delivery and sterile processing department. Prerequisites: concurrent enrollment in SUR 254 and SUR 273.

**SUR 275 Clinical Practicum III** 1-14-6  
Demonstration and supervised practice of specialized surgical procedures with emphasis on acquiring proficiency for entry level employment as a surgical technologist. Preparation and review for national certification exam. Prerequisites: credit in SUR 116, SUR 118, SUR 130, SUR 150, SUR 158, SUR 170, SUR 210, SUR 231, SUR 232, SUR 238, SUR 239, SUR 254, SUR 273, and SUR 274; placement out of ENG 099 and CCS 099.

## Theatre

*Arts Media and Social Sciences*  
217/351-2217 • [parkland.edu/amss](http://parkland.edu/amss)

**THE 100 Theatre Appreciation** 3-0-3  
(IAI F1 907) Enhances appreciation of theatre as an art form through reading and analysis of scripts, theatre viewing, and discussion. Areas of investigation include types of plays; methods of production, design, and use of theatre; and the contributions of collaborative artists. Prerequisite: placement out of CCS 098.

**THE 101 History of Theatre** 3-0-3  
(IAI F1 908) Historical development of theatre and drama from its earliest ritual beginnings to contemporary dramatic literature. Includes representative periods and styles, genres, key playwrights, aspects of technical production, social role, and critical interpretation of major works. Prerequisite: placement out of CCS 098.

**THE 103 Performance of Literature** 3-0-3  
(IAI TA 916) Analysis and performance of literature including prose, poetry, and drama with emphasis on using voice and movement to interpret the works and communicate that interpretation to an audience. S Prerequisite: placement out of CCS 098.

**THE 104 Acting I** 3-0-3  
(IAI TA 914) Acting fundamentals: concentration, observation, playing action and other basics are introduced through acting exercises, improvisations, and scene study. Major acting approaches that develop connection to material or texts may include Stanislavski and movement-based techniques to help the actor embody characters. Prerequisite: placement out of CCS 098.

**THE 105 Stagecraft** 2-2-3  
(IAI TA 911) Introduces safety procedures and basic techniques of scenery and property construction, tool use, scene painting, and sound and lighting. Laboratory experience is mandatory.

**THE 107 Practicum** 0-3-1  
Increases proficiency in preparation and presentation of theatrical performances in performance or technical areas. Credit is awarded for completion of a college production assignment or by completing required theatrical shop hours. Repeatable for a maximum of 4 credit hours.

**THE 109 Costume and Stage Makeup** 2-2-3  
Safety procedures and costume shop organization. Basic techniques of costume construction, tool use, fitting and draping, and through costume projects for production. Techniques of stage makeup and practical experience in their application. Additional experience may be obtained in THE 107.

**THE 120 Script Analysis for Production** 3-0-3  
(IAI TA 917) An introductory exploration of the relationship between dramatic text and the play in production with special emphasis on basic terminology and methodology. Representative plays are studied in their genre, historical, and social contexts. Prerequisite: placement out of CCS 098.

**THE 124 Film Appreciation** 2-2-3  
(IAI F2 908) An introduction to film as an art form, emphasizing a study of the aesthetic and production elements of the medium, including narrative genres, directorial style, cinematography, acting, and editing.

**THE 125 Film History** 2-2-3  
(IAI F2 909) An international survey of the historical development of film, emphasizing a study of films and innovations in film production that have had significant influence on film as an art form. Prerequisite: placement out of CCS 098.

**THE 202 Acting II** 3-1-3  
Development of fundamentals introduced in Acting I emphasizing intensive approach to acting exercise, auditioning and scene study. Repeatable for a maximum of 9 credit hours. Prerequisite: credit in THE 104.

**THE 205 Advanced Stagecraft** 2-2-3  
Advanced training in technical theatre including CNC, scenic structures, personnel lifts, arena and theatrical rigging, lighting console programming, and scenic automation. Laboratory experience is mandatory. Prerequisites: credit in THE 105; placement out of CCS 098.

## Transition to Developmental Math

*Mathematics*  
217/351-2225 • [parkland.edu/math](http://parkland.edu/math)

**TRN 050 Transition to Developmental Math** 3-0-3  
Development of basic math skills needed for a successful transition into a developmental mathematics course. Conceptual emphasis including operations with whole number, adding and subtracting signed number, fraction concepts, and simple linear equations in one variable. Repeatable for a maximum of 9 credit hours.

# Veterinary Technology

Allied Health

217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

## **VTT 110 Small Animal Nursing I** 1-6-3

Handling, restraint, and nursing techniques in dogs and cats: emphasis on TPR; bathing; administering tablet, liquid, and injectable medications; and obtaining blood and urine specimens. Prerequisites: concurrent enrollment in VTT 113, VTT 114, VTT 116, and VTT 119; admission into the Veterinary Technology program.

## **VTT 111 Small Animal Nursing II** 2-4-3

Small animal nutrition, preventative healthcare, euthanasia and continued skill development in nursing techniques including: venipuncture, otic and ophthalmic procedures; dental procedures; bandaging; indwelling catheters and fluid therapy; ectoparasite identification; and ECGs. Prerequisites: credit in VTT 110, VTT 113, VTT 114, VTT 116, VTT 119, and BIO 111.

## **VTT 112 Diagnostic Imaging** 1-3-2

Positioning for common radiographic views taken of animals; emphasis on methods for obtaining high quality diagnostic radiographs and radiation safety. Prerequisites: credit in VTT 110, VTT 113, VTT 114, VTT 116, VTT 119, and BIO 111; placement out of ENG 099, CCS 099, and MAT 072.

## **VTT 113 Introduction to Veterinary Technology** 1-0-1

Introduction to veterinary technology profession including: overview of profession, veterinary medical terminology, veterinary healthcare team, receptionist team, veterinary technician team, veterinary ethics and legal issues, compassion fatigue, burnout, suicide awareness, medical records, communication, human-animal bond and euthanasia, and safety. Prerequisites: concurrent enrollment in VTT 110, VTT 114, VTT 116, and VTT 119; placement out of ENG 099, CCS 099, and MAT 072; approval of program director or department chair.

## **VTT 114 Clinical Lab I** 1-3-2

Routine laboratory tests, including complete blood counts (CBCs), fecal examinations, and blood chemistries; emphasis on developing laboratory techniques which produce consistent results. Prerequisites: concurrent enrollment in VTT 110, VTT 113, VTT 116, and VTT 119; placement out of ENG 099, CCS 099, and MAT 072.

## **VTT 115 Clinical Lab II** 1-3-2

Proficiency in CBCs, fecal examinations, blood chemistries, urinalysis, abnormal hematology, serology, and cytology. Prerequisites: credit in VTT 110, VTT 113, VTT 114, VTT 116, VTT 119, and BIO 111.

## **VTT 116 Large Animal Nursing** 1-2-2

Handling, restraint, and nursing techniques in ovine, bovine, equine, and swine species. Prerequisites: concurrent enrollment in VTT 110, VTT 113, VTT 114, and VTT 119.

## **VTT 117 Surgery Technology I** 2-3-3

Introduction to anesthesia for dogs and cats: patient monitoring, anesthetic machine use, intubation, anesthetic drugs and pain management. Surgical support skills: surgery pack preparation, instruments, autoclaving, aseptic techniques, surgical preps, surgical procedures, suture materials, and post-op care. CPR. Prerequisites: credit in VTT 110, VTT 113, VTT 114, VTT 116, VTT 119, and BIO 111.

## **VTT 118 Veterinary Clinical Practicum** 0-20-3

Full-time work experience in a veterinary clinical site. Practicum site to be arranged by the student in consultation with the program director. Prerequisites: credit in VTT 111, VTT 112, VTT 115, VTT 117, and VTT 150.

## **VTT 119 Common Veterinary Drugs I** 3-0-3

Basic concepts, terminology, references, and procedures necessary to dispense/administer drugs under the supervision of a veterinarian. Uses, actions, and secondary effects of common veterinary drugs. Mathematics necessary for veterinary professionals. Prerequisites: concurrent enrollment in VTT 110, VTT 113, VTT 114, and VTT 116; placement out of MAT 060.

## **VTT 150 Veterinary Anatomy and Physiology** 1-3-2

Veterinary anatomy and physiology course for VTT students: external anatomy, skeletal, muscular, nervous, cardiovascular, respiratory, endocrine, urinary, reproductive and digestive systems of the dog and cat. Prerequisites: credit in BIO 111; placement out of ENG 099, CCS 099, and MAT 072.

## **VTT 210 Clinical Rotations I** 0-21-4

Clinical rotations at University of Illinois College of Veterinary Medicine Veterinary Teaching Hospital and Parkland College. Clinical settings includes review and redemonstration of technical skills. Unique opportunity for exposure to specialty areas at the Teaching Hospital. Prerequisite: credit in VTT 118.

## **VTT 211 Clinical Rotations II** 0-21-4

Clinical rotations at University of Illinois College of Veterinary Medicine Veterinary Teaching Hospital and Parkland College. Unique opportunity for exposure to specialty areas at the Teaching Hospital. Prerequisites: credit in VTT 210, VTT 212, VTT 214, and BIO 123.

## **VTT 212 Surgery Technology II** 2-3-3

Surgical support and anesthesia for dogs and cats: gas anesthesia, nonbreathing systems, partial rebreathing systems, nitrous oxide supplementation, surgical assisting, emergency procedures, surgical drugs, fluids, and pain management. Prerequisites: credit in VTT 118; placement out of ENG 099, CCS 099, and MAT 072.

## **VTT 213 Animal Management** 4-0-4

Selected principles of animal and business management in veterinary technology: nutrition, reproduction, vaccinations, diseases, laboratory tests, history taking, costs, and client questions. Animals covered are the horse, cow, dog, cat, pig, and sheep. Prerequisites: credit in VTT 210, VTT 212, VTT 214, and BIO 123; placement out of ENG 099, CCS 099, and MAT 072.

## **VTT 214 Laboratory Animals** 1-2-2

Introduction to the care and use of laboratory animals with discussion of correct sanitation procedures, laboratory animal handling, anatomical differences, clinical pathology, common diseases and treatment, and laboratory animal facility procedures and equipment. Prerequisites: credit in VTT 118; placement out of ENG 099, CCS 099, and MAT 072.

## **VTT 215 Common Veterinary Drugs II** 1-0-1

Uses, mechanisms of action, and secondary effects of drugs commonly administered and dispensed by veterinary technicians. Includes calculating drug dosages and dilutions. Prerequisites: credit in VTT 119, VTT 210, VTT 212, VTT 214, and BIO 123; placement out of ENG 099, CCS 099, and MAT 072.



**VTT 216 Transitioning to Practice** 1-0-1  
Selected management principles: team leadership, communication and conflict management, marketing, inventory management, resume preparation, interviewing skills, appointment management, professional development, compassion fatigue, burnout, and suicide awareness, scope of practice, and preparation for the VTNE. Prerequisites: credit in VTT 210, VTT 212, VTT 214, and BIO 123; placement out of ENG 099, CCS 099, and MAT 072.

## Welding

*Applied Sciences and Technologies*  
217/351-2481 • [parkland.edu/agest](http://parkland.edu/agest)

**WLD 110 Beginning Gas and Arc Welding** 1-2-2  
Exploratory class that provides introductory theory and practice in oxyacetylene and shielded metal arc welding. Includes oxyacetylene fusion welding and brazing in the flat position, shielded metal arc welding in the flat position, manual oxyfuel cutting, and plasma arc cutting with a brief introduction to gas metal arc welding and gas tungsten arc welding.

**WLD 111 Introduction to Welding** 2-4-4  
Introductory theory and practice in oxyacetylene and shielded metal arc welding. Includes oxyacetylene fusion welding and brazing in the various positions on plate steel, shielded metal arc welding in ALL positions on plate steel with two different electrodes with emphasis on skill development, manual oxy-fuel cutting, plasma arc cutting with a brief introduction to gas metal arc welding and gas tungsten arc welding.

**WLD 112 Gas Metal Arc Welding** 1-2-2  
Gas metal and arc welding fundamentals, welding safety, gas metal arc equipment adjustments, metal transfer, and shielding gases; skill development in all positions of welding on mild steel ranging from 1/8" to 22 gauge steel. Prerequisite: credit or concurrent enrollment in WLD 110 or WLD 111.

**WLD 113 Gas Tungsten Arc Welding** 1-2-2  
Gas tungsten arc welding fundamentals, arc characteristics, and welding safety; skill development on 16 gauge and 0.125 steel and stainless; setups, preparation of tungsten tips and selection of inert gases. Prerequisites: credit in WLD 110 or WLD 111; concurrent enrollment in WLD 213.

**WLD 114 Fabrication Welding** 2-3-3  
Further development of welding skills as needed when fabricating. Provides training, practice and safety precautions on specialty tools used in the production of metal objects and structures as well as practice and theory of non-destructive test methods of welded joints. Prerequisites: credit in WLD 111, WLD 112, and WLD 113.

**WLD 212 Advanced Gas Metal Arc Welding** 1-2-2  
Advanced gas metal and arc welding. Gas metal arc equipment adjustments, metal transfer, and shielding gases. Skill development in all positions of welding on mild steel ranging from 1/8" to 3/8" steel and aluminum. Prerequisites: credit or concurrent enrollment in WLD 110 or WLD 111; concurrent enrollment in WLD 112.

**WLD 213 Advanced Gas Tungsten Arc Welding** 1-2-2  
Student will prepare tungsten electrodes to accommodate various metal types and thicknesses, 16 gauge to 1/4 plate; flat, out of position, and multipath procedures. Metals include mild, stainless steel, and aluminum. Prerequisites: credit in WLD 110 or WLD 111; concurrent enrollment in WLD 113.

**WLD 215 Weldability Inspection/Composition of Welds** 3-2-4  
Composition and weldability of metals and effects of heating and cooling metal on metal and weld strength; welding certification standards and guidelines to certify welding performance; nondestructive and destructive tests to check weld quality and strength. Prerequisite: credit in WLD 111.

**WLD 216 Welding Certification I** 2-4-4  
Welding codes and regulations covering: materials, service limitation, fabrication, inspection, test procedures and qualifications of welding operators. Special emphasis is placed on preparation for American Welding Society Certification. Prerequisite: credit in WLD 111.

## Radiologic Technology: Computer Tomography

*Allied Health*  
217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

**XCT 210 Computed Tomography Imaging** 3-0-3  
History, physics, and system operational components of computed tomography imaging. Image acquisition, display, reconstruction, and quality control. Prerequisites: concurrent enrollment in XRA 213, XRA 214, and XRA 232; placement out of ENG 099, CCS 099, and MAT 072.  
Recommended: ARRT primary certification.

**XCT 212 Sectional Pathology** 3-0-3  
Sectional imaging procedures and pathology commonly found in CT and MRI. Prerequisites: credit in XCT 210; placement out of ENG 099 and CCS 099.  
Recommended: ARRT primary certification.

**XCT 214 Patient Care** 3-0-3  
Patient care for CT and MRI imaging, pharmacological classification, documentation, and administration of contrast agents and related drug administration. Prerequisites: credit in XCT 212, and XCT 210 or XMR 211; placement out of ENG 099 and CCS 099.  
Recommended: ARRT primary certification.

**XCT 215 CT Clinical** 0-20-3  
Students will perform CT imaging procedures based on previous coursework and clinical objectives. Prerequisites: placement out of ENG 099 and CCS 099; ARRT primary certification.

## Radiologic Technology: Magnetic Resonance Imaging

*Allied Health*  
217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

**XMR 211 Magnetic Resonance Imaging** 3-0-3  
MRI imaging history, physics, and system operational components. Image acquisition, display, reconstruction, and quality control. Prerequisites: placement out of ENG 099 and CCS 099; ARRT primary certification.

**XMR 217 MRI Clinical** 0-40-6  
Students will perform Magnetic Resonance Imaging procedures based on previous coursework and clinical objectives. Prerequisites: placement out of ENG 099 and CCS 099; ARRT primary certification.

# Radiologic Technology

Allied Health

217/351-2224 • [parkland.edu/hp](http://parkland.edu/hp)

## **XRA 110 Basic Clinical Skills** 1-4-3

Orientation to the program and clinical affiliates, history of x-radiation, basic x-ray protection, and medical terminology. Prerequisite: admission into the Radiologic Technology program.

## **XRA 111 Radiologic Technology I** 2-3-3

Radiographic anatomy and positioning of upper and lower extremities, spine, thorax, contrast studies, and medical terminology. Prerequisites: credit or concurrent enrollment in XRA 114, XRA 131, and BIO 121; placement out of ENG 099, CCS 099, and MAT 072.

## **XRA 112 Radiologic Technology II** 2-3-3

Xray imaging characteristics, factors affecting radiographic exposure, and digital imaging. Radiographic positioning of skull and facial bones. Prerequisites: credit in XRA 111, XRA 131, and BIO 121; credit or concurrent enrollment in XRA 132, BIO 122, and PHY 112.

## **XRA 114 Patient Care** 2-3-3

Apply basic skills in variety of settings: health care trends, vital signs, body mechanics, cardiopulmonary resuscitation, isolation techniques, and communication skills. Prerequisites: credit or concurrent enrollment in XRA 111, XRA 131, and BIO 121.

## **XRA 131 Clinical I** 0-18-3

Assist and perform routine examinations of chest, abdomen, spine, and extremities; 270 clinical hours. Prerequisites: credit or concurrent enrollment in XRA 111, XRA 114, and BIO 121.

## **XRA 132 Clinical II** 0-24-4

Assist and perform fluoroscopy, exams, routine exams, and portable xray examinations with relative independence; 360 clinical hours. Prerequisites: credit in XRA 111, XRA 114, XRA 131, and BIO 121; credit or concurrent enrollment in XRA 112, BIO 122, and PHY 112.

## **XRA 150 Introduction to Radiography** 1-0-1

Introduction to the radiologic technology program, profession, clinical affiliates, history of radiation, basic xray protection, and terminology. Hybrid course.

## **XRA 213 Radiographer's Physics** 3-0-3

Basic x-ray equipment construction and function, properties of electromagnetic radiation, and basic x-ray physics. Prerequisites: credit in XRA 112, XRA 231, BIO 122, and PHY 112; concurrent enrollment in XCT 210, XRA 214, and XRA 232; placement out of ENG 099, CCS 099, and MAT 072.

## **XRA 214 Advanced Radiologic Technology I** 2-2-3

Advanced factors affecting radiographic exposure. Radiobiology, interactions in matter, health physics, and radiation protection. Prerequisites: credit in XRA 112, XRA 231, BIO 122, and PHY 112; concurrent enrollment in XCT 210, XRA 213, and XRA 232; placement out of ENG 099, CCS 099, and MAT 072.

## **XRA 216 Advanced Radiologic Technology II** 3-0-3

Pathology and review seminars. Prerequisites: credit in XRA 213, XRA 214, XRA 232, and XCT 210; concurrent enrollment in XRA 217, XRA 233, and XCT 212; placement out of ENG 099 and CCS 099.

## **XRA 217 Advanced Clinical Skills** 0-3-1

Critical positioning skills in atypical radiographic procedures. Prerequisites: credit in XRA 213, XRA 214, XRA 232, and XCT 210; concurrent enrollment in XRA 216, XRA 233, and XCT 212.

## **XRA 231 Clinical III** 0-16-2

Perform most routine and non-routine examinations and perform all objectives stated in previous clinical courses with relative independence per professional standards; 240 clinical hours. Prerequisites: credit in XRA 112, XRA 132, BIO 122, and PHY 112.

## **XRA 232 Clinical IV** 0-24-4

Perform most routine and non-routine examinations and perform all objectives stated in previous clinical courses with relative independence per professional standards. Participation in rotations to various specialty areas; 360 clinical hours. Prerequisites: credit in XRA 112 and XRA 231; concurrent enrollment in XCT 210, XRA 213, and XRA 214.

## **XRA 233 Clinical V** 0-24-4

Perform most routine and non-routine xray examinations and perform all objectives stated in previous clinical courses with relative independence per professional standards; 360 clinical hours. Prerequisites: credit in XRA 213, XRA 214, XRA 232, and XCT 210; concurrent enrollment in XRA 216, XRA 217, and XCT 212.



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# 2022–23 Faculty/Administrative Staff

Date in parentheses indicates first year of full-time appointment at Parkland College.

ADAWI, Omar (1995)  
Professor/Mathematics  
Tutoring Coordinator/Center for Academic  
Success  
B.S., Massachusetts Institute of Technology  
M.S., University of Illinois

ALLRED, Kory (2019)  
Adjunct Instructor/Construction Management  
Ph.D., Northern Illinois University

ANGEL, Julie C. (2011)  
Associate Professor/Earth Sciences  
A.S., Parkland College  
B.S., Illinois State University  
M.S., Illinois State University

AYALA, Thomas (2008)  
Associate Professor/Humanities  
B.A., University of Illinois  
M.A., University of Illinois

BACHTOLD, Beth (2002)  
Associate Professor/Reading  
A.B., University of Illinois  
M.A., National-Louis University

BAHNKE, Rebecca R. (1992)  
Professor Emeritus/Health Professions  
B. S., State University of New York at Buffalo  
M. H. S., University of Indianapolis

BAILS, Kelly (2002)  
Faculty Chair/Mathematics  
A.A., Hillsborough Community College  
B.S., University of Tampa  
M.S.Ed., State University of New York

BAKER, Derrick (2015)  
Dean/Career & Technical Education  
B.A., University of Illinois  
M.Div., Southern Baptist Theological Seminary

BARBOUR-CONERTY, Kelly (2007)  
Associate Professor/Business  
B.B.A., East Texas State University  
M.B.A., Texas A&M  
Ed.D., Capella University

BARNARD, Thomas C. (1999)  
Professor/English  
B.A., University of California–Berkeley  
M.A., University of Illinois  
Ph.D., University of Illinois

BEATTY, Christina (2008)  
Associate Professor/ Chemistry and Forensic  
Science  
B.S., University of Illinois  
M.S., University of Illinois  
M.S., University of Florida

BECK, Alicia (2021)  
Director of SWFT, Workforce Equity/  
Communication & External Affairs  
B.A., Knox College  
M.A., University of Kentucky

BEER, Samantha (2020)  
Adjunct Instructor, Accounting/Business  
B.S., Midstate College  
M.A., Western Illinois University

BEHRENS, Michael (2014)  
Director/Assessment Center  
B.S., University of Illinois  
M.A., Eastern Illinois University

BLACKBURN, Leonard (2004)  
Associate Professor/Mathematics  
B.A., Knox College  
M.S., University of Minnesota

BLACKMAN, Ann (2004)  
Associate Professor/Computer Science  
B.S., Eastern Illinois University  
M.S., Eastern Illinois University

BOCK, David P. (2000)  
Professor/Computer Science  
B.S., Southern Illinois University  
M.A., University of Illinois  
M.F.A., University of Illinois

BOSSAERS, Philippe (2000)  
Professor/Mathematics  
B.S., Bradley University  
M.S., Southern Illinois University

BOYCE, Peggy (2007)  
Professor/Dental Hygiene  
A.A.S., Parkland College  
B.A., Eastern Illinois University  
M.A., University of Illinois

BOYD, Paula (2001)  
Professor/English  
A.A., Broome Community College  
B.A., State University of New York  
M.A., State University of New York  
M.A.T., State University of New York

BRIGGS, Amanda (2014)  
Senior Flight Instructor/Aviation  
B.S., University of Illinois  
Airline Transport Pilot, Federal Aviation  
Administration  
Flight Instructor, Federal Aviation  
Administration  
Ground Instructor, Federal Aviation  
Administration  
Remote Pilot, Federal Aviation Administration

BROWN, Tracey (2008)  
Associate Professor/Humanities  
B.A., Grand Valley State University  
B.A., Grand Valley State University  
Certificate, Grand Valley State University  
M.A., Central Michigan University

BRUCKER, Cullen (2020)  
A.S., Parkland College  
Certified Flight Instructor/ Aviation  
Flight Instructor, Federal Aviation  
Administration  
Commercial Pilot, Federal Aviation  
Administration

BUCHER, Debbie (2009)  
Associate Professor/Nursing  
B.S., Olivet Nazarene  
M.S., Weldon University

BURKE, Marya (2019)  
Counselor / Counseling Support Center  
M.S., University of Illinois  
Ph.D., University of Illinois

BUSKER, R. Lucy (2002)  
Professor/English  
B.A., University of Dayton  
M.A., University of Nebraska  
Ph.D., Arizona State University

BUSTARD, James (2000)  
Director/Physical Plant  
B.S., Illinois College  
M.B.A., Eastern Illinois University

CAFARELLI, Brian (2008)  
Associate Professor/Speech  
B.S., Ferris State University  
M.A., Eastern New Mexico University

CARLSON, Catherine Britt (2013)  
Associate Professor/Chemistry  
B.S., Earlham College  
Ph.D., University of Wisconsin

CHAMLEY, Amy (2022)  
Adjunct Instructor/Child Development  
M.A., University of Missouri

CHANCELLOR, Bryson (2020)  
Certified Flight Instructor/ Aviation  
A.S., Parkland College  
Flight Instructor, Federal Aviation  
Administration  
Commercial Pilot, Federal Aviation  
Administration

CHARNEY, David (2021)  
Adjunct Instructor/ Ford ASSET Program  
A.A.S., Parkland College

CHOU, Chin-Yin (2022)  
Instructor/ Nursing  
M.S., University of Minnesota  
Ph.D., University of Minnesota

CLARK, Wayne (2000)  
Professor/Mathematics  
B.A., Eastern Illinois University  
M.A., Eastern Illinois University

COX, Tammy (2014)  
Associate Professor/Radiology  
A.A.S., Parkland College  
B.S., Grand Canyon University  
M.P.A., Grand Canyon University

CROSS, Megan (2012)  
Associate Professor/Nursing  
A.D.N., Northwest Mississippi Community  
College  
B.S.N., Jacksonvill University  
M.S.N., Olivet Nazarene University

- DAHLMAN, John (2021)  
Adjunct Instructor/Industrial Technology  
A.A.S., Parkland College
- DALLAS, Derek (2001)  
Faculty Chair/Business, Computer Science and  
Technologies  
A.A.S., Lakeland College  
B.S., Eastern Illinois University  
M.S., Eastern Illinois University
- DALTON, Rosetta A. (1998)  
Professor/Biology  
B.S., University of Illinois  
M.S.T., University of Illinois
- DAVINGMAN, Stephanie (2021)  
Dean/ Division of Counseling Services  
B.A., Purdue University  
M.S., University of Illinois  
M.S.W., University of Illinois
- DONSBACH, David (2008)  
Controller/Business Office  
B.S., University of Illinois  
M.B.A., University of Illinois
- DRAKE, Sheryl (2007)  
Associate Professor/Chemistry  
B.S., Illinois State University  
M.S., Illinois State University
- DUCEY, Terri (2017)  
Associate Professor/Nursing  
M.S.N., Benedictine University
- DURST, Jennifer (2022)  
Instructor, Nursing  
B.S.N., Lakeview College of Nursing  
M.S.N., Illinois State University  
D.N.P., Illinois State University
- EVERETT, Tamala (2007)  
Associate Professor/Massage Therapy  
B.S., Florida State University  
M.S., Florida State University
- FARMER, Wendy (2021)  
Instructor/ Nursing  
A.D.N., Parkland College  
B.S.N., Chamberlain College of Nursing  
M.S.N., Chamberlain College of Nursing
- FARRAKHAN, Louis (2021)  
Certified Flight Instructor/ Aviation  
Flight Instructor, Federal Aviation  
Administration  
Commercial Pilot, Federal Aviation  
Administration
- FITTON, Jacob (2021)  
Certified Flight Instructor/ Aviation  
A.G.S., Parkland College  
Flight Instructor, Federal Aviation  
Administration  
Commercial Pilot, Federal Aviation  
Administration
- FITZPATRICK, John (2021)  
Certified Flight Instructor/ Aviation  
B.S., Saint Louis University  
Flight Instructor, Federal Aviation  
Administration  
Airline Transport Pilot, Federal Aviation  
Administration  
Remote Pilot, Federal Aviation Administration  
Ground Instructor, Federal Aviation  
Administration
- FOWLER, Willie (2000)  
Professor/Political Science  
B.A., Northern Illinois University  
M.P.A., Northern Illinois University  
Ph.D., Northern Illinois University
- GARRETT, Lori (2009)  
Associate Professor/Biology  
B.S., University of Illinois  
M.S., University of Illinois
- GREWATZ, Janice (2018)  
Associate Professor/Surgical Technology  
B.S., Southern Illinois University
- GRISON, Sarah (2013)  
Associate Professor/Psychology  
Ph.D., University of Wales
- GULICK, Angela M. (1999)  
Professor/English Composition  
B.S., Iowa State University  
B.A., Iowa State University  
M.A., Iowa State University
- HALES, Wade (2014)  
Associate Professor/EMS  
B.S., Eastern Illinois University
- HANCOCK, Steven (2002)  
Assistant Professor/Diesel Power Equipment  
Technology  
A.A., Northeast Iowa Community College
- HARDEN, Rochelle (2003)  
Professor/English  
B.A., Northern Illinois University  
M.A., Northern Illinois University  
M.Ed., University of Illinois
- HASTINGS, Kevin (2000)  
Faculty Chair/Mathematics  
A.S., Olney Central College  
B.A., Eastern Illinois University  
M.A., Eastern Illinois University
- HAVENLAND, Christina (2009)  
Associate Professor/Pre-College ESL  
B.A., Valparaiso University  
M.S., University of Illinois
- HAWTHORNE, Julia (2013)  
Director/ Advising Services  
B.A., University of Puget Sound  
M.B.A., University of Illinois
- HAYDEN, Robin (2019)  
Adjunct Instructor/ Medical Assistant  
A.A.S., Lincoln Land Community College
- HEDRICK, Gordon (2010)  
Assistant Professor/Diesel Power Equipment  
Technology  
Certificate, Lakeland College
- HENDERSON, Triss A. (1996)  
Director/Community Education  
B.S., University of Illinois
- HETTINGER, Laura (2018)  
Associate Professor/ Dental Hygiene  
A.A.S., Parkland College  
B.S., University of Michigan- Ann Arbor  
M.S., University of Missouri- Kansas City
- HORTON, Todd W. (1998)  
Associate Professor/Construction  
Management  
B.S., University of Illinois  
Professional Engineer, Illinois Professional  
Land Surveyor, Illinois
- HURT, Matthew (2003)  
Faculty Chair/Humanities  
Professor/English  
B.A., University of Illinois-Chicago  
M.A., University of Illinois-Urbana  
Ph.D., University of Illinois-Urbana
- JANCOLA, Angela E. (2000)  
Counselor /Counseling Support Center  
A.A., Parkland College  
B.S., University of Illinois  
M.S.W., University of Illinois
- JANESKY, Kerry (2017)  
Associate Professor/Radiological Technology  
A.A.S., Danville Area Community College  
B.S., Grand Canyon University  
M.P.A., Grand Canyon University
- JOHNSON, Erik S. (2011)  
Associate Professor, Director of Planetarium/  
Astronomy/Natural Sciences  
B.S., University of Iowa  
M.S., Iowa State University
- JONES, Marsh (2001)  
Professor/History  
B.S., University of Illinois  
M.A., University of Illinois  
Ph.D., University of Illinois
- KARCH, Adam (2013)  
Associate Professor/Automotive Technology  
A.A.S., Parkland College  
B.S., Eastern Illinois University
- KASSEM, Amin (2014)  
Chief Information Officer/Administrative  
Services  
M.S., Northwestern University
- KENNETT, Tami (2011)  
Associate Professor/Nursing  
B.S.N., Illinois State University  
M.S.N., Illinois State University
- KESLER, Mark (2008)  
Associate Professor/Business  
B.S., University of Illinois  
M.S., Eastern Illinois University

- KILAR, Jeffrey (2009)**  
Associate Professor/Hospitality Industry  
B.A., University of Iowa  
M.B.A., Eastern Illinois University
- KLEPARSKI, Tracy (2019)**  
Director/Student Life  
B.A., University of Northern Iowa  
M.S., Illinois State University
- KNOTT, Kevin (2008)**  
Dean/Institutional Effectiveness  
A.S., Parkland College  
B.S., Illinois State University  
M.S., Illinois State University  
M.S., University of Illinois
- KO, Jaebum (2002)**  
Professor/Mathematics  
B.S., University of Pittsburgh  
M.S., University of Illinois
- KOPMANN, Matthew (2008)**  
Director of Public Safety; Chief of Police/  
Public Safety  
A.A.S., Parkland College  
B.A., Franklin University
- KRALL, Bryan (2002)**  
Professor/Biology  
A.A.S., Illinois Central College  
B.S., Illinois State University  
M.S., Illinois State University
- LANDIS, Amber (2006)**  
Professor/English  
B.A., Illinois State University  
M.A., University of Illinois
- LARENAS, Charles (2008)**  
Associate Professor/Social Science  
B.S., University of Illinois  
M.S., University of Illinois
- LAU, Pamela (2000)**  
Executive Vice President  
B.A., National University of Singapore  
M.A., University of Chicago  
Ed.D., Ferris State University
- LEUSZLER, Heidi K. (1995)**  
Professor/Biology  
B.A., Knox College  
M.S., Utah State University
- LIGHTY, Gerald (2020)**  
Instructor/Engineering Science  
A.A.S., Parkland College
- LITTLETON, Jody (2001)**  
Associate Professor/Speech  
A.S., Lake Land College  
B.A., Eastern Illinois University  
M.A., Eastern Illinois University
- LLOYD, Chelsea (2019)**  
Associate Professor/ Microbiology  
M.S., University of Illinois  
Ph.D., University of Illinois
- LOBDELL, Laurie (2011)**  
Associate Professor/Veterinary Technology  
B.A.S., Siena Heights University  
M.A.Ed., University of Illinois
- LYONS, Kyle (2018)**  
Senior Flight Instructor/Aviation  
A.A.S., Southern Illinois University  
B.S., Southern Illinois University  
Flight Instructor/ Federal Aviation  
Administration  
Commercial Pilot/ Federal Aviation  
Administration  
Ground Instructor/ Federal Aviation  
Administration
- MANUEL, Stephanie (2018)**  
Instructor/ Practical Nursing  
B.S., Illinois Wesleyan University  
M.S.N., Capella University
- MARTIN, Molly (2012)**  
Associate Professor/Respiratory Care  
A.A.S., Parkland College  
B.S., Greenville College
- MASTERS, Rebecca (2012)**  
Associate Professor/Surgical Technology  
Certificate, Parkland College  
B.A., Eastern Illinois University
- MAY, Shelby (2014)**  
Associate Professor/CNA (Nursing)  
A.A.S., Parkland College  
B.S., Illinois State University  
M.S., University of Alabama
- MCANDREW, Kathleen (2008)**  
Associate Vice President/ Chief Human  
Resources Officer  
A.S., Parkland College  
B.S., Eastern Illinois University  
M.P.A., Governors State University
- MCCLURE, Kendra (2010)**  
Associate Professor/ Mass Communication  
B.A., Valparaiso University  
M.A., Eastern Illinois University
- MCHALE, J. Brendan (2018)**  
Director/Athletics  
B.S., Western Illinois University
- MCMANUS, Ann M. (1998)**  
Professor/Psychology  
B.A., University of the Pacific  
Certification, University of California-Berkeley  
M.A., San Francisco State University
- MCPIKE, Leann (2019)**  
Adjunct Instructor/Computer Technology  
Center  
M.S., University of Illinois
- MECCOLI, Dan (2021)**  
Adjunct Instructor/ Electronics  
A.A.S., Parkland College  
B.S., Bellevue University
- MEDRANO TORRES, Cynthia (2022)**  
Librarian, Learning Technology/Learning  
Commons  
B.A., Depaul University  
M.S., University of Illinois
- MENDELOWITZ, Seth J. (1994)**  
Professor/English  
B.A., Union College  
M.A., San Francisco State University  
M.A., San Francisco State University  
M.A., University of Illinois
- MERCER, Brian A. (1998)**  
Professor/Mathematics  
A.S., Lake Land College  
B.A., Eastern Illinois University  
M.S., Southern Illinois University
- MEREDITH, Raymond D. (1998)**  
Professor/ English as a Second Language  
B.A., University of Illinois  
M.A., University of Illinois  
Certificate of Advanced Study, University of  
Illinois
- MITEVA, Valentina (2012)**  
Associate Professor/Biology  
M.S., University of Plovdiv
- MITSDARFER, Charles (2019)**  
Adjunct Instructor/Agriculture  
B.S., University of Illinois  
M.S., University of Illinois
- MOBASSERI, Maria (1999)**  
Assistant Professor/Computer Science  
B.S., University of Massachusetts  
M.S., University of Illinois
- MOORE, Jonathon (2018)**  
Director/Chief Pilot/Aviation  
M.S., Naval Postgraduate School  
Flight Instructor/ Federal Aviation  
Administration  
Airline Transport Pilot/ Federal Aviation  
Administration
- MORGAN, Brian (2015)**  
Instructor, Theatre/Fine and Applied Arts  
B.F.A., University of Illinois  
M.F.A., University of Illinois
- MORRIS, Richard D. (1997)**  
Professor/English  
B.A., University of Illinois  
B.S., Eastern Illinois University  
M.A., Eastern Illinois University  
Ph.D., Purdue University
- NDOYE, Ibrahima (2005)**  
Associate Professor/ Foreign Language  
B.A., University of Dakar  
M.A., University of Illinois
- Nelson, Peter (2021)**  
Certified Flight Instructor/Aviation  
B.S., Utah Valley University
- NICKENS, Tawanna (2000)**  
Assistant Dean/Adult Education and  
Workforce Development  
B.S., Southern Illinois University  
M.S.Ed., Eastern Illinois University
- NUDELMAN, Brian (2004)**  
Professor/English  
B.A., Florida Atlantic University  
M.A., Florida Atlantic University  
Ph.D., University of Southern Mississippi

- O'CONNOR, Lauren (2006)  
Associate Professor/English  
B.A., University of Illinois  
M.A., University of Illinois
- OLIVERAS-HERAS, Montserrat (2004)  
Professor/Spanish  
B.A., Universidad Central, Barcelona  
M.A., University of Illinois
- OMO-OSAGIE, Joseph (2006)  
Counselor / Counseling Support Center  
A.A., Parkland College  
B.A., University of Illinois  
M.S.Ed., Eastern Illinois University
- PANKAU, Kimberly (2008)  
Associate Dean/Health Professions  
Associate Professor/Dental Hygiene  
A.A.S., Parkland College  
B.S., University of Saint Francis  
M.A., University of Illinois, Springfield
- PAPENBROK, Heidi (2003)  
Professor/Nursing  
B.S.N., Aurora University  
M.S., Rush University
- PEIDL, Shane (2012)  
Associate Professor/Automotive Ford ASSET  
A.A.S. Parkland College  
B.S., Southern Illinois University, Carbondale  
Ford Senior Master Service Engineer
- PENNE, Amy (2001)  
Professor/English  
B.A., University of North Carolina at Charlotte  
M.A., University of Illinois  
Ph.D., University of Illinois
- PORTER, Adam (2014)  
Assistant Professor/Communication and  
Radio  
B.A., Southern Illinois University  
M.S., Southern Illinois University
- POWERS, Theodore J. (1998)  
Professor/Psychology  
A.S., Lincoln Land Community College  
B.S., University of Illinois  
M.S., University of Illinois
- QUILTY, Morgann (2019)  
Associate Dean/ Learning Commons  
A.A., Parkland College  
B.A., University of Illinois  
M.A., University of Illinois
- RAMAGE, Thomas R. (1998)  
President  
B.A., Governors State University  
M.A. Ed. H.D., George Washington University  
Ed.D., Nova Southeastern University
- RANDLES, Christopher (1994)  
Vice President/Administrative Services, Chief  
Financial Officer  
B.S., University of Illinois  
C.P.A., State of Illinois  
C.B.M., Association of Professional Business  
Management
- REYNOLDS, Evelyn (2010)  
Associate Professor/Social Science  
B.S., Illinois State University  
M.S., Illinois State University
- ROBERTS, James (2011)  
Associate Professor/Nursing  
B.S., University of Saint Francis  
M.S.N., Walden University
- ROBERTS, Michelle (2014)  
Associate Professor/Occupational Therapy  
Assistant  
A.A., Holmes Junior College  
B.S., Delta State University  
B.S.O.T., Saint Louis University  
M.H.S., University of Indianapolis
- RODRIGUEZ, Manuel (2010)  
Associate Professor/Chemistry  
B.S., University of Puerto Rico  
M.S., University of Illinois
- ROSS, Jonathan C. (1997)  
Professor/Automotive Technology  
A.A.S., Parkland College  
B.S., Southern Illinois University  
M.S., Eastern Illinois University  
ASE Certified Technician
- ROUBAL, Peter (1998)  
Professor/Music  
B.A., University of Illinois  
M.M., University of Illinois  
D.M.A., University of Illinois
- RUTLEDGE, Steven (2007)  
Professor/English  
B.A., University of Illinois  
M.Ed., University of Illinois  
Ph.D., University of Illinois
- SCARBOROUGH, Isabel (2012)  
Professor/Anthropology  
Ph.D., University of Illinois
- SCHACHT, Katie (2014)  
Counselor /Counseling Support Center  
M.A., University of Minnesota
- SCHNARRE, Thomas (2001)  
Professor/English  
B.S., Eastern Illinois University  
M.A., Eastern Illinois University
- SCHUDEL, Marc (2009)  
Assistant Professor/Networking  
A.A.S., Parkland College
- SCHUMACHER, Kelly D. (1997)  
Professor/Computer Information Systems  
B.A., University of Washington  
M.B.A., University of Washington
- SCHUM, Kyle (2019)  
Certified Flight Instructor/ Aviation  
Flight Instructor, Federal Aviation  
Administration  
Commercial Pilot, Federal Aviation  
Administration
- SCHWABAUER, Carolyn (2009)  
Associate Professor/Reading  
B.A., Augustana College  
M.L.D., Saint Mary of the Woods
- SEIF, Denise (2004)  
Associate Professor/Art and Design  
B.F.A., University of Illinois  
M.A., Eastern Illinois University  
M.F.A., Kent State University
- SEIM, Madeline (2008)  
Associate Professor/Respiratory Care  
B.A., Eastern Illinois University  
M.S., Eastern Illinois University
- SHANNON, Erin (2018)  
Director/Marketing and Public Relations  
B.S., University of Illinois  
M.S., University of Illinois
- SHAW, Peggy (2007)  
Professor/Fine & Applied Arts  
B.F.A., University of Illinois  
M.F.A., Art Institute of Chicago
- SHI, Jing (2007)  
Patron Services Librarian/ Learning Commons  
M.S., University of Illinois  
M.A., Hebei Normal University, China
- SHOAF, Curtis (2001)  
Professor/Physics  
B.S., University of Illinois  
M.S., University of Illinois
- SIECHEN, Scott (2008)  
Faculty Chair/Natural Sciences  
B.A., Indiana University  
Ph.D., University of Illinois
- SMIGIELSKI, Kristin (2018)  
Dean/ Enrollment Management  
M.Ed., University of Illinois
- SMITH, Brian (2000)  
Professor/Mathematics  
B.S., Truman State University  
M.S., Purdue University
- SMITH, Jane (2006)  
Instruction Librarian; FYE Coordinator/  
Learning Commons  
Associate Professor/Library  
M.L.I.S., Dominican University
- SMITH, Judy (2010)  
Associate Professor/Accounting  
B.A., University of Oklahoma  
M.A., Southern Illinois University
- SMITH, Leslie (2003)  
Professor/Mathematics  
B.S., University of Illinois  
M.S.T.M., University of Illinois
- SOLA, Travis (2008)  
Associate Professor/Social Science  
B.S., Grand Valley State University  
M.A., University of Illinois
- SOMERS, Judith (2018)  
Associate Professor/Practical Nursing  
B.S., Mennonite College of Nursing

M.S.Ed., American Sentinel University

SONNICHSEN, Laura (2001)  
Professor/Chemistry  
B.A., Oberlin College  
Ph.D., University of California, Los Angeles

STOLZ, Joan (2001)  
Associate Professor/Art and Design  
B.A., University of Maryland  
M.F.A., Maryland Institute College of Art

STUART, Stephanie (2017)  
Vice President/Communications and External  
Affairs  
B.S., University of Illinois

SUTTER, Laura (2020)  
Instructor/Veterinary Technology  
B.S., University of Illinois  
D.V.M., University of Illinois

SUTTON, Nancy (2006)  
Vice President/Chief Academic Officer/  
Academic Services  
B.A., Millikin University  
M.S., Southern Illinois University  
Ed.D., Ferris State University

TAYLOR, Carrie (2008)  
Associate Professor/Social Science  
B.S., University of Illinois  
M.A., University of Illinois

TRAME, Michael (2013)  
Vice President/Student Services  
B.A., University of Illinois  
M.S., University of Illinois

TREGO, Heidi (2021)  
Flight Instructor/Aviation  
B.S., Lewis University  
Flight Instructor, Federal Aviation  
Administration  
Commercial Pilot, Federal Aviation  
Administration

TURNER, Marietta (2008)  
Dean/Student Services  
B.A., University of Illinois-Chicago  
M.A., Governors State University  
Ed.D., Northern Illinois University

URBAN, Kenneth J. (1997)  
Professor/Computer Science  
B.S., University of Albany  
M.S., College of William and Mary  
M.C.S., University of Illinois

VERSTRAT, Patricia (2004)  
Professor/English  
B.A., Northern Michigan University  
M.A., Northern Michigan University  
Ph.D., Washington State University

VICEK, Jeffery (2004)  
Professor/Economics  
B.A., Eureka College  
M.S., University of Illinois

WAHLFELDT, Tracy (2018)  
Executive Director/ Foundation

B.S., University of Illinois

WAKEFIELD, Mernice (2021)  
Adjunct Instructor/Nursing  
A.D.N., Parkland College  
B.S.N., Grand Canyon University  
M.S.N., Grand Canyon University

WALLS, Gina D. (1994)  
Professor Emeritus/Sociology  
A.B., University of Illinois  
M.A., Illinois State University  
Ph.D., University of Illinois

WALWIK, Joseph (2009)  
Dean /Arts and Sciences  
Ph.D., The American University

WARREN, Chris (2004)  
Associate Professor/Kinesiology  
A.S., Parkland College  
B.A., Concordia University  
M.S., University of Illinois

WATT, Matthew (2005)  
Professor/Art and Design  
B.F.A., Eastern Michigan University  
M.F.A., Savannah College of Art and Design

WEAVER, Michael (2016)  
Associate Professor/Occupational Therapy  
Assistant  
B.A., Miami University

WEBER, Joshua (2019)  
Instructor/Physics  
Ph.D., University of Wisconsin- Madison

WEISHAR, Julie (2001)  
Faculty Chair/Fine and Applied Arts  
A.A., Triton College  
B.A., Rosary College  
M.A., University of Illinois-Chicago

WENDT, Timothy (2002)  
Director/Enrollment Services  
A.S., Spoon River College  
B.S., Western Illinois University  
M.B.A., Eastern Illinois University

WHITLOCK, Gregory (2002)  
Professor/Philosophy  
B.A., University of Illinois  
M.A., University of Texas  
Ph.D., University of Texas

WILDING-MARTIN, Erin (2001)  
Professor/Mathematics  
B.S., Illinois College  
M.S., University of Illinois  
Ph.D., University of Illinois

WILLIAMS, Deanna J. (2003)  
Professor/English Composition  
B.A., Truman State University  
M.A., University of Illinois

WILLIAMS, Lori J. (1995)  
Professor/English Composition  
B.A., Kentucky Wesleyan College  
M.A., Indiana University

Ph.D., Indiana University

WILSON, Andrew (2002)  
Professor/Mathematics  
B.S., Illinois College  
M.A., St. Louis University

WIRTH, William (2007)  
Associate Professor/Industrial Technology  
A.S., City College of Chicago  
B.S., State University of New York  
M.Ed., University of Illinois  
American Welding Society, Certified Welding  
Educator  
Certified Welding Inspector

WOODS-STAHLER, Nikki (2004)  
Professor/Mathematics  
B.A., Eastern Illinois University  
M.A., Eastern Illinois University

ZHAO, Ruijie (2010)  
Professor/English  
Ph.D., Bowling Green State University

## Professional Support Staff

*Date in parentheses indicates first year of full-time appointment at Parkland College.*

ADAMS, Thomas (2020)  
Technical Support Specialist/ Campus  
Technologies

ANGEL, Matthew (2018)  
Technical Support Specialist/Campus  
Technologies

BARBER, Chamonique (2017)  
Head Teacher/Child Development Center  
Certificate, Parkland College  
A.A.S., Parkland College

BARNES, Joyce (2004)  
Custodian/Physical Plant

BENNER-COOGAN, Myriah (2006)  
Advising Program Manager  
A.A.S, Parkland College  
B.S., Greenville College  
M.S., Eastern Illinois University

BENNETT, Stacey L. (1999)  
Associate/Financial Aid  
A.S., Parkland College  
B.S., Eastern Illinois University

BENTSEN, Mitchell (2018)  
Application Support Engineer/Campus  
Technologies

BIRKY, Joshua (2009)  
Program Manager/Grants and Contracts  
B.S., University of Illinois

BRADLEY, Steven (2005)  
Custodian/Physical Plant

BROWN, Shamir (2020)  
Program Manager, Transitions/ Adult  
Education



- BUCHANAN, Tyra (2011)  
Administrative Assistant/Division of Arts & Sciences
- BYERS, LeeAnne (2014)  
Inventory Manager/Natural Sciences and Health Professions  
A.S., Spoon River College  
B.S., Western Illinois University  
M.S., University of Illinois
- CAMPBELL, Carolyn (2013)  
Custodian/Physical Plant
- CHAPMAN, Kena Jo (2004)  
Chemistry Lab Manager/Natural Sciences  
B.S., Eastern Michigan University  
B.S., University of Wisconsin  
M.S., Newman University
- CHARNEY, Emily (2022)  
Administrative Assistant/Campus Technologies
- CHEPAN, Beth (2005)  
Advisor, Student Records/Admissions and Records  
A.A.S., Parkland College  
B.A., Eastern Illinois University
- CLARK, Joshua (2017)  
Activities Program Manager/Student Life
- CORBIN, Ronald (2021)  
Assistant/ Financial Aid
- COSTELLO, Lisa (2004)  
Director/Art Gallery  
B.F.A., University of Illinois  
M.F.A., Cranbrook Academy
- COULTER, Michael K. (1998)  
Video Production Specialist/ Center for Excellence  
B.A., Eastern Illinois University
- CRAIG, Lauren (2020)  
Purchasing Agent/ Business Office
- CROWLEY, Jason (2009)  
Groundskeeper/Physical Plant
- CUPPERNELL, Rebecca (2007)  
Telecommunicator/Public Safety
- DANNENFELDT, Sean (2007)  
Operations Manager/Arts and Sciences  
B.A., University of Illinois  
M.Ed., University of Illinois
- DEER, Ricky (2019)  
Application Support Engineer/ Campus Technologies
- DELCARMEN CUAHUTLE GARCIA, Maria (2019)  
Custodian/ Physical Plant
- DENSMORE, Aimee (2002)  
Program Manager/Career and Technical Education  
A.S., Olney Central College  
B.A., Eastern Illinois University
- DILLER, Bryan S. (1994)  
Infrastructure Specialist/Campus Technologies  
A.A.S., Parkland College
- DOEBEL, Ryan (2021)  
Technical Support Specialist/Campus Technologies
- DOODY-JONES, H. Elise (2018)  
Program Manager/Highway Construction  
B.A., University of Illinois
- DRAKE, Robert W. (2001)  
Technical Support Coordinator/Campus Technologies  
A.S., Parkland College  
B.S., Eastern Illinois University
- EASTIN, Haiti C. (1995)  
Advisor/Financial Aid  
B.S., Eastern Illinois University
- ELGHAMMER, Ellen (2021)  
Admissions Advisor/ Admissions & Records
- EVANS, Wendy (2015)  
Program Manager/Aviation
- FARMER, David (2011)  
Groundskeeper/Physical Plant
- FORAN, Debbie (2007)  
Clerk/Assessment Center  
B.A., University of Illinois
- FORSTER, Brittany (2017)  
Operations Assistant/Community Education  
B.S., Southern Illinois University
- FOSTER, Chris (2007)  
Program Manager/PCTV  
A.A., Parkland College  
B.A., Eastern Illinois University  
M.A., Eastern Illinois University
- FRASCA, Amy (2017)  
Curriculum Specialist/ Academic Services
- FRIEDMAN, Lori A. (1998)  
Systems Analyst/Campus Technologies  
A.A.S., Parkland College
- GEIKEN, Deane (2014)  
WPCD Radio Director/Fine and Applied Arts  
A.A.S., Parkland College  
B.S., Illinois State University
- GIBONEY, Lee (2014)  
Painter, Physical Plant
- GILBERT-MOHLER, Amanda (2021)  
Bookstore Specialist/ Bookstore
- GOLDENSTEIN, Susan (2004)  
Coordinator/Foundation  
A.S., Parkland College  
B.S., Eastern Illinois University
- GRADY-COBURN, Alexis (2021)  
Office Assistant/TRiO; SWFT
- GROOT, Alison (2010)  
Research Analyst/ Institutional Accountability and Research  
B.A., University of Notre Dame  
M.A., University of Illinois
- GUDAUSKAS, Christopher (2017)  
Cook/Child Development Center
- HAMMOCK, Ashley (2020)  
Assistant/ Assessment Center
- HARRIS, Carrie (2000)  
Program Manager /Community Education  
A.A.S., Parkland College  
B.S., Eastern Illinois University  
M.S., Eastern Illinois University
- HASLER, Alexis (2021)  
Academic Success Advisor/ Academic Advising
- HENDERSON, William (Andy) (2014)  
Printing Services Assistant/Reprographics
- HERGES, Derek (2012)  
Carpenter/Physical Plant
- HERRMAN, Cole (2021)  
Technical Support Specialist/Campus Technologies
- HEWING, Beth (2010)  
Accounts Payable Accountant/Business Office  
A.S., Parkland College  
B.S., University of Illinois
- HICKOX, Tracey (2021)  
Instructional Services Coordinator/ Learning Commons  
B.S., University of Memphis  
M.S., University of Memphis
- HICKS-LAYMAN, Heather Ann (2021)  
Operations Assistant/Parkland Presents  
B.A., Chadron State College
- HIGHTOWER, Brennon (2020)  
Career Counselor/ Career Services
- HOLY, Patrick (2001)  
Systems Analyst/Campus Technologies  
A.A.S., Parkland College
- HOOKER, Anthony (2013)  
Adult Re-Entry Advisor/Admissions and Records
- HOUSTON, Joshua (2017)  
Building Systems Lead/Physical Plant
- HULS, Jim (1997)  
Technical Support Specialist/Campus Technologies  
A.A.S., Parkland College
- INGALSBE, Joshua (2021)  
Application Support Engineer/ Campus Technologies
- JESSEE, Joseph (2017)  
Groundskeeper/Physical Plant
- JOHNSON, Jordan (2021)  
Career Counselor, SWFT/ Career Services

JOHNSON, Megan (2022)  
CVT Lab Assistant/Veterinary Technology  
A.A.S., Parkland College

JONES, Jacqueline (2003)  
Custodian/Physical Plant

JONES, LeeAnn (2021)  
International Student Advisor/ Admissions and  
Records

JONES, Susan (2001)  
Academic Development Specialist/Learning  
Commons  
B.S., Frostburg State College  
M.Ed., Loyola College

KAMPHAUS, Dawn (2005)  
Advisor/Financial Aid  
A.G.S., Parkland College  
B.A., Eastern Illinois University

KARR, Edward (2016)  
High School Outreach Coordinator/  
Assessment Center

KERSH, Rufus (2019)  
Custodian/ Physical Plant

KINCHELOE, Joseph (2018)  
Groundskeeper/ Physical Plant

KING, Daniel (2020)  
Technical Support Specialist/ Campus  
Technologies

KING, Pamela (2004)  
Patron Services Assistant/ Learning Commons  
B.A., DePaul University

KIRSANOFF, Daniel (2021)  
Technical Support Specialist/Campus  
Technologies

KISER, James (2019)  
Infrastructure Specialist/ Campus  
Technologies

KLEMPERER, Alexander (2016)  
Curriculum and Scheduling Coordinator/  
Academic Services  
M.S., University of Illinois

KNIPFER, Anna (2021)  
Admissions Advisor; CRM Specialist/  
Admissions and Records

KNIPFER, Nathan (2021)  
Systems Analyst/Campus Technologies

KOLLMANN, Alex (2016)  
Coordinator/Assessment Center

LANDA, Ashli (2020)  
Communications Specialist/ Marketing and  
Public Relations

LAWYER, Dara (2020)  
Academic Advisor/Academic Advising

LEWIS, Edward (2002)  
Custodian/Physical Plant

LEWIS, Rebecca (2021)  
Selective Admissions Advisor/ Admissions and  
Records

LIFFICK, Juliana (2021)  
Assistant Teacher/ Child Care Development  
Center

LORA, Jorge (2019)  
Custodian/Physical Plant

LUCAS, Iris (2015)  
Custodian/Physical Plant

LYKE, William (2019)  
Infrastructure Specialist/ Campus  
Technologies

LYNE, Lisa (2008)  
Program Manager/Early College Services

MARVIN, Carrie (2017)  
Payroll Accountant/ Business Office

MATTHEWS, Sharon (1988)  
Administrative Assistant/Marketing and Public  
Relations

MAXWELL, John D. (1994)  
Maintenance/Physical Plant

MAXWELL, John L. (2009)  
Groundskeeper/Physical Plant

MCBRIDE, Melinda (2012)  
Assistant Director/Child Development Center.  
B.S., University of Illinois  
M.Ed., University of Illinois

MCCLAIN, Mark (2001)  
Technical Support Specialist/Campus  
Technologies

MCCULLY, Waylena (2000)  
Producer/Planetarium  
B.A., University of Toledo

MCDOWELL, Mark-Saint (2002)  
Advisor/TRiO-Student Support Services  
B.S., University of Illinois  
Ed.M., University of Illinois

MCGINNESS, Patrick (2015)  
Operations Assistant/Community Education  
A.A., Parkland College

MEINHOLD, Samantha (2018)  
Assistant Teacher/Child Development Center  
Certificate, Parkland College  
A.A.S., Parkland College

MILLER, Andrew (2017)  
Enterprise Applications Analyst/Campus  
Technologies

MINNECI, Tanino (2010)  
Academic Advisor/ Academic Advising  
B.A., University of Illinois  
M.S.W. New York University

MITCHELL, Kristin (2015)  
Accounts Receivable Accountant/Business  
Office

MORGAN, Karen (2021)  
Academic Success Advisor/ Academic  
Advising  
B.S., Southern Illinois University  
M.A., Southern Illinois University

MUNSTER, Melissa (2022)  
Assistant Teacher/ Child Development Center  
B.A., Eastern Illinois University

MURBARGER, Patricia (2008)  
Advisor/Financial Aid  
B.S. Eastern Illinois University  
M.Ed. DePaul University

MURPHY, Molly (2004)  
Academic Advisor/ Academic Advising  
B.A., University of Missouri  
M.S., Eastern Illinois University

MURPHY-LUCAS, Christine (2011)  
Operations Manager/Career and Technical  
Education

MURRAY, Kristen (2007)  
Secretary/Accessibility Services

MUSGROVE, Logan (2020)  
Technical Support Specialist/ Campus  
Technologies

NEAL, Dalton (2020)  
Technical Support Specialist/Campus  
Technologies

NEWMAN, Evila (2017)  
Coordinator and Conduct Officer/Student Life  
B.S., Southern Illinois University

O'CONNOR, Deana (2018)  
Mail Services Coordinator/ Mailroom  
A.A.S., Parkland College

OHLSSON, Brooke (2011)  
Program Manager/Community Education

OLMO, Nicole (2019)  
Accountant/ Business Office

PALMER, Marvin (2018)  
Custodian/ Physical Plant

PATRICK, Angela (2011)  
Administrative Assistant/Deans of Enrollment  
Management and Student Services  
A.G.S., Parkland College

PATTERSON, Richard (2004)  
Computer Operator I/Campus Technologies  
Certificate, Community College of the USAF

PAYTON, Darrell (1999)  
Custodian/Physical Plant

PEIRCE, Jonathon (2013)  
Enterprise Applications Analyst/Campus  
Technologies  
Certificate, Parkland College  
A.A.S., Parkland College

PELMORE, Barry (2020)  
Custodian/ Physical Plant

POTEMPA, Kennedy (2020)  
Assistant/ Accessibility Services

PRATHER, Paula (2021)  
Admissions Advisor/ Admissions and Records

PRATT, Joshua (2019)  
Custodian/ Physical Plant

PROBASCO, Debra (2001)  
Operations Assistant/Learning Commons  
A.A.S., Parkland College

PRZYGODA, Gabe (2016)  
Systems Analyst/Campus Technologies  
B.A., Eastern Illinois University  
M.S., Eastern Illinois University

PRZYGODA, Megan (2015)  
Program Manager, CTE/Career and Technical  
Education  
B.S., Eastern Illinois University

RAGLE, Cole (2017)  
Enterprise Applications Analyst/Campus  
Technologies

RAISNER, Katie (2019)  
Advisor/TRiO Student Support Services

RECK, Daniel (2021)  
Technical Support Specialist/ Campus  
Technologies

REED, Dianne R. (1994)  
Telecommunicator/Public Safety

REYNOLDS, Cindy (2011)  
Administrative Assistant/ Health Professions  
A.A.S., Parkland College

REYNOLDS, Kylee (2017)  
Telecommunicator/Public Safety

RICHARDSON, Melvin (2008)  
Custodian/Physical Plant

RICHARDSON, Rebecca (2020)  
Admissions Associate/ Admissions and  
Records

RITTENHOUSE, Molly (2008)  
Perkins Program Manager/Career and  
Technical Education  
A.G.S., Parkland College  
B.A., Eastern Illinois University

ROCHA, Karen (1998)  
Administrative Assistant/Natural Sciences and  
Mathematics

RODMAKER, Gabrielle (2019)  
Graphic Designer/ Marketing & Public  
Relations  
B.A., Eastern Illinois University

ROMITO, Jennifer (2010)  
Assistant/Admissions and Records  
A.A.S., Parkland College

ROTHWELL, Randy (1999)  
Academic Advisor/Academic Advising  
A.S., Danville Area Community College  
B.S., Illinois State University  
M.S., Eastern Illinois University

RUFF, Kenyatta (2020)  
Custodian/ Physical Plant

SEIDEL, Phaedra (1992)  
Assistant/Assessment Center

SHEEHAN, Joy (2021)  
Operations Assistant/ Dental Clinic

SHELL, Eric (2022)  
Office Assistant/ Academic Advising

SHUMATE, Julie K. (1991)  
Administrative Assistant / Division of  
Counseling Services  
Certificate, Parkland College

SIMS, Katelyn (2021)  
Assistant/ Athletics

SMELTZER, Sarah (2015)  
Research Analyst/Institutional Accountability  
and Research  
B.A., Southern Illinois University  
M.A., Minnesota State University

SMITH, Cynthia (2004)  
Program Manager/Arts and Sciences  
A.A.S, Parkland College (Nursing)  
A.A.S, Parkland College (Data Processing)

SMITH, Gary (2009)  
Custodian/Physical Plant

SMITH, Gwen (2007)  
Senior Accountant/Business Office  
A.A.S., Community College of the Air Force  
A.A.S., Parkland College  
B.S., Eastern Illinois University

SMITH, Leeann (2021)  
Assistant Teacher/ Child Development Center

SOMERS, Jennifer (2005)  
Head Teacher/Child Development Center  
A.A.S., Parkland College

SORENSEN, Clark (2016)  
Administrative Assistant/Aviation

STALEY, Rachel (2013)  
Administrative Assistant/Health Professions

STANDERFER, Samuel (2022)  
Infrastructure Specialist/ Campus  
Technologies

STEPHENS, Kristen (2017)  
Co-Coordinator/Accessibility Services

STONE, Sara (2003)  
IT Service Desk Coordinator/Campus  
Technologies  
B.F.A., University of Illinois

STRACK, John (2002)  
Carpenter/Physical Plant

STUNKARD, Diane (2017)  
Admissions Associate/Admissions and  
Records

SWANN, Oliver (2019)  
Collection Specialist/ Learning Commons

TALBOTT, Karen (2015)  
Head Teacher/Child Development Center  
A.S., Parkland College

TATAR, Walter (Jake) (2018)  
Senior Graphic Designer/Marketing and Public  
Relations  
A.A.S., Parkland College  
B.S., Illinois State University

TAYLOR, Anita (1998)  
Department Assistant/Arts & Sciences  
A.S., Parkland College  
B.A., Eastern Illinois University

TAYLOR, Anthony (2005)  
Custodian/Physical Plant

TAYLOR, Kristina M. (1998)  
Advisor/Financial Aid  
B.A., Eastern Illinois University  
M.S.Ed., Eastern Illinois University

TAYLOR, Larry (1999)  
Academic Advisor/Academic Advising  
A.S., Parkland College  
B.A., Eastern Illinois University  
M.S.Ed, Eastern Illinois University

TAYLOR, Maurice (2016)  
Associate/Admissions and Records  
B.A., Eastern Illinois University

THIES, Teresa (2019)  
Program Manager; Youth/ Community  
Education

THOMPSON, Randy (2014)  
Maintenance/Physical Plant

THORMAN, Kevin (2008)  
Groundskeeper/Physical Plant

TIEDEMANN, Kevin (2018)  
Advisor/ Financial Aid

VANNARATH, Tylor (2019)  
Groundskeeper/ Physical Plant

VIDONI, Mary (2019)  
Academic Advisor/ Academic Advising

WADE, David (2019)  
Custodian/Physical Plant

WALKER, Brian (2012)  
Custodian/Physical Plant  
Certificate, Parkland College  
A.A.S., Parkland College

WALKER, Eddie (2021)  
Custodian/ Physical Plant

WALKER, Reginald (2021)  
Custodian/ Physical Plant

WARE, Gloria (2013)  
Custodian/Physical Plant

WEBB, David (2017)  
Business Solutions Consultant/Community  
Education

WENDT, Lori L. (2000)  
Instructional Technology Specialist/  
Professional Development and  
Instructional Technology  
A.S., Spoon River College  
B.S., Western Illinois University  
M.B.A., Eastern Illinois University

WHITE, Cyndy (2016)  
Student Records Advisor/Admissions and  
Records  
Certificate, Parkland College  
A.A.S., Parkland College

WHITE, Michelle (2002)  
Enrollment Services Technology Specialist/  
Admissions and Records  
A.A.S., Parkland College  
B.A., Eastern Illinois University

WHITFIELD, Kenyatta (2021)  
Custodian/ Physical Plant

WIETECH, Maureen (2021)  
Marketing & Digital Content Manager/  
Marketing & Public Relations

WILSON, Betty (Diane) (2017)  
Custodian/Physical Plant

WILSON, Calvin (2019)  
Custodian/ Physical Plant

WILSON, Steven (2021)  
Academic Success Advisor/ Academic  
Advising

WINKER, Sarah (2021)  
Admissions Advisor/ Admissions & Records

WOLF, Harvest (2021)  
Technical Support Specialist/ Campus  
Technologies

WOODWORTH, Catherine (2020)  
Head Teacher/ Child Care Development  
Center

WORBY, Lillian (Lily) (2013)  
Grants Specialist/Grants and Contracts

WRIGHT, Laura (2017)  
Co-Coordinator/Accessibility Services

YOUNG, Luther (2020)  
Multimedia Systems Coordinator/Campus  
Technologies

ZIEGLER, Greg (2014)  
Clerk/Bookstore

## Supervisory and Confidential Staff

*Date in parentheses indicates first year of full-time appointment at Parkland College.*

BARBEE, Li (2008)  
Administrative Assistant/Vice President for  
Academic Services  
A.S., Parkland College

BLACKFORD, Deanna (2015)  
Payroll Manager/Business Office  
B.A., Carthage College

BURNS, Troy (2009)  
Manager of Building and Grounds/Physical  
Plant

CHO, Mina (2021)  
Clinical Simulation Coordinator/Health  
Professions  
A.A.S., Parkland College  
B.A., Seowon University  
M.S.N., Walden University

COUNTER, Ruthie (2003)  
Associate Director/Marketing & Public  
Relations  
B.A., Butler University  
M.S., Franklin University

DELANEY, Peter (2022)  
Director of Information Security/ Campus  
Technologies  
B.S., Western Governor's University  
M.B.A., Western Governor's University

FIGUEROA, Anthony (2012)  
Assistant Director/Athletics

FLESHNER, Amy R. (1998)  
Associate Director/Community Education  
A.S., Parkland College  
B.S., Eastern Illinois University  
M.S., Eastern Illinois University

GARRETT, Krystal (2013)  
Office Manager/Executive Assistant/ President  
and Board of Trustees

GREEN, Gordon D. (1994)  
Director/System Development  
B.S., Illinois State University

HARTMAN, Sarah (2012)  
Interim Associate Director/Admissions and  
Records  
B.S., Eastern Illinois University  
M.S., Colorado State University

JACOBSON, Martha (2013)  
Manager, Employment/Employment Relations/  
Human Resources  
A.A.S., Parkland College

JIMENEZ, Ishly (2020)  
Administrative Assistant/ Human Resources

LAURENT, Holly (2019)  
Administrative Assistant/ Vice President for  
Student Services

LEWIS, Melanie (2002)  
Manager, Benefits & Employee Services/  
Human Resources  
A.S., Parkland College  
B.S., University of Illinois

LYTEL, Pamela M. (1992)  
Associate Director/Financial Aid  
A.A.S., Parkland College  
B.A., Eastern Illinois University

MALDONADO, Jason (2021)  
HR Specialist- Onboarding/ Human Resources

MCNAUGHT, Rebecca (2015)  
Director of Portfolio and Project  
Management/Campus Technologies  
A.S., Carl Sandburg College  
B.S., University of Illinois  
M.B.A., University of Illinois

NEAL, Katherine (2021)  
Employment Coordinator/ Human Resources  
A.A.S., Parkland College

PIERCE, James D. (1999)  
Director of Applications Support /Campus  
Technologies  
A.A.S., Danville Area Community College  
B.S., Eastern Illinois University  
Graduate Certificate, Eastern Illinois University  
M.S., Eastern Illinois University

ROTZOLL, Jason (1999)  
Associate Director/Admissions and Records  
A.A., Parkland College  
B.S., Illinois State University  
M.Ed., University of Illinois

SEIDEL, Hayden (2014)  
Manager/ Bookstore

SHOCKLEY, Adrienne (2019)  
Director/ Child Development Center  
M.Ed., University of Illinois

SILKWOOD, Anthony (2022)  
Head Baseball Coach; Fit Center & Athletic  
Facilities Director/ Athletics

STRUTZ, W. Jason (2021)  
Director of Technology Infrastructure/  
Campus Technologies

WECKHORST, David (2007)  
Manager/Print and Mail Services  
A.A.S., Parkland College  
B.S., Eastern Illinois University  
Certificate, Parkland

## Public Safety Staff/Police

*Date in parentheses indicates first year of full-time appointment at Parkland College.*

BERMINGHAM, Benjamin (2008)  
Police Officer  
B.A., Eastern Illinois University

BOLTINGHOUSE, Benjamin (2013)  
Police Sergeant  
B.A., University of Illinois  
M.S., Eastern Illinois University

CORRAY, Angela D. (2001)  
Police Officer

DAMERON, David B. (2009)  
Police Officer  
B.A., University of Illinois

GRANITZ, Scott (2015)  
Police Officer

HOOKER, Jenna (2019)  
Police Officer

MADIGAN, Mason (2021)  
Police Officer

MURRAY, Thomas (2019)  
Police Officer  
B.S., Illinois State University

PENLAND, Somphon (Sam) (2018)  
Police Officer

PING, Jared P. (2009)  
Police Sergeant  
Certificate, Parkland College  
A.A.S., Parkland College

SMITH, Brandy (2019)  
Police Officer  
A.G.S., Parkland College

## **Parkland College Foundation Board**

Dan Marker, president  
Ron Bensyl, vice president  
Kelly Duitsman Hunt, treasurer  
Diane Michaels, secretary  
Greg Allen  
Sharon Allen  
Damien Banks  
Carter Billingsley  
Tommy Black  
Mike Bleich  
Joseph Chamley  
Kevin Feeney  
Patricia Johnson  
Matt Kelly  
John Martinie  
Elise Riehle  
Eric Sarff  
Julie Shapland  
James Voyles  
Thomas Ramage, ex officio  
Tracy Wahlfeldt, ex officio

## **Parkland College Theatre Advisory Board**

Brian Morgan  
Isabel Scarborough  
Cindy Smith  
Joe Walwik, ex officio  
Julie Weishar

## **Donna Hyland Giertz Gallery Board**

Isabel Scarborough, chair  
Sandy Hynds  
Jody Littleton  
Denise Seif  
Peggy Shaw  
Joan Stolz  
Matthew Watt  
Lisa Costello, ex officio

## **William M. Staerke Planetarium Advisory Board**

Julie Angel  
Bryan Dunne  
Cindy Gumbel  
James Kaler  
Jill Quisenberry  
Scott Siechen  
Travis Sola  
Whitney Stewart  
Erik Johnson, ex officio  
Waylena McCully, ex officio  
Joe Walwik, ex officio

# Career Program Advisory Committees

## Accounting

---

Vanessa Bechtel  
Director  
Clifton Larson Allen LLP  
Champaign

Jim Eisenmenger  
Partner  
Martin, Hood, Friese and  
Associates, LLC  
Champaign

Nick Elder  
System Director  
Education for Employment  
System 330  
Champaign

Amy Hoose  
Area Manager  
Trillium  
Danville

Temetra Jones  
Billing Manager  
Health Alliance Medical  
Plans, Inc.  
Urbana

Patrick Patterson  
Controller and Senior Acct.  
VP, Office of Business  
and Financial Services  
University of Illinois  
Urbana

Dan Setters  
Enrolled Agent/ABA  
Accounting Plus Tax  
Solutions, Inc.  
Champaign

Lori Stewart  
Corporate Director  
Retail Accounting  
Supervalu  
Champaign

Lynette Strode  
Senior VP Dir. Financial  
Reporting  
First Busey Corp.  
Champaign

## Agriculture

---

Crystal Allen  
Homer

Steve Ayers  
University of Illinois Extension  
Champaign

Harry Brokish  
Station Manager  
Ag Reliant Genetics, LLC  
Ivesdale

Joe Cannon  
Illini FS  
Camargo

Terry Cummings  
Monticello

Marvin Finrock  
Student  
Kenny

Fred Kolb  
Professor  
University of Illinois  
Urbana

Megan Mumm  
Farmer  
White Heath

Jason Rust  
Farmer  
Buckley

Vernon Rutledge  
Sales Representative  
AgroChem West  
Saybrook

Dave Shenaut  
Technical Support  
Monsanto, Inc.  
Mahomet

Shelby Weckel  
Student  
Illinois State University  
Urbana

## Automotive

---

Peter Alexander  
Owner  
Peter B's Automotive  
Urbana

Andrew Curtis  
Service Manager  
Serra Buick GMC  
Savoy

Nick Elder  
Dir., Champaign/Ford Educ.  
for Employment System  
Regional Office of Education  
Rantoul

Brian McDonald  
Owner  
Myler Automotive  
Champaign

Joe Reynhout  
Service Manager  
Sullivan-Parkhill  
Champaign

Dan Sears  
Service Manager  
Ford City  
Champaign

Wayne Weber  
General Manager  
Worden-Martin, Inc.  
Champaign

## Automotive/Ford ASSET

---

Marq Boggs  
Service Manager  
Don Hinds Ford  
Fishers, IN

Richard Burton  
Owner  
Bedford Ford  
Bedford, IN

Marty Eveland  
Technical Support  
Operations Manager  
Ford Motor Company  
Chicago

Adam Karch  
Program Director  
Parkland College  
Champaign

Andrew Jesse  
ASSET Instructor  
Ranken Technical College  
St. Louis, MO

Nolan Katterman  
Technical Operations Coordinator  
Ford Motor Company  
Downers Grove

Chris Lowe  
Field Service Engineer  
Ford Motor Company  
Chicago

Andy McKenzie  
ASSET Graduate,  
Service Manager  
Sexton Ford  
East Moline

Ryan Orlando  
ASSET Graduate, UTRC  
Technician  
Navistar  
Melrose Park

Mike Schoel  
Shop Foreman  
Lindquist Ford  
Bettendorf, IA

Dustin Schuffert  
Technician-  
Currie Motors  
Frankfort

Dan Sears  
Service Manager  
Champaign Ford City  
Champaign

Dennis Wilson  
Field Service Engineer  
Ford Motor Company  
Indianapolis, IN

## Aviation

---

Nick Changnon  
First Officer, FedEx  
Memphis, TN

John Frasca  
President/CEO  
Frasca International, Inc.  
Urbana

Ryan Galis  
First Officer, United Airlines  
Chicago, IL

Bill Giannetti  
President/CEO  
Flightstar  
Savoy

Stephanie Hlavecek  
Pilot, Google LSS  
San Francisco, CA

Karen Koenig  
Captain, retired  
United Parcel Service  
Champaign

Maggie Linn  
First officer, American Airlines  
Doylestown, PA

Bryan Lipson  
Captain, Verizon  
Morristown, NJ

Joseph Nannini  
First Officer, United Airlines  
Chicago, IL

Michael Ragsdale  
Captain, retired  
American Airlines  
Champaign

Dr. Terry von Thaden  
Illinois Fire Service Institute  
University of Illinois  
Champaign

Jeff Warner  
Captain, United Airlines  
Chicago, IL

## Aviation/Unmanned Aerial Systems

---

Kevin Boeckenstedt  
Special Projects Manager  
Crop Risk Services  
Decatur

Bob Coverdill  
Chief Operating Officer  
Air Scout, Inc.  
Monee

Paul Dudley  
UAS Operations and  
Training Specialist  
Sentera  
St. Paul, MN

Tyler Funk  
Battalion Chief  
Champaign Fire Department  
Champaign

Brian Henze  
AIS Manager  
Growmark  
Bloomington

Jack Marck  
Managing Director,  
Illinois AgTech Accelerator  
Champaign

Sean McQueen  
Co-Owner  
Midwest Aerial Survey  
Dieterich

Steve Petrotto  
Marketing Director  
Horizon Hobby  
Champaign

Michael Schlosser  
Director  
Police Training Institute  
Champaign

Eric Vanasdale  
Loss Control Supervisor  
Country Financial  
Bloomington

## Business

---

Ann Flesor Beck  
Flesor's Candy Kitchen  
Tuscola

Marcy Buhrman  
Store Manager  
Chico's  
Champaign

Tonya Hackler-Baylor  
Vice President/Relationship  
Manager  
First Bussey Corporation  
Urbana

Amy Hoose  
Area Manager  
Trillium  
Champaign

Chris Kaler  
Executive Director  
Rantoul Area Chamber of Commerce  
Rantoul

Alicia Lowery  
Human Resource Manager  
University of Illinois  
Personnel Services  
Champaign

Cornelius Meazyck  
Manager  
JC Penney  
Champaign

Skip Pickering  
Interim Executive Director  
Provena Covenant Medical  
Center Foundation  
Champaign

Don Rasmus  
Vice-President  
First National Bank  
Paxton

Susan Toalson  
Urbana Business Association  
Urbana

Andrew Turner  
Business Teacher  
Monticello High School  
Monticello

Laura Weis  
Executive Director  
Champaign County Chamber  
of Commerce  
Champaign



## Business Administrative Technology

---

Jeanne Bohlen  
HR Manager  
Human Kinetics  
Champaign

Lisa D. Carlson  
Patient Experience/Patient  
Satisfaction Liaison  
Carle Foundation Hospital  
Urbana

Dan Casillas  
Executive Director of  
Human Resources  
Unit 4 School District  
Champaign

Bobbie Clegg  
Human Resource Officer  
University of Illinois  
Urbana

Nick Elder  
Systems Director  
Education for Employment  
System #330  
Early College and  
Career Academy  
Champaign/Douglas/  
Ford/Piatt Counties

Erin Huffines  
Executive Assistant  
U of I Community Credit Union  
Champaign

Molly Jackson  
Executive Assistant  
Carle Administration  
Carle Foundation Hospital  
Urbana

Jill Larson  
Human Resources  
Business Partner  
The Carle Foundation  
Health Alliance Medical Plans  
Urbana

Alicia Lowery  
Deputy Director of  
Employment Services  
Staff Human Resources  
University of Illinois  
Urbana

Amanda Pruitt  
Executive Assistant  
Carle Foundation Hospital  
Urbana

## Child Development Center

---

LouAnn Burton  
Child Care Resource Service  
Urbana

Amy Chamley  
Prog. Dir., Child Development  
Parkland College  
Champaign

Chris Gudauskas  
Cook  
Child Development Center  
Parkland College  
Champaign

Michael Hogue  
Child Development Specialist  
Head Start  
Champaign

Mindy McBride  
Assistant Director  
Child Development Center  
Parkland College  
Champaign

Kelly Russell  
Child Development  
Services Manager  
Head Start  
Champaign

Adrienne Shockley  
Director  
Child Development Center  
Parkland College  
Champaign

## Communication

---

Peter Barrett  
Production Manager  
WCIA/WCIX TV  
Nexstar Corporation  
Champaign/Decatur/Springfield

Luke Boyce  
Co-Owner/Creative Director  
Shatterglass Studios  
Champaign

Chris Brown  
Photographer/Owner  
Champaign Studios  
Ivesdale

Leanne Cunningham  
AMP Faculty Advisor

Eric Gross  
Lead Sound Designer  
GLU Video Game Development  
Champaign/California

Jason Lindsey  
Photographer/Director  
Mahomet

Mark Spaulding  
Chief Engineer  
Saga Communications  
Champaign

Grant Thompson  
Vice President/General Manager  
WDWS/WHMS  
Champaign

## Computer Network Administration and Support

---

Justin Hill  
Co-Founder  
Prominic  
Champaign

Amin Kassem  
Chief Information Officer  
Parkland College  
Champaign

Sanford Hess  
IT Director  
City of Urbana  
Urbana

M.C. Neal  
Chief Information Officer  
Champaign County  
Champaign

Andrew Redmond  
Director of Operations  
FYXIT  
Champaign

John Koontz  
VP Engineering & Chief  
Information Officer  
Wolfram  
Champaign

Bud Windelborn  
Vice President of Network  
Operations  
Pavlov Media  
Champaign

Daniel Scarpelli  
IT Project Manager  
SC-B Consulting  
Champaign

## Construction Management

---

Roger Meyer  
Professional Land Surveyor  
Berns, Clancy and Assoc.  
Urbana

Jonathon Swanson  
Chief Estimator  
Mid Illinois Concrete &  
Excavation, Inc.  
Urbana

Todd Horton  
Program Director, Construction  
Management  
Parkland College  
Champaign

Mike Hynds  
Construction Manager  
English Bros . Construction  
Champaign

John North  
Owner  
Pathfinder Group of Illinois  
Urbana

Erik Paulson  
Carpenter  
New Prairie Construction  
Urbana

Jim Miller  
Engineering Technician  
Clark Dietz, Inc.  
Champaign

Mark Ritz  
Architect  
BLDD Architects, Inc.  
Champaign

Bruce Bolliger  
Co-owner  
Commercial Builders, Inc.  
Champaign

Nick Walder  
Vice President  
Petry Kuhne Company

Doug White  
Engineer  
Gleason, Hagen, Ramshaw  
and Associates  
Champaign

## Criminal Justice

---

Jim Clark  
Champaign Police Dept.  
Champaign

Joe Gordon  
Dir., Court Services  
Champaign Co. Courthouse  
Urbana

Kirk Rogers  
Illinois State Police  
Pesotum

## Data Systems and Development

---

Brandon Bowersox-Johnson  
CTO  
Pixo

Jackie Kern  
Director of IT Shared Services  
UIUC

Omar Elbad  
Developer  
NCSA

Chadwick Becker  
Lead Software Engineer  
Applied Research Associates

Patrick Barranis  
Sr. Project Manager/Developer  
Codagami

Wes Cravens  
Director of Technology  
Pixo

Patty Altstetter  
Sr. Technical Relationship  
Manager  
US Cellular/AMDocs

## Dental Hygiene

---

Cesar Alburez  
Dentist  
Champaign and Urbana

Lori Camacho  
Dental Hygienist  
Thomasboro

Greg Goodman  
Dental Hygienist  
Champaign

Barry Howell  
Dentist  
Urbana

Amber Kooken  
Dental Hygienist  
Champaign

Crystal Koslosky  
Dental Hygienist  
Monticello

Kimberly Pankau  
Associate Dean,  
Health Professions  
Parkland College  
Champaign

Beth Puzey  
Dental Hygienist  
Sidell

Mike Ruffatto  
Dentist  
Urbana

Cindy Ruzic-Anderson  
Dental Hygienist  
Champaign

Current Student  
Representative  
SADHA President  
Dental Hygiene Program

## Digital Media

---

A.J. Christensen  
Visualization Programmer  
NCSA  
University of Illinois  
Urbana

Jeff Griffin  
Technical Artist  
Parari Group  
Champaign

Gerry Guthrie  
Professor  
University of Illinois  
Champaign

Alex Jerez  
Technical Artist  
Volition, Inc.  
Champaign

Marc Kirkland  
Senior Environmental Artist  
Volition Inc.  
Champaign

Geoff Leu  
Graphics Engineer Manager  
Frasca International, Inc.  
Urbana

Mark Van Moer  
Senior Visualization  
Programmer  
NCSA  
Champaign

## Diesel Power Equipment Technology

---

Rich Anstrom  
Birkey's Farm Store  
Gibson City

Brian Arends  
Store Manager  
Arends & Sons  
Gibson City

Eric Broga  
Maintenance Manager  
CU-MTD  
Urbana

John Flanagan  
Service Manager  
Kuhns Equipment  
Gibson City

Brent Fountain  
Service Manager  
CIT-Trucks  
Champaign

Jon Ross  
Department Chair, Applied  
Sciences and Technologies  
Parkland College  
Champaign

Randy Osterbur  
Store Manager  
Shaff Implement  
St. Joseph

Noel Tucker  
Service Manager  
Rush Trucks  
Champaign

Mark Ziegler  
Prog. Dir., Diesel Power  
Parkland College  
Champaign

## Electronic Control Systems Technology

---

Karen Crewell  
HR Manager  
Frasca International Inc.  
Urbana

Lyle Hawkey  
Engineer  
Somat Corp.  
Urbana

Bryan Holderfield  
Beckman Center  
University of Illinois  
Urbana

Jon Ross  
Department Chair, Applied  
Sciences and Technologies  
Parkland College  
Champaign

Jason Reitz  
Frasca International Inc.  
Urbana

Matt Stinson  
Engineer  
Plastipak Packaging  
Champaign

## Emergency Medical Service

---

Crystal Alexander  
Kirby Ambulance  
Monticello

Mary Butzow, RN, MSN  
Community Member  
Urbana

Wade Hales  
Program Director  
Emergency Medical Service and  
Fire Service Technology  
Parkland College  
Champaign

Jennifer Humer  
Carle Regional EMS  
Champaign

Bob Janson  
Instructor, Emergency  
Medical Service  
Parkland College  
Champaign

Mike Manint  
Instructor, Fire Service  
Technology  
Parkland College  
Champaign

Steve Peters  
Director, Carle EMS  
Urbana

Carolyn Ragsdale, CST, MA  
Dean, Health Professions  
Parkland College  
Champaign

Larry Sapp  
Director, Arrow Ambulance  
Urbana

Michael Smith, MD, FAEMS  
Medical Director  
Carle  
Urbana

John Sollars  
EMS Coordinator-Educator  
Carle Regional EMS  
Champaign

Justin Stalter  
Operations Supervisor  
Arrow Ambulance  
Champaign

Current Student  
Representative  
TBA  
Paramedic Program  
Parkland College  
Champaign

Program Graduate  
Representative  
TBA  
Paramedic Program  
Parkland College  
Champaign

Irene Wadhams  
Illinois Department of  
Public Health  
Champaign

Dr. Brad Weir  
Carle Regional EMS  
Champaign

## Fire Service Technology

---

Greg Fisher  
Champaign County  
Fire Explorers  
Champaign Fire  
Department (retired)  
Champaign

Kurt Glosser  
Instructor, Fire Service  
Technology  
Parkland College  
Director, Curriculum  
and Testing  
Illinois Fire Service Institute  
Champaign

Gary Gula  
B.C. Champaign Fire  
Department Training and  
Professional Development  
Champaign

Wade Hales  
Program Director  
Emergency Medical Service and  
Fire Service Technology  
Parkland College  
Champaign

Chad Hensch  
Instructor, Fire Service  
Technology  
Parkland College  
Champaign

James Keiken  
Director  
Illinois Fire Service Institute  
Champaign

Charles Lauss  
Fire Chief  
Urbana Fire Department  
Urbana

Gary Ludwig  
Fire Chief  
Champaign Fire Department  
Champaign

Michael Manint  
Instructor, Fire Service  
Technology  
Parkland College  
Illinois Fire Service Institute  
Champaign

Bill Painter  
Captain, Champaign FD  
Champaign

Kimberly Pankau, RDH, MA  
Associate Dean, Health  
Professions  
Parkland College  
Champaign

Carolyn Ragsdale, CST, MA  
Dean, Health Professions  
Parkland College  
Champaign

Andy Ray  
Chief  
Champaign County  
Fire Explorers  
Savoy Fire Department  
Savoy

Samuel C. Smith  
Chief  
Savoy Fire Department  
Program Director,  
Vehicular Rescue  
Illinois Fire Service Institute  
Champaign

## Heating, Ventilation, and Air Conditioning

---

Neal Asklund  
Owner  
A&R Mechanical  
Urbana

Evan Barnhart  
Project Manager  
A&R Mechanical  
Urbana

Jim Connell  
Customer Assurance Manager  
The Habegger Corporation  
Monmouth

Pat Hohulin  
Owner  
Hohulin Construction and HVAC  
Gibson City

Todd Horton  
Program Director  
Construction Management  
Parkland College  
Champaign

Ed Hovel  
Owner  
Hovel Heating & Cooling, Inc.  
Thomasboro

Jon Ross  
Department Chair, Applied  
Sciences and Technologies  
Parkland College  
Champaign

Flynn McCormick  
McCormick Service  
Urbana

Bill McWilliams  
Owner  
McWilliams Mechanical  
Services, Inc.  
Champaign

Chris Smith  
Building & Grounds Manager  
Champaign County  
Physical Plant  
Champaign

## Hospitality Industry: Restaurant/Hotel/Motel Management

---

Sean G. Baird  
Owner  
Cracked Food Truck  
Urbana

Ginger Bernard  
Owner  
Party in a Pinch Catering  
Farmer City

Cindy Hast  
County Market  
NFI Recruiting Specialist  
Champaign

Beckie Kane  
Big Grove Tavern  
Marketing and Event  
Coordinator  
Champaign

Stephen Kovachevich  
President  
Michael's Catering  
Champaign

Scott Miller  
Owner/Operator  
McDonald's  
MAS Restaurant, Inc.  
Urbana

William Myers  
Owner  
Franchise Mgt. Systems  
Champaign

Brad Pierson  
Instructor  
Parkland College  
Champaign

Julie Sizemore  
Director of Sales  
Hyatt Place  
Champaign

Randy Tucker  
Director of Operations  
Franchise Mgt. Systems  
Champaign

William Wagner  
Instructor and former student  
Rantoul

Rebecca Walters  
Residence Inn  
Director of Sales  
Champaign

## Industrial Technology

---

James Ayers  
President  
Central IL Manufacturing Co.  
Bement

Jeff Ayers  
General Manager  
Central Illinois  
Manufacturing Co.  
Bement

Ed Cler  
President  
Paul's Machine & Welding  
Villa Grove

Dustin Ellena  
Machine Shop Supervisor  
Frasca International  
Urbana

Rusty Ernst  
Plant Manager  
Conair Corp.  
Rantoul

Matt Essex  
Plant Manager  
Rhino Ag  
Gibson City

Julian Jones  
Talent Specialist  
Plastipak Packaging  
Urbana

Emily Kizer  
Human Resource Generalist  
Litania  
Champaign

Anastasia Lloyd  
Human Resource Manager  
Guardian West  
Urbana

Tom Tabenner  
Project Manager  
Kraft Heinz Foods  
Champaign

Kurt Wagner  
President  
Wagner Machine  
Champaign

## Land Surveying

---

Jonathan Cross  
Professional Land Surveyor  
Piggush Engineering  
Bourbonnais

Dennis Cummins  
Professional Land Surveyor  
Farnsworth Group  
Champaign

Kory Allred  
Program Director  
Land Surveying  
Parkland College  
Champaign

Wes Meyers  
Professional Land Surveyor  
Farnsworth Group  
Champaign

Beth Reinke  
Land Surveyor in Training  
City of Urbana

Kyle Schultze  
Professional Land Surveyor  
RW Lamb & Associates  
Mt Zion

## Landscape/Horticulture

---

Cale Beccue  
Urbana Park District  
Urbana

Paula Blakely  
Illini FS  
Urbana

Mary Ann Metz  
Prairie Gardens  
Champaign

Randy Hauser  
Champaign Park District  
Champaign

Chris Kaler  
Executive Director  
Rantoul Chamber of Commerce  
Rantoul

Carol Kamradt  
Alumna  
Champaign

John Karduck  
City of Champaign  
Champaign

Joel Kouski  
Kouski Landscapes  
Champaign

Kent Miles  
Illinois Willows  
Seymour

Jim Minott  
Floral Manager  
Blossom Basket  
Champaign

Jim Schmidt  
University of Illinois  
Urbana

## Massage Therapy

---

Lisa Dalbey  
Massage Therapist  
Champaign

Sue, Lindy and Kyle  
Edmonds  
Owners, Massage Envy Spa  
Savoy

Tamala Everett  
Program Director,  
Massage Therapy  
Parkland College

Adam Fletcher  
Director, Basketball  
Performance  
University of Illinois  
Champaign

John Mansinni  
Massage Therapist  
Green Yoga Spa, Urbana

Julie McCrory  
Massage Therapist  
Tuscola

Doug Nelson  
Owner, Bodyworks Associates  
President and Founder of  
Precision NMT Seminars  
Champaign

Carolyn Ragsdale CST, MA  
Dean, Health Professions  
Parkland College

Belinda Schneider  
Massage Therapist  
Mahomet

Charles Segard  
Massage Therapist  
Champaign

Pamela-Alyse Shelley  
Owner, AMSPA Massage  
Champaign

## Medical Assisting

---

Julie Aubert, RN  
Kirby Medical Group  
Monticello

Julie Bowen, RN  
Gibson Area Hospital  
Gibson City

Aaron Chun  
Career Counselor  
Centennial High School  
Champaign

Brenda Cogdill  
Human Resources  
Christie Clinic  
Champaign

Jaylyn Craven, RMA  
Graduate Academy  
Carle  
Urbana

Barb Dalenberg, RN  
Frances Nelson Health Center  
Champaign

Bryon Denton, RN, MSN,  
CFRN, PHRN  
Community Member  
Air Life  
Urbana

Jessica Evans, RMA, CCMA  
Graduate  
Kirby Hospital  
Monticello

Sandy Fitzgerald  
Christie Clinic  
Champaign

Kristin Ford, RN, MSN  
Nurse Manager  
Carle on Curtis  
Champaign

Robin Hayden, RMA, CCMA  
Program Director,  
Medical Assisting  
Parkland College  
Champaign

Kristin Kohl, RN, MSN  
Nurse Manager  
Carle on Curtis  
Champaign

Carolyn Ragsdale, CST, MA  
Dean, Health Professions  
Parkland College

Tony Tanner  
Career Counselor  
Central High School  
Champaign

Pete Yunyongying, MD  
Adult Medicine  
Carle on Curtis  
Champaign

## Nursing Assistant — CNA

---

Tom Badgely, RN  
Illini Heritage Nursing  
and Rehab  
Champaign

Julie Bowen, RN  
Gibson Area Hospital  
Gibson City

Kym Halberstadt, RN  
Swann Special Care Center  
Champaign

Michele Heil  
Clark-Lindsey Village  
Urbana

Karen Noffke  
Champaign County  
Nursing Home  
Urbana

Shelby May, RN, MA  
Program Director, Certified  
Nursing Assistant  
Parkland College  
Champaign

Stephanie Raney, RN  
Illini Heritage Nursing  
and Rehab  
Champaign

Debbie Robbins, RN  
Gibson Area Hospital  
Gibson City

## Nursing — RN and LPN

---

Michelle Antonacci MSN, RN  
Clinical Services Manager  
Christie Clinic  
Champaign

Rikki Brady, BSN, RN  
Vice President of  
Health Services  
Clark-Lindsey Village  
Urbana

Mina Cho, RN, MSN  
Simulation Coordinator  
Parkland College  
Champaign

Terri Ducey, MSN, RN, CNE  
Nursing Faculty  
Parkland College  
Champaign

Amy Halberstadt, NE-BC  
Senior Patient Care Manager  
General Surgery and  
Urology Services  
Carle Physician Group  
Urbana

Leigh Kauwell, MSN, RN,  
ACHRN, CWON  
Nurse Manager  
Carle Hospital  
Urbana

Kathy Lewis, MSN, RN  
Professor Emeritus  
Parkland College  
Champaign

Shelby May, RN, BS, MA  
Program Director, Certified  
Nursing Assistant  
Parkland College  
Champaign

Danielle Molina, MSN, RN  
Director of Nursing  
OSF Heart of Mary  
Medical Center  
Champaign

Kimberly Pankau, RDH, MA  
Associate Dean, Health  
Professions  
Parkland College  
Champaign

Carolyn Ragsdale, CST, MA  
Dean, Health Professions  
Parkland College  
Champaign

Jim Roberts MSN, RN  
Department Chair, Nursing  
Parkland College  
Champaign

Judith Somers, BSN, MSN  
Program Director, LPN  
Parkland College  
Champaign

Korey Swan, RN  
Staff RN  
Gibson City

Jennifer Wilken, RN  
Director of Home Care  
Carle Home Care  
Urbana

Amy Workman, RN  
Staff RN  
Carle Foundation Hospital  
Urbana

## Occupational Therapy Assistant

---

Rebecca Bahnke, MHS,  
OTR/L  
Professor Emeritus  
Parkland College  
Champaign

Laura Bennett  
Director  
Developmental Services Center  
Champaign

Keli Blacker, COTA/L  
Champaign Urbana  
Nursing and Rehab

Haley Buller, OT/L  
Carle Hospital  
Urbana

Sandra Durham, MS, OTR/L  
Retired  
Charleston

Beth Frerichs, OTR/L  
Gibson Area Hospital  
Gibson City

Dawn Henry, SLP  
Speech Language Pathologist  
Bridges Therapy  
Mahomet

Tasha Mauzy, MS, OTR/L  
Sarah Bush Lincoln  
Health Center  
Mattoon

Kimberly Pankau, RDH, MA  
Associate Dean, Health  
Professions  
Parkland College  
Champaign

Carolyn Ragsdale, CST, MA  
Dean, Health Professions  
Parkland College  
Champaign

Kathy Rhoads, MSW, LCSW  
Director  
Circle of Friends Adult  
Day Center  
Champaign

Michelle Roberts, MHS,  
OT/L, CHT  
Department Chair, Allied Health  
Program Director, Occupational  
Therapy Assistant  
Parkland College  
Champaign

Camille Rose, OTR/L  
Developmental Services Center  
Champaign

Rachel Spaide, MS, OTR/L,  
CLT-LANA, CBIS  
Director of Rehab,  
Sports Medicine, and  
Wound Services  
Saint Mary's Hospital  
Decatur

Amber Vedder-Reid, OTR/L  
OSF Hospital  
Urbana

Nancy Yeagle, OTR/L  
District OT  
Rural Champaign Co. Special Ed.  
Rantoul

Stacie Young, MHS, OTR/L  
Carle Home Health  
Champaign

## Personal Fitness Trainer

---

Garrett Arndt  
Manager  
Mettler Athletic Center  
Champaign

Justin Barnhart  
Director, Personal Training  
Mass Transit District  
Champaign

Lindy Brown  
Director  
Transform Fitness  
Champaign

Melinda Dragunek  
Personal Trainer  
Transform Fitness  
Champaign

Jason Heinhold  
Director, Performance  
Enhancement  
Carle Foundation Hospital  
Urbana

## Precision Agriculture Technology

---

Justin Blanchette  
AHW  
Illinois, Indiana

Brian Henze  
GROWMARK Inc.  
Southern Illinois

Patrick Sanders  
ProAgrica  
Stillwater, OK

Doug Wright  
Precision Planting  
Southern Illinois

Kirk Builta  
Champaign County Farm Bureau  
Champaign

Kyle Meece  
United Prairie  
Tolono

Justin Schroeder  
Helena Chemical Company  
Illinois, Indiana, Kentucky

Bob Coverdill  
Ag Air Imaging  
Champaign

Cecilia Miller  
AHW  
Illinois, Indiana

Jeff Stiers  
Birkey's  
Champaign

Troy Endress  
Precision Planting  
Southern Illinois

Britney Salmon  
CNH Industrial  
Illinois

Nolan Walsh  
Illini FS  
Urbana

## Radiologic Technology

---

Michele Blunier  
Radiologic Technologist  
Carle  
Urbana

Chrystal Hamilton  
Radiologic Technologist  
Carle  
Urbana

Haley Miller  
Radiologic Technologist  
Christie Clinic  
Urbana

Karla Rauch  
Radiologic Technologist  
Sarah Bush Lincoln  
Health Center  
Mattoon

Tammy Cox, MPA, RT, R  
Program Director,  
Radiology Technology  
Parkland College  
Champaign

Leslie Hunt  
Radiologic Technologist  
Carle  
Urbana

Shannon Neighbors  
Radiologic Technologist  
Kirby Medical Center  
Monticello

Travis Taylor, MPA, RT, R  
Radiologic Technologist  
Carle  
Urbana

Amanda Duffy  
Radiologic Technologist  
Gibson Area Hospital  
Gibson City

Kerry Janesky, MPA, RT,  
R, CT  
Clinical Coordinator,  
Radiologic Technology  
Parkland College  
Champaign

Dr. Juan Jimenez  
Radiologist  
Carle  
Urbana

Robin Vail  
Radiologic Technologist  
OSF Heart of Mary  
Medical Center  
Urbana

Hunter Ervin  
Radiologic Technologist  
Kirby Medical Center  
Monticello

Whitney Meyers  
Radiologic Technologist  
Christie Clinic  
Champaign

Kimberly Pankau, RDH, MA  
Associate Dean, Health  
Professions  
Parkland College  
Champaign

Jaime West  
Radiologic Technologist  
Kirby Medical Center  
Monticello

Carolyn Ragsdale, CST, MA  
Dean, Health Professions  
Parkland College  
Champaign

## Respiratory Care

---

Lexi Caraway  
Sarah Bush Lincoln  
Health System  
Mattoon

Judy Goff  
OSF Heart of Mary  
Medical Center  
Danville

Sarah Higar  
Decatur Memorial Hospital  
Decatur

Brent Kaufmann  
Medical Director  
Carle Physicians Group  
Urbana

Jennifer Compton  
Community member

Chad Goveia  
Advocate Bromenn  
Medical Center  
Normal

Gina Hoots  
Pulmonary Services Director  
Decatur Memorial Hospital  
Decatur

Kimberly Pankau, RDH, MA  
Associate Dean, Health  
Professions  
Parkland College  
Champaign

Angie Fielder  
OSF Heart of Mary  
Medical Center  
Urbana

Andy Habing  
Staff Therapist  
St. Anthony's Hospital  
Effingham

Kume Idedevo  
Pulmonary Medicine Manager  
OSF Heart of Mary  
Medical Center  
Urbana

Carolyn Ragsdale, CST, MA  
Dean, Health Professions  
Parkland College  
Champaign

Brenda Galloway  
St. Mary's Hospital  
Decatur

Tom Hammon  
Community Liaison  
Rantoul

Shandra Jamison  
Respiratory Care Manager  
Carle Foundation Hospital  
Urbana

Peggy Kaeb  
Staff Therapist  
Carle Foundation Hospital  
Urbana



## Surgical Technology

---

Crystal Bricker, RN, MSN,  
CNOR  
Carle Bromenn  
Normal

Aaron Chun  
Community member  
Champaign

Graduate Representative  
TBA  
Surgical Technology Program  
Parkland College  
Champaign

Emily Gregg, CST  
Carle Foundation Hospital  
Urbana

Janice Grewatz, CST/CSFA,  
CSPDT  
Program Director, Surgical  
Technology  
Parkland College  
Champaign

Dr. James Harms  
Carle Foundation Hospital  
Urbana

Mary Ann Hellwig, RN  
Carle Foundation Hospital  
Urbana

Ashley Hethke, RN  
Gibson Area Hospital  
Gibson City

Dr. Douglas Jones  
Christie Clinic  
Champaign

Joella Jones, CST  
Carle Foundation Hospital  
Urbana

Angela Kelly, RN  
St. Anthony's Medical Center  
Effingham

Coleen LeCrone, CST  
Kirby Hospital  
Monticello

Rebecca Masters, CST  
Associate Professor,  
Surgical Technology  
Parkland College  
Champaign

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Associate Dean, Health  
Professions  
Parkland College  
Champaign

Carolyn Ragsdale, CST, MA  
Dean, Health Professions  
Parkland College  
Champaign

Kacie Richey, RN  
Sarah Bush Lincoln  
Health Center  
Mattoon

Current Student  
Representative  
TBA  
Surgical Technology Program  
Parkland College  
Champaign

Leo Sanchez, RN, MSN,  
MHA  
OSF Heart of Mary  
Medical Center  
Urbana

Brandon Smith, MBA, BSN,  
RN  
OSF St. Joseph  
Bloomington

Kari Tovey, RN, CNOR  
OSF Sacred Heart  
Danville

Danice Vaughn, BS, RN,  
CNOR  
Carle Surgery Center  
Champaign

## Theatre: Entertainment Technology

---

Nicole Bromley  
Production Manager  
State Farm Center  
Champaign

Molly Fullan  
PMO Manager/Senior  
Project Manager  
Taylor Studios  
Rantoul

HeatherAnn Layman  
Parkland Presents!  
Operations Assistant  
Parkland College  
Champaign

Taren Nance  
Principal  
Urbana High School  
Urbana

Neil Pierce  
Technical Lab Manager  
C-U Community Fab Lab  
University of Illinois  
Urbana

Joe Reichlin  
International Alliance  
of Theatrical Stage  
Employees (IATSE)  
Local 482  
Urbana

## Veterinary Technology

---

Elizabeth Clyde, DVM  
IVSMA Representative  
Clyde's Animal Clinic  
Mattoon

Alyssa Duncan, CVT  
Veterinary Teaching Hospital  
University of Illinois  
Urbana

Erin Freed, BAS, CVT  
ASPCA  
Animal Poison Control Center  
Urbana

Bradley Hudson  
Public Member  
Urbana

Joella Koss, DVM  
All About Animals Pet Clinic  
Mahomet

Gene Pavlovsky, DVM  
Banfield Pet Hospital  
Champaign

Tricia Rinaldo, CVT, LATG  
AbbVie  
North Chicago

Amy Schnelle, DVM  
University of Illinois  
Urbana

Katalina Stuckey, CVT  
Greenhaven Animal Clinic  
San Jose

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# parkland profile

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## College

Two-year, public community college, located in East Central Illinois. Founded in 1966, the college is situated on 255 acres.

## Degrees Conferred

Associate in Arts; Associate in Science; Associate in Engineering Science; Associate in Fine Arts; Associate in Applied Science; Associate in General Studies; General Education Core Curriculum certificate and career program certification.

## Location

Champaign, Illinois. Champaign County population, 203,000, including students of the nearby University of Illinois. Conveniently located near Chicago, St. Louis, and Indianapolis, the college is accessible via Amtrak; Willard Airport; and Interstates 57, 72, and 74.

## Students

Annual enrollment of approximately 11,367 credit students, including minority (40 percent) and international (4.2 percent) students.

## Faculty

157 full-time tenured and tenure-track faculty and approximately 278 part-time faculty, most with advanced degrees, extensive experience, and professional awards and affiliations.

## Facilities

The campus has an award-winning architectural design with six instructional classroom-laboratory wings and an administrative wing interconnected and joined at the center. The Student Union on the east side of campus offers a front door into Parkland. The S, T, and W instructional buildings are situated on the main campus, while Parkland College on Mattis is about one-half mile from the main campus. The Institute of Aviation is situated at Willard Airport in Savoy. All facilities are accessible.

## Library

Parkland College Library offers access to tens of thousands of print and electronic books, a wide variety of periodicals, and a growing collection of databases and other electronic information resources available online 24/7 via the Library website.