

# PARKLAND COLLEGE

2400 West Bradley Avenue | Champaign, Illinois 61821-1899 | [www.parkland.edu](http://www.parkland.edu)  
General information 217/351-2200 | Admissions 217/351-2482 | (toll free) 1-800-346-8089

## 2018–2019 catalog



**GO AHEAD** 

**PARKLAND  
COLLEGE**

# PARKLAND COLLEGE



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# 2018–2019 catalog

**Campus Tours** 217/351-2482

**General Information** 217/351-2200

**Admissions** 217/351-2208 |(toll free) 1-800-346-8089

## Welcome to Parkland College



Welcome to Parkland College. Whether you are looking to improve your career potential or enrich your life through education, Parkland College is the right choice for you.

Take advantage of our rich mix of programs and services. Earn a certificate or a degree, prepare for transfer to a four-year college, upgrade your technical skills, or train for a new career; the possibilities are unlimited.

It is our goal to help you on your journey toward growth, change, and opportunity—the opportunity to learn new things, meet new people, exchange ideas, and debate issues. Many people will be here to guide you along the way. Our staff and administration will support you. Our award-winning faculty will stand ready to help you reach your academic and personal goals. Your classmates will inspire you.

We are all partners in this journey. Each of us has responsibility in making sure our investment of time, effort, and resources leads to your success.

So, GO AHEAD. Get started.

A handwritten signature in black ink that reads "Thomas R. Ramage". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Thomas R. Ramage, Ed.D.  
President

Parkland College ensures equal educational opportunities are offered to students, regardless of race, color, national origin, age, gender, gender expression, sexual orientation, religion, veteran status, Vietnam veteran status, ancestry, or disability. Questions in reference to educational opportunities may be directed to Michael Trame, vice president for student services, U334, Parkland College, 217/351-2551, who is responsible for gender equity (Title IX), Minorities (Title VI), the Americans with Disabilities Act (ADA) and students with disabilities (Section 504).

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.

All students and alumni (“Students”) are advised that Parkland College (“Parkland”) Marketing and Public Relations Office take photographs and videotapes throughout the year. These photographs and videotapes often include students in classrooms, study areas, and at athletic events and Parkland-related activities. Parkland reserves the right to use these photographs and videotapes as a part of its publicity and marketing efforts. Students who enroll at Parkland do so with the understanding that these photographs and videotapes might include their names, pictures, images, voices, and likenesses, and such photographs or videotapes might be included, published, or used in Parkland publications including print, broadcast, or electronic media, for publicity, commercial, or marketing purposes, and 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.

# 2018–2019 Academic Calendar

## Summer Session 2018

Instruction begins May 21, June 18, and July 16 and ends no later than August 9.

Final exams will be held during the last class meeting

March 26–April 1	Early registration for continuing students
April 2	Open registration begins
May 20	Last day to register for classes that begin the week of May 21
June 17	Last day to register for classes that begin the week of June 18
July 15	Last day to register for classes that begin the week of July 16

### Campus holidays and closures

May 28	Memorial Day (college closed)
July 4	Independence Day (college closed)
Fridays, June 22–August 10	College offices closed

## Fall Semester 2018

April 2–8	Registration for continuing students
April 9	Open registration begins
August 19	Last day to register for classes that begin the week of August 20
August 20	Full-semester and first 8-week classes begin
September 9	Last day to register for classes that begin the week of September 10
September 10	13-week classes begin
October 14	Last day to register for classes that begin the week of October 15
October 15	Second 8-week (midterm) classes begin
November 9	Deadline to petition for fall graduation
December 7	Last day of classes
December 10–14	Final examinations

### Campus holidays and closures

August 13	Faculty and Staff Development (offices closed 8–10 a.m.)
September 3	Labor Day (college closed)
November 22–25	Thanksgiving recess (begins at 5 p.m. on November 21; college closed)
December 22–January 1	Winter break (college closed)

## Spring Semester 2019

October 30–November 5	Registration for continuing students
November 6	Open registration begins
January 13	Last day to register for classes that begin the week of January 14
January 14	Full-semester and first 8-week classes begin
February 3	Last day to register for classes that begin the week of February 4
February 4	13-week classes begin
March 5	Deadline to petition for spring graduation to participate in commencement
March 10	Last day to register for classes that begin the week of March 11
March 11	Second 8-week (midterm) classes begin
April 5	Deadline to petition for spring graduation not participating in commencement
May 9	Last day of classes
May 10–16	Final examinations
May 16	Commencement

### Campus holidays and closures

January 21	Martin Luther King Jr. Day (college closed)
February 28	Professional Development Day (no day or evening classes)
March 16–24	Spring vacation
March 22	Spring holiday (college closed)

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

# Tentative 2019–2020 Academic Calendar

## Summer Session 2019

Instruction begins May 20, June 17, and July 15 and ends no later than August 8.

Final exams will be held during the last class meeting

March 25–31	Early registration for continuing students
April 1	Open registration begins
May 19	Last day to register for classes that begin the week of May 20
June 16	Last day to register for classes that begin the week of June 17
July 14	Last day to register for classes that begin the week of July 15

### Campus holidays and closures

May 27	Memorial Day (college closed)
July 4	Independence Day (college closed)
Fridays, June 21–August 9	College offices closed

## Fall Semester 2019

April 1–7	Registration for continuing students
April 8	Open registration begins
August 18	Last day to register for classes that begin the week of August 19
August 19	Full-semester and first 8-week classes begin
September 8	Last day to register for classes that begin the week of September 9
September 9	13-week classes begin
October 13	Last day to register for classes that begin the week of October 14
October 14	Second 8-week (midterm) classes begin
November 8	Deadline to petition for fall graduation
December 6	Last day of classes
December 9–13	Final examinations

### Campus holidays and closures

August 12	Faculty and Staff Development (offices closed 8–10 a.m.)
September 2	Labor Day (college closed)
November 28– December 1	Thanksgiving recess (begins at 5 p.m. on November 27; college closed)
December 21–January 1	Winter break (college closed)

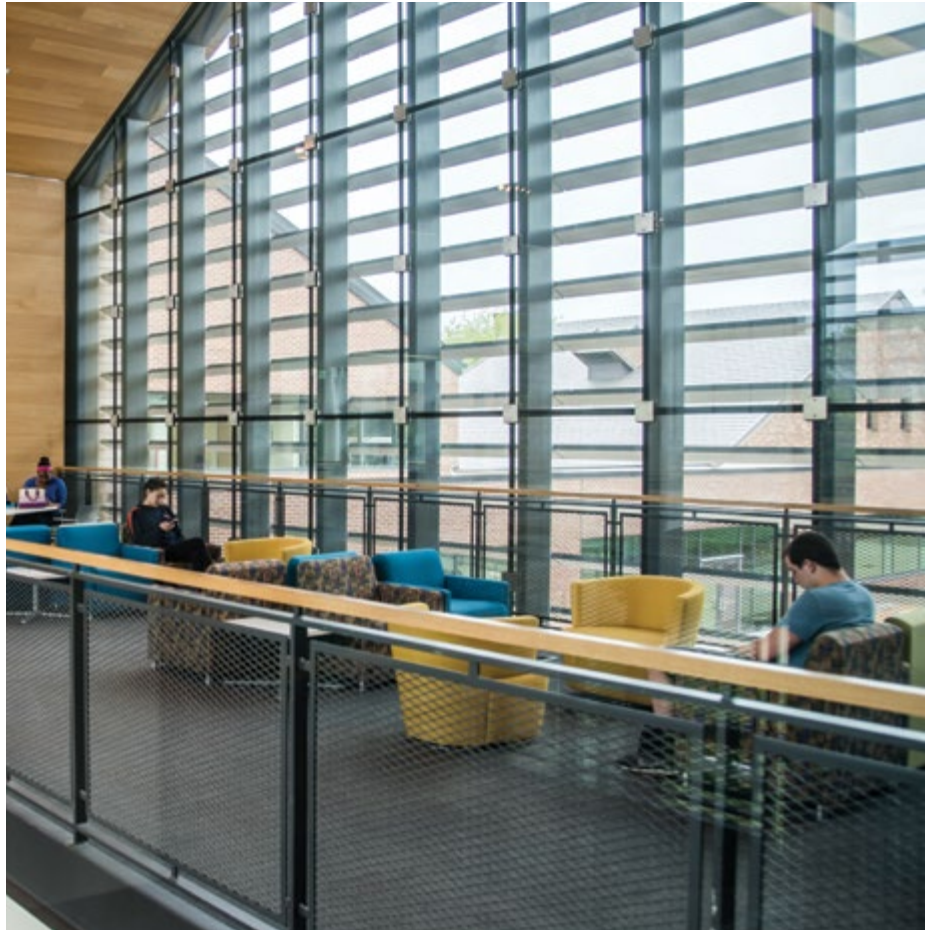
## Spring Semester 2020

October 28–November 3	Registration for continuing students
November 4	Open registration begins
January 12	Last day to register for classes that begin the week of January 13
January 13	Full-semester and first 8-week classes begin
February 2	Last day to register for classes that begin the week of February 3
February 3	13-week classes begin
March 3	Deadline to petition for spring graduation to participate in commencement
March 8	Last day to register for classes that begin the week of March 9
March 9	Second 8-week (midterm) classes begin
April 3	Deadline to petition for spring graduation not participating in commencement
May 7	Last day of classes
May 8–14	Final examinations
May 14	Commencement

### Campus holidays and closures

January 20	Martin Luther King Jr. Day (college closed)
February 27	Professional Development Day (no day or evening classes)
March 14–22	Spring vacation
March 20	Spring holiday (college closed)

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



# general information

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# Administrative Directory

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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 Employment Opportunity

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

## General Education 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 Courses" on page 67.

## Collegewide Assessment

### Assessing Student Academic Achievement

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

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

### Assessing Support Services Effectiveness

Assessing the effectiveness of institutional support services, measuring how well the college achieves its stated goals, demonstrates Parkland's commitment to excellence. By assessing both student academic achievement and institutional support services, the college continuously strives to improve all its offerings. All Parkland institutional support



service areas, including the college bookstore, the Art Gallery, Student Services, WPCD-FM, the Business Office, and building and grounds operations, are engaged in a process to measure their effectiveness and to identify needed improvements. Each service area develops its own mission statement, sets measurable goals, assesses outcomes, and uses the results for continuous improvement.

## 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, 217/351-2542.

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

## **Parkland College Association**

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

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

## **Parkland Campus and Facilities**

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

The 255-acre campus is located in the center of District 505, near the intersection of interstate highways 57, 72, and 74 (see maps on pp. 12–13).

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

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

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

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

### **Center for Academic Success**

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

## **Child Development Center**

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

## **College Bookstore**

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

## **Computer Technology Center**

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

## **Donna Hyland Giertz Gallery**

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

## **Library**

Parkland Library connects students with the information they need in school, work, and life. Located on the second and third floors of the College Center, the library offers space for quiet studying, group work, class preparation, and research. The library owns an extensive collection of print and digital books, magazines, newspapers, as well as videos, and other materials. There are over 80 computers with Internet access. Laptops, iPads, Chromebooks, Kindles, chargers and other loanable technology are available for check-out. Librarians teach research and information literacy skills in the 24-seat library classroom (R227), which serves as a quiet open computer lab when not otherwise scheduled. Professional assistance in the use of library resources is available all hours the library is open and online full-text resources are available 24/7. Questions can be sent by e-mail any time to “Ask a Librarian” at [Library@parkland.edu](mailto:Library@parkland.edu) or text 217/615-0079. For more information see the library web page at [www.library.parkland.edu](http://www.library.parkland.edu) or call the Research Help Desk at 217/373-3839.

## **Parkland College Theatres**

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

Parkland's Second Stage, a black box theatre, offers a flexible space for student learning and community engagement. More information about theatre facilities and tickets to events can be obtained by calling the ticket office, 217/351-2528 or at [parkland.edu/theatre](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 advisor, applying for financial aid, veterans benefits, participating in a student organization, studying, or dining, students enjoy spacious, bright, comfortable surroundings and smooth access to services designed to support their success.

## The William M. Staerkel Planetarium

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

## Parkland College on Mattis

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

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

## Parkland College Foundation

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

## Foundation Mission

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

## Foundation Guiding Principles

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

## Parkland College Crest



*Parkland College, established 1966*

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

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

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

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

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

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

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

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

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

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

## Access to Parkland

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

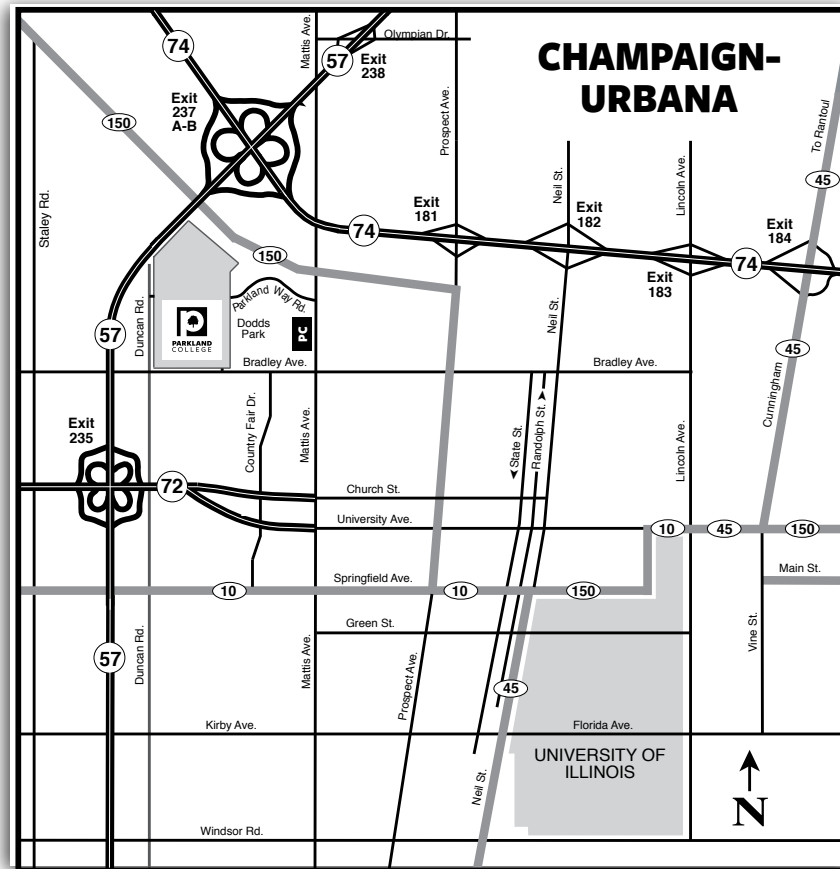
### To reach Parkland from Interstates 57 and 72:

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

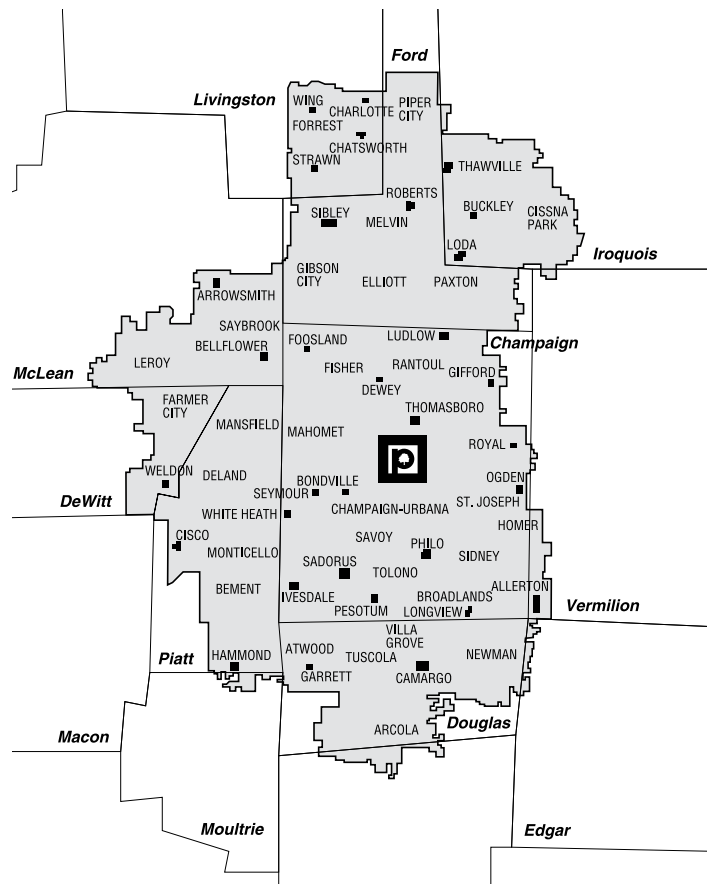
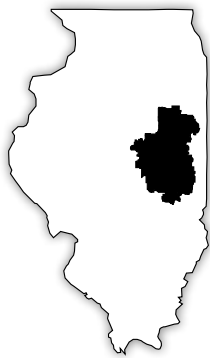
- On I-72, proceed east into Champaign (I-72 ends in Champaign);
- At the first traffic light, turn left onto Country Fair Drive;
- At the second traffic light, turn left onto Bradley Avenue;
- At the first traffic light, turn right into the Parkland College entrance.

### To reach Parkland from Interstate 74:

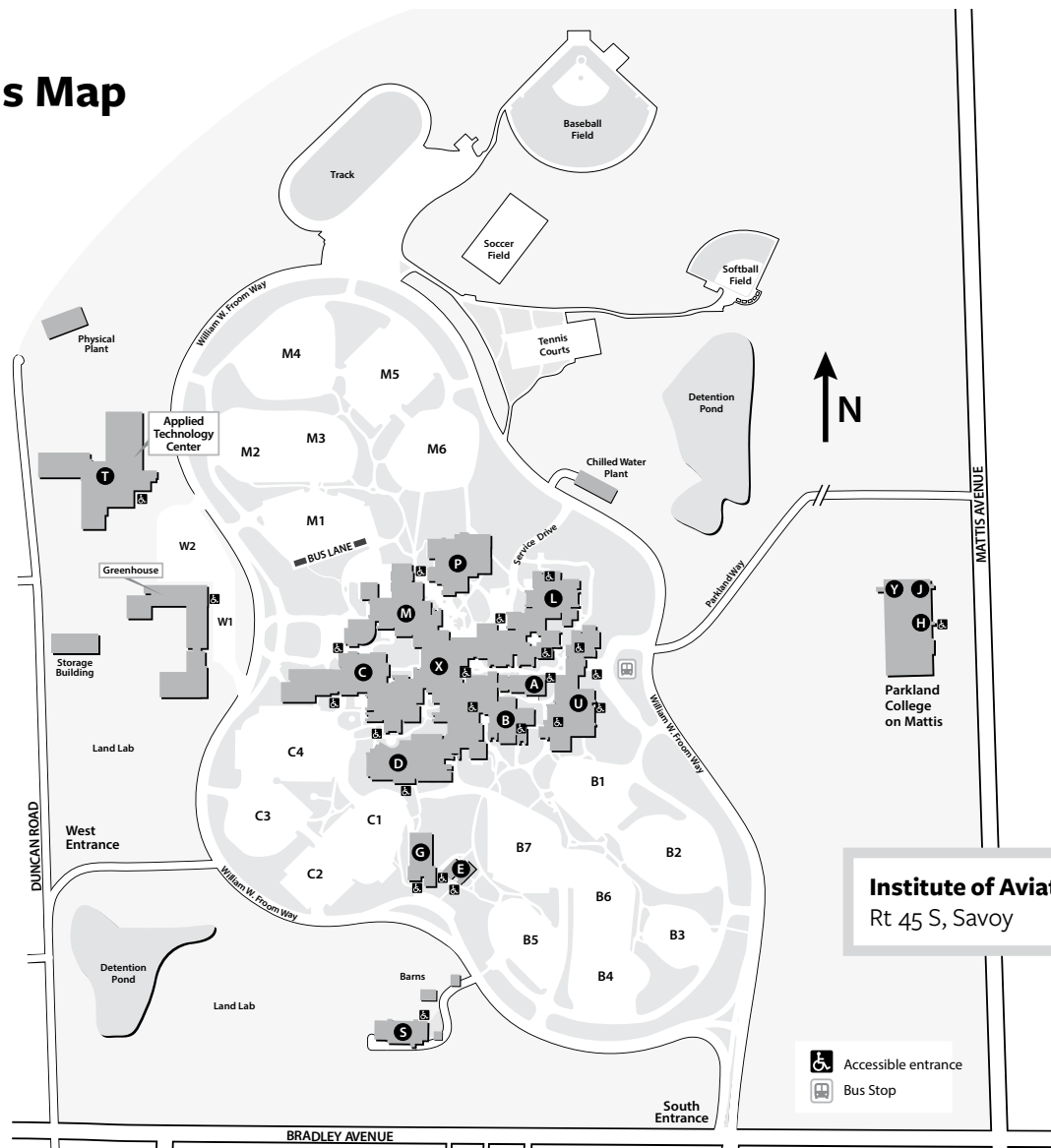
- Take Exit 181 to Champaign;
- At the first traffic light, turn south (left from the east and right from the west) onto Prospect Avenue;
- Travel south to Bradley Avenue and turn right;
- At the third traffic light, turn right into the Parkland College entrance.



## Parkland College District 505



# Campus Map



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

Office, Counseling Services, 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, Diesel Power Equipment Technology, Prairie Gardens Plant Lab/Greenhouse Complex

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

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

**Institute of Aviation** at Willard Airport, Savoy

## Accessibility

Location of mechanical doors:

- Entrance X-2 southwest of B wing, between B and X
- Southwest entrance to C wing • West entrance to D wing
- North entrance to M wing • West entrance to P wing
- Door to A wing lobby • East entrances to U wing





# institutional advancement

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## Institutional Advancement Directory

### Vice President for Institutional Advancement

Seamus Reilly room U332  
sereilly@parkland.edu 217/353-2170

### Dean of Institutional Effectiveness

Kevin Knott room U323  
kknott@parkland.edu 217/351-2239

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### OFFICE / DIRECTOR

#### Business Training and Community Education

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

#### Marketing and Public Relations

Stephanie Stuart room X156  
sstuart@parkland.edu 217/353-2683

### INTERNATIONAL EDUCATION

#### International Education Director

Seamus Reilly room U332  
sereilly@parkland.edu 217/353-2170

#### Study Abroad Coordinator

Jody Littleton room C129  
jlittleton@parkland.edu 217/351-2532

## Business Training and Community Education

1315 N. Mattis Ave., Champaign, IL 61821

217/351-2235 or 217/353-2055, [www.parkland.edu/btce](http://www.parkland.edu/btce)

Business Training and Community Education (BTCE) provides personal and professional development opportunities to transform lives. 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, College for Kids, and the Traffic Safety Program

**Customized Training and Solutions.** BTCE 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.** BTCE 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 Health-care 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 workshops range from one hour to several weeks. Topics include cooking, floral design, photography, woodworking, painting, drawing, glass work, or creative writing. A variety of fitness, wellness, and money management classes keep participants physically healthy and financially sound, and the Traffic Safety Program helps keep drivers safe on the road. For individuals interested in

seeing new or familiar places, BTCE offers monthly travel-ogues, day trips, overnight adventures, and weeklong travel to destinations both near and far. Online noncredit classes are also available. New subjects and trending topics are added every year.

**Youth Programs.** Students between the ages of 8 and 18 can explore subjects through hands-on short-term classes during the year or week-long campus during the summer. Classes include SAT/ACT prep, culinary, coding, and art. Spring break and summer camps for students ages 8-13 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.

## 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 ([www.parkland.edu/international](http://www.parkland.edu/international)) website serves as a portal for Parkland faculty and students into the world of international possibility. For more information, call 217/353-2170.

## Pre-college ESL

The ESL program offers a series of 3-credit-hour and 4-credit-hour courses in multiple skill areas for academic preparation. Students can enroll part-time or full-time; course placement is based on scores from 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 217/351-2582.

## 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/international/studyabroad](http://parkland.edu/international/studyabroad), or call 217/351-2532, or email [jlittleton@parkland.edu](mailto:jlittleton@parkland.edu).

## Global Studies Emphasis Designation

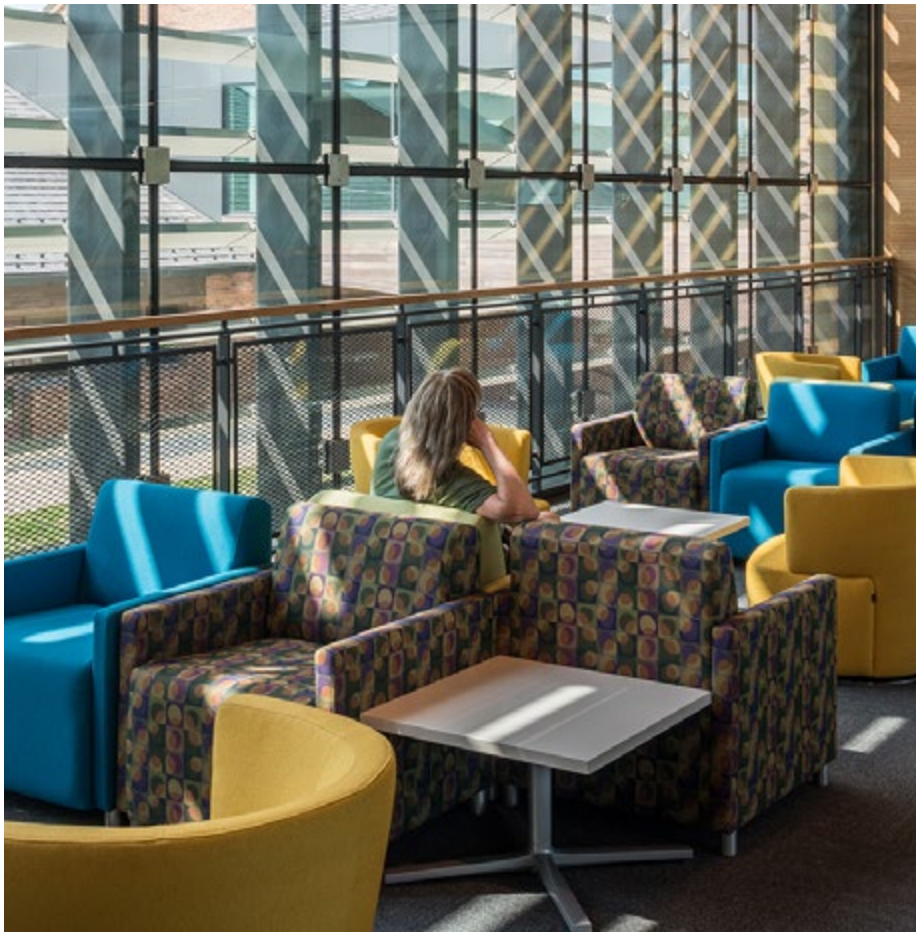
A Global Studies Emphasis designation on a student's transcript indicates that the student has acquired in-depth education of a particular country or region of the world by completing the following:

- 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, BUS 152, COM 120, ECO 165, GEO 140, GEO 143, HIS 101, HIS 102, HIS 108, HIS 109, HIS 123, HIS 125, 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 148, LIT 149, LIT 201, LIT 202, MKT 218, MUS 124, MUS 243, MUS 244, POS 165, POS 167, POS 202, POS 202, REL 101, REL 102, REL 120, REL 121

\*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.





# student services

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# Student Services Directory

## Vice President for Student Services

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

## Dean of Counseling Services

Ellen Zimmerman room U276  
ezimmerman@parkland.edu 217/351-2210

## Dean of Enrollment Management

Vacant room U245  
217/351-2535

## Dean of Students

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

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## Assessment Center

Michael T. Behrens room U206  
mbehrens@parkland.edu 217/351-2433  
Parkland placement testing; certification and licensure testing;  
academic testing for natural sciences, health professions, and  
mathematics

## Athletics and Student Life

Director: Rod Lovett  
rlovett@parkland.edu

### Athletics

room P204 217/351-2226  
Athletics: baseball; men's and women's basketball; golf, softball; men's  
and women's soccer; volleyball

### Student Life

room U111 217/351-2492  
Housing; orientation; student organizations; Student Government;  
student publications; student IDs

### Wellness Center

Sara Maxwell Room U116  
smaxwell@parkland.edu 217/351-2492  
Health and wellness information; lactation rooms; meditation room;  
pregnancy and parenting support

## Counseling Services

Interim Director: Angela Jancola  
ajancola@parkland.edu 217/373-3826

### Academic Advising and Personal Counseling Services

room U267 217/351-2219

### Accessibility Services

room U260 217/353-2338

### Career Services

Carrie Harris Room U271  
charris@parkland.edu 217/351-2492

## Enrollment Services

Director: Tim Wendt  
twendt@parkland.edu

### Admissions and Records

room U214 217/351-2482  
Admissions; adult re-entry; course registration; registrar; student  
records and transcripts

### Financial Aid and Veterans Services

room U286 217/351-2222  
Financial aid; scholarships; student employment; veterans services

### International Admissions

room U238 217/351-2890

## Public Safety

William P. Colbrook room A160  
wcolbrook@parkland.edu 217/351-2369  
Campus police; emergency medical services; public safety

## TRIO/Student Support Services

Director: Mary Catherine Denmark room U252  
mcdenmark@parkland.edu 217/353-2267  
Federal outreach and student services programs for individuals from  
disadvantaged backgrounds

# Admission/Registration Information

## Admission Policy

Admission is open to anyone who is a graduate of an accredited high school or is at least 18 years of age and able to benefit from college-level instruction. 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 attending an accredited high school and are at least 15 years of age should contact Early College Services (U236; 217/353-2663; email [earlycollege@parkland.edu](mailto:earlycollege@parkland.edu)).
- Students aged 15 who are being homeschooled must complete the Underage/Homeschool Enrollment Form prior to registration. This form may be obtained from Early College Services (U236; 217/353-2663). Also see page 52.

All students seeking a credential (degree or certificate) at Parkland must be assessed according to the Comprehensive Assessment Policy (see p. 43).

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 Assistant Dean, Adult Education (E107) 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 health professions programs is selective; see Health Professions Program Admission information on p. 21.

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

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

International students are welcome at Parkland. The college is authorized under federal law to enroll non-immigrant students. Prospective international students should contact the international admissions advisors in U238 (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 who wish to be admitted to an Associate in Arts, Associate in Science, Associate in Engineering Science, or Associate in Fine Arts (transfer) program.

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

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

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

## Health 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/academics/departments/health](http://parkland.edu/academics/departments/health). The application deadline for most health professions programs is March 1 prior to fall semester enrollment. Programs with

spring semester admissions also have an October 1 application deadline.

Most programs require a \$10 nonrefundable processing fee that must be submitted with the specific program application checklist. The application will be processed only after this fee has been paid. This fee will be assessed each time the student submits an application checklist. NOTE: Students seeking admission to Kankakee's Medical Laboratory Technology program must apply through Kankakee Community College.

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/academics/departments/health](http://parkland.edu/academics/departments/health).

## Application Procedure

### Degree/Certificate Students

The applicant who intends to earn a degree or certificate from Parkland must submit the following 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/getstarted](http://parkland.edu/getstarted).
2. An official high school transcript forwarded by the high school last attended or a General Educational Development (GED) Score Report.
3. Official transcripts forwarded from colleges and universities previously attended, if credit earned there is to be used toward a degree or certificate at Parkland. 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. For more information on the transfer of credits process, see page 49.

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, a new application or Program Code Change Form must be filed and supporting documentation presented (see Application Procedure Degree/Certificate Students).

### Returning Students

Before registering for classes, students who have discontinued their attendance at Parkland should make an

appointment with an admissions advisor (U214; 217/351-2482) to begin the reinstatement process.

## International Students

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

## Advising Guidelines

Academic advising at Parkland is a shared responsibility. The faculty, department chairs, the Center for Academic Success, and Counseling Services 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 Counseling Services.
- Students enrolled in an A.A., A.S., A.E.S., or A.F.A. transfer program may seek advice from a faculty program counselor or an advisor. Agriculture transfer students must see a faculty program advisor or the Agriculture/Engineering Science and Technologies department chair. Students enrolled in Fine and Applied Arts transfer programs (A.A. and A.F.A.) as well as A.A.S. programs should see the faculty program advisor for their program or the department chair.
- Students enrolled as applicants in a health professions program may seek advice from the Counseling Services.
- Students currently enrolled in CCS 098 should seek advice from the Center for Academic Success. Students currently enrolled in CCS 099 should seek advice from the Counseling Services or the Center for Academic Success.
- Students who are new to Parkland and are seeking a degree or certificate must see a counselor or advisor. New student athletes receive initial academic advice through the athletic department.

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

programs must see a faculty program advisor regardless of the number of credit hours they have earned.

## Registration Procedure

### Assessment and Registration

Before new students can register for classes, their reading, writing, and mathematics skills must be assessed. See the Comprehensive Assessment Program (CAP) on p. 43 Using their placement test results and in consultation with an advisor or counselor, students then select and reserve courses. All degree-seeking students are required to complete S.O.A.R.—Student Orientation, Advising, and Registration. Registration is complete upon payment of tuition and fees.

### Registration Guidelines

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

### Auditing a Class

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

### My.parkland.edu

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

### Student Responsibility

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

### Class Schedule Information

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



## Release of Information about Students

### Student Records

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

### Privacy Act

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

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

### Public Directory Information

Parkland 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 *prior to the second week of class (fifth day of class for summer sessions)*. Forms may be obtained from the Office of Admissions and Records in U214.

## 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 (U238; 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 counselor or advisor to discuss the procedures and advisability of concurrent enrollment and determine the course desired and its availability.
3. Ask the director of Parkland's Counseling Services (U276) to sign the completed Concurrent Enrollment form.
4. Ask the appropriate assistant or associate dean of the University of Illinois college which offers the desired course to sign the completed Concurrent Enrollment form.
5. Once the request is approved, the Concurrent Enrollment form and a completed non-degree application for admission must be presented to the Office of Admissions at the University of Illinois, 901 W. Illinois, Urbana, Illinois.
6. Students seeking concurrent enrollment may register during the late registration period. If registration is completed by the end of the first week of late registration, the late registration fee will be waived.
7. This procedure must be followed at the beginning of each semester the student wishes to concurrently enroll. If a student was concurrently enrolled during the previous semester at Illinois, the student may not need to complete a non-degree application for admission. (Check with the University of Illinois Office of Admissions.)

## University of Illinois Students

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

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

## Reserve Officers Training Corps (ROTC) Registration

The University of Illinois at Urbana-Champaign has three ROTC detachments (Air Force, Army, and Navy). Parkland College students who are interested in enrolling for ROTC classes at the university may do so through the concurrent enrollment agreement between Parkland College and the University of Illinois. The Concurrent Enrollment (ROTC) form is found at [parkland.edu/admissions/forms](http://parkland.edu/admissions/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 \$143.50 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 \$12 technology fee. District residents will pay a total of \$164 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 and AVI 112), 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 \$12 technology fee. District residents will pay a total of \$245.50 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 in the printed Parkland College class schedule.

Note: All classes taken in preparation for the GED test are free. Refer to the section on Adult Education on p. 53 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 nonsufficient funds. Failure to pay nonsufficient 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.

### Course Repeat Fee

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

### Non-repeatable Courses

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

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

### Repeatable Courses

The student will be charged a course repeat fee in addition to the tuition and course fees as soon as the repeat-enrollment limit has been exceeded for the given course. Exceptions may be recommended by the appropriate division dean.

## Tuition and Fee Charges

<u>Residence Classification</u>	<u>Charge Per Credit Hour</u>
Resident of District 505 (see map on p. 12)—Tier One rate . . . . .	\$164
Resident of District 505—Tier Two rate (selected career course prefixes*) . . . . .	\$245.50
Nonresident of District 505 but resident of Illinois . . . . .	\$370
Nonresident of Illinois . . . . .	\$529
Nonresident of District 505 in Ford ASSET and Case New Holland programs. . . . .	\$245.50
<u>Residence Classification</u>	<u>Charge Per</u>
<u>for Online Classes</u>	<u>Credit Hour</u>
Resident of District 505—Tier One rate . . . . .	\$164
Resident of District 505—Tier Two rate (selected career course prefixes*) . . . . .	\$245.50
Nonresident of District 505 but resident of Illinois . . . . .	\$245.50
Nonresident of Illinois . . . . .	\$300.50

\* AFM, ALV, AVI (except for AVI 111 and AVI 112), 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, and if they are under 21 years of age, must prove they are independent of parents or guardians. A map of District 505 appears on p. 12. Evidence of the applicant's residency should be submitted to the Office of Admissions and Records.

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

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

### Nonresident Students

Illinois students who are not residents of District 505 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 the 2018–2019 academic year, Illinois students who are not residents of District 505 will be assessed an additional \$206 per credit hour. For

out-of-state and international students, the total additional assessment is \$365 per semester hour.

### **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 page 52.

### **Tuition for Senior Citizens**

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

### **Refund Policies: Tuition and Fees**

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

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

### **Credit Courses**

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

- A 100 percent refund of tuition and fees will be made if an official drop without record occurs during the first week of the class session regardless of when the first class meeting is scheduled. (See WebAdvisor in my.parkland.edu 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 cancelled by the college.
- A 100 percent refund of tuition will be made if an official drop is made before the first day of the workshop/course.
- No refund will be made if the drop is made after the workshop/course has started.

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

The American Opportunity Tax Credit originally modified the existing Hope Credit for tax years 2009 and 2010. This was later extended through 2017, making the benefit available to a broader range of taxpayers, including those with higher incomes and those who owe no tax. It also adds

required course materials to the list of qualifying expenses and allows the credit to be claimed for four post-secondary education years instead of two. There are a variety of tax credits, deductions, and savings plans available to taxpayers to assist with the expense of higher education.

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

Other tax benefits include the Lifetime Learning Credit, Exemption of Employer-Provided Assistance, Exemption of Scholarships and Tuition Remission, and Deduction of Student Loan Interest. Visit the Tax Benefits for Education: Information Center online at [irs.gov](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. 29)
5. Demonstrate financial need. Financial need is considered to be the difference between one academic year's educational expenses (tuition, books, fees, room and board, commuting costs, etc.) and the applicant's resources for the same period (aid from parents, savings, trusts, grants, personal earnings, etc.) as documented in the applicant's Free Application for Federal Student Aid.

### Student Rights and Responsibilities

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

The student has the right to ask the college:

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

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

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

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

### Release of Financial Information

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

**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 award-ed to students who have exceptional financial need. SEOG awards depend on the amount of funds available.

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

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

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

**Direct Parental Loan for Undergraduate Students (PLUS).** PLUS loans are available to 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. 33.

### Selective Service Registration Status

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

financial aid. All male U.S. citizens born after December 31, 1959, who are 18, but not yet 26 years old are required to register.

Those persons not required to register with selective service must, nevertheless, indicate why they do not have to be registered. These persons include members of the Armed Forces on active duty, lawful non-immigrants on visas, incarcerated persons, those continually confined to a hospital or residence, and U.S. citizens or immigrants who are born male and have changed their gender to female.

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

### **Review Period**

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

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

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

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

### **Financial Aid Warning**

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

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

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

### **Financial Aid Suspension**

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

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

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

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

### **Financial Aid Reinstatement**

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

1. Meet minimum cumulative completion rate and/or cumulative college GPA requirement standard(s) as set forth in this policy; or
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: The decision of the committee is final.

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

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

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

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

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

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

### **Assistance Programs**

**Veterans Benefits (G.I. Bill).** Parkland College is approved for G.I. Bill benefits. Veterans and servicemembers should contact the Office of Financial Aid and Veteran Services for information concerning the financial assistance and/or benefits available to them. For additional information about assistance for veterans, servicemembers, and reservists, see p. 36.

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

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



Financial Aid and Veteran Services for information concerning the financial assistance/benefits available to them.

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

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

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

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

### Policy on Satisfactory Academic Progress

Students who are receiving educational benefits through the VA must continue to make satisfactory progress in their academic major. Satisfactory progress will be measured in terms of a student's college (cumulative) grade point average (GPA). Students receiving benefits are expected to maintain a college GPA that does not subject them to academic probation (see p. 45). If a student maintains a probationary GPA for two consecutive terms, or is academically suspended or dismissed from Parkland College, the student's future enrollment certification will be suspended and the VA will be notified of the student's unsatisfactory progress.

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

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

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

## Scholarships

Information on available scholarships may be found in the scholarship search in [my.parkland.edu](http://my.parkland.edu).

### Special Scholarships

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

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

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

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

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

**PARKLAND COLLEGE STUDENT ACTIVITIES SCHOLARSHIP.** Tuition waivers to high school graduates, or those with high school equivalency, who participate in student activities. Applications are 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% all resident tuition and fees for two academic years.

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

## **Parkland College Foundation Scholarships**

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

### **Accounting**

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

### **Agriculture**

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

### **Automotive**

William C. Annin Memorial Scholarship  
Champaign County Sports Car Club Scholarship  
Ford Motor Company Scholarship  
Richard P. Karch Memorial Scholarship  
David and Katherine Parkhill Scholarship  
Sullivan Family Scholarship  
Jordan Taylor Automotive Scholarship

### **Aviation**

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

### **Business**

Kathleen J. and Thomas M. Bennett Scholarship  
Business Administrative Technology Scholarship  
Fisher National Bank Scholarship  
Theresa L. Golaszewski Women in Business Scholarship  
Elva Hensley Greeson Business Scholarship  
Thomas James Neal and Linnie May Rice Neal Scholarship  
Business Administrative Technology Scholarship

### **Community College Teaching Preparation**

Karen Keener PROF Scholars

### **Computer Science and Technologies**

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

### **Criminal Justice**

Criminal Justice Memorial Scholarship  
Peter McLaughlin Memorial Scholarship

### **Disability**

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

### **Education**

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

### **Engineering Science and Technologies**

Forging the Future Birkey's Scholarship  
Rita Rogers Head Scholarship  
David O. Lawrence Fire Service Technology Scholarship  
Frasca International Industrial Technology Scholarship  
IACE District 5 Civil Engineering Scholarship  
Jerry Monigold Memorial Scholarship  
Walter H. Miller Memorial Scholarship  
Dorothea Fredrickson Smith Scholarship  
Joseph B. Summers-Henneman Engineering Technology Scholarship  
Gayle Wright Memorial Scholarship

### **English**

Joanna Tenneh Diggs Hoff Memorial Scholarship  
Diana P. McDonald Scholarship

### **Entrepreneurship**

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

### **Fine and Applied Arts**

Robert Ralph Ford Memorial Art Scholarship  
Candy Foster Fine and Applied Arts Scholarship  
Juanita L. Gammon Graphic Design Scholarship  
David M. Jones Memorial Scholarship  
Dr. David M. and Shirley A. Jones Student Art Award  
Don Lake Art Scholarship  
Kenda Lawless Memorial Fund  
Lykins Family Art Scholarship  
Memory Lane Scholarship  
Underwood-Alger Art Scholarship

### **GED Student**

Adult Education Fund GED  
Ernest Vassar Memorial Scholarship

### **General**

Astronomy Club Scholarship  
Sherry L. and Nelson R. Beck Scholarship  
Jac Bruno Scholarship  
Champaign Rotary Vo-Tech Scholarship  
Phyllis Cline Scholarship  
Donald C. Dodds, Jr. Scholarship  
Jay Downey Scholarship  
Joyce and Dale Ewen Family Scholarship  
First Mid-Illinois Bank Scholarship  
First Midwest Bank Scholarship  
Patricia K. Flessner Scholarship  
Habeb Family Scholarship  
Zelema Harris Endowed Scholarship  
The Frank and Priscilla Hettler Scholarship  
Illinois American Water Company Scholarship  
International Student Scholarship  
Albert Isaac, Sr. Memorial Scholarship  
Rost Family Scholarship  
Savoy Rotary Club Vocational Scholarship  
Marsh Jones Honors Scholarship  
Amy Kummerow Memorial Scholarship  
Norman Lambert Memorial Scholarship  
David Maxwell Memorial Scholarship  
McMillan Family Scholarship  
Zachary McNabney Scholarship  
Carl R. Meyer Endowed Scholarship  
Meyer Charitable Foundation Scholarship  
Richard D. Norris Student Government Scholarship  
Parkland College Faculty and Staff Scholarship  
Parkland College Study Abroad Scholarship  
Power of the Purse Scholarship  
Rantoul Community Scholarship  
Christian Sheehan Memorial Scholarship  
MG and Gladys Snyder Scholarship  
Southwood VanEs of AAUW Scholarship  
SuperValu Scholarship

Jackie Taylor Scholarship  
Technology Scholarship  
Together We Achieve Scholarship  
Lynette Trout Endowed Scholarship  
University of Illinois Community Credit Union Scholarship  
The Cordova- Wentling Family Scholarship  
in honor of Christian R. Sheehan  
Wise Family Foundation Scholarship  
Women's Studies Scholarship

### **Health Professions**

Alpha-Care Scholars Program at Parkland  
Tonia Anding Memorial Scholarship  
Champaign Social Science Club Nursing Scholarship  
Charles R. and Louise M. Bash Scholarship  
Homer Harrison Bash Memorial Scholarship  
Joseph S. and Sarah E. Bash Nursing Scholarship  
Mary Elizabeth Bash Memorial Nursing Scholarship  
Latasha Brize Scholarship  
Julia F. Burnham Scholarship  
Carle Auxiliary Scholarship  
Carle Scholars at Parkland College  
Champaign County Nursing Home Scholarship  
F. Lorene Christians Nursing Scholarship  
Christie Foundation Scholarship  
The Greater Champaign County Chapter of AMBUCS  
Respiratory/Occupational Therapy Scholarship  
Jean and Lloyd Helper Nursing Scholarship  
Fran Hill Memorial Scholarship  
Catherine and Leo Huff Memorial Scholarship  
Lykins Family Nursing Scholarship  
Maurer Family Scholarship  
McGrain-Huff Nursing Scholarship  
Bill and Anna Mettler Nursing Scholarship  
Sister Julia Moriarty Nursing Scholarship  
Parkland College Nursing Scholarship  
Reifsteck Family Scholarship  
Sandra W. Reifsteck Nursing Scholarship  
Rachel J. and Vernie A. Schroeder Scholarship for Nursing  
George T. Shapland Health Careers Scholarship  
Ted Silver Scholarship  
Star for Education Foundation, Inc. Scholarship  
Charles Thomas Memorial Scholarship  
Lauretta Turner Memorial Scholarship  
Thomas Wagner Memorial Scholarship  
Judi Davis Weatherall Scholarship

### **High School**

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

### **Hospitality**

Jacobs Family Scholarship  
William Myers Hospitality Management Scholarship

### **Illinois workNet Center**

David L. Miller Memorial Scholarship

### **Liberal Arts and Sciences**

Vitoux Family Liberal Arts and Sciences Scholarship

### **Mathematics**

Jayne Ryoti Memorial Scholarship

Strides Scholarship

### **Music**

Norma Lou Dudley Memorial Scholarship

Susan and Derek Kraybill Musical Theatre Award

Vitoux Family Music Scholarship

### **Theatre**

Randy A. Millas Theatre Scholarship

Theatre Production Award

### **UI Transfer**

Hites Family Endowment Scholarship

### **Veteran**

American Legion Aux Unit 24 Scholarship

Career and Technical Education/Non-traditional Student Scholarship

Commander Leonard Nettnin Memorial Scholarship

Seymour American Legion Post 1256 Scholarship

### **Veterinary Technology**

Dr. and Mrs. Paul F. Cook Veterinary Technician Scholarship

Melissa Bailey Wolfram Memorial Scholarship

Vet Tech Faculty and Staff Scholarship

## **Student Services/ Activities/Policies**

### **Student Services**

#### **Counseling Services**

**Counseling and Advising Services.** 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. (U267)

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. (U267)

For office hours, scheduling options, or more information, call 217/351-2219.

**Career Services.** Students are assisted in exploring their interests, skills, and values to select college majors and career goals. Additional career services include assistance with resume writing, interviewing skills, and other job search strategies. (U267)

**Accessibility Services.** In accordance with the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973, Parkland College provides auxiliary aids and services for students who self-identify their disability. Students with disabilities who desire academic accommodations must register with 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 director 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 [www.parkland.edu/studentpolicy](http://www.parkland.edu/studentpolicy), from the director of counseling services (U260), or the vice president of student services (U334).

## Assessment Center

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

## Adult Re-entry Services

Parkland's Adult Re-entry Services, located in the Admissions and Records Office (U214), helps busy adults find a convenient way to finish their college degrees. Guidance is provided through the development of individualized learning plans, which outline exactly what is needed and which courses are necessary for degree completion. Several four-year universities offer advanced degrees that can be earned by taking courses through Parkland or online. For information, call 217/353-2666 or e-mail [adultreentry@parkland.edu](mailto:adultreentry@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.

## TRiO/Student Support Services

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

## Student Life

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

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

**Housing.** The Office of Student Life refers students and parents seeking off-campus housing to the webpage [parkland.edu/studentlife](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 U120.

### Student Association

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

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

### Student Organizations

- ACCESS—students with disabilities and allies
- Alpha Phi Omega—service and philanthropy
- Astronomy Club
- Brother to Brother
- Board Gamers
- Chess Club
- Club Latino
- Cru—formerly Campus Crusade for Christ
- Criminal Justice Club
- English Conversation Club—international cultures
- German Club
- International Students Association
- Japanese Culture Club
- MMA – Mixed Martial Arts
- Parkland College Student Education Association
- Parkland Motorsport—Automotive Technologies
- Parkland Pride!—LGBT students and allies
- Parkland Running Club
- Parkland Scholars Group—Honors Program
- Phi Alpha Chi—Agriculture Club
- Phi Theta Kappa—Honor Society
- Pre-Law Club
- P.U.S.H.—Parkland United for Student Health
- Respiratory Therapy Students Association
- S.A.D.H.A.—Student American Dental Hygienists Association

Science Club

S.N.A.P.—Student Nurses Association at Parkland College

S.V.A.P.—Student Veterans at Parkland College

Social Justice Club Surgical Technology Club

Surgical Technology Club

Veterinary Technicians Association

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

### Phi Theta Kappa Honor Society

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

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

### Parkland College Alumni Association

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

### Student Publications

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

Student writers and editors use Macintosh computer equipment to produce the paper. Positions are open to all students; those majoring in mass communications, and visual arts find this experience particularly helpful in building their portfolios of published material. Paid positions and scholarships are available pending budget approval. For information, call 217/353-2627.

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

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

## **Intramural Activities**

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

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

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

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

## **Wellness Center**

The Wellness Center (U116) provides health education programs and presentations that help Parkland students and employees develop healthy lifestyles while cultivating a culture of wellness on campus through knowledge and behavioral change. The Wellness Center guides individuals towards healthy living initiatives by providing community referrals, smoking cessation education, stress management techniques, general wellness consultations, and alcohol and other drug education. Social 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 217/373-3879 or 217/353-2323 for more information.

## **Department of Public Safety**

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

The main Public Safety office is located in A160, and includes a Lost and Found. A college center substation is in X110 and the Student Union substation is in U136. You can reach the department by calling 217/351-2369; using emergency call boxes located throughout campus; dialing 2369 from house

phones; or dialing 911 from faculty-staff office phones. Visit [parkland.edu/police](http://parkland.edu/police) for more information.

## **Intercollegiate Athletics**

Parkland College intercollegiate athletics provide opportunities for students to participate in state and national competition. Parkland's intercollegiate program includes varsity competition for men in baseball, basketball, golf, and soccer, and for women in basketball, soccer, softball, and volleyball. In fall 2016, the Parkland volleyball team won the NJCAA title for the second straight year, finishing the season 52-2 and not losing a set at nationals. The Cobras' volleyball two-year record was 109-2. The back-to-back championships give Parkland College three volleyball titles as the Cobras appeared in four consecutive title games (two championships and two second-place finishes). In fall 2016 both men's and women's soccer teams made their first trips to nationals with the women placing fifth and the men sixth. In addition, the baseball team went to the World Series in spring 2017, finishing 3rd. Overall, seven Parkland teams won Midwest Athletic Conference titles in 2016-2017 and seven teams went to nationals.

The college is a member of the National Junior College Athletic Association (NJCAA) and Region 24, as well as the Mid-West Athletic Conference. Since 1999, Cobras sports teams have won five national titles (volleyball 1999, 2015, 2016, and baseball 2002, 2009), and finished as the national runner-up on eight occasions. Each year, many Parkland athletes earn All-Conference, All-Region, and NJCAA All-American recognition. Parkland College alumni include four players in Major League Baseball, notably two-time Rawlings Gold Glove winner, Kevin Kiermaier.

Contact the Athletic department at 217/351-2226 for information on tryouts and scholarship opportunities.

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

## **Policies Governing Student Life**

### **Student Policies and Procedures Manual**

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

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

- Sexual Assault
- Student Conduct Code
- Student Grievance Procedure
- Student Records
- Students with Disabilities

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

### **Safety Glasses Policy**

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

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

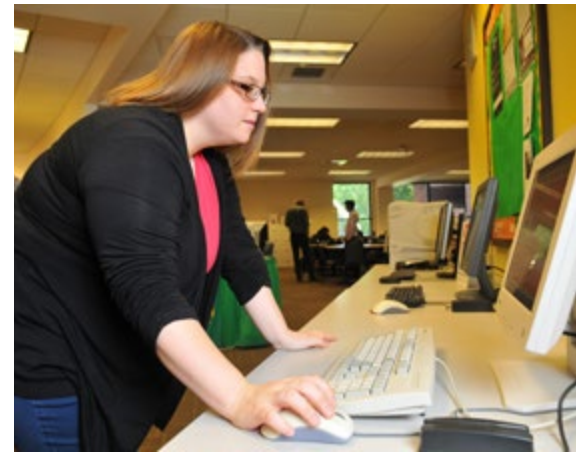
Visitors to shops or laboratories will be furnished with and required to wear industrial-quality eye protection.

### **Bringing Children to Class**

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







# academic information

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# Academic Policies and Procedures

## Comprehensive Assessment Program (CAP)

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

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

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

## Grading

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

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

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

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

Note: The amount of additional work required is approximately that of a one-hour-credit project of IND 288. The honors project has no bearing on the class grade. Students

are not required to be a member of the Honors Program to earn an A with honors grade, but must be a member of the Honors Program to qualify for honors scholarships. Professors are not required to allow A with honors options in their classes.

A student receiving an F grade may not continue in a sequential course. Many academic programs require a minimum grade of C to continue in a sequential course. See specific course descriptions on p. 224 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. 47.

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

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

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

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

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

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

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

## Grade Point Average

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

The program GPA is used to determine eligibility for graduation in degree and certificate programs (see p. 61). 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:

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

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. 45). The college GPA is computed by the following formula:

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

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 for an employer may print them from the online system or request them in person with a picture ID at the Office of Admissions and Records.

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

### Final Examinations

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

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

### Change of Grades Policy

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

### Academic Record Exclusion

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

In such cases the college acknowledges that it may be reasonable to exclude all of the prior academic record from the computation of the student's cumulative grade point average. Prior to requesting exclusion, the student must complete successfully at least 15 credit hours within two years upon return to Parkland. All prior grades and any earned credits will remain on the student's transcript. Students enrolled in transfer and career programs may apply for academic record exclusion. Forms to request academic record exclusion should be submitted to the Office of the Dean of Learning Support (D108).

### Individual Grade Exclusion

Students who have changed from a transfer program to a career program or from one career program to another career program (A.A.S. degree and career certificate) may

request that **F** and **D** grades earned in credit hours not required in the new program be excluded from the computation of their cumulative grade point average in the new program. These courses must have been required in the previous program and not required in the new career program. This policy does not apply to persons changing from one transfer major to another transfer major or from a career program to a transfer program. The written appeal requesting exclusion of certain course work should be submitted to the Office of the Dean of Learning Support (D108).

### Academic Honors (Dean's List)

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

### Academic Warning

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

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

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

### Academic Probation

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

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

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

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

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

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

### Academic Suspension

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

### Academic Dismissal

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

### Returning from Academic Suspension or Dismissal

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

1. **Financial aid:** Complete an online Free Application for Federal Student Aid (FAFSA) application if financial assistance is needed. This must be done in a timely manner so that forthcoming aid, if any, is in place by the start of the semester.
2. **Academic plan:** Meet with an academic advisor, counselor, or academic coach to develop an academic plan for the semester he/she wishes to be readmitted to. To meet registration deadlines, academic plans must be completed in time to allow for dean approval and student enrollment into classes. The academic plan should meet the following stipulations: no more than 13 credit hours (7 hours in the summer); no accelerated classes (8 weeks or less, except in the summer); no more than one online class; include FYE 101 Strategies for College Success. Where appropriate, advising staff may propose modifications of conditions to the dean of learning support.
3. **Progress review:** Make appointments to see an academic coach in CAS at least two times in the first semester upon returning to classes to review his or her academic progress. The first meeting should take place between

weeks four and five of the semester. Progress reports will be recorded in the student information system.

4. **Dean's approval:** Submit a copy of the completed academic plan signed by the counselor, advisor, or advocate to the office of the dean of learning support (D108) for approval.
5. **Class registration:** Upon notification of the dean's approval, register for classes. Registration for classes must be in accordance with the agreed-upon academic plan and must be completed within one week of the notification.

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

### Appealing Academic Suspension or Dismissal

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

1. **Financial aid:** Complete an online Free Application for Federal Student Aid (FAFSA) application if financial assistance is needed. This must be done in a timely manner so that forthcoming aid, if any, is in place by the start of the semester.
2. **Academic plan:** Meet with an academic advisor, counselor, or student development advocate to develop an academic plan for the semester he/she wishes to be readmitted to. This meeting should take place no later than one week before the start of the 16-week class sessions (fall or spring semester) or the summer semester. The academic plan should meet the following stipulations: no more than 13 credit hours (7 hours in the summer); no accelerated classes (less than 16 weeks, except in the summer); no more than one online class; include FYE 101 Strategies for College Success.
3. **Petition to Appeal Academic Suspension form:** Complete the Petition to Appeal Academic Suspension form. Submit this form together with relevant documentation supporting the cited extenuating circumstances and the academic plan to the dean of learning support in D108.

Only the dean of learning support or designee can approve an appeal against academic suspension or dismissal. The dean may impose additional requirements when approving an appeal. If the appeal is approved, the student will be informed by phone and in writing. Upon notification,

the student has a week to complete class registration. The approval is rescinded if the student fails to register for class within this time. The readmitted student must also make two appointments to see an academic coach in the Center for Academic Success in that first semester so that the student's academic progress can be reviewed. The first meeting should take place within the first four weeks of the semester. Progress reports will be recorded in the student information system.

### **Program Dismissal**

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.

### **On Time Registration**

Students must be registered for a course before instruction begins. Students who miss the registration deadline for a course will be directed to choose from classes available in the next instructional session of the same semester. Information about registration deadlines is published in the Parkland class schedule, on the student portal ([my.parkland.edu](http://my.parkland.edu)), and at [parkland.edu](http://parkland.edu).

### **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 p.m. 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 [admissions@parkland.edu](mailto:admissions@parkland.edu). Withdrawals may not be done online in the student portal or by telephone. The deadline to withdraw is 5 p.m. 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 class schedules. Students should consult class syllabi for withdrawal deadlines for non-standard class lengths. Failing to withdraw properly from a class may result in receiving a failing grade of F for that class.

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 Catalog, page 190, Program Requirements) 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 On Time Registration policy for students who place into developmental classes, students who miss the first two meetings of a developmental class will be dropped without record on the recommendation of the instructor. The course will not appear on the student's permanent academic records and a full refund will be given. Dropped students will be given the opportunity to register for 13-week developmental classes.



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

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

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

**Other administrative withdrawals.** A student also may be withdrawn from a course by administrative action as a result of 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 to the dean of learning support in cases where F grades have been recorded because a student was unable to officially withdraw. The student may petition the dean of learning support for retroactive withdrawal from any and all courses in the semester in question. The student must provide verifiable evidence of the cause for failing to withdraw properly. The student has until the end of the fall or spring semester following the semester in question to submit an appeal for retroactive withdrawal. If the petition

is granted, the grades will be changed to W by the Office of Admissions and Records.

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

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

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

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

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

#### **Transcripts**

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

An official transcript is signed and dated by the director of 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.

### **Transfer of Credits from Other Accredited Institutions**

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

- A completed Parkland College admission form must be on file in the Office of Admissions and Records, and the student must declare a program of study in a degree or a certificate. The evaluation of new students seeking a degree or certificate may not be completed until after the semester has begun because of the volume of evaluations being processed. Therefore, students should consult a counselor or academic advisor for assistance in selecting courses.
- Students must request an official transcript be sent from the institution they previously attended to the Office of Admissions and Records.
- Hand carried or “Issued to Student” transcripts will be reviewed by the director of enrollment services or his/her designee. If the authenticity of the hand carried transcript is confirmed, it will be accepted on a conditional and temporary basis for educational planning purposes and does not nullify the requirement of an official transcript. If there are questions about the authenticity of the hand carried transcript, the applicant will be notified.
- Notice of the completed transcript evaluation indicating how the credit earned at another institution will be applied toward the Parkland degree will be emailed to the student’s official Parkland College email account.

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

Parkland is accredited by the Higher Learning Commission (see p. 8). This accreditation facilitates the transfer of credit to other colleges and universities across the country. Students planning to transfer to senior colleges are responsible for selecting appropriate courses (see Course Patterns at [www.parkland.edu/counseling](http://www.parkland.edu/counseling) and the Illinois transfer

website, [www.itransfer.org](http://www.itransfer.org)). Advisors and counselors are available to assist students with the transfer process.

## **Classification — Course Load**

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

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

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

### **On Time Registration Limits on Maximum Course Load**

In line with the On Time Registration policy (see p. 47), students of any classification who are eligible to take 16-week classes may enroll for up to 18 credit hours without special approval. Students who wish to take more than 18 credit hours must obtain the approval of a Parkland counselor or academic advisor. Students who are eligible to take only 13-week or shorter classes may enroll for no more than 13 credit hours. Students who are eligible to take only 8-week classes may enroll for no more than 8 credit hours. These limits apply to the fall and spring semesters.

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

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

### **Student Study Time Expectations**

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

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

## **Student Complaint Procedure Regarding Academic Matters**

1. Class and course or grade concerns should be first discussed with the faculty member.
2. If the student is not satisfied with the faculty member's response or explanation, or if the student does not feel comfortable speaking with the faculty member, the student should meet with the department chair.
3. The department chair or designated equivalent should hear the student's concern and resolve it if it is a procedural or technical matter. If it is a personal or faculty member conflict matter, the chair should hear it out and then:
  - a. recommend that the student discuss it with the faculty member, if appropriate and not already discussed,
  - b. discuss the matter with the faculty member
    - (i) with the student present, if student so desires,
    - (ii) without the student present, if student so desires, or
    - (iii) after the semester grades are submitted, if the student fears that his or her grade may be jeopardized (this session may or may not include the student).
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 [www.parkland.edu/studentLife/policies](http://www.parkland.edu/studentLife/policies). The student should note that utilizing the grade appeal process precludes the student from using the student grievance hearing process (and vice versa) for the same occurrence.

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 counselor to a specified four-year college or university in Illinois as planned. If a course selected with the assistance of the college does not transfer, Parkland will refund the tuition for the course. The transfer guarantee is accessible to full- and part-time students. Further information regarding educational guarantees related to transfer programs may be obtained by contacting the dean of arts and sciences at 217/353-2181.

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

<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.

## Agriculture Training Institute

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

## Case New Holland Diesel Power

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

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

## Ford ASSET

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

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

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

## Parkland Pathway to Illinois

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

participating colleges and majors at Illinois, call Parkland's Office of Admissions and Records at 217/351-2482, or visit [parkland.edu/admissions](http://parkland.edu/admissions) and select Parkland Pathway to Illinois.

## High School Articulation Agreements

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

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

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

## 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 the written approval of their schools and parents, 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 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 their schools and parents.

**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, computer networking, computer programming, health professions, 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 (U-233; 217/353-2663; email [earlycollege@parkland.edu](mailto:earlycollege@parkland.edu)).

### Dental Hygiene Clinic

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

### Massage Therapy Clinic

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

## Transfer Agreements

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

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

### 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.

- 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.
  - 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.
  - 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.
  - 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.
  - 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.
- 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 having completed the General Education Core Curriculum (GECC).
- Students who complete the GECC but do not receive an A.A. degree must formally request the Office of Admissions and Records to certify completion of the GECC by submitting a Petition to Certify General Education Core Curriculum form.
- Completion of the GECC 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 requirements.
- Courses with D grades or better are acceptable for evaluation of individual courses for GECC requirements. However, certification of having completed the GECC package requires that students must earn a minimum of 2.0 GPA for the courses that count towards the GECC. IAI exception to this rule: The ENG 101–102 two-course sequence in writing (6 semester credits) requires a C grade or higher.
- In order to complete the transferable GECC package, students need to complete a minimum of 15 credit hours of the GECC 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 after the student submits the Petition to Certify General Education Core Curriculum form.
- Students who do not complete the General Education Core Curriculum at Parkland College may not transfer credits back from a subsequent transfer institution to complete the GECC. However, students may transfer back credit hours to complete a degree.
- 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 37 semester hours to satisfy the Parkland College General Education Core Curriculum 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 [www.parkland.edu/admissions](http://www.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 a counselor or academic 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.)

Parkland students should contact the director of Counseling Services (U279; 217/373-3826). UIUC students may submit documentation in person at the Office of Admissions and Records (U214), via email at [registration@parkland.edu](mailto:registration@parkland.edu), or by fax at 217/353-2640.

## 2+2 Agreements

Parkland College has developed 2+2 articulation agreements with selected universities to provide students the opportunity to obtain bachelor's degrees in technical and other specific fields. Under the 2+2 agreement, Parkland graduates who have earned Associate in Applied Science (A.A.S.) degrees in specific occupational programs or A.A. or A.S. degrees with specific course work can transfer to the cooperating four-year institution, usually with junior standing. Check specific agreements with Counseling Services (U267). Currently, the following 2+2 agreements are in effect:

### Colorado State University Global Campus

Colorado State University Global Campus offers a variety of advanced degrees and degree specializations, all offered in an online format. Tuition relief is available for students transferring to CSUGC within one year of their graduation from Parkland. Contact the Office of Admissions and Records at 217/351-2482 for additional information.

### Columbia College

Management

### DePaul University

Animation

Computer Games Development: Production and Design Concentration

Computer Graphics and Motion Technology: Tech Designer

### **Eastern Illinois University**

Parkland programs:

Biology  
Business  
Business Administration  
Business Administrative Technology  
Child Development  
Communication: Media Arts and Production  
Criminal Justice  
Data Systems and Development  
General Studies  
Geography  
Geology  
Network Administration and Support  
Nursing

EIU programs:

Business Administration  
Computer and Information Technology  
General Studies  
Nursing (RN) to B.S. (Nursing)  
Organizational and Professional Development  
Sociology

### **Franklin University**

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

### **Greenville College**

Organizational Leadership

### **Illinois State University**

Graphic Design  
Nursing (RN) to B.S. (Nursing)  
Nursing to Health Education  
Occupational Therapy Assistant to Health Education  
Radiologic Technology to Health Education  
Respiratory Care to Health Education

### **Indiana Wesleyan University**

Accounting  
Addictions Counseling  
Biblical Studies  
Business Administration  
Business Information Systems  
Criminal Justice  
General Studies  
Management  
Marketing  
Nursing

### **Indiana Wesleyan University**

Digital Media

### **Lakeview College of Nursing**

Nursing

### **Lewis University**

Aviation Administration  
Aviation and Aerospace Technology  
Aviation Maintenance Management  
Air Traffic Control Management  
Aviation Flight Management  
Transportation Administration  
Unmanned Aircraft Systems

### **Millikin University**

Accounting  
Business Management

### **Olivet Nazarene University**

Nursing

### **Palmer Chiropractic College**

Chiropractic

### **Regis University (Denver, Colorado)**

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

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

Associate in Arts Degree  
Associate in Science Degree

### **Southern Illinois University (Carbondale)**

Automotive Technology  
Data Systems and Development

### **Springfield College of Benedictine University**

Business  
Economics  
Psychology

### **University of Cincinnati (International Pathway Program)**

University of Cincinnati accepts Parkland College international students into more than 300 different academic programs (excluding Engineering and Art and Design). Students who complete an Associate's Degree at Parkland College with a minimum grade point average of 2.5 will be guaranteed admission to the University of Cincinnati and be eligible for a scholarship of \$5,000 to \$15,000, renewable for three years. Contact the International Admissions Office at 217/351-2890 for additional information.

### **University of Illinois (Chicago)**

Nursing

### **University of Illinois (Springfield)**

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

### **University of St. Francis**

Health Care Leadership  
Nursing

### **Western Illinois University**

Business  
Computer Science  
Criminal Justice  
General Studies BOT  
Physical Education (Nonteaching)

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

Business Administration

## **Military Transfer Agreements**

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

As a part of SOC, Parkland is also a participant in the CONAP System of the United States Army. CONAP (Concurrent Application) allows recruits to the Army to be admitted into

Parkland at the time of entry into the Army. Under CONAP, students will be committed to the graduation criteria of the catalog of the year in which they are admitted regardless of date of enrollment. Students will also have the option to graduate under the requirements of any subsequent catalog. All other agreements applying to the SOC students will also apply to the CONAP students.

Further information about SOC and CONAP may be obtained from the Counseling and Advising Center.

## **Division of Learning Support**

The Division of Learning Support provides academic support services to assist students in their academic pursuits.

### **Center for Academic Success**

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

**Math Faculty Tutoring.** Experienced math faculty provides hands-on tutoring and instruction to students in MAT 059, 060, 072, 098, 124, and 143. Students are encouraged to work on math assignments in this tutoring area and receive immediate guidance and help.

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

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

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

**First Year Experience Programming.** CAS offers a First Year Experience course (FYE 101) that will help students succeed in college and beyond. Includes self-assessment, goal

setting, educational and career planning, time management, interpersonal communication, and personal development.

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

**Academic Coaching.** Academic Coaches will help students navigate barriers to college success by providing assistance with study skills, time management, educational plans, communication skills, as well as connecting students to campus and community resources.

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

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

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

## Library

Parkland Library connects students with the information they need in school, work, and life. Located on the second and third floors of the College Center, the library offers space for quiet studying, group work, class preparation, and research. The library owns an extensive collection of print and digital books, magazines, and newspapers, as well as videos, and other materials. There are over 80 computers with Internet access. Laptops, iPads, Chromebooks, Kindles, chargers and other loanable technology are available for check-out. Librarians teach research and information literacy skills in the 24-seat library classroom (R227), which serves as a quiet open computer lab when not otherwise scheduled. Professional assistance in the use of library resources is available all hours the library is open and online full-text resources are available 24/7. Questions can be sent by e-mail any time to “Ask a Librarian” at [Library@parkland.edu](mailto:Library@parkland.edu) or text 217/615-0079. For more information see the library web page at [www.library.parkland.edu](http://www.library.parkland.edu) or call the Research Help Desk at 217/373-3839.

## Professional Development and Instructional Technology

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

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

### Center for Excellence in Teaching and Learning

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

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

### Online Courses

In online courses, students interact with their instructor and classmates through the Internet.

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

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.

Questions about online or hybrid 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).

### **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).

## **Other Academic Support Services**

In addition to the support services in the Division of Learning Support, other academic support services at the college include:

### **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 C150, email [presentationcenter@parkland.edu](mailto:presentationcenter@parkland.edu), or go to [faa.parkland.edu/communication/lab.html](http://faa.parkland.edu/communication/lab.html) for more information about drop-in hours.

### **Tech Service Desk**

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

Located in room A184, Tech Service Desk hours are 7:30 a.m. to 6 p.m., Monday–Thursday, and 7:30 a.m. to 5 p.m., Friday. A satellite location in the Parkland Library is open from 10 a.m. to 2 p.m., Monday–Thursday, and 10 a.m. 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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# programs of study

## **ARTS AND SCIENCES . . . . . 75**

### **Fine and Applied Arts**

Art  
Communication  
Graphic Design  
Interactive Design  
Music  
Theatre

### **Humanities**

English (Literature)  
Liberal Arts and Sciences

### **Mathematics**

### **Natural Sciences**

Biological Sciences/Pre-Baccalaureate  
Nursing  
Kinesiology and Personal Fitness Training  
Physical Science

### **Social Sciences and Human Services**

Child Development  
Criminal Justice  
Education  
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Political Science  
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Sociology

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### **Agriculture/Engineering Science and Technologies**

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Automotive Collision Repair  
Automotive Ford Motor ASSET Program  
Automotive Technology  
Case New Holland Service Technician  
Computer-Aided Drafting  
Construction Management

Diesel Power Equipment Technology  
Electronic Control Systems  
Engineering Science  
Geographic Information Systems  
Heating, Ventilation, and Air Conditioning  
(HVAC)  
Horticulture  
Industrial Technology

### **Business/Computer Science and Technologies**

Accounting  
Business: Entrepreneurship, Management,  
Marketing  
Business Administration  
Business Administrative Technology  
Computer Science/Computer Information  
Systems  
Data Systems and Development  
Digital Media  
Hospitality Industry  
Interactive Design  
Network Administration and Support

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### **Health Professions**

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Emergency Medical Service  
Fire Service Technology  
Massage Therapy  
Medical Assisting  
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Practical Nursing  
Radiologic Technology  
Respiratory Care  
Surgical Technology  
Veterinary Technology

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# 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. 60 for Honors Program requirements.

## Graduation Requirements

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

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

The grade point average used to determine eligibility for graduation in degree and certificate programs includes only courses that are counted for the degree/certificate. This grade point average is called the *program* GPA (see p. 44).

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

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

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

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

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

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

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

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 class schedule will be considered for graduation during the next graduation petitioning time period. The college will not award degrees retroactively or backdate diplomas.

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

## Program Course Substitution Policy for Graduation

Course substitutions for program requirements 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 core courses.** A course substitution requested by the student for a general



education course requirement requires approval from the appropriate department chair and division dean. For example, a student in computer science who requests a substitution for the mathematics general education requirement must receive written permission from the chair of the Mathematics department and the dean 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.

## 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.

## Credit by Examination

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

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

Each educational institution determines its own policy regarding which CLEP tests it accepts, the minimum scores required to earn credit, and the amount of credit awarded. Individuals interested in participating in CLEP should find out about the acceptability of credits earned through CLEP at a particular college or university before taking a CLEP test. Parkland College accepts selected CLEP exams for proficiency credit. A student who scores a 50 on any exam listed below may apply to receive proficiency credit in an equivalent Parkland course:

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

8. History of the U.S. I: course credit for HIS 104

9. History of the U.S. II: course credit for HIS 105

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

### **Institutionally Prepared Proficiency Examinations.**

Students may also earn credit in a number of disciplines through institutionally prepared proficiency examinations. To apply, the student submits the Petition for Credit by Examination form to the appropriate department chair. A separate petition must be filed for each course for which the student seeks to earn credit by proficiency. The department decides whether a proficiency test is appropriate for any particular subject area, discipline, or course. Proficiency credit is counted toward graduation and is recorded on transcripts as P. The maximum amount of proficiency credit allowed toward a degree or certificate is 25 percent. The credit is not included in the calculation of the grade point average and may not be used to establish full-time eligible status. The department chair recommends that a student is eligible for proficiency credit testing; the division dean approves the granting of credit upon the student's successful completion of the examination. Proficiency examinations are administered at times set by the department.

The following rules apply to the taking of proficiency examinations:

- The proficiency exam for a given course may be taken only once.
- Proficiency examinations may not be used to replace grades (including F, NC, T, or W grades) already earned for courses or to duplicate credit already earned.
- The fee, as set by the college, for proficiency examinations must be paid prior to testing.
- The proficiency examination for a class will not be administered if the student is enrolled for that class and instruction has begun.
- Permission will not be granted if the student has passed a higher level course than the one for which the proficiency credit is requested.
- Concurrent enrollment in and/or prior completion of at least six semester hours at Parkland is required.

Exceptions to any of these procedures must be approved in advance by the appropriate division dean.

For more information about credit by examination or proficiency test, contact the appropriate division dean or department chair.

## **Advanced Placement and International Baccalaureate Programs**

The Advanced Placement (AP) program, sponsored by the College Board, and the International Baccalaureate (IB) program

give secondary school students the opportunity to prepare for college-level course work and earn college credit while in high school through the successful completion of AP or IB examinations. Parkland College accepts a specified range of AP and IB scores as equivalencies for selected college courses. Students should request their AP and/or IB scores be sent 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 [www.parkland.edu/CreditByExam](http://www.parkland.edu/CreditByExam).

## **General Education Requirements for All Degrees**

	<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.	
	<hr/> 38

<b>Associate in Science (A.S.) Degree</b>	
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.....	7-8
One laboratory-based Physical Science course and one laboratory-based Life Science course required.	
	<hr/> 31-34

*The general education requirements in the Associate in Science (A.S.) degree do not satisfy the IAI General Education Core Curriculum (GECC) Requirements. Students may choose to take the courses necessary to complete the IAI GECC at Parkland College or at the transfer institution (see page 71).*

<b>Associate in Applied Science (A.A.S.) Degree</b>	
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	
	<hr/> 15

<b>Associate in General Studies (A.G.S.) Degree</b>	
Communications.....9	
ENG 101-102 and COM 103 or one of the following: COM 120, 140, 200, 205	
Social and Behavioral Sciences and Humanities and Fine Arts electives .....	15
Mathematics and Physical and Life Sciences electives.....11	
	35

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

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

## General Education Core Curriculum (GECC) Requirements

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

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

Specific courses to fulfill degree requirement are on the next page. IAI codes are explained on "Illinois Articulation Initiative (IAI) General Education Core Curriculum and Baccalaureate Majors Codes" on page 222. Also see 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. See p. 70 for details.

<b>Specific Requirements of the General Education Core Curriculum</b>	<i>Semester Credits</i>
Communications — 3 courses .....	9
Must include a two-course sequence in writing (6 semester credits) with grade of <b>C</b> or higher and one course in oral communication (3 semester credits). <i>(Students who assess into ENG 106, Accelerated Composition, may take ENG 106 in place of ENG 101-102 to complete the written component of the General Education Degree requirements in Communications. Two semester credits must be completed in any of the core curriculum areas.)</i>	
Social and Behavioral Sciences — 3 courses .....	9
Must include courses selected from at least two disciplines.	
Humanities and Fine Arts — 3 courses .....	9
Must include at least one Humanities course and at least one Fine Arts course. <i>(One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.)</i>	
Mathematics — 1 course .....	3-5
Physical and Life Sciences — 2 lab-based courses .....	8
Must include one Life Science course and one Physical Science course, or two interdisciplinary courses.	
<b>TOTAL — 12 courses</b>	<b>38</b>

## General Elective Courses

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

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

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

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

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

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

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

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

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

Student may select any course numbered 100–299.

# General Education Core Courses

Choose courses from the following list for electives required to fulfill degree requirements. *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. 70).*

## Associate in Arts (A.A.)

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

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

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

#### Communications

Complete any sequence from the following:

COM 103, ENG 101, 102

COM 103, 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

LIT 120, 121, 125, 126, 127, 141, 142, 146\*,

147\*, 148\*, 201, 202, 204, 205

PHI 100, 103, 105

REL 101, 102\*, 104, 105, 120\*, 121\*

#### Fine Arts

ART 161, 162, 163, 164, 165, 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 Childhood, Elementary, and Special Education.)*

#### Physical Sciences

AST 101, 102

CHE 101, 104, 106

ESC 101, 102

PHY 121, 120/129, 141

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

#### Life Sciences

BIO 101, 104, 105, 107, 109, 141, 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.)*

## 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

**Or any two** COM courses listed below

COM 103, 120, 140, 200, or 205

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

Complete ENG 101 and ENG 102

and any of the COM courses listed below

COM 103, 120, 140, 200, or 205

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

#### Social and Behavioral Sciences

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

ECO 101, 102

GEO 140, 143\*, 200\*

HIS 101, 102, 104, 105, 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, 141, 145, 161, 162, 163,

164, 165, 166\*, 181, 185, 201, 202, 223, 228, 229

GDS 102, 108

All FRE, GER, ITA, JPN, KIS, RUS, SPA courses

All HUM courses

LAS 189

All LIT courses

MUS 100, 121, 123, 124\*

PHI 100, 103, 105

REL 101, 102, 104, 105, 120\*, 121\*

All THE courses

#### Mathematics

MAT 106, 107, 108, 110, 124, 125, 128, 129, 131,

134, 135, 141, 143, 145, 151, 160, 200, 228

#### Physical/Life Sciences

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

AST, BIO, CHE, ESC, PHY, SCI

\*Satisfies non-Western culture requirement.

NOTE: Refer to p. 222 for explanation of course numbering system.

# Parkland IAI General Education 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

	<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
Cultural Values in the Western World I: Antiquity to the Renaissance	HUM 101	IAI HF 902
Cultural Values in the Western World II: Renaissance to the Present	HUM 102	IAI HF 903
Cultural Values in the Eastern World	HUM 103	IAI HF 904N
Islamic Culture in Civilization	HUM 104	IAI H2 903N
Cultures and Civilizations of Sub-Saharan Africa	HUM 105	IAI HF 904N
Latin American Culture and Civilization	HUM 106	IAI H2 903N
Introduction to Mexican Culture	HUM 107	IAI H2 903N
Cultural Values of South Asia	HUM 109	IAI HF 904N
Women in Arts/Cultures/Societies	HUM 121	IAI HF 907D
Intermediate Japanese II	JPN 104	IAI H1 900
Introduction to Literature	LIT 120	IAI H3 900
Introduction to Poetry	LIT 121	IAI H3 903
Introduction to Shakespeare	LIT 125	IAI H3 905
Introduction to Drama	LIT 126	IAI H3 902
Introduction to Fiction	LIT 127	IAI H3 901
Black Literature	LIT 141	IAI H3 910D
Women in Literature	LIT 142	IAI H3 911D
Introduction to Non-Western Literature	LIT 146	IAI H3 908N
Introduction to African Literature	LIT 147	IAI H3 908N
Introduction to Latin American Literature	LIT 148	IAI H3 908N

	<b>Parkland Course Number</b>	<b>IAI Course Number</b>
<b>Humanities and Fine Arts</b> (continued)		
British Literature I	LIT 201	IAI H3 912
British Literature II	LIT 202	IAI H3 913
American Literature I	LIT 204	IAI H3 914
American Literature II	LIT 205	IAI H3 915
Music Appreciation	MUS 121	IAI F1 900
Introduction to Non-Western Music	MUS 124	IAI F1 903N
Introduction to American Music	MUS 123	IAI F1 904
Introduction to Logic and Critical Thinking	PHI 100	IAI H4 906
Introduction to Philosophy	PHI 103	IAI H4 900
Introduction to Ethics	PHI 105	IAI H4 904
Introduction to Religion	REL 101	IAI H5 900
The World's Great Religions H5 904N	REL 102	IAI
The Bible: The Hebrew Scriptures	REL 104	IAI H5 901
The Bible: The New Testament	REL 105	IAI H5 901
Religions of the West	REL 120	IAI H5 904N
Religions of the East	REL 121	IAI H5 904N
Intermediate 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

	<b>Parkland Course Number</b>	<b>IAI Course Number</b>
<b>Physical and Life Sciences</b>		
<i>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.</i>		
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
General Chemistry I	CHE 101	IAI P1 902L
Chemistry for Everyday Life	CHE 104	IAI P1 903L
Chemistry for Health Professions	CHE 106	IAI P1 902L
Introduction to Weather	ESC 101	IAI P1 905L
Introduction to Physical Geology	ESC 102	IAI P1 907L
How Things Work	PHY 120	IAI P1 901
General Physics	PHY 121	IAI P1 900L
How Things Work Laboratory	PHY 129	IAI P1 901L
Mechanics	PHY 141	IAI P2 900L
Essentials of Forensic Science	SCI 108	IAI LP 900L
Forensic Science II: Death Analysis	SCI 208	IAI LP 901L

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

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, LIT 148

IAI H5 901: REL 104, REL 105

IAI H5 904N: REL 102, REL 120, REL 121

### Fine Arts Courses

IAI F2 902: ART 162, ART 163

### Humanities/Fine Arts Courses

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

### Mathematics Courses

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

IAI M1 902: MAT 108, MAT 160

IAI M1 906: MAT 141, MAT 145

### Physical Sciences Courses

IAI P1 906L: AST 101, AST 102

IAI P1 902L: CHE 101, CHE 106

### Life Science Courses

IAI L1 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

*TOTAL HOURS REQUIRED* 60

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 51 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 a counselor, academic 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).*

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).*

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).

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 101, 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 page 148).
- 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 the Liberal Arts and Sciences . . .	3
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### Recommended Area of Concentration or Majors Courses (9–16 hours)

Concentration or major field recommended	
(same or related course prefix) . . . . .	9–16

### General Electives (3–10 hours)

General electives . . . . .	3–10
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<i>Total Semester Credit Hours</i>	60
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## 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
Must include courses from at least two disciplines.	
Humanities and Fine Arts .....	6
Must include at least one Humanities course and one Fine Arts course.	
Mathematics .....	3–5
Physical and Life Sciences .....	7–8
Must include one laboratory-based Physical Science course and one laboratory-based Life Science course.	

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

One additional mathematics and one additional physical or life science course

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

### Recommended Area of Concentration or Majors Courses (10–20 hours)

Concentration or major field recommended (same or related course prefix)..... 10–20

### General Electives (3–10 hours)

General electives..... 3–10

Total Semester Credit Hours 60

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

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.)

Minimum graduation requirement — 60 semester hours

The Associate in General Studies (A.G.S.) degree program consists of courses designed to meet individual goals for personal improvement and self-understanding. This program is designed for students who wish to earn an associate's degree but not in a specific career or transfer area. This associate's degree is not covered by the "articulation compact program" nor by the Illinois Articulation Initiative. To be awarded the Associate in General Studies degree, a student must complete the following requirements:

	<b>Cr. Hrs.</b>
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
Must include at least 6 hours in Soc/ Beh Sci and 6 hours in Hum/FA.	
Mathematics and Physical and Life Sciences .....	11
Must include at least 3 hours in a 100-level math course and at least 3 hours of Phys/Life Sci.	
Electives .....	25
Students are encouraged to explore one or more fields in some depth. Electives may be taken in either baccalau- reate-oriented courses or occupational field of study.	

Total Semester Credit Hours 60

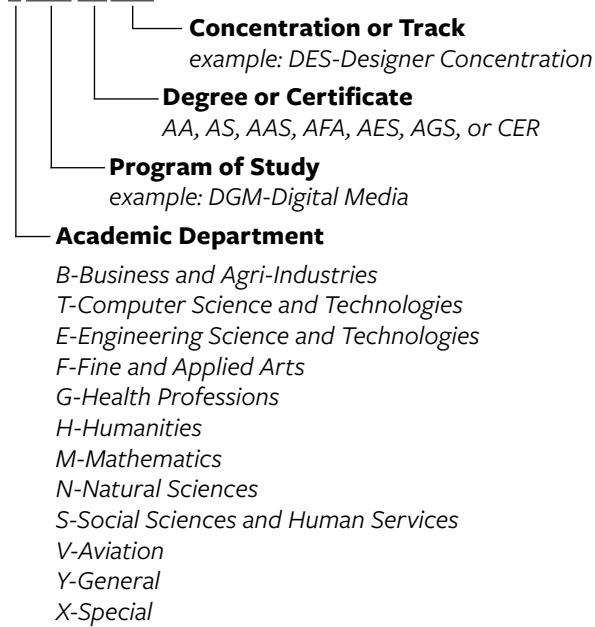
## Program of Study Code

Check with your counselor, academic advisor, program director, or department chair to confirm that you are officially enrolled in the program of study of your choice. Accurate academic advising and timely meeting of graduation requirements depend on your selection of the appropriate program of study.

The graphic below explains how to read a Program of Study code.

SAMPLE PROGRAM OF STUDY CODE:

T.CSC.AS.TEC





## arts and sciences

*Nancy Sutton, dean*

*Donnita Harris, administrative assistant*

*Li Barbee, operations assistant*

*Sean Dannenfeldt, operations manager*



# Fine and Applied Arts

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

*Julie Weishar, department chair*

*Amy Frasca, department assistant*

Students who aspire to careers in artistic and creative fields will benefit from the carefully designed degree programs offered through Fine and Applied Arts. FAA's courses and programs are developed in collaboration with other Illinois schools and are designed for ease of transfer to institutions offering bachelor's and higher degrees. FAA students work with faculty advisors throughout their time at Parkland.

Students who plan to transfer may earn Associate in Fine Arts degrees in art and design, art education, music performance, or music education, and Associate in Arts degrees in music, theatre arts, and communication. Career programs include Associate in Applied Science degrees in graphic design; interactive design; communication: media arts and production, broadcast technology, and photography; and entertainment technology in the field of theatre arts.

Parkland College's Harold and Jean Miner and Second Stage Theatres, musical ensembles, Giertz art gallery, speech/debate team, radio and television stations, and student-staffed Applied Media Promotions and Perimeter Road Sound Recordings give Fine and Applied Arts students hands-on experience that prepares them for internships and employment. FAA also hosts a number of annual events for students including the David Jones Persuasive Speech contest, graphic design and fine arts student juried exhibitions in The Donna Hyland Giertz Gallery, and a student-run theatre production that raises money for a memorial scholarship. In addition, partial-tuition scholarships are available each year by audition for communication, music, and theatre students, and partial scholarships, including the Underwood-Alger and Don Lake scholarships, are available to art and design students.

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# ART AND DESIGN

Program Codes: F.AAD.AFA

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

Minimum graduation requirement — 63 semester hours

Illinois colleges and universities offer two different bachelor's degrees in art: the professional Bachelor of Fine Arts (B.F.A.) degree and the Bachelor of Arts (B.A.) degree with a major in art. In general, the B.F.A. degree requires about 135 semester credits for completion, while the B.A. degree with a major in art requires 120–124 semester credits for completion. The B.F.A. degree generally requires more studio art courses than does the B.A. degree. In some colleges and universities, a B.A. degree requires competency in a single foreign language, while the B.F.A. degree often does not.

To transfer into a baccalaureate program with a fine arts major in art education or art and design, students should complete the course work in consultation with an art and design faculty advisor. Completion of the A.F.A. degree does not fulfill the requirements of the Illinois General Education Core Curriculum (GECC). Therefore, students are advised to complete the GECC before they transfer.

Transfer admission is competitive. Completion of this program alone does not guarantee admission either to the baccalaureate program or to upper division or specialty art courses. Students may be required to demonstrate skill level through a portfolio review at the institution to which they seek transfer.

### 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 studio classes; ART 128, GDS 102, GDS 120, and GDS 122 are recommended.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
ART 121 or ART 124	ART 121 or ART 124
ART 122	ART 123
ART 161	ART 162
ENG 101	ENG 102
Soc/Beh Sci elec	Math elec

FALL	SPRING
3rd Semester	4th Semester
ART 283	ART 221
Studio Art elec	Studio Art elec
Studio Art elec	Soc/Beh Sci elec
Hum/FA elec	Phys/LS elec
Phys/LS elec	Hum/FA elec
COM 103	

## Required General Education Core Courses (32 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Science electives (POS 122 recommended)	6
<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 Art Major Courses (22 hours)

ART 121 Two-Dimensional Design	3
ART 122 Drawing I	3
ART 123 Drawing II	3
ART 124 Three-Dimensional Design	3
ART 161 Art History I	3
ART 162 Art History II	3
ART 221 Figure Drawing	3
ART 283 Portfolio Seminar	1

## 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 102\* 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 141, Watercolor I; ART 202, Painting II; ART 241, Watercolor II) Ceramics (ART 245, Ceramics II) Sculpture (ART 182, Sculpture II) Jewelry and metalworking (ART 186, Metalwork/Jewelry II) Color (ART 125, Color) Photography (ART 228, Advanced Digital 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.)

Minimum graduation requirement — 60 semester hours

To teach in Illinois public schools, teachers must be certified by the state of Illinois either by completion of an approved teacher preparation program or through transcript analysis. To transfer as a junior into an approved baccalaureate program in art education (K–12 or 6–12), students must complete a minimum of 60 semester credit hours, including the general education courses specified to meet certification requirements. Students should plan their transfer programs with a Parkland 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.

### 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 121 or ART 124
ART 121 or ART 124	ART 123
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 Art Core Courses (13 hours)

ART 121	Two-Dimensional Design .....3
ART 122	Drawing I .....3
ART 123	Drawing II .....3
ART 124	Three-Dimensional Design .....3
ART 283	Portfolio Seminar .....1

## 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)

## 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 141, Watercolor I; ART 202, Painting II; ART 241, Watercolor 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)

Total Semester Credit Hours

60



# COMMUNICATION

Program Code: F.MCT.AA

## Associate in Arts (A.A.)

Minimum graduation requirement — 60 semester hours

Bachelor's degree programs in communication typically encompass two areas of concentration: Media Communication includes concentration areas in advertising/public relations, audio/video/Internet production, journalism/photojournalism, and media theory/research/effects. Public and Professional Communication includes concentration areas such as interpersonal, public address, organizational communication, and rhetorical studies.

The introductory coursework in either of these concentrations will provide a solid foundation from which the student may choose any of the various pathways offered in a four-year communication program. Students are encouraged to complete an associate degree prior to transfer. Students should be aware that some schools have specific requirements for admission to the major, and should consult with an advisor at the transfer institution concerning specific degree requirements.

### MEDIA COMMUNICATION CONCENTRATION

Program Code: F.MCT.AA.MCC

#### Suggested Full-time Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
ENG 101	COM 103	COM 105	COM 201
COM 101	COM 121	COM 144	Hum elective
COM 141	ENG 102	Phys/LS elec	Phys/LS elec
Soc/Beh Sci elec	Math elec	FA elec	Core course
THE 124	Soc/Beh Sci elec	LAS 189	Soc/Beh Sci elec

### PUBLIC AND PROFESSIONAL COMMUNICATION CONCENTRATION

Program Code: F.MCT.AA.PPC

#### Suggested Full-time Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
COM 103	ENG 102	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 (38–39 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Science electives	9
Choose from two or more subject areas.	
PSY 101 is highly recommended.	
Humanities elective	3
PHI 100 is highly recommended	
Fine Arts elective	6
THE 124 Film Appreciation plus one other Fine Arts course (One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.)	
Life Sciences elective	4
Mathematics elective	3-4
MAT 107, 108, 143, or 160 highly recommended	
Physical Sciences elective	4

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

LAS 189 Introduction to Liberal Arts and Sciences	3
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### Required Media Communication Core Courses (18 hours)

COM 101 Introduction to Mass Communication	3
COM 105 Basic News Writing	3
COM 121 Introduction to Advertising	3
COM 141 Basic Broadcast Announcing	3
COM 144 Video Production I	3
COM 201 Mass Media and Society	3
<b>Choose at least one of the following (3 hours):</b>	
COM 106 Broadcast Writing	3
COM 122 Introduction to Public Relations	3
COM 142 Introduction to Radio Production	3
COM 145 Video Production II	3
MUS 161 Introduction to Music Recording	3
ART 128 Digital Photography	3

Total Semester Credit Hours 62–63

### Required Public and Professional Communication Core Courses (9 hours)

COM 101 Introduction to Mass Communication	3
COM 120 Interpersonal Communication	3
COM 200 Leadership and Small Group Communication	3

### Choose at least one of the following (3 hours)

COM 140 Voice and Diction	3
COM 205 Business and Professional Communication	3
THE 103 Performance of Literature	3

### General Electives (7–9 hours)

COM prefix courses recommended

Total Semester Credit Hours 60–63

# COMMUNICATION: BROADCAST TECHNOLOGY

Program Code: F.MCC.AAS

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

Minimum graduation requirement — 63 semester hours

The Broadcast Technology Program prepares students for careers in radio and television engineering and technical support. Students prepare for professional certification and work in broadcast facilities, including WPCD-FM on the Parkland campus. The program stresses maintenance and repair as well as performance measurement and installation of various types of equipment found in the broadcast industry. Graduates are prepared for positions as station chief engineers or engineering assistants.

### Program Note\*

Enrollment in COM 292 requires program director or department chair approval and sophomore standing in Broadcast Technology. COM 292 is repeatable for a maximum of 6 credit hours.

### Suggested Full-time Sequence

FALL 1st Semester	SPRING 2nd Semester	FALL 3rd Semester	SPRING 4th Semester
COM 101	CSC 130	COM 292	COM 292
COM 141	ELT 171	CSC 115	CSC 116
ELT 150	MAT 134	ELT 155	ELT 191
ENG 101	COM/ELT elective	PHY 112	COM/ELT elective
CIS 137	Soc/Beh Sci or Hum/FA elec	COM 200	Soc/Beh Sci or Hum/FA elec

## Required Program Courses (36–39 hours) Cr. Hrs.

COM 101	Introduction to Mass Communication.....	3
COM 141	Basic Broadcast Announcing .....	3
COM 292*	Internship and Seminar .....	3–6
CIS 137	Basic PC Maintenance and Operating Systems Concepts.....	3
ELT 150	Introduction to Electricity and Electronics. ....	3
ELT 155	Digital Control Systems .....	3
ELT 171	Electronic Devices.....	3
CSC 130	Introduction to Computer Networks.....	3
CSC 115	Networking I—Routers and Switches .....	3
CSC 116	Networking II—WAN Connectivity.....	3
PHY 112	Applied Physics: Heat and Electricity .....	3
ELT 191	Security and Home Automation .....	3

## Electives (9 hours—choose 3 courses)

COM 142	Introduction to Radio Production.....	3
CSC 133	PC Hardware and OS Maintenance.....	3
ELT 131	Residential Wiring .....	3
MUS 161	Introduction to Music Recording .....	3
MUS 162	Advanced Music Recording.....	3
THE 105	Stagecraft.....	3

## Required General Education Core Courses (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

Total Semester Credit Hours

61–63

# COMMUNICATION: MEDIA ARTS AND PRODUCTION

Program Code: F.MCB.AAS

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

Minimum graduation requirement — 60 semester hours

The Media Arts and Production program prepares students for employment in small and medium market radio and TV stations as well as corporate communication and public relations offices. Because communication technology personnel must perform a variety of duties, this program stresses versatility. Communication courses offer students experience in live-audience and recorded speaking. Advertising and business courses involve students in other aspects of the communication industry. Audio, video and internet components are meshed with an understanding of the history and theory of development of the message. Students polish their skills by operating WPCD-FM, Parkland's 10,500-watt educational radio station and filling production crew positions at PCTV, the college's educational cable access channel.

### Program Notes\*

- Enrollment in COM 292 requires approval of the program director.
- Concurrent enrollment in COM 141 and COM 140 recommended.
- 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
COM 105	COM 200 or
COM 141	COM 120
ENG 101	COM 142
COM 140	COM 201
	Soc/Beh Sci or
	Hum/FA elective

FALL	SPRING
3rd Semester	4th Semester
COM 121	COM 106
COM 144	COM 122
COM 150 or	COM 145
MUS 134 or	COM 292
ART 128 or	COM 293
CIS 152	
THE 103	
Soc/Beh Sci or	
Hum/FA elective	

## Required Program Courses (36 hours) Cr. Hrs.

COM 101	Introduction to Mass Communication.....	3
COM 105	Basic News Writing .....	3
COM 106	Broadcast Writing .....	3
COM 121	Introduction to Advertising .....	3
COM 122	Introduction to Public Relations .....	3
COM 141*	Basic Broadcast Announcing .....	3
COM 142	Introduction to Radio Production.....	3
COM 144	Video Production I.....	3
COM 145	Video Production II .....	3
COM 201	Mass Media and Society.....	3
COM 292*	Internship and Seminar .....	3
COM 293	Portfolio Seminar.....	3

## Other Required Courses (9 hours)

BUS 106	Business and Organizational Ethics .....	3
COM 140*	Voice and Diction.....	3
MUS 161*	Introduction to Music Recording	
or ART 128	Digital Photography	
or CIS 152	Web Design and Development I .....	3

## Required General Education Core Courses (15 hours)

ENG 101	Composition I.....	3
COM 200	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

Minimum graduation requirement — 18 semester hours

This certificate program is designed for students interested in media, music, computers, and the arts. It prepares students for entry-level positions that require in-depth knowledge of mass communication production techniques and software. Students will gain practical experience producing for radio, television, sports, music, film, and digital media. Graduates are employed as production assistants at radio or television stations or in corporate departments in gaming, music, film, or other entertainment industry fields.

## Program Note

Production graduates are expected to have broadcast writing and broadcast announcing skills. Students who cannot meet these criteria will be advised to enroll in COM 106 or COM 140.

## Suggested Sequence

FALL

1st Semester

COM 141

COM 144

Elec

SPRING

2nd Semester

COM 142

COM 145

Elec

## Required Program Courses (12 hours)

Cr. Hrs.

COM 141 Basic Broadcast Announcing .....3

COM 142 Intro to Radio Production .....3

COM 144 Video Production I.....3

COM 145 Video Production II .....3

## Electives (6 hours)

Choose at least two of the following courses:

THE 124 Film Appreciation.....3

ART 128 Digital Photography.....3

MUS 161 Introduction to Music Recording .....3

MUS 162 Advanced Music Recording.....3

CSC 186 2D Animation .....3

Total Semester Credit Hours

18

# COMMUNICATION: PHOTOGRAPHY

Program Code: F.MPH.AAS

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

Minimum graduation requirement — 60 semester hours

The Photography program prepares students for employment as studio photographers, photographer assistants, lab/print specialists, freelance photographers, studio managers, and small business owners. Courses cover the fundamentals of photography through studio photography; historical processes through digital photography; the development of a photography portfolio; and the business of photography.

### Program Note\*

Prerequisites outside of program required.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
ART 128	ART 129
ART 164	ART 130
GDS 108	COM 101
COM 144	Additional Core Course
ENG 101	Fine Arts/Hum or Gen Ed

FALL	SPRING
3rd Semester	4th Semester
ART 228	COM 292
ART 125	COM 293
BUS 117	COM 120
Additional Core Course	Additional Core Course
Fine Arts/Hum or General Elective	Additional Core Course

## Required Program Courses (33 hours)

Cr. Hrs.

ART 121	Two-Dimensional Design	
or GDS 108	Design Media and Principles	3
ART 125	Color	3
ART 128	Digital Photography	3
ART 129	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

## Required Elective Courses (12 hours)

Choose four of the following:

ART 229	Advanced Film Photography	3
BUS 217	Advanced Entrepreneurship	3
CIS 152*	Web Design and Development I	3
COM 105	News Writing	3
COM 106	Broadcast Writing	3
COM 122	Introduction to Public Relations	3
COM 145	Video Production II	3
GDS 120	Graphic Design I	3
GDS 220	Graphic Design for the Web	3
THE 124	Film Appreciation	3

## Required General Education Core Courses (15 hours)

English/Communication

COM 120	Interpersonal Communication	
or COM 205	Business and Professional Communication	3
ENG 101	Composition I	3

Fine Arts/Humanities

ART 164	History of Photography	3
	Fine Arts/Humanities Elective	3
	General Education Elective	3

Total Semester Credit Hours

60

# GRAPHIC DESIGN

Program Code: F.GDS.AAS

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

Minimum graduation requirement — 62 semester hours

The Graphic Design program prepares students for careers in marketing communication, advertising, and related design fields. Courses cover principles of design, visual communication, creative problem solving, and digital media. Students learn to create digital art for print and web.

### Program Notes

- Students interested in transferring to a BA or BFA program with an emphasis in graphic design should follow the AFA program under Art and Design and consult with the graphic design program director.
- Students interested in transferring to a BA or BFA program at Illinois State University as part of the 2+2 articulation agreement should consult with the graphic design program director.
- Students interested in the Graphic Design Pathway to Illinois program should consult with the graphic design program director.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
ART 122	ART 163
ENG 101	CIS 152
GDS 102	COM 200 or COM 205
GDS 108	GDS 120
GDS 110	GDS 172

SUMMER  
ART 128

FALL	SPRING
3rd Semester	4th Semester
GDS 122	GDS 230
GDS 220	GDS 271
GDS 222	GDS 293
GDS 273	COM 292
COM 121	Math/Soc/Beh Sci elec

## Required General Education Core Courses (18 hours)

Cr. Hrs.

ART 122	Drawing I	3
ART 128	Digital Photography	3
ART 163	History of Modern Art	3
ENG 101	Composition I	3
COM 200	Leadership and Small Group Communication	3
or COM 205	Business and Professional Communication	3
Math/Social/Behaviorial Science elective		3

## Required Program Courses (44 hours)

GDS 102	Graphic Design History	3
GDS 108	Design Media and Principles	3
GDS 110	Typography I	3
GDS 120	Graphic Design I	3
GDS 122	Graphic Design II	3
GDS 172	Typography II	3
GDS 220	Graphic Design for Web	3
GDS 222	Graphic Design III	2
GDS 230	Motion Design	3
GDS 271	Interactive Design	3
GDS 273	Illustration I	3
GDS 293	Portfolio Seminar	3
CIS 152	Web Design and Development I	3
COM 121	Introduction to Advertising	3
COM 292	Internship and Seminar	3

Total Semester Credit Hours 62

## GRAPHIC DESIGN: DIGITAL ILLUSTRATION

Program Code: F.GDI.CER

### Certificate

Minimum graduation requirement — 18 semester hours

This certificate program is ideal for students who enjoy drawing and art creation using traditional media, but would like to add digital tools to their skill set. Students will learn the practical side of creating original art using digital tools while building a portfolio of editorial illustrations, concept art, technical illustrations, and animation. The certificate program stresses digital media software proficiency, a thorough understanding of design principles, and visual problem solving. Graduates are employed in in-house corporate art departments, illustration studios, and as freelancers.

### Program Note\*

Prerequisites for GDS 273 and GDS 230 can be waived by the program director with portfolio review.

### Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
GDS 108	GDS 120
GDS 273	GDS 230
GDS 274	CSC 187

### Required Program Courses (18 hours) Cr. Hrs.

CSC 187	3D Computer Animation I	4
GDS 108	Design Media and Principles	3
GDS 120	Graphic Design I	3
GDS 230*	Motion Design	3
GDS 273*	Illustration I	3
GDS 274	Illustration II	2
<i>Total Semester Credit Hours</i>		<u>18</u>

## GRAPHIC DESIGN: PRINT PRODUCTION

Program Code: F.GPP.CER

### Certificate

Minimum graduation requirement — 23 semester hours

The Print Production certificate program prepares students for entry-level positions that require in-depth knowledge of graphic arts software. Students will learn the practical side of preparing digital press-ready files for efficient output while gaining practical experience creating posters, brochures, newsletters, and other printed materials. The certificate stresses Macintosh computer proficiency and a thorough understanding of various commercial printing processes. Graduates are employed in printing facilities and in-house corporate art departments as pre-press operators, print production specialists, or production assistants.

### Program Note

Print production students are expected to have a minimum keyboard ability of 30 WPM with 80% accuracy. Those who cannot meet these criteria will be advised to enroll in CIS 156.

### Suggested Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
GDS 108	GDS 120	GDS 122	GDS 222
GDS 110	GDS 172	GDS 273	COM 200

### Required Program Courses (20 hours) Cr. Hrs.

GDS 108	Design Media and Principles	3
GDS 110	Typography I	3
GDS 120	Graphic Design I	3
GDS 122	Graphic Design II	3
GDS 172	Typography II	3
GDS 222	Graphic Design III	2
GDS 273	Illustration I	3

### Required General Education Core Course (3 hours) Cr. Hrs.

COM 200	Leadership and Small Group Communication	3
or COM 205	Business and Professional Communication	

*Total Semester Credit Hours* 23

## INTERACTIVE DESIGN

Program code: T.IAD.AAS

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

Minimum graduation requirement — 64 semester hours

The Interactive Design program prepares students to design interactive user experiences for websites and devices. The program prepares students for careers in marketing communication, web design, web development, and related fields. Courses cover principles of design, visual communication, creative problem solving, user experience design and web development. Students will build a diverse portfolio of creative digital media projects including responsive websites, ebooks, apps, and animation.

#### Suggested Full-time Sequence

FALL	SPRING	SUMMER
<i>1st Semester</i>	<i>2nd Semester</i>	
ART 122	CSC 175	ART 128
CIS 112	CSC 179	
CIS 152	GDS 110	
GDS 102	GDS 120	
GDS 108	ENG 101	

FALL	SPRING
<i>3rd Semester</i>	<i>4th Semester</i>
COM 200 or COM 205	GDS 230
CSC 186	GDS 271
GDS 171	GDS 272
GDS 220	GDS 292 or COM 292
Math or Soc/Beh Sci elec	GDS 293

#### Required Program Courses (49 hours) Cr. Hrs.

CIS 112	Computing Essentials	4
CIS 152	Web Design and Development I	3
GDS 171	Introduction to WordPress	3
CSC 175	JavaScript Development	3
CSC 179	Digital Media Foundation	3
CSC 186	2D Animation	4
GDS 102	Graphic Design History	3
GDS 108	Design Media and Principles	3
GDS 110	Typography I	3
GDS 120	Graphic Design I	3
GDS 220	Graphic Design for Web	3
GDS 230	Motion Design	3
GDS 271	Interactive Design I	3
GDS 272	Interactive Design II	2
GDS 292	Graphic Design Studio	
or COM 292	Internship and Seminar	3
GDS 293	Portfolio Seminar	3

#### Required General Education Courses (15 hours)

ART 122	Drawing I	3
ART 128	Digital Photography	3
COM 200	Leadership and Small Group Communication	
or COM 205	Business and Professional Communication	3
ENG 101	Composition I	3
Math or Social/Behavioral Sciences elective		3

Total Semester Credit Hours 64

## INTERACTIVE DESIGN CERTIFICATE

Program code: T.IAD.CER

### Certificate

Minimum graduation requirement — 20 semester hours

The Interactive Design certificate prepares students for entry-level positions that require in-depth knowledge of HTML, CSS, Javascript, and other web development tools. Students will learn the practical side of developing interactive designs for websites and devices. The certificate stresses technical competency and prepares students to manage a small business or community organization website. Students will build a diverse portfolio of digital media projects including responsive websites and ebooks.

#### Program Note\*

Prerequisites for GDS 120 may be waived where appropriate by the program director for students in this program.

#### Suggested Full-time Sequence

FALL	SPRING
<i>1st Semester</i>	<i>2nd Semester</i>
CIS 152	GDS 171
GDS 120	CSC 175

<i>FALL</i>
<i>3rd Semester</i>
GDS 220
GDS 271
GDS 272

#### Required Program Courses (47 hours) Cr. Hrs.

CIS 152	Web Design I	3
GDS 171	Introduction to WordPress	3
CSC 175	Scripting	3
GDS 120*	Graphic Design I	3
GDS 220	Graphic Design for Web	3
GDS 271	Interactive Design I	3
GDS 272	Interactive Design II	2

Total Semester Credit Hours 20



# MUSIC EDUCATION

Program Code: F.MSE.AFA

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

Minimum graduation requirement — 65 semester hours

Parkland students who are seeking a bachelor's degree in music are strongly encouraged to complete the Associate in Fine Arts (A.F.A.) degree and the general education core curriculum before transferring.

To transfer into a baccalaureate program with a major in music education or music performance, students should complete the course work in consultation with a music faculty advisor. Completion of the A.F.A. degree does not fulfill the requirements of the Illinois General Education Core Curriculum. Therefore, students are advised to complete the general education core curriculum before they transfer.

Transfer admission is competitive. Completion of this program alone does not guarantee admission either to the baccalaureate program or to upper-division or specialty music courses. Students may be required to demonstrate skill level through auditions and placement testing at the institution to which they transfer. In some colleges and universities, a bachelor's degree may also require competency in a single foreign language.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
MUS 101	MUS 102
MUS 103	MUS 104
MUS 165	MUS 166
MUS 180	MUS 180
Ensemble	Ensemble
ENG 101	ENG 102
Math elec	HIS 104 or HIS 105

FALL	SPRING
3rd Semester	4th Semester
MUS 201	MUS 202
MUS 203	MUS 204
MUS 243	MUS 244
MUS 280	MUS 280
Ensemble	Ensemble
EDU 101	COM 103
Phys/LS elec	Phys/LS elec

## Required General Education Core Courses (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 Core Music 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	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	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.)

Minimum graduation requirement — 63 semester hours

Parkland students who are interesting in exploring careers in music while completing general education courses needed for transfer should consider the Associate in Arts in Music Foundations.

The degree offers a foundational experience in theory, aural skills, instrumental instruction, and music technology that allows the student to consider the pathways offered by a career in music. The program is designed for those students with or without formal experience in music.

Transfer admission in music is competitive. Completion of this program alone does not guarantee admission either to the baccalaureate program or to upper-division or specialty music courses. Students who determine after the first year that they wish to transfer to a four-year program in music performance may want to consider additional coursework in music in order to complete the A.F.A. degree program in preparation for transfer to institutions requiring audition.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
MUS 100	MUS 165 or MUS 164
Math elective	COM 103
ENG 101	Soc/Beh Sci elec
MUS 124	FA elec
Area of Interest elec	Area of Interest elec
 <i>SUMMER</i>	
Soc/Beh Sci elec	
 <i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
MUS 101	Soc/Beh Sci elec
MUS 103	Phys/LS elec
Phys/LS elec	Hum elec
ENG 102	Area of Interest elective
Area of Interest elective	LAS 189

## Required General Education Core Courses (38 hours)

Cr . Hrs .

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Science electives (9)	
Choose from two or more subject areas	9
Humanities elective	3
Fine Arts electives (6)	
MUS 124 is required	3
MUS 121 or 123 are recommended	3
One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.	
Mathematics elective	3
Physical Science elective	4
Life Sciences elective	4

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

LAS 189 Introduction to Liberal Arts and Sciences	3
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### Required Core Music Courses (10 hours)

MUS 100 Music Foundations	3
MUS 101 Music Theory and Harmony I	3
MUS 103 Ear-Training, Sight-Singing, and Keyboard Harmony I	2
MUS 165 Class Piano I	
or MUS 164 Class Guitar	2

### Area of Interest Elective Courses (12 hours)

Choose from the following:

### MUSIC BUSINESS AND TECHNOLOGIES

Program Code: F.MSF.AA.TR1

MUS 161 Introduction to Music Recording	3
MUS 162 Advanced Music Recording	3
COM 141 Basic Broadcast Announcing	3
COM 142 Introduction to Radio Production	3
THE 107 Theatre Practicum	1-4

### MUSIC PERFORMANCE/COMPOSITION

Program Code: F.MSF.AA.TR2

MUS 102 Music Theory and Harmony II	3
MUS 104 Ear-Training, Sight-Singing, and Keyboard Harmony II	2
MUS 165 Class Piano I	
or MUS 164 Class Guitar	2
MUS 166 Class Piano II	2
Applied Music (MUS 180/280)	2-8
Ensembles	1-4

Total Semester Credit Hours 63

# MUSIC PERFORMANCE

Program Code: F.MSP.AFA

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

Minimum graduation requirement — 64 semester hours

Parkland students who are seeking a bachelor's degree in music are strongly encouraged to complete the Associate in Fine Arts (A.F.A.) degree and the general education core curriculum before transferring.

To transfer into a baccalaureate program with a major in music education or music performance, students should complete the course work in consultation with a music faculty advisor. Completion of the A.F.A. degree does not fulfill the requirements of the Illinois General Education Core Curriculum. Therefore, students are advised to complete the general education core curriculum before they transfer. Choose two additional Social/Behavioral Science electives from two different subject areas and one Humanities/Fine Arts elective to complete this core curriculum.

Transfer admission is competitive. Completion of this program alone does not guarantee admission either to the baccalaureate program or to upper-division or specialty music courses. Students may be required to demonstrate skill level through auditions and placement testing at the institution to which they transfer. In some colleges and universities, a bachelor's degree may also require competency in a single foreign language.

### Program Note\*

MUS 121 may not be used as a fine arts elective for students pursuing an A.F.A. in music performance.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
MUS 101	MUS 102
MUS 103	MUS 104
MUS 165	MUS 166
MUS 180	MUS 180
Ensemble	Ensemble
ENG 101	ENG 102
Math elec	Hum/FA elec
	Gen elec

FALL	SPRING
3rd Semester	4th Semester
MUS 201	MUS 202
MUS 203	MUS 204
MUS 243	MUS 244
MUS 280	MUS 280
Ensemble	Ensemble
Soc/Beh Sci elec	COM 103
Phys/LS elec	Hum/FA elec
	Phys/LS elec

## Required General Education Core Courses (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 Core Music 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	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	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

# THEATRE ARTS

Program Code: F.THE.AA

## Associate in Arts (A.A.)

Minimum graduation requirement — 63 semester hours

The Associate in Arts degree prepares students to transfer into a bachelor's program in Theatre Arts. Students may choose either the performance track—which emphasizes acting, voice, and movement—or the design track, which allows students to explore the role of art and design in theatre. Both tracks immerse the students in foundational studies of theatre and provide a wide range of experiences both on stage and behind the scenes. Admission to a baccalaureate program is competitive and completion of these courses alone does not guarantee admission. Students should plan their transfer programs with a Parkland faculty advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Note\*

THE 107 is a 1-credit hour course and must be taken a total of four times for degree completion.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
THE 100	THE 107
THE 104	THE 202 or ART Studio
THE 105	COM 103
THE 107	Fine Arts elec
ENG 101	Hum elec
Fine Arts elec	Soc/Beh Sci elec

SUMMER  
Soc/Beh Sci elec  
Life Sci elec

FALL	SPRING
3rd Semester	4th Semester
THE 107	THE 103 or Studio Art
THE 109	THE 107
COM 140	LAS 189
ENG 102	Soc/Beh Sci elec
THE 120	Phys Sci elec
Math elec	

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Science electives (9)	
Choose from two or more subject areas	9
Humanities elective	3
Fine Arts electives (6)	
THE 100 Theatre Appreciation	3
THE 101 History of Theatre	
or THE 124 Film Appreciation	3
(substitute for Design Track)	
ART 161 Art History I	3
or ART 162 Art History II	3
One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.	
Mathematics elective	3
Physical Science elective	4
Life Sciences elective	4

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

LAS 189 Introduction to Liberal Arts and Sciences	3
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### Required Program Courses (13 hours)

Cr. Hrs.

THE 104 Acting I	3
THE 105 Stagecraft	3
THE 107* Practicum	4
THE 120 Script Analysis for Production	3

### PERFORMANCE TRACK

Program Code: F.THE.AA.PER

#### Required Courses (9 hours)

THE 103 Performance of Literature	
or THE 109 Costume and Stage Makeup	3
THE 202 Acting II	3
COM 140 Voice and Diction	3

Total Semester Credit Hours 63

### DESIGN TRACK

Program Code: F.THE.AA.DES

#### Required Courses (9 hours)

THE 109 Costume and Stage Makeup	3
Choose two of the following:	
ART 124 Three-Dimensional Design	3
ART 125 Color	3
ART 145 Ceramics	3
ART 181 Sculpture	3
MGT 101 Principles of Management	3
COM 120 Interpersonal Communication	3
COM 200 Leadership and Small Group Communication	3

Total Semester Credit Hours 63

# THEATRE ARTS: ENTERTAINMENT TECHNOLOGY

Program Code: F.ENT.AAS

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

Minimum graduation requirement — 62 semester hours

The Entertainment Technology Program prepares students for technical careers in the entertainment industry by providing real world, hands-on show experience working with professionals in the field. Students get technical experience that builds their resume 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. The Entertainment Technology degree prepares students to pursue careers in a variety of fields including theatre, film, television, entertainment venues, theme parks, commercial scenery shops, work as a union stagehand, or in a commercial entertainment technology vendor company.

### Program Note\*

THE 107 is a 1-credit-hour course and must be taken a total of four times for completion of the degree.

### Suggested Full-time Sequence

FALL	SPRING
<i>1st Semester</i>	<i>2nd Semester</i>
THE 100	THE 107
THE 105	THE 215
THE 107	WLD 111
MAT 131	MFT 113
MFT 210	ENG 101

FALL	SPRING
<i>3rd Semester</i>	<i>4th Semester</i>
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
THE107*	Practicum . . . . .	4
THE 120	Script Analysis for Production . . . . .	3
THE 215	Advanced Stagecraft . . . . .	3
MFT 210	Industrial Safety . . . . .	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 6 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
MGT 101	Principles of Management . . . . .	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 Fine Arts elective . . . . .		6
MAT 131	Applied Mathematics . . . . .	3

Total Semester Credit Hours 62

# THEATRE ARTS: ENTERTAINMENT TECHNOLOGY

Program Code: F.ENT.CER

## CERTIFICATE

Minimum graduation requirement — 24 semester hours

The Certificate in Entertainment Technology prepares students for entry level technical careers in the entertainment industry. The certificate program focuses on fundamental skills employers look for. Students have the opportunity to work with professionals in the field and get real world, hands-on experience that helps build their resume. 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. This program prepares students for careers in theatre, film, television, entertainment, theme parks, commercial .

### Program Note\*

THE 107 is a 1-credit-hour course and must be taken a total of two times for completion of the degree.

### Suggested Full-time Sequence

FALL	SPRING
<i>1st Semester</i>	<i>2nd Semester</i>
THE 105	THE 107
THE 107	THE 215
MAT 131	COM 200 or 120
MFT 210	WLD 111
	Elective

### Required Program Courses (15 hours)

**Cr. Hrs.**

THE 105	Stagecraft.....	3
THE107*	Practicum.....	2
THE 215	Advanced Stagecraft.....	3
MFT 210	Industrial Safety.....	3
WLD 111	Introduction to Welding.....	4

### Electives (3 hours—choose 1 course)

MFT 113	Introduction to Hydraulics and Pneumatics. . .	3
THE 109	Costume and Stage Makeup.....	3
ELT 150	Introduction to Electricity and Electronics. . .	3
MGT 101	Principles of Management.....	3
CAD 124	Introduction to AutoCad.....	3
THE 100	Theatre Appreciation.....	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

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*Matthew Hurt, department chair*

*Amy Frasca, 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.

## PROGRAMS

English (Literature), A.A. . . . . . 96

Liberal Arts and Sciences, A.A. . . . . 97



# ENGLISH (LITERATURE)

Program Code: H.ENG.AA

## Associate in Arts (A.A.)

Minimum graduation requirement — 60 semester hours

To transfer as a junior into a baccalaureate English program, students must complete a minimum of 60 semester credits. Freshmen and sophomores who plan to major in English are encouraged to fulfill general education requirements with foundation courses in the sciences (e.g., biology, chemistry, physics, and anatomy and physiology) and mathematics. Students are strongly encouraged to complete an A.A. degree prior to transfer. Since 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 advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Required General Education Core Courses (38 hours)

	Cr. Hrs.
Communications (9)	
COM 103 Introduction to Public Speaking .....	3
ENG 101 Composition I .....	3
ENG 102 Composition II .....	3
Social/Behavioral Sciences .....	9
Choose from two or more subject areas.	
Humanities elective .....	3
Literature elective .....	3
Fine Arts elective .....	3
<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 English Core Courses (6 hours)

Choose any two literature or creative writing courses in addition to the literature elective. Requirements for the English major vary widely from one institution to another, with some programs requiring or including new courses at the lower-division level. If a particular program does not offer a course, or does not offer it at the lower-division level, the transfer student will receive credit toward graduation for the course, but the credits may not apply toward the number of credits required in the major. Upon transfer to a baccalaureate institution, students may expect 3 to 9 semester credits to be applied to a major in English.

The courses below are those most likely to be accepted as major courses in baccalaureate English programs. Students are encouraged to keep course syllabi and a writing portfolio to assist in articulating courses not included below and for outcomes assessment in the major.

### Common survey courses:

LIT 201	British Literature I
LIT 202	British Literature II
LIT 204	American Literature I
LIT 205	American Literature II

### Common genre courses:

LIT 121	Introduction to Poetry
LIT 126	Introduction to Drama
LIT 127	Introduction to Fiction

*A few universities require a multicultural or human diversity course within the English major. Universities with such a requirement may accept:*

LIT 141	Introduction to African-American Literature
LIT 146	Introduction to Non-Western Literature
LIT 147	Introduction to African Literature
LIT 148	Introduction to Latin American Literature

*A few universities offer a specialization in creative writing. Universities offering the creative writing specialization will accept one of the following courses in the creative writing specialization only:*

ENG 161	Creative Writing I — Fiction
ENG 162	Creative Writing I — Poetry
ENG 261	Creative Writing II — Fiction
ENG 262	Creative Writing II — Poetry

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

LAS 189	Introduction to the Liberal Arts and Sciences .....	3
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### General Electives (13 hours)

General electives .....	13
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Total Semester Credit Hours 60

# LIBERAL ARTS AND SCIENCES

Program Code: H.LAS.AA

## Associate in Arts (A.A.)

Minimum graduation requirement — 60 semester hours

The Liberal Arts and Sciences transfer area provides students with the broad educational experience and background necessary to pursue a bachelor's degree at a four-year institution as well as to enter almost any profession or career. Emphasis in the first two years is on gaining reading, writing, speaking, and problem-solving skills in humanities, sciences, social sciences, and mathematics.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend. Refer to the general course requirements on p. 72 and to the following suggested sequence of courses as a guide to completing an Associate in Arts degree.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
COM 103	ENG 102
ENG 101	Soc/Beh Sci elec
Hum/FA elec	Hum/FA elec
Lang/Gen elec	Lang/Gen elec
Concentration	Concentration

FALL	SPRING
3rd Semester	4th Semester
LAS 189	Concentration
Math elec	Phys/LS elec
Phys/LS elec	Soc/Beh Sci elec
Gen elec	Hum/FA elec
Soc/Beh Sci elec	Gen elec

### Concentration/Major Courses\*

Students should take three courses in the same discipline (same or related course prefix).

African Studies	HUM 105, HIS 129, LIT 147
African American Studies	HIS 120–121, LIT 141
American Studies	Any three of the following: HIS 104–105, HIS 120–121, LIT 141, LIT 204–205, MUS 123, POS 120, POS 122, POS 124
Anthropology	ANT 101, ANT 105, ANT 200
Economics	ECO 101–102, any transfer ACC, BUS, MGT, or MKT course
French	FRE 101–104
Geography	GEO 140, GEO 143, ESC 101, 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, LIT 148, POS 202
Japanese	JPN 101–104
Philosophy	PHI 100, PHI 103, PHI 105
Religion	Any three REL courses
Russian	RUS 101–103
Spanish	SPA 101–104
Women's Studies	Any three of the following: HIS 203, HUM 121, LIT 142, PSY 224

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Science electives	9
Choose from two or more subject areas.	
Humanities elective	3
Fine Arts elective	3
Humanities or Fine Arts elective	3
One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.	
Mathematics elective	3
Physical Sciences elective	4
Life Sciences elective	4

### Recommended Area of Concentration or Major Courses\* (9–12 hours)

9–12

Students are advised to follow the framework provided below or by selecting courses in the same discipline.

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

LAS 189 Introduction to the Liberal Arts and Sciences	3
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### Language or General Electives (10 hours)

Language or General electives	10
<b>Total Semester Credit Hours</b>	<b>60</b>



# Mathematics

*X-wing • 217/351-2225 • [www.parkland.edu/math](http://www.parkland.edu/math)*

*Brian Mercer, department chair*

*Karen Rocha, administrative assistant*

Most careers today require a solid background in math. Employers want workers with varying degrees of mathematic ability for the fields of business (accountants, cashiers, real estate agents), medicine and science (pharmacists, physicians, engineers), technology (architects, auto service technicians, programmers), human services (psychologists, educators, EMTs), and others. Parkland is committed to helping its students select the math courses most appropriate to its wide and varied career offerings, and can assist those without college-level math skills through developmental courses.

The Associate in Science degree program in mathematics emphasizes scientific and theoretical applications and is designed for students who intend to transfer to a four-year institution to pursue a bachelor's degree in mathematics or science.

## **PROGRAM**

Mathematics, A.S. . . . . . 100

# MATHEMATICS

Program Code: M.MAT.AS

## Associate in Science (A.S.)

Minimum graduation requirement — 60 semester hours

The following curriculum emphasizes scientific and theoretical applications and is designed for students interested in transferring to a four-year institution to pursue a bachelor's degree in computer science or mathematics.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Notes\*

- MAT 124 and MAT 125 are prerequisites for MAT 128.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
MAT 128	MAT 129
ENG 101	COM 103
Soc/Beh Sci elec	ENG 102
Hum/FA elec	Soc/Beh Sci elec
	Phys/LS elec
<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
MAT 228	MAT 229
CSC 123 or Gen elec	MAT 220
Phys/LS elec	Hum/FA elec
General elec	Phys/LS elec

## Required General Education Core Courses (34 hours)

Cr. Hrs.

Communications (9)	
ENG 101 Composition I	3
ENG 102 Composition II	3
COM 103 Introduction to Public Speaking	3
Humanities/Fine Arts (6)	6
Must include one Humanities and one Fine Arts course.	
Social/Behavioral Sciences (6)	6
Choose from two disciplines	
<i>One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western cultural requirements.</i>	
MAT 128* Calculus and Analytic Geometry I	5
Physical and Life Sciences (8)	8
Must include one laboratory-based Physical Science and one laboratory-based Life Science course.	

## A.S. Degree Requirement (7–8 hours)

MAT 129 Calculus and Analytic Geometry II	4
One additional physical science or life science course	3–4
Any AST, BIO, CHE, ESC, PHY, or SCI courses numbered 100 through 289 whose second digit is even, beyond the general education requirements in science.	

## Required Program Courses (16 hours)

CSC 123 Computer Science I	4
MAT 220 Linear Algebra	
or MAT 200 Introduction to Discrete Mathematics	3
MAT 228 Calculus and Analytic Geometry III	4
MAT 229 Differential Equations	
and Introductory Matrix Theory	5

## General Electives (3 hours)

General elective	3
<i>Total Semester Credit Hours</i>	<u>60–61</u>

# Natural Sciences

X-wing • 217/351-2285 • [www.parkland.edu/ns](http://www.parkland.edu/ns)

Scott Siechen, department chair

Karen Rocha, administrative assistant

The Natural Sciences department educates students and the public about the nature and practice of science. Courses are offered on chemistry, physics, astronomy, meteorology, geology, biology, evolution, environmental biology, microbiology, kinesiology, forensic science, and human anatomy and physiology. Many courses are offered entirely or partly online. All of these disciplines address the increasingly important issues of scientific literacy and how science relates to our society.

Besides serving students in preparatory, career, and transfer level courses, the Natural Sciences department also takes an active role in community activities and programs by hosting the regional Science Olympiad competition for central Illinois middle and high school students, and offering noncredit courses through Parkland's Community Education department. The Natural Sciences department produces the Parkland television channel's Surrounded by Science series and sponsors the monthly World of Science Lecture series held at the Staerkel Planetarium. The department includes the Parkland Fitness Center and the William M. Staerkel Planetarium (second largest in the state), both of which are used by community members as well as Parkland students.

## PROGRAMS

Biological Sciences/ Pre-Baccalaureate Nursing, A.S. . . .	102
Kinesiology, A.S. . . . . .	103
Personal Fitness Training, Certificate . . . . .	105
Accelerated Personal Fitness Training, Certificate . . . . .	105
Physical Science, A.S. . . . . .	106

# BIOLOGICAL SCIENCES

Program Code: N.LSC.AS

## Associate in Science (A.S.)

Minimum 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 advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Notes\*

- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.
- 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.

#### 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

## Required General Education Core Courses (34–36 hours)

Cr. Hrs.

Communications (9)	
ENG 101 Composition I	3
ENG 102 Composition II	3
COM 103 Introduction to Public Speaking	3
Humanities/Fine Arts (6)	6
Must include one Humanities and one Fine Arts course.	
Social/Behavioral Sciences (6)	6
Choose from two disciplines	
<i>One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western cultural requirements.</i>	
Mathematics	3–5
Physical and Life Sciences (10)	
BIO 141 Principles of Biology I	5
CHE101 General Chemistry I	5

## A.S. Degree Requirement (8–10 hours)

BIO 142 Principles of Biology II	5
Additional Mathematics	3–5

## Additional Courses in Area of Study (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 102 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

FALL	SPRING
1st Semester	2nd Semester
BIO 141	ENG 102
CHE 101	Area of Study elec
ENG 101	Life/Physical Sci elec
Hum/FA elec	Soc/Beh Sci elec

FALL	SPRING
3rd Semester	4th Semester
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

# KINESIOLOGY

Program Code: N.PED.AS

## Associate in Science (A.S.)

Minimum graduation requirement — 64 semester hours

The following curriculum is designed for students planning to transfer to a four-year institution to pursue a bachelor's degree in kinesiology or physical education. Graduates may teach and/or coach at the elementary, secondary, or college level, or pursue careers in exercise physiology, athletic training, and sports management.

Students should plan their program of study with a Parkland counselor or academic advisor and the catalog of the four-year college or university they plan to attend.

### Program Notes\*

- At least one course from an area other than psychology is required to fulfill the Social/Behavior Science elective.
- KIN 103, 147, 203, and 247 are not repeatable for kinesiology elective credit.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

### Suggested Full-time Sequence

#### SPORTS MANAGEMENT

<i>FALL</i>	<i>SPRING</i>
<i>1st semester</i>	<i>2nd semester</i>
KIN 160	BUS 101
ENG 101	MAT 108
Hum/FA elective	MKT 101
Soc/Beh Sci elec	COM 103
Kinesiology elec	ENG 102
<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
ACC 101	ACC 102
MGT 101	KIN 164
Hum/FA elec	Soc/Beh Sci elec
Soc/Beh Sci elec	Hum/FA elec
Phys Sci elec	Phys/LS or Math elec

**A.S. Degree Requirement (3–5 hours) Cr. Hrs.**  
 Additional Mathematics, Physical Sciences, or Life Sciences elective .....3–5  
 (Any one additional AST, BIO, CHE, ESC, MAT, or PHY, or SCI course numbered 100 through 289 whose second digit is even [for example, BIO 101, MAT 124, or PHY 142] of at least three credit hours, beyond the general education requirements in mathematics and science.)

## TEACHING/COACHING

### EXERCISE PHYSIOLOGY

#### ATHLETIC TRAINING/THERAPEUTIC PATHWAY

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
KIN 160	BIO 121
ENG 101	KIN 181
PSY 101	COM 103
Hum/FA elec	ENG 102
Kinesiology elec	Soc/Beh Sci elec
	Kinesiology elec

<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
BIO 122	KIN 164
KIN 186	KIN 183
(Teaching/Coaching and Exercise Physiology students)	KIN 184 (Athletic Training students)
MAT 108	KIN 187 (Exercise Physiology students)
Kinesiology elec	KIN 288 (Exercise Physiology and Athletic Training students)
Hum/FA elec	Kinesiology elec
Soc/Beh Sci elec	Hum/FA elec
Phys Sci elec	

Kinesiology Electives		Cr. Hrs.
BIO 120	Fundamentals of Nutrition .....	3
KIN 103*	Exercise Fitness .....	1
KIN 101	Personal Training I .....	4
KIN 124	Golf I .....	1
or KIN 262	Golf .....	2
KIN 141	Beginning Basketball .....	1
or KIN 161	Basketball .....	2
KIN 147*	Strength Training .....	1
KIN 168	Theory of Coaching .....	3
KIN 181	Health Education .....	2
KIN 183	First Aid and CPR .....	2
KIN 184	Introduction to Athletic Training .....	2
KIN 186	Introduction to Human Movement .....	3
KIN 201	Personal Training II .....	5
KIN 203*	Exercise Fitness II .....	1
KIN 247*	Strength Training II .....	1
KIN 263	Sports Officiating .....	3
KIN 288	Exercise Physiology .....	4



		<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
COM 103	Introduction to Public Speaking . . . . .	3	3	3	3
ENG 101	Composition I . . . . .	3	3	3	3
ENG 102	Composition II . . . . .	3	3	3	3
KIN 160	Introduction to Kinesiology . . . . .	3	3	3	3
KIN 164	Introduction to Sports Psychology . . . . .	3	3	3	3
KIN 181	Health Education . . . . .	2			
KIN 183	First Aid and CPR . . . . .	2			
KIN 184	Introduction to Athletic Training . . . . .			3	
KIN 186	Introduction to Human Movement . . . . .	3	3	3	
KIN 288	Exercise Physiology . . . . .		4	4	
KIN electives . . . . .		7	7	4	4
MAT 107	General Education Mathematics . . . . .	3	3	3	3
MAT 108	Introduction to Applied Statistics . . . . .	3	3	3	3
MGT 101	Introduction to Management . . . . .				3
MKT 101	Introduction to Marketing . . . . .				3
PSY 101	Introduction to Psychology . . . . .	4	4	4	
Humanities/Fine Arts elective . . . . .		6	6	6	6
	<i>One course from Hum or FA must fulfill the non-Western culture requirement.</i>				
Physical Sciences elective . . . . .		4	4	4	4
Social/Behavioral Science elective . . . . .		3	3	3	6
Life Sciences elective . . . . .		4	4	4	4
Life or Physical Sciences elective . . . . .					3-5
		64	64	64	64

## PERSONAL FITNESS TRAINING

Program Code: N.FTR.CER

Minimum 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	Personal Fitness Training I. . . . .	4
KIN 201	Personal Fitness Training II . . . . .	5
KIN 186	Introduction to Human Movement . . . . .	3
KIN 288	Exercise Physiology. . . . .	4

### Required General Education

#### Core Course (3 hours) Cr. Hrs.

COM 103	Introduction to Public Speaking . . . . .	3
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Total Semester Credit Hours 26

## ACCELERATED PERSONAL FITNESS TRAINING

Program Code: N.FXT.CER

Minimum graduation requirement — 11 semester hours

The Accelerated Personal Fitness Training Certificate prepares students who currently hold a degree in kinesiology or related field for successful employment in the fitness industry as a personal fitness trainer. Graduates are prepared to take the Certified Personal Training examination administered by the National Strength and Conditioning Association. The NSCA-CPT is a nationally accredited certification program in the fitness industry.

### Program Notes

- Students must hold a degree in kinesiology or a related field.
- Students must hold current CPR and AED certification by time of program completion. Students may gain certification on their own through agencies such as Red Cross or American Heart Association, or they may take KIN 183.

### Suggested Full-Time Sequence

FALL	SPRING
1st Semester	2nd Semester
KIN 101	KIN 201
KIN 110	

### Required Program Courses (11 hours) Cr. Hrs

KIN 110	Fundamentals Review for Personal Trainers . . .	2
KIN 101	Personal Fitness Training I . . . . .	4
KIN 201	Personal Fitness Training II . . . . .	5

Total Semester Credit Hours 11

# PHYSICAL SCIENCE

Program Codes:

N.PSC.AS Physical Science

## Associate in Science (A.S.)

Minimum graduation requirement — 62 semester hours

The following curriculum is designed to provide transfer students with the necessary background to complete a bachelor's degree with a major in one of the physical sciences.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Notes

- Math requirements vary. All physical science majors must complete MAT 128. MAT 124 and 125 are prerequisites for MAT 128. Consult transfer institution about additional math.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

## Suggested Full-time Sequence

FALL

1st Semester

ENG 101

Hum/FA or Lang elec

Math elec

Phy Sci elec

SPRING

2nd Semester

ENG 102

Hum/FA or Lang elec

Math elec

Phy Sci elec

FALL

3rd Semester

Phy Sci elec

Math elec

Soc/Beh Sci elec

Lang/Gen elec

SPRING

4th Semester

Life Sci elec

Math/Gen elec

Soc/Beh Sci elec

Lang/Gen elec

COM 103

		<b>Astronomy/Physics</b>	<b>Chemistry</b>	<b>Meteorology</b>	<b>Geology</b>
		N.PSC.AS.AST	N.PSC.AS.CHE	N.PSC.AS.MET	N.PSC.AS.GEL
ENG 101	Composition . . . . .	.3	.3	.3	.3
ENG 102	Composition II. . . . .	.3	.3	.3	.3
COM 103	Introduction to Public Speaking. . . . .	.3	.3	.3	.3
CHE 101	General Chemistry I. . . . .	.5	.5		.5
CHE 102	General Chemistry II . . . . .	.5	.5		.5
PHY 121	General Physics I. . . . .				.5
PHY 122	General Physics II . . . . .				.5
PHY 141	Mechanics. . . . .	.4	.4	.4	
PHY 142	Electricity and Magnetism . . . . .	.4	.4		
PHY 143	Modern Physics. . . . .	.4	.4*		
ESC 101	Introduction to Weather . . . . .			.4	
ESC 102	Introduction to Physical Geology. . . . .				.4
MAT 128	Calculus and Analytic Geometry I . . . . .	.5	.5	.5	.5
MAT 129	Calculus and Analytic Geometry II. . . . .	.4	.4	.4	
MAT 228	Calculus and Analytic Geometry III and Introductory Matrix Theory . . . . .	.5	.5*	.5	
MAT 229	Differential Equations . . . . .			.3	
CHE 203	Organic Chemistry I. . . . .		.3		
CHE 204	Organic Chemistry Lab I. . . . .		.2		
CHE 205	Organic Chemistry II . . . . .		.3		
CHE 206	Organic Chemistry Lab I. . . . .		.2		
CSC 127	Introduction to Computing (Programming in C) with Engineering Applications . . . . .			.3	
Humanities/Fine Arts or Language electives	Choose from two or more subject areas. <i>One course from Soc/Beh Sci, Hum, or FA must fulfill the non-western culture requirement.</i>	.6	.6	.6	.6
Social/Behavioral Sciences electives . . . . .		.6	.6	.6	.6
Life Sciences elective(s) . . . . .		4-5	4-5	4-5	4-5
General elective . . . . .				.7	8-9
		61-62	62-63	60-61	62-64

\*PHY 143 and MAT 228 are not required for graduation but recommended for physical chemistry majors only.

# Social Sciences and Human Services

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*Joseph Walwik, department chair*

*Tyra Buchanan, department assistant*

Courses offered by the Social Sciences and Human Services department assist students in developing a thorough understanding and appreciation of humans in relation to their social environments. For students pursuing professions that emphasize the social sciences, choices encompass a wide variety of associate degree programs which teach students to extend human and social services to benefit others.

Career programs including child development and criminal justice, incorporate theory and practical field experience and prepare students for entry level work upon graduation. Transfer programs provide a well rounded foundation in areas such as education, history, political science, psychology, social work, and sociology. Social science and human services students completing associate degrees in transfer programs are well prepared to enter four-year universities to work toward their baccalaureate degree.

## PROGRAMS

Child Development, A.A.S. . . . . .	108
Child Development, Certificate . . . . .	109
Child Development: CDA Preparation, Certificate. . . . .	109
Criminal Justice, A.A.S. . . . . .	110
Criminal Justice Education, A.A. . . . .	111
Early Childhood Education, A.A. . . . .	112
Elementary Education, A.A. . . . . .	113
Secondary Education, A.A., A.S. . . . .	114
Special Education, A.A., A.S. . . . . .	115
History, A.A. . . . . .	117
Political Science, A.A. . . . . .	118
Psychology, A.A. . . . . .	119
Social Work, A.A. . . . . .	120
Sociology, A.A. . . . . .	121

# CHILD DEVELOPMENT

Program Code: S.CHD.AAS

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

Minimum graduation requirement — 60 semester hours

The Child Development Program prepares the student for work in preschool facilities. The program fulfills the requirements of the Department of Children and Family Services for child-care workers and directors.

### Program Notes\*

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.
- To take CHD 222 and CHD 250, students must have a 2.0 GPA, a C or higher grade in CHD courses, and instructor approval.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
CHD 105	CHD 115
or PSY 207	CHD 124
CHD 122	CHD 134
CHD 125	ENG 102
ENG 101	Phys/LS elec
Math elec	

FALL	SPRING
3rd Semester	4th Semester
CHD 216	CHD 201
CHD 217	CHD 242
CHD 218	CHD 250
CHD 222	CHD/Gen elec
CHD 223	
Hum/FA elec	

## Required Program Courses (45 hours) Cr. Hrs.

CHD 105	Child Growth and Development	
or PSY 207	Introduction to Child Psychology	3
CHD 115	Socialization and Guidance of the Young Child	2
CHD 122*	Introduction to Early Childhood Education	4
CHD 124*	Program Planning for the Young Child	3
CHD 125*	Observation and Analysis of Behavior	3
CHD 134*	Caring for Infants and Toddlers	4
CHD 201	Health, Safety, and Nutrition of the Young Child	3
CHD 216	Music and the Arts for the Young Child	2
CHD 217	Language and Literature for the Young Child	3
CHD 218	Math and Science for the Young Child	2
CHD 222*	Assisting in the Child-Care Center	4
CHD 223	Child, Family, and Community	3
CHD 242*	The Exceptional Child	4
CHD 250*	Field Experience in the Child-Care Setting	5

## Required General Education Core Courses (15–18 hours)

ENG 101	Composition I	3
ENG 102	Composition II	3
	Humanities/Fine Arts elective	3–4
	Mathematics elective	3–4
	Physical/Life Sciences elective	3–4

Total Semester Credit Hours 60–63

# CHILD DEVELOPMENT CERTIFICATE

Program Code: S.CDE.CER

## Certificate

Minimum graduation requirement — 31 semester hours

The Child Development Certificate fulfills the minimum educational requirements of the Illinois Department of Children and Family Services for early childhood teachers (with one year of experience) and directors (with two years of experience). Courses help students reach Illinois Gateways Career Lattice levels ECE3 (Early Childhood Education) and ITC2 (Infant Toddler Caregiver) and Illinois Great Start Wage Supplement Program level 4. All courses apply for the Child Development Associate educational requirement.

## Program Notes\*

- A criminal background investigation is required prior to observation or field experience. Students are responsible for any fees.
- Instructor approval required to register for CHD 222. Course may be done at Parkland or an approved worksite.
- Students wishing to use this certificate for the CDA will need to obtain pediatric first aid and CPR training in the community.

## Suggested Full-time Sequence

FALL	SPRING	FALL
1st Semester	2nd Semester	3rd Semester
CHD 105	CHD 115	CHD 222
or PSY 207	CHD 124	
CHD 125	CHD 134	
CHD 217	CHD 201	
CHD 223		
ENG 101		

## Required Program Courses (28 hours) Cr. Hrs.

CHD 105	Child Growth and Development	
or PSY 207	Introduction to Child Psychology	3
CHD 115	Socialization and Guidance of the Young Child	2
CHD 124*	Program Planning for the Young Child	3
CHD 125*	Observation and Analysis of Behavior	3
CHD 134*	Caring for Infants and Toddlers	4
CHD 201	Health, Safety, and Nutrition of the Young Child	3
CHD 217	Language and Literature for the Young Child	3
CHD 222*	Assisting in the Child-Care Center	4
CHD 223	Child, Family, and Community	3

## Required General Education Core Courses (3 hours)

ENG 101	Composition I	3
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Total Semester Credit Hours 31

# CHILD DEVELOPMENT: CDA PREPARATION

Program Code: S.CDA.CER

## Certificate

Minimum graduation requirement — 12 semester hours

The CDA Preparation Certificate prepares students for Child Development Associate (CDA) assessment by providing the 120 clock hours or more of training in eight subject areas that are needed to apply for the CDA credential.

All credit hours can be applied toward the CHD A.A.S. degree.

## Program Notes\*

- A criminal background investigation is required prior to observation or field experience. Students are responsible for any fees.
- Instructor approval is required to register for CHD 222. CHD 222 for the CDA Preparation certificate is done at the student's worksite or at the Parkland College Child Development Center in special circumstances.
- To take CHD 222, students must have a 2.0 GPA, a C or higher grade in CHD courses, and instructor approval.
- Students applying for the infant-toddler setting credential may substitute CHD 134 for CHD 124.
- Infant and Child First Aid and CPR credentials are required for the CDA and training is available in most child care centers and in the community. Please contact the Child Care Resource Service for more information if needed at 1-800-325-5516.
- All CHD courses will count toward the educational requirement of the CDA.
- **Parkland College does not issue the CDA credential. For more information on the CDA, please contact the Council for Professional Recognition at <http://cdacouncil.org/>**

## Required Program Courses (12 hours) Cr. Hrs.

CHD 115	Socialization and Guidance for the Young Child	2
CHD 124*	Program Planning for the Young Child	3
CHD 222*	Assisting in the Child-Care Center	4
CHD 223	Child, Family, and Community	3

Total Semester Credit Hours 12

# CRIMINAL JUSTICE

Program Code: S.CJS.AAS

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

Minimum graduation requirement — 60 semester hours

The Criminal Justice Program prepares students for employment in industry or government positions such as municipal, county, and state police agencies or the private security field.

Note: In order to complete the program, students must be able to pass a criminal background check required by agencies providing internships (if the student pursues the internship option).

### Program Notes\*

- SCI 108 and SCI 208 are the recommended courses for this degree. SCI 108 is not a prerequisite for SCI 208. These courses may be taken in any order. Both courses must be taken to fulfill the physical/life science requirement. One approved IAI transfer level physical science course and one approved IAI transfer life science course 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

### Required General Education Core Courses (23 hours)

ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3
or COM 120	Interpersonal Communication . . . . .	3
SCI 108*	Introduction to Forensic Chemistry. . . . .	4
SCI 208*	Forensic Science II: Death Analysis. . . . .	4
Social/Behavioral Science electives . . . . .		9
<i>Choose from two or more subject areas.</i>		

### General Electives (2–4 hours)

General electives . . . . .		1–4
Recommended coursework:		
ANT 105*	Introduction to Physical Anthropology. . . . .	3
COM 120	Interpersonal Communication . . . . .	3
KIN 183	First Aid and CPR. . . . .	2
SOC 202	Sociology of Deviant Behavior. . . . .	3
SOC 204	Criminology . . . . .	3
POS 122	American National Government . . . . .	3
PSY 101	Introduction to Psychology. . . . .	4

Total Semester Credit Hours 60–62

# CRIMINAL JUSTICE EDUCATION

Program Code: S.CJE.AA

## Associate in Arts (A.A.)

Minimum graduation requirement — 60 semester hours

The following sequence of courses is designed to provide transfer students with the necessary background to complete a bachelor's degree in criminal justice.

Graduates may enter careers in municipal, county, state, and federal law enforcement agencies or in the private security field. Students interested in completing baccalaureate degrees in criminal justice and related majors are strongly encouraged to complete an A.A. degree prior to transfer. To transfer into an approved baccalaureate degree program in criminal justice as juniors, students need to complete a minimum of 60 semester credits from the framework below. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Notes\*

- SCI 108 and SCI 208 are the recommended courses for this degree. Sci 108 is not a prerequisite for SCI 208. These courses may be taken in any order. Both courses must be taken to fulfill the physical/life science requirement. One approved IAI transfer level physical science course and one approved IAI transfer life science course may be substituted for the SCI 108, SCI 208 sequence if necessary.
- All A.A. students must take a course that satisfies the non-western cultures requirement.
- CJS 101 is a prerequisite for all CJS courses except CJS 104 and CJS 127. Suggested coursework based on transfer patterns as of 11/15/13. Always consult transfer coordinator for best enrollment options.

### Required General Education Core Courses (39 hours)

	<b>Cr. Hrs.</b>
Communications (9)	
COM 103 Introduction to Public Speaking .....	3
ENG 101 Composition I .....	3
ENG 102 Composition II .....	3
Social/Behavioral Sciences .....	10
<i>Choose from two or more subject areas</i>	
Interdisciplinary Sciences (8)	
<i>Recommended:</i>	
SCI 108* Introduction to Forensic Chemistry .....	4
SCI 208* Forensic Science II: Death Analysis .....	4
Humanities/Fine Arts electives (9)	
Fine Arts/Humanities elective .....	3
Fine Arts elective .....	3
Humanities elective .....	3
Mathematics elective .....	3

### Required Baccalaureate Major Courses\* (16–17 hours)

CJS 101*	Introduction to Criminal Justice .....	3
CJS 102	Police Administration and Operations .....	4
CJS 203	Criminal Law .....	3
Take one of the following:		
CJS 104*	Introduction to Corrections .....	3
CJS 209	Criminal Investigation .....	4
Take one of the following:		
SOC 202	Sociology of Deviant Behavior	
SOC 204	Criminology	
CJS 127*	Juvenile Delinquency .....	3

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

LAS 189	Introduction to the Liberal Arts and Sciences .....	3
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### General Electives (1–3 hours)

Select option to bring total number of credits to a minimum of 60.

Total Semester Credit Hours	60–62
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Suggested baccalaureate major courses based upon transfer patterns as of 11/15/13 for receiving institution.

<i>Illinois State University:</i>	<i>Southern Illinois University @ Edwardsville</i>
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>
<i>Western Illinois University</i>	<i>Eastern Illinois University (Criminology – SOC)</i>
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	SOC 204 3
<u>16 or 17 credits</u>	<u>15 credits</u>

<i>Southern Illinois University @ Carbondale</i>	
CJS 101	3
CJS 102	4
CJS 127	3
CJS 209	4
SOC 204	3
<u>17 credits</u>	



# EARLY CHILDHOOD EDUCATION

## Associate in Arts (A.A.)

Program Code: S.ECE.AA

Minimum graduation requirement — 60 semester hours

To teach young children in Illinois public schools (birth to second grade), teachers must be certified by the state of Illinois. To transfer into an approved baccalaureate program in early childhood education as a junior, students must complete specific requirements and a minimum of 60 semester credits. Students are strongly encouraged to complete an A.A. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission. A minimum grade point average for most universities is required for program admission.

All transfer applicants are required to pass the Test of Academic Proficiency (TAP), or pass the ACT + Writing with a score of 22+ (see an advisor for further details), and this score may be required at time of application. Contact Parkland's Counseling Services for more information about this test and suggested timing.

Students planning to teach at the early childhood level in Illinois are advised to plan their transfer programs with a Parkland academic advisor or counselor to meet specific requirements of their preferred transfer college or university and the Illinois State Teachers Certification Board.

### Program Notes

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.
- Licensure by the State of Illinois requires that all courses in program be passed with a grade of C or higher.
- Most teacher certification programs require passing the Test of Academic Proficiency (TAP), or passing the ACT + Writing with a score of 22+ (see an advisor for further details) before transfer. For more information, see [www.icts.nesinc.com](http://www.icts.nesinc.com).
- The following universities have specific math requirements for education transfer students.  
EIU: MAT 105-106 sequence recommended  
ISU: Any IAI transfer math course  
UIUC: MAT 105-106 sequence recommended
- For MAT 105-106, computational master test must be passed. Sign up with the Mathematics department at 217/351-2225 or in M120.
- Licensing for kindergarten is ONLY available under the A.A. in Early Childhood Education.

### Required General Education Core Courses (40 hours)

**Cr. Hrs.**

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Sciences (11)	
HIS 104 History of the U.S. to 1877	
or HIS 105 History of the U.S., 1877 to the Present	4
POS 122 American National Government	3
PSY 101 Introduction to Psychology	4
Mathematics (3)	
Mathematics elective	3
Humanities/Fine Arts electives (9)	
<i>One course from Hum or FA must fulfill the non-Western culture requirement.</i>	
Humanities elective	3
ART or MUS or THE elective	3
Humanities or Fine Arts elective	3
Physical/Life Science elective (8)	
Physical Sciences elective	4
BIO 101 General Biology	4

### Required Professional Courses (6 hours)

EDU 101 Introduction to Education	3
PSY 207 Introduction to Child Psychology	3

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

LAS 189 Introduction to the Liberal Arts and Sciences	3
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### Suggested Electives

Select courses from the following to meet minimum 60-hour degree requirement.

EDU 103 Introduction to Educational Technology	3
EDU 104 Introduction to Special Education	3
Science elective(s)	4
Foreign Language requirements	4
GEO 140 World Geography	
or GEO 143 Geography of the United States	3
MUS 121 Music Appreciation	
or MUS 124 Intro to Non-Western Music	3
MAT 105 Mathematics for Elementary Teachers I	3
MAT 106 Mathematics for Elementary Teachers II	3

Total Semester Credit Hours Required 60

# ELEMENTARY EDUCATION

## Associate in Arts (A.A.)

Program Code: S.EED.AA

Minimum graduation requirement — 60 semester hours

To teach in Illinois public elementary schools (grades 1–6), teachers must be certified by the state of Illinois. To transfer into an approved baccalaureate program in elementary education as a junior, students must complete specific requirements and a minimum of 60 semester credits. Students are strongly encouraged to complete an A.A. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission. Students should be aware that a minimum grade point average for most universities is required for program admission.

All transfer applicants are required to pass the Test of Academic Proficiency (TAP), or pass the ACT + Writing with a score of 22+ (see an advisor for further details), and this score may be required at time of application. Contact Parkland’s Counseling Services for more information about this test and suggested timing.

Students planning to teach at the elementary level in Illinois are advised to plan their transfer programs with a Parkland academic advisor or counselor to meet specific requirements of their preferred college or university and the Illinois State Teachers Certification Board.

### Program Notes

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.
- Licensure by the State of Illinois requires that all courses in program be passed with a grade of C or higher.
- Most teacher certification programs require passing the Test of Academic Proficiency (TAP), or passing the ACT + Writing with a score of 22+ (see an advisor for further details) before transfer. For more information, see [www.icts.nesinc.com](http://www.icts.nesinc.com).
- For MAT 105–106, computational master test must be passed. Sign up with the Mathematics department at 217/351-2225 or in M120.

### Required General Education Core Courses (40 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Sciences (11)	
HIS 104 History of the U.S. to 1877	
or HIS 105 History of the U.S., 1877 to the Present	4
POS 122 American National Government	3
PSY 101 Introduction to Psychology	4
Mathematics (3)	
MAT 106 Mathematics for Elementary Teachers II	3
Humanities/Fine Arts electives (9)	
HUM 103 or 104 or 105 or 106 or 107 or 109	
(non-Western culture course)	3
ART or MUS or THE elective	3
LIT 121 or 126 or 127 or 201 or 202	3
Physical/Life Science elective (8)	
Choose from: PHY 120 and 129 or ESC 101 or CHE 104	4
BIO 101 General Biology	4

### Required Professional Courses (9 hours)

EDU 101 Introduction to Education	3
PSY 207 Introduction to Child Psychology	3
MAT 105 Mathematics for Elementary Teachers I	3

### Other Required Courses (7 hours)

LAS 189 Introduction to the Liberal Arts and Sciences	3
MAT 124 College Algebra	4

### Recommended Electives (3–4 hours)

Science elective(s)	4
EDU 103 Introduction to Educational Technology	3
EDU 104 Introduction to Special Education	3
Foreign Language requirements	4
See options below for specific electives for universities listed below	
General electives	0–5

Total Semester Credit Hours 60–64

Suggested baccalaureate major courses based upon transfer patterns as of 09/30/14 for receiving institution.

<i>Eastern Illinois University</i>	<i>Illinois State University</i>
PHY 121 or	PHY 121 or 120 and 129 or
PHY 120 and 129	CHE 101 or 104
CHE 101 or 104	ESC 101 or 102
ESC 101 or 102 or	EDU 104
AST 101 or 102	
EDU 103	<i>University of Illinois (UIUC)</i>
EDU 104	MAT 108
Foreign Lang req	Foreign Lang req

## SECONDARY EDUCATION

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

Program Code: S.SED.AA

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

Program Code: S.SED.AS

Minimum graduation requirement — 60 semester hours

To teach in Illinois public high schools (grades 6–12), teachers must be certified by the state of Illinois. To transfer into an approved baccalaureate program in secondary education as a junior, students must complete specific requirements and a minimum of 60 semester credits. Students are strongly encouraged to complete an A.A. or A.S. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission to any particular transfer institution. Students should be aware that a minimum grade point average is required for program admission at most universities.

**All transfer applicants are required to pass the Illinois Basic Skills Test, and this score may be required at time of application.** Contact Parkland’s Counseling Services for more information about this test and suggested timing.

Students planning to teach at the secondary level in Illinois are advised to plan their transfer programs with a Parkland academic advisor or counselor to meet specific requirements of their preferred college or university and the Illinois State Teachers Certification Board.

#### Program Notes

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.
- Licensure by the State of Illinois requires that all courses in program be passed with a grade of C or higher.
- Most teacher certification programs require passing the Illinois Basic Skills Test before transfer. For more information, see [www.icts.nesinc.com](http://www.icts.nesinc.com).
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.
- Check with transfer institution regarding foreign language requirements.
- PSY 101 is the prerequisite for PSY 220 and PSY 209.

### ASSOCIATE IN ARTS OPTION

#### General Education Core Courses (40 hours minimum)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking . . . . .	3
ENG 101 Composition I . . . . .	3
ENG 102 Composition II . . . . .	3
Humanities/Fine Arts (9) . . . . .	9
<i>Must include at least one Humanities and at least one Fine Arts course; one of these courses must fulfill the non-Western culture requirement</i>	
Social/Behavioral Sciences (11)	
HIS 104 History of the U.S. to 1877	
or HIS 105 History of the U.S., 1877 to the Present . . . . .	4
POS 122 American National Government . . . . .	3
PSY 101 Introduction to Psychology . . . . .	4
Mathematics elective . . . . .	3
Physical Sciences laboratory-based elective . . . . .	4
Life Sciences laboratory-based elective . . . . .	4

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

LAS 189 Introduction to the Liberal Arts and Sciences . . . . .	3
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#### Required Professional Courses (6 hours)

EDU 101 Introduction to Education . . . . .	3
PSY 220 Educational Psychology	
or PSY 209 Human Growth and Development . . . . .	3

#### Suggested Courses for Teaching Concentration (11 hours)

*Will vary by teaching area and transfer school. Individualized plans should be developed in consultation with a Parkland counselor or academic advisor during first semester at Parkland. Select courses from the following to meet minimum 60-hour degree requirement.*

EDU 104 Introduction to Special Education . . . . .	3
KIN 181 Health Education . . . . .	2
Science elective . . . . .	3–8
Mathematics elective . . . . .	3–4
Foreign language courses* . . . . .	0–8
General electives . . . . .	0–8

Total Semester Credit Hours 60

## ASSOCIATE IN SCIENCE OPTION

### General Education Core Courses\* (33–35 hours)

	Cr.Hrs.
Communications (9) .....	
ENG 101 Composition I .....	3
ENG 102 Composition II .....	3
COM 103 Introduction to Public Speaking .....	3
Humanities/Fine Arts (6) .....	6
<i>Must include at least one Humanities and at least one Fine Arts course; one of these courses must fulfill the non-Western culture requirement</i>	
Social/Behavioral Sciences (7–8)	
PSY 101 Introduction to Psychology* .....	4
<i>AND choose one of the following:</i>	
HIS 104 History of the U.S. to 1877	
Or HIS 105 History of the U.S., 1877 to the Present .....	4
POS 122 American National Government .....	3
Mathematics elective .....	3–5
Physical Science laboratory-based elective .....	4
Life Science laboratory-based elective .....	4

### A.S. Degree Requirement (6–9 hours)

One additional mathematics course .....	3–5
One additional physical science or life science course. ....	3–4
<i>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</i>	

### Required Professional Courses (6 hours)

EDU 101 Introduction to Education .....	3
PSY 220 Educational Psychology	
or PSY 209 Human Growth and Development .....	3

### Suggested Courses for Teaching Concentration (10–15 hours)

*Will vary by teaching area and transfer school. Individualized plans should be developed in consultation with a Parkland counselor or academic advisor during first semester at Parkland. Select courses from the following to meet minimum 60-hour degree requirement*

EDU 104 Introduction to Special Education .....	3
KIN 181 Health Education .....	2
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>	<b>60</b>

## SPECIAL EDUCATION

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

Program Code: S.SPD.AA

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

Program Code: S.SPD.AS

*Minimum graduation requirement — 60 semester hours*

Students interested in completing a baccalaureate degree in special education are strongly encouraged to complete an AA or A.S. degree prior to transfer. To transfer into an approved baccalaureate program in special education as a junior, students must complete specific requirements and a minimum of 30–60 credits. UIUC recommends early transfer after completion of 30 credits, including required courses. Since admission is competitive, completion of the recommended courses does not guarantee admission. Students should be aware that a minimum grade point average for most universities is required for program admission.

**All transfer applicants are required to pass the Illinois Basic Skills Test, and this score may be required at time of application.** Contact Parkland's Counseling Services for more information about this test and suggested timing.

Students planning to teach in special education in Illinois are advised to plan their transfer programs with a Parkland academic advisor or counselor to meet specific requirements of their preferred college or university and the Illinois State Teachers Certification Board.

### Program Notes

- A criminal background investigation is required prior to field experience. Students are responsible for any fees.
- Licensure by the State of Illinois requires that all courses in program be passed with a grade of C or higher.
- Most teacher certification programs require passing the Illinois Basic Skills Test before transfer. For more information, see [www.icts.nesinc.com](http://www.icts.nesinc.com)
- The following universities have specific math requirements for education transfer students.  
EIU: MAT 105–106 sequence recommended  
ISU: Transfer math other than MAT 108 recommended
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.
- Check with transfer institution regarding foreign language requirements.
- PSY 101 is the prerequisite for PSY 220 and PSY 209.

# SPECIAL EDUCATION

continued

## ASSOCIATE IN ARTS OPTION

### Required General Education Core Courses (40 hours minimum)

	Cr. Hrs.
Communications (9)	
COM 103 Introduction to Public Speaking .....	3
ENG 101 Composition I .....	3
ENG 102 Composition II .....	3
Humanities/Fine Arts (9)	
<i>Must include at least one Humanities and at least one Fine Arts course; one of these courses must fulfill the non-Western culture requirement</i>	
Social/Behavioral Sciences (11)	
HIS 104 History of the U.S. to 1877	
or HIS 105 History of the U.S., 1877 to the Present .....	4
POS 122 American National Government .....	3
PSY 101 Introduction to Psychology .....	4
Mathematics elective .....	3-5
Physical Sciences laboratory-based elective .....	4
Life Sciences laboratory-based elective .....	4

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

LAS 189 Introduction to the Liberal Arts and Sciences .....	3
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### Required Professional Courses (9 hours)

EDU 101 Introduction to Education .....	3
EDU 104 Introduction to Special Education .....	3
PSY 209 Human Growth and Development .....	3

### General Electives (8 hours)

*Select courses from the following to meet minimum 60-hour degree requirement:*

KIN 181 Health Education .....	2
Mathematics elective .....	3-4
Literature elective .....	3
Fine Arts elective .....	3
Science elective(s) .....	3-8
Foreign Language courses* .....	0-8
Area of teaching concentration .....	3-9
<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

## ASSOCIATE IN SCIENCE OPTION

### General Education Core Courses\* (33-35 hours)

	Cr.Hrs.
Communications (9)	
ENG 101 Composition I .....	3
ENG 102 Composition II .....	3
COM 103 Introduction to Public Speaking .....	3
Humanities/Fine Arts (6)	
<i>Must include at least one Humanities and at least one Fine Arts course; one of these courses must fulfill the non-Western culture requirement</i>	
Social/Behavioral Sciences (7-8)	
PSY 101 Introduction to Psychology .....	4
<i>AND choose one of the following:</i>	
HIS 104 History of the U.S. to 1877	
or HIS 105 History of the U.S. 1877 to the Present .....	4
POS 122 American National Government .....	3
Mathematics elective .....	3-5
Physical Science laboratory-based elective .....	4
Life Science laboratory-based elective .....	4

### A.S. Degree Requirement (6-9 hours)

One additional mathematics course .....	3-5
One additional physical science or life science course .....	3-4
<i>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</i>	

### Required Program Courses (9 hours)

EDU 101 Introduction to Education .....	3
EDU 104 Introduction to Special Education .....	3
PSY 209 Human Growth and Development .....	3

### General Electives (7-12 hours)

*Select courses from the following to meet minimum 60-hour degree requirement:*

KIN 181 Health Education .....	2
Mathematics elective .....	3-4
Science elective(s) .....	3-8
Foreign Language Courses* .....	0-8
Area of teaching concentration .....	3-9
<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.)

Minimum graduation requirement — 60 semester hours

To transfer as a junior into a baccalaureate history program, students must complete a minimum of 60 semester credits. Freshmen and sophomores who plan to major in history are encouraged to fulfill general education requirements with foundation courses in the sciences (e.g., biology, chemistry, physics, and anatomy and physiology) and mathematics (e.g., college algebra, calculus, and statistics). The number of history courses taken at Parkland should be kept to a minimum.

The courses below are recommended for students planning to transfer into a baccalaureate history program, including into a baccalaureate program leading to state certification as a high school (6–12) history teacher. Students planning to seek high school (6–12) teacher certification are encouraged to consult the specific general education courses recommended for Secondary Education.

To transfer as a junior, students must complete a minimum of 60 semester credits. Students seeking a bachelor's degree in history are strongly encouraged to complete an Associate in Arts or Associate in Science degree prior to transfer. Since admission may be competitive, completing the recommended courses does not by itself guarantee admission.

### Required General Education Core Courses

(38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking . . . . .	3
ENG 101 Composition I . . . . .	3
ENG 102 Composition II . . . . .	3
Social/Behavioral Science electives . . . . .	9
Choose from two or more subject areas.	
Humanities/Fine Arts electives (9)	
Fine Arts elective . . . . .	3
Humanities elective . . . . .	3
Humanities or Fine Arts elective . . . . .	3
One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.	
Mathematics elective . . . . .	3–6
Physical Sciences elective . . . . .	4
Life Sciences elective . . . . .	4

### Required Core History Courses (16 hours)

HIS 101 History of Western Civilization I . . . . .	4
HIS 102 History of Western Civilization II . . . . .	4
HIS 104 History of the U.S. to 1877 . . . . .	4
HIS 105 History of the U.S., 1877 to the Present . . . . .	4

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

LAS 189 Introduction to the Liberal Arts and Sciences . . . . .	3
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### General Electives (3 hours)

General electives . . . . .	3–6
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Total Semester Credit Hours 60

## Other History Courses

Additional history courses (such as non-Western civilization) may transfer either for history major credit or as general education credit, depending upon the school. Students should select courses in consultation with an advisor.

## Related Courses

Students who have decided upon a minor field are encouraged to complete one or more courses in the minor. Students planning to obtain high school (6–12) teacher certification are encouraged to complete one or more professional education courses recommended by the Secondary Education Panel. Students should select courses in consultation with an advisor.

## One Foreign Language (up to 12 semester credits)

Competency through the second, third, or fourth semester in a single foreign language is required for the B.A. degree in history in some schools and for all majors in the College of Arts and Sciences at other schools. Ask about the language requirement of the schools you are considering, and complete the required foreign language courses before transfer. In general, two years of foreign language study in high school will substitute for two semesters in college.

# POLITICAL SCIENCE

Program Code: S.POS.AA

## Associate in Arts (A.A.)

Minimum graduation requirement — 60 semester hours

Political Science is the study of the theory and practice of government and politics. Students of politics describe and analyze political systems and behavior. Baccalaureate programs offer courses in areas such as public administration, public law, international relations, comparative politics, political behavior, political philosophy, and U.S. government. Students interested in pursuing a bachelor's degree in political science are strongly encouraged to complete an Associate in Arts or Associate in Science degree prior to transfer. A minimum of 60 semester credits is required for transfer as a junior into a baccalaureate Political Science program. Since admission is competitive, completing the recommended courses does not by itself guarantee admission.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Science electives	9
Choose from two or more subject areas.	
Humanities/Fine Arts electives (9)	
Fine Arts elective	3
Humanities elective	3
Humanities or Fine Arts elective	3
<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 Political Science Prerequisite Course (3 hours)

POS 122 American National Government	3
--------------------------------------	---

## Other Political Science Courses (3–6 hours)

A maximum of 2 courses beyond American/U.S. National Government from the list below are guaranteed to transfer either as a substitute for the receiving school's comparable course or as a political science elective.

POS 124 State and Local Government	3
POS 202 Introduction to International Relations	3

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

LAS 189 Introduction to the Liberal Arts and Sciences	3
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## General Electives (7–13 hours)

General Electives	7-13
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<i>Total Semester Credit Hours</i>	<u>60</u>
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# PSYCHOLOGY

Program Code: S.PSY.AA

## Associate in Arts (A.A.)

Minimum graduation requirement — 60 semester hours

To transfer as a junior into a baccalaureate psychology program, students must complete a minimum of 60 semester credits. Freshmen and sophomores who plan to major in psychology are encouraged to fulfill general education requirements with foundation courses in the sciences (e.g., biology, chemistry, physics, and anatomy and physiology) and mathematics (e.g., college algebra, calculus, and statistics). The number of psychology courses taken at Parkland should be kept to a minimum. Students are strongly encouraged to complete an Associate in Arts degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

## Required General Education Core Courses (38 hours)

**Cr. Hrs.**

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Science electives	9
Choose from two or more subject areas.	
Humanities/Fine Arts electives (9)	
Fine Arts elective	3
Humanities elective	3
Humanities or Fine Arts elective	3
<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 Psychology Prerequisite Course (4 hours)

PSY 101 Introduction to Psychology	4
------------------------------------	---

## Required Psychology Core Courses (9 hours)

A maximum of three courses beyond PSY 101 from the following are guaranteed for transfer credit under the following conditions: If the receiving institution offers the course as a lower-division course, then course-for-course transfer is guaranteed; if the receiving institution does not offer the course, or does not offer the course at the lower level, the student will receive elective, lower-division, psychology credit for the course.

*Choose one course from the following (3 hours):*

PSY 207 Introduction to Child Psychology	3
PSY 208 Adolescent Psychology	3
PSY 209 Human Growth and Development	3

*Choose two courses from the following (6 hours):*

PSY 201 Psychology of Personality	3
PSY 203 Abnormal Psychology	3
PSY 205 Introduction to Social Psychology	3
PSY 222 Industrial and Organizational Psychology	3
PSY 223 Introduction to Adult Development and Aging	3

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

LAS 189 Introduction to the Liberal Arts and Sciences	3
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## General Electives (6–8 hours)

General electives	6–8
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<i>Total Semester Credit Hours</i>	60
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# SOCIAL WORK

Program Code: S.SOW.AA

## Associate in Arts (A.A.)

Minimum graduation requirement — 60 semester hours

The profession of social work is devoted to helping people function optimally in their environment by providing direct and indirect services to individuals, families, groups, organizations, and communities and by working to improve social conditions. Bachelor's degree programs in social work prepare students for careers in public and private agencies such as child welfare, mental health, corrections, shelters, and many other workplaces. Students interested in completing bachelor's degrees in social work are strongly encouraged to complete an Associate in Arts degree prior to transfer. To transfer into an accredited bachelor's degree program in social work as juniors, students need to complete a minimum of 60 semester credits (up to a maximum of 64 semester credits) from the adjacent list. Students should contact their counselor or advisor about the particular social work baccalaureate program for specific entry requirements, including language requirements. Since admission is competitive, completion of these courses alone does not guarantee admission.

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Science electives	9
Choose three from SOC 101, ANT 103, ECO 101, PSY 101, POS 122, SOC 203.	
Humanities/Fine Arts electives (9)	
Recommended choice of one from PHI 101, PHI 103, PHI 105.	
Fine Arts elective	3
Humanities elective	3
Humanities or Fine Arts elective	3
<i>One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.</i>	
Mathematics elective	3-6
MAT 108 is recommended.	
Physical Sciences elective	4
AST 101 or 102 is recommended.	
Life Sciences elective	4
BIO 105 is recommended, or choose from BIO 101, 104, or 107.	

## Required Social Work Core Courses (12 hours)

SOC 220 Introduction to Social Work	3
<i>Choose three courses from the following:</i>	
PSY 107 Human Sexuality	3
PSY 203 Abnormal Psychology	3
PSY 205 Introduction to Social Psychology	3
SOC 102 Social Problems	3

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

LAS 189 Introduction to Liberal Arts and Sciences	3
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## General Electives (7 hours)

General electives	7
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<i>Total Semester Credit Hours</i>	<u>60</u>
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# SOCIOLOGY

Program Code: S.SOC.AA

## Associate in Arts (A.A.)

Minimum graduation requirement — 60 semester hours

Sociology is the systematic and scientific study of behavior of small groups and society. To transfer as a junior into a baccalaureate sociology program, students must complete a minimum of 60 semester credits. Students are strongly encouraged to complete an Associate in Arts or Associate in Science degree prior to transfer. Freshmen and sophomores who plan to major in sociology are encouraged to complete additional foundation courses (including courses in the social and behavioral sciences) and mathematics.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

## Required General Education Core Courses (38 hours)

Cr. Hrs.

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Social/Behavioral Science electives	9
Choose from two or more subject areas. (ANT 101, ANT 103, and PSY 205 recommended)	
Humanities/Fine Arts electives (9)	
Fine Arts elective	3
Humanities elective	3
Humanities or Fine Arts elective	3
<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 Course for Concentration in Sociology (3 hours)

SOC 101 Introduction to Sociology	3
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## Required Sociology Core Courses (9 hours)

A maximum of three courses beyond SOC 101 from the following are guaranteed for transfer credit under the following conditions: If the receiving institution offers the course as a lower-division course, then course-for-course transfer is guaranteed; if the receiving institution does not offer the course at the lower level, the student will receive elective, lower-division sociology credit for the course.

SOC 102 Social Problems	3
SOC 200 Sociology of Marriage and Family	3
SOC 203 Diversity and Society	3
SOC 240 Gender and Society	3

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

LAS 189 Introduction to the Liberal Arts and Sciences	3
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## General Electives (7–9 hours)

General Electives	7–9
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<i>Total Semester Credit Hours</i>	<u>60</u>
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# career and technical education

*Roberta Scholze, dean*

*Megan Przygoda, administrative assistant*



# Agriculture/Engineering Science and Technologies

*Parkhill Applied Technology Center, T Building • 217/351-2290*

*James Mansfield, department chair*

*Christine Murphy-Lucas, administrative assistant*

**Agriculture** offers up-to-date and vital courses for students seeking careers in a variety of agriculture-related industries. Certificate and degree programs provide hands-on experience with agriculture to prepare students for jobs immediately upon completion as well as prepare students who intend to transfer to a university.

Nearly a quarter of all jobs in America are related to agriculture, and the rapidly changing face of agriculture has resulted in new and exciting career opportunities. High-tech intensive farming techniques, seed genetics, precision agriculture technology, and sophisticated marketing and research activities all require educated, well-trained workers. Agriculture students benefit from study at the 42-acre demonstration plot land laboratory, and from modern classroom space in the Tony Noel Agriculture Technology Applications Center building. The Agriculture Program also provides opportunities for students to participate in a number of student organizations and develop their leadership potential as well as improve their soft skills that many employers are seeking.

**Horticulture** is another important area within this division. The need for trained professionals to design, construct, and manage landscape projects for homes and businesses has never been greater. This program also prepares students for careers in greenhouse management and floriculture, all of which depend on many hands-on courses to provide practical education and training. With a modern greenhouse providing space for some of the hands-on instruction, students gain both the horticulture and business skills they need to succeed in this growing industry.

**Engineering Science and Technologies** offers certificates and degree programs that respond to technological advances and industry demand. Its hands-on approach to learning includes lab work, course projects, and internships. Career programs prepare students for jobs in technical fields such as automotive technology, collision repair, electronics, industrial technology, construction, and more. Students are given opportunities to expand their interests in organizations such as Parkland Motorsports and Diesel Pulling Club, as well as student chapters of the National Home Builders Association and the Illinois Professional Land Surveyors Association.

Graduates in most of our technical fields are able to continue their education and receive baccalaureate degrees from a variety of area colleges or universities. Students interested in pursuing the four-year degree should create an educational plan with their academic advisor consulting the catalog of the four-year institution they plan to attend.

The Parkhill Applied Technology Center, located on the west side of campus, is home to the Automotive, Ford ASSET, Automotive Collision Repair, Industrial Technology, and Welding programs. This state-of-the-art facility offers students hands-on skills learning in a facility that simulates the conditions that they will experience in real life jobs. Parkland College has long-standing partnerships with area industries and job placement is very high for graduates in these technical fields.

# Agriculture/Engineering Science and Technologies

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# AGRI-BUSINESS

Program Code: B.AGB.CER

## Certificate

Minimum graduation requirement — 30 semester hours

The Agri-Business Certificate Program provides students with general knowledge in the areas of agri-marketing, agri-supply, and agricultural production.

## Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
AGB 102	AGB 133
AGB 103	AGB elec
AGB 105	AGB elec
AGB 112	AGB elec
AGB 135	ENG 101

## Required Program Courses (19 hours) Cr. Hrs.

AGB 102	Introduction to Agricultural Economics . . . . .	4
AGB 103	Introduction to Crop Science. . . . .	4
AGB 105	Agricultural Applications of the Computer . . . .	3
AGB 112	Concepts in Agriculture. . . . .	1
AGB 133	Introduction to Agricultural Marketing and Standards. . . . .	3
AGB 135	Agricultural Business Management I . . . . .	4

## Elective Core Courses

**(Choose at least 8 hours from the following.)**

AGB 101	Introduction to Animal Science. . . . .	4
AGB 106	International Agricultural Field Experience. . . . .	3
AGB 200	Introduction to Soil Science. . . . .	4
AGB 201	Introduction to Agricultural Mechanization. . . . .	3
AGB 211	Plant Pest Identification and Control. . . . .	3
AGB 214	Precision Farming Technology. . . . .	3
AGB 232	Agricultural Business and Farm Management. . . . .	4
AGB 233	Grain Marketing. . . . .	3
AGB 236	Agricultural Credit and Finance. . . . .	2

## Required General Education Core Courses

**(3 hours)**

ENG 101	Composition I. . . . .	3
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*Total Semester Credit Hours* 30



# AGRICULTURAL BUSINESS: MANAGEMENT

Program Code: B.ABM.AAS

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

Minimum graduation requirement — 66 semester hours

The Agricultural Business Management Program prepares students for management positions in various agriculture businesses, including agricultural marketing and processing firms, agricultural supply and service firms, and agriculture production and management.

### Program Notes\*

- Select a math course with advice from an agriculture faculty advisor.
- GEO 140 (World Geography) is recommended as background for AGB 215.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
<i>1st Semester</i>	<i>2nd Semester</i>	
AGB 103	AGB 102	AGB 191
AGB 105	AGB 133	
AGB 112	AGB 200	
AGB 135	ENG 102	
ENG 101	Gen ed elec	

<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
AGG 214	AGB 155
AGB 232	AGB 236
MAT 110 or MAT elec	AG 290
Concentration elec	AGB 291
Gen ed elec	Concentration elec

## Required Program Courses (42 hours)

	<b>Cr. Hrs.</b>
AGB 102	Introduction to Agricultural Economics . . . . . 4
AGB 103	Introduction to Crop Science . . . . . 4
AGB 105	Agricultural Applications of the Computer . . . . . 3
AGB 112	Concepts in Agriculture . . . . . 1
AGB 133	Introduction to Agricultural Marketing and Standards . . . . . 3
AGB 135	Agricultural Business Management I . . . . . 4
AGB 155	Agriculture Salesmanship . . . . . 3
AGB 191	Agri-Business Work Exploration . . . . . 2
AGB 200	Introduction to Soil Science . . . . . 4
AGB 214	Precision Farming Technology . . . . . 3
AGB 232	Agricultural Business and Farm Management . . . . . 4
AGB 236	Agricultural Credit and Finance . . . . . 2
AGB 290	Agri-Business Seminar . . . . . 1
AGB 291	Agri-Business Work Experience . . . . . 4

## Required General Education Core Courses (15–16 hours)

ENG 101	Composition I . . . . . 3
ENG 102	Composition II . . . . . 3
MAT 110	Business Mathematics
	or MAT elective* . . . . . 3–4
	General education electives* . . . . . 6

## Concentration Electives (Choose at least 9 hours from the following.)

ACC 101	Financial Accounting . . . . . 4
or ACC 117	Accounting and Bookkeeping . . . . . 3
AGB 101	Introduction to Animal Science . . . . . 4
AGB 106	International Agricultural Field Experience . . . . . 3
AGB 193	United States Field Experience in Agriculture . . . . . 3
AGB 201	Introduction to Agricultural Mechanization . . . . . 3
AGB 209	Companion Animal Management . . . . . 3
AGB 211	Plant Pest Identification and Control . . . . . 3
AGB 213	Soil Fertility and Fertilizers . . . . . 3
AGB 215*	Applications of Geographic Information Systems . . . . . 3
AGB 217	Principles of Animal Feed and Nutrition . . . . . 3
AGB 218	Livestock Management . . . . . 5
AGB 233	Grain Marketing . . . . . 3
AGB 238	Grain Merchandising . . . . . 3

Total Semester Credit Hours

66–67

# AGRICULTURAL BUSINESS: PRECISION AG TECHNOLOGY

Program Code: B.ABT.AAS

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

Minimum graduation requirement — 62 semester hours

The Precision Ag Technology Program prepares students for positions which require the use of current technological tools such as global positioning systems, geographic information systems, and computer software programs. Students are prepared for positions with soil testing companies, crop consulting firms, fertilizer and chemical retailers, and golf courses.

### Program Notes\*

- Select a math course with advice from an agriculture faculty advisor.
- GEO 140 (World Geography) is recommended as background for AGB 215.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	
AGB 103	AGB 200	AGB 191
AGB 105	AGB 215	
AGB 112	ENG 102	
AGB 214	MAT elec	
Concentration elec	Gen ed elec	
ENG 101		

FALL	SPRING
3rd Semester	4th Semester
AGB 102	AGB 290
AGB 155	AGB 291
AGB 219	GIS 115
AGB 252	Concentration elec
Gen ed elec	Concentration elec

### Required Program Courses (40 hours) Cr. Hrs.

AGB 102	Introduction to Agricultural Economics . . . . .	4
AGB 103	Introduction to Crop Science. . . . .	4
AGB 105	Agricultural Applications of the Computer . . . . .	3
AGB 112	Concepts in Agriculture. . . . .	1
AGB 155	Agriculture Salesmanship . . . . .	3
AGB 191	Agri-Business Work Exploration . . . . .	2
AGB 200	Introduction to Soil Science. . . . .	4
AGB 214	Precision Farming Technology. . . . .	3
AGB 215*	Applications of GIS in Agriculture. . . . .	3
AGB 219	Precision Hardware Systems . . . . .	2
AGB 252	Precision Data Analytics. . . . .	3
AGB 290	Agri-Business Seminar . . . . .	1
AGB 291	Agri-Business Work Experience. . . . .	4
GIS 115	Remote Sensing Applications . . . . .	3

### Required General Education Core Courses (15 hours)

ENG 101	Composition I. . . . .	3
ENG 102	Composition II . . . . .	3
MAT 108 or MAT 110 or MAT elective	. . . . .	3
General education electives*	. . . . .	6

### Concentration Electives

(Choose at least 7 hours from one of these two options.)

#### PRECISION AGRONOMY

Program Code: B.ABT.AAS.AGRO

AGB 106	International Agricultural Field Experience. . . . .	3
AGB 110	Introduction to Precision Agriculture . . . . .	1
AGB 193	United States Field Experience in Agriculture . . . . .	3
AGB 211	Plant Pest Identification and Control . . . . .	3
AGB 213	Soil Fertility and Fertilizers . . . . .	3
CIT 113	Basic Surveying. . . . .	3
GIS 112	Global Positioning Systems. . . . .	1

#### PRECISION AG SYSTEMS

Program Code: B.ABT.AAS.AGSY

AGB 106	International Agricultural Field Experience. . . . .	3
AGB 110	Introduction to Precision Agriculture . . . . .	1
AGB 193	United States Field Experience in Agriculture . . . . .	3
DPE 130	Introduction to Diesel Electrical . . . . .	4
DPE 135	Introduction to Mobile Hydraulics . . . . .	3
MFT 113	Introduction to Hydraulics and Pneumatics. . . . .	3
MFT 117	Pumps, Compressors, and Vacuum Systems. . . . .	3
GIS 112	Global Positioning Systems. . . . .	1

Total Semester Credit Hours

62

# AGRICULTURE

Program Code: B.AGR.AS

## Associate in Science (A.S.)

Minimum graduation requirement — 60 semester hours

Baccalaureate degree programs in agriculture may include various specialties, such as agricultural economics, agribusiness, agricultural sciences (animal science, crop or plant science, soil science, and horticulture), agricultural mechanics, and agriculture education. To transfer into a baccalaureate degree program in agriculture as a junior, students need to complete a minimum of 60 semester credits.

Students are strongly encouraged to complete an A.S. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with an agriculture faculty member.

### Program Notes\*

- AGB 112 may not be accepted as transfer credit. See department chair or program director.
- Math requirements vary; students should plan their transfer programs with an advisor and the catalog of the four-year college or university they plan to attend.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
AGB 105	AGB transfer
AGB transfer	concentration
concentration	ENG 102
ENG 101	FA elec
Phys Sci elec	Life Sci elec
Math elec	Math elec

FALL	SPRING
3rd Semester	4th Semester
AGB transfer	AGB transfer
concentration	concentration
COM 103	AGB transfer
Hum elec	concentration
Soc/Beh Sci elec	Phys or Life Sci elec
	Soc/Beh Sci elec
	General elec

## Required General Education Core Courses (32–34 hours)

Cr. Hrs.

Communications (9)	
ENG 101 Composition I	3
ENG 102 Composition II	3
COM 103 Introduction to Public Speaking	3
Humanities elective	3
Fine Arts elective	3
Social/Behavioral Science electives	6
<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
Life Sciences elective	4
Physical Sciences elective	4

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

One Mathematics elective	3–5
One Life or Physical Sciences elective	3–5
<i>Choose from AST, BIO, CHE, ESC, or PHY courses numbered 100 through 289 whose second digit is even</i>	

## Required Agriculture Concentration Courses (19–23 hours)

AGB 105	Agricultural Applications of the Computer	3
<i>Select 16–20 hours from the following courses:</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
AGB 202	Introduction to Agricultural Education	3
AGB 209	Companion Animal Management	3

## General Electives (0–3 hours)

General elective	3
<i>Total Semester Credit Hours</i>	<u>60–62</u>

## Other Recommended Course

AGB 112*	Concepts in Agriculture	1
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# AUTOMOTIVE COLLISION REPAIR TECHNICIAN

Program Code: E.ACR.AAS

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

Minimum graduation requirement — 63 semester hours

The Automotive Collision Repair Technician Program prepares graduates to work in a collision repair facility.

### Program Notes\*

- Program includes examination of pertinent ICAR Professional Development credentials.
- A basic tool set must be purchased for required program courses. See program director.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
ACR 130, ACR 131	ACR 137	ACR 116
ACR 133	ACR 154	ACR 134
ACR 135	MAT 131	
ACR 155	WLD 110/WLD 112	

FALL	SPRING
4th Semester	5th Semester
ACR 156, ACR 272	ACR 136
ENG 101	ACR 273
COM 103 or	ACR 274
COM 120	AFD 217
Gen Ed elec	Gen Ed elec

### Required Program Courses (48 hours)

	Cr. Hrs.
ACR 116	Collision Repair Electrical Analysis . . . . . 4
ACR 130	Unibody Construction, Estimating, and Measuring Principles. . . . . 4
ACR 131	Collision Repair Work Experience I. . . . . 2
ACR 133	Unibody Collision Repair . . . . . 4
ACR 134	Collision Repair Work Experience II. . . . . 2
ACR 135	Collision Repair: Glass, Plastic, Trim, and Structural Repair . . . . . 4
ACR 136	Collision Repair Work Experience III. . . . . 2
ACR 137	Vehicle Prep/Top Coat Application. . . . . 4
ACR 154	Collision Repair Mechanical Analysis . . . . . 4
ACR 155	Custom Automotive Upholstery . . . . . 3
ACR 156	Custom Refinish Techniques. . . . . 2
ACR 272	Advanced Structural Repair . . . . . 2.5
ACR 273	Advanced Vehicle Systems . . . . . 2.5
ACR 274	Advanced Refinish Techniques. . . . . 4
WLD 110	Beginning Gas and Arc Welding. . . . . 2
WLD 112	Gas Metal Arc Welding. . . . . 2

### Required General Education Core Courses (15 hours)

COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication. . . . . 3	
ENG 101	Composition I. . . . . 3	
MAT 131	Applied Mathematics . . . . . 3	
	General Education electives* . . . . . 6	
<i>Total Semester Credit Hours</i>		<u>63</u>

# AUTOMOTIVE COLLISION REPAIR TECHNICIAN

Program Code: E.ACR.CER

## Certificate

Minimum graduation requirement — 32 semester hours

The Automotive Collision Repair Technician Certificate Program prepares graduates with basic skills for use in a collision repair facility.

## Program Note

Program includes examination of pertinent ICAR Professional Development credentials.

## Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
<i>1st Semester</i>	<i>2nd Semester</i>	
ACR 130	ACR 134	ACR 116
ACR 131	ACR 137	ACR 136
ACR 133	ACR 154	
ACR 135	MAT 131	
ACR 155	COM 103 or	
	COM 120	
	WLD 110/WLD 112	

## Required Program Courses (32 hours)

**Cr. Hrs.**

ACR 130	Unibody Construction, Estimating, and Measuring Principles. . . . .	4
ACR 131	Collision Repair Work Experience I. . . . .	2
ACR 133	Unibody Collision Repair . . . . .	4
ACR 134	Collision Repair Work Experience II . . . . .	2
ACR 135	Collision Repair: Glass, Plastic, Trim, and Structural Repair . . . . .	4
ACR 137	Vehicle Prep/Top Coat Application . . . . .	4
ACR 154	Collision Repair Mechanical Analysis . . . . .	4
ACR 274	Advanced Refinish Techniques. . . . .	4
WLD 110	Beginning Gas and Arc Welding. . . . .	2
WLD 112	Gas Metal Arc Welding. . . . .	2

*Total Semester Credit Hours* 32

# AUTOMOTIVE FORD MOTOR ASSET PROGRAM

Program Code: E.AFT.AAS

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

Minimum graduation requirement — 71 semester hours

ASSET (Automotive Student Service Educational Training) is a two-year program leading to an Associate in Applied Science degree in Automotive Service Technology. It is a joint effort of Ford Motor Company, Ford and Lincoln dealers, and Parkland College. The ASSET curriculum utilizes periods of classroom work alternating with periods of work experience. Graduates of the ASSET program can enter the workforce as entry-level service technicians with certifications from Ford Motor Company, or transfer earned credits toward a bachelor's degree.

Curriculum for the Automotive Technology degree is based on the Master Automotive Service Technology standards (MAST) set by the National Automotive Technician Foundation (NATEF) and Automotive Service Excellence (ASE).

Students can enter the ASSET program each fall semester. Classroom sessions are eight weeks long and alternate with eight-week work sessions. Enrollment in all AFM classes requires approval of the ASSET director.

Students are required to bring a laptop computer to all Ford ASSET (AFM) courses.

### Program Note\*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

## CLASS SEQUENCE FOR THE TWO-YEAR PROGRAM:

### August to October (8-weeks)

(classroom instruction 14 credit hours)

AFM 115	Basic Automotive Electrical	6
AFM 156	Dealership Operations	2
COM 103	Introduction to Public Speaking	3
or COM 120	Interpersonal Communication	
MAT 131	Applied Mathematics	3

**Cr. Hrs.**

### October to December (8-weeks)

(co-op work experience in dealership 2 credit hours)

AFM 256	Work Experience I	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
	General Education elective*	3

### March to May (8-weeks)

(co-op work experience in dealership 2 credit hours)

AFM 257	Work Experience II	2
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### May to July (8-weeks)

(classroom instruction 11 credit hours)

AFM 132	Internal Combustion Engines	4
AFM 217	Climate Control Systems	4
AFM 253	Steering and Suspension Systems	3

### August to October (8-weeks)

(co-op work experience in dealership 2 credit hours)

AFM 258	Work Experience III	2
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### October to December (8-weeks)

(classroom instruction 13 credit hours)

AFM 252	Engine Performance	8
ENG 101	English Composition I	3
WLD 110	Beginning Gas and Arc Welding	2

### January to March (8-weeks)

(co-op work experience in dealership 2 credit hours)

AFM 259	Work Experience IV	2
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### 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

### Other Recommended Course

AFM 270	Diesel Engine Performance	3
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# AUTOMOTIVE MAINTENANCE AND LIGHT REPAIR

Program Code: E.AUS.CER

## Certificate

Minimum graduation requirement — 27 semester hours

The Automotive Service Certificate Program prepares graduates with basic skills for use in mass merchandiser/service centers. The content of this certificate is based on the Maintenance and Light Repair standards set by the National Automotive Technician Education Foundation.

Students wishing to transfer Maintenance and Light Repair credits from another training program must provide the following:

- Official transcript clearly stating the completion of the MLR standards set by NATEF with quality grades.
- Evidence that the training program was NATEF MLR accredited at the time of completion.

## Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
AFD 110	AFD 111
AFD 113	AFD 115
AFD 210	

<b>Required Program Courses (25 hours)</b>		<b>Cr. Hrs.</b>
AFD 110	Automotive Maintenance and Light Repair . . . . .	4
AFD 111	Automotive Powertrain Maintenance and Light Repair . . . . .	7
AFD 113	Automotive Chassis System Maintenance and Light Repair . . . . .	7
AFD 115	Basic Chassis Electrical Systems . . . . .	7

## Other Required Course (2 hours)

AFD 210	Automotive Work Experience Seminar . . . . .	2
<i>Total Semester Credit Hours</i>		<u>27</u>

# AUTOMOTIVE TECHNICIAN

Program Code: E.AMT.CER

## Certificate

Minimum graduation requirement — 39 semester hours

The Automotive Technician Certificate Program prepares graduates to be entry-level technicians in an automotive dealership or service center.

## Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>FALL</i>
<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>
AFD 110	AFD 111	AFD 112
AFD 113	AFD 115	AFD 117
AFD 210		AFD 232
MAT 131		COM 103 or COM 120 or ENG 101

## Required Program Courses (33 hours) Cr. Hrs.

AFD 110	Automotive Maintenance and Light Repair . . . . .	4
AFD 111	Automotive Powertrain Maintenance and Light Repair . . . . .	7
AFD 112	Introduction to Power Trains . . . . .	3
AFD 113	Automotive Chassis System Maintenance and Light Repair . . . . .	7
AFD 115	Basic Chassis Electrical Systems . . . . .	7
AFD 117	Basic Automotive Electronics and Computer Control Strategies . . . . .	3
AFD 210	Automotive Work Experience Seminar . . . . .	2

## Required General Education Core Courses (6 hours)

COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication	
or ENG 101	Composition I . . . . .	3
MAT 131	Applied Mathematics . . . . .	3

*Total Semester Credit Hours* 39

# AUTOMOTIVE TECHNOLOGY

Program Code: E.AUT.AAS

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

Minimum graduation requirement — 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 National Automotive Technician Foundation (NATEF) and Automotive Service Excellence (ASE).

Students should plan their programs with a faculty advisor.

NOTE: Students considering transferring to a senior institution will need to contact the institution as soon as possible to determine the general education courses that are transferable and the required credit hours.

### Program Notes\*

- Up to two credit hours of student work experience (AFD 211) may be completed before meeting the required prerequisites. See instructor for work plan.
- AFD elective courses are offered each semester and may be completed during other semesters than the suggested sequence.
- A valid driver's license is required for internship courses
- MAT 124 or MAT 107 or MAT 108 may be taken instead of MAT 131.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Required Program Core Courses (33 hours)

	<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 Auto Electronics and Computer Control Strategies .....	3
AFD 119 Chassis Electrical/Electronic Systems and Accessories .....	4
AFD 210 Automotive Work Experience Seminar .....	2
AFD 231 Fuel and Emissions Diagnosis .....	4
AFD 295 Service Shop Operations .....	3

## AUTOMOTIVE TECHNICIAN CONCENTRATION

Program Code: E.AUT.AAS.TECH

The Automotive Technician Program prepares graduates for entry-level employment in automotive dealerships and independent service centers in technical positions. The program is designed to develop strong technical skills along with managerial skills.

### Required General Education Courses (15 hours)

	<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

### Required Automotive Courses (20 hours)

AFD 110 Automotive Maintenance and Light Repair .....	4
AFD 111 Automotive Powertrain Maintenance and Light Repair .....	7
AFD 211* Auto Work Experience .....	4
AFD 232 Multi-Cylinder Engine Overhaul .....	5

### Technical Elective Courses (3–5 hours)

Choose from the following electives:

WLD 111 Introduction to Welding .....	4
AFD 233 Automatic Transmissions .....	4
AFD 217 Basic Refrigeration .....	4
AFD 296 Motorsport Vehicle System Assessment .....	3
AFD 298 Motorsport Chassis Analysis .....	5
AFD 297 Motorsport Concepts and Vehicle Preparation .....	4

Total Semester Credit Hours

71–73

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
AFD 110	AFD 111	AFD 211 (2 hrs)
AFD 113	AFD 115	AFD elective)
AFD 210	ENG 101	
MAT 131		

FALL	SPRING
4th Semester	5th Semester
AFD 112	AFD 119
AFD 117	AFD 211 (2 hrs)
AFD 232	AFD 231
COM 103 or	AFD 295
COM 120 or	Gen Ed elec
ENG 102	
Gen Ed elec	



# AUTOMOTIVE TECHNOLOGY

continued

## AUTOMOTIVE MANAGEMENT CONCENTRATION

Program Code: E.AUT.AAS.MGNT

The Automotive Management Program prepares 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 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

### Other Required Courses (9 hours)

Accounting, Business, Marketing or Management electives .....	9
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### Required Automotive Courses (15 hours)

AFD 110 Automotive Maintenance and Light Repair .....	4
AFD 111 Automotive Powertrain Maintenance and Light Repair .....	7
AFD 211 Auto Work Experience .....	4

Total Semester Credit Hours 72

### 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	Gen Ed elec
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 231
AFD 211 (2hrs)	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 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

### Required Automotive Courses (21 hours)

AFD 232 Multi-Cylinder Engine Overhaul .....	5
AFD 272 Motorsport Work Experience I .....	2
AFD 273 Motorsport Work Experience II .....	2
AFD 296 Motorsport Vehicle System Assessment .....	3
AFD 297 Motorsport Concepts and Vehicle Preparation .....	4
AFD 298 Motorsport Chassis Analysis .....	5

### Technical Elective Courses (2–4 hours)

Choose from the following electives:

MFT 121 Basic Machine Processes .....	3
WLD 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

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 113	AFD 115	AFD 296
AFD 210	AFD 298	Gen Ed elec
AFD 297	ENG 101	
MAT 131	WLD elec	

<i>FALL</i>	<i>SPRING</i>
<i>4th Semester</i>	<i>5th Semester</i>
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

# CASE NEW HOLLAND SERVICE TECHNICIAN

Program Code: E.CNH.AAS

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

Minimum graduation requirement — 67 semester hours

This program prepares students to maintain and repair equipment used in a Case New Holland agriculture or construction dealership.

### Program Notes\*

- Before enrolling in program-specific courses, students must be accepted into the program.
- Must have a valid driver's license.
- Must have sponsoring dealership.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
<i>1st Semester</i>	<i>2nd Semester</i>	
CNH 112	CNH 214	CNH 119
CNH 114	CNH 216	CNH 218
CNH 131	CNH 231	
CNH 153	WLD 111	
MAT 131	ELT 111	
EST 114		
Gen Ed elec		

FALL	SPRING
<i>3rd Semester</i>	<i>4th Semester</i>
CNH 155	CNH 219
CNH 171	CNH 255
CNH 256	CNH 271
CNH 132	CNH 291
ENG 101	COM 103 or 120
Gen Ed elec	

### Required Program Courses (52 hours) Cr. Hrs.

CNH 112	CNH Engine Theory and Overhaul . . . . .	4
CNH 114	Introduction to Fuel Systems . . . . .	3
CNH 119	CNH Dealer Work Experience I . . . . .	1
CNH 131	Introduction to CNH Machine Electrical . . . . .	4
CNH 132	CNH Precision Farming Systems . . . . .	2
CNH 153	Service Department Operations . . . . .	1
CNH 155	Introduction to CNH Hydraulic Systems . . . . .	3
CNH 171	Introduction to CNH Powertrains . . . . .	4
CNH 214	Advanced Diesel Fuel Systems . . . . .	3
CNH 216	CNH Equipment Air Conditioning I . . . . .	2
CNH 218	CNH Air Conditioning II . . . . .	1
CNH 219	CNH Dealer Work Experience II . . . . .	1
CNH 231	Advanced CNH Machine Electrical . . . . .	3
CNH 255	Advanced CNH Hydraulic Systems . . . . .	3
CNH 256	CNH Ag and CE Equipment Functions . . . . .	4
CNH 271	Advanced CNH Powertrains . . . . .	3
CNH 291	CNH Service Department Implementation . . . . .	3
ELT 111	Computer Applications for Technicians . . . . .	2
EST 114	Career and Technical Work Ethics . . . . .	1
WLD 111	Introduction to Welding . . . . .	4

### Required General Education Core Courses (15 hours)

ENG 101	Composition I . . . . .	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

## COMPUTER-AIDED DRAFTING (CAD): MECHANICAL DESIGN

Program Code: E.CMD.CER

### Certificate

Minimum graduation requirement — 33 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

FALL	SPRING
1st Semester	2nd Semester
CAD 113	CAD 122
CAD 124	CAD 117
DRT 119	CAD 121
ELT 111	ENG 101
MAT 131 or MAT 134	Technical elec

### Required Program Courses (26–27 hours) Cr. Hrs.

CAD 113	Computer-Aided Machine Design I . . . . .	4
CAD 117	Advanced AutoCAD—3D Topics . . . . .	3
CAD 121	Materials for Industry . . . . .	3
CAD 122	Computer-Aided Machine Design II . . . . .	4
CAD 124	Introduction to AutoCAD (Computer-Aided Drafting) . . . . .	3
DRT 119	Blueprint Reading and Technical Drawing . . . . .	3
ELT 111	Computer Applications for Technicians . . . . .	3
Technical elective . . . . .		3-4
	<i>Choose one from ELT 150, MFT 113, MFT 121, MFT 122, or MFT 127.</i>	

### Required General Education Core Courses (7 hours)

ENG 101	Composition I . . . . .	3
MAT 131 or MAT 134	Applied Mathematics Technical Mathematics I . . . . .	4

Total Semester Credit Hours 33-34

## COMPUTER-AIDED DRAFTING (CAD): STRUCTURAL AND CIVIL

Program Code: E.CIV.CER

### Certificate

Minimum graduation requirement — 29 semester hours

The Computer-Aided Drafting: Structural and Civil certificate prepares the student for employment as a drafting technician in the structural, electrical, plumbing, and heating systems of buildings or in civil construction. This includes drafting three-dimensional plans for subdivisions, roads, bridges, and surveying projects. CAD techniques in AutoCAD, Revit Architecture, Microstation, and Geopak are covered.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
CAD 124	CAD 214
CAD 132	CAD 232
CIT 113	CIT 130
CIS 122	CSC 130
CIS 137	EST 110

### Required Program Courses (29 hours) Cr. Hrs.

CAD 124	Introduction to AutoCAD (Computer-Aided Drafting) . . . . .	3
CAD 132	Introduction to Microstation CAD . . . . .	3
CAD 214	Introduction to Revit Architecture . . . . .	3
CAD 232	Advanced Microstation CAD . . . . .	3
CIS 122	Introduction to Computer Programming . . . . .	4
CIS 137	Basic PC Maintenance/OS Concepts . . . . .	3
CIT 113	Basic Surveying . . . . .	3
CIT 130	Construction Plan Fundamentals . . . . .	3
CSC 130	Introduction to Computer Networks . . . . .	3
ELT 111	Computer Applications for Technicians . . . . .	2
EST 110	Engineering Science and Technology — CAD Work Experience . . . . .	1

Total Semester Credit Hours 29

## CONSTRUCTION: BASIC CONSTRUCTION SKILLS

Program Code: E.CBS.CER

### Certificate

Minimum graduation requirement — 19 semester hours

The Basic Construction Skills certificate equips students with beginning hands-on skills needed for entry-level jobs in the construction trades. This program of study can be started during either the fall or spring semester.

### Suggested Full-time Sequence

FALL 1st Semester	SPRING 2nd Semester
CIT 115	CIT 116
CIT 130	Elective
CIT 114	Elective

### Required Program Courses (12 hours) Cr. Hrs.

CIT 114	Plumbing	3
CIT 115	Rough Carpentry	3
CIT 116	Interior Carpentry	3
CIT 130	Construction Plan Fundamentals	3

### Electives (6–7 hours)

Choose at least 6 hours from the following:

CAD 124	Introduction to AutoCAD (Computer-Aided Drafting)	3
ELT 131	Residential Wiring	3
HVC 113	Residential HVAC Installation	3
WLD 111	Introduction to Welding	4

Total Semester Credit Hours 18–19

## CONSTRUCTION: BUILDING CONSTRUCTION AND REPAIR

Program Code: E.BCR.CER

### Certificate

Minimum graduation requirement — 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 1st Semester	SPRING 2nd Semester
CIT 114	CIT 111
CIT 115	CIT 116
CIT 130	CIT 135
Elective	Elective
Elective	Elective

### Required Program Courses (18 hours) Cr. Hrs.

CIT 111	Construction Materials	3
CIT 114	Plumbing	3
CIT 115	Rough Carpentry	3
CIT 116	Interior Carpentry	3
CIT 130	Construction Plan Fundamentals	3
CIT 135	Construction Practices and Sustainability	3

### Electives (12–13 hours)

Choose at least 12 hours from the following:

BUS 101	Introduction to Business	3
BUS 117	Introduction to Entrepreneurship	3
CAD 124	Introduction to AutoCAD	3
CIT 113	Basic Surveying	3
ELT 131	Residential Wiring	3
HVC 113	Residential HVAC Installation	3
MGT 101	Principles of Management	3
MAT 110	Business Mathematics	3
WLD 111	Introduction to Welding	4

Total Semester Credit Hours 30–31

# CONSTRUCTION MANAGEMENT

Program Code: E.CDM.AAS

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

Minimum graduation requirement — 68 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 CIT 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 transferring to a four-year institution should plan their programs with a construction faculty advisor.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	CIT 230
CAD 124	CAD 214	Gen Ed elec
CIT 113	CIT 111	
CIT 115	CIT 135	
CIT 130	ELT 111	
MAT 131 or MAT 124*	ENG 101 MAT 110 or MAT elec	

FALL	SPRING
3rd Semester	4th Semester
CAD 132	CAD 232
CIT 211	CIT 215
CIT 212	CIT 216
CIT 213	CIT 236
Gen Ed elec	ENG 102 or COM 103

## Required Program Courses (49 hours) Cr. Hrs.

CAD 124	Introduction to AutoCAD . . . . .	3
CAD 132	Introduction to Microstation CAD . . . . .	3
CAD 214	Introduction to Revit Architecture . . . . .	3
CAD 232	Advanced Microstation CAD. . . . .	3
CIT 111	Construction Materials. . . . .	3
CIT 113	Basic Surveying. . . . .	3
CIT 115	Rough Carpentry . . . . .	3
CIT 130	Construction Plan Fundamentals . . . . .	3
CIT 135	Construction Practices and Sustainability . . . . .	3
CIT 211*	Construction Surveying . . . . .	3
CIT 212	Commercial Facility Systems . . . . .	3
CIT 213	Soil Mechanics . . . . .	3
CIT 215	Construction Cost Estimating . . . . .	4
CIT 216	Construction Contract Administration . . . . .	3
CIT 230*	Construction Field Experience. . . . .	1
CIT 236	Site Development . . . . .	3
ELT 111	Computer Applications for Technicians . . . . .	2

## Required General Education Core Courses (19 hours)

ENG 101	Composition I . . . . .	3
ENG 102	Composition II	
or COM 103	Introduction to Public Speaking . . . . .	3
MAT 131	Applied Mathematics	
or MAT 124*	College Algebra. . . . .	4
MAT 110	Business Mathematics	
or MAT elective . . . . .		3
General Education electives. . . . .		6

Select from two of the following categories:  
communications, social/behavioral sciences,  
humanities/fine arts, physical/life sciences.

Total Semester Credit Hours 68

# CONSTRUCTION MANAGEMENT: INTERRUPTED SEQUENCE

Program Code: E.CDM.AAS

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

Minimum graduation requirement — 68 semester hours

The following work-study sequence for the Construction Management Program was designed to enable students to alternate work experience and class studies. Other schedules may be used when jointly developed with employers.

### Program Notes\*

- Students may substitute another surveying course for CIT 211 with approval of a construction faculty advisor.
- Students must complete a minimum of 12 credit hours of curriculum including CIT 111 and CIT 113, and maintain a minimum 2.0 GPA prior to beginning supervised work experience.
- Students may take 4 credit hours in CIT 230, 3 credit hours of which may be substituted for a core technical course to be agreed upon by the student, the employer, and the program director.
- Students planning to transfer should take MAT 124 instead of MAT 131. Select a math elective with advice from a construction faculty advisor.
- Students transferring to a four-year institution should plan their programs with a construction faculty advisor.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
<i>1st Semester</i>	<i>2nd Semester</i>	
CAD 124	CAD 214	Supervised Work
CIT 113	CIT 111	Experience
CIT 115	CIT 135	
CIT 130	ELT 111	
MAT 131 or	ENG 101	
MAT 124*	MAT 110 or	
	MAT elec	

FALL	SPRING	SUMMER
<i>3rd Semester</i>	<i>4th Semester</i>	
Supervised Work	Supervised Work	Supervised Work
Experience	Experience	Experience
		CIT 230
		Gen Ed elec

FALL	SPRING
<i>5th Semester</i>	<i>6th Semester</i>
CAD 132	CAD 232
CIT 211	CIT 215
CIT 212	CIT 216
CIT 213	CIT 236
Gen Ed elec	ENG 102 or
	COM 103

## Required Program Courses (49 hours)

Cr. Hrs.

CAD 124	Introduction to AutoCAD . . . . .	3
CAD 132	Introduction to Microstation CAD . . . . .	3
CAD 214	Introduction to Revit Architecture . . . . .	3
CAD 232	Advanced Microstation CAD. . . . .	3
CIT 111	Construction Materials. . . . .	3
CIT 113	Basic Surveying. . . . .	3
CIT 115	Rough Carpentry . . . . .	3
CIT 130	Construction Plan Fundamentals . . . . .	3
CIT 135	Construction Practices and Sustainability . . . . .	3
CIT 211*	Construction Surveying . . . . .	3
CIT 212	Commercial Facility Systems . . . . .	3
CIT 213	Soil Mechanics . . . . .	3
CIT 215	Construction Cost Estimating . . . . .	4
CIT 216	Construction Contract Administration . . . . .	3
CIT 230	Construction Field Experience. . . . .	1
CIT 236	Site Development . . . . .	3
ELT 111	Computer Applications for Technicians . . . . .	2

## Required General Education Core Courses (19 hours)

ENG 101	Composition I . . . . .	3
ENG 102	Composition II	
or COM 103	Introduction to Public Speaking . . . . .	3
MAT 131	Technical Mathematics I	
or MAT 124*	College Algebra. . . . .	4
MAT 110	Business Mathematics	
or MAT elective . . . . .		3
General Education electives. . . . .		6

Select from two of the following categories:  
communications, social/behavioral sciences,  
humanities/fine arts, physical/life sciences.

Total Semester Credit Hours 68

# CONSTRUCTION MANAGEMENT: LAND SURVEYING

Program Code: E.CDS.AAS

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

Minimum graduation requirement — 65 semester hours

The Construction Management: Land Surveying program prepares the student either for employment as a surveying technician or for transfer to a four-year degree program to become an Illinois professional land surveyor.

See Professional Licensing Notes\*\* for education requirements for becoming a professional land surveyor. See a faculty advisor to discuss four-year degree options.

Surveying technicians and professional land surveyors work in the fields of engineering, construction, land development, aerial photography, geographic information systems, agriculture, natural resource management, and government. Course work focuses on knowledge and hands-on skills needed for entry level employment and for professional licensing.

All of the surveying courses offered in this program have been accepted by the Illinois Land Surveyors Licensing Board as meeting the requirements of the 24 credit hours required by the Illinois Professional Land Surveyor Act of 1989 and the Illinois Administrative Code as amended.

### Program Notes\*

- CIT 234 and CIT 235 are available during odd-numbered years. CIT 253 and CIT 254 are available during even-numbered years.
- Students may substitute a technical elective for CIT 233 with approval of a faculty advisor.
- Students seeking a professional license should take MAT 124 and MAT 125 instead of MAT 131 and MAT elective.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	
CAD 132	CAD 232	CIT 235 or
CIT 113	CIT 134	CIT 254
CIT 130	CIT 234 or	
CIT 133	CIT 253	
MAT 131 or	ELT 111	
MAT 124*	MAT elec or	
	MAT 125*	

FALL	SPRING	SUMMER
3rd Semester	4th Semester	
CAD 124	CIT 236	CIT 254 or
CIT 211	CIT 253 or	CIT 235
ENG 101	CIT 234	
GIS 110	ENG 102 or	
KIN 183	COM 103	
	Gen Ed elec	
	Technical elec	

## Required Program Courses (46 hours)

**Cr. Hrs.**

CAD 124	Introducton to AutoCAD . . . . .	3
CAD 132	Introduction to Microstation CAD . . . . .	3
CAD 232	Advanced Microstation CAD . . . . .	3
CIT 113	Basic Surveying . . . . .	3
CIT 130	Construction Plan Fundamentals . . . . .	3
CIT 133	Surveying Computations I . . . . .	2
CIT 134	Surveying Computations II . . . . .	2
CIT 211	Construction Surveying . . . . .	3
CIT 233*	Surveying Field Experience . . . . .	2
CIT 234	Design Surveying . . . . .	3
CIT 235	Control Surveying . . . . .	3
CIT 236	Site Development . . . . .	3
CIT 253	Legal Aspects of Surveying . . . . .	3
CIT 254	Boundary Surveying . . . . .	3
ELT 111	Computer Applications for Technicians . . . . .	2
GIS 110	Principles of Geographic Information Systems . . . . .	3
KIN 183	First Aid and CPR . . . . .	2

## Technical Elective Courses (3 hours)

Choose from the following electives:

GIS 115	Remote Sensing Applications . . . . .	3
AVI 111	Commercial UAS Ground School . . . . .	3
AVI 112	Introduction to Unmanned Aircraft Systems Flight . . . . .	3

## Required General Education Core Courses (16 hours)

ENG 101	Composition I . . . . .	3
ENG 102	Composition II	
or COM 103	Introduction to Public Speaking . . . . .	3
MAT 131	Technical Mathematics I	
or MAT 124*	College Algebra . . . . .	4
MAT elective		
or MAT 125*	College Trigonometry . . . . .	3
General Education elective . . . . .		3

Select from one of the following categories:  
communications, social/behavioral sciences,  
humanities/fine arts, physical/life sciences.

Total Semester Credit Hours 65

## Professional Licensing Notes \*\*

Per the Illinois Professional Land Surveyor Act of 1989 (225 ILCS 330/12), to qualify for admission to the Illinois Surveyor-In-Training (NCEES: Fundamentals of Land Surveying) examination, the candidate must have "a baccalaureate degree in a related science if he or she does not have a baccalaureate degree in land surveying from an accredited college or university."

Per Title 68, Section 1270.15 of the Illinois Administrative Code, "a baccalaureate degree in a Related Science is a baccalaureate degree from an accredited college or university that includes core courses in at least the following subjects, or their equivalents, for the minimum semester hours shown. The following subjects all may be completed prior to, concurrent with, or subsequent to receiving the baccalaureate degree.

- 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

# CONSTRUCTION MANAGEMENT: LAND SURVEYING

Program Code: E.CLS.CER

## Certificate

Minimum graduation requirement — 24 semester hours

The Construction Management: Land Surveying certificate program provides approved surveying courses for the student who plans to become a professional land surveyor and who has or will have satisfied all other educational requirements for licensure prior to applying for admission to the Illinois Surveyor-In-Training (NCEES: Fundamentals of Land Surveying) examination.

See Professional Licensing Notes\*\* for education requirements for becoming a professional land surveyor.

All of the surveying courses offered in this program have been accepted by the Illinois Land Surveyors Licensing Board as meeting the requirements of the 24 credit hours required by the Illinois Professional Land Surveyor Act of 1989 and the Illinois Administrative Code as amended.

## Program Notes\*

- Students may substitute a technical elective for CIT 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.

## Suggested Part-time Sequence

Starting in odd-numbered year

FALL	SPRING	SUMMER
1st Semester	2nd Semester	
CIT 255 or CIT 113 CIT 133	CIT 134 CIT 253	CIT 254

FALL	SPRING	SUMMER
3rd Semester	4th Semester	
CIT 211	CIT 234	CIT 235 CIT 233*

Starting in even-numbered year

FALL	SPRING	SUMMER
1st Semester	2nd Semester	
CIT 255 or CIT 113 CIT 133	CIT 134 CIT 234	CIT 235

FALL	SPRING	SUMMER
3rd Semester	4th Semester	
CIT 211	CIT 253	CIT 254 CIT 233*

## Required Program Courses (24–25 hours) Cr. Hrs.

CIT 113	Basic Surveying	
or CIT 255	Engineering Surveying . . . . .	3–4
CIT 133	Surveying Computations I . . . . .	2
CIT 134	Surveying Computations II . . . . .	2
CIT 211	Construction Surveying . . . . .	3
CIT 233*	Surveying Field Experience . . . . .	2
CIT 234	Design Surveying . . . . .	3
CIT 235	Control Surveying . . . . .	3
CIT 253	Legal Aspects of Surveying . . . . .	3
CIT 254	Boundary Surveying . . . . .	3

Total Semester Credit Hours 24–25

## 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



# CUSTOMIZED CAREER PREPARATION

Program Code: B.CCP.AAS

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

Minimum graduation requirement — 60 semester hours

This program allows students to develop and pursue individualized programs of study that meet their own personal and career goals. With the assistance of the professional staff in career programs and departments, each student will develop a viable program of study during the first semester of enrollment at the college. This plan must receive approval of the assigned faculty mentor and the appropriate department chair(s). A unique aspect of this program is the awarding of credit for non-collegiate prior learning or work experience.

### Program Note\*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
CCP 111	ENG 102
COM 103	Math
ENG 101	Area of concentration
Soc/Beh Sci elec	courses
Hum/FA elec	General elec

FALL	SPRING
3rd Semester	4th Semester
Area of concentration	Area of concentration
courses	courses
General elec	General elec

## Required Program Courses (2 hours)

Cr. Hrs.

CCP 111	Customized Career Preparation Portfolio .....	2
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## Supportive Courses and Areas of Concentration (32 hours)

Choose up to 32 hours in consultation with a faculty advisor. Some of these course requirements may be satisfied by previous non-collegiate learning and/or work experience as documented and approved in the Customized Career Preparation Portfolio.

## General Electives (8 hours)

Choose courses supportive of the learning outcomes identified in the Customized Career Preparation Portfolio.

## Required General Education Core Courses (18 hours)

COM 103	Introduction to Public Speaking .....	3
ENG 101	Composition I .....	3
ENG 102	Composition II .....	3
General Education electives*	.....	9

<i>Total Semester Credit Hours</i>	<u>60</u>
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# DIESEL POWER EQUIPMENT TECHNOLOGY

Program Code: E.PET.AAS

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

Minimum graduation requirement — 70 semester hours

Prepares students to maintain and repair machinery and equipment used in the agriculture, construction, and motor trucking industries.

### Program Notes

- Before enrolling in program-specific courses, students must be accepted into the program.
- A tool set is required for all technical program courses.
- Some courses may need to be taken during the summer.
- Must have valid driver's license.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	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	ELT 111 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	Gen Ed elec
Gen Ed elec	

## Required Program Courses (55 hours)

Cr. Hrs.

AGB 214 or MFT 121	Precision Farm Technology Basic Machine Processes . . . . .	3
DPE 110	Agricultural and Heavy Equipment Power Trains . . . . .	4
DPE 130	Introduction to Diesel Electrical . . . . .	4
DPE 135	Introduction to Mobile Hydraulics . . . . .	3
DPE 151	Diesel Fuel Systems . . . . .	3
DPE 215	Diesel Work Experience I . . . . .	2
DPE 217	Diesel Work Experience II . . . . .	2
DPE 230	Electronic Systems and Accessories . . . . .	3
DPE 234	Vehicular Air Conditioning I . . . . .	2
DPE 235	Advanced Hydraulics . . . . .	2
DPE 236	Equipment Adjustment and Repair . . . . .	4
DPE 238	Vehicular Air Conditioning II . . . . .	1
DPE 239	Truck Suspension, Steering, and Brakes . . . . .	3
DPE 251	Diesel Engine Overhaul . . . . .	4
DPE 253	Advanced Diesel Fuel Systems . . . . .	3
DPE 254	Advanced Power Trains . . . . .	3
DPE 259	Service Department Implementation . . . . .	3
ELT 111	Computer Applications for Technicians . . . . .	2
WLD 111	Introduction to Welding . . . . .	4

## Required General Education Core Courses (15–16 hours)

ENG 101	Composition I . . . . .	3
MAT 131	Applied Mathematics	
or MAT 134	Technical Mathematics I . . . . .	3–4
COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communications . . . . .	3
	General Education electives* . . . . .	6

Total Semester Credit Hours 70–71

## Other Recommended Courses

CNH 153	Service Department Operations . . . . .	1
EST 114	Career and Technical Work Ethics . . . . .	1

# ELECTRONIC CONTROL SYSTEMS TECHNOLOGY

Program Code: E.ECS.AAS

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

Minimum graduation requirement — 60 semester hours

The Electronic Control Systems Technology program prepares students for entry-level positions in the installation, service, and repair of electrical and electronic systems used in manufacturing, automation, and process control. Students can expect to find employment as installers, technicians, and electrical support workers.

### Program Note

- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
ELT 111	ELT 134	EST 113
ELT 131	ELT 155	
ELT 150	ELT 171	
ELT 179	MFT 117	
MFT 113	MAT 131 or MAT 124	

FALL	SPRING
4th Semester	5th Semester
ELT 191	ELT 231
ELT 292	ELT 293
ELT 299	ELT 295
ENG 101	COM 103 or
Gen Ed elec	COM 120
	Gen Ed elec

## Required Program Courses (45 hours)

Cr. Hrs.

ELT 111	Computer Applications for Technicians . . . . .	2
ELT 131	Residential Wiring . . . . .	3
ELT 134	Motors, Controls, and Drives . . . . .	3
ELT 150	Introduction to Electricity and Electronics. . . . .	3
ELT 155	Digital Control Systems . . . . .	3
ELT 171	Analog Control Systems. . . . .	3
ELT 179	Industrial Control Devices. . . . .	3
ELT 191	Security and Home Automation . . . . .	3
ELT 231	Programmable Controllers . . . . .	3
ELT 292	Process Control . . . . .	3
ELT 293	Industrial Control Networks . . . . .	3
ELT 295	Modicon Automation and Control . . . . .	3
ELT 299	Robotics and Automation . . . . .	3
EST 113	Work Experience and Ethics. . . . .	1
MFT 113	Introduction to Hydraulics and Pneumatics. . . . .	3
MFT 117	Pumps, Compressors, and Vacuum Systems. . . . .	3

## Required General Education Core Courses (15–16 hours)

ENG 101	Composition I . . . . .	3
COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication . . . . .	3
MAT 131	Applied Mathematics	
or MAT 124	College Algebra. . . . .	3–4
	General Education electives* . . . . .	6

Total Semester Credit Hours 60–61

# ELECTRONICS

## ELECTRICAL CONTROLS

Program Code: E.ECS.CER

### Certificate

Minimum graduation requirement — 30 semester hours

This program prepares students for entry-level positions in the installation, service, and repair of electrical and electronic systems used in manufacturing, automation, and process control. Students can expect to find employment as installers, technicians, and electrical support staff.

### Suggested Full-time Sequence

FALL	SPRING	FALL
1st Semester	2nd Semester	3rd Semester
ELT 111	ELT 134	ELT 292
ELT 131	ELT 231	
ELT 150	ELT 293	
ELT 179	MAT 131	
MFT 113	EST 113	

### Required Program Courses (27 hours) Cr. Hrs.

ELT 111	Computer Applications for Technicians	2
ELT 131	Residential Wiring	3
ELT 134	Motors, Controls, and Drives	3
ELT 150	Introduction to Electricity and Electronics	3
ELT 179	Industrial Control Devices	3
ELT 231	Programmable Controllers	3
ELT 292	Process Control	3
ELT 293	Industrial Control Networks	3
MFT 113	Introduction to Hydraulics and Pneumatics	3
EST 113	Work Experience and Ethics	1

### Required General Education Core Courses (4 hours)

MAT 131	Applied Mathematics	3
<i>Total Semester Credit Hours</i>		<u>30</u>

## ELECTRICAL POWER

Program Code: E.ELP.CER

### Certificate

Minimum graduation requirement — 31 semester hours

The electrical power certificate prepares students for entry-level positions in the installation, service, and repair of the electrical systems used in manufacturing and industrial control.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
ELT 111	ELT 134
ELT 131	ELT 231
ELT 150	WLD 111
ELT 179	EST 113
MFT 113	MFT 117
	MAT 131

### Required Program Courses (28 hours) Cr. Hrs.

ELT 111	Computer Applications for Technicians	2
ELT 131	Residential Wiring	3
ELT 134	Motors, Controls, and Drives	3
ELT 150	Introduction to Electricity and Electronics	3
ELT 179	Industrial Control Devices	3
ELT 231	Programmable Controllers	3
WLD 111	Introduction to Welding	4
EST 113	Work Experience and Ethics	1
MFT 113	Introduction to Hydraulics and Pneumatics	3
MFT 117	Pumps, Compressors, and Vacuum Systems	3

### Required General Education Core Courses (3 hours)

MAT 131	Applied Mathematics	3
<i>Total Semester Credit Hours</i>		<u>31</u>

# ENGINEERING SCIENCE

Program Code: EENS AES

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

Minimum 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 a counselor or academic 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	5
CHE 101	General Chemistry I	5
PHY 141	Mechanics	4
PHY 142	Electricity and Magnetism	4
PHY 143	Modern Physics	4
CSC 127	Introduction to Computing	3

## Elective Engineering and non-STEM GECC Courses (16–18 hours)

In addition to Humanities/Fine Arts and Social/Behavioral Sciences electives, the listing below includes recommended courses for specific fields in engineering sciences.

### Non-STEM General Elective Courses

Humanities or Fine Arts electives . . . . . 0–6  
Social/Behavioral Sciences electives . . . . . 0–6  
Students are encouraged to select at least one course in either the Humanities, Fine Arts, or the Social Sciences that fulfills the non-Western culture requirement.

### Aerospace

ENS 201	Engineering Mechanics (Statics)	3
ENS 203	Engineering Mechanics II	3

### Agricultural, Biological, Civil, and Engineering Mechanics

CHE 102	General Chemistry	5
ENS 101	Introduction to Engineering and CAD	3
ENS 201	Engineering Mechanics (Statics)	3
ENS 202	Engineering Mechanics of Solids	3
ENS 203	Engineering Mechanics II	3

### Chemical

CHE 102	General Chemistry	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 (Statics)	3
ENS 202	Engineering Mechanics of Solids	3
ENS 203	Engineering Mechanics II	3

### Materials Science

CHE 102	General Chemistry	5
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### Mechanical

ENS 201	Engineering Mechanics (Statics)	3
ENS 202	Engineering Mechanics of Solids	3
ENS 203	Engineering Mechanics II	3

### Nuclear

ENS 201	Engineering Mechanics (Statics)	3
ENS 203	Engineering Mechanics II	3

# GEOGRAPHIC INFORMATION SYSTEMS

Program Code: B.GIS.CER

## Certificate

Minimum graduation requirement — 14 semester hours

Geographic Information Systems (GIS) is a method of using data gathered from various sources, including Global Position Satellite (GPS) systems, to develop “layers” of information about a geographic location. Applications are used in mapping streets, utilities, environmental markers, crime studies, and many other types of physical and societal information. It is an emerging industry that also has emerging career opportunities.

## Suggested Part-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
GIS 110	GIS 111	GIS 116
GIS 112	GIS 115	Elective

## Required Courses (11 hours)

Cr. Hrs.

GIS 110	Principles of Geographic Information Systems.....	3
GIS 111	Applied Geographic Information Systems.....	3
GIS 112	Global Positioning Systems.....	1
GIS 115	Remote Sensing Applications.....	3
GIS 116	Geographic Information Systems Seminar.....	1

## Elective Course (3 hours)

Choose one from the following courses:

AGB 214	Precision Farming Technology.....	3
ANT 103	Introduction to Cultural Anthropology.....	3
CIS 138	Database Applications (MS Access).....	3
CIS 152	Web Design and Development I.....	3
CIT 113	Basic Surveying.....	3
HRT 116	Introduction to Landscape Design.....	3
MAT 108	Introduction to Applied Statistics.....	3
MKT 101	Introduction to Marketing.....	3

Total Semester Credit Hours

14

# HEATING, VENTILATION, AND AIR CONDITIONING (HVAC)

Program Code: E.HAC.AAS

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

Minimum 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 prepares students to earn EPA refrigerant certification.

### Program Notes\*

General Education electives are chosen from two of the three categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on p. 67.

### 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>
CIT 130	CIT 114	EST 113
ELT 150	ELT 131	
HVC 111	ELT 134	
HVC 113	HVC 112	
ELT 179	HVC 114	

<i>FALL</i>	<i>SPRING</i>
<i>4th Semester</i>	<i>5th Semester</i>
ELT 111	HVC 132
HVC 151	HVC 134
HVC 152	COM 120
MAT 131	Gen Ed Elec
ENG 101	Gen Ed Elec

### Required Program Courses (45 hours)

**Cr. Hrs.**

CIT 114	Plumbing . . . . .	3
CIT 130	Construction Plan Fundamentals . . . . .	3
ELT 111	Computer Applications for Technicians . . . . .	2
ELT 131	Residential Wiring . . . . .	3
ELT 134	Motors, Controls, and Drives . . . . .	3
ELT 150	Introduction to Electricity and Electronics. . . . .	3
ELT 179	Industrial Controls. . . . .	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 Controls . . . . .	3
HVC 134	Commercial HVAC and Service . . . . .	3
HVC 151	Basic Air Conditioning Service. . . . .	4
HVC 152	Basic Heating Service. . . . .	3

### Required General Education Core Courses (15 hours)

COM 120	Interpersonal Communications . . . . .	3
ENG 101	Composition I. . . . .	3
MAT 131	Applied Mathematics . . . . .	3
	General Education elective. . . . .	6

Select from the following categories:  
communications, social/behavioral sciences,  
humanities/fine arts, physical/life sciences.

Total Semester Credit Hours 60

# HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) INSTALLATION TECHNICIAN

Program Code: E.HVC.CER

## Certificate

Minimum graduation requirement — 30 semester hours

The HVAC Installation Technician program prepares graduates for entry-level positions as installers of heating, ventilation, and air conditioning system equipment for residential and light commercial facilities. The program prepares the student to earn EPA refrigerant certification.

### Suggested Full-time Sequence

<i>Fall</i>	<i>Spring</i>
<i>1st Semester</i>	<i>2nd Semester</i>
ELT 150	HVC 112
CIT 130	HVC 114
HVC 111	CIT 114
HVC 113	ELT 131
MAT 131	ELT 134
	EST 113

### Required Program Courses (27 hours) Cr. Hrs.

CIT 114	Plumbing	3
CIT 130	Construction Plan Fundamentals	3
ELT 131	Residential Wiring	3
ELT 134	Motors, Controls, and Drives	3
ELT 150	Introduction to Electricity and Electronics	3
EST 113	Work Experience and Ethics	1
HVC 111	Basic Air Conditioning	3
HVC 112	Basic Heating	3
HVC 113	Residential HVAC Installation	3
HVC 114	Ductwork Fabrication	2

### Required General Education Core Courses (3 hours)

MAT 131	Applied Mathematics	3
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Total Semester Credit Hours 30

# HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) SERVICE TECHNICIAN I

Program Code: E.HAC.CER

## Certificate

Minimum graduation requirement — 45 semester hours

The HVAC Service Technician I program prepares graduates for entry-level positions troubleshooting and repairing heating, ventilation, and air conditioning systems in residential and light commercial facilities. The program prepares the student to earn EPA refrigerant certification.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>FALL</i>
<i>1st Semester</i>	<i>2nd Semester</i>	<i>3rd Semester</i>
ELT 150	ELT 131	HVC 151
CIT 130	ELT 134	HVC 152
HVC 111	HVC 112	ENG 101
HVC 113	HVC 114	ELT 111
MAT 131	CIT 114	EST 113
		ELT 179

### Required Program Courses (39 hours) Cr. Hrs.

CIT 114	Plumbing	3
CIT 130	Construction Plan Fundamentals	3
ELT 111	Computer Applications for Technicians	2
ELT 131	Residential Wiring	3
ELT 134	Motors, Controls, and Drives	3
ELT 150	Introduction to Electricity and Electronics	3
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 Core Courses (6 hours)

MAT 131	Applied Mathematics	3
ENG 101	Composition I	3

Total Semester Credit Hours 45



## HORTICULTURE: FLORAL DESIGN

Program Code: B.FLD.CER

### Certificate

Minimum graduation requirement — 28 semester hours

The Floral Certificate is designed to meet the growing need for trained professionals to work successfully in the floral industry. The curriculum combines training in horticulture with business management, plant identification, floral techniques, and hands-on training. Students learn and practice design elements and various styles, using fresh and dried flowers. Graduates may be employed as florists in flower shops, floral departments in garden centers, chain stores, and supermarkets. Florists are also hired by floral wholesalers or work independently out of their own homes.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
AGB 104	AGB 155
AGB 105	AGB 191
AGB 135	HRT 230
HRT 130	HRT 257
	HRT 270

### Required Courses (28 hours)

AGB 104	Introduction to Horticulture	4
AGB 105	Agricultural Applications of the Computer	3
AGB 135	Agricultural Business Management	4
AGB 155	Agriculture Salesmanship	3
AGB 191	Agri-Business Work Exploration	2
HRT 130	Floral Design I	3
HRT 257	Horticulture Business Management	3
HRT 270	Greenhouse Crop Production	3
HRT 230	Floral Design II	3

Total Semester Credit Hours 28

## HORTICULTURE: LANDSCAPE AND URBAN HORTICULTURE

Program Code: B.ABL.CER

### Certificate

Minimum graduation requirement — 26 semester hours

This certificate prepares students for the basics in horticulture and the landscape design/build industry with emphasis on plant identification, construction techniques, and hands-on training. Graduates may be employed in landscape design/build companies, garden centers, park districts, and the “local foods” industry.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
AGB 104	AGB 135
HRT 116	HRT 111
HRT 118	HRT 119
HRT 211	HRT 253

### Required Courses (26 hours)

AGB 104	Introduction to Horticulture	4
AGB 135	Agricultural Business Management	4
HRT 111	Sustainable Urban Horticulture	3
HRT 116	Introduction to Landscape Design	3
HRT 118	Horticultural Equipment Operation	3
HRT 119	Landscape Construction and Maintenance	3
HRT 211	Pest Management and Pruning Principles	3
HRT 253	Woody Ornamentals	3

Total Semester Credit Hours 26

# HORTICULTURE: LANDSCAPE AND URBAN HORTICULTURE

Program Code: B.ABL.AAS

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

Minimum graduation requirement—69 semester hours

The Landscape and Urban Horticulture degree prepares students for various careers in the horticultural industry. Coursework includes the design and construction of landscape projects, greenhouse production, and sustainable horticulture practices.

### Program Notes\*

- Select a mathematics course with advice from an agriculture instructor.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
<i>1st Semester</i>	<i>2nd Semester</i>	
AGB 104	AGB 135	AGB 191
AGB 105	HRT 111	HRT 254
AGB 112	HRT 119	
HRT 116	ENG 102	
ENG 101	MAT 110 or MAT elec	
 <i>FALL</i>	 <i>SPRING</i>	
<i>3rd Semester</i>	<i>4th Semester</i>	
AGB 102	AGB 155	
AGB 200	AGB 290	
Gen ed elec	AGB 291	
Gen ed elec	HRT 253	
Concentration elec	HRT 257	
	Concentration elec	

### Required Program Courses (48 hours) Cr. Hrs.

AGB 102	Introduction to Agricultural Economics . . . . .	4
AGB 104	Introduction to Horticulture . . . . .	4
AGB 105	Agricultural Applications of the Computer . . . . .	3
AGB 112	Concepts in Agriculture . . . . .	1
AGB 135	Agricultural Business Management . . . . .	4
AGB 155	Agriculture Salesmanship . . . . .	3
AGB 191	Agri-Business Work Exploration . . . . .	2
AGB 200	Introduction to Soil Science . . . . .	4
AGB 290	Agri-Business Seminar . . . . .	1
AGB 291	Agri-Business Work Experience . . . . .	4
HRT 116	Introduction to Landscaping . . . . .	3
HRT 119	Landscape Construction and Maintenance . . . . .	3
HRT 111	Sustainable Urban Horticulture . . . . .	3
HRT 253	Herbaceous Plants . . . . .	3
HRT 254	Woody Plants . . . . .	3
HRT 257	Horticulture Business Management . . . . .	3

### Required General Education Courses (15 hours)

ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3
MAT 110	Business Mathematics	
	or MAT elective . . . . .	3
	General Education electives * . . . . .	6

### Concentration Electives (6 hours)

Choose two courses from the following

HRT 118	Horticulture Equipment Operation . . . . .	3
HRT 211	Pest Management and Pruning Principles . . . . .	3
HRT 255	Landscape Graphic Design . . . . .	3
HRT 256	Landscape Planting Design . . . . .	3
HRT 270	Greenhouse Crop Production . . . . .	3

Total Semester Credit Hours 69

# INDUSTRIAL MAINTENANCE TECHNOLOGY

Program Code: E.IMT.CER

## Certificate

Minimum graduation requirement — 37 semester hours

The Industrial Maintenance Technology Program prepares students to install and maintain the electromechanical, mechanical pneumatic, and hydraulic systems used in manufacturing and building facilities. The student acquires knowledge of electrical power and motors, control systems, pumps, compressors, pneumatics, hydraulics, and power transfer devices. Students can expect to find employment as installers, technicians, and service representatives in manufacturing, sales, and customer service.

## Suggested Full-Time Sequence

*FALL*  
1st Semester  
\*DRT 119  
ELT 111  
MFT 110  
MAT 131 or  
MAT 134

*SPRING*  
2nd Semester  
ELT 150  
MFT 113  
\*MFT 128  
WLD 111

*SPRING*  
3rd Semester  
ELT 131  
ELT 179  
MFT 210

*SPRING*  
4th Semester  
ELT 134  
MFT 117

## Required Program Courses (33 hours) Cr. Hrs.

ELT 111	Computer Applications for Technicians . . . . .	2
ELT 131	Residential Wiring . . . . .	3
ELT 134	Motors, Controls, and Drives . . . . .	3
ELT 150	Introduction to Electricity and Electronics. . . . .	3
ELT 179	Industrial Controls. . . . .	3
MFT 110	Mechanical Assemblies. . . . .	3
MFT 113	Introduction to Hydraulics and Pneumatics . . . . .	3
MFT 117	Pumps, Compressors, and Vacuum Systems . . . . .	3
MFT 210	Industrial Safety . . . . .	3
WLD 111	Introduction to Welding . . . . .	4
*DRT 119 or MFT 128	Blueprint Reading and Technical Drawing Quality Assurance . . . . .	3

## Required General Education Core Courses (4 hours)

MAT 131	Applied Mathematics	
or MAT 134	Technical Mathematics I. . . . .	4
<i>Total Semester Credit Hours</i>		<u>37</u>

# INDUSTRIAL TECHNOLOGY

Program Code: E.MFG.AAS

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

Minimum graduation requirement — 70 semester hours

The Industrial Technology program prepares high school students and community college students for careers in manufacturing. The program offers students opportunities to learn science, math, technology, and communications in real-life settings.

### Program Notes\*

- Prior to enrolling in MFT 151, students must complete a minimum of 12 hours of curriculum and MFT 131 or approval of the department chair or program director.
- Meet with a counselor/advisor or program director to determine appropriate math class.
- General education electives may include one MAT elective and must include at least one elective from at least one of the of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
MFT 121	MFT 127	MFT 151
MFT 131	CAD 113	MFT 152
CAD 124	CAD 121	
MAT 131 or MAT 134	ENG 101	
WLD 111	Gen Ed elec	

FALL	SPRING
4th Semester	5th Semester
MFT 110	MFT 113
MFT 210	MFT 128
ENG 102 or COM 103	ELT 150
or COM 200	Concentration course
Concentration course	Concentration course
Concentration course	Gen Ed elec

### Required Program Courses (28 hours) Cr. Hrs.

MFT 110	Mechanical Assemblies.....	3
MFT 113	Introduction to Hydraulics and Pneumatics....	3
MFT 121	Basic Machine Processes.....	3
MFT 127	Introduction to CNC Programming — Turning and Milling .....	4
MFT 128	Quality Assurance .....	3
MFT 131	Introduction to Manufacturing .....	3
MFT 151*	Manufacturing Work Experience I or Technical elective* .....	3
MFT 152*	Manufacturing Work Experience II or Technical elective* .....	3
MFT 210	Industrial Safety .....	3

### Other Required Courses (17 hours)

CAD 113	Computer-Aided Machine Design I.....	4
CAD 121	Materials for Industry.....	3
CAD 124	Introduction to AutoCAD .....	3
ELT 150	Introduction to Electricity and Electronics....	3
WLD 111	Introduction to Welding .....	4

### Required General Education Core Courses (16 hours)

ENG 101	Composition I.....	3
ENG 102	Composition II	
or COM 103	Introduction to Public Speaking	
or COM 200	Leadership and Small Group Communication..	3
MAT 131	Applied Mathematics	
or MAT 134*	Technical Mathematics I.....	4
	General Education electives*.....	6

### Additional Technical Courses (9–11 hours) 11

The remaining 9–11 hours of required technical training should be chosen from one of the four included areas of concentration. Courses may be selected to reflect the needs of customized concentrations with the approval of department chair or program director.

Total Semester Credit Hours 70–72

### AREA OF CONCENTRATION (Choose at least the indicated number of hours from one of the following programs.) Cr. Hrs

#### Machine Tools — CNC Programming (11 hours)

Program code: E.MFG.AAS.MCT

DRT 119	Blueprint Reading and Technical Drawing.....	3
MFT 122	Intermediate Machine Processes .....	3
MFT 125	Principles and Processes of Modern Manufacturing .....	3
MFT 138	Intermediate CNC Programming — Turning and Milling .....	4
MFT 211	Advanced Machining Processes and Inspection Practices .....	4
MFT 238	Advanced CNC Programming — Turning and Milling .....	4

#### Industrial Maintenance/Automation (9 hours)

Program code: E.MFG.AAS.IMA

ELT 111	Computer Applications for Technicians .....	3
ELT 131	Residential Wiring .....	3
ELT 134	Motors, Controls, and Drives .....	3
ELT 171	Analog Control Systems.....	3
ELT 179	Industrial Controls.....	3
ELT 231	Programmable Controllers .....	3
ELT 292	Process Control .....	3
MFT 117	Pumps, Compressors, and Vacuum Systems...	3

#### Computer-Aided Drafting (10 hours)

Program code: E.MFG.AAS.CAD

CAD 117	Advanced AutoCAD — 3-D Topics .....	3
CAD 122	Computer-Aided Machine Design II .....	4
DRT 119	Blueprint Reading and Technical Drawing.....	3

#### Welding (11 hours)

Program code: E.MFG.AAS.WLD

PFT 117	Basic Pipefitting and Welding.....	3
WLD 112	Gas Metal Arc Welding.....	2
WLD 113	Gas Tungsten Arc Welding .....	2
WLD 212	Advanced Gas Metal Arc Welding .....	2
WLD 213	Advanced Gas Tungsten Arc Welding.....	2
WLD 216	Welding Certification .....	4

# INDUSTRIAL TECHNOLOGY

Program Code: E.MAN.AS

## Associate in Science (A.S.)

Minimum graduation requirement — 60-62 semester hours

The following curriculum emphasizes a course of study in core technical courses in the industrial technology, machining area. This program is designed for students interested in transferring to a four-year institution to pursue a baccalaureate degree in technology.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Notes\*

- MAT 124 is a prerequisite for MAT 125 and MAT 160.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree does not fully satisfy the IA General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

### Suggested Full-Time Sequence

<i>FALL</i>	Hum/FA elec
<i>1st Semester</i>	<i>SPRING</i>
ENG 101	<i>2nd Semester</i>
MAT 108 or	CAD 121
MAT 160	ENG 102
MFT 121	MAT 125
Soc/Beh Sci	MFT 128
elec	Hum/FA elecs
<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
CAD 124	MFT 125
PHY 121	MFT 127
COM 103	PHY 122 or
Soc/Beh Sci	CHE 101
elec	Gen elec
Life Sci elec	

## Required General Education Core Courses (32-33 hours)

Cr. Hrs.

Communications (9)	
ENG 101 Composition I	3
ENG 102 Composition II	3
COM 103 Introduction to Public Speaking	3
Humanities elective	3
Fine Arts elective	3
Social/Behavioral Sciences (6)	6
Choose from two disciplines.	
One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.	
Mathematics*(3-4)	
MAT 108 Introduction to Applied Statistics	
or MAT 160* Statistics	3-4
Physical and Life Sciences (8)	
Life Sciences elective	4
PHY 121 General Physics I	4

### A.S. Degree Requirement (8 hours)

MAT 125 College Trigonometry	3
PHY 122 General Physics II	5
or CHE 101 General Chemistry I	5

### Required Program Courses (19 hours)

CAD 121 Materials for Industry	3
CAD 124 Introduction to AutoCAD (Computer-Aided Drafting)	3
MFT 121 Basic Machine Processes	3
MFT 125 Manufacturing Processes	3
MFT 127 Introduction to CNC Programming — Turning and Milling	4
MFT 128 Quality Assurance	3

### General Electives (0-3 hours)

General elective	3
<i>Total Semester Credit Hours</i>	<i>60-62</i>

# INDUSTRIAL TECHNOLOGY CERTIFICATES

## COMPUTER-AIDED DRAFTING (CAD)

Program Code: E.CAD.CER

### Certificate

Minimum graduation requirement — 17 semester hours

The Computer-Aided Drafting (CAD) Certificate prepares graduates for entry-level work as CAD technicians in industry.

### Required Program Courses (17 hours)

CAD 113	Computer-Aided Machine Design I	4
CAD 117	Advanced AutoCAD — 3D Topics	3
CAD 122	Computer-Aided Machine Design II	4
CAD 124	Introduction to AutoCAD	3
DRT 119	Blueprint Reading and Technical Drawing	3

Total Semester Credit Hours 17

## INDUSTRIAL MACHINING CERTIFICATE

Program Code: E.IMC.CER

### Certificate

Minimum graduation requirement — 17 semester hours

The Industrial Machining Certificate prepares graduates for entry-level work in manual and/or CNC machining.

### Required Program Courses (17 hours)

DRT 119	Blueprint Reading and Technical Drawing	3
MFT 121	Basic Machine Processes	3
MFT 122	Intermediate Machine Processes	3
MFT 127	Introduction to CNC Programming — Turning and Milling	4
MFT 138	Intermediate CNC Programming — Turning and Milling	4

Total Semester Credit Hours 17

## INDUSTRIAL WELDING

Program Code: E.IWT.CER

### Certificate

Minimum graduation requirement — 16 semester hours

The Industrial Welding Certificate prepares graduates for entry-level work as welders in industry. This program is designed to cover the necessary components for students to test for AWS D1-1 Certification upon completion.

### Suggested Full-Time Sequence

<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)

		Cr. Hrs.
WLD 111	Introduction to Welding	4
WLD 112	Gas Metal Arc Welding	2
WLD 113	Gas Tungsten Arc Welding	2
WLD 212	Advanced Gas Metal Arc Welding	2
WLD 213	Advanced Gas Tungsten Arc Welding	2
WLD 216	Welding Certification I	4

Total Semester Credit Hours 16

## MACHINERY MAINTENANCE CERTIFICATE

Program Code: E.MMC.CER

### Certificate

Minimum graduation requirement — 18 semester hours

The Machinery Maintenance Certificate prepares graduates for entry-level work in industrial or machinery maintenance.

### Required Program Courses (18 hours)

ELT 134	Motors, Controls, and Drives	3
ELT 150	Introduction to Electricity and Electronics	3
ELT 179	Industrial Controls	3
MFT 110	Mechanical Assemblies	3
MFT 113	Introduction to Hydraulics and Pneumatics	3
MFT 117	Pumps, Compressors, and Vacuum Systems	3

Total Semester Credit Hours 18



# Business/Computer Science and Technologies

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www.parkland.edu/bai • www.parkland.edu/csit  
Derek Dallas, department chair  
Sandra Kumler, 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, databasemanagers, network administrators, 3D animators, web designers, and business administrative professionals. CSIT offers A.A.S. degree and certificate opportunities in four program areas of study, plus an A.S. degree in Computer Science/Computer Information Systems. After completion of their studies, students are prepared to pursue a career or continue their education by transferring to a four-year institution.

CSIT gives students the hands-on training and knowledge they need to be successful by staying up to date with the latest in computer software and systems training, constantly offering new courses based on input from the IT industry. Through Service Learning students gain experiential learning as they work closely with nonprofit clients to manage projects with real-world specifications and timeframes.

## Computer Technology Center

The Computer Technology Center (CTC) provides students with convenient office technology training in courses ranging from computer basics and keyboarding to a variety of Microsoft and web applications. With open registration, flexible scheduling, and the option of online courses, the CTC allows students to learn at their own pace.

## Hospitality

Hotel/motel and restaurant management offer rewarding careers for sociable people who enjoy a fast-paced environment and are quick problem solvers. The hospitality industry can demand long hours and evening and weekend work, but typically pays well and offers rapid advancement. The newest degree, Culinary Arts Management, helps students prepare for culinary jobs, specifically preparing for positions such as kitchen manager. Well-trained workers are in demand worldwide. In addition to local employment, Parkland graduates have reported getting jobs with Disney, at Hilton hotels in Florida and Singapore, and at the MGM Grand in Las Vegas.

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# ACCOUNTING

Program Code: B.ACC.CER

## Certificate

Minimum graduation requirement — 30 semester hours

The Accounting Certificate Program prepares students for careers as junior accountants in business, industry, and government. This certificate can lead to a satisfying career as a payroll clerk or in general accounting, cost accounting, purchasing, inventory control, accounts receivable, accounts payable, tax assisting, or similar areas.

## Suggested Full-time Sequence

<i>SUMMER</i>	<i>FALL</i>	<i>SPRING</i>
	<i>1st Semester</i>	<i>2nd Semester</i>
ACC 101	ACC 219	ACC 201
	ACC 274	ACC 102
	CIS 200 or CSC 105	ACC 275
	ENG 101	BUS 101

## Required Program Courses (21 hours) Cr. Hrs.

ACC 101	Financial Accounting.....	4
ACC 102	Managerial Accounting.....	3
ACC 201	Intermediate Accounting.....	4
ACC 219	Computerized Integrated Accounting.....	3
ACC 274	Principles of Income Taxation.....	4
ACC 275	Payroll Tax Accounting.....	3

## Other Required Courses (6–7 hours)

BUS 101	Introduction to Business.....	3
CIS 200	Business Computer Systems.....	3
or CSC 105	Application of Computers in Business and Commerce.....	4

## Required General Education Core Courses (3 hours)

ENG 101	Composition I.....	3
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<i>Total Semester Credit Hours</i>	<u>30–31</u>
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# ACCOUNTING

Program Code: B.ACC.AAS

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

Minimum graduation requirement — 60 semester hours

The Accounting Program prepares students for careers as junior accountants in business, industry, and government. This degree can lead to a satisfying career as a payroll clerk or in general accounting, cost accounting, purchasing, inventory control, accounts receivable, accounts payable, tax assistant, or similar career areas. Students receive a well-rounded background to help prepare for future management positions.

### Program Notes\*

- Students who are working full-time in the accounting field should choose courses other than BUS 250 from the list of Business Concentration Courses.
- General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

<i>FALL</i>		<i>SPRING</i>	
<i>1st Semester</i>		<i>2nd Semester</i>	
ACC 101		ACC 201	
BUS 101		Business Concentration elec	
CIS 200 or CSC 105		CIS 134	
ENG 101		ENG 102	
MAT 110 or MAT elec		MGT 101	
 <i>FALL</i>		 <i>SPRING</i>	
<i>3rd Semester</i>		<i>4th Semester</i>	
ACC 219		ACC 102	
ACC 274		ACC 275	
BUS 204		Business Concentration elec	
BUS 245		COM 103, COM 120, or COM 200	
		Gen ed elective	

### Required Program Courses (21 hours) Cr. Hrs.

ACC 101	Financial Accounting . . . . .	4
ACC 102	Managerial Accounting . . . . .	3
ACC 201	Intermediate Accounting . . . . .	4
ACC 219	Computerized Integrated Accounting . . . . .	3
ACC 274	Principles of Income Taxation . . . . .	4
ACC 275	Payroll Tax Accounting . . . . .	3

### Business Concentration Courses (6–7 hours)

Choose two courses from the following:

BUS 106	Business and Organizational Ethics . . . . .	3
BUS 152	Introduction to Global Business . . . . .	3
BUS 250*	Business Work Experience I . . . . .	4
BUS 264	Introduction to Finance . . . . .	3
CIS 138	Database Applications (MS Access) . . . . .	3
MGT 113	Human Relations in the Workplace . . . . .	3

### Other Required Courses (18–19 hours)

BUS 101	Introduction to Business . . . . .	3
BUS 204	The Legal Environment of Business . . . . .	3
BUS 245	Business Communications . . . . .	3
CIS 200	Business Computer Systems . . . . .	3
or CSC 105	Application of Computers in Business and Commerce . . . . .	4
CIS 134	Spreadsheet Applications (MS Excel) . . . . .	3
MGT 101	Principles of Management . . . . .	3

### Required General Education Core Courses (15–17 hours)

COM 103	Introduction to Public Speaking	
or COM 120	Interpersonal Communication . . . . .	3
or COM 200	Leadership and Small Group Discussion . . . . .	3
ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3
MAT 110	Business Mathematics	
or MAT elective	. . . . .	3–4
General education elective*	. . . . .	3–4

Total Semester Credit Hours 60–64

## BUSINESS: ENTREPRENEUR BASICS

Program Code: B.ETR.CER

### Certificate

Minimum graduation requirement — 12 semester hours

The Entrepreneur Basics certificate is designed to help anyone who has started a business or who plans to start a business. Completion of these courses will help those involved in management of a business or any organization, whether or not they are an owner. Business owners may also find earning this certificate will help improve their credibility as they seek financing and sales, and increase their potential for success.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
BUS 101	ACC 101 or ACC 117
BUS 117	BUS 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

Total Semester Credit Hours 12-13

## BUSINESS: ENTREPRENEURSHIP

Program Code: B.IND.CER

### Certificate

Minimum graduation requirement — 33 semester hours

The Entrepreneurship Certificate is designed for owners, managers, and employees of existing or proposed businesses, entrepreneurial ventures, and independent businesses and organizations of all sizes. Completion of this certificate should strengthen the general business skills of present and aspiring business managers, especially those who manage a small business.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
BUS 101	ACC 101 or ACC 117
BUS 117	BUS 106
CIS 200	BUS 204
ENG 101	Business concentration
MGT 101	MAT 110 or MAT elec
	MKT 101

### Required Program Courses (18 hours) Cr. Hrs.

BUS 101	Introduction to Business.....	3
BUS 106	Business and Organizational Ethics.....	3
BUS 117	Introduction to Entrepreneurship.....	3
BUS 204	The Legal Environment of Business.....	3
MGT 101	Introduction to Management.....	3
MKT 101	Introduction to Marketing.....	3

### Other Required Courses (6–7 hours)

ACC 101	Financial Accounting	
or ACC 117	Accounting and Bookkeeping.....	3-4
CIS 200	Business Computer Systems.....	3

### Business Concentration Courses (3 hours)

Choose one course from the following:

MKT 155	Salesmanship.....	3
MGT 112	Human Resource Management.....	3
MGT 113	Human Relations in the Workplace.....	3

### Required General Education Core Courses (6–7 hours)

ENG 101	Composition I.....	3
MAT 110	Business Mathematics	
or MAT elective	.....	3-4

Total Semester Credit Hours 33-35

# BUSINESS: MANAGEMENT

Program Code: B.MGT.AAS

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

Minimum graduation requirement — 60 semester hours

The Management Program is designed for both students and managers. The courses highlight the type and nature of business firms as well as other forms of organizations such as government and education.

### Suggested Full-time Sequence

FALL		SPRING	
<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>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 (33–34 hours) Cr. Hrs.

ACC 117	Accounting and Bookkeeping	
or ACC 101	Financial Accounting. . . . .	3-4
BUS 101	Introduction to Business. . . . .	3
BUS 106	Business and Organizational Ethics. . . . .	3
BUS 117	Introduction to Entrepreneurship. . . . .	3
BUS 204	The Legal Environment of Business. . . . .	3
BUS 245	Business Communications. . . . .	3
MGT 101	Principles of Management. . . . .	3
MGT 112	Human Resource Management. . . . .	3
MGT 113	Human Relations in the Workplace. . . . .	3
MKT 101	Introduction to Marketing. . . . .	3
MKT 211	Marketing Management. . . . .	3

### Business Electives (6 hours)

Choose two from the following courses:

ACC 102	Managerial Accounting. . . . .	3
BUS 131	Personal Finance. . . . .	3
BUS 152	Introduction to Global Business. . . . .	3
BUS 250	Business Work Experience I. . . . .	3
MGT 117	Customer Service Management. . . . .	3
MKT 130	Marketing for E-commerce. . . . .	3
MKT 155	Salesmanship. . . . .	3

### Other Required Courses (6–8 hours)

CIS 200	Business Computer Systems	
or CSC 105	Application of Computers in Business and Commerce. . . . .	3-4
CIS elective	. . . . .	3-4
Choose one from CIS 122, CIS 134, CIS 137, or CIS 138.		

### Required General Education Core Courses (15–16 hours)

ECO 101	Principles of Macroeconomics. . . . .	3
ECO 102	Principles of Microeconomics. . . . .	3
ENG 101	Composition I. . . . .	3
ENG 102	Composition II. . . . .	3
MAT 110	Business Mathematics	
or MAT elective	. . . . .	3-4

Total Semester Credit Hours 60–64

# BUSINESS: MARKETING

Program Code: B.MKT.AAS

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

Minimum graduation requirement — 60 semester hours

Marketing is the process of directing products from the producer to the consumer. Students prepare for their marketing careers by learning the principles, practices, and methods of operations of different types of marketing firms.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
BUS 101	ACC 117 or ACC 101
CIS 200	BUS 106
ENG 101	COM 121
MGT 101	ENG 102
MKT 101	MGT 113

FALL	SPRING
3rd Semester	4th Semester
BUS 245	BUS 204
ECO 101	ECO 102
MGT 112	MGT 117
MKT 155	MKT 130
MAT 110 or MAT elec	MKT 211

### Required Program Courses (39–40 hours) Cr. Hrs.

ACC 117	Accounting and Bookkeeping	
or ACC 101	Financial Accounting . . . . .	3–4
BUS 101	Introduction to Business . . . . .	3
BUS 106	Business and Organizational Ethics . . . . .	3
BUS 204	The Legal Environment of Business . . . . .	3
BUS 245	Business Communications . . . . .	3
MGT 101	Principles of Management . . . . .	3
MGT 112	Human Resource Management . . . . .	3
MGT 113	Human Relations in the Workplace . . . . .	3
MGT 117	Customer Service Management . . . . .	3
MKT 101	Introduction to Marketing . . . . .	3
MKT 130	Marketing for E-commerce . . . . .	3
MKT 155	Salesmanship . . . . .	3
MKT 211	Marketing Management . . . . .	3

### Other Required Courses (6 hours)

CIS 200	Business Computer Systems . . . . .	3
COM 121	Introduction to Advertising . . . . .	3

### Required General Education Core Courses (15–16 hours)

ECO 101	Principles of Macroeconomics . . . . .	3
ECO 102	Principles of Microeconomics . . . . .	3
ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3
MAT 110	Business Mathematics	
or MAT elective . . . . .		3–4

Total Semester Credit Hours 60–62

# BUSINESS ADMINISTRATION

Program Code: B.BUS.AS

## Associate in Science (A.S.)

Minimum graduation requirement — 60 semester hours

Business administration programs include courses and majors in general business, accounting, finance, marketing, and management. The following recommendations apply to courses and programs in all of these fields. To transfer into a baccalaureate degree program in business administration as a junior, students need to complete a minimum of 60 semester credits. Students are strongly encouraged to complete an A.S. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the degree requirements of the four-year college or university they plan to attend.

### Program Notes\*

- Math requirements vary; students should plan their transfer programs with an advisor and the catalog of the four-year college or university they plan to attend.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

## General Education Core Courses (33–34 hours)

Cr. Hrs.

Communications (9)	
ENG 101 Composition I	3
ENG 102 Composition II	3
COM 103 Introduction to Public Speaking	3
Humanities elective	3
Fine Arts elective	3
Social/Behavioral Sciences (6)	
ECO 101 Principles of Economics I	3
Social/Behavioral Sciences elective	3
<i>Second Soc/Beh Sci from another discipline.</i>	
<i>One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.</i>	
Mathematics* (4–5)	
MAT 143 Calculus for Business and Social Sciences	4
or MAT 128 Calculus and Analytical Geometry I	5
Life Sciences elective	4
Physical Sciences elective	4

## A.S. Degree Requirement (4–9 hours)

MAT 141* Finite Mathematics	4
or MAT 145* Linear Algebra for Business	4
or MAT 160 Statistics	4
One Life or Physical Sciences elective	3–5
<i>Choose from AST, BIO, CHE, ESC, or PHY courses numbered 100 through 289 whose second digit is even</i>	

## Required Business Concentration Courses (19–20 hours)

ACC 101 Financial Accounting	4
ACC 102 Managerial Accounting	3
CSC 105 Introduction to Computers and their Application to Business and Commerce	4
or CIS 200 Business Computer Systems	3
BUS 101 Introduction to Business	3
BUS 204 The Legal Environment of Business	3
ECO 102 Principles of Economics II	3

## General Electives (0–1 hours)

General elective	1
<b>Total Semester Credit Hours</b>	<b>60–63</b>

# BUSINESS ADMINISTRATIVE TECHNOLOGY

Program Code: T.OCA.AAS

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

Minimum graduation requirement — 61 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 Note\*

- CTC substitutions are accepted for CIS 131, CIS 134, CIS 135, and CIS 138.
- 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. 67.

## Suggested Full-time Sequences

### ADMINISTRATIVE ASSISTANT TRACK

Program Code: T.OCA.AAS.ADM

FALL 1st Semester	SPRING 2nd Semester	FALL 3rd Semester	SPRING 4th Semester
CIS 131	CIS 134	CIS 171	CIS 297
CIS 135	CIS 138	CIS 270	CIS 298
CIS 157	ACC 117	MAT 110	B.A.T. elec
CIS 170	COM 120.	B.A.T. elec	Gen Ed elec
CTC 193	B.A.T. elec	Gen Ed elec	
ENG 101			

### CUSTOMER SERVICE TRACK

Program Code: T.OCA.AAS.CSV

FALL 1st Semester	SPRING 2nd Semester	FALL 3rd Semester	SPRING 4th Semester
CIS 131	CIS 134	BUS 106	CIS 297
CIS 135	CIS 138	CIS 171	CIS 298
CIS 157	ACC 117	CIS 270	MGT 117
CIS 170	COM 120	MAT 110	B.A.T. elec
CTC 193		MGT 113	Gen Ed elec
ENG 101			

### BOOKKEEPING TRACK

Program Code: T.OCA.AAS.BKK

FALL 1st Semester	SPRING 2nd Semester	FALL 3rd Semester	SPRING 4th Semester
CIS 131	CIS 134	CIS 171	CIS 297
CIS 135	CIS 138	CIS 270	CIS 298
CIS 157	ACC 117	MAT 110	ACC 275
CIS 170	COM 120	ACC 219	B.A.T. elec
CTC 193		Gen Ed elec	Gen Ed elec
ENG 101			

### PC SUPPORT TRACK

Program Code: T.OCA.AAS.PCS

FALL 1st Semester	SPRING 2nd Semester	FALL 3rd Semester	SPRING 4th Semester
CIS 131	CIS 134	CIS 171	CIS 270
CIS 135	CIS 138	CSC 151	CIS 297
CIS 137	CSC 130	MAT 110	CIS 298
CIS 157	CSC 133	MGT 117	CTC 136
CIS 170	COM 120	Gen Ed elec	ACC 117
CTC 193			Gen Ed elec
ENG 101			

**Required Core Courses (33 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 I (MS Word)	4
CIS 138*	Database Applications (MS Access)	3
CIS 157	Keyboarding II	3
CIS 170	Professional Workplace Topics	3
CIS 171	Document Preparation and Editing	3
CIS 270	Integrated Software Applications	3
CIS 297	Job Seminar	1
CIS 298	Work Experience	3
CTC 119	Outlook	1
CTC 193	Windows	1

**Required General Education Core Courses (15 hours)**

COM 120	Interpersonal Communication	3
ENG 101	Composition I	3
MAT 110	Business Mathematics	3
General education electives		6

**Complete one of the following tracks (13 hours)****ADMINISTRATIVE ASSISTANT TRACK***Program Code: T.OCA.AAS.ADM*

B.A.T. electives	13
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**CUSTOMER SERVICE TRACK***Program Code: T.OCA.AAS.CSV*

BUS 106	Business and Organizational Ethics	3
MGT 113	Human Relations in the Workplace	3
MGT 117	Customer Service Management	3
B.A.T. electives	4	

**BOOKKEEPING TRACK***Program Code: T.OCA.AAS.BKK*

ACC 219	Computerized Integrated Accounting	3
ACC 275	Payroll Tax Accounting	3
B.A.T. electives	7	

**PC SUPPORT TRACK***Program Code: T.OCA.AAS.PCS*

CSC 130	Introduction to Computer Networks	3
CSC 133	PC Hardware and OS Maintenance	4
CSC 151	Windows Workstation	3
MGT 117	Customer Service Management	3

**Business Administration Technology (B.A.T.)****Electives**

ACC 219	Computerized Integrated Accounting	3
ACC 275	Payroll Tax Accounting	3
BUS 106	Business and Organizational Ethics	3
BUS 204	Legal Environment of Business	3
CIS 152	Web Design and Development I	3
CTC 157	Google Applications	1
CTC 190	Publisher	1
CTC 272	Word Processing Applications V (MS Word)	1
HCS 154	Medical Terminology	3
MGT 113	Human Relations in the Workplace	3
MGT 117	Customer Service Management	3

*Total Semester Credit Hours**61***Required General Education Courses for Students****Transferring to EIU**

COM 103	Introduction to Public Speaking	3
(Replaces COM 120)		
ENG 102	Composition II	3
(Replaces CIS 298)		
MAT 107	General Education Mathematics	
or MAT 108	Introduction to Applied Statistics	3
(Replaces MAT 110)		



# BUSINESS ADMINISTRATIVE TECHNOLOGY CERTIFICATES

## APPLICATION SPECIALIST

Program Code: T.MSO.CER

### Certificate

Minimum graduation requirement — 14 semester hours (with an A or B) and a passing score on at least three Microsoft Office Specialist (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 Tammy Kesler at 217/351-2506 or [tkesler@parkland.edu](mailto:tkesler@parkland.edu).

### Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
CIS 131	CIS 134
CIS 135	CIS 138
CTC 119	CTC 272

### Required Program Courses (14 hours) Cr. Hrs.

CIS 131*	Presentation Graphics (MS PowerPoint) . . . . .	2
CIS 134*	Spreadsheet Applications (MS Excel). . . . .	3
CIS 135*	Word Processing (MS Word) . . . . .	4
CIS 138*	Database Applications (MS Access) . . . . .	3
CTC 119	Microsoft Outlook. . . . .	1
CTC 272	Word Processing Applications V (MS Word) . . . . .	1

Total Semester Credit Hours 14

## BOOKKEEPING OFFICE ASSISTANT

Program Code: T.BKP.CER

### Certificate

Minimum graduation requirement — 15 semester hours

The Bookkeeping Office Assistant certificate gives students general knowledge of office and bookkeeping skills. Graduates may be employed by businesses as an office 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.

### Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
ACC 117	ACC 219
CIS 134	MAT 110
CIS 170	

### Required Courses (15 hours)

ACC 117	Accounting and Bookkeeping. . . . .	3
ACC 219	Computerized Integrated 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

## CUSTOMER SERVICE

Program Code: B.SER.CER

### Certificate

Minimum graduation requirement — 15 semester hours

The Customer Service certificate is designed to equip students to provide quality service to customers. Successful graduates will 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.

### Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
MGT 113	BUS 106
CIS 170	MGT 117
COM 120	

### Required Courses (15 hours)

BUS 106	Business and Organizational Ethics . . . . .	3
CIS 170	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

## OFFICE ASSISTANT

Program Code: T.IPR.CER

### Certificate

Minimum 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.

### Suggested Sequence

CIS 131  
CIS 134  
CIS 135  
CIS 157  
CIS 170  
CTC 193

### Required Program Courses (16 hours) Cr. Hrs.

CIS 131*	Presentation Graphics (MS PowerPoint) . . . . .	2
CIS 134*	Spreadsheet Applications (MS Excel). . . . .	3
CIS 135*	Word Processing (MS Word) . . . . .	4
CIS 157	Keyboarding II. . . . .	3
CIS 170	Professional Workplace Topics . . . . .	3
CTC 193	Windows . . . . .	1

Total Semester Credit Hours 16

## OFFICE SPECIALIST

Program Code: T.OCP.CER

### Certificate

Minimum 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 Note\*

CTC substitutions are accepted for CIS 131, CIS 134, CIS 135, and CIS 138.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
CIS 131	ACC 117
CIS 135	CIS 134
CIS 157	CIS 138
CIS 170	CIS 171
COM 120	B.A.T. elective (see p. 167)

### 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) . . . . .	4
CIS 138	Database Applications (MS Access) . . . . .	3
CIS 157	Keyboarding II. . . . .	3
CIS 170	Professional Workplace Topics . . . . .	3
CIS 171	Document Preparation and Editing . . . . .	3
COM 120	Interpersonal Communication . . . . .	3
B.A.T. elective	. . . . .	3

Total Semester Credit Hours 30

# COMPUTER SCIENCE/COMPUTER INFORMATION SYSTEMS

[www.parkland.edu/csit](http://www.parkland.edu/csit)

Program Codes:

**Computer Science:** T.CSC.AS.TEC

**Computer Information Systems:** T.CSC.AS.BUS

## Associate in Science (A.S.)

Minimum graduation requirement — 60 semester hours

Baccalaureate degree programs in Information Technology have traditionally grown from a number of different disciplines, including Mathematics, Business, and Engineering. Computer Science (CS) degrees usually have a general theoretical emphasis. Computer Information Systems (CIS) degrees have more of a business emphasis. Computer Engineering degrees have a hardware emphasis. At the two year level, either the CS or CIS degree provides a good foundation for further study in most fields of Computer Science. Engineering degrees are most specific to future engineering study. To transfer into a baccalaureate degree program in Computer Science as a junior, students need to complete a minimum of 60 semester credits. Students are strongly encouraged to complete an A.S. degree prior to transfer. Since admission is competitive, completion of the recommended courses does not guarantee admission.

Students should plan their transfer programs with a CSIT faculty advisor and the catalog of the four-year college or university they plan to attend.

### Program Notes\*

- MAT 124 and 125 are prerequisites for MAT 128.
- PHY 141 is required for students planning to transfer to UIUC and others.
- IAI CS 922, Computer Organization, is not offered at Parkland. Check with your transfer institution to see if it is required in their program.
- Computer Information Systems transfers to UIUC School of Business, Management Information Systems.
- General Education Core Curriculum requirements for the Associate in Science (A.S.) degree do not fully satisfy the IAI General Education Core Curriculum (GECC) requirements. Additional courses to complete the GECC may be taken after transferring.

## Suggested Full-time Sequence

### COMPUTER SCIENCE

FALL

1st Semester

CSC 123

MAT 128

ENG 101 or

ENG 106

Hum elec

Soc/Beh Sci elec

SPRING

2nd Semester

CSC 125

MAT 129

ENG 102 or

ENG 220

PHY 141

FALL

3rd Semester

COM 103

MAT 228

PHY 142

Life Sci elec

SPRING

4th Semester

CSC 220

MAT 200

Fine Arts elec

Soc/Beh Sci elec

### COMPUTER INFORMATION SYSTEMS

FALL

1st Semester

CIS 200

MAT 128 or MAT 145

ENG 101 or ENG 106

CIS 122

Phy Sci elec

SPRING

2nd Semester

CSC 140

ACC 101

ECO 101

MAT 129 or MAT 143

Hum elec

FALL

3rd Semester

CSC 256

ACC 102

ENG 102 or ENG 220

Fine Arts elec

Life Sci elec

SPRING

4th Semester

MAT 141

ECO 102

COM 103

PSY 101

Phys/Life Sci elec

# COMPUTER SCIENCE/COMPUTER INFORMATION SYSTEMS

continued

## COMPUTER SCIENCE (TECHNICAL EMPHASIS)

Program Code: T.CSC.AS.TEC

### General Education Core Courses\* (34 hours)

	Cr. Hrs.
Communications (9)	
ENG 101 Composition I	3
ENG 102 Composition II	3
COM 103 Introduction to Public Speaking	3
Humanities elective	3
Fine Arts elective	3
Social/Behavioral Sciences (6)	6
Choose from two disciplines. <i>One course from Soc/Beh, Hum, or FA must fulfill the non-Western culture requirement.</i>	
Mathematics (5)	
MAT 128* Calculus and Analytic Geometry I	5
Physical Sciences (4)	
PHY 141* Mechanics	4
Life Sciences elective	4

### A.S. Degree Required Courses (8 hours)

MAT 129 Calculus and Analytic Geometry II	4
PHY 142 Electricity and Magnetism	4

### Required Computer Science Concentration Courses (17 hours)

CSC 123 Computer Science I (C/C++)	4
CSC 125 Computer Science II (C++)	3
CSC 220 Data Structures	3
MAT 200 Introduction to Discrete Mathematics	3
MAT 228 Calculus and Analytic Geometry III	4

### General Electives (0–3 hours)

General elective	3
<b>Total Semester Credit Hours</b>	<b>61–62</b>

## COMPUTER INFORMATION SYSTEMS (INFORMATION SYSTEMS EMPHASIS)

Program Code: T.CSC.AS.BUS

### General Education Core Courses (33–34 hours)

	Cr. Hrs.
Communications (9)	
ENG 101 Composition I	3
ENG 102 Composition II	3
COM 103 Introduction to Public Speaking	3
Humanities elective	3
Fine Arts elective	3
Social/Behavioral Sciences (6)	3
ECO 101 Principles of Macroeconomics	3
Second Soc/Beh Sci from another discipline. <i>One course from Soc/Beh Sci, Hum, or FA must fulfill the non-Western culture requirement.</i>	
Mathematics (4–5)	
MAT 128* Calculus and Analytic Geometry I	5
or MAT 145 Linear Algebra for Business	4
Physical Sciences elective	4
Life Sciences elective	4

### A.S. Degree Required Courses (8 hours)

One additional mathematics course	
MAT 129 Calculus and Analytic Geometry II	4
or MAT 143 Calculus for Business and Social Sciences	4
One additional Physical or Life Sciences elective	4

### Required Computer Science (Information Systems) Concentration Courses (17 hours)

CSC 140 Computer Science I (Java)	3
CSC 256 Computer Science II (Java)	3
CIS 200 Business Computer Systems	3
ACC 101 Financial Accounting	4
MAT 141 Finite Mathematics	4

### General Electives (0–3 hours)

General elective	3
<b>Total Semester Credit Hours</b>	<b>61–62</b>

# CUSTOMIZED CAREER PREPARATION

Program Code: B.CCP.AAS

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

Minimum graduation requirement — 60 semester hours

This program allows students to develop and pursue individualized programs of study that meet their own personal and career goals. With the assistance of the professional staff in career programs and departments, each student will develop a viable program of study during the first semester of enrollment at the college. This plan must receive approval of the assigned faculty mentor and the appropriate department chair(s). A unique aspect of this program is the awarding of credit for non-collegiate prior learning or work experience.

### Program Note\*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
CCP 111	ENG 102
COM 103	Math
ENG 101	Area of concentration
Soc/Beh Sci elec	courses
Hum/FA elec	General elec

FALL	SPRING
3rd Semester	4th Semester
Area of concentration	Area of concentration
courses	courses
General elec	General elec

## Required Program Courses (2 hours)

Cr. Hrs.

CCP 111	Customized Career Preparation Portfolio .....	2
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## Supportive Courses and Areas of Concentration (32 hours)

Choose up to 32 hours in consultation with a faculty advisor. Some of these course requirements may be satisfied by previous non-collegiate learning and/or work experience as documented and approved in the Customized Career Preparation Portfolio.

## General Electives (8 hours)

Choose courses supportive of the learning outcomes identified in the Customized Career Preparation Portfolio.

## Required General Education Core Courses (18 hours)

COM 103	Introduction to Public Speaking .....	3
ENG 101	Composition I .....	3
ENG 102	Composition II .....	3
General Education electives*	.....	9

<i>Total Semester Credit Hours</i>	<u>60</u>
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# DATA SYSTEMS AND DEVELOPMENT

Program Code: T.CPL.AAS

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

Minimum graduation requirement — 60 semester hours

The Data Systems and Development program equips students for a wide range of opportunities as computer programmers and software designers. Areas include mobile application development, systems and database programming, 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 to EIU should speak with the department chair as EIU has a different set of required courses.

### 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		CSC 128	
CIS 152		MAT 200 or MAT 108	
ENG 101		or MAT 124	
		ENG 102	
		Elec	
<i>Fall</i>		<i>Spring</i>	
<i>3rd Semester</i>		<i>4th Semester</i>	
CSC 125 or CSC 256		CSC 130	
CSC 176		CSC 155	
CIS 137 or CSC 133		CSC 220	
Elec		Elec	
Gen Ed elec		Gen Ed elec	

## Required Program Courses (35–37 hours) Cr. Hrs.

CIS 112	Computing Essentials . . . . .	4
CIS 122	Introduction to Computer Programming . . . . .	4
CIS 137	Basic PC Maintenance/Operating Systems Concepts . . . . .	3
or CSC 133	PC Hardware and OS Maintenance . . . . .	4
CIS 152	Web Design and Development I . . . . .	3
CSC 123	Computer Science I (C/C . . . . .	4
or CSC 140	Computer Science I (Java) . . . . .	4
CSC 125	Computer Science II (C++) . . . . .	3
or CSC 256	Computer Science II (Java . . . . .	3
CSC 128	Introduction to Linux . . . . .	3
CSC 130	Introduction to Computer Networks . . . . .	3
CSC 155	Systems Development . . . . .	3
CSC 176	Data Systems I . . . . .	3
CSC 220	Data Structures . . . . .	3

## Program Electives (Choose 10 hours)

CSC 175	JavaScript Development . . . . .	3
CSC 191	SQL . . . . .	4
CSC 212	Mobile Application Development . . . . .	4
CIS 231	Systems Analysis, Design, and Administration . . . . .	3
CIS 298	Work Experience . . . . .	3
CSC 151	MS OS Workstation . . . . .	3
CSC 153	MS OS Server . . . . .	3
CSC 171	Linux Installation and Administration . . . . .	3
GDS 171	Introduction to WordPress . . . . .	3
MAT 128	Calculus and Analytical Geometry . . . . .	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
	Social and Behavioral Sciences, Humanities/Fine Arts, or Physical Sciences electives . . . . .	6
MAT 200	Introduction to Discrete Mathematics . . . . .	3
or MAT 108	Introduction to Applied Statistics . . . . .	3
or MAT 124	College Algebra . . . . .	4

Total Semester Credit Hours 60–62

# DATA SYSTEMS AND DEVELOPMENT CERTIFICATES

## DATABASE FOUNDATION

Program Code: T.SDV.CER

### Certificate

Minimum graduation requirement — 20 semester hours

Focuses on database applications; completion of certificate can be applied to the A.A.S. in Data Systems and Development.

### Suggested Sequence

FALL	SPRING	FALL
1st Semester	2nd Semester	3rd Semester
CIS 122 or CSC 140	CSC 176 CSC 155	CSC 191 CSC Elec
CSC 128		

### Required Program Courses (20–21 hours) Cr. Hrs.

CIS 122	Introduction to Computer Programming	4
or CSC 140	Computer Science I (Java)	3
CSC 128	Introduction to Linux	3
CSC 155	Systems Development I	3
CSC 176	Data Systems I	3
CSC 191	SQL	4
CSC elective		4
		4

Total Semester Credit Hours 20–21

## WEB DEVELOPMENT

Program Code: T.WAP.CER

### Certificate

Minimum graduation requirement — 15 semester hours

Focuses on web development skills; completion of certificate can be applied to the A.A.S. in Data Systems and Development.

### Suggested Sequence

FALL	SPRING	FALL
1st Semester	2nd Semester	3rd Semester
CSC 123 or 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 I	3
CSC 128	Introduction to Linux	3
CSC 155	CGI with Perl	3
CSC 175	Scripting	3
		15–16

Total Semester Credit Hours 15–16

## GENERAL PROGRAMMING

Program Code: T.GPR.CER

### Certificate

Minimum graduation requirement — 13 semester hours

Builds foundational programming skills; completion of certificate can be applied to the A.A.S. in Data Systems and Development.

### Suggested Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
CIS 122	CSC 123 or CSC 140	CSC 125 or CSC 256	CSC 220

### Required Program Courses (13–14 hours) Cr. Hrs.

CIS 122	Introduction to Programming	4
CSC 123	Computer Science I (C/C++)	4
or CSC 140	Computer Science I (Java)	3
CSC 125	Computer Science II (C++)	3
or CSC 256	Computer Science II (Java)	3
CSC 220	Data Structures	3
		13–14

Total Semester Credit Hours 13–14

## MOBILE DEVELOPMENT

Program Code: T.MOB.CER

### Certificate

Minimum graduation requirement — 10 semester hours

Builds skills needed to develop mobile apps; completion of certificate can be applied to the A.A.S. in Data Systems and Development.

### Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
CSC 140	CSC 212 CSC 256

### Required Program Courses (16 hours) Cr. Hrs.

CSC 140	Computer Science I (Java)	3
CSC 212	Mobile Application Development	4
CSC 256	Computer Science II (Java)	3
		10

Total Semester Credit Hours 10

## DIGITAL MEDIA

Program Code: T.DGM.AAS

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

Minimum graduation requirement — 64 semester hours

The Digital Media program equips students with the skills necessary for the design of computer-generated applications and media. Areas include 3D animation and game design. The digital media program prepares students for employment in such areas as gaming, feature film, web design, video and commercial production, post-production, visual effects, and architectural design.

Students begin their training in classes in 2D and 3D fundamentals, imaging, and design. Students then study the aesthetic and design aspects of digital media with focused courses in graphic design, fine arts, and advanced imaging.

This program transfers to the Bachelor's of Science in Media Arts in the School of Informatics and Computing at Indiana University-Purdue University Indianapolis (IUPUI).

#### Required Program Courses (49 hours)

	Cr. Hrs.
CIS 112	Computing Essentials ..... 4
CIS 152	Web Design and Development I ..... 3
CSC 179	Digital Media Foundation ..... 3
CSC 186	2D Animation ..... 4
CSC 187	3D Computer Animation I ..... 4
CSC 188	3D Computer Animation II ..... 4
CSC 189	3D Computer Animation III ..... 4
CSC 233	Computer Animation IV ..... 4
CSC 236	Computer Animation V ..... 4
CSC 294	Computer Graphics Portfolio ..... 3
ART 122	Drawing I ..... 3
ART 125	Color ..... 3
GDS 108	Design Media and Principles ..... 3
GDS 120	Graphic Design I ..... 3

#### Required General Education Core Courses (15 hours)

ART 128	Digital Photography ..... 3
COM 103	Introduction to Public Speaking ..... 3
ENG 101	Composition I ..... 3
ENG 102	Composition II ..... 3
THE 124	Film Appreciation ..... 3

Total Semester Credit Hours 64

#### Suggested Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
ART 128	CSC 187	ART 125	ART 122
CIS 112	CSC 188	COM 103	CIS 152
CSC 179	ENG 101	CSC 189	CSC 236
CSC 186	GDS 108	CSC 233	CSC 294
	THE 124	ENG 102	GDS 120

## DIGITAL MEDIA CERTIFICATES

### 3D COMPUTER ANIMATION SOFTWARE

Program Code: T.VGW.CER

#### Certificate

Minimum graduation requirement — 12 semester hours

This certificate program equips students with technical skills and proficiency in high-end 3D computer animation software used in feature films, video, and commercial production, CAD/CAM, 3D gaming, and architectural design.

#### Required Program Courses (12 hours) Cr. Hrs.

CSC 187	3D Computer Animation I ..... 4
CSC 188	3D Computer Animation II ..... 4
CSC 189	3D Computer Animation III ..... 4

Total Semester Credit Hours 12

### 3D SOFTWARE DEVELOPMENT

Program Code: T.CGR.CER

#### Certificate

Minimum graduation requirement — 12 semester hours

This certificate program equips students with software development and programming skills to work in three-dimensional graphics software and application environments in the field of computer graphics. This is an advanced-level certificate containing courses with extensive prerequisites.

#### Required Program Courses (12 hours) Cr. Hrs.

CSC 212	Mobile Application Development ..... 4
CSC 231	Computer Graphics I ..... 4
CSC 233	Computer Animation IV ..... 4

Total Semester Credit Hours 12



## INTERACTIVE DESIGN

Program code: T.IAD.AAS

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

Minimum graduation requirement — 64 semester hours

The Interactive Design program prepares students to design interactive user experiences for websites and devices. The program prepares students for careers in marketing communication, web design, web development, and related fields. Courses cover principles of design, visual communication, creative problem solving, user experience design and web development. Students will build a diverse portfolio of creative digital media projects including responsive websites, ebooks, apps, and animation.

#### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	
ART 122	CSC 175	ART 128
CIS 112	CSC 179	
CIS 152	GDS 110	
GDS 102	GDS 120	
GDS 108	ENG 101	

FALL	SPRING
3rd Semester	4th Semester
COM 200 or COM 205	GDS 230
CSC 186	GDS 271
GDS 171	GDS 272
GDS 220	GDS 292 or COM 292
Math or Soc/Beh Sci elec	GDS 293

#### Required Program Courses (49 hours) Cr. Hrs.

CIS 112	Computing Essentials	4
CIS 152	Web Design and Development I	3
GDS 171	Introduction to WordPress	3
CSC 175	JavaScript Development	3
CSC 179	Digital Media Foundation	3
CSC 186	2D Animation	4
GDS 102	Graphic Design History	3
GDS 108	Design Media and Principles	3
GDS 110	Typography I	3
GDS 120	Graphic Design I	3
GDS 220	Graphic Design for Web	3
GDS 230	Motion Design	3
GDS 271	Interactive Design I	3
GDS 272	Interactive Design II	2
GDS 292	Graphic Design Studio	
or COM 292	Internship and Seminar	3
GDS 293	Portfolio Seminar	3

#### Required General Education Courses (15 hours)

ART 122	Drawing I	3
ART 128	Digital Photography	3
COM 200	Leadership and Small Group Communication	
or COM 205	Business and Professional Communication	3
ENG 101	Composition I	3
Math or Social/Behavioral Sciences elective		3

Total Semester Credit Hours 64

## INTERACTIVE DESIGN CERTIFICATE

Program code: T.IAD.CER

### Certificate

Minimum graduation requirement — 20 semester hours

The Interactive Design certificate prepares students for entry-level positions that require in-depth knowledge of HTML, CSS, Javascript, and other web development tools. Students will learn the practical side of developing interactive designs for websites and devices. The certificate stresses technical competency and prepares students to manage a small business or community organization website. Students will build a diverse portfolio of digital media projects including responsive websites and ebooks.

#### Program Note\*

Prerequisites for GDS 120 may be waived where appropriate by the program director for students in this program.

#### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
CIS 152	CSC 175
GDS 120	GDS 171

FALL
3rd Semester
GDS 220
GDS 271
GDS 272

#### Required Program Courses (47 hours) Cr. Hrs.

CIS 152	Web Design I	3
GDS 171	Introduction to WordPress	3
CSC 175	Scripting	3
GDS 120*	Graphic Design I	3
GDS 220	Graphic Design for Web	3
GDS 271	Interactive Design I	3
GDS 272	Interactive Design II	2

Total Semester Credit Hours 20

# NETWORK ADMINISTRATION AND SUPPORT

Program code: T.CNA.AAS

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

Minimum graduation requirement — 65 semester hours

The Computer Network System Administrator program prepares students to manage and administer the computer networks of small to medium-sized enterprises. Students will learn to use a variety of operating systems: use, install, and maintain networks; program routers and switches; develop networking software and develop and study documentation used to manage a network. Students will receive extensive hands-on experience. This can transfer to EIU, SIU, and UIS as a 2+2 program.

### Program Note\*

Students planning to transfer to a 4-year institution should take COM 103; those planning to enter the workforce upon graduation should take COM 120.

### Suggested Full-time Sequence

FALL	SPRING
1st Semester	2nd Semester
CIS 112	CSC 115
CSC 128	CSC 116
CSC 130	CSC 151
CSC 133	MAT 108
ENG 101	Soc/Beh Sci or Hum/FA elec

FALL	SPRING	SUMMER
3rd Semester	4th Semester	
CSC 150	CSC 159	CIS 298
CSC 153	CSC 251	
CSC 171	CSC 271	
Elective	Elective	
COM 103 or COM 120	Soc/Beh Sci or Hum/FA elec	

### Required Courses (44 hours)

	Cr. Hrs.
CIS 112	Computing Essentials . . . . . 4
CIS 298	Work Experience . . . . . 3
CSC 115	Networking I, Routers and Switches . . . . . 3
CSC 116	Networking II, WAN Connectivity . . . . . 3
CSC 128	Introduction to Linux . . . . . 3
CSC 130	Introduction to Computer Networks . . . . . 3
CSC 133	PC Hardware and OS Maintenance . . . . . 4
CSC 150	Wireless Networking and Emerging Technologies . . . . . 3
CSC 151	MS OS Workstation . . . . . 3
CSC 153	MS OS Server . . . . . 3
CSC 159	Network Administration . . . . . 3
CSC 171	Linux Installation and Administration . . . . . 3
CSC 251	Data Security and Recovery . . . . . 3
CSC 271	Linux Administration II . . . . . 3

### Required General Education Courses (15 hours)

COM 103*	Introduction to Public Speaking . . . . . 3
or COM 120	Interpersonal Communications*
ENG 101	Composition I . . . . . 3
MAT 108	Introduction to Applied Statistics . . . . . 3
	Social/Behavioral Sciences electives or HUM/FA electives . . . . . 6

### Electives (Choose 6 hours)

CIS 134	Spreadsheet Applications (MS Excel) . . . . . 3
CIS 138	Database Applications . . . . . 3
CSC 140	Computer Science I (Java) . . . . . 3
CSC 155	Systems Development I . . . . . 3

Total Semester Credit Hours 65

### Required Courses for Students Transferring to UIS

CSC 140	Computer Science I (Java) . . . . . 3
CSC 256	Computer Science II (Java) . . . . . 3 (replaces one elective)
MAT 128	Calculus and Analytic Geometry I . . . . . 5 (replaces CIS 298)

### Required Courses for Students Transferring to SIU

CSC 140	Computer Science I (Java) . . . . . 3
CIS 138	Database Applications (MS Access) . . . . . 3 (replaces one elective)
CIS 231	Systems Analysis, Design, and Administration . . . . . 3 (replaces CIS 298)

# NETWORKING CERTIFICATES

## COMPUTER FOUNDATIONS

Program Code: T.PCF.CER

### Certificate

Minimum graduation requirement — 17 semester hours

This certificate covers the basics of Windows and Linux operating systems, PC repair, and basic networking. Upon completion, students are prepared for entry-level PC support positions.

### Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
CIS 112	CSC 130
CSC 133	CSC 128
	elective

### Required Program Courses (14 hours) Cr. Hrs.

CIS 112	Computing Essentials	4
CSC 128	Introduction to Linux	3
CSC 130	Introduction to Computer Networks	3
CSC 133	PC Hardware and OS Maintenance	4

### Elective Course (3 hours)

Choose from the following:

CIS 152	Web Design and Development I	3
CIS 134	Spreadsheet Applications (MS Excel)	3
CIS 138	Database Applications (MS Access)	3

Total Semester Credit Hours 17

## LINUX ADMINISTRATION

Program Code: T.LIN.CER

### Certificate

Minimum graduation requirement — 9 semester hours

This certificate prepares students with advanced skills for working with Linux operating systems. Topics include troubleshooting and configuration.

### Suggested Sequence

SUMMER	FALL	SPRING
1st Semester	2nd Semester	3rd Semester
CSC 128	CSC 171	CSC 271

### Required Program Courses (9 hours) Cr. Hrs.

CSC 128	Introduction to Linux	3
CSC 171	Linux Installation and Administration	3
CSC 271	Linux Administration II	3

Total Semester Credit Hours 9

## MICROSOFT ADMINISTRATION

Program code: T.MSA.CER

### Certificate

Minimum graduation requirement — 10 semester hours

This certificate gives students advanced skills for working with Windows Operating Systems (workstation and server) troubleshooting, configuration, and design.

### Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
CSC 133	CSC 153
CSC 151	

### Required Program Courses (10 hours) Cr. Hrs.

CSC 133	PC Hardware and OS Maintenance	4
CSC 151	MS OS Workstation	3
CSC 153	MS OS Server	3

Total Semester Credit Hours 10

## CISCO NETWORKING

Program Code: T.CIS.CER

### Certificate

Minimum graduation requirement — 15 semester hours

This certificate program prepares students with advanced skills for working with computer networks, Cisco routers, and switches. Wired and wireless networks are covered for troubleshooting, configuration, design, and repair.

### Program Note\*

CSC 115 and CSC 116 are eight-week classes; CSC 115 is taught during the first half of the semester and CSC 116 follows during the second half.

### Suggested Sequence

FALL	SPRING
1st Semester	2nd Semester
CSC 130	CSC 115*
	CSC 116
	CSC 150
	CSC 251

### Alternate Suggested Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
CSC 130	CSC 115*	CSC 150	CSC 251
	CSC 116		

### Required Program Courses (15 hours) Cr. Hrs.

CSC 115	Advanced Networking I	3
CSC 116	Advanced Networking II	3
CSC 130	Introduction to Computer Networks	3
CSC 150	Wireless Networking and Emerging Technologies	3
CSC 251	Advanced Topics in Computer Security	3

Total Semester Credit Hours 15

# HOSPITALITY INDUSTRY: CULINARY ARTS MANAGEMENT

Program Code: B.HCM.AAS

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

Minimum graduation requirement — 68 semester hours

The Culinary Arts Management Program prepares students for management and supervisory positions with commercial kitchens. Course work provides an emphasis in fundamental culinary arts skills and knowledge, quantity food production, cost control and staff supervision.

### Program Note\*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	
HPI 110	HPI 112	HPI 214
HPI 111	HPI 113	HPI 215
HPI 115	HPI 114	
HPI 116	ENG 101	
CIS 200	Gen ed elec	
Gen ed elec		

FALL	SPRING
3rd Semester	4th Semester
HPI 139	HPI 216
HPI 211	HPI 233
ENG 102 or COM 120	HPI 237
MAT 110 or MAT elec	HPI 239
	BUS 106

### Required Program Courses (47 hours)

Cr. Hrs.

HPI 110	Foodservice Sanitation Certification . . . . .	1
HPI 111	Introduction to the Hospitality Industry . . . . .	3
HPI 112	Food Standards and Production I . . . . .	5
HPI 113	Food Service Systems . . . . .	3
HPI 114	Human Resource Management and Supervision . . . . .	3
HPI 115	Menu Management and Design . . . . .	3
HPI 116	Kitchen Basics . . . . .	2
HPI 139	Food Standards and Production II . . . . .	4
HPI 211	Food and Beverage Cost Management Systems . . . . .	4
HPI 214	Hospitality Industry Seminar . . . . .	2
HPI 215	Hospitality Industry Work Experience . . . . .	4
HPI 216	Bar and Beverage Operations . . . . .	3
HPI 233	Hospitality and Travel Marketing . . . . .	3
HPI 237	Food Standards and Production III . . . . .	4
HPI 239	Catering and Food Production . . . . .	3

### Other Required Courses (6 hours)

BUS 106	Business and Organizational Ethics . . . . .	3
CIS 200	Business Computer Systems . . . . .	3

### Required General Education Core Courses (15 hours)

ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3
or COM 120	Interpersonal Communication . . . . .	3
MAT 110	Business Mathematics . . . . .	3
or MAT elective	. . . . .	3
General education electives* . . . . .		6

Total Semester Credit Hours 68

## HOSPITALITY INDUSTRY: FOODSERVICE

Program Code: B.HIF.CER

### Certificate

Minimum graduation requirement —36 semester hours

The Food Service Certificate Program prepares students for supervisory positions in the commercial and institutional food service field by offering specialized courses and industry work experience.

### Suggested Full-time Sequence

FALL	SPRING	SUMMER
<i>1st Semester</i>	<i>2nd Semester</i>	
HPI 110	HPI 112	HPI 214
HPI 111	HPI 113	HPI 215
HPI 115	HPI 114	
HPI 116	CIS 200	
HPI 211	ENG 101	

### Required Program Courses (33 hours) Cr. Hrs.

HPI 110	Foodservice Sanitation Certification . . . . .	1
HPI 111	Introduction to the Hospitality Industry . . . . .	3
HPI 112	Food Standards and Production I . . . . .	5
HPI 113	Food Service Systems . . . . .	3
HPI 114	Human Resource Management and Supervision . . . . .	3
HPI 115	Menu Management and Design . . . . .	3
HPI 116	Kitchen Basics . . . . .	2
HPI 211	Food and Beverage Cost Management Systems . . . . .	4
HPI 214	Hospitality Industry Seminar . . . . .	2
HPI 215	Hospitality Industry Work Experience . . . . .	4
CIS 200	Business Computer Systems . . . . .	3

### Required General Education Core Course (3 hours)

ENG 101	Composition I . . . . .	3
<i>Total Semester Credit Hours</i>		<u>36</u>

## HOSPITALITY INDUSTRY: FOODSERVICE ASSISTANT

Program Code: B.FSA.CER

### Certificate

Minimum graduation requirement —12 semester hours

The Foodservice Assistant certificate is designed to prepare students to work in commercial kitchens. The coursework will provide instruction to help anyone who wishes to enter the culinary arts profession or is seeking advancement in the industry. Completion of the certificate will provide experience in food production, sanitation, and menu planning.

### Suggested Part-time Sequence

FALL	SPRING
<i>1st Semester</i>	<i>2nd Semester</i>
HPI 110	HPI 112
HPI 116	
HPI 139	

### Required Program Courses (12 hours) Cr. Hrs.

HPI 110	Foodservice Sanitation Certification . . . . .	1
HPI 116	Kitchen Basics . . . . .	2
HPI 112	Food Standards and Production I . . . . .	5
HPI 139	Food Standards and Production II . . . . .	4
<i>Total Semester Credit Hours</i>		<u>12</u>

# HOSPITALITY INDUSTRY: FOODSERVICE SANITATION

Program Code: B.FSS.CER

## Certificate

Minimum graduation requirement—1 semester hour

Foodservice sanitation as it applies to every phase of foodservice operations. Emphasizes cleanliness and protection of the health of the public served as well as of the organization's staff. Includes a certification exam that fulfills the state requirements.

<b>Required Program Course (1 hour)</b>		<b>Cr. Hrs.</b>
HPI 110	Foodservice Sanitation Certification . . . . .	1
<i>Total Semester Credit Hours</i>		<u>1</u>

# HOSPITALITY INDUSTRY: HOTEL/MOTEL MANAGEMENT

Program Code: B.HIM.CER

## Certificate

Minimum graduation requirement —31 semester hours

The Hotel/Motel Management Certificate Program prepares students for supervisory positions in hotels, motels, and resorts by offering both specialized courses and industry work experience.

## Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
<i>1st Semester</i>	<i>2nd Semester</i>	
HPI 110	HPI 114	HPI 214
HPI 111	HPI 234	HPI 215
HPI 117	BUS 101	
HPI 231	ENG 101	

## Required Program Courses (28 hours) Cr. Hrs.

HPI 110	Foodservice Sanitation Certification . . . . .	1
HPI 111	Introduction to the Hospitality Industry . . . . .	3
HPI 114	Human Resource Management and Supervision . . . . .	3
HPI 117	Hospitality Managerial Accounting . . . . .	3
HPI 214	Hospitality Industry Seminar . . . . .	2
HPI 215	Hospitality Industry Work Experience . . . . .	4
HPI 230	Housekeeping and Facilities Management . . . . .	3
HPI 231	Front Office Operations . . . . .	3
HPI 234	Hospitality Industry Law . . . . .	3
BUS 101	Introduction to Business . . . . .	3

## Required General Education Core Course (3 hours)

ENG 101	Composition I . . . . .	3
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*Total Semester Credit Hours* 31

# HOSPITALITY INDUSTRY: HOTEL/MOTEL MANAGEMENT

Program Code: B.HIH.AAS

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

Minimum graduation requirement — 65 semester hours

The Hotel/Motel Management Program prepares students for career-track positions in the hotel, motel, and resort field. In addition to a general business foundation, students receive specialized education in front office operations, food and beverage, housekeeping and buildings operation, hospitality marketing, and hospitality industry law.

### Program Note\*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
<i>1st Semester</i>	<i>2nd Semester</i>	
HPI 111	HPI 110	HPI 132
BUS 101	HPI 114	HPI 214
CIS 200	ENG 102 or	HPI 215
ENG 101	COM 120	
	MAT 110 or	
	MAT elec	
	Gen elec	
<i>3rd Semester</i>	<i>4th Semester</i>	
HPI 117	HPI 230	
HPI 211	HPI 233	
HPI 231	HPI 234	
BUS 245	BUS 106	
Gen ed elec	Gen ed elec	

### Required Program Courses (35 hours) Cr. Hrs.

HPI 110	Foodservice Sanitation Certification . . . . .	1
HPI 111	Introduction to the Hospitality Industry . . . . .	3
HPI 114	Human Resource Management and Supervision . . . . .	3
HPI 117	Hospitality Managerial Accounting . . . . .	3
HPI 132	Resort and Event Management . . . . .	3
HPI 211	Food and Beverage Cost Management Systems . . . . .	4
HPI 214	Hospitality Industry Seminar . . . . .	2
HPI 215	Hospitality Industry Work Experience . . . . .	4
HPI 230	Housekeeping and Facilities Management . . . . .	3
HPI 231	Front Office Operations . . . . .	3
HPI 233	Hospitality and Travel Marketing . . . . .	3
HPI 234	Hospitality Industry Law . . . . .	3

### Other Required Courses (15–16 hours)

BUS 101	Introduction to Business . . . . .	3
BUS 106	Business and Organizational Ethics . . . . .	3
BUS 245	Business Communications . . . . .	3
CIS 200	Business Computer Systems . . . . .	3
	General elective . . . . .	3–4

### Required General Education Core Courses (15 hours)

ENG 101	Composition I . . . . .	3
ENG 102	Composition II . . . . .	3
or COM 120	Interpersonal Communication . . . . .	3
MAT 110	Business Mathematics . . . . .	3
or MAT elective	. . . . .	3
	General education electives* . . . . .	6

Total Semester Credit Hours 65–66

# HOSPITALITY INDUSTRY: RESTAURANT MANAGEMENT

Program Code: B.HIR.AAS

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

Minimum graduation requirement — 67 semester hours

The Restaurant Management Program prepares students for career-track positions in the restaurant, catering, and institutional food service field. Specialized courses are offered in quantity food preparation; supervision; food, beverage, and labor cost control; and menu planning in the food service industry.

### Program Note\*

General Education electives are chosen from two of the following categories: communications, social/behavioral sciences, humanities/fine arts, mathematics, physical/life sciences. For more information, see General Education requirements on page 67.

### Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	<i>SUMMER</i>
<i>1st Semester</i>	<i>2nd Semester</i>	
HPI 110	HPI 112	HPI 214
HPI 111	HPI 113	HPI 215
HPI 115	HPI 114	
HPI 116	ENG 101	
CIS 200	MAT 110 or MAT elec	

<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
HPI 117	HPI 216
HPI 139	HPI 233
HPI 211	HPI 234
ENG 102 or COM 120	BUS 106
Gen ed elec	Gen ed elec

### Required Program Courses (46 hours)

	<b>Cr. Hrs.</b>
HPI 110	Foodservice Sanitation Certification . . . . .1
HPI 111	Introduction to the Hospitality Industry . . . . .3
HPI 112	Food Standards and Production I . . . . .5
HPI 113	Food Service Systems . . . . .3
HPI 114	Human Resource Management and Supervision . . . . .3
HPI 115	Menu Management and Design . . . . .3
HPI 116	Kitchen Basics . . . . .2
HPI 117	Hospitality Managerial Accounting . . . . .3
HPI 139	Food Standards and Production II . . . . .4
HPI 211	Food and Beverage Cost Management Systems . . . . .4
HPI 214	Hospitality Industry Seminar . . . . .2
HPI 215	Hospitality Industry Work Experience . . . . .4
HPI 216	Bar and Beverage Operations . . . . .3
HPI 233	Hospitality and Travel Marketing . . . . .3
HPI 234	Hospitality Industry Law . . . . .3

### Other Required Courses (6 hours)

BUS 106	Business and Organizational Ethics . . . . .3
CIS 200	Business Computer Systems . . . . .3

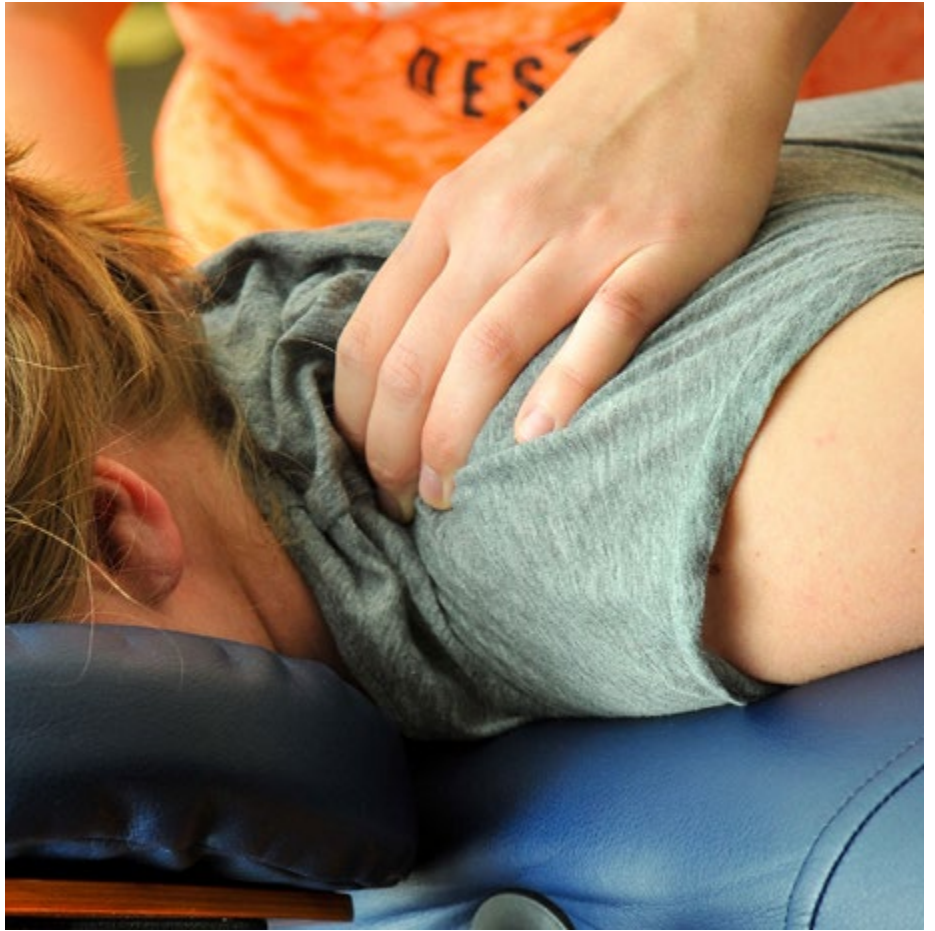
### Required General Education Core Courses (15 hours)

ENG 101	Composition I . . . . .3
ENG 102	Composition II . . . . .3
or COM 120	Interpersonal Communication . . . . .3
MAT 110	Business Mathematics
or MAT elective	. . . . .3
General education electives*	. . . . .6

<i>Total Semester Credit Hours</i>	<i>67</i>
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# health professions

*Carolyn Ragsdale, dean*

*Rachel Delaney, administrative assistant*

*Molly Rittenhouse, administrative assistant*



# Health Professions

L-wing 217/351-2224 • H-wing • 217/353-2760

[www.parkland.edu/hp](http://www.parkland.edu/hp)

Carolyn Ragsdale, dean

Rachel Delaney, administrative assistant

Molly Rittenhouse, administrative assistant

Diane Cousert, assistant dean, nursing and health professions operations

Kim Pankau, department chair

Parkland's Health Professions career programs are designed to give students leading-edge skills in caring for the well being of others, through hands-on training in up-to-date labs, classrooms, area clinics, and local hospitals. Health Professions instructors are professionals in their fields and are required to keep current in their knowledge. All the degree programs and many of the certificate programs are fully accredited and prepare students for transfer, licensing exams, or whatever they need to move ahead in their chosen healthcare fields.

## Selective Admissions Information

Selective admissions information for Dental Hygiene, EMS Paramedic, Practical Nursing, Massage Therapy, Medical Assisting, Nursing, Occupational Therapy Assistant, Radiologic Technologist, Respiratory Care, Surgical Technology, and Veterinary Technology programs:

1. Admission into most Parkland College Health Professions programs is selective, which means that admissions are competitive and programs may have their own admissions criteria and minimum scores for admission. You must be accepted into the program prior to taking any courses in the major. Students are conditionally admitted to all selective admissions programs until all the program requirements are fulfilled by the established deadlines.
2. To determine if your program of interest has selective admission, or if additional admission criteria are used, please see the program page or visit the website for that program. A selective admission "score" is required for most programs.
3. A specialized orientation, called "Get the Facts," is online and is required for all applicants. At the end of the presentation students are directed to take a brief survey. The information in this orientation is extremely important for understanding the selective admission process and how scores are determined.
4. It is strongly recommended that you work closely with an advisor, counselor, or the Health Professions assistant dean, 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.
7. Admission to Parkland College does not guarantee a student's admission into any selective admissions program. Students who have not yet been accepted to the program of their choice will have a major code that begins with the letters AGS (Associate in General Studies) followed by the letters of their major (for

## PROGRAMS

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example DHG, EMT, MSG, NUR, OTA, XRA, RTT, SUR, VTT). Once the student is admitted to the selective admissions program, the program code changes to AAS (Associate in Applied Science) followed by the letters of the major. The same coding process is used for certificate (CER) students.

8. Students seeking admission into a Health Professions program should be aware of the following policies and procedures:
  - a. All biology courses required in Health Professions programs must be taken within 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. 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 State Police background check and drug testing for entrance to clinical sites. The Healthcare Worker Background Check Act list of disqualifying conditions is used to determine eligibility for each program. A positive finding may limit entry to the program, clinical placement, advancement in a program, license to practice, and/or employment. Contact the Illinois Department of Financial and Professional Regulation at 217/785-0800.
  - d. Students are required to have and maintain a current Healthcare Record, TB and immunizations, and all programs (except

Vet Tech) must maintain a current 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.

# DENTAL HYGIENE

Health Career Admissions  
Program Code: G.DHG.AAS

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

Minimum 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 (a specialized accrediting body recognized by the Council on Postsecondary Accreditation), and by the United States Department of Education.

### Program Notes\*

- This is a selective admissions program — students must be admitted into the program before taking DHG courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- To be admitted to the program, students must place into MAT 072 within the past two years, and must place into ENG 101 and college level reading.
- A selective admission score of 2.75 or above must be attained to be considered for admission.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 21-21-26-23; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6.5; 6.5; 7.5-8; 6.
- Optional courses DHG 641 and DHG 642 are vocational skills courses. Credit earned in these courses does not count toward graduation and financial aid may not be available. ALS 196 is an optional course for Board review.

Graduation requirements are as follows:

- Students are required to keep a grade of C or higher in all program courses.
- Students who have been dismissed from a clinical site may receive a clinical failure.
- Clinical and lab courses have specific proficiencies and patient completion requirements that must be met each semester to continue and graduate from the program.
- Students must adhere to all ethical and professional behavioral policies of the American Dental Hygienists' Association Code of Ethics in order to progress and graduate.

## Suggested Full-time Sequence

SUMMER	FALL 1st Semester	SPRING 2nd Semester
BIO 121	DHG 110 DHG 111 DHG 112 DHG 113 DHG 114 BIO 122	DHG 115 DHG 116 DHG 117 DHG 118 DHG 119 BIO 123 COM 103
SUMMER	FALL 3rd Semester	SPRING 4th Semester
DHG 211 DHG 212 DHG 215 DHG 216	DHG 210 DHG 214 DHG 217 DHG 218 DHG 230 DHG 233 ENG 101	DHG 219 DHG 235 DHG 236 DHG 237 DHG 238 ENG 102 PSY 101 SOC 101

## Required Program Courses (50.5 hours) Cr. Hrs.

DHG 110	Applied Head and Neck Anatomy . . . . .	2
DHG 111	Oral and Dental Anatomy . . . . .	2
DHG 112	Dental Histology and Embryology . . . . .	2
DHG 113	Introduction to Prevention . . . . .	1
DHG 114	Pre-Clinic . . . . .	5
DHG 115	Seminar I . . . . .	1
DHG 116	Clinic I . . . . .	2
DHG 117	Dental Radiology I . . . . .	3
DHG 118	Pharmacology for the Dental Hygienist . . . . .	2
DHG 119	Alterations of Oral Structures . . . . .	2
DHG 210	Periodontology . . . . .	2
DHG 211	Local Anesthesia . . . . .	1.5
DHG 212	Dental Materials . . . . .	3
DHG 214	Nitrous Oxide/Oxygen Sedation . . . . .	1
DHG 215	Clinic II . . . . .	2
DHG 216	Seminar II . . . . .	1
DHG 217	Seminar III . . . . .	2
DHG 218	Clinic III . . . . .	4
DHG 219	Clinic IV . . . . .	4
DHG 230	Community Dental Health . . . . .	3
DHG 233	Dietary Analysis and Preventive Counseling . . . . .	2
DHG 235	Seminar IV . . . . .	1
DHG 236	Ethics and Jurisprudence . . . . .	1
DHG 237	Licensure and Transition to Registered Dental Hygienist . . . . .	1

## DENTAL HYGIENE

continued

### Other Required Courses (12 hours)

BIO 121	Anatomy and Physiology I	4
BIO 122	Anatomy and Physiology II	4
BIO 123	Microbiology	4

### Required General Education Core Courses (16 hours)

ENG 101	Composition I	3
ENG 102	Composition II	3
PSY 101	Introduction to Psychology	4
SOC 101	Introduction to Sociology	3
COM 103	Introduction to Public Speaking	3

Total Semester Credit Hours 78.5

### Optional Courses (offered spring semester for second year students)

		Cr. Hrs.
ALS 196	Dental Hygiene Board Exam Prep	2
DHG 641*	Basic Dental Assisting for the Dental Hygienist	2
DHG 642*	Providing Oral Care in the Long Term Care Facility	1

## EMERGENCY MEDICAL SERVICES: EMERGENCY MEDICAL TECHNICIAN (EMT)

Health Career Admissions  
Program Code: G.EMA. CER

### Certificate

Minimum graduation requirement — 5 semester hours

The Emergency Medical Technician (EMT) course prepares the student to provide pre-hospital assessment and care for patients of all ages with a variety of medical conditions and traumatic injuries. Areas of study include an introduction to emergency medical services systems, roles and responsibilities of an EMT, anatomy and physiology, medical emergencies, trauma, special considerations for working in the pre-hospital setting, and providing patient transport.

The EMT course meets the National Standard Curriculum provided by the National Department of Transportation, and/or the 2009 National Emergency Medical Services Education Standards provided by the National Association of State EMS Officials. This course prepares the student to take the State of Illinois EMT license examination or the National Registry of Emergency Medical Technician examination.

### Program Notes

- 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% or higher final grade to qualify to take the EMT licensing examination.

### Required Program Courses (5 hours) Cr. Hrs.

EMS 110	Emergency Medical Technician	5
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Total Semester Credit Hours 5

# EMERGENCY MEDICAL SERVICES: PARAMEDIC

Health Career Admissions  
Program Code: G.EMT.CER

## Certificate

Minimum graduation requirement — 29 semester hours

The EMS-Paramedic Certificate Program prepares students to practice as an advanced EMS provider with opportunities for increased responsibility. The students will achieve competencies in the cognitive, psycho-motor, and affective domains from didactic instruction, classroom lab skills, and actual clinical application with patient contacts under the supervision of a trained pre-hospital and hospital preceptor. Students will learn to administer medication, start intravenous lines, interpret EKG rhythm strips, and deliver the appropriate interventions, as well as to administer many other advanced life support procedures.

The EMS-Paramedic Program meets the National Standard Curriculum provided by the 2009 National Emergency Medical Services Education Standards provided by the National Association of State EMS Officials. Graduates are eligible to take the Illinois EMT-Paramedic license examination and/or the National registry for Emergency Medical technicians Paramedic examination.

## Program Notes

This is a selective admissions program—students must be admitted into the program before taking EMS courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- To be admitted to the program, students must place into MAT 060 within the past two years, and place into ENG 099 and college level reading.
- 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 1st Semester	SUMMER	FALL 2nd Semester	SPRING 3rd Semester
EMS 111	EMS 113	EMS 114	EMS 115 EMS 238

## Required Program Courses (29 hours)

EMS 111	Foundations of Paramedicine.....	4
EMS 113	Paramedic I.....	8
EMS 114	Paramedic II.....	8.5
EMS 115	Paramedic III.....	6
EMS 238	Paramedic Field Internship.....	2.5
<i>Total Semester Credit Hours</i>		<u>29</u>



# EMERGENCY MEDICAL SERVICES: PARAMEDIC

Health Career Admissions  
Program Code: G.EMT.AAS

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

Minimum graduation requirement — 60 semester hours

The EMS-Paramedic A.A.S. Program prepares students to practice as an advanced EMS provider with opportunities for increased responsibility. Students will achieve competencies in the cognitive, psycho-motor, and affective domains from didactic instruction, classroom lab skills, and actual clinical application with patient contacts under the supervision of a trained pre-hospital and hospital preceptor. Students will learn to administer medication, start intravenous lines, interpret EKG rhythm strips, and deliver the appropriate interventions, as well as to administer many other advanced life support procedures.

The EMS-Paramedic Program meets the National Standard Curriculum provided by the 2009 National Emergency Medical Services Educational Standards provided by the National Association of State EMS Officials. Graduates are eligible to take the Illinois EMT-Paramedic license examination and/or the National Registry for Emergency Medical Technicians Paramedic examination.

### Program Notes

This is a selective admissions program—students must be admitted into the program before taking EMS courses. See the selective admissions page for more information regarding admission, progression, and graduation.

- To be admitted to the program, students must place into MAT 072 within the past two years, and place into ENG 101 and college level reading.
- 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. military of six months of full-time employment in the role of an EMT.
  - Completion of EMS 138, EMT Work Practicum.
- Students must complete the overall program with an 80% to qualify to take the National or State licensure exam. In order to successfully complete and graduate from the Parkland College Paramedic Program, the student must fulfill the following:
  - All classroom and clinical requirements.
  - Achieve an 80% average on all quizzes, homework, and exams.
  - Have satisfactory attendance (no more than 10 percent of the total scheduled hours missed for any reason).
  - Satisfactory evaluation on clinical experiences.
  - Satisfactory rating on all practical examinations.
  - Satisfactory completion of field internship.
  - Maintain compliance with all the policies outlined for the Paramedic Program.
  - 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](http://www.caahep.org); CoAEMSP, 8301 Lakeview Pkwy, Suite 111-312, Rowlett TX 75088, 214/703-8445, FAX 214/703-8992, [www.coaemsp.org](http://www.coaemsp.org).

## FIRE SERVICE TECHNOLOGY CERTIFICATES

### Suggested Full-time Sequence

<p><i>FALL</i> 1st Semester</p> <p>EMS 110 BIO 111 or CHE 106 ENG 101 PSY 101 EMS 138</p>	<p><i>SPRING</i> 2nd Semester</p> <p>EMS 111 COM 103 or COM 120 or COM 205 PSY 209</p>	<p><i>SUMMER</i></p> <p>EMS 113</p>
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<p><i>FALL</i> 3rd Semester</p> <p>EMS 114 Elective</p>	<p><i>SPRING</i> 4th Semester</p> <p>EMS 115 EMS 238 Elective</p>
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### Required Program Courses (37 hours) Cr. Hrs.

EMS 110	Emergency Medical Technician .....	5
EMS 111	Foundations of Paramedicine.....	4
EMS 113	Paramedic I .....	8
EMS 114	Paramedic II .....	8.5
EMS 115	Paramedic III .....	6
EMS 138	EMT Work Practicum .....	3
EMS 238	Paramedic Field Internship .....	2.5

### Required General Education Core Courses (17 hours)

BIO 111	Basic Anatomy and Physiology	
or CHE 106	Chemistry for the Health Professions .....	4
COM 103 or COM 120 or COM 205	.....	3
ENG 101	Composition I .....	3
PSY 101	Introduction to Psychology.....	4
PSY 209	Human Growth and Development .....	3

### General Electives (6 hours)

General Electives .....	6
<i>Total Semester Credit Hours</i>	60

### BASIC OPERATIONS FIREFIGHTER I

*Program Code: G.BOF.CER*

#### Certificate

*Minimum graduation requirement — 9 semester hours*

This Fire Service Technology Certificate Program prepares the student to become a Basic Operations Firefighter I.

#### Suggested Sequence

<p><i>FALL</i> 1st Semester</p> <p>FST 116</p>	<p><i>SPRING</i> 2nd Semester</p> <p>FST 132</p>	<p><i>FALL</i> 3rd Semester</p> <p>FST 152</p>
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### 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>	9
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### FIRE OFFICER I

*Program Code: G.FST.CER*

#### Certificate

*Minimum graduation requirement — 15 semester hours*

This Fire Service Technology Certificate Program prepares the student to function as a Fire Officer I.

#### Suggested Sequence

<p><i>FALL</i> 1st Semester</p> <p>FST 114 FST 118</p>	<p><i>SPRING</i> 2nd Semester</p> <p>FST 112 FST 115</p>	<p><i>FALL</i> 3rd Semester</p> <p>FST 212</p>
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### Required Program Courses (15 hours) Cr. Hrs.

FST 112	Command Officer Management I .....	3
FST 114	Fire Prevention Principles .....	3
FST 115	Fire Fighting Tactics .....	3
FST 118	Fire Service Instructor I .....	3
FST 212	Command Officer Management II.....	3

<i>Total Semester Credit Hours</i>	15
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## FIRE SERVICE TECHNOLOGY

Program Code: G.FST.AAS

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

Minimum graduation requirement — 60 semester hours

The program is designed to provide the student with the training and education required of a fire service professional.

#### Program Note

Students intending to transfer to SIU, WIU, or another university should consult with their program advisor. Typically, substitutions are as follows: COM 103 for COM 120, MAT 108 for MAT 131, PHY 121 for PHY 112.

#### Suggested Full-time Sequence

FALL	SPRING	FALL	SPRING
1st Semester	2nd Semester	3rd Semester	4th Semester
FST 114	FST 112	FST 152	FST 110
FST 116	FST 115	FST 250	FST 117
FST 118	FST 132	EMS 110	FST 212
ENG 101	COM 120	PSY 101	FST 216
PHY 112	FST elec		MAT 131

#### Required Program Courses (43 hours) Cr. Hrs.

EMS 110	Emergency Medical Technician	5
FST 110	Work Experience I	1
FST 112	Command Officer Management I	3
FST 114	Fire Prevention Principles	3
FST 115	Fire Fighting Tactics	3
FST 116	Basic Operations Firefighter I	3
FST 117	Pump Operator	3
FST 118	Fire Service Instructor I	3
FST 132	Basic Operations Firefighter II	3
FST 152	Basic Operations Firefighter III	3
FST 212	Command Officer Management II	3
FST 216	Advanced Technician Firefighter	4
FST 250	Fire and Emergency Management Computer Systems	3
FST electives		3
	Choose from FST 111, FST 210, FST 215, FST 218, FST 234, FST 235, FST 251, or FST 253.	

#### Required General Education Core Courses (17 hours)

COM 120	Interpersonal Communication	3
ENG 101	Composition I	3
MAT 131	Applied Mathematics	4
PHY 112	Applied Physics: Heat and Electricity	3
PSY 101	Introduction to Psychology	4

Total Semester Credit Hours 60

## LIFE SAVING SKILLS CERTIFICATES

### ADVANCED CARDIAC LIFE SUPPORT (ACLS)

Program Code: G.ACL.CER

#### Certificate

Minimum graduation requirement — 1 semester hour

The Advanced Cardiac Life Support certificate provides advanced training for the student who plans to work in the critical care area of cardiac life support and has completed the first year of a Health Professions program, has satisfied, or will have satisfied all other educational requirements for licensure prior to applying for this certificate.

#### Program Note

Meet with the course faculty to determine specific eligibility.

#### Required Program Course (1 hour) Cr. Hrs.

LSS 211	Advanced Cardiac Life Support (ACLS)	1
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Total Semester Credit Hours 1

### APPLIED ELECTROCARDIOGRAPHY

Program Code: G.AKG.CER

#### Certificate

Minimum graduation requirement — 1 semester hour

The Applied Electrocardiography certificate provides training for the student who plans to work in an office that provides care to patients with cardiac diagnoses. Students must be enrolled in or have completed Medical Assisting certificate program, or have the permission of the faculty.

#### Program Note

Meet with the course faculty to determine specific eligibility.

#### Required Program Course (1 hour) Cr. Hrs.

HCS 173	Applied Electrocardiography	1
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Total Semester Credit Hours 1

### DYSRHYTHMIA (EKG) CERTIFICATION

Program Code: G.EKG.CER

#### Certificate

Minimum graduation requirement — 3 semester hours

The Dysrhythmia (EKG) Certification certificate provides advanced cardiac strip interpretation training for the student who plans to work in a cardiac or critical care area and will be responsible for cardiac strip interpretation and documentation. The student must have completed the first year of a Health Professions program, and has satisfied, or will have satisfied all other educational requirements for licensure prior to applying for this certificate.

#### Program Note

Meet with the course faculty to determine specific eligibility.

#### Required Program Course (3 hours) Cr. Hrs.

LSS 210	Dysrhythmia (EKG) Certification	3
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Total Semester Credit Hours 3

# MASSAGE THERAPY

Health Career Admissions  
Program Code: G.MSG.AAS

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

Minimum graduation requirement — 60 semester hours

The Massage Therapy 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, high ethical conduct, and continuing education. This program is designed for part-time or full-time students to attend during the day or evenings and weekends.

### Program Notes

- This is a selective admissions program—students must be admitted into the program before taking MSG courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- Placement into ENG 101 and college level reading is required for admission to the program. Students should see an academic advisor for guidance through the application process.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 15-15-18-15; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6-6-6-5.
- BIO 111 online or hybrid courses are not accepted.
- A scoring rubric will be applied for all applicants, and the most qualified students will be admitted. Selection criteria include grade point average, certificate/degree completion, biology completion, and biology grade.

Graduation requirements are as follows:

- The ability to give an effective full body Swedish Massage in 60 minutes.
- Completion of 30 hours of massage clinicals.
- Meet all ethical and behavioral requirements of the Professional/AMTA Code of Ethics and the program.

### Suggested Sequence

SUMMER	FALL	SPRING
	1st semester	2nd Semester
BIO 111	MSG 111	MSG 113
	MSG 112	MSG 114
	MSG 119	MSG 131
	ENG 101	PSY 101

EARLY SUMMER	SUMMER	FALL	SPRING
		3rd semester	4th semester
MSG 115	MSG 117	COM 120	KIN 181 or 186
	MSG 132	PSY 209	Electives
		Electives	

## Required Program Courses

### (30 hours)

Cr. Hrs.

MSG 111	Introduction to Massage Therapy.....	1.5
MSG 112	Massage Therapy I.....	4
MSG 113	Pathology for Massage Therapists.....	3
MSG 114	Massage Therapy II.....	6.5
MSG 115	Business Practices and Ethics.....	3
MSG 117	Massage Therapy III.....	4
MSG 119	Musculoskeletal Anatomy for Massage Therapy.....	3
MSG 131	Clinical Practicum I.....	2
MSG 132	Clinical Practicum II.....	1
KIN 181	Health Education.....	2
or KIN 186	Introduction to Human Movement.....	2

## Required General Education Core Courses

### (17 hours)

BIO 111	Basic Anatomy and Physiology.....	4
COM 120	Interpersonal Communication.....	3
ENG 101	Composition I.....	3
PSY 101	Introduction to Psychology.....	4
PSY 209	Human Growth and Development.....	3

## General Electives (13 hours)

Choose from:

BIO 104	Environmental Biology.....	4
BIO 120	Fundamentals of Nutrition.....	3
BUS 117	Introduction to Entrepreneurship.....	3
BUS 204	The Legal Environment of Business.....	3
COM 121	Introduction to Advertising.....	3
COM 122	Introduction to Public Relations.....	3
HCS 154	Medical Terminology.....	3
KIN 181	Health Education.....	2
KIN 186	Introduction to Human Movement.....	2
MGT 101	Principles of Management.....	3
MGT 112	Human Resource Management.....	3
MGT 113	Human Relations in the Workplace.....	3
MSG 110	Careers in Massage Therapy.....	1
PSY 107	Human Sexuality.....	3
PSY 207	Introduction to Child Psychology.....	3
PSY 225	Death and Dying.....	3
SOC 101	Introduction to Sociology.....	3

Total Semester Credit Hours

60

# MASSAGE THERAPY

Health Career Admissions  
Program Code: G.MSG.CER

## Certificate

Minimum graduation requirement — 39 semester hours

The Massage Therapy certificate trains students in basic therapeutic massage techniques to educate them about the human body and the physiological effects of massage on the body, to prepare them for their role in the health care community, and to promote professionalism, caring, high ethical conduct, and continuing education. This program is designed for part-time students to attend during the day or evenings and weekends.

## Program Notes

- This is a selective admissions program — students must be admitted into the program before taking MSG courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- Placement into ENG 101 and college level reading is required for admission to the program. Students should see an academic advisor for guidance through the application process.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 15-15-18-15; *or*
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6-6.5-6.5-5.
- A scoring rubric will be applied for all applicants, and the most qualified students will be admitted. Selection criteria include grade point average, certificate/degree completion, biology completion, and biology grade.
- BIO 111 online or hybrid courses are not accepted.
- Completion of MSG 110, Careers in Massage Therapy, is strongly recommended prior to admission.

Graduation requirements are as follows:

- The ability to give an effective full body Swedish Massage in 60 minutes.
- Completion of 30 hours of massage clinicals.
- Meet all ethical and behavioral requirements of the Professional/AMTA Code of Ethics and the program.

## Suggested Sequence

SUMMER	FALL 1st Semester	SPRING 2nd Semester
BIO 111	MSG 111 MSG 112 MSG 119 ENG 101	MSG 113 MSG 114 MSG 131 PSY 101

EARLY SUMMER	SUMMER
MSG 115	MSG 117 MSG 132

## Required Program Courses (28 hours) Cr. Hrs.

MSG 111	Introduction to Massage Therapy.....	1.5
MSG 112	Massage Therapy I.....	4
MSG 113	Pathology for Massage Therapists.....	3
MSG 114	Massage Therapy II.....	6.5
MSG 115	Business Practices and Ethics.....	3
MSG 117	Massage Therapy III.....	4
MSG 119	Musculoskeletal Anatomy for Massage Therapy.....	3
MSG 131	Clinical Practicum I.....	2
MSG 132	Clinical Practicum II.....	1

## Required General Education Core Courses (11 hours)

BIO 111	Basic Anatomy and Physiology.....	4
ENG 101	Composition I.....	3
PSY 101	Introduction to Psychology.....	4

Total Semester Credit Hours 39

# MASSAGE THERAPY: FAST TRACK CERTIFICATE

Health Career Admissions  
 Program Code: G.MTR.CER

## Certificate

Minimum graduation requirement — 27 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 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 into ENG 101 and college level reading is required for admission to the program. Students should see an academic advisor for guidance through the application process.
- Students who are non-native speakers of English must establish English proficiency through:
  - Minimum TOEFL iBT scores in reading, listening, speaking, and writing: 15-15-18-15; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6-6.5-6.5-5.
- A scoring rubric will be applied for all applicants, and the most qualified students will be admitted. Selection criteria include grade point average and certificate/degree completion.

Graduation requirements are as follows:

- The ability to give an effective full body Swedish Massage in 60 minutes.
- Completion of 30 hours of massage clinicals.
- Meet all ethical and behavioral requirements of the Professional/ AMTA Code of Ethics and the program.

## Suggested Sequence

FALL 1st Semester	SPRING 2nd Semester
MSG 112	MSG 113
MSG 116	MSG115
MSG 118	MSG 131
MSG 119	MSG 132

## Required Program Courses (27 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 for Massage Therapists .....	3
MSG 117	Massage Therapy III.....	4
MSG 118	Advanced Massage Techniques and Assessment .....	4
MSG 119	Musculoskeletal Anatomy for Massage Therapy.....	3
MSG 131	Clinical Practicum I .....	2
MSG 132	Clinical Practicum II.....	1
<i>Total Semester Credit Hours</i>		<u>27</u>

# MEDICAL ASSISTING

Health Career Admissions  
Program Code: G.MAS.CER

## Certificate

Minimum graduation requirement — 25 semester hours

The Medical Assisting program prepares students to act as a liaison between the physician and the patient. Medical assistants are skilled healthcare workers who demonstrate their knowledge in both clinical and administrative areas. In the administrative area, typical tasks include medical records management, and patient scheduling. Clinical tasks include taking vital signs, EKGs, venipuncture, administering medications and immunizations, sterile instrumentation, and point of care testing. Medical assistants primarily work in outpatient settings but may work in hospitals, medical billing companies, or any place office skills and medical knowledge merge. The Medical Assisting Program is approved by the American Registry of Medical Assistants, [www.arma-cert.org](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.

## Program Notes

- This is a selective admissions program. Students are admitted in the fall semester only. See the selective admissions information page for information regarding admission, progression, and graduation.
- To be admitted to the program, students must place into MAT 072 within the past two years, and must place into ENG 101 and CCS 099.
- 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.
- A scoring rubric for admission into the program will be used that awards points for completion with a C or higher of each of the following courses: HCS 151, HCS 154, HCS 155, HCS 173, HCS 174, COM 103 or 120. Students should contact the program director for more information.
- Students must complete the program in four sequential semesters. A student who has been out of the program more than two years after completing MAS 135/137 will need to meet with the program director, reapply for selective admissions, and reassess competency in all MAS courses through cognitive and/or psychomotor evaluations.
- To remain in the program and graduate, students must complete all required program courses with a C or higher in each course and maintain a 2.5 PGPA and follow all program ethical criteria as outlined in the student handbook, as well as all standards of conduct established by Parkland College and the clinical practice agency.

## Suggested Full-time Sequence

1st Semester	2nd Semester	3rd Semester
MAS 116	MAS 156	MAS 170
MAS 135	MAS 158	HCS elec
HCS 154	HCS 151	
HCS 174	HCS 155	
COM 103 or COM 120	HCS 173	

## Suggested Part-time Sequence

Before admission into the program

1st Semester	2nd Semester
HCS 154	HCS 151
HCS 174	HCS 155
COM 103 or COM 120	HCS 173

After admission into the program

1st Semester	2nd Semester	3rd Semester
MAS 116	MAS 156	MAS 170
MAS 135	MAS 158	HCS Elective

## Required Program Courses (21 hours) Cr. Hrs.

HCS 151	Health Care Records Management	2
HCS 154	Medical Terminology	3
HCS 155	Pharmacology for Allied Health	2
HCS 173	Applied Electrocardiography	1
HCS 174	Legal Issues in Health Care	1
MAS 116	Point of Care Testing	1
MAS 135	Introduction to Medical Assisting	4
MAS 156	Aseptic Technique	2
MAS 158	Administration of Medication	2
MAS 170	Medical Assisting Practicum	3

## Required General Education Core Courses (3 hours)

COM 103 or COM 120	Introduction to Public Speaking Interpersonal Communication	3
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## Electives (1–4 hours)

HCS 136	Basic Topics in Healthcare	1-4
HCS 150	Complementary Alternative Therapies in Health Care I	3
HCS 153	Phlebotomy Skills	1
HCS 172	Special Project for Medical Assistants	1
HCS 236	Advanced Topics in Healthcare	1-4

Total Semester Credit Hours 25–28

# MEDICAL ASSISTING: ACCELERATED CAREER (CNA TO CMA BRIDGE)

Health Career Admissions

Program Code: G.MAS.CER.BRDG

## Certificate

Minimum graduation requirement — 12 semester hours

The Medical Assisting Accelerated Career provides an opportunity for qualified certified nursing assistants to enter the medical assisting field. The program is an accelerated curriculum that will prepare graduating students to function in the role of a Medical Assistant who will veave act as a liaison between the physician and the patient. Medical assistants are skilled healthcare workers who demonstrate their knowledge in both clinical and administrative areas. In the administrative area, typical tasks include medical records management and patient scheduling. Clinical tasks include taking vital signs, EKGs, venipuncture, administering medications and immunizations, sterile instrumentation, and point of care testing. Medical assistants primarily work in outpatient settings but may work in hospitals, medical billing companies, or any place office skills and medical knowledge merge. The Medical Assisting Program is approved by the American Registry of Medical Assistants, [www.arma-cert.org](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.

## Program Notes

- Applicants must be currently employed as a certified nurse assistant and in good standing with the Illinois Department of Public Health (IDPH).
- To be admitted to the program, students must place into MAT 072 within the past two years, and must place into ENG 101 and CCS 099, and/or approval of program director.
- Applicants must be recommended by the employer and show evidence of having worked at least 300 hours as a CNA with a letter of verification from an employer.
- Students will obtain externship assignment through their employer. Employer must be able to provide all applicable administrative and clinical medical assistant skills and competencies within the scope and practice of a CMA.
- Students must complete the program in two sequential semesters. A student who has been out of the program more than 2 years after completing MAS 135/137 will need to meet with the program director, reapply for selective admissions, and reassess competency in all MAS courses through cognitive and/or psychomotor evaluations.
- To remain in the program and graduate, students must complete all required program courses with a C or higher in each course and maintain a 2.50 GPA and follow all program ethical criteria as outlined in the student handbook, as well as all standards of conduct established by Parkland College and the clinical practice agency.

## Suggested Full-time Sequence

1st Semester	2nd Semester
MAS 116	HCS 173
MAS 137	MAS 156
HCS 151	MAS 158
HCS 155	
HCS 174	

Required Program Courses (12 hours)		Cr. Hrs.
HCS 151	Health Care Records Management.....	2
HCS 155	Pharmacology for Allied Health.....	2
HCS 173	Applied Electrocardiography.....	1
HCS 174	Legal Issues in Health Care.....	1
MAS 116	Point of Care Testing.....	1
MAS 137	Medical Assisting Accelerated.....	1
MAS 156	Aseptic Technique.....	2
MAS 158	Administration of Medication.....	2
<i>Total Semester Credit Hours</i>		<b>12</b>



## MEDICAL ASSISTING: CAREER ADVANCEMENT

Health Career Admissions  
Program Code: G.CMA.CER

### Certificate

Minimum graduation requirement — 4 semester hours

The Medical Assisting career advancement certificate program prepares students who are currently working in the medical assisting field. The courses are selected to meet specific employer needs in preparing experienced medical office assistants for national certification. A completion of 4–6 HCS credits are required to achieve the certificate. The Medical Assisting program is approved by the American Registry of Medical Assistants, [www.arma-cert.org](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.

### Program Notes

- Students must be currently employed as medical office assistants.
- Students must be recommended by their employer.
- Students must maintain the following for progression and graduation: a 2.5 PGPA and a grade of C or higher in all program courses.

### Suggested Part-time Sequence

The sequence of courses will be determined based on request from the employer and semester section offerings.

### Required Program Courses (choose at least 4 hours)

	Cr. Hrs.
HCS 136 Basic Topics in Health Care . . . . .	1–4
HCS 150 Complementary Alternative Therapies in Health Care I . . . . .	3
HCS 153 Phlebotomy Skills . . . . .	1
HCS 154 Medical Terminology . . . . .	3
HCS 155 Pharmacology for Allied Health . . . . .	2
MAS 156 Aseptic Technique . . . . .	2
MAS 158 Administration of Medication . . . . .	2
MAS 170 Medical Assisting Practicum . . . . .	3
HCS 173 Applied Electrocardiography . . . . .	1
HCS 174 Legal Issues in Health Care . . . . .	1
HCS 236 Advanced Topics in Health Care . . . . .	1–4

Total Semester Credit Hours

4–6

## MEDICAL LABORATORY TECHNOLOGY

Program Code: G.MLT.CER  
Minimum graduation requirement — 75 semester hours

The Medical Laboratory Technology Program is a sequence of courses and clinical practicum experiences that prepares students for technician positions in medical laboratories and related businesses and industries. Learning opportunities develop academic, technical, and professional knowledge and skills required for job acquisition, retention, and advancement. Working in cooperation with Kankakee Community College, students may complete the general education course work at Parkland College. Graduates of this program are eligible to take the national registry examination given by the American Society of Clinical Pathologists (ASCP) and other certifying agencies.

Medical Laboratory Technology graduates are prepared to enter medical technology/medical laboratory science bachelor's degree programs at selected state universities with junior status.

The program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Road, Suite 720, Rosemont, IL 60018, 773/714-8880.

Students must apply to and be accepted into the Medical Laboratory Technology program at Kankakee Community College. The MEDT courses from Kankakee will be offered in an online hybrid format with the exception of lab work. Students meet every two weeks.

For more information, call Parkland College, 217/353-2760, or Kankakee Community College, 815/802-8500, or email [advising@kcc.edu](mailto:advising@kcc.edu).

### Program Notes

- Students must maintain a C or higher in all courses.
- Students must have a physical exam, criminal background check without any disqualifying convictions, and a negative drug screen to enter this program.
- Please contact Glenda Forneris at 815/802-8835 or [gforneris@kcc.edu](mailto:gforneris@kcc.edu).

## MEDICAL LABORATORY TECHNOLOGY

continued

### Parkland College Course Work (37 hours)

BIO 121	Anatomy and Physiology I	4
BIO 122	Human Anatomy and Physiology II	4
BIO 123	Microbiology	4
BIO 141	Principles of Biology I	5
CHE 101	General Chemistry I	5
CHE 102	General Chemistry II	5
ENG 101	Composition I	3
ENG 102	Composition II	3
PSY 101	Introduction to Psychology	4

### Kankakee Community College Course Work (38 hours)

MEDT 1014	Medical Laboratory Skills	4
MEDT 1104	Urinalysis & Immunology	4
MEDT 1224	Blood Bank	4
MEDT 1124	Hematology and Coagulation	4
MEDT 2044	Clinical Microbiology	4
MEDT 2214	Clinical Chemistry	4
MEDT 2316	Clinical Practicum I	6
MEDT 2326	Clinical Practicum II	6
MEDT 2462	Med Lab Tech Seminar	2

Total Semester Credit Hours 75

## NURSE ASSISTANT

Program Code: GNAS CER

The Basic Nursing Assistant Training Program prepares students to care for patients under the direct supervision of a licensed nurse in a long-term care facility, a hospital, assisted living facility, or in the home. The program is approved by the Illinois Department of Public Health, [www.idph.state.il.us/nar/home.htm](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

To register for NAS 111, students must:

- Place into MAT 060 within the past two years, and must place into 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: 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 [www.parkland.edu/academics/departments/health/nurseasst.aspx](http://www.parkland.edu/academics/departments/health/nurseasst.aspx) for more information. For a list of disqualifying convictions and waiver information refer to [www.idph.state.il.us/nar/home.htm](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% C or higher in lecture
- Pass the final exam for lecture portion with a 75% 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/academics/departments/health/nurseasst.aspx](http://www.parkland.edu/academics/departments/health/nurseasst.aspx).
- Have a valid social security number to attend clinical and sit for the state exam.

### Certificate

NAS 111	Basic Nursing Assistant Training Program	6
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Total Semester Credit Hours 6

# NURSING

Health Career Admissions  
Program Code: G.NUR.AAS

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

Minimum graduation requirement — 68 semester hours

The Associate Degree Nursing Program prepares the student to practice nursing at a beginning level, such as a staff nurse position in health care facilities including hospitals, extended care facilities, clinics, and other community agencies. The program integrates practice and theory and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, 404/975-5000.

Graduates are eligible to take the R.N. license examination (NCLEX-RN). Students considering application to the Nursing program need to be aware of background check and potential legal limitations.

### Program Notes

- This is a selective admissions program—students must be admitted into the program before taking NUR courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- To be admitted to the program, students must place into MAT 108 (Introduction to Applied Statistics) within the past two years, or have taken college level math within the past five years. Developmental math expires in two years. Students also must place into ENG 101 (Composition I) and college level reading or have successfully completed college level English.
- A selective admissions score of 2.75 or above must be attained in order 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: 20-22-26-20; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6.5-6.5-8-5.5.
- Applicants to the program must take the Kaplan Online Admissions Exam in order to be considered for admission.
- Once admitted, students must complete the program and graduate within six semesters maximum.
- No more than 11 credit hours of NUR courses with a clinical component may be taken in any one semester (5 hours in summer).
- To remain in the program and graduate, students are required to keep a 2.5 minimum program GPA, attain a C or higher in all nursing program courses, successfully pass all clinical and lab requirements as specified in course syllabus and core competencies, complete the required standardized testing requirements as stated in each course syllabus, maintain Parkland College Code of Conduct, and the ANA Code of Ethics, and demonstrate Level 4 behavior and competencies as defined in the Core Clinical Competencies document in the program handbook.

## 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 (37 hours)

	Cr. Hrs.
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	Community Health Nursing . . . . . 3
NUR 258	Medical-Surgical Nursing III. . . . . 5

### Other Required Courses (12 hours)

BIO 121	Anatomy and Physiology I . . . . . 4
BIO 122	Anatomy and Physiology II . . . . . 4
BIO 123	Microbiology . . . . . 4

### Required General Education Core Courses (19 hours)

ENG 101	Composition I . . . . . 3
ENG 102	Composition II . . . . . 3
PSY 101	Introduction to Psychology . . . . . 4
PSY 209	Human Growth and Development . . . . . 3
SOC 101	Introduction to Sociology . . . . . 3
	Humanities/Fine Arts elective . . . . . 3

Total Semester Credit Hours 68

# NURSING: LPN ADVANCED PLACEMENT (LPN TO ADN BRIDGE)

Health Career Admissions

Program Code: G.NUR.AAS.BRDG.LPN

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

Minimum graduation requirement — 40 semester hours

The Associate Degree Nursing Program prepares the student to practice nursing at a beginning level, such as a staff nurse position in health care facilities including hospitals, extended care facilities, clinics, and other community agencies. The program integrates practice and theory and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, 404/975-5000.

Graduates are eligible to take the RN license examination (NCLEX-RN). Students considering application to the Nursing program need to be aware of background check and potential legal limitations.

### Program Notes

- The LPN to ADN Bridge Program operates when there are enough qualified candidates to offer the class. Otherwise students will need to complete the classes in the RN sequence. Applicants must be graduates of a state-approved Licensed Practical Nursing program or in their last semester of the program with a license or be eligible for a license in the State of Illinois.
- This is a selective admissions program — students must follow all the rules for admission to the ADN program, and be admitted to the ADN program before taking any NUR classes. See the selective admissions page for more information regarding admission, progression, and graduation.
- To be admitted to the program, students must place into MAT 108 (Introduction to Applied Statistics) within the past two years, or have taken college level math within the past five years. Developmental math expires in two years. Students also must place into ENG 101 (Composition I) and college level reading or have successfully completed college level English.
- A selective admissions score of 2.75 or above must be attained in order 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: 20-22-26-20; or
  - Minimum IELTS scores in reading, listening, speaking, and writing: 6.5-6.5-8-5.5.
- Applicants to the program must take the Kaplan Online Admissions Exam in order to be considered for admission.
- Once admitted, students must complete the program and graduate within a maximum of 4 semesters. At least one nursing course with a clinical component or lab must be taken each semester to remain in the program.
- To remain in the program and graduate, students are required to keep a C or higher in all courses required by the program, 2.50 minimum program GPA, and C or higher in all nursing program courses, successfully pass all clinical

and lab requirements as specified in course syllabus and core competencies, and complete the required standardized testing requirements as stated in each course syllabus, maintain Parkland College Code of Conduct, the ANA Code of Ethics, and demonstrate Level 4 behavior and competencies as defined in the Core Clinical Competencies document in the program handbook.

### Suggested Full-time Sequence

#### The following must be completed before admission:

BIO 121  
ENG 101  
PSY 101

#### Once admitted to the program:

1st Level	2nd Level	3rd Level
NUR 151	NUR 255	NUR 215
NUR 210	BIO 123	NUR 257
BIO 122	SOC 101	NUR 258
	PSY 209	ENG 102
		Hum/FA elec

### Suggested Part-time Sequence

#### The following must be completed before admission:

BIO 121	BIO 122	BIO 123
ENG 101	ENG 102	SOC 101
PSY 101	PSY 209	Hum/FA elec

#### Once admitted to the program:

1st Level	2nd Level
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 (20 hours)

NUR 151	Mental Health	4
NUR 210	LPN Bridge	3
NUR 215	Leadership in Nursing	1
NUR 255	Surgical Nursing II	4
NUR 257	Community Health Nursing	3
NUR 258	Medical-Surgical Nursing III	5

### Other Required Courses (8 hours)

BIO 122	Anatomy and Physiology II	4
BIO 123	Microbiology	4

### Required General Education Core Courses (12 hours)

ENG 102	Composition II	3
PSY 209	Human Growth and Development	3
SOC 101	Introduction to Sociology	3
Humanities/Fine Arts elective		3

Total Semester Credit Hours 40

# NURSING: PARAMEDIC ADVANCED PLACEMENT (PARAMEDIC TO ADN BRIDGE)

Health Career Admissions

Program Code: G.NUR.AAS.BRDG.EMT

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

Minimum graduation requirement — 48 semester hours

The Associate Degree Nursing Program prepares the student to practice nursing at a beginning level, such as a staff nurse position in health care facilities including hospitals, extended care facilities, clinics, and other community agencies. The program integrates practice and theory and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, 404/975-5000.

Graduates are eligible to take the RN license examination (NCLEX-RN). Students considering application to the Nursing Program need to be aware of background check and potential legal limitations.

### Program Notes

- The Paramedic to ADN Bridge Program operates when there are enough qualified candidates to offer the classes. Otherwise students will need to complete the classes in the RN sequence. Applicants must be graduates of a state-approved EMS-Paramedic Program with a license or eligible for a license in the State of Illinois.
- This is a selective admissions program — students must follow all the rules for admission to the ADN program, and be admitted to the ADN program before taking any NUR classes. See the selective admissions page for more information regarding admission, progression, and graduation.
- To be admitted to the program, students must place into MAT 108 (Introduction to Applied Statistics) within the past two years, or have taken college level math within the past five years. Developmental math expires in two years. Students also must place into ENG 101 (Composition I) and college level reading or have successfully completed college level English.
- Students who are non-native speakers of English must establish English proficiency 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.
- Applicants to the program must take the Kaplan Online Admissions Exam in order to be considered for admission.
- Once admitted, students must complete the program and graduate within a maximum of 4 semesters. At least one nursing course with a clinical component or lab must be taken each semester to remain in the program.
- To remain in the program and graduate, students are required to keep a C or higher in all courses required by the program, 2.5 minimum program GPA, and C or higher in all nursing program courses, successfully pass all clinical and lab requirements as specified in course syllabus and core competencies, and complete the required standardized testing requirements as

stated in each course syllabus, maintain Parkland College Code of Conduct, the ANA Code of Ethics, and demonstrate Level 4 behavior and competencies as defined in the Core Clinical Competencies document in the program handbook.

### Suggested Full-time Sequence

#### The following must be completed before admission:

BIO 121  
PSY 101  
ENG 101

#### Once admitted to the program:

1st 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 (28 hours)

NUR 110	Paramedic to RN Bridge I	7
NUR 151	Mental Health	4
NUR 236	Maternal-Newborn Nursing	3
NUR 238	Pediatric Nursing	3
NUR 215	Leadership in Nursing	1
NUR 218	Paramedic to RN Bridge II	7
NUR 257	Community Health Nursing	3

### Other Required Courses (8 hours)

BIO 122	Anatomy and Physiology II	4
BIO 123	Microbiology	4

### Required General Education Core Courses (12 hours)

ENG 102	Composition II	3
PSY 209	Human Growth and Development	3
SOC 101	Introduction to Sociology	3
	Humanities/Fine Arts elective	3

Total Semester Credit Hours 48

# OCCUPATIONAL THERAPY ASSISTANT

Health Career Admissions  
Program Code: G.OTA.AAS

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

Minimum graduation requirement — 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, graduates are eligible to take the certification examination given by the National Board for Certification in Occupational Therapy (NBCOT) to become a certified occupational therapy assistant (COTA). A felony conviction may affect a graduate's ability to sit for the NBCOT exam or attain state 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., 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449, 301/652-AOTA, www.acoteonline.org.

### Program Notes

- This is a selective admissions program — students must be admitted into the program before taking OTA courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- 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 place into MAT 098 (or complete MAT 072 with a grade C or higher) within the past two years and must place into ENG 101 and college level reading.
- A selective admission score of 2.3 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

SUMMER	FALL	SPRING
1st Semester	2nd Semester	3rd Semester
KIN 186	OTA 111	OTA 113
	OTA 112	OTA 114
	BIO 121	OTA 115
	PSY 101	BIO 122
	SOC 101	ENG 101
		PSY 209

SUMMER	FALL	SPRING
4th Semester	5th Semester	6th Semester
OTA 116	OTA 211	OTA 215
	OTA 212	OTA 216
	OTA 213	OTA 217
	OTA 214	OTA 218
	ENG 10	

### Required Program Courses (44.5 hours) Cr. Hrs.

OTA 111	Introduction to Occupational Therapy	3
OTA 112	Therapeutic Media (Fieldwork I Experience)	3
OTA 113	Health and Occupation I	3
OTA 114	Therapeutic Process I	3
OTA 115	Fieldwork I/Clinic II	4
OTA 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

### Other Required Courses (11 hours)

BIO 121	Anatomy and Physiology I	4
BIO 122	Anatomy and Physiology II	4
KIN 186	Introduction to Human Movement	3

### Required General Education Core Courses (16 hours)

ENG 101	Composition I	3
ENG 102	Composition II	3
PSY 101	Introduction to Psychology	4
PSY 209	Human Growth and Development	3
SOC 101	Introduction to Sociology	3

Total Semester Credit Hours

71.5

# PRACTICAL NURSING

Health Career Admissions  
Program Code: G.NUR.CER

## Certificate

Minimum graduation requirement — 49 semester hours

The Practical Nursing Certificate Program prepares students for employment in patient centers and hospitals. Graduates are eligible to take the licensing examination for Licensed Practical Nurse (NCLEX-PN). This program is approved by the Illinois Department of Financial and Professional Regulation.

## Program Notes

- This is a selective admissions program — students must be admitted into the program before taking LPN courses. Please see the selective admissions page for more information regarding admission, progression, and graduation.
- To be admitted to the program, students must place into MAT 098 within the past two years and must place into ENG 101 and college level.
- 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.
- 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, and biology GPA. The number of times a student has withdrawn from 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, and ANA Code of Ethics.

## CNA—Certified Nurse Aide Requirement

Students are required to complete the nurse assistant program, be certified, and be in good standing before they will be considered for admission to the ADN nursing program. Applicants must demonstrate placement on the Nurse Aide Registry within the past two years, or show evidence of working at least part-time during the past two years as a paid nurse aide at a state-approved agency.

Students may be enrolled in a nurse aide training program at the time of application to the nursing program and be “conditionally” accepted. They must pass their state exam on the first attempt at the first scheduled availability and be on the Illinois Health Care Worker Registry to remain in the program.

## Certified Medical Office Assistant (CMOA) Option

Certified medical office assistants may qualify for admission by testing out of specific CNA skills if they are not currently a CNA. Only “certified” medical office assistants will be considered. Please contact the program director for specific information.

## Suggested Full-time Sequence

1st Semester	2nd Semester	3rd Semester
†BIO 121	†BIO 122	LPN 131
LPN 111	†DTP 120	LPN 135
LPN 114	or BIO 120	†PSY 209
LPN 117	LPN 118	
†PSY 101	LPN 130	
	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 (28 hours) Cr. Hrs.

LPN 111	Introduction to Nursing as a Profession	.....1
LPN 114	Nursing Fundamentals	..... 6
LPN 117	Nursing Pharmacology	.....3
LPN 135	Nursing in Pediatrics and Obstetrics	..... 6
LPN 118	Health Alterations I	.....5
LPN 130	Transition to Practice	.....1
LPN 131	Health Alterations II	.....5
LPN 132	NCLEX Preparation	.....1

## Other Required Courses (11 hours)

DTP 120	Nutrition and Diet Therapy	
or BIO 120	Fundamentals of Nutrition	.....3
BIO 121	Anatomy and Physiology I	..... 4
BIO 122	Anatomy and Physiology II	..... 4

## Required General Education Core Courses (10 hours)

ENG 101	Composition I	.....3
PSY 101	Introduction to Psychology	..... 4
PSY 209	Human Growth and Development	.....3

Total Semester Credit Hours 49

# RADIOLOGIC TECHNOLOGY

Health Career Admissions  
Program Code: G.XRA.AAS

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

Minimum graduation requirement — 68 semester hours

The Radiologic Technology Program prepares students to take the national examination for the American Registry of Radiologic Technologists (ARRT). The radiographer performs diagnostic procedures using an X-ray machine to take images of the internal parts of the patient's body.

### Program Notes

- This is a selective admissions program — students must be admitted into the program before taking XRA courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- Completion of XRA150, Introduction to Radiology, is strongly recommended prior to program admission. This is an open enrollment course that may be taken prior to program acceptance.
- To be admitted to the program, students must place into MAT 098 within the past two years and must place into ENG 101 and college level reading.
- A selective admission score of 2.75 or above must be attained to be considered for admission.
- 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% or higher) for all XRA didactic and clinical courses and a C or higher in all program courses. Students must successfully pass all clinical and lab requirements as specified in course syllabi and complete the ARRT competency requirements prior to graduation. Students must adhere to all ethical and professional standards and behaviors as outlined in the ARRT Code of Ethics, Parkland College Code of Conduct, and Student Success Manual.

## Suggested Full-time Sequence

SUMMER	FALL	SPRING
1st Semester	2nd Semester	3rd Semester
XRA 110	XRA 111	XRA 112
	XRA 114	XRA 132
	XRA 131	BIO 122
	BIO 121	PHY 112
		ENG 101

SUMMER	FALL	SPRING
4th Semester	5th Semester	6th Semester
XRA 231	XRA 213	XCT 212
Soc/Beh Sci or Hum/FA elec	XRA 214	XRA 216
	XRA 232	XRA 217
	ENG 102	XRA 233
	XCT 210	Soc/Beh Sci or Hum/FA elec

### Required Program Courses (42 hours) Cr. Hrs.

XRA 111	Radiologic Technology I	3
XRA 112	Radiologic Technology II	3
XRA 114	Patient Care	3
XRA 131	Clinical I	3
XRA 132	Clinical II	4
XCT 210	Computed Tomography Imaging	3
XCT 212	Sectional Pathology	3
XRA 213	Radiographer's Physics	3
XRA 214	Advanced Radiologic Technology I	3
XRA 216	Advanced Radiologic Technology III	3
XRA 217	Advanced Clinical Skills	1
XRA 231	Clinical III	2
XRA 232	Clinical IV	4
XRA 233	Clinical V	4

### Other Required Courses (11 hours)

BIO 121	Anatomy and Physiology I	4
BIO 122	Anatomy and Physiology II	4
XRA 110	Basic Clinical Skills	3

### Required General Education Core Courses (15–17 hours)

ENG 101	Composition I	3
ENG 102	Composition II	3
PHY 112	Applied Physics: Heat and Electricity	3
Social/Behavioral Sciences, Communications or Humanities/Fine Arts electives		6–8
COM 103, COM 120, COM 205, PSY 101, or SOC 101 are recommended.		

Total Semester Credit Hours

68–70



# RADIOLOGIC TECHNOLOGY: COMPUTED TOMOGRAPHY

Health Career Admissions  
Program Code: G.XCT.CER

## Certificate Program

Minimum graduation requirements — 12 semester hours

The Computed Tomography Certificate Program offers advanced training for radiologic technologists. Upon completion of the certificate, graduates will be prepared to take the national ARRT certification exam.

### Program Notes

- This is a selective admissions program — applicants must be ARRT certified in Radiologic Technology. Contact 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	CT 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

Minimum graduation requirements — 15 semester hours

The Magnetic Resonance Imaging Certificate Program offers advanced training for radiologic technologists. Upon completion of the certificate, graduates will be prepared to take the national ARRT certification exam.

### Program Notes

- This is a selective admissions program — applicants must be ARRT certified in Radiologic Technology. Contact 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.)

Minimum graduation requirement — 69 semester hours

The Respiratory Care Program prepares students to enter into the practice of respiratory therapy. A Respiratory Care Practitioner (RCP) will assist in the diagnosis and treatment of patients with chronic respiratory disease or acute respiratory compromise due to illness or injury. Most respiratory therapists are employed in acute care hospital settings. Long-term ventilator facilities, home care, and outpatient diagnostic laboratories offer other opportunities. This program is accredited by the Commission on Accreditation for Respiratory Care. Upon successful completion of the program, graduates are eligible to complete the National Board for Respiratory Care exams for the Certified Respiratory Therapist (CRT) and Registered Respiratory Therapist (RRT) credential. Practice requires state licensure in every state except Alaska.

### Program Notes

- This is a selective admissions program—students must be admitted to the program before taking 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 place into MAT 098 within the past two years and must place into ENG 101 and college level reading.
- A selective admission score of 2.2 or above must be attained to be considered for admission.
- 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%) or higher in all program courses, maintain a 2.2 minimum PGPA, and must adhere to the Parkland College Code of Conduct and the AARC Statement of Ethics and Professional Conduct. Students are also required to pass both the classroom and skills lab portions to pass 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

FALL	SPRING	SUMMER
1st Semester	2nd Semester	3rd Semester
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	

FALL	SPRING
4th Semester	5th Semester
RTT 212	RTT 214
RTT 213	RTT 217
RTT 215	PSY 101
BIO 123	Gen Ed electives*
ENG 102	

### Required Program Courses (44 hours) Cr. Hrs.

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	1
RTT 134	Respiratory Therapy III	4
RTT 135	Respiratory Therapy IV	4
RTT 136	Clinical Practicum II	1.5
RTT 137	Advanced Ventilation	3
RTT 151	Respiratory Therapy V	3
RTT 212	Clinical Practicum III	2.5
RTT 213	Respiratory Therapy VI	4
RTT 214	Clinical Practicum IV	2
RTT 215	Respiratory Therapy VII	4
RTT 217	Respiratory Therapy VIII	3

### Other Required Courses (8 hours)

BIO 121	Anatomy and Physiology I	4
BIO 122	Anatomy and Physiology II	4

### Required General Education Core Courses (17 hours)

BIO 123	Microbiology	4
ENG 101	Composition I	3
ENG 102	Composition II	3
PSY 101	Introduction to Psychology	4
General Education elective		3
PHI 100, PHI 105, PHI 102 or PSY 209, PSY 223, PSY 225		_____

Total Semester Credit Hours

69

# STERILE PROCESSING TECHNICIAN

Health Career Admissions

Program Code: GSPT CER

## Certificate

Minimum graduation requirement — 7.5 semester hours

The Sterile Processing Technician training program prepares students to clean and sterilize reusable utensils and equipment, organize and package instrument trays and sets, keeping detailed records of equipment maintenance, stock crash carts, organize supplies and maintain an adequate inventory of instruments and disposable items to meet the needs of doctors, nurses, surgeons, and technical staff throughout the hospital. By training in this field, the student will learn infection control techniques to keep hospitals and other medical facilities as well as surgical instruments safe and free from the spread of diseases. Students will learn to operate a variety of equipment, barcode readers, steam autoclaves, chemical and gas sterilizers, computer software for database and supply chain management, follow precise instructions and adhere to rigid standards. The course is approved by the Illinois Community College Board and at the completion of this certificate, students are eligible to sit for the National Certification Exam through the Certification Board for Sterile Processing and Distribution (CSPDT).

## Program Notes

- To be admitted to the program, students must place into ENG 099 and CCS 099.
- 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.
- Students will complete a drug and background test. For a list of disqualifying conditions and waiver information go to <http://www.idph.state.il.us/nar/home.htm>.
- Students must maintain a C or higher in lecture, pass the final exam, and successfully complete the required skills before attending clinical.
- Students are required to provide the following before the first day of clinical:
  - current physical documentation (download form at: [www.parkland.edu/academics/department/health/forms.aspx](http://www.parkland.edu/academics/department/health/forms.aspx))
  - current two-step TB skin test or equivalent
  - proof of immunizations
  - Students that successfully complete SUR 116, SUR 210, and SUR 218 satisfy the requirement of SPT 110.
- Students registered for SPT 111 will meet with instructor to set up the schedule and location for the 400 hours of work experience clinical.

<b>Required Program Courses (7.5 hours)</b>		<b>Cr. Hrs.</b>
SPT 110	Sterile Processing Technician Theory . . . . .	3
SPT 111	Sterile Processing Technician Work Experience . . . . .	4.5
<i>Total Semester Credit Hours</i>		<i>7.5</i>

# SURGICAL TECHNOLOGY

Health Career Admissions

Program Code: G.SUR.AAS

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

Minimum graduation requirement — 68 semester hours

The Surgical Technology Program prepares students with the technical expertise necessary to perform as vital members of the surgical team. Surgical technologists work in a fast-paced environment requiring physical stamina, critical thinking, technical skills, and professionalism. The A.A.S. is the recommended level of entry credential for the surgical technologist. Theory and clinical experience in area health agencies are included in the program. This surgical technology program is in the continuing accreditation cycle and accredited by the Commission on Accreditation of Allied Health Education programs (CAAHEP), www.CAAHEP.org.

### Program Notes

- This is a selective admissions program — students must be admitted into the program before taking SUR courses. See the selective admissions page for more information regarding admission, progression, and graduation.
- To be admitted to the program, students must place into MAT 072 within the past two years, and must place into ENG 101 and college level reading.
- A selective admission score of 2.30 or above must be attained to be considered for admission.
- 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.
- A scoring rubric will be used for placement in the program, awarding additional scoring points for students who have successfully completed BIO 121, BIO 122, or BIO 123.
- FAST-TRACK option: students that have completed the BIO courses and general education courses required for the surgical technology A.A.S. may be eligible to be admitted as second-year SUR students. Contact the Surgical Technology program director.
- To remain in the program and graduate students are required to maintain the following:
  - Minimum 2.0 PGPA and a C or higher for all program courses, and pass all clinical and didactic courses with a 75% or higher.
  - Minimum of 120 surgical cases scrubbed with 80 in the first scrub role.
  - Adherence to the Parkland College Code of Conduct, the Surgical Technology Program Code of Ethics, and demonstrate professionalism and behaviors as defined in program handbook and syllabi.
  - To graduate, students must complete the National Board for Surgical Technology and Surgical Assisting (NBSTSA) national certification exam administered annually on campus.

## Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	
SUR 116	SUR 150	BIO 123
BIO 121	BIO 122	
ENG 101	ENG 102	
PSY 101	SUR 158	
Gen Ed elective	Hum/FA elective	

FALL	SPRING	SUMMER
3rd Semester	4th Semester	
SUR 210	SUR 254	SUR 275
SUR 218	SUR 259	
SUR 231	SUR 273	
SUR 232	SUR 274	
SUR 238		
SUR 239		

### Required Program Courses (40 hours)

	Cr. Hrs.
SUR 116 Surgical Terminology I	1
SUR 150 Personal and Professional Relations	1
SUR 158 Pharmacology for the Surgical Technologist	1
SUR 210 Surgical Specialties I	4
SUR 218 Surgical Instrumentation I	1
SUR 231 Clinical Theory I	5
SUR 232 Clinical Practicum I	4
SUR 238 Mock Operating Room Lab I	0.5
SUR 239 Mock Operating Room Lab II	0.5
SUR 254 Surgical Specialties II	3
SUR 259 Surgical Terminology and Instrumentation II	1
SUR 273 Clinical Theory II	2
SUR 274 Clinical Practicum II	10
SUR 275 Clinical Practicum III	6

### Required General Education Core Courses (13 hours)

ENG 101 Composition I	3
ENG 102 Composition II	3
PSY 101 Introduction to Psychology	4
Humanities/Fine Arts elective	3

### Other Required Courses (12 hours)

BIO 121 Anatomy and Physiology I	4
BIO 122 Anatomy and Physiology II	4
BIO 123 Microbiology	4

### General Elective (3 hours)

General elective	3
<i>SPT 110 and SPT 111 are recommended</i>	

Total Semester Credit Hours 68

# VETERINARY TECHNOLOGY

Health Career Admissions

Program Code: G.VTT.AAS

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

Minimum graduation requirement — 61 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 place into MAT 072 within the past two years, and must place into ENG 101 and college level reading.
- A selective admission score of 2.40 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 \$900. The cost for required equipment is \$250.
- For progression and graduation, students are required to maintain 2.0 minimum GPA and a C (75%) or higher in all program courses, pass all skills requirements, and meet all the ethical and behavioral requirements of the profession and Parkland College.

## Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>	ENG 101
<i>1st Semester</i>	<i>2nd Semester</i>	<i>SUMMER</i>
VTT 110	VTT 111	
VTT 113 VTT 114	VTT 112	VTT 118
VTT 116	VTT 115	
VTT 119	VTT 117	
BIO 111	VTT 150	

<i>FALL</i>	<i>SPRING</i>
<i>3rd Semester</i>	<i>4th Semester</i>
VTT 210	VTT 211
VTT 212	VTT 213
VTT 214	VTT 215
BIO 123	ENG 102
ENG 102	Soc/Beh Sci or Hum/FA elects

### Required Program Courses (44 hours) Cr. Hrs.

VTT 110	Small Animal Nursing I	3
VTT 111	Small Animal Nursing II	3
VTT 112	Radiography	2
VTT 113	Management Skills for the Veterinary Technician	2
VTT 114	Clinical Lab I	2
VTT 115	Clinical Lab II	2
VTT 116	Large Animal Nursing	2
VTT 117	Surgery Technology I	3
VTT 118	Veterinary Clinical Practicum	3
VTT 119	Common Veterinary Drugs I	3
VTT 150	Veterinary Anatomy I	1
VTT 210	Clinic Care I	4
VTT 211	Clinic Care II	4
VTT 212	Surgery Technology II	3
VTT 213	Animal Management	4
VTT 214	Laboratory Animals	2
VTT 215	Common Veterinary Drugs II	1

### Required General Education Core Courses (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

61



# aviation

*Institute of Aviation, 1 Airport Road, Savoy, IL 61874  
217/244-8687 • [www.parkland.edu/academics/aviation](http://www.parkland.edu/academics/aviation)*

*Donald Talleur, chief pilot/director  
Clark Sorensen, administrative assistant*



# Aviation

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217/244-8687 • [www.parkland.edu/academics/aviation](http://www.parkland.edu/academics/aviation)  
Donald Talleur, chief pilot/director*

The Parkland Institute of Aviation provides flight training and teaches aviation safety. It offers the opportunity for students to earn a transferable associate in science degree (aviation) while earning Federal Aviation Administration (FAA) civilian pilot certificates. Students who are not interested in earning an associate's degree may take aviation classes leading towards FAA private pilot certification, instrument rating, commercial pilot certification, multiengine rating, and/or flight instructor certification.

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# AVIATION

Program Code: V.AVI.AS

## Associate in Science (A.S.)

Minimum graduation requirement — 61 semester hours

The following curriculum is designed to provide students planning to transfer to a four-year institution to pursue a bachelor's degree with the opportunity to earn certifications necessary to enter the commercial aviation job market. Students will earn certifications in private pilot, private pilot with instrument rating, commercial pilot, and commercial multiengine in a sequential manner during the program. Graduates, upon the completion of a bachelor's degree and FAA flight time requirements, may enter the workforce as commercial cargo or passenger pilots.

Flight training will be offered at the University of Illinois' Willard Airport in Savoy, Illinois.

Students should plan their transfer programs with a Parkland academic advisor or counselor and the catalog of the four-year college or university they plan to attend.

### Program Notes

- Students must place into college level reading and writing (ENG 101 placement), and into MAT 072 to register for AVI 101.
- Students who are non-native speakers of English must score a minimum of 85 (with min. 22 listening; min. 26 speaking) on the Internet-based (ibt) Test of English as a Foreign Language to satisfy the minimum English proficiency requirement.
- Students must possess at least a third class medical examination by an FAA approved physician before registering for classes. For assistance in locating an approved physician, consult <http://www.faa.gov/pilots/amelocator/>
- All non-U.S. citizens must obtain Transportation Security Administration (TSA) authorization through the TSA Alien Flight Student Program prior to registration for AVI 101.
- Students must purchase their own aviation headset.
- Students must provide their own transportation to Willard Airport.
- Students interested in the Parkland Pathway to Illinois (Aviation) must apply directly to the program. For information and application form, consult <http://admissions.illinois.edu/parklandpathway/>
- Tuition and fees covered by Parkland College tuition waivers and/or scholarship awards do not include additional course fees (flight instruction fees) charged for aviation (AVI) courses.
- FAA certificate knowledge tests are required for Private Pilot, Instrument Rating, and Commercial Pilot 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 after transferring.

## Suggested Full-time Sequence

FALL	SPRING	SUMMER
1st Semester	2nd Semester	
AVI 101	AVI 120	AVI 129
ENG 101	ENG 102	
COM 103	ESC 101	
Hum/FA elective	Soc/Beh elective	
Math elective		

FALL	SPRING	SUMMER
3rd Semester	4th semester	
AVI 140	AVI 200	AVI 209
AVI 184	Hum/FA elective	AVI 280
Phy Sci/LS elective	Math elective	
Soc/Beh elective	Phy Sci/LS elective	

## Required General Education Core Courses (32–34 hours)

**Cr. Hrs.**

Communications (9)	
COM 103 Introduction to Public Speaking	3
ENG 101 Composition I	3
ENG 102 Composition II	3
Humanities/Fine Arts electives	6
<i>Must include one Humanities and one Fine Arts course</i>	
Social/Behavioral Science 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 Science and one laboratory-based Life Science Course</i>	

## A.S. Degree Requirement (7–9 hours)

One additional mathematics course	3–5
ESC 101 Introduction to Weather	4

## Required Program Courses (22 hours)

AVI 101 Private Pilot I	3
AVI 120 Private Pilot II	3
AVI 129 Commercial Instrument I	3
AVI 140 Commercial 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: PRIVATE PILOT

Program Code: V.PRP.CER

## Certificate

Minimum 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

- Students must place into college level reading and writing (ENG 101 placement) and into MAT 072 to register for AVI 101.
- 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 101.
- 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 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 101	AVI 120

## Required Program Courses (6 hours)

AVI 101	Private Pilot I	.....3
AVI 120	Private Pilot II	.....3
		6
Total Semester Credit Hours		6

# AVIATION: INSTRUMENT RATING

Program Code: V.INR.CER

## Certificate

Minimum 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 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
		6
Total Semester Credit Hours		6

# AVIATION: COMMERCIAL PILOT

Program Code: V.CMP.CER

## Certificate

*Minimum 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 scholarship awards do not include additional course fees (flight instruction fees) charged for aviation (AVI) courses.

## Suggested Full-time Sequence

<i>FALL</i>	<i>SPRING</i>
<i>1st Semester</i>	<i>2nd Semester</i>
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

Minimum 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’s license, 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.
- Tuition and fees covered by Parkland College tuition waivers and/or scholarship awards do not include additional course fees (flight instruction fees) charged for aviation (AVI) courses.

## Required Program Courses (6 hours)

AVI 111	Commercial UAS Ground School . . . . .	3
AVI 112	Introduction to UAS Flight . . . . .	3
<i>Total Semester Credit Hours</i>		<u>6</u>

# ADDITIONAL FLIGHT TRAINING

## Advanced Courses

AVI 220	Flight Instructor Certification Course . . . . .	4
AVI 222	Instrument Flight Instructor . . . . .	1
AVI 281	Cockpit Resource Management . . . . .	3

## TUITION AND FEE CHARGES PER SEMESTER HOUR:

Residents of District 505	\$245.50/credit hour
Out-of-district students	\$370/credit hour
Out-of-state and international students	\$529/credit hour

<b>AVI 101:</b>	<b>3 credit hours</b>
Dual Hours:	24.2 at \$205/hour
Solo Hours:	2.0 at \$205/hour
Stage Check:	1.3 at \$205/hour
Aviation Training Device:	2.2 at \$103/hour
Discussion Time:	2.5 at \$0/hour
Ground Training:	30.0 at \$0/hour (covered by tuition)
Administrative Fee:	\$954
<i>Total Flight Fee:</i>	<u>\$6819</u>

<b>AVI 120:</b>	<b>3 credit hours</b>
Dual Hours:	21.0 at \$205/hour
Solo Hours:	12.0 at \$205/hour
Stage Check:	1.4 at \$205/hour
Aviation Training Device:	3.0 at \$103/hour
Discussion Time:	1.0 at \$0/hour
Ground Training:	30.0 at \$0/hour (covered by tuition)
Administrative Fee:	\$1444
<i>Total Flight Fee:</i>	<u>\$8805</u>

<b>AVI 129:</b>	<b>3 credit hours</b>
Dual Hours:	18.5 at \$205/hour
Solo Hours:	8.2 at \$205/hour
Stage Check:	1.5 at \$205/hour
Aviation Training Device:	8.0 at \$103/hour
Discussion Time:	1.3 at \$0/hour
Ground Training:	30.0 at \$0/hour (covered by tuition)
Administrative Fee:	\$997
<i>Total Flight Fee:</i>	<u>\$7602</u>

<b>AVI 140:</b>	<b>3 credit hours</b>
Dual Hours:	22.7 at \$205/hour
Solo Hours:	6.0 at \$205/hour
Stage Check:	1.5 at \$205/hour
Aviation Training Device:	8.0 at \$103/hour
Discussion Time:	0.0 at \$0/hour
Ground Training:	30.0 at \$0/hour (covered by tuition)
Administrative Fee:	\$1028
<i>Total Flight Fee:</i>	<u>\$8043</u>

<b>AVI 200:</b>	<b>3 credit hours</b>
Dual Hours:	2.5 at \$205/hour
Solo Hours:	20.0 at \$255/hour
Stage Check:	15.0 at \$205/hour
Aviation Training Device:	0.5 at 255/hour
Discussion Time:	1.5 at \$255/hour
Ground Training:	7.0 at \$103/hour
Administrative Fee:	0.0 at \$0/hour
<i>Total Flight Fee:</i>	<u>\$665</u>
	<u>\$10,584</u>

<b>AVI 209:</b>	<b>3 credit hours</b>
Dual Hours:	2.5 at \$205/hour
Solo Hours:	19.0 at \$255/hour
Stage Check:	15.0 at \$205/hour
Aviation Training Device:	0.7 at 255/hour
Discussion Time:	1.5 at \$255/hour
Ground Training:	6.0 at \$103/hour
Administrative Fee:	1.0 at \$0/hour
<i>Total Flight Fee:</i>	<u>\$888</u>
	<u>\$10,500</u>

<b>AVI 280:</b>	<b>1 credit hour</b>
Dual Hours:	13.0 at \$481/hour
Solo Hours:	0.5 at \$481/hour
Stage Check:	1.5 at \$481/hour
Aviation Training Device:	5.0 at \$1003/hour
Discussion Time:	0.0 at \$0/hour
Ground Training:	10.0 at \$0/hour (covered by tuition)
Administrative Fee:	\$1336
<i>Total Flight Fee:</i>	<u>\$9066</u>



# 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 a college counselor or advisor. Credit for these courses applies toward the GPA but does not count toward baccalaureate- or career-oriented programs.
2. Courses numbered 100 through 299 and whose second digit is
  - even are generally designated as baccalaureate-oriented (only these courses may be counted as credit toward an A.A., A.S., A.E.S., or A.F.A. degree);
  - odd are generally designated as career- or occupation-oriented (may not be counted as credit toward an A.A., A.S., A.E.S., or A.F.A. degree).
3. Courses numbered 100 through 199 are primarily first-year courses but are offered to all students meeting course prerequisites.
4. Courses numbered 200 through 299 are generally second-year courses and are open to students who have completed their prerequisites.

SAMPLE COURSE LISTING:

ELT	155	Digital Control Systems	2-2-3
		course title	semester hours of credit
		course number	lab hours/week
		course prefix	lecture hours/week

5. Courses numbered 500 through 999 are vocational skills courses or continuing education courses. They are available on a credit or no-credit basis. Except for the noncredit courses (with a CMS prefix), vocational skills credit is awarded for courses numbered 500-999, but such credits do not apply toward any GPA nor toward baccalaureate- or career-oriented programs whose courses are numbered 100-299. Courses numbered 500-999 and certain remedial courses cannot be used to qualify for financial aid. For further clarification, contact the Office of Financial Aid or Counseling Services.

## 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 Core Courses" on page 67 as General Education Core Courses for Associate in Arts (A.A.), Associate in Science (A.S.), Associate in Engineering Science (A.E.S.), and Associate in Fine Arts (A.F.A.) degrees are designated with a 900 identification number as follows:

IAI C	—	Communications
IAI S	—	Social and Behavioral Sciences
IAI H	—	Humanities
IAI HF	—	Humanities/Fine Arts
IAI F	—	Fine Arts
IAI M	—	Mathematics
IAI P	—	Physical Sciences
IAI L	—	Life Sciences

To assist students in identifying qualifying baccalaureate major courses, course offerings are designated with a 900 identification number as follows:

IAI AG	—	Agriculture
IAI BIO	—	Biological Sciences
IAI BUS	—	Business
IAI CHM	—	Chemistry
IAI CS	—	Computer Science
IAI CRJ	—	Criminal Justice
IAI EGR	—	Engineering
IAI ENG	—	English
IAI HST	—	History
IAI IND	—	Industrial Technology
IAI MC	—	Mass Communication
IAI MTH	—	Mathematics
IAI PLS	—	Political Science
IAI PHY	—	Physics
IAI PSY	—	Psychology
IAI SOC	—	Sociology
IAI TA	—	Theatre Arts

\*IAI General Education Core Curriculum and Baccalaureate Major codes are approved as of print date of this catalog. IAI codes are subject to change.

Refer to the IAI website at [www.itransfer.org](http://www.itransfer.org) for updated information.

## Course Offering Code

To assist student program planning, course offerings are designated as follows:

F	—	Fall semester
S	—	Spring semester
Su	—	Summer session
FE	—	Fall semester in even-numbered years
SE	—	Spring semester in even-numbered years
SuE	—	Summer session in even-numbered years
FO	—	Fall semester in odd-numbered years
SO	—	Spring semester in odd-numbered years
SuO	—	Summer session in odd-numbered years

These codes appear at the end of each course description. Courses with no designation are offered on an irregular or on-demand basis.

## Course Prefix Listing

<b>ACC</b>	Accounting	224
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<b>ARA</b>	Arabic	231
<b>ART</b>	Art	231
<b>AST</b>	Astronomy	232
<b>AVI</b>	Aviation	232
<b>BIO</b>	Biology	233
<b>BUS</b>	Business	234
<b>CAD</b>	Computer-Aided Drafting	235
<b>CCP</b>	Customized Career Preparation	235
<b>CCS</b>	Critical Comprehension Skills	235
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## Credit Courses

The following descriptions are in alphabetical order by subject field; thus, the three letter abbreviated code may not be in alphabetical order. For example, MKT precedes MAT because alphabetically, Marketing precedes Mathematics. The college reserves the right to reproduce student work and retain copies of student work for teaching and exhibition purposes. The college will not be held liable for lost, stolen, or damaged work.

Note: Course fees are given in the class schedule.

### Term Key:

- (S) - Spring
- (F) - Fall
- (Su) - Summer

## Accounting

*Business/Computer Science and Technologies*  
217/353-2099 • [www.parkland.edu/bcst](http://www.parkland.edu/bcst)

- ACC 101 Financial Accounting** 4-0-4  
(IAI BUS 903) Financial statements as related to investors, creditors, and managers. Includes cash, receivables, inventory, noncurrent assets, investments, liabilities, and equities. F S Su
- ACC 102 Managerial Accounting** 3-0-3  
(IAI BUS 904) Managerial accounting concepts and procedures including classification of costs, job order and process cost systems, budgeting, standard costs and variance analysis, capital budgeting, variable and absorption costing, and cost allocation. Prerequisite: ACC 101. F S Su
- ACC 117 Accounting and Bookkeeping** 3-0-3  
Applied accounting and bookkeeping techniques covering the accounting cycle, special journals and ledgers, adjustments, accounts receivable and accounts payable, bank reconciliation, and payroll. Credit not given for both ACC 101 and ACC 117. F S
- ACC 201 Intermediate Accounting** 4-0-4  
Development, usefulness, and limitation of general financial accounting theory and practice with in-depth study of corporate capital, asset, and liability side of balance sheet, plus an analysis of income and cash flow statements. Includes use of Excel spreadsheet applications. Prerequisite: ACC 101. S
- ACC 219 Computerized Integrated Accounting** 2-2-3  
Accounting principles are integrated into computerized format. Develops understanding of computerized applications, including general ledger, accounts receivable, accounts payable, inventory, and payroll. Microcomputer experience recommended. Prerequisites: ACC 101 or ACC 117. F
- ACC 274 Principles of Income Taxation** 4-0-4  
Introduction to federal income taxation and income tax forms relevant to most taxpayers. Focus on measurement and reporting of taxable income (including property transactions). F
- ACC 275 Payroll Tax Accounting** 3-0-3  
Introduction to payroll accounting, including preparing quarterly and annual payroll tax forms and the use of computer applications. Prerequisite: ACC 101 or ACC 117. S

## Automotive Collision Repair

*Agriculture/Engineering Science and Technologies*  
217/351-2481 • [www.parkland.edu/agest](http://www.parkland.edu/agest)

- ACR 116 Collision Repair Electrical Analysis** 3-2-4  
Theory and repair of electrical and electronic systems related to the collision repair industry. Includes electrical theory, DVOM use, wire and circuit repairs, electronic diagnosis of ABS and SIR systems, and schematic usage. Prerequisites: ACR 130, ACR 133, and MAT 131. F
- ACR 130 Unibody Construction, Estimating, and Measuring Principles** 4-0-4  
Overview of collision repair industry; emphasis on unibody vehicles and the repair process. Includes cost estimating and different measuring systems. Prerequisites: approval of program director or department chair and concurrent enrollment in ACR 131 and ACR 133. F S
- ACR 131 Collision Repair Work Experience I** 0-10-2  
Work experience in collision repair designed to reinforce class material. Prerequisite: concurrent enrollment in ACR 130. F S
- ACR 133 Unibody Collision Repair** 3-2-4  
Straightening unibody systems in collision repair; restore corrosion protection; outer panel protection; dent repair, door skins, quarter panels; remove and install fenders, doors, and decklids. Prerequisites: concurrent enrollment in ACR 130 and ACR 131. F S
- ACR 134 Collision Repair Work Experience II** 0-10-2  
Work experience in collision repair designed to reinforce class material and enhance ACR 131. Prerequisite: ACR 131. F S Su
- ACR 135 Collision Repair: Glass, Plastic, Trim, and Structural Repair** 3-2-4  
Second course in collision repair: passive restraints, glass work, plastics and plastic repairs, measuring principles, frame straightening techniques, and replacing and repairing structural components. Basic understanding and use of a nitrogen plastic welder. Prerequisite: credit or concurrent enrollment in ACR 130. F S
- ACR 136 Collision Repair Work Experience III** 0-10-2  
Work experience in collision repair designed to reinforce class material and to enhance ACR 134. Prerequisites: ACR 131 and ACR 134. F S Su
- ACR 137 Vehicle Prep/Top Coat Application** 4-0-4  
Collision repair paint systems, refinishing materials, blending techniques, surface preparation, safety practices, painting equipment, applying finish, and paint application problems. Prerequisite: ACR 130 or approval of instructor or department chair. F S
- ACR 154 Collision Repair Mechanical Analysis** 3-2-4  
Theory and repair of mechanical systems most often affected by collisions; includes steering, suspension, wheel alignment, brakes, air conditioning, and cooling systems. Prerequisite: ACR 130. F S
- ACR 155 Custom Automotive Upholstery** 2-3-3  
Basic and advanced principles of automotive custom upholstery fabrication including repair, design, and identification of materials used in the industry. F Su
- ACR 156 Custom Refinish Techniques** 1-3-2  
Theories of custom refinish and styling: hands-on experience with custom automotive finishes, flames, scallops, shadowing, airbrush, and hidden designs. Prerequisite: credit or concurrent enrollment in ACR 137 or approval of instructor or department chair. F S

**ACR 272 Advanced Structural Repair** 2-1-2.5  
Diagnosis and repair of today's unique vehicle structures emphasizing hydroformed full-frame vehicles, space-frame structures, and aluminum unibody vehicles. Analysis of the vehicle center section. Strategy for making a three-point measurement with computerized measuring systems. Prerequisites: ACR 130, ACR 133, and ACR 154. F

**ACR 273 Advanced Vehicle Systems** 2-1-2.5  
Operation, diagnosis, and repair of advanced vehicle systems including anti-lock brakes, traction control, SRS airbag systems, convenience systems, navigation systems, speed control, power accessories, collision avoidance systems, and active suspensions. Prerequisite: ACR 116 or approval of instructor or department chair. S

**ACR 274 Advanced Refinish Techniques** 3-2-4  
Advanced color theory, color evaluation and tinting, mica/pearl control techniques, wet bed blends, let down panels, tri-coats, quad-coats, advanced spot repair, paint defect evaluation and repair. Prerequisite: ACR 137 or approval of instructor or department chair. Su

## Automotive

*Agriculture/Engineering Science and Technologies*  
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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 OBDII DTC retrieval and monitor readiness. F S

**AFD 111 Automotive Powertrain Maintenance and Light Repair** 5-5-7  
Automotive gasoline internal combustion engine theory of operation. Engine mechanical condition inspection and testing. Cooling system operation, analysis, and testing. Drive axle services and repair. Prerequisite: AFD 110 or department chair approval. S

**AFD 112 Introduction to Power Trains** 2-2-3 or 3-3-4  
Component parts and principles employed in the transference of power from engine to drive axles, clutches, manual transmissions, transaxles, transfer cases, final drives, and differentials. Prerequisites: AFD 110 and AFD 111, or department chair approval. F

**AFD 113 Automotive Chassis Systems Maintenance and Light Repair** 5-5-7  
Automotive brake and steering system theory of operation, inspection, and service. Emphasis placed on inspection and repair as a maintenance and light repair technician. F

**AFD 115 Basic Chassis Electrical Systems** 5-5-7  
Theoretical and practical aspects of electricity. Cranking, charging, and accessory systems components and wiring circuits; introduction to semiconductors and electronics. Prerequisite: AFD 110 or department chair approval. S

**AFD 117 Basic Automotive Electronics and Computer Control Strategies** 2-2-3  
Basic automotive electronics fundamentals including solid-state components such as sensors, actuators, and microprocessors. Automotive computer components and control strategies. Use of appropriate diagnostic equipment such as DVMS, oscilloscopes, and scan tools. Prerequisites: AFD 110 and AFD 115, or department chair approval. F

**AFD 119 Chassis Electrical/Electronic Systems and Accessories** 3-2-4  
Advanced study of automotive electrical and electronic circuitry emphasizing ignition, solid state components, and processor-driven systems. Concentration on controlling devices, chassis and body wiring, troubleshooting, diagnostics, and repair procedures. Prerequisites: AFD 110, AFD 115, and AFD 117, or department chair approval. S

**AFD 132 Internal Combustion Engine Theory** 2-4-4  
Application of theory and laboratory situations pertaining to present-day power plants; engine operation, construction, disassembly, precision measuring, machining, and reassembly. F

**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. F

**AFD 211 Auto Work Experience** 0-10-2 or 0-20-4  
On-the-job work experience for students preparing for employment in the automotive industry. Student is required to have an approved position, appropriate tools, and to speak with instructor prior to start. Prerequisites: AFD 110, AFD 111, AFD 113, and AFD 210, or department chair approval. F S Su

**AFD 217 Basic Refrigeration** 3-2-4  
Construction and operation of mobile refrigerated units with emphasis on maintenance, service, diagnosis, and repair of automotive and light truck air conditioners. Prerequisites: AFD 110 and AFD 115, or department chair approval. S Su

**AFD 231 Fuel and Emissions Diagnosis** 3-2-4  
Diagnosis and service of electronic and computer systems using appropriate tools; fuel system analysis; on-the-vehicle adjustments; operation and maintenance of emission control systems. Drivability diagnosis emphasized. Prerequisites: AFD 110, AFD 113, and AFD 115, or department chair approval. S

**AFD 232 Multi-Cylinder Engine Overhaul** 2-6-5  
Multi-cylinder engine analysis, disassembly, repair, part replacement, and reassembly; development of skills required to make repairs and overhaul multi-cylinder engines. Prerequisites: AFD 110, AFD 111, and AFD 115, or department chair approval. F

**AFD 233 Automatic Transmissions** 3-3-4  
Theory and overhaul procedures for automotive and light truck automatic transmissions. Students work on transmissions in both lab and car, including transaxles. Prerequisites: AFD 110, AFD 111, AFD 112, and AFD 115, or department chair approval. Su

**AFD 253 Wheel Alignment, Steering, and Suspension** 2-2-3

Wheel alignment equipment, setup, and adjustment; suspension systems components and service; steering gears, and power steering; MacPherson strut, front-wheel drive, and four-wheel alignment. Wheels, tires, and balancing will also be covered. F

**AFD 272 Motorsport Work Experience I** 0-10-2

On-the-job work experience for students preparing for employment in the Motorsport industry. Student is required to have an approved position, appropriate tools, and instructor consent prior to start. Prerequisites: AFD 210 and AFD 298 or department chair approval. F S Su

**AFD 273 Motorsport Work Experience II** 0-10-2

On-the-job work experience for students preparing for employment in the Motorsport industry. Student is required to have an approved position, appropriate tools, and instructor consent prior to start. Prerequisites: AFD 210 and AFD 298 or department chair approval. F S Su

**AFD 295 Service Shop Operations** 2-2-3

Simulation of automotive shop situations including customer relations, vehicle diagnosis, repairs, and flat-rate concept. Learn shop practices, reinforce previously learned skills, and make smoother transition to placement experience. Prerequisites: AFD 117 and AFD 232, or department chair approval. S

**AFD 296 Motorsport Vehicle System Assessment** 2-2-3

Simulation of automotive aftermarket component installation repair shop. Emphasis on component selection, installation, and testing. Students will learn new shop practices, reinforce previously learned skills, and transition smoothly to job placement. Prerequisites: AFD 110 or AFD 297, or department chair approval. Su

**AFD 297 Motorsport Concepts and Vehicle Preparation** 3-2-4

Introduction to proper motorsport vehicle maintenance, repair, and basic chassis tuning according to specifications set by, but not limited to, NHRA, IHRA, UMP, IMCA, and SCCA. F

**AFD 298 Motorsport Chassis Analysis** 2-6-5

Application of typical motorsport chassis design, assembly of manufactured frames, and selection of components into a completed chassis for motorsport competition. Prerequisite: AFD 297 or department chair approval. S

## Automotive Ford ASSET Program

*Agriculture/Engineering Science and Technologies*  
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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 will receive current certification from Ford Motor Company in Manual Transmission and Transaxle Diagnosis, and Differential and 4WD Systems Diagnosis and Repair. Su

**AFM 115 Basic Automotive Electrical/Electronics** 5-3-6

Theoretical and practical aspects of electricity. Cranking, charging, and accessory systems components and wiring circuits. Basic fundamentals of electronics. Students who successfully complete this course will receive certification from Ford Motor Company in Basic Electrical Diagnosis and Repair. F

**AFM 117 Computer Controls and Scan Tools** 3-2-4

Automotive computers and control strategies, networks and multiplexing, electrical/electronic accessories, supplemental restraint systems, and introduction to driveability. Use of appropriate diagnostic equipment such as DVMs, oscilloscopes, and scan tools, will be emphasized. Students who successfully complete this course will receive current certification from Ford Motor Company in Electronic System Diagnosis. Prerequisite: AFM 115. S

**AFM 118 Noise, Vibration, and Harshness Principles and Diagnosis** 1-2-2

Skills and knowledge required to pinpoint an NVH concern to a vehicle system. All aspects of NVH including fundamentals of NVH, NVH diagnostic tools and equipment, diagnosis of vibration concerns, diagnosis of noise concerns, and diagnosis of harshness concerns. Students who successfully complete this course will receive certification from Ford Motor Company in Noise, Vibration, and Harshness Principles and Diagnosis (30S06To). S

**AFM 132 Internal Combustion Engine** 2-4-4

Application of theory and laboratory situations pertaining to present day power plants; engine operation, construction, dis-assembly, precision measuring, machining, and reassembly. Students who successfully complete this course will receive certification from Ford Motor Company in Engine Repair (32S09To). S

**AFM 153 Brakes and ABS** 3-2-4

Hydraulic brake systems on passenger vehicles and light trucks; disc, drum, biasing valves, and power boosters; use of lathes and other special tools; anti-skid systems and stability control systems. Students who successfully complete this course will receive certification from Ford Motor Company in Brake System Diagnosis and Repair (38S07T1) and Advanced Brake System Diagnosis and Service (38S08T1). S

**AFM 156 Dealership Operations** 2-1-2

Daily operations of modern Ford and Lincoln dealership service departments, including ethical and legal issues. F

**AFM 217 Climate Control Systems** 3-2-4

Construction and operation of climate control systems with emphasis on maintenance, service, and diagnosis and repair of automotive and light truck air conditioners. Students who successfully complete this course will receive certification from Ford Motor Company in Advanced Climate Control Diagnosis (35S05To). Su

**AFM 233 Automatic Transmissions** 4-3-5

Theory, diagnostic, and overhaul procedures for Ford Motor Company automatic transmissions/trans-axles. Students who successfully complete this course will receive certification from Ford Motor Company for Automatic Transmission Service (37S13T1) and Automatic Transmission Advanced Diagnosis (37S15T1). S

**AFM 252 Engine Performance****6-4-8**

Advanced study of automotive electrical and electronic circuitry emphasizing diagnosis and services of electronic ignition systems, fuel systems, and emission control systems. Driveability diagnosis emphasized. Students who successfully complete this course will receive current Ford Motor Company Certification in Engine Performance Operation and Diagnosis and Advanced Engine Performance Diagnosis and Testing. Prerequisites: AFM 115, AFM 117, and Ford Certification in Area 34 (Electrical Systems). F

**AFM 253 Steering and Suspension****2-2-3**

Wheel alignment equipment, setup, and adjustment; suspension systems components and service; steering gears, power steering; struts, front-wheel drive, four-wheel alignment; wheels, tires, and balancing, and electronic steering and suspension systems. Students who successfully complete this course will receive current certification from Ford Motor Company in Steering and Suspension. Su

**AFM 256 Directed Co-Op I (Dealership)****0-10-2**

Work experience sessions will provide the opportunity for students to apply the knowledge and skills obtained during classroom activities including, but not limited to, work ethics and mechanical skills. All work experience sessions must be completed in a Ford or Lincoln dealership as per Ford Motor Company requirements. F

**AFM 257 Directed Co-Op II (Dealership)****0-10-2**

Work experience sessions will provide the opportunity for students to apply the knowledge and skills obtained during classroom activities including, but not limited to, work ethics and mechanical skills. All work experience sessions must be completed in a Ford or Lincoln dealership as per Ford Motor Company requirements. S

**AFM 258 Directed Co-Op III (Dealership)****0-10-2**

Work experience sessions will provide the opportunity for students to apply the knowledge and skills obtained during classroom activities including, but not limited to, work ethics and mechanical skills. All work experience sessions must be completed in a Ford or Lincoln dealership as per Ford Motor Company requirements. F

**AFM 259 Directed Co-Op IV (Dealership)****0-10-2**

Work experience sessions will provide the opportunity for students to apply the knowledge and skills obtained during classroom activities including, but not limited to, work ethics and mechanical skills. All work experience sessions must be completed in a Ford or Lincoln dealership as per Ford Motor Company requirements. S

**AFM 270 Diesel Engine Operations****2-2-3**

Theoretical and practical operation of both the 6.4L DIT Navistar diesel engine and the Ford 6.7L DIT engine used by Ford Motor Company in their super-duty trucks. Students who successfully complete their course receive Ford Motor Company certification in Diesel Engine Performance and Diagnosis (51S15To). Prerequisites: credit or concurrent enrollment in AFD/AFM 115 and AFD/AFM 132, and Ford Certification STST area 32 and 34, or approval of instructor or department chair. S

## Agriculture

*Agriculture/Engineering Science and Technologies*  
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**AGB 101 Introduction to Animal Science****3-2-4**

(IAI AG 902) Principles of livestock production. Includes animal products, breed identification, livestock selection, genetics and reproduction, nutrition and ration formulation, and livestock management practices. F S

**AGB 102 Introduction to Agricultural Economics****4-0-4**

(IAI AG 901) Principles of economics as applied to agriculture; basic economic principles, finance, land, marketing, input allocation, and pricing, international trade, agricultural policies, fiscal and monetary policies. F S

**AGB 103 Introduction to Crop Science****3-2-4**

(IAI AG 903) Various plant species of economic importance; principles of plant growth, environment, selection, classification, cultural practices; weed, insect, and disease identification and control. F S

**AGB 104 Introduction to Horticultural Science****3-2-4**

(IAI AG 905) Horticultural crop biology, technology, and industry. Includes classification, plant structure, growth and development, environmental factors, mechanisms of propagation, plant improvement, harvesting, marketing, geography, and aesthetics of horticultural crops (fruits, vegetables, greenhouse, turf, nursery, floral, and landscape). F S

**AGB 105 Agricultural Applications of the Computer****3-0-3**

(IAI AG 913) Introduction to computer hardware, platform environments, file manipulation, printers and the use of word processing, electronic presentations and communications, graphics, spreadsheet, and database management software; solution of agriculture data-related problems and use of prepared software and templates. F S Su

**AGB 106 International Agricultural Field Experience****1-6-3**

Role of agriculture in international food production, international trade, governmental policy, and influence of cultural and economic diversity on agriculture; requires a supervised international field experience.

**AGB 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. F S

**AGB 112 Concepts in Agriculture****1-0-1**

Academic and career goal setting and planning for agriculture students, discussion of issues in agriculture, and development of problem-solving and communication skills. F

**AGB 133 Introduction to Agricultural Marketing and Standards****2-2-3**

Survey of approaches to marketing agricultural products; implications for the producer, consumer, processor, and government; use of grain grading and standardization equipment. S

**AGB 135 Agricultural Business Management****4-0-4**

Organization and structure of agricultural businesses; resource evaluation, policy development and implementation, functions of management, and laws and taxes that affect business. F S

- AGB 155 Agricultural Salesmanship** **3-0-3**  
Role, dynamics, and principles of sales communications as related to food and agriculture; methods for analyzing, setting objectives, planning, conducting, and evaluating sales communications efforts; sales presentations. F S
- AGB 191 Agri-Business Work Exploration** **0-10-2**  
Placement in agricultural business for 150 hours of work in career exploration, developing skill requirements, and occupational opportunities. Dual supervision by college staff and cooperating businesses. Prerequisite: completion of 15 semester hours of college credit within the program area in which placement is desired. F S Su
- AGB 200 Introduction to Soil Science** **3-2-4**  
(IAI AG 904) Fundamentals of soil formation, development, texture, structure, color, temperature, moisture, organisms, organic matter, chemical composition, clay minerals, classification, nutrient testing, fertilizer use, conservation, and management. Includes laboratory projects. F S
- AGB 201 Introduction to Agricultural Mechanization** **2-2-3**  
(IAI AG 906) Principles and applications of agricultural mechanization with emphasis on structures, electrification, power sources, and soil and water conservation. S
- AGB 202 Introduction to Agricultural Education** **3-0-3**  
Overview of agricultural education and leadership career pathways. Topics include university extension services, teacher certification requirements, and current issues for agricultural education professionals. Students will be required to visit and survey several high school agricultural education programs. S
- AGB 209 Companion Animal Management** **2-2-3**  
Discuss many aspects of companion animal ownership. Includes breeding and reproduction, anatomy, nutrition, health care, and animal behavior. Species include dogs, cats, birds, and small animals. Prerequisite: AGB 101 or approval of instructor.
- AGB 211 Plant Pest Identification and Control** **3-0-3**  
Identification and control of weeds, insects, and diseases. Control methods include prevention, biological control, resistant varieties, and pesticides. Pesticide terminology, formulations, calibration, environmental concerns, safe handling, and laws and regulations concerning pesticides. Prerequisite: AGB 103 or AGB 104. Su
- AGB 212 Weed Identification and Control** **0-2-1**  
Principles and applications of weed control by identifying 70 weed species, 30 herbicides and associated crop/weed response, use of spray equipment, and solving problems related to herbicide use. Prerequisite: AGB 103 or AGB 104. S
- AGB 213 Soil Fertility and Fertilizers** **3-0-3**  
Use of fertilizers for peak production at optimum cost; evaluation and comparison of different forms of macro- and micro-nutrients, their manufacture, handling, and application; plant and soil chemistry. Prerequisite: AGB 200. S
- AGB 214 Precision Farming Technology** **2-2-3**  
Introduction to the most common tools used in precision farming: global positioning systems, geographic information systems, unmanned aerial system (UAS), precision planters, variable rate technology, and yield monitoring. F
- AGB 215 Applications of GIS in Agriculture** **3-0-3**  
Fundamental processes of geographic information systems (GIS) with application to agriculture. File formats, database management, spatial analysis, and manipulation of data. Georeferenced data from mapping and yield monitoring. S
- AGB 217 Principles of Animal Feeding and Nutrition** **3-0-3**  
Fundamental principles of animal nutrition with emphasis on practical feeding of livestock, calculation of rations, economic considerations, and new developments in animal nutrition and livestock feeding, composition, properties, values, and use of important feedstuffs. F
- AGB 218 Livestock Management** **5-0-5**  
Fundamentals of livestock production relating to acquisition, processing, herd health, nutrition, marketing, and facility needs of livestock in all stages of production. AGB 217 recommended. Prerequisite: AGB 101 or approval of instructor.
- AGB 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. F
- 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. F
- AGB 233 Grain Marketing** **3-0-3**  
Fundamentals of mechanics of futures and options markets. Emphasis on how individuals should develop grain marketing plans and how and when to use futures and options rather than forward pricing, price-later, speculating, or other choices in management of risk. F S
- AGB 236 Agricultural Credit and Finance** **2-0-2**  
Place of credit in farming and agricultural business; use of equity and debt capital as a management tool. Credit analysis as seen by borrower and lender; legal concepts in finance; application of short-term and long-term credit. Prerequisite: AGB 102. S
- AGB 238 Grain Merchandising** **3-0-3**  
Fundamentals of accumulating and merchandising grain from perspective of country grain elevator. Emphasis on learning skills and building good habits, with particular emphasis on mechanics of basis trading, while respecting natural market forces. F S
- AGB 239 Advanced Grain Marketing** **2-0-2**  
Analysis of agricultural commodity futures markets. Specific fundamental analysis factors, various technical analysis methods, and advanced hedging techniques. Prerequisite: AGB 233 or approval of instructor or department chair. S
- AGB 252 Precision Data Analytics** **3-0-3**  
Advanced processes of data mining, analysis, reporting and interpretation of agriculture data from various precision agriculture platforms. Prerequisite: AGB 215 or approval of department chair.
- AGB 290 Agri-Business Seminar** **1-0-1**  
Seminar designed to assist students dealing with the management and day-to-day decision making involved in the operation of an agricultural/agri-business firm. Prerequisite: approval of department chair. S
- AGB 291 Agri-Business Work Experience** **0-20-4**  
Placement in an agricultural business for 300 hours of work experience. Dual supervision by college staff and cooperating business. Prerequisite: completion of 45 semester hours of college credit within the program area in which placement is desired. F S Su

## Applied Learning Skills—Health

Health Professions

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

### ALH 136 Pharmacology Medication Calculation Review

1-0-1

Refresher of the 10 rights of medication administration, household, apothecary, and metric systems of measurement. Review of ratio and proportion are emphasized to calculate oral medication dosages, parenteral, IV medication, infusion rates, and piggybacks. Prerequisites: MAT 070 or placement into MAT 080. F S Su

## Applied Learning Skills—Math

Center for Academic Success

217/351-2441 • [www.parkland.edu/cas](http://www.parkland.edu/cas)

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 124 Topics from College Algebra

1-0-1

Study of selected college algebra topics: Relations and functions, linear, polynomial, exponential, and logarithmic models, radicals and complex numbers, systems of equations and matrix methods, determinants and Cramer's Rule, sequences and series, and binomial theorem. May not be used to fulfill MAT 124 course requirement. Repeatable for a maximum of 3 credit hours. F S Su

### ALM 125 Topics from College Trigonometry

1-0-1

Trigonometric functions, fundamental identities, graphing, solving trigonometric equations, inverse trigonometric functions, complex numbers, and vectors. May not be used to fulfill MAT 125 course requirement. Repeatable for a maximum of 3 credit hours. F S Su

### ALM 130 Topics from Geometry (A)

1-0-1

Logical reasoning and proofs, definitions and symbols, angle and line relationships. Repeatable for a maximum of 3 credit hours. F S Su

### ALM 131 Topics from Geometry (B)

1-0-1

Logical reasoning and proofs, properties of triangles and quadrilaterals, congruent triangles. Repeatable for a maximum of 3 credit hours. F S Su

### ALM 132 Topics from Geometry (C)

1-0-1

Logical reasoning and proofs, ratio and proportion, similar triangles, right triangles, and arc, angle, and segment relationships in circles. F S Su

### ALM 133 Topics from Geometry (D)

1-0-1

Perimeter and area of polygons and circles, volume and surface area of solids. F S Su

### ALM 140 Topics from Business Math

1-0-1

Selected topics from: scientific calculator usage; basic arithmetic operations, percentages, payroll, simple and compound interest, annuities, sinking funds, promissory notes, discounting, depreciation, merchandising, retailing, reconciliation, installment loans, periodic loans, mortgage loans, elementary descriptive statistics, spreadsheet applications. May not be used to fulfill MAT 110 course requirement. Repeatable for a maximum of 3 credit hours. F S Su

## Applied Learning Skills—Natural Sciences

Center for Academic Success

217/351-2441 • [www.parkland.edu/cas](http://www.parkland.edu/cas)

Designed for the student who wants to learn or improve skills in basic chemistry. 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. ALN credits do not apply toward A.A., A.S., A.E.S., A.F.A., or A.G.S. degree programs.

### ALN 135 Elementary Chemistry

1-0-1

Fundamental chemistry needed for success in CHE 100, including substances/mixtures, properties of matter, energy, atomic structure, Periodic Table, ions/isotopes, compounds: naming/formulas, metric system, chemical reactions, acids/bases. F S Su

## Applied Learning Skills—Reading

Center for Academic Success

217/351-2441 • [www.parkland.edu/cas](http://www.parkland.edu/cas)

Designed for the student who wants to learn or improve skills in reading. 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. ALR credits do not apply toward A.A., A.S., A.E.S., A.F.A., or A.G.S. degree programs.

### ALR 135 Study and Test-Taking Skills I

1-0-1

Focus on learning and memory process, effective reading-to-learn strategies, learning styles analysis, practical study and test-taking skills. Practical application to student's other concurrent course(s). Repeatable for a maximum of 3 credit hours. F S Su

### ALR 136 Study and Test-Taking Skills II

1-0-1

Focus on learning and memory process, effective reading-to-learn and memorization strategies, test-preparation and test-taking skills, college vocabulary. Practical application to student's other concurrent course(s). Repeatable for a maximum of 3 credit hours. F S Su

### ALR 153 Essential Comprehension Skills

1-0-1

Develops comprehension and thinking skills for academic reading. Emphasizes active reading strategies. May be taken with ALR 154 to meet CCS 098 requirements with reading director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 154 Essential Vocabulary Skills** 1-0-1  
Develops vocabulary skills for academic reading. Emphasizes active vocabulary-building strategies. May be taken with ALR 153 to meet CCS 098 requirements with reading director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 156 Active Reading and the Learning Process** 1-0-1  
Develops high intermediate reading/study skills with emphasis on active reading and memory/learning processes. May be taken with ALR 157 to meet CCS 099 requirements with reading director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALR 157 Summary and Critical Response Writing** 1-0-1  
Develops high-intermediate reading and thinking skills through summary and critical response writing. May be taken with ALR 156 to meet CCS 099 requirements with reading director approval. Repeatable for a maximum of 3 credit hours. F S Su

## Applied Learning Skills— Assistive Technology

Center for Academic Success  
217/351-2441 • [www.parkland.edu/cas](http://www.parkland.edu/cas)

**ALS 176 Applying Assistive Technology to Academics I** 1-0-1  
Exploration and evaluation of various assistive technologies for individual learning needs. Historical development and application to the online environment. Emphasis on online communication and strategies to support effective study skills. F S Su

**ALS 177 Applying Assistive Technology to Academics II** 1-0-1  
Exploration and evaluation of various assistive technologies for individual learning needs. Emphasis on strategies to facilitate comprehension and manipulation of written language. F S Su

**ALS 196 Dental Hygiene Board Exam Preparation** 2-0-2  
Reading-to-learn and memorization strategies, vocabulary building, test preparation and test-taking skills specific to the dental hygiene board exam. Major emphasis on case study analysis. F S

## Applied Learning Skills—Writing

Center for Academic Success  
217/351-2441 • [www.parkland.edu/cas](http://www.parkland.edu/cas)

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** 1-0-1  
Students will learn to write sentences that demonstrate a command of basic English grammar and punctuation. Correct use of phrases and clauses emphasized. Supplemental tutorial for ESL students. Repeatable for maximum of 3 credit hours. F S Su

**ALW 154 Intensive Grammar Instruction II** 1-0-1  
Students will learn to write paragraphs that demonstrate a command of grammar and punctuation including correct use of period, comma, semicolon, colon, and quotation marks. Supplemental tutorial for ESL students. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 155 Writing Effective Sentences** 1-0-1  
Students will learn to write sentences that effectively utilize language - word choice, sentence structure, punctuation - to enhance their purpose. Emphasis on identification and correction of major sentence errors: run-on, comma splice, and sentence fragments. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 156 Writing Effective Paragraphs I** 1-0-1  
Focus on developing topic sentences and writing paragraphs that utilize topic sentences and concluding sentences to indicate direction and purpose. Emphasis on audience awareness. May be used for modular completion of ENG 098 per CAS director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 157 Writing Effective Paragraphs II** 1-0-1  
Focus on writing paragraphs that develop the topic sentence effectively. Practice use of a variety of writing strategies (narration, description, comparison-contrast, argumentation). May be used for modular completion of ENG 098 per CAS director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 192 Writing Effective Essays I** 2-0-2  
Focus on writing multiple-paragraph essays that support a thesis or controlling idea. Emphasis on direction, purpose, and audience awareness. May be used for modular completion of ENG 099 per CAS director approval. Repeatable for a maximum of 6 credit hours. F S Su

**ALW 193 Writing Effective Essays II** 1-0-1  
Focus on writing multiple-paragraph essays that stay focused on a primary topic and consistently maintain a point of view. May be used for modular completion of ENG 099 per CAS director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 194 Writing Effective Essays III** 1-0-1  
Focus on writing multiple-paragraph essays that support their thesis statements effectively using a variety of writing strategies (e.g., narration, illustration, comparison-contrast, argumentation). May be used for modular completion of ENG 099 per CAS director approval. Repeatable for a maximum of 3 credit hours. F S Su

**ALW 195 Writing Effective Essays IV** 1-0-1  
Focus on writing multiple-paragraph essays that exhibit critical thinking and demonstrate engagement with outside ideas and texts. Repeatable for a maximum of 3 credit hours. F S Su

**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. Prerequisite: ENG 099 placement and CCS 099 placement or higher; concurrent enrollment in ENG 101.

# Anthropology

*Social Sciences and Human Services*  
217/351-2229 • [www.parkland.edu/sshs](http://www.parkland.edu/sshs)

## **ANT 101 Introduction to Anthropology 3-0-3**

(IAI S1 900N) Introduction to the study of humankind. Attention given to humanity as both a living, evolving organism and creator and product of culture. Substantial emphasis placed on cross-cultural material. Prerequisite: ENG 099 placement. F S

## **ANT 103 Introduction to Cultural Anthropology 3-0-3**

(IAI S1 901N) Study of structure and process of culture. Presents major features of culture including subsistence patterns, organizing devices, language, patterns of cultural transmission, political organization, religion, family forms, and cultural change. Examines methods of anthropological research and major theoretical orientations. Prerequisite: ENG 101 placement F S

## **ANT 105 Introduction to Physical Anthropology 3-0-3**

(IAI S1 902) Introduction to the principles and course of human evolution from the perspective of biological and social sciences; introduction to archaeological methods. Prerequisite: ENG 101 placement. F S

## **ANT 200 Introduction to Archaeology 3-0-3**

(IAI S1 903) General introduction to theory and methods of archaeology. Emphasis placed upon conduct of archaeological research. Archaeology of the Midwest given special attention. For anyone interested in finding out about the past. Optional field trips. Prerequisite: ENG 099 placement.

## **ANT 220 Field Archaeology 0-9-3**

Field studies in archaeology of various sections of North America. Emphasis on prehistoric cultures and their relationships to biological and geological features of their environment. Prerequisites: an interest in science, good physical health, and approval of instructor or department chair. Su

## **ANT 289 Topics in Anthropology 3-0-3**

Study of selected topics in anthropology. Topics vary according to section and semester and are listed in class schedule. Prerequisite: 3 credit hours in the discipline. A total of 6 credit hours may be taken in topics courses numbered 289.

# Arabic

*Humanities*  
217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

## **ARA 101 Beginning Arabic I 5-0-5**

For students with little or no previous instruction in the Arabic language. Emphasis on mastery of Arabic alphabet and phonetics; elementary formal grammar and development of reading and writing skills and conversation in formal non-colloquial style. Prerequisite: ENG 101 placement. F S

## **ARA 102 Beginning Arabic II 5-0-5**

Continued acquisition of language skills including phonetics, formal grammar and development of reading and writing skills; further development of communicative competence in formal non-colloquial style. Prerequisite: ARA 101 or equivalent. S

## **ARA 103 Intermediate Arabic I 5-0-5**

Development of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and understanding of Arabic culture. Prerequisite: ARA 102 or equivalent. F

## **ARA 104 Intermediate Arabic II 5-0-5**

Continued development and refinement of intermediate-level communicative competence. Emphasis on listening, speaking, reading, writing, and on Arabic culture. Prerequisite: ARA 103 or equivalent. S

# Art

*Fine and Applied Arts*  
217/351-2217 • [www.parkland.edu/faa](http://www.parkland.edu/faa)

Initial student expenses for art tools and supplies may be substantial. Though materials vary from course to course, prudent financial planning should include such costs.

## **ART 121 Two-Dimensional Design 1-5-3**

Foundation course in basic design fundamentals: form, balance, rhythm, emphasis, unity, proportion, and space. Exploration of different compositional strategies in a variety of media. Concurrent enrollment in ART 122 recommended. F S Su

## **ART 122 Drawing I 1-5-3**

Skill-oriented beginning representational drawing. Visualizing and basic drawing construction, pathologies of drawing; linear perspective; presentation; elements of line, shape, value, and volume. F S Su

## **ART 123 Drawing II 1-5-3**

In-depth investigation of various drawing media and papers. Design issues, expression, envisioned and observational drawing, pathologies of drawing. Prerequisite: ART 122 with a grade of C or higher. F S

## **ART 124 Three-Dimensional Design 1-5-3**

Foundation course in three-dimensional design fundamentals. Concurrent enrollment in ART 122 recommended. F S

## **ART 125 Color 1-5-3**

In-depth examination of color; exploration and application of color theories and media. F

## **ART 128 Digital Photography 1-5-3**

An introductory course covering the basic principles of digital photography as a fine art medium, including equipment selection and use, image processing, and aesthetics. Prerequisite: basic computer skills. F S Su

## **ART 129 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. F S

## **ART 130 Studio Photography I 1-5-3**

Advanced skills with digital camera, lighting, and exposure evaluation. Hands-on experience working in a studio environment will provide creative opportunities to work in areas such as still life, portrait, and commercial work. Prerequisite: ART 128. S

## **ART 145 Ceramics I 1-5-3**

Introduction to ceramic process. Hand-built and wheel-thrown forms; basic problems of forming, decoration, and glazing. For art majors and non-art majors. Repeatable for a maximum of 12 credit hours. F S Su

## **ART 161 Art History I 3-0-3**

(IAI F2 901) Survey of origins and development of visual arts, from prehistoric through Gothic period. F S



**ART 162 Art History II** **3-0-3**  
(IAI F2 902) Survey of origin and development of visual arts, Renaissance to present. Influence of past on contemporary art. (Also in Salzburg Program). F S

**ART 163 History of Modern Art** **3-0-3**  
(IAI F2 902) History of modernism in art from French Revolution to present with emphasis on contemporary issues. (Also in Salzburg Program) S

**ART 164 History of Photography** **3-0-3**  
(IAI F2904) History of photography in art and society from its discovery to present. F

**ART 165 Art Appreciation** **3-0-3**  
(IAI F2 900) Introductory survey of visual arts in relation to human society, with aim of providing wide acquaintance with art forms and an appreciation of factors that have determined their development. Includes museum field trips. (Also in Canterbury Program) F S Su

**ART 166 Introduction to Non-Western Art** **3-0-3**  
(IAI F2 903N) Survey of origins and development of visual arts from 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. F S Su

**ART 181 Sculpture I** **1-5-3**  
Use of techniques, principles, and materials of sculpture to interpret contemporary subjects in three-dimensional sculptural forms. Aesthetic, historical, and social perspectives explored. F

**ART 182 Sculpture II** **1-5-3**  
Continued exploration and development of sculpture media and materials as means of expression. Emphasis on depth of conceptual development, professional presentation, documentation. Repeatable for a maximum of 12 credit hours. F

**ART 185 Metalwork and Jewelry I** **1-5-3**  
Basic jewelry and metalworking techniques: sawing, piercing, filing, soldering, cold connections, forming, metal finishing. Repeatable for a maximum of 12 credit hours. Credit or concurrent enrollment in ART 121 recommended. F S

**ART 186 Metalwork and Jewelry II** **1-5-3**  
Continuation of ART 185 with greater exploration of conceptual and technical problems. Introduction to silver casting, advanced stone setting, repousse chasing, and inlay. Student may concentrate and research particular technique, while designing and executing individual projects. Repeatable for a maximum of 12 credit hours. Prerequisite: ART 185. F S

**ART 201 Painting I** **1-5-3**  
Introduction to techniques and principles of oil painting, preparation of painting surfaces, development of color, and explanation of pictorial space. Credit in ART 122 recommended. (Also in Canterbury Program) F S

**ART 202 Painting II** **1-5-3**  
Application of technical painting skills to developing personal expression in response to various types of imagery. Repeatable for a maximum of 12 credit hours. Prerequisite: ART 201. F S

**ART 221 Figure Drawing** **1-5-3**  
Use of the figure as basis for anatomical study and accurate representational drawing. Drawing from skeleton and live models. For art majors. Prerequisite: ART 122 (ART 123 is also recommended). S

**ART 228 Advanced Digital Photography** **1-5-3**  
Advanced techniques and principles of the digital photographic process in visual communication. Exploration of materials and methods unique to digital photography with an emphasis on art. Prerequisite: ART 128. F S

**ART 229 Advanced 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. Repeatable for a maximum of 12 credit hours. Prerequisite: ART 129. F S

**ART 245 Ceramics II** **1-5-3**  
Continued development of technical ceramic skills including: wheel work, hand building, clay body, glaze formulation. Exploration of past and contemporary ceramic forms and ideas. For art and non-art majors. Repeatable for a maximum of 12 credit hours. Prerequisite: ART 145. F S Su

**ART 283 Portfolio Seminar** **1-0-1**  
Under faculty direction, students fine-tune and edit their portfolios, create an artist's statement, and develop their personal resumes. Includes lectures on presentation, demonstrations on taking professional images of artwork, and faculty reviews of final portfolio. Repeatable for a maximum of 2 credit hours. Prerequisites: ART 121, ART 122, ART 123, ART 124, sophomore standing in Art and Design or Art Education, or approval of instructor or department chair. F

## Astronomy

*Natural Sciences*

217/351-2285 • [www.parkland.edu/ns](http://www.parkland.edu/ns)

**AST 101 The Solar System** **3-2-4**  
(IAI P1 906L) Historical ideas concerning stars and planets; structure and motions of Earth, planets, and moons; physical nature of the Sun, planets, comets, asteroids, and meteors; origin and evolution of the Solar System. Includes an evening telescope observation. Prerequisite: ENG 101 placement. F S Su

**AST 102 Stars, Galaxies, and the Universe** **3-2-4**  
(IAI P1 906L) Star distances, motions, structures, origin, and evolution; white dwarfs, neutron stars, and black holes; atoms and radiation; structures and evolution of galaxies (including the Milky Way) and the universe. Includes some evening telescopic observations. Prerequisite: ENG 101 placement. F S Su

## Aviation

*Institute of Aviation*

217/244-8687 • [www.parkland.edu/academics/aviation](http://www.parkland.edu/academics/aviation)

**AVI 111 Commercial UAS Ground School** **3-0-3**  
Prepares students for FAA Commercial Unmanned Aircraft Systems (UAS) Pilot Certification. Covers regulations, airspace, aerodynamics, weather, performance, registration, and aeromedical factors. Certification requires passing a FAA written exam. F S

**AVI 112 Introduction to Unmanned Aircraft Systems Flight** 2-2-3

Introduces basic skills needed 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. F S

**AVI 101 Private Pilot I** 2-2-3

First of a two-course sequence to prepare for FAA Private Pilot Certification. Covers aerodynamics airplane systems, airport and airplane operations, federal regulations, and airplane safety. Includes 30 hours flight training. Private pilot certification requires completion of AVI 120. Prerequisites: ENG 101 placement; MAT 107 placement; and non-native speakers of English: ibt TOEFL score - min. 85 overall (min. 22 listening; min. 26 speaking), or approval of program director. F S

**AVI 120 Private Pilot II** 2-2.5-3

Second of a two-course sequence to prepare for FAA Private Pilot certification. Covers operation, navigation, night flying and meteorology. Flight training includes use of flight simulator. Private Pilot certificate issued upon successful completion of final examinations. Prerequisite: AVI 101 or approval of program director. F S

**AVI 129 Commercial Instrument I** 2-2.5-3

First of two-course sequence to prepare private pilots for instrument rating; cross-country flight emphasizing instrument approaches and en-route instrument procedures; and instruction on instrument flying, navigation, aircraft instruments, and regulations. Flight training includes eight hours in flight simulator. Prerequisite: AVI 120 or approval of program director. F S Su

**AVI 140 Commercial Instrument II** 2-2.5-3

Second of a two-course sequence to prepare the private pilot for the instrument rating. Classroom instruction on instrument maneuvers, aerodynamics, navigation, and aircraft systems. Flight training includes eight hours in flight simulator. Prerequisite: AVI 129 or approval of program director. F S

**AVI 184 Aircraft Systems for Pilots** 3-0-3

Basic aircraft systems, their components, and theory of operation. Familiarization of Federal Aviation Administration maintenance rules and regulations applicable to pilots. Prerequisite: AVI 120 or approval of program director. F S

**AVI 200 Commercial Pilot I** 2-3-3

Advanced course preparing for FAA Commercial Pilot Certification. Includes cross-country procedures, federal aviation regulations, maintenance inspections, and pilot responsibilities. Emphasizes complex airplane operation and instrument flying procedures. Flight training includes seven hours in a Flight Training Device. Prerequisite: AVI 140 or approval of program director. F S

**AVI 209 Commercial Pilot II** 2-3-3

Final course preparing for FAA Commercial Pilot Certificate with Instrument Rating. Reviews cross-country procedures, federal aviation regulations, commercial maneuvers, and pilot responsibilities. Emphasizes complex airplane operation and commercial maneuvers. Flight training includes six hours in Flight Training Device. Prerequisite: AVI 200 or approval of program director. F S Su

**AVI 220 Flight Instructor Certification Course** 3-2-4

Preparation for FAA Flight Instructor (Airplane) certificate. Teaching/learning principles, lesson planning, federal aviation regulations. Flight training includes one hour in flight simulator teaching techniques. One-hour flight check required. Prerequisite: FAA Commercial Pilot Certificate with Instrument Rating and director approval. F S Su

**AVI 222 Instrument Flight Instructor** 1-1-1

Flight instruction and supervised training to add Instrument-Airplane rating to Flight Instructor certificate. Instrument operations emphasizing instructional aspects of operations. Includes a one-hour flight test. Prerequisites: FAA Commercial Pilot Certificate with Instrument Rating or approval of program director. F S

**AVI 280 Multiengine Land** 0.5-1-1

Instruction and supervised training for commercial pilots to develop skills required for the Multi-Engine Rating. Prerequisite: approval of program director. F S Su

**AVI 281 Cockpit Resource Management** 3-1-3

Examines societal/cultural, industry, governmental regulatory agency, organizational, group, and individual influences on cockpit behavior and cockpit resource management. Laboratory and flight sections use multi-engine flight simulators and multi-engine aircraft. Students gain experience flying preplanned scenarios in both aircraft and simulators. Prerequisite: AVI 280 or approval of program director. F S

## Biology

*Natural Sciences*

217/351-2285 • [www.parkland.edu/ns](http://www.parkland.edu/ns)

**BIO 100 Introduction to Biology** 2-2-3

Basic introduction to biology, including scientific method, chemistry, cell structure and function, DNA and RNA, heredity, cell division, diversity and evolution of life, organ systems, reproduction, biotechnology, and the environment. Designed for those with limited biology course experience. F S Su

**BIO 101 General Biology** 3-3-4

(IAI L1 900L) Survey of biology for students in A.A.S. and baccalaureate-oriented programs. General principles of biology emphasizing cell and organism structure and function, evolution and ecology. Credit not given for both BIO 101 and BIO 141-142 sequence. Prerequisite: ENG 101 placement. F S Su

**BIO 104 Environmental Biology and Sustainability** 3-3-4

(IAI L1 905L) Examines relationship of humans to their environment, including consideration of natural cycles and balances, populations, energy, hazardous chemicals, air, water, noise, and solid waste pollution. Field trips included. Students are expected to provide own transportation on local field trips. Prerequisite: ENG 101 placement. F S Su

**BIO 105 Human Biology** 3-3-4

(IAI L1 904L) Provides non-science majors basic principles of human biology in the context of current social issues. An emphasis on the human body and its interconnectedness to health, disease, growth, development, genetics, and evolution, as they relate to individuals and society. Prerequisite: ENG 101 placement. F S

**BIO 106 Heredity and Society** 3-0-3  
(IAI L1 906) Provides non-science majors with fundamentals of genetics and interrelationships between heredity and society. Includes exploration of inheritance, genetic technology, and population genetics. Must be taken with BIO 186 to fulfill life science general education lab requirement. Prerequisite: ENG 101 placement. F S Su

**BIO 107 Introduction to Evolution** 3-3-4  
(IAI L1907L) Topics include the philosophy of science, molecular bases of genetic variation, inheritance, speciation, geological and astronomical bases of biological evolution, history of evolutionary thought, origin of life, and application of evolution on modern society. Prerequisite: ENG 101 placement. F S

**BIO 109 Introduction to Plant Biology** 3-3-4  
(IAI L1 901L) Introduction to diversity, structure and function, and importance of plant life to ecological and human systems. Emphasis on scientific inquiry of real-world problems involving plant anatomy and growth, responsiveness, evolution, reproduction, economics, and symbiosis of plants. Prerequisite: ENG 101 placement. F S Su

**BIO 111 Basic Anatomy and Physiology** 3-3-4  
General survey of basic human body structure and function. Includes basic chemistry, cells and tissues, metabolism, skeletal, muscular, circulatory, respiratory, digestive, reproductive, urinary, nervous and endocrine systems, and special senses. Lab activities include use of models, the Anatomage, and cadavers. F S Su

**BIO 120 Fundamentals of Nutrition** 3-0-3  
Examines food sources and the functions of nutrients, principles of weight management, nutrition requirements during the life cycle, and the relationship between nutrition and health. Stresses practical application of nutrition concepts and explores current nutrition controversies. Prerequisite: ENG 101 placement. F S Su

**BIO 121 Anatomy and Physiology I** 3-3-4  
Structure/function of human body. Introduction to A&P, Chemistry, Cytology, Histology, Integument, Skeletal system, Articulations, Muscular, and Nervous systems. Prerequisites: successful completion of HS chemistry, CHE 100, or CHE 106 within three years; or satisfactory score on Parkland's chemistry competency test and ENG 101 placement. F S Su

**BIO 122 Human Anatomy and Physiology II** 3-3-4  
Completes the anatomy/physiology sequence after BIO 121. Systems/processes covered include special senses, endocrine, circulatory, immune/defense mechanisms, integumentary, respiratory, digestive/metabolism, urinary, reproductive, and human development. Prerequisite: BIO 121 or equivalent with grade of C or higher. F S Su

**BIO 123 Microbiology** 3-3-4  
Basic principles of microbiology; classification, morphological and physiological characteristics of microorganisms, microbial control, pathogenesis and immunity, with associated laboratory assignments. Prerequisites: BIO 101, BIO 121, BIO 141, or equivalent; or admission to VTT program and BIO 111 with a grade of C or higher. F S Su

**BIO 141 Principles of Biology I** 4-3-5  
(IAI L1 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: ENG 101 placement; and high school chemistry, CHE 100, or equivalent. F S

**BIO 142 Principles of Biology II** 4-3-5  
(IAI L1 910L, BIO 910) Continuation of BIO 141 to complete biology sequence; diversity of life, structure, and function of animals and plants. Credit not given for both BIO 101 and BIO 142. Prerequisite: BIO 141 or equivalent with a grade of C or higher. F S

**BIO 166 Microbiology Laboratory Principles** 0-3-1  
Directed laboratory experience designed to enhance general microbiological laboratory skills. Prerequisite: approval of department chair. F S Su

**BIO 186 Heredity and Society Laboratory** 0-2-1  
(IAI L1 906L) Laboratory course to accompany BIO 106 to satisfy general education requirements. Fundamentals of genetics, including human inheritance, population, genetics, and DNA. Prerequisite: credit or concurrent enrollment in BIO 106. F S Su

**BIO 225 Pathophysiology** 3-0-3  
Physiological basis of various conditions in altered health. Focuses on deviation from the normal homeostatic condition. Prerequisites: BIO 111 or BIO 121 and BIO 122 or equivalent with grade C or higher. S

## Business

*Business/Computer Science and Technologies*  
217/353-2099 • [www.parkland.edu/bcst](http://www.parkland.edu/bcst)

**BUS 101 Introduction to Business** 3-0-3  
Survey of areas of business, including marketing, management, and finance for both business and non-business students. Provides opportunity to explore the total business environment and its related careers. F S Su

**BUS 106 Business and Organizational Ethics** 3-0-3  
Introduction to social and ethical issues of business, institutions, and organizations including but not limited to government regulations, consumerism, advertising, client relationships, employee and organizational responsibility, preferential hiring, conflicts of interest, and economic justice. Credit not given for both BUS 106 and PHI 106. Prerequisite: ENG 101 placement. F S Su

**BUS 117 Introduction to Entrepreneurship** 3-0-3  
Designed for all owners, managers, and employees of existing or proposed small or independent businesses, including nonprofit organizations. Fundamentals of entrepreneurship and small business management; emphasis on organizational, financial, and marketing management. Focus on business planning, investigation of information sources, and keys to business success. F

**BUS 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. F

**BUS 152 Introduction to Global Business** 3-0-3  
Entry-level overview of current world trade activities, practices, and issues. Designed to provide student with basic, practical understanding of global business operations in the context of global competitiveness and emerging trading blocks. F

**BUS 204 The Legal Environment of Business** 3-0-3  
Public law and legal environment in which business must operate; background of legal principles and systems. Examines major laws affecting commerce, competition, labor relations, product liability, and consumer protection; contracts, agency, principles of tort, methods of organizing a business, sole proprietorship, corporations, partnerships. F S

**BUS 245 Business Communications** 3-0-3  
Study of communication foundations; writing process for business letters, memos, and reports; oral presentation skills; team-building skills. Use of e-mail and the Internet. Working knowledge of PowerPoint necessary. Prerequisite: ENG 102 or concurrent enrollment. F S Su

**BUS 250 Business Work Experience I** 0-20-4  
Students obtain 300 hours of work experience to utilize their studies, expand their perception of work environment, and gain practical experience. Prerequisite: completion of at least 30 semester hours of college credit within program area in which placement is desired. F S Su

**BUS 252 Business Work Experience II** 0-20-4  
Students obtain 300 hours of work experience in job environment that expands experiences gained from BUS 250. Training experiences developed by the employer and faculty member. Prerequisite: BUS 250. F S Su

**BUS 264 Introduction to Finance** 3-0-3  
Introductory course in managerial finance: financial analysis, budgeting, sources of capital (short- and long-term), and cost of capital. Prerequisite: credit or concurrent enrollment in ACC 102. F S

## Computer-Aided Drafting

*Agriculture/Engineering Science and Technologies*  
217/351-2481 • [www.parkland.edu/agest](http://www.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. F S

**CAD 117 Advanced AutoCAD - 3D Topics** 3-0-3  
Advanced techniques in computer-aided drafting: 3D design, show motion, libraries, symbols libraries, scripts, and 3D panel/button customization for AutoCAD. Prerequisite: CAD 124 or equivalent. F S

**CAD 121 Materials for Industry** 3-0-3  
Survey of materials used by design engineers; ferrous metals, nonferrous metals, plastics, and ceramics; testing, heat-treating, finishing, and use of adhesives. S

**CAD 122 Computer-Aided Machine Design II** 4-0-4  
Theory and application of design processes including dimensions, tolerances, assembly, multi-view, and details. Also includes application of the design process to CAD drawings and solid models using SolidWorks software. Prerequisite: CAD 113 or approval of instructor or department chair. F S

**CAD 124 Introduction to AutoCAD (Computer-Aided Drafting)** 3-0-3  
Introduction to computer-aided drafting using AutoCAD software; architectural, mechanical, and electrical applications. F S Su

**CAD 132 Introduction to Microstation CAD** 3-0-3  
Introduction in computer-aided drafting (CAD) using Microstation software applied to civil and structural layouts, printing and publishing, referencing and creating simple drawing sheets. Prerequisite: credit or concurrent enrollment in CIT 130. F

**CAD 214 Introduction to Revit Architecture** 3-0-3  
Use of Revit Architecture to assemble 3D commercial architectural plans, with an introduction to building information modeling. Prerequisites: CAD 124 and CIT 130. S

**CAD 232 Advanced Microstation CAD** 3-0-3  
Advanced techniques in computer-aided drafting using Microstation and Geopak civil/survey software. Includes survey data acquisition and processing; terrain models, highway geometry and corridor modeling. Prerequisites: CAD 132 and CIT 130. S

## Customized Career Preparation

*Business/Computer Science and Technologies*  
217/353-2099 • [www.parkland.edu/bcst](http://www.parkland.edu/bcst)

**CCP 111 Customized Career Preparation Portfolio** 1-2-2  
For persons with specific career goals to determine career field requirements, document requirements already mastered, and formulate an educational plan to achieve mastery of remaining requirements through portfolio preparation. Approval of portfolio and related educational plan is required prior to Customized Career Preparation degree admission. Prerequisite: approval of a department chair or the Dean of Career and Technical Education.

## Critical Comprehension Skills

*Humanities*  
217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

**Reading Assessment Program**  
Students enrolling at Parkland must demonstrate college-level reading proficiency. Students may demonstrate reading proficiency by 1) their performance on Parkland's reading assessment test; 2) their ACT or SAT scores; or 3) successful completion (C or higher) of two reading intensive courses transferred from an accredited institution. (Contact the director of reading for questions about interpretation.) Students who do not demonstrate college-level reading proficiency are required to take one or more CCS courses. Students whose reading skills are assessed at a level below Parkland's admission requirement will be referred to other resources.

**CCS 098 Critical Comprehension Skills I** 3-0-3  
Develops intermediate comprehension skills basic to successful academic reading. Students who earn a grade of D or lower in CCS 098 must repeat the course or must demonstrate a CCS 099 or higher reading level by retaking Parkland's reading assessment test. Prerequisite: placement. F S Su

**CCS 099 Critical Comprehension Skills II** 3-0-3  
Develops reading skills basic to successful college-level work. Emphasizes essay analysis and reading efficiency; includes note taking (annotating) and critical thinking. Students who enroll in CCS 099 may concurrently enroll in college-level, reading-intensive courses. Students who earn a grade of D or lower must repeat the course or must demonstrate a college-level reading proficiency by retaking Parkland's reading assessment test. Prerequisite: C or higher in CCS 098 or placement. F S Su

## Child Development

*Social Sciences and Human Services*  
217/351-2229 • [www.parkland.edu/sshs](http://www.parkland.edu/sshs)

**CHD 105 Child Growth and Development** 3-0-3  
Theory and principles of development prenatal through adolescence with emphasis on early childhood; physical, cognitive, and social-emotional development according to Piaget, Erikson, Vygotsky, Skinner, and others; gender, family, culture, and societal contexts; implications for professional practice. Prerequisite: ENG 099 placement. F

**CHD 115 Socialization and Guidance for the Young Child** 2-0-2  
Basic theory and influences on children's behavior with an emphasis on social-emotional development. Emphasizes strategies for promoting prosocial behavior in young children. S

**CHD 122 Introduction to Early Childhood Education** 3-2-4  
Study and analysis of preschool/primary educational programs and practices, including techniques/methods utilized in working with young children. Orientation to a variety of child-care settings. Observations in local facilities focus on the purpose and organization of each program. Prerequisite: ENG 099 placement. F

**CHD 124 Program Planning for the Young Child** 2-2-3  
Total planning consistent with developmental needs of children from two to five years of age in child-care situations. Includes workshop experiences in creating teacher-made materials and use of such materials. S

**CHD 125 Observation and Assessment** 2-2-3  
In-depth study of young children through the use of developmentally appropriate, culturally responsive observation screening and assessment techniques. Practice applying these techniques to plan appropriate curriculum and experiences and monitor children's development. F

**CHD 134 Caring for Infants and Toddlers** 3-2-4  
Development and needs of children under the age of three. Considers the infant in family, day-care home, and day-care center settings. S

**CHD 201 Health, Safety, and Nutrition of the Young Child** 3-0-3  
Provides an overview of personal health of the individual and of children in group settings, including nutrition, health and safety issues, and skills for teaching these concepts to young children. S

**CHD 216 Music and the Arts for the Young Child** 2-0-2  
Methods and planning of activities for aesthetic education for young children, with appropriate experiences in music and music appreciation, movement, drama, and art appreciation. F

**CHD 217 Language and Literature for the Young Child** 3-0-3  
Overview of language skills and activities for encouraging language development in areas of listening, speaking, prewriting, and prereading. Select and use appropriate books and literacy materials with children. F

**CHD 218 Math and Science for the Young Child** 2-0-2  
Basic mathematics and science concepts are introduced, acquainting the student with skills and methods appropriate for use with young children. F

**CHD 222 Assisting in the Child-Care Center** 2-9-4  
Students observe/participate in 135 hours in a early childhood program. Focus on observation, interaction, curriculum planning, guidance, and evaluation/reflection on own knowledge, skills, and attitudes. Prerequisites: sophomore standing, CHD 105 or PSY 207, and CHD 115, CHD 122, CHD 124, CHD 125, ENG 101, and approval for placement. F S

**CHD 223 Child, Family, and Community** 3-0-3  
Focuses on the child in the context of family and community. Includes issues of communication, diversity, professionalism, and social policy, and promotes awareness and effective use of community resources. Prerequisite: ENG 099 placement. F

**CHD 242 The Exceptional Child** 3-2-4  
Introduces range of cognitive, physical, social, and emotional special needs in children; identification, intervention strategies, methods, and programs in various settings; applicable laws, requirements, and family issues. Prerequisites: CHD 105 or PSY 207, and ENG 099 placement. S

**CHD 250 Field Experience in the Child-Care Setting** 2-15-5  
Student participates for 200 hours as an intern in a child-care center; becomes acquainted with teaching and administrative procedures of the center. Prerequisites: CHD 222, CHD 216, CHD 217, CHD 218, ENG 102, sophomore standing, and approval for placement. F S

**CHD 260 Administration of Day-Care Centers** 3-0-3  
Administrative duties in a child-care center; evaluation of child-care centers, development of leadership abilities, and utilization of community resources are emphasized. SE

**CHD 272 Administration of the Family Day-Care Home** 3-0-3  
Knowledge and skills needed to run a family day-care home; setting up a day-care home, business management and administrative skills, child development principles as applicable to home day care, home and community, home and parents. FO

## Chemistry

*Natural Sciences*  
217/351-2285 • [www.parkland.edu/ns](http://www.parkland.edu/ns)

**CHE 100 Introduction to Chemistry** 3-1-3  
Introduction to chemical concepts, including the metric system, moles, chemical composition, atomic structure, bonding, reactions, gases, and thermochemistry. Designed primarily for those with little or no high school chemistry who expect to continue with CHE 101-102. Prerequisite: MAT 072, placement into MAT 098, or recent high school algebra with a grade of C or higher. F S Su

**CHE 101 General Chemistry I 4-3-5**

(IAI P1 902L, CHM 911) Introduces new concepts and broadens those learned previously; chemical names, formulas, and equations; types of reactions; stoichiometry; thermochemistry; atomic structure and bonding; behavior of gases, liquids, and solids; properties of solutions. Prerequisites: recent high school chemistry or CHE 100 with a grade of C or higher and MAT 098 with a grade of C or higher. F S Su F S Su

**CHE 102 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: CHE 101 with a grade of C or higher. F S Su

**CHE 104 Chemistry of Everyday Life 3-3-4**

(IAI P1 903L) Introduction to chemical concepts through application to common activities in everyday life and modern issues. One-semester survey for non-science majors. F S Su

**CHE 106 Chemistry for the Health Professions 3-3-4**

(IAI P1 902L) General principles and theories of chemistry and selected topics in organic and biochemistry. Topics are drawn from the health fields. CHE 106 is not intended to replace CHE 101. Prerequisite: MAT 072 or equivalent with a grade of C or higher. F S Su

**CHE 107 Chemistry for the Health Professions II 3-3-4**

Expanded coverage of general principles of chemistry, selected topics in organic and biochemistry. Topics drawn from the health fields. CHE 107 is not intended to replace CHE 102. Prerequisite: CHE 106 or equivalent with a grade of C or higher. F S Su

**CHE 203 Organic Chemistry I 3-0-3**

(IAI CHM 913) Properties, preparations, and reactions of alkanes, alkenes, alkynes, alkyl halides, alcohols, epoxides, and organometallics. Mechanisms of reactions. Stereochemistry. Prerequisites: CHE 101 and CHE 102 with a grade of C or higher in both. F S

**CHE 204 Organic Chemistry Lab I 1-3-2**

(IAI CHM 913) Introduction to laboratory techniques relevant to organic chemistry, including synthesis, extraction, separations, and spectroscopy. Prerequisite: credit or concurrent enrollment in CHE 203 or equivalent. F S

**CHE 205 Organic Chemistry II 3-0-3**

(IAI CHM 914) Properties, preparations, reactions, reaction mechanisms for additional organic functional groups. Spectroscopy. Prerequisite: CHE 203 or equivalent with a grade of C or higher. F S

**CHE 206 Organic Chemistry Lab II 1-3-2**

(IAI CHM 914) Continued exploration of laboratory techniques relevant to separation, purification, and identification of organic compounds, synthetic methods, and qualitative identification. Credit or concurrent enrollment in CHE 205 is recommended. Prerequisite: CHE 204 with a grade of C or higher. F S

## Computer Information Systems

*Business/Computer Science and Technologies*  
217/353-2099 • [www.parkland.edu/bcst](http://www.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. Keyboarding ability expected. F S Su

**CIS 122 Introduction to Computer Programming 3-2-4**

Introduction to logic and fundamental programming concepts using a common computer language with emphasis on syntax and structure. Design tools such as GUI design and pseudocode. For students in science, mathematics, or technical programs. Prerequisite: MAT 072 or equivalent. F S Su

**CIS 131 Presentation Graphics (MS PowerPoint) 2-0-2**

Learn to use PowerPoint to produce professional-looking presentations. Includes presentation management, wizards, importing/exporting, outlining, graphing, integration, hyperlinks, drawing, clip art, and scanning. Credit not given for both CIS 131 and CTC 197 and CTC 198. Prerequisite: keyboarding ability. F S Su

**CIS 134 Spreadsheet Applications (MS Excel) 3-0-3**

Introduction to spreadsheets using Microsoft Excel; spreadsheet software for various business applications. Data entry, basic spreadsheet commands, worksheet design, formula development, macros, business charts, security and analysis tools. Credit not given for both CIS 134 and CTC 174+CTC 175+CTC 176. Prerequisite: keyboarding ability. F S Su

**CIS 135 Word Processing I (MS Word) 4-0-4**

Create, edit, save, print, manage, and merge documents in Microsoft Word. Create tables, headers, footers, macros, Quick Parts, and captions, citations, indexes, shared documents, protect and prepare documents. Credit not given for both CIS 135 and CTC 171, CTC 172, CTC 173, and CTC 271. Prerequisite: keyboarding ability. F S Su

**CIS 137 Basic PC Maintenance/OS Concepts 2-2-3**

Introduction to microcomputer operating systems. File management, disk organization, memory resource management, system configuration, and disk maintenance. Everyday care and maintenance of PCs. Prerequisite: functional use of mouse and keyboard expected and concurrent enrollment in CIS 112 or approval of department chair. F S Su

**CIS 138 Database Applications (MS Access) 3-0-3**

Introduction to database use and applications. Create files and business reports, including file design and maintenance, report generation, and advanced concepts. Credit not given for both CIS 138 and CTC 177, CTC 178, and CTC 179. Prerequisite: keyboarding ability. F S Su

**CIS 152 Web Design and Development I 2-2-3**

Basic skills for creating websites covering a range of topics from HTML and CSS to basic usage of common design patterns and web frameworks. Covers use of common tooling and online resources for building websites. Credit not given for both CIS 152 and CTC 136 + CTC 137 + CTC 138. F S Su

**CIS 157 Keyboarding II** 3-0-3  
Development of computer keyboarding skill in order to rapidly and accurately produce business letters, memos, reports, tables, and a resume. Prerequisite: keyboarding assessment of at least 25 wpm or CTC 135 with a grade of B or higher. F S

**CIS 170 Professional Workplace Topics** 3-0-3  
Overview of soft skills and how to apply them in the workplace. Development of the following abilities: attitude, communication, conflict resolution, ethics, leadership, listening, stress management, and teamwork. F S

**CIS 171 Document Preparation and Editing** 2-2-3  
Proofreading and formatting various types of business correspondence including e-mail messages, letters, meeting minutes, new releases, and memos. Emphasis placed on using correct punctuation, grammar, spelling, and tone. Prerequisite: keyboarding ability. F S

**CIS 200 Business Computer Systems** 2-2-3  
(IAI BUS 902) Management information systems, systems analysis and design techniques, terminology, equipment, and applications. Hands-on experience with microcomputers including software packages (spreadsheets, database presentation, and word processing) for data analysis and business presentations. F S Su

**CIS 211 Windows Programming** 2-2-3  
Write event-oriented programs to run in a Windows environment using recent release. Covers classes, objects, controls, events, methods, and properties; designing user interfaces and data validation; and accessing sequential and database files. S

**CIS 231 Systems Analysis, Design, and Administration** 3-0-3  
Analysis, design, administration, and documentation of information systems, including requirements modeling, data and process modeling, and human-computer interaction principles. S

**CIS 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: CIS 134, CIS 135, and CIS 138 with grades of C or higher and knowledge of MS PowerPoint. S

**CIS 297 Job Seminar** 1-0-1  
Assists students with locating, preparing for, and conducting job interviews; what to expect in the first job; career opportunities; structure of the data processing industry. Prerequisite: completion of at least 15 hours of concentration courses. F S Su

**CIS 298 Work Experience** 0-15-3  
Students utilize their studies to expand their perception of the work environment and gain practical experience. Prerequisite: approval for placement. F S Su

## Construction Management

*Agriculture/Engineering Science and Technologies*  
217/351-2481 • [www.parkland.edu/agest](http://www.parkland.edu/agest)

**CIT 111 Construction Materials** 2-3-3  
Primary construction materials, their properties, and proper applications: concrete, asphalt, aggregates, masonry, wood, and steel. Prerequisite: MAT 060 or higher. S

**CIT 113 Basic Surveying** 2-3-3  
Fundamental surveying applications: construction layout, topographic mapping, leveling, distance measurement, angular measurement, computations, and instrument skills. Prerequisite: MAT 060 or higher. F S

**CIT 114 Plumbing** 2-2-3  
Demonstration and hands-on training in installation of plumbing pipe, fixtures, and fittings; interpreting plumbing drawings and selection of proper materials. F S

**CIT 115 Rough Carpentry** 2-2-3  
Carpentry hand and power tools. Measurement, layout, and framing methods required in residential construction. Exterior finish carpentry and shingling required in residential construction will be covered by building a structure. F S

**CIT 116 Interior Carpentry** 2-3-3  
Common interior materials, tools, and installation techniques; trim, doors, cabinets, drywall, painting, hardware, tile. S

**CIT 130 Construction Plan Fundamentals** 2-3-3  
Fundamentals of construction plan interpretation, manual drafting techniques, and industry drafting standards. F S

**CIT 132 Surveying Computations** 4-0-4  
Computational theories and processes relevant to surveying including coordinate geometry, horizontal and vertical alignments, earth volumes, error analysis and adjustment. Prerequisites: CIT 113 and MAT 134. F

**CIT 133 Surveying Computations I** 2-0-2  
Computational processes relevant to land surveying: azimuth, bearing, slope, stationing, trigonometry, coordinate geometry, and earth volumes. Prerequisites: CIT 113 and MAT 131 or higher. F

**CIT 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: CIT 113, CIT 133, and MAT 131 or higher. S

**CIT 135 Construction Practices and Sustainability** 3-0-3  
Basic building planning, construction materials, and methods, with emphasis on sustainable practices. Focus on residential and light commercial applications. Drawings, specifications and building codes. Plumbing, electrical, heating, and air conditioning systems and costs. Prerequisite: CIT 130. S

**CIT 211 Construction Surveying** 2-3-3  
Construction layout methods for commercial site improvements and commercial buildings. Prerequisites: CIT 113 and MAT 134. F

**CIT 212 Commercial Facility Systems** 2-3-3  
Overview of the primary systems involved in commercial facility construction: site work, utilities, foundations, structural steel and concrete, exterior finishes, mechanical / electrical / plumbing systems, and interior finishes. Construction plan and specification interpretation, basic review of building code issues, site visits to local construction projects. Prerequisites: CIT 130 and sophomore standing in CDM program or approval of program director or department chair. F

**CIT 213 Soil Mechanics** 2-2-3  
Elementary study of exploring, sampling, testing, and evaluating soil materials and their effects on foundations, subgrades, embankments, and construction practices. Prerequisites: CIT 111 and MAT 131 or higher. F

**CIT 215 Construction Cost Estimating 4-0-4**

Introduction to estimating construction costs using plans and specifications to develop material quantities and costs. Complete residential and commercial estimates prepared. Prerequisites: CIT 130, MAT 131 or higher, and sophomore standing in the Construction Management program or approval of program director or department chair. S

**CIT 216 Construction Contract Administration 3-0-3**

Introduction to construction office practice to familiarize student with specifications for building projects, contracts, project cost accounting, and critical path project scheduling. Prerequisite: sophomore standing in CIT program or approval of program director or department chair. S

**CIT 230 Construction Field Experience 0-10-1; 0-20-2; 0-30-3; 0-40-4**

On-the-job work experience for students preparing for careers in the construction industry. Students are required to have temporary (or permanent) construction employment prior to enrolling in the course. Students must meet with a construction instructor prior to start. Repeatable 3 times. Prerequisites: successful completion of one semester of Construction Design and Management program and approval of program director or department chair. F S Su

**CIT 233 Surveying Field Experience 0-10-1; 0-20-2-**

On-the-job work experience for students preparing for careers in the surveying industry. Students are required to have temporary (or permanent) surveying employment prior to enrolling in the course. Students must meet with a surveying instructor prior to start. Repeatable 3 times. Prerequisites: CIT 113 and approval of program director or department chair. F S Su

**CIT 234 Design Surveying 2-3-3**

Survey field processes and theories for civil engineering projects, topographic surveys, as-built surveys, and route surveys. Prerequisites: CIT 113 and MAT 131 or higher. S

**CIT 235 Control Surveying 2-3-3**

Survey field processes and theories of control surveying, geodesy, state plane coordinate systems, and related computations. Prerequisites: CIT 113 and MAT 131 or higher. S

**CIT 236 Site Development 2-3-3**

Overview of planning, design, construction, and inspection processes in site development, including demolition, earthwork, utilities, paving, and civil structures. Plan and specification interpretation; site visits to local projects. Prerequisites: CIT 130 and sophomore standing in CIT program or approval of program director or department chair. S

**CIT 253 Legal Aspects of Surveying 2-3-3**

Common and statute law; unwritten rights in land and their relationship to land surveys; survey standards; restoration of lost corners; rules of evidence and rights, duties and liability of the surveyor. Prerequisites: CIT 113 and MAT 131 or higher. S

**CIT 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: CIT 113, CIT 253, and MAT 131 or higher. S

**CIT 255 Engineering Surveying 3-3-4**

Introduction to land surveying for civil engineering and geographic information science disciplines. Prerequisites: MAT 125 or higher and approval of program director or department chair. F S

## Criminal Justice

*Social Sciences and Human Services*  
217/351-2229 • [www.parkland.edu/sshs](http://www.parkland.edu/sshs)

**CJS 101 Introduction to Criminal Justice 3-0-3**

(IAI CRJ 901) History, development, philosophy, and constitutional aspects of criminal justice procedures and agencies. Interrelationship of various components and processes of the criminal justice system. Prerequisite: ENG 099 placement. F S

**CJS 102 Police Administration and Operations 4-0-4**

Proactive approach to police organizational management; traditional, scientific, participative, proactive, and other models; administration of a police organization; recruitment and selection of personnel, training policies, planning operations, auxiliary, and staff functions. Patrol function emphasized. Prerequisites: CJS 101 and ENG 101 placement. F S

**CJS 104 Introduction to Corrections 3-0-3**

Overview of the U.S. correctional system and its processes including its history, evolution of philosophy of sentencing, operation and administration, community corrections, and issues in correctional law.

**CJS 127 Juvenile Delinquency 3-0-3**

(IAI CRJ 914) Juvenile delinquency analyzed from both legal and sociocultural perspectives: juvenile courts, probation systems, and treatment-prevention facilities examined in relation to the legal processing of delinquents; emphasis placed on sociopsychological variables associated with determinants of delinquency. Prerequisite: ENG 099 placement. F S

**CJS 203 Criminal Law and Procedures I 3-0-3**

Fundamental doctrines of criminal responsibility; criteria for criminal acts; requisite mental state, criminal parties, causation and defenses, common law crimes; application of the Illinois Criminal Code. Basic criminal procedure and evidence. Prerequisites: CJS 101 and ENG 101 placement. F

**CJS 204 Criminal Law and Procedures II 3-0-3**

Advanced criminal procedure and evidence: bail, discovery, evidence, exclusionary rules, aspects of the criminal process prior to trial. Right to counsel, arrest, search, interrogation, lineups, and other police practices. Selected ILCS chapters. Prerequisites: CJS 101 and ENG 101 placement. S

**CJS 207 Traffic Law Enforcement and Administration 3-0-3**

Development, purpose, enforcement, and administration of traffic law; elements of highway transportation system. Prerequisites: CJS 101 and ENG 101 placement. F

**CJS 209 Criminal Investigation 4-0-4**

Theory and practice of investigations from scene to courtroom. Interviewing, interrogation, case preparation, criminalistic applications. Prerequisites: CJS 101 and ENG 101 placement. F S



**CJS 218 Internship and Seminar 1-10-3**  
Off-campus work experience in an appropriate field. Written reports required along with regular meetings with the faculty member. The student will also do individual research and study in the student's field of interest as approved and directed by the faculty member. Open to criminal justice majors only. Prerequisites: sophomore standing, CJS 102, and 6 additional hours of CJS credit completed prior to enrollment. Students must carry health insurance and pass a criminal background check prior to enrolling in CJS 218. F S

**CJS 221 Community Policing and Problem Solving 3-0-3**  
Examines the history and evolution of community policing coupled with the concept of proactive problem-oriented policing versus reactive incident-driven policing, ensuring that the student truly understands how the two work in tandem. F

**CJS 225 Issues in Criminal Justice 3-0-3**  
Study of specific criminal justice topics and problems in contemporary American society. Emphasis on developing critical thinking skills as the student learns to analyze current problems and issues. Prerequisites: CJS 101 or approval of program director or department chair and ENG 101 placement. S

**CJS 292 International Field Experience in Criminal Justice 1-6-3**  
Explores the role of criminal justice in other countries including police, judicial, and corrections. Examines differing governmental policies and cultural and economic diversity influences on criminal justice. Requires a supervised international field experience.

## Case New Holland

*Agriculture/Engineering Science and Technologies*  
217/351-2481 • [www.parkland.edu/agest](http://www.parkland.edu/agest)

**CNH 112 Diesel Engine Theory and Overhaul 3-3-4**  
Complete disassembly and reassembly of CNH brand diesel engines using appropriate company service manuals; measuring for wear, machining and overhaul procedures common to a dealership; parts evaluation; failure analysis; application of theory of operation and construction; emphasis on returning unit to field service. F

**CNH 114 Introduction to Fuel Systems 2-3-3**  
Principles of operation of mechanical fuel systems for CNH diesel engines, distributor pump style, in-line pump style, timing of pumps, hands-on laboratory practice including tune-up procedures, diagnosis, troubleshooting, adjustment use of diagnostic equipment. F

**CNH 119 CNH Dealer Work Experience I 0-5-1**  
On-the-job work experience for students preparing for employment at a Case IH, Case CE or New Holland dealer. Students must meet with a diesel instructor prior to start. Prerequisites: CNH 112, CNH 114, CNH 131, CNH 214, CNH 231, and EST 114. Su

**CNH 131 Introduction to CNH Machine Electrical 3-3-4**  
Theoretical and practical application of machine electrical. Theoretical and practical application of Ohm's Law including series, parallel, and series-parallel circuits. Application of starting and charging circuits and testing equipment. Repair of electrical circuits with an emphasis on proper repair techniques. F

**CNH 132 CNH Precision Farming Systems 2-1-2**  
Theoretical and practical application of CNH precision farming systems as related to Ag and CE equipment: Global Positioning Satellite and Advanced Farming Systems, emphasis on software, product information, calibration and hardware functions. F

**CNH 153 Service Department Operations 1-0-1**  
Broad overview of an agriculture and/or construction equipment dealership: focus on proper tool usage, proper diagnostic equipment usage, safety, and time management. F

**CNH 155 Introduction to CNH Hydraulic Systems 2-3-3**  
Introduction to CNH hydraulics systems, open center, closed center, and pressure and flow compensating type systems. F

**CNH 171 Introduction to CNH Powertrains 3-3-4**  
CNH drive trains and components of agricultural and construction equipment, clutch systems, transaxles, differentials, axles, emphasis on disassembly, reassembly and component identification. Prerequisites: CNH 112 and CNH 114. F

**CNH 214 Advanced Diesel Fuel Systems 2-2-3**  
Principles of CNH computer-controlled diesel engines, emphasis on diagnosis and troubleshooting and understanding user interface with electronic engine software. Prerequisite: CNH 114. S

**CNH 216 CNH Equipment Air Conditioning I 2-0-2**  
Principles and theory of air conditioning systems on agricultural, heavy equipment and trucks. Prerequisite: CNH 131. S

**CNH 218 CNH Equipment Air Conditioning II 0-2-1**  
Principles and theory of air conditioning systems on agricultural, heavy equipment and trucks. Prerequisites: CNH 131 and CNH 216 or approval of instructor or department chair. Su

**CNH 219 CNH Dealer Work Experience II 0-5-1**  
On-the-job work experience for students preparing for employment at a Case IH, Case CE or New Holland dealer. Students must meet with a diesel instructor prior to start. Prerequisites: CNH 155, CNH 214, CNH 231, CNH 255, and CNH 271. S

**CNH 231 Advanced CNH Machine Electrical 3-1-3**  
CNH machine electrical schematic reading, troubleshooting, diagnosis, and repair of monitoring systems, instrumentation, and other specialized electronic and computer-controlled equipment on CNH machinery and heavy equipment. Prerequisite: CNH 131. S

**CNH 255 Advanced CNH Hydraulic Systems 2-2-3**  
Hydraulic and hydrostatic systems used on CNH equipment; diagnosing and testing to solve system problems; interpretation of fluid hydraulic schematic and diagrams; electronic and computer-controlled systems. Prerequisite: CNH 155. S

**CNH 256 CNH Ag and CE Equipment Functions 3-3-4**  
Setup, repair and operational field testing of new and used CNH agricultural and construction equipment, emphasis on harvesting, planting, and construction equipment. Prerequisites: CNH 112, CNH 119, CNH 214, and CNH 231. F

**CNH 271 Advanced CNH Powertrains 2-3-3**  
Pressure and flow testing of powertrains used in CNH Ag and CE equipment. Calibration of transmissions. Theory and operation of final drives and shuttles. Prerequisites: CNH 171 and credit or concurrent enrollment in CNH 255. S

**CNH 291 CNH Service Department Implementation** 2-2-3  
Simulation of a CNH service department including diagnostic work, disassembly work, repair work and assembly work on CNH equipment. Practice accurate and precise labor documentation. Prerequisites: CNH 155, CNH 171, CNH 216, CNH 231, and CNH 256. S

## Communication

*Fine and Applied Arts*  
217/351-2217 • [www.parkland.edu/faa](http://www.parkland.edu/faa)

**COM 101 Introduction to Mass Communication** 3-0-3  
(IAI MC 911) Provides an overview of the history, nature, functions, and responsibilities of the mass communication industries in a global environment with an emphasis on the media's role in American society. Prerequisite: ENG 101 placement. F S Su

**COM 103 Introduction to Public Speaking** 3-0-3  
(IAI C2 900) Practice and study in public speaking involving informative, persuasive, and problem solution situations and issues. Emphasis on speaker's critical thinking in relation to audience, topic, occasion, and self. ENG 101 and college level reading placement strongly recommended. F S Su

**COM 105 Basic News Writing** 3-0-3  
(IAI MC 919) Introduction to news writing including the techniques of news gathering, reporting, and interviewing, the use of library and online database research methods, and other related skills. Students write basic stories under real time constraints. Prerequisite: ENG 101 with a grade of C or higher. F

**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. Prerequisite: ENG 101 placement. S

**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. F S Su

**COM 121 Introduction to Advertising** 3-0-3  
(IAI MC 912) Role of advertising in integrated marketing communication, consumer behavior, creative strategies, and types of media. Practical applications are integrated into the course. Prerequisite: ENG 101 placement. F S

**COM 122 Introduction to Public Relations** 3-0-3  
(IAI MC 913) Provides an overview of the practices, theories, ethics, issues, and problems of public relations. Practical applications are integrated into the course. Prerequisite: ENG 101 placement. F S

**COM 140 Voice and Diction** 3-0-3  
Basic factors of voice and speech sound production. Class study and analysis of variations in spoken English. Individual analysis and guided practice toward improvement of speech habits. F

**COM 141 Basic Broadcast Announcing** 2-2-3  
(IAI MC 918) Broadcast announcing principles and techniques; creating, reading, and delivering commercials, public service announcements, news, and interviews. Participation in promotional events. Introduction to production using Adobe Audition. Practical applications at WPCD, Parkland's 10,500-watt FM radio station. F S

**COM 142 Introduction to Radio Production** 2-2-3  
(IAI MC 915) Audio production techniques and equipment operation; terminology, basic script writing, editing and producing commercials, public service announcements, and newscasting in a studio setting. Advanced use of Adobe Audition. Prerequisite: COM 141. F S

**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. F S

**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: COM 144 or consent of instructor or department chair. S

**COM 150 Sports Broadcasting** 0-1.5-1  
Broadcast techniques and production for sports broadcasting. Producing, directing, performing, editing, interviewing, and study of supportive technologies with emphasis on sports announcing. Extensive field production of Parkland College sports events for audio distribution. Repeatable for a maximum of 6 credit hours. Credit or concurrent enrollment in COM 141 recommended. F S

**COM 160 American Sign Language I** 4-0-4  
Introduction to American Sign Language as used by the hearing impaired. Manual alphabet and introduction of common individual signs. F S Su

**COM 181 Communication Practicum** 1-1-1  
Forensics competition, community communication situations, and/or research projects in the areas of communication. Students prepare speeches and readings for a variety of events. Requires 2.0 GPA. Repeatable for a maximum of 4 credit hours. F S

**COM 200 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. F S

**COM 201 Mass Media and Society** 3-0-3  
Analysis and critical examination of the role of mass media in society with a focus on the developments, impact, and influence of new media technologies on politics, economics, and culture. Prerequisite: credit or concurrent enrollment in ENG 102. S

**COM 205 Business and Professional Communication** 3-0-3  
Theory and practice of workplace oral, written and mediated communication. Presentations include interviewing, briefing/training, persuasion, and group problem solving. Analysis of organizational communication, barrier removal, listening, and leadership. Prerequisite: ENG 101. F S

**COM 292 Internship and Seminar** 1-12-3  
Supervised work experience in approved business or nonprofit organization. Weekly discussions emphasize work ethics. Prerequisites: sophomore standing in Media Arts and Production, Broadcast Technology, Photography, or Graphic Design, and approval of instructor or department chair. F S

**COM 293 Portfolio Seminar** 2-2-3  
Students fine tune and edit their portfolio, outline a promotional campaign including Internet presence, and develop resumes. Includes lectures on professionalism and presentation skills, demonstration of portfolio production, seminars with industry professionals, and faculty reviews of final portfolio. Prerequisite: sophomore standing and permission of program director or department chair. S

## Computer Science

*Computer Science and Information Technology*  
217/353-2099 • [www.parkland.edu/bcst](http://www.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: MAT 072, or MAT 098, or equivalent with grade of C or higher. F S

**CSC 115 Networking I—Routers and Switches** 2-2-3  
Cisco router and switch configuration, static and dynamic routing, VLANs, NAT, DHCP, and ACL's. CSC 115 and CSC 116 prepare students for the Cisco Certified Network Association Exam. Prerequisite: CSC 130 with a grade of C or higher, or approval of department chair. F S

**CSC 116 Networking II—WAN Connectivity** 2-2-3  
In-depth, hands-on coverage of router configuration for Wide Area Networks, IPv6, OSPF and EIGRP (WAN), Async, PPP, and the OSPF and EIGRP routing protocols. CSC 115 and CSC 116 prepare the student to take the Cisco Certified Network Associate Exam (CCNA). Prerequisite: credit or concurrent enrollment in CSC 115. F S

**CSC 123 Computer Science I (C/C++)** 3-2-4  
(IAI CS 911) Introductory topics in computer science, intended for Computer Science and related majors. Emphasis on algorithms, program structure, data types, decision statements, strings, looping, functions, files, classes, objects, and documentation. Prerequisites: MAT 098 and CIS 122 or approval of department chair. F S Su

**CSC 125 Computer Science II (C++)** 2-2-3  
(IAI CS 912) Advanced topics in computer science, C++ object-oriented programming, fundamental data structures, and development of a larger-scale program. Prerequisite: CSC 123 with a grade of C or higher, or an equivalent C programming language course. F S Su

**CSC 127 Introduction to Computing (Programming in C) with Engineering Applications** 2-2-3  
Fundamental principles, concepts, and methods of computing with emphasis on applications in the physical sciences and engineering. Basic problem solving and programming techniques, fundamental algorithms and data structures, use of computers in solving engineering problems and numerical analysis. Course taught using C language. CIS 122 or equivalent programming experience recommended. Prerequisite: MAT 128. F

**CSC 128 Introduction to Linux** 2-2-3  
Comprehensive study of Linux user commands and utilities. History of Linux/UNIX and open source software, Linux file system structure, GNU utilities and commands, secure inter-system communications, text processing, vi editor, bash shell, shell scripting. Hands-on instruction. F S Su

**CSC 130 Introduction to Computer Networks** 2-2-3  
Introduction to local area networks, wide area networks, and the Internet; including hardware, software, terminology, components, design, connections of a network, and topologies and protocols for LANs. Listed objectives for CompTIA Network+ Certification Exam. F S

**CSC 133 PC Hardware and OS Maintenance** 3-2-4  
Technical emphasis; operating systems most commonly used on IBM compatible computers; MS Windows; issues related to computer networks and computer architecture. Listed objectives for CompTIA A+ Certification Exam covered in general. F S Su

**CSC 140 Computer Science I (Java)** 2-2-3  
(IAI CS 911) Introduction to computer science and programming using the Java language. Emphasis on problem solving, algorithm design, and program development including data representation, programming constructs, and object-oriented design fundamentals. Prerequisites: CIS 122 and MAT 072 or MAT 098 or approval of department chair. F S

**CSC 150 Wireless Networking and Emerging Technologies** 2-2-3  
Wireless networking standards and practice, including RF fundamentals and spread spectrum, the 802.11 family of standards, site surveys, hardware installation, troubleshooting, and security fundamentals. Lab component. Prerequisite: CSC 130 or equivalent experience or approval of department chair. F S

**CSC 151 MS OS Workstation** 2-2-3  
Manage Windows workstation including networking, operating system, installation, file system, profiles and policies, security, protocols, internetworking, remote access, printing, and troubleshooting. Listed objectives for Microsoft Windows Workstation Certification Exam covered. Prerequisite: CSC 133 or approval of the department chair. S

**CSC 153 MS OS Server** 2-3-3  
Configure, customize, and troubleshoot Microsoft Network Operating Systems in a single-domain environment. Designing, managing, and deploying DNS, Active Directory Services, sites, trust relationships, group policies, and certificate services. Listed objectives for Microsoft Certified Technology Specialist Exam (MCTS) covered. Prerequisite: CSC 133 or approval of the department chair. F

**CSC 155 Systems Development I** 2-2-3  
Introduction to developing software systems integrated with databases, file systems, and networks and to web application frameworks. Prerequisites: CSC 123 or CSC 140, CSC 128, and basic knowledge of HTML. F

**CSC 159 MS Network Administrator** 2-2-3  
Planning, deploying, managing, and monitoring a multiple Microsoft Server Environment. Patch, policy, administrative delegation, backup configuration and deployment decisions. Planning a business environment for continuity and high availability. Prerequisite: CSC 153 or approval of department chair. S

- 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: CSC 128 with a grade of C or higher. F
- CSC 175 JavaScript Development 2-2-3**  
Basic programming skills using the JavaScript language to enhance websites; developing JavaScript applications and utilities; and gaining a deeper understanding of web development techniques. Prerequisite: CIS 152 or department chair approval. F S
- CSC 176 Data Systems I 3-0-3**  
Intro to modern database and structured data systems. Entity relationship modeling, normalization, database design and methodology, SQL, security, and transaction management. Prior programming experience recommended. F
- CSC 179 Digital Media Foundation 2-2-3**  
Introduction to foundational concepts, processes, applications, theory, and technology behind the digital media industry. Projects focus on fundamental techniques and processes in the digital media production pipeline. F S Su
- CSC 186 2D Animation 3-2-4**  
Introduction to concepts, processes, and history of animation. Emphasis on concepts, storytelling, and principles of motion design. Projects will focus on creating traditional as well as computer assisted animations for digital media using Flash and AfterEffects. Prerequisite: credit or concurrent enrollment in CSC 179 or approval of department chair. F S
- CSC 187 3D Computer Animation I 3-2-4**  
Fundamental topics in 3D design, modeling, lighting, and rendering for 3D applications including gaming, film, visual effects, virtual and augmented reality, and related disciplines. Prerequisite: experience using Windows. S
- 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: experience using Windows. S
- 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. Prerequisites: CSC 187 and CSC 188. F
- 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. F
- CSC 212 Mobile Application Development 3-2-4**  
Application development for Android mobile devices using Java within an integrated development environment. General theory, background, and hands-on experience with principles of mobile software development. Prerequisite: CSC 140. S
- CSC 220 Data Structures 2-2-3**  
Complex data structures and algorithms including lists, searching and sorting, stacks, queues, trees, graphs, and memory management with emphasis on algorithm analysis. Prerequisite: CSC 125 or CSC 256 with a grade of C or higher. F S
- CSC 231 Computer Graphics I 3-2-4**  
Fundamentals of 3D real-time graphics programming. General theory with hands-on programming projects and applications. Concepts include object representation, transformation and viewing, animation, selection, shading, texture mapping, and effects. Prerequisite: credit or concurrent enrollment in CSC 123. F
- CSC 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. Prerequisites: CSC 187 and CSC 188. F
- 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. Prerequisites: CSC 189 and CSC 233. F
- CSC 251 Advanced Topics in Computer Security 2-2-3**  
Advanced topics in securing local area networks, including operating system software, application and server software, and networked communications. Upon completion of course students should be prepared to pass Comp TIA Security+ test. Prerequisites: CSC 130 and CSC 153 or CSC 171. S
- CSC 256 Computer Science II (Java) 2-2-3**  
(IAI CS 912)Advanced topics in computer science, object oriented programming using Java, inheritance and polymorphism, linked list and tree data structures, stacks and queues, generic data types using good Object Oriented Design. Prerequisite: CSC 140 with a grade of C or higher. S
- 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: CSC 171 with a grade of C or higher. S
- CSC 294 Computer Graphics Portfolio 0-15-3**  
Design and develop advanced individual or group portfolio projects. Includes development of 3D animated short films, 3D still imagery, gallery exhibit pieces. Repeatable for a maximum of 6 credit hours. Prerequisite: approval of department chair or program director. F S Su

## Computer Technology Center

*Business/Computer Science and Technologies*  
217/353-2099 • [www.parkland.edu/bcst](http://www.parkland.edu/bcst)

- CTC 110 Beginning Computers 3-0-3**  
Introduction to entry level computer operation with emphasis on general understanding of terminology, hardware components, file management, and a general overview of Microsoft Office applications.
- CTC 119 Microsoft Outlook 1-0-1**  
Introduction to Outlook, Microsoft's business and personal information management tool: email, address book, calendar, task, and the organization and management of electronic data.
- CTC 130 Basic Keyboarding 1-0-1**  
Self-paced development of fundamental skills in the use of a computer keyboard.

**CTC 132 Computer Basics I** 1-0-1  
An introduction to the basic use of Microsoft Office, word processing, spreadsheets, and presentations. F S Su

**CTC 133 Internet Basics** 1-0-1  
Introduction to basic services available on the Internet, including e-mail, search engines, locating and evaluating information, transferring files, bookmarks, online communications, and security. F S Su

**CTC 135 Keyboarding Skill Building** 2-0-2  
Increasing speed and accuracy in computer typewriting; develops and strengthens use of proper and efficient keyboarding techniques. Prerequisite: typing ability of 25 words per minute with minimum errors.

**CTC 136 Webpage Coding I** 1-0-1  
Basic skills for creating business-oriented websites. File management, HTML5, XHTML, and CSS coding. Use of text editor software and online resources for building websites. CTC 136 + CTC 137 + CTC 138 covers the same course content as CIS 152, Web Design I. Prerequisites: computer and Internet experience. F S Su

**CTC 137 Webpage Coding II** 1-0-1  
Basic skills for creating business-oriented websites. Introduction to Dreamweaver, SFTP, formatting text, manipulating images, and adding links. CTC 136 + CTC 137 + CTC 138 covers the same course content as CIS 152, Web Design I. Prerequisite: CTC 136. F S Su

**CTC 138 Webpage Coding III** 1-0-1  
Basic skills for creating business-oriented websites. Intermediate Dreamweaver including tables, CSS layout, forms, and site optimization. CTC 136 + CTC 137 + CTC 138 covers the same course content as CIS 152, Web Design I. Prerequisite: CTC 137. F S

**CTC 139 Computer Basics II** 1-0-1  
Reviews and builds on tasks/concepts in word processing, and presentations. Prerequisite: proficient in basic fundamentals of Microsoft Office.

**CTC 155 Basic Computer Literacy** 1-0-1  
Introduction to Internet, file management, email, and basic computer terms.

**CTC 157 Google Applications** 1-0-1  
Introduction to Gmail, Google Drive, Google Search Tools, Google Maps, Chrome Browser, and Blogger.

**CTC 171 Word Processing Applications I** 1-0-1  
Introduction to word processing using Microsoft Word; word processing software for various types of business documents. Prerequisite: keyboarding ability. F S Su

**CTC 172 Word Processing Applications II** 1-0-1  
Word processing using Microsoft Word; word processing software for more complex types of business documents. Prerequisite: CTC 171 or equivalent experience.

**CTC 173 Word Processing Applications III** 1-0-1  
Word processing using Microsoft Word; word processing software for more complex types of business documents. Prerequisite: CTC 172 or equivalent experience.

**CTC 174 Spreadsheet Applications I** 1-0-1  
Introduction to spreadsheets using Microsoft Excel; spreadsheet software for various business applications. No previous spreadsheet experience required.

**CTC 175 Spreadsheets Applications II** 1-0-1  
Spreadsheets using Microsoft Excel; spreadsheet software for more complex business applications. Prerequisite: CTC 174 or equivalent experience.

**CTC 176 Spreadsheet Applications III** 1-0-1  
Spreadsheets using Microsoft Excel; spreadsheet software for more complex business applications. Prerequisite: CTC 175 or equivalent experience.

**CTC 177 Database Applications I** 1-0-1  
Introduction to database applications using Microsoft Access to create tables, queries and forms. No database experience required.

**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: 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: CTC 178 or equivalent experience.

**CTC 190 Introduction to Publisher** 1-0-1  
Introduction to basic skills needed to produce publications such as newsletters, brochures, calendars, and business cards using Microsoft Publisher.

**CTC 193 Windows** 1-0-1  
Introduction to basic use of a Windows-based operating system.

**CTC 196 Creating Web Pages Using XHTML** 1-0-1  
File management, basic XHTML coding, and using templates to create web pages. F S Su

**CTC 197 Presentation Applications I** 1-0-1  
Introduction to the use of Microsoft PowerPoint presentation software to produce professional-looking material.

**CTC 198 Presentation Applications II** 1-0-1  
Advanced use of Microsoft PowerPoint software to enhance presentations with customized features.

**CTC 271 Word Processing Applications IV** 1-0-1  
Word processing using Microsoft Word; word processing software for more complex types of business documents. Prerequisite: CTC 173 or equivalent experience.

**CTC 272 Word Processing Applications V** 1-0-1  
Microsoft Word advanced features: advanced formatting, styles, forms, outline view, table of authorities, sharing documents, customizing Word. Prerequisite: CTC 271 with grade of C or higher.

## Dental Hygiene

*Health Professions*

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

**DHG 110 Applied Head and Neck Anatomy** 2-0-2  
Gross anatomy of head and neck with special emphasis on maxilla, mandible, and oral soft tissues. Interactions of neuromuscular mechanisms of teeth, supporting structures, and temporomandibular joint. Prerequisites: BIO 121, CHE 100 or equivalent, and admission into Dental Hygiene program. F

**DHG 111 Oral and Dental Anatomy** 1-2-2  
Terms and anatomic structures of the oral cavity, including detailed study of crown and root morphology of both primary and permanent dentitions. Prerequisites: BIO 121, CHE 100 or equivalent, and admission into Dental Hygiene program. F

- DHG 112 Dental Histology and Embryology** 2-0-2  
Introduction to development of human organism with emphasis on face, teeth, and supporting periodontal structures. Application of oral histology in assessing patient's oral health. Prerequisites: BIO 121, CHE 100 or equivalent, ENG 101 placement, and admission into dental hygiene program. F
- DHG 113 Introduction to Prevention** 1-0-1  
Introduction to causes and prevention of dental caries and periodontal disease. Student learns to assess patient needs and to provide information for patient self-care. Prerequisites: BIO 121, CHE 100 or equivalent, and admission into dental hygiene program. F
- DHG 114 Pre-Clinic** 3-6-5  
Introduction to dental hygiene profession with emphasis placed on theory and practice of the fundamental skills including instrumentation, periodontal status and infection control. Instrument skills proficiencies performed on students. Prerequisites: BIO 121, CHE 100 or equivalent, ENG 101 placement, and admission into dental hygiene program. F
- DHG 115 Seminar I** 1-0-1  
Continuation of topics related to patient treatment and patient management in DHG 116. Prerequisites: DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122. S
- DHG 116 Clinic I** .5-8-2  
Continuation of preclinical skill development in the clinical setting treating patients; emphasis on calculus detection, patient rapport, oral hygiene instruction, applying consistent infection control, medical history data gathering, and developing recall systems. Prerequisites: DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122. S
- DHG 117 Dental Radiology I** 2-3-3  
Theory and procedures for exposing and developing various dental X-ray films; practical experience on mannequins and selected patients; identification, mounting, and general interpretation practiced. Infection control for radiographic equipment is emphasized. Prerequisites: DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122. S
- DHG 118 Pharmacology for the Dental Hygienist** 2-0-2  
Study of drugs, including their pharmacological effects, adverse reactions, indications, and contraindications as they relate to patient medical history and dental hygiene treatment. Prerequisites: DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122. S
- DHG 119 Alterations of Oral Structures** 2-0-2  
Study of alterations of basic biological processes as applied to the oral structures. Specific disease entities of local and systemic origin are studied. Prerequisites: DHG 110, DHG 111, DHG 112, DHG 113, DHG 114, and BIO 122. S
- DHG 210 Periodontology** 2-0-2  
Histopathology, etiology, clinical features, and treatment of periodontal infections; emphasizes diagnosis, treatment planning, and management of periodontal patients. Incorporates periodontal case study project to foster the clinical application of course materials. Prerequisites: DHG 212, DHG 215, and DHG 216. F
- DHG 211 Local Anesthesia** 1.5-5-1.5  
Integration of patient pre-evaluation, pharmacology, record keeping, 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: DHG 118 and DHG 119. Su
- DHG 212 Dental Materials** 2-4-3  
Study of materials utilized in dental office and laboratory. Infection control in the dental laboratory is emphasized. Prerequisites: DHG 115, DHG 116, DHG 117, DHG 118, DHG 119, BIO 123, and COM 103. Su
- DHG 214 Nitrous Oxide/Oxygen Sedation** 1-0-1  
A comprehensive introduction to conscious sedation (i.e., the administration and monitoring of nitrous oxide and oxygen sedation). Anatomy, physiology, pharmacology, and the ethical and legal aspects of nitrous oxide and oxygen sedation use. Prerequisites: DHG 110, DHG 118, DHG 119, and CPR certification.
- DHG 215 Clinic II** .5-6-2  
Continuation of clinical skill development with emphasis on treating the periodontally involved patient, individualized oral hygiene instruction, medical history analysis, applying infection control, and patient assessment and analysis. Prerequisites: DHG 115, DHG 116, DHG 117, DHG 118, DHG 119, BIO 123, and COM 103. Su
- DHG 216 Seminar II** 1-0-1  
Continuation of topics related to patient treatment and patient management in DHG 215. Prerequisites: DHG 115, DHG 116, DHG 117, DHG 118, DHG 119, BIO 123, and COM 103. Su
- DHG 217 Seminar III** 2-0-2  
Provides information for the dental hygiene care of the medically compromised dental patient and patients with special developmental or acquired conditions, including sensory and/or psychological needs. Topics related to patient treatment in DHG 218. Prerequisites: DHG 212, DHG 215, and DHG 216. F
- DHG 218 Clinic III** 0.5-12-4  
Continuation of clinical skill development with emphasis on the application of concepts learned in DHG 212, DHG 210, and DHG 217. Prerequisites: DHG 212, DHG 215, and DHG 216. F
- DHG 219 Clinic IV** 0.5-12-4  
Continuation of clinical skill development with emphasis on periodontal maintenance/supportive maintenance and time motion management. Prerequisites: DHG 210, DHG 217, DHG 218, DHG 230, DHG 233, and ENG 101. S
- DHG 230 Community Dental Health** 2-3-3  
Knowledge of public health system including community dental health. Dental health education program planning, including assessing, planning, implementing, and evaluating grade school program. Critically analyze research article. Communicate technical dental health information. Prerequisites: DHG 212, DHG 215, and DHG 216. F
- DHG 233 Dietary Analysis and Preventive Counseling** 2-0-2  
Study of role of diet upon building and maintaining of oral structures as applied to dental hygiene patient through analysis of total oral consumption and subsequent preventive recommendations. Prerequisites: DHG 212, DHG 215, and DHG 216. F

**DHG 235 Seminar IV** 1-0-1  
Provides information related to credentialing, consumer issues, current dental hygiene issues, and management skills. Provides information on job interview techniques and developing a resume and cover letter. Prerequisites: DHG 210, DHG 217, DHG 218, DHG 230, DHG 233, and ENG 101. S

**DHG 236 Ethics and Jurisprudence** 1-0-1  
Rules of conduct and behavior that guides a dentist's and dental hygienist's practice, ethical and legal behavior expected of a professional, political action and the importance of the relationship between professions and government are discussed. Prerequisites: DHG 210, DHG 217, DHG 218, DHG 230, DHG 233, and ENG 101. S

**DHG 237 Licensure/Transition to RDH** 1-0-1  
The role of licensure in the dental hygiene profession. The processes, procedures, requirements, jurisdictions, and cost of becoming licensed to practice dental hygiene in the United States. Preparation for transition from student to licensed professional. Prerequisites: DHG 210, DHG 217, DHG 218, DHG 230, DHG 233, and ENG 101. S

## Diesel Power Equipment Technology

*Agriculture/Engineering Science and Technologies*  
217/351-2481 • [www.parkland.edu/agest](http://www.parkland.edu/agest)

**DPE 110 Agricultural and Heavy Equipment Power Trains** 2-4-4  
Drive trains and components of agricultural machinery and construction/earth-moving equipment; special transmissions, clutch systems, transaxles, differentials, axles, and PTOs; troubleshooting, diagnosis, and repair. Prerequisite: DPE 251 or approval of instructor or department chair. F

**DPE 130 Introduction to Diesel Electrical** 3-3-4  
Theoretical and practical application of Ohm's Law, series, parallel, and series-parallel circuits. Theoretical and practical application of starting and charging circuits. Repair of electrical circuits with an emphasis on proper repair techniques. Must have a DVOM (digital volt ohm meter). F

**DPE 135 Introduction to Mobile Hydraulics** 2-3-3  
Introduction to mobile hydraulics systems, including open, closed, and PFC types.

**DPE 151 Diesel Fuel Systems** 2-3-3  
Fuel systems for diesel engines; principles of operation for pump-style systems; timing of pumps; hands-on laboratory practice including diagnosis, troubleshooting, adjustment, and repair of fuel system components; use of diagnostic equipment. F

**DPE 215 Diesel Work Experience I** 0-10-2  
On-the-job work experience for students in the diesel industry. Students are required to have tool set on internship. Students must meet with a diesel instructor prior to start. Prerequisites: DPE 151, DPE 230, DPE 234, DPE 239, DPE 251, or approval of diesel instructor or department chair. S

**DPE 217 Diesel Work Experience II** 0-10-2  
On-the-job work experience for students preparing for employment in the diesel industry. Students are required to have tool set on internship. Students must meet with a diesel instructor prior to start. Prerequisites: DPE 151, DPE 230, DPE 234, DPE 235, DPE 239, DPE 251, DPE 254, or approval of diesel instructor or department chair. S

**DPE 230 Electronic Systems and Accessories** 2-2-3  
Installation, analysis, testing, programming, diagnosis, and repair of monitoring systems, instrumentation, and other specialized electronic and computer-controlled equipment on agricultural machinery and heavy equipment. Prerequisite: DPE 130 or approval of instructor or department chair. S

**DPE 234 Vehicular Air Conditioning I** 2-0-2  
Principles and theory of air conditioning systems on agricultural, heavy equipment, and trucks. Prerequisite: DPE 130 or approval of instructor or department chair. S

**DPE 235 Advanced Hydraulics** 2-1-2  
Hydraulic systems of major power equipment; interpretation of fluid hydraulic schematic diagrams; electronic and computer-controlled systems; diagnosing and testing to solve system problems; tear down and repair of systems on agricultural and construction equipment. Prerequisite: DPE 135. S

**DPE 236 Equipment Adjustment and Repair** 2-4-4  
Adjustment, maintenance, and repair of new and used agricultural machinery and/or construction equipment and operational field testing; use operator and service manuals to perform repairs. Prerequisites: DPE 215, DPE 230, DPE 239 and DPE 251. F

**DPE 238 Vehicular Air Conditioning II** 0-2-1  
Principles and theory of air conditioning systems on agricultural, heavy equipment and trucks. Prerequisites: DPE 130 and DPE 234 or approval of instructor or department chair. Su

**DPE 239 Truck Suspension, Steering, and Brakes** 1-4-3  
Suspension systems, hydraulic and air brakes, and steering mechanisms and systems in motor trucks; theory of operation, diagnosis, and repair with emphasis on performing inspections, preventive maintenance, and required service. Prerequisite: DPE 251 or approval of instructor or department chair. S

**DPE 251 Diesel Engine Overhaul** 2-4-4  
Complete overhaul of a diesel engine and return to field service using an appropriate company service manual; disassembly and reassembly procedure, measuring for wear, machining and overhaul procedures common to a dealership, tune-up and break-in procedures. F

**DPE 253 Advanced Diesel Fuel Systems** 2-2-3  
Diesel fuel systems, principles of computer-controlled diesel engines, emphasis on diagnosis and troubleshooting, understanding user interface with electronic engine software. S

**DPE 254 Advanced Power Trains** 2-3-3  
Troubleshooting and diagnosis of power shift transmissions, pressure and flow testing of transmission oil pumps, pressure testing of clutch packs, calibration of transmission controllers, following step-by-step testing flowcharts for power train diagnostic work. Prerequisites: DPE 110, DPE 135, and/or concurrent enrollment in DPE 235. S

**DPE 259 Service Department Implementation 2-2-3**

Simulation of service department including diagnostic work, disassembly work, repair work, assembly work, and customer relation skills. Practice labor documentation. Must have diesel program tool set. Prerequisites: DPE 110, DPE 135, DPE 151, DPE 230, DPE 234 and DPE 251, or approval of diesel instructor or department chair. S

## Drafting

*Agriculture/Engineering Science and Technologies*  
217/351-2481 • [www.parkland.edu/agest](http://www.parkland.edu/agest)

**DRT 119 Blueprint Reading and Technical Drawing 3-0-3**

Interpretation of working drawings to translate drawings into product. Includes technical sketching to communicate modifications. Dimensioned projections, sectional views, symbols, and schematics are used. F

## Dietary Manager

*Health Professions*  
217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

**DTP 120 Nutrition and Diet Therapy 3-0-3**

General nutrition with an emphasis on nutrition related diseases. Diet therapy and why modified diets are prescribed for specific disease states. Prerequisite: ENG 101 placement. F S Su

**DTP 700 Fast Track Dietary Manager 6-0-6**

Prepare to become a dietary manager and examine nutrition and medical nutrition therapy, management of foodservice, and human resource management in the foodservice department.

## Economics

*Social Sciences and Human Services*  
217/351-2229 • [www.parkland.edu/sshs](http://www.parkland.edu/sshs)

**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: ENG 101 placement. F S Su

**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: ENG 101 placement. F S Su

**ECO 165 Economics and Politics of the European Community 3-0-3**

Process and institutions of European economic and political integration; emphasis on European Community countries and countries of the European Free Trade Area. (Salzburg Program only)

## Education

*Social Sciences and Human Services*  
217/351-2229 • [www.parkland.edu/sshs](http://www.parkland.edu/sshs)

**EDU 101 Introduction to Education 2-2-3**

Philosophy and history of American public education and the role of the teacher. Discussion of current issues in education and 30 hours of observation in public schools. A criminal background investigation is required prior to observation. Prerequisite: ENG 101 placement. F S

**EDU 103 Introduction to Educational Technology 3-0-3**

Builds on basic computer and Internet knowledge; helps students find innovative ways to incorporate technology into lesson plans to meet the needs of all learners. Designed for education majors and individuals teaching full time. F

**EDU 104 Introduction to Special Education 3-0-3**

Construct understanding of characteristics of exceptional learners, their education including history, categorical definitions, service delivery, legislation, along with principals, strategies and methods of effective instruction. Practical component of course addresses teaching methods and lesson plans incorporating differentiated instruction. Prerequisite: EDU 101.

## Electronics and Electrical Power

*Agriculture/Engineering Science and Technologies*  
217/351-2481 • [www.parkland.edu/agest](http://www.parkland.edu/agest)

**ELT 111 Computer Applications for Technicians 2-2-3 or 2-0-2**

Introduction to personal computers, using Windows-based operating system and applications to create and edit technical documents using the Internet, Word, Excel, and PowerPoint. F S

**ELT 131 Residential Wiring 2-2-3**

Single phase power distribution and transmission systems. Interpretation and use of National Electrical Code; interpretation of blueprints and wiring techniques as applied from service entrance to load. Prerequisite: MAT 060 or MAT 094 or equivalent with a grade of C or higher. F S

**ELT 134 Motors, Controls, and Drives 2-2-3**

Electrical symbols, ladder and wiring diagrams, used motors and motor control circuits, including DC, single- and three-phase, electromagnetic, and DC and AC electronic controllers. Emphasis on control, wiring, and troubleshooting of motors and control circuits. Prerequisite: ELT 150 with a grade of C or higher. S

**ELT 150 Introduction to Electricity and Electronics 2-2-3**

DC and AC circuits and test instruments. Following national skill standards (EIA/EIF), includes work habits; basic and practical skills; and survey of motors, relays, and transformers. Prerequisite: MAT 060 or MAT 094 or equivalent with a grade of C or higher. F S

**ELT 155 Digital Control Systems 2-2-3**

Digital control using a microcontroller; software control of counters, sequencing, logical decisions, digital outputs, digital inputs, analog input to digital conversion, digital to analog output conversion. Prerequisite: credit or concurrent enrollment in ELT 150. S



**ELT 171 Analog Control Systems** 2-2-3  
Characteristics and application of electronic components, and amplifiers. Component identification and testing, circuit construction, operation, and troubleshooting of analog control systems. Prerequisite: ELT 150. S

**ELT 179 Industrial Control Devices** 2-2-3  
Introduction to the electronic control devices and systems used in industry: interface devices, drives, controllers, motors, process control and instrumentation, industrial process techniques, detectors, sensors, and programmable controllers. F

**ELT 191 Security and Home Automation** 2-2-3  
Security, surveillance, and automation controls. Components, systems and the structured wiring used in home security, automation, and entertainment. Requirements for distributing and interfacing security systems, automation controls, communication, and entertainment in homes. Prerequisite: ELT 150. F

**ELT 231 Programmable Controllers** 2-2-3  
Programmable logic controllers with emphasis on creating application programs to solve control problems. Course includes an overview of PLC systems, number systems, I/O modules, basic and advanced instructions, system configuration, and troubleshooting. Prerequisite: ELT 179. S

**ELT 292 Process Control** 2-2-3  
Process control concepts using advanced capabilities of PLC systems: Interfacing devices, process controllers, pressure, temperature, flow and level measurement, A/D, D/A, PID control, and Human Machine Interface (HMI) using RSVIEW32 to monitor and control machines and processes. Prerequisite: ELT 231. F

**ELT 293 Industrial Control Networks** 2-2-3  
Control networks used in industry; devices, media, protocols, and test equipment used to control devices and acquire data. Serial, DH-485, CAN, and Ethernet. Prerequisite: sophomore standing or approval of instructor or department chair. S

**ELT 295 Modicon Automation and Control** 2-2-3  
Modicon M340 automation controller, configure I/O and data communications, create control programs using IEC 61131-3 international languages to include function block diagrams, structured text, and ladder diagram programming. Interfacing and programming touchscreen terminals. Prerequisite: ELT 231 or approval of program director or department chair. S

**ELT 299 Robotics and Automation** 2-2-3  
Robotics fundamentals: capabilities and applications, mechanical and electrical requirements, operation, and programming. Automation techniques and devices, controls and feedback mechanisms, servo motors and motion control. Prerequisite: sophomore standing or approval of instructor or department chair. F

## Emergency Medical Services

*Health Professions*

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

**EMS 110 Emergency Medical Technician** 3-6-5  
Role and responsibilities of the emergency medical technician. Skills in patient interaction, diagnosis, and emergency medical treatment. Upon successful completion, the student is eligible to take the Illinois EMT-B Certification Examination. F S

**EMS 111 Foundations of Paramedicine** 4-0-4  
Medical terminology, introduction to pharmacology, basic anatomy and physiology essential to the role of a paramedic. Prerequisites: EMS 110, ENG 099, college level reading, and MAT 060 placement. S

**EMS 113 Paramedic I** 5-5-7-5-8  
Occupation, history, and leadership skills. Assessment/management: accident scene, growth and development, and airway. Identify medical, legal, and ethical issues. Advanced pathophysiology, cellular growth/adaptation, fluid balance, and body responses to illness/accidents. Pharmacology and intravenous therapy. Community education. Prerequisites: acceptance into Paramedic program, current BLS CPR card, current EMT License, and EMS 111. Su

**EMS 114 Paramedic II** 7-5-8-5  
Advanced level of patient assessment, critical thinking, and decision making skills. Communication skills including radio communication assimilations. Pathophysiology of pulmonary and cardiac system including EKG rhythm interpretation and treatment modalities. Prerequisite: EMS 113. F

**EMS 115 Paramedic III** 5-3-6  
Advanced treatment and assessment of pediatric and trauma patients, including advanced life support, mass casualty operations, hazardous material incidents, and general ambulance operations. Prerequisite: EMS 114. S

**EMS 138 EMT Work Practicum** 0-20-5  
Transitions the student from classroom setting to the field, utilizing previously learned skills and knowledge to work in an ambulance as part of an effective healthcare team. Prerequisite: current state of Illinois EMT License. F S

**EMS 238 Paramedic Field Internship** 0-16-2.5  
Application of all acquired skills, knowledge, and techniques used in patient care from previous EMS paramedic coursework. Perform as a team leader in management and transport of the patient until they reach the hospital. Prerequisites: EMS 111, EMS 113, EMS 114, and EMS 115 with a grade of C or higher and approval of program director. S

## English

*Humanities*

217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

### Assessment Program

Students enrolling in an English composition course for the first time at Parkland must be placed at the appropriate level on the basis of (1) their ACT or SAT scores, (2) their performance on Parkland's English assessment test, or (3) college-level composition credit transferred from another school.

Students placed in a preparatory English composition class (ENG 098 or 099) can satisfy the requirements for admission to college-level English composition by (1) passing ENG 099 with an A or B grade or (2) writing a college-entry-level essay at the completion of ENG 098 or 099.

**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. Concurrent enrollment in CCS 098 or CCS 099 may be required. Prerequisite: placement. F S Su

**ENG 099 Writing Skills Review II** 3-0-3

Extensive writing practice with emphasis on organizing and developing essays and engagement with outside ideas and texts. Systematic review of grammar, sentence structure, and paragraph organization and development. Concurrent enrollment in CCS 098 or CCS 099 may be required. Prerequisite: ENG 098 with a grade of C or higher or placement. F S Su

**ENG 101 Composition I** 3-0-3

(IAI C1 900) Essay writing with emphasis on 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. Prerequisite: ENG 099 with a grade of C or higher or placement. F S Su

**ENG 102 Composition II** 3-0-3

(IAI C1 901R) Research-paper writing emphasizing: adoption, narrowing, and logical support of a thesis in awareness of 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. Prerequisite: ENG 101 or equivalent with a grade of C or higher. F S Su

**ENG 106 Accelerated Composition** 4-0-4

(IAI C1 901R) 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. Prerequisite: placement. F S

**ENG 115 English Grammar and Punctuation** 2-0-2

Grammar and punctuation of standard written English; parts of speech, types of punctuation, and common grammatical errors. F S

**ENG 161 Creative Writing I—Fiction** 3-0-3

Introductory course for exploring the structure and elements of fiction as well as the writing process; students will produce fully developed works, with attention to the development of fictional techniques, and learn terminology current in creative writing. Prerequisite: ENG 101 or equivalent with a grade of C or higher or approval of department chair. F

**ENG 162 Creative Writing I—Poetry** 3-0-3

Introductory course for exploring the structure and elements of poetry as well as the writing process; students will produce fully developed works, with attention to the development of poetic techniques, and learn terminology current in creative writing. Prerequisite: ENG 101 or equivalent with grade of C or higher or approval of department chair. F

**ENG 220 Professional Writing** 3-0-3

Principles of professional writing. Includes 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: ENG 102 or ENG 106 with a grade of C or higher. F S

**ENG 224 Advanced Composition—  
Creative Nonfiction** 3-0-3

Intermediate course for exploring the structure and elements of literary nonfiction and the writing process; students will produce fully-developed works of nonfiction and demonstrate an understanding of the critical terminology of the creative writer. Prerequisite: ENG 102 or ENG 106 with a grade of C or higher. F S

**ENG 261 Creative Writing II—Fiction** 3-0-3

Continuation of ENG 161. Intermediate course for exploring the structure and elements of fiction and the writing process. Students will produce fully developed works, with attention to the further development of fictional techniques, and learn terminology current in creative writing. Prerequisite: ENG 161 or equivalent or approval of department chair. S

**ENG 262 Creative Writing II—Poetry** 3-0-3

Continuation of ENG 162. Intermediate course for exploring the structure and elements of poetry and the writing process. Students will produce fully developed works, with attention to the further development of poetic techniques, and learn terminology current in creative writing. Prerequisite: ENG 162 or equivalent or approval of department chair. S

## Engineering Science

*Agriculture/Engineering Science and Technologies*  
217/351-2481 • [www.parkland.edu/agest](http://www.parkland.edu/agest)

**ENS 101 Introduction to Engineering and CAD** 2-3-3

(IAI EGR 941) An introduction to engineering design and graphics, including design problems, sketching, dimensioning, tolerancing, multi-view orthographic representations, auxiliary views, section views, and working drawings. Prerequisite: credit or concurrent enrollment in MAT 128. S

**ENS 201 Engineering Mechanics I (Statics)** 2-2-3

(IAI EGR 942) Topics include particle statics, general principles and force vectors, rigid body equilibrium, moments of inertia, distributed forces and centroids, analysis of structures, virtual work, and friction. Prerequisite: PHY 141. F Su

**ENS 202 Engineering Mechanics of Solids** 2-2-3

(IAI EGR 945) 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. Prerequisite: ENS 201. S

**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: ENS 201 and credit or concurrent enrollment in MAT 229. S

## Earth Science

*Natural Sciences*  
217/351-2285 • [www.parkland.edu/ns](http://www.parkland.edu/ns)

**ESC 101 Introduction to Weather** 3-2-4

(IAI P1 905L) Basic meteorology with emphasis on applying meteorological principles to everyday weather. Topics include warming the earth and atmosphere, earth-sun relationships, air temperature and pressure, winds, humidity, atmospheric circulation, cloud development, precipitation, air masses and fronts, thunderstorms, tornadoes, and hurricanes. Prerequisite: ENG 101 placement. F S Su F S Su

**ESC 102 Introduction to Physical Geology** 3-2-4  
(IAI P1 907L) Introduces physical geologic processes, materials, and landforms through lecture, hands-on lab activities, map reading and optional field experiences. Topics include plate tectonics, geologic time, minerals, rocks, volcanoes, weathering, mass wasting, streams, glaciers, groundwater, earthquakes, and rock structures. Prerequisite: ENG 101 placement. F S Su

## English as a Second Language

Humanities

217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

### English as a Second Language Program

The ESL program offers a series of 3- and 4-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 6 credit hours. Prerequisite: placement by advisor. F S Su

**ESL 072 Reading/Vocabulary II** 2-2-3  
Development of intermediate level academic reading and vocabulary skills for speakers of English as a second language. Repeatable for a maximum of 6 credit hours. Prerequisite: placement by advisor. F S Su

**ESL 073 Reading/Vocabulary III** 2-2-3  
Development of high-intermediate level academic reading and vocabulary skills for speakers of English as a second language. Repeatable for a maximum of 6 credit hours. Prerequisite: placement by advisor. F S Su

**ESL 074 Reading/Vocabulary IV** 2-2-3  
Development of low-advanced level academic reading and vocabulary skills for speakers of English as a second language. Repeatable for a maximum of 6 credit hours. Prerequisite: placement by advisor. F S Su

**ESL 076 English for Academic Purposes** 2-2-3  
Development of intermediate-level academic grammar/writing, listening/speaking, and reading/vocabulary skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 080 Diagnostic Testing for ESL Listening/Speaking/Pronunciation** 2-2-3  
Individual advising leads to placement into a skill level appropriate to the student's oral communication abilities. F S Su

**ESL 081 Listening/Speaking/Pronunciation I** 2-2-3  
Development of beginning listening/speaking/pronunciation skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 082 Listening/Speaking/Pronunciation II** 2-2-3  
Development of low-intermediate listening/speaking/pronunciation skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 083 Listening/Speaking/Pronunciation III** 2-2-3  
Development of intermediate listening/speaking/pronunciation skills for students of English as a second language. Introduction to academic listening, note-taking, and small group participation. Prerequisite: placement by advisor.

**ESL 084 Listening/Speaking/Pronunciation IV** 2-2-3  
Development of high-intermediate listening/speaking/pronunciation skills for students of English as a second language. Academic listening, note-taking, and small group participation. Prerequisite: placement by advisor.

**ESL 085 Listening/Speaking/Pronunciation V** 2-2-3  
Development of advanced listening/speaking/pronunciation skills for students of English as a second language. Academic lecture listening, note-taking, small group leadership, and oral presentations. Prerequisite: placement by advisor.

**ESL 086 English Language Pronunciation** 3-0-3  
Integrated skills approach to evaluating and improving oral production skills for non-native speakers of English. F S Su

**ESL 087 English Language Conversation Practice** 1-0-1  
Improve students' conversational fluency in spoken English. F S

**ESL 088 Community English** 0-4-2  
Non-academic English language skills for immigrants and visitors to the community with attention being paid to reading, writing, listening, speaking fluency, and pronunciation. F S

**ESL 091 Grammar/Writing I** 3-3-4  
Introduction to basic grammar and structures of writing for students of English as a second language. Prerequisite: placement by advisor.

**ESL 092 Grammar/Writing II** 3-3-4  
Development of low-intermediate grammar and writing skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 093 Grammar/Writing III** 3-3-4  
Development of intermediate grammar and writing skills for students of English as a second language. Prerequisite: placement by advisor.

**ESL 094 Grammar/Writing IV** 3-3-4  
Development of high-intermediate grammar and writing skills for students of English as a second language. Introduction to essay format and college-level discourse. Prerequisite: placement by advisor.

**ESL 095 Grammar/Writing V** 3-3-4  
Development of advanced grammar and writing skills for students of English as a second language. Preparation for college writing and textbook reading. Prerequisite: placement by advisor.

**ESL 097 American Academic Culture for Non-Native Speakers** 2-2-3  
Introduction to and development of American academic culture for speakers of English as a second language. Preparation for college-level coursework. Repeatable for a maximum of 9 credit hours. Prerequisite: placement by advisor. F S Su

**ESL 570 TOEFL Preparation** 3-0-3  
Students will practice English skills and test taking strategies for TOEFL. F S

# Engineering Science and Technologies

Agriculture/Engineering Science and Technologies  
217/351-2481 • [www.parkland.edu/agest](http://www.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 CAD project in an area in which they seek experience and employment. Prerequisites: credit or concurrent enrollment in CAD 132, CAD 214, and CAD 232, and approval of program director or department chair. Repeatable 3 times. F S

## **EST 113 Work Experience and Ethics** -5-4-1

Prepare resume and cover letter. Detailed journal documenting internship. Introduction to work ethics and traits that employers look for in current and prospective employees.

## **EST 114 Career and Technical Ethics** 1-0-1 or 2-0-2

Introduction to the importance of work ethics and the top 10 work ethic traits that employers look for in current and prospective employees. Emphasis on how strong work ethics help employees succeed in the workplace. F S Su

# French

Humanities  
217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

## **FRE 100 Introduction to Basic French I** 2-0-2

Intended for students with no previous instruction in French. Basic French with attention to oral communication, culture, and language needs of student, traveler, and worker. F S Su

## **FRE 101 Beginning French I** 4-0-4

For students with no previous and/or little instruction in French. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and on Francophone culture. Prerequisite: ENG 101 placement. (Also in Dijon Program) F S

## **FRE 102 Beginning French II** 4-0-4

Continued development of communicative skills. Emphasis on speaking, listening, reading, writing, and on Francophone culture. Prerequisite: FRE 101 or equivalent. (Also in Dijon Program) F S Su

## **FRE 103 Intermediate French I** 4-0-4

Development of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and on Francophone culture. Prerequisite: FRE 102 or equivalent. (Also in Dijon Program) F

## **FRE 104 Intermediate French II** 4-0-4

(IAI H1 900) Continued development and refinement of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and on Francophone culture. Prerequisite: FRE 103 or equivalent. (Also in Dijon Program) S

## **FRE 120 Introduction to Basic French II** 2-0-2

Continuing basic French with attention to oral communication, culture, and language needs of student, traveler, and worker. Prerequisite: FRE 100 or equivalent. S

# Fire Service Technology

Social Sciences and Human Services  
217/351-2229 • [www.parkland.edu/sshs](http://www.parkland.edu/sshs)

## **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 aspects of the life of a firefighter.

## **FST 111 Introduction to the Fire Service** 3-0-3

Provides an overview to fire service; career opportunities in fire protection and related fields; philosophy and history of the fire service; fire loss analysis; organization and function of public fire protection services; fire departments as part of local government; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics. F

## **FST 112 Command Officer Management I** 3-0-3

One of two management courses required for Illinois certification as a Fire Officer I. Presents a basic course to help individuals develop the skills needed to supervise and direct personnel and manage resources at the company level. Prepares student for certification as Fire Officer I. FE

## **FST 114 Fire Prevention Principles** 3-0-3

Provides basic information about fire prevention activities conducted by the fire department. SO

## **FST 115 Tactics and Strategy I** 3-0-3

Survey of fire suppression companies; basic elements of fireground tactics and organization; manpower, apparatus, equipment, and systems utilization. Emphasis on preplanning fireground organization and decision making for the company officer. SO

## **FST 116 Basic Operations Firefighter I** 3-0-3

Cognitive training needed to operate safely and effectively on the fire ground. Basic job requirements for an entry level firefighter. Topics discussed include history of the fire service, safety and health, building construction, and fire behavior.

## **FST 117 Pump Operator (FAE)** 3-0-3

Theoretical and practical hydraulics, maintenance procedures, and apparatus testing used by fire departments. Apparatus operators. Qualifies firefighters for OSFM Certification as a Fire Apparatus Engineer. F

## **FST 118 Fire Service Instructor I** 3-0-3

Methods of classroom instruction. Lesson plans and human relations in the teaching-learning environment. SO

## **FST 130 Civilian/Law Enforcement Bypass Course** 3-0-3

Required by the Office of the State Fire Marshal for certification of civilians as fire prevention officers and law enforcement officers as fire investigators. Emphasizes baseline fire science knowledge not possessed by civilians. F S Su

## **FST 132 Basic Operations Firefighter II** 3-0-3

Cognitive training needed to operate safely and effectively on the fire ground. Basic job requirements for an entry level firefighter. Topics discussed include ladders, hose, appliances, nozzles, fire streams, water supply, master streams, forcible entry, and ventilation.

**FST 152 Basic Operations Firefighter III 3-0-3**  
Cognitive training needed to operate safely and effectively on the fire ground. Basic job requirements for an entry level firefighter. Topics discussed include search, rescue, fire control, loss control, wildland firefighting, installed systems, firefighter survival, RIT team operations, prevention, public education, cause, and origin.

**FST 210 Hazardous Materials Operations 3-0-3**  
Systems approach to storage, transportation, and handling of hazardous materials, flammable liquids, combustible solids, oxidizing and corrosive materials, and radioactive compounds. Use of reference sources on various hazardous materials. Emphasis on control of hazardous materials incidents. F

**FST 212 Command Officer Management II 3-0-3**  
One of two management courses required for Illinois certification as a Fire Officer I. Provides management principles and techniques used by mid-level managers and chief officers in the fire service and emphasizes principles of time management, decision making, motivation, and delegation. SO

**FST 215 Fire Fighting Strategy and Tactics II 3-0-3**  
Strategic concepts in fire fighting, locations of fire fighting resources, tactics emphasizing use of operational plans, and pre fire plans. Establishment of command for operational control and use and control of mutual aid during multiple emergencies or simple catastrophic fires or disasters. SE

**FST 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 218 Fire Service Instructor II 3-0-3**  
Methods of classroom instruction structured to provide information about writing performance objectives, developing lesson plans, and methods of testing and evaluating students. SE

**FST 234 Command Officer Management III 3-0-3**  
One of two management courses required for Illinois certification as a Fire Officer II. Provides management principles and techniques used by mid-level managers and chief officers in the fire service. Principles of public relations, labor relations, administrative liability, and personnel management emphasized. FO

**FST 235 Command Officer Management IV 3-0-3**  
Prepares the fire officer to develop budgets, evaluate subordinates, maintain records, conduct public relations, and develop fire department rules and Standard Operating Procedures. SE

**FST 250 Fire and Emergency Management Computer Systems 2-2-3**  
Fire and Emergency Services information management systems, system analysis techniques, data processing concepts, terminology, equipment, and applications. Hands-on experience with microcomputers including software packages for data analysis and emergency management applications. Prerequisite: MAT 086, MAT 098, or assessment. F S Su

**FST 251 Fire Inspector I 3-0-3**  
Course required for Fire Inspector I state certification. Authority of fire prevention responsibilities including inspection procedures; plans review; fire hazard recognition; installed systems familiarization; building construction, occupancy classification; site access and means of egress considerations; and emergency planning. FE

**FST 253 Public Fire and Life Safety Educator 3-0-3**  
Provides the Public Fire/Life Safety Educator I component required for certification as Fire Prevention Officer I by Office of State Fire Marshal. Also provides Public Information Officer and Juvenile Fire-Setter Intervention Specialist I certification.

## First Year Experience

*Center for Academic Success*  
217/351-2441 • [www.parkland.edu/cas](http://www.parkland.edu/cas)

**FYE 101 Strategies for College Success 1-0-1; 2-0-2; 3-0-3**  
Designed to help students succeed in college and beyond. Includes self-assessment, goal-setting, educational and career planning, time management, interpersonal communication, and personal development. F S Su

## Graphic Design

*Fine and Applied Arts*  
217/351-2392 • [www.parkland.edu/faa](http://www.parkland.edu/faa)

**GDS 102 Graphic Design History 3-0-3**  
Surveys the field of graphic design from its origins to contemporary practice. Develops visual vocabulary, provides insight into the continuity of design thinking, and provides cultural and historical context for design practice. F S

**GDS 108 Design Media and Principles 2-2-3**  
Introduction to composition and visual literacy for digital media artists and designers. Surveys a broad range of digital tools including the Adobe Creative Suite. Prerequisite: proficiency with personal computers and Internet browsing. F S Su

**GDS 110 Typography I 2-2-3**  
Introduction to creative typography for visual communication. Create typographic compositions using Adobe Creative Suite for print and web. Emphasis on terminology, typographic traditions, type aesthetics. Prerequisite: proficiency with personal computers and Internet browsing. F S

**GDS 120 Graphic Design I 2-3-3**  
Introduction to the creative process and image making with a focus on composition. Solve real world visual communication problems in a hands-on studio environment using Adobe Creative Suite. Prerequisite: GDS 108 or ART 121, ART 122 or approval of program director or department chair. F S

**GDS 122 Graphic Design II 2-2-3**  
Introduction to systems of visual organization in graphic design with a focus on conceptual development and print production. Communicate creative concepts through effective use of type and images. Develop dynamic portfolio samples using Adobe Creative Suite. Prerequisite: GDS 120. F

**GDS 171 Introduction to Wordpress 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 and becoming power users of Wordpress. Prerequisite: CIS 152 and GDS 108, or approval of program director or department chair. F

- GDS 172 Typography II** 2-2-3  
Compose professional-level type for print using Adobe InDesign. Emphasis on publication design, grid systems, legibility, readability, typographic hierarchy, style sheets and pre-press issues. Prerequisite: GDS 110. S
- GDS 220 Graphic Design for the Web** 2-2-3  
A visual approach to web design with an emphasis on creative concepts and applied design principles. Design dynamic web experiences using Photoshop and Dreamweaver. Prerequisites: CIS 152, GDS 120, or approval of program director or department chair. F
- GDS 222 Graphic Design III** 1-2-2  
Self-directed advanced visual problem solving projects. Develop presentations skills and become power users of Adobe Creative Suite. Prerequisite: credit or concurrent enrollment in GDS 122. F
- 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: GDS 108, GDS 120, GDS 220, and CIS 152, or approval of program director or department chair. S
- GDS 271 Interactive Design I** 2-2-3  
Design user experiences for digital media with an emphasis on creative problem solving. Create interactive websites and apps that use current technology to meet real-world marketing communication objectives. Prerequisites: GDS 108, GDS 120, and CIS 152, or approval of program director or department chair. S
- GDS 272 Interactive Design II** 1-2-2  
Self-directed creative problem-solving and conceptual digital media projects with a focus on meeting real-world marketing communication objectives. Create dynamic user experiences in interactive websites and apps with an emphasis on building a portfolio of high quality samples. Prerequisite: credit or concurrent enrollment in GDS 271. S
- GDS 273 Illustration I** 2-2-3  
Gain experience in visual communication by creating illustrations for editorial, advertising, information graphics and other commercial art applications. Advanced uses of digital tools for creating original art. Prerequisites: GDS 108 or ART 121, ART 122, and GDS 120. F
- GDS 274 Illustration II** 1-2-2  
Self-directed creative problem-solving and conceptual thinking projects focusing on creating original images for editorial and advertising. Emphasis on building a consistent body of work with a distinctive individual style. Fine tune skills in Illustrator and Photoshop. Prerequisite: credit or concurrent enrollment in GDS 273. F
- GDS 292 Graphic Design Studio** 1-12-3  
Supervised classroom service learning project. Gain practical experience in professional business practices. Portfolio review required. May be repeated for a maximum of 6 credit hours. Prerequisite: sophomore standing in Graphic Design, 3.0 program GPA, or approval of instructor or department chair. F S

- GDS 293 Portfolio Seminar** 2-2-3  
Under the direction of the instructor, students fine-tune and edit their portfolios, design a self-promotion campaign, build a self-promotion web site, and develop their personal résumés. Includes seminars with industry professionals. Prerequisite: GDS 220, sophomore standing in Graphic Design, 3.0 program GPA, or approval of instructor or department chair. S

## Geography

*Social Sciences and Human Services*  
217/351-2229 • [www.parkland.edu/sshs](http://www.parkland.edu/sshs)

- GEO 140 World Geography** 3-0-3  
(IAI S4 901) World places and peoples: world regions examined for their cultural response to the physical environment. Emphasis on technologically developed regions. (Also in Canterbury Program.) F S Su
- GEO 143 Geography of Underdeveloped Areas** 3-0-3  
(IAI S4 902N) Survey of technologically underdeveloped regions of the world: spatial arrangements of population, human institutions, economic activities, and cultural landscapes. F S Su
- GEO 144 Geography of the United States** 3-0-3  
Introduction to regional and social diversity of the United States. Physical, historical, and economic bases of regional divisions: south (old and new), northeast (rural and urban), interior (midwest and great plains), and west (mountain and desert). (Canterbury Program only.)
- GEO 200 Introduction to Economic Geography** 3-0-3  
(IAI S4 903N) Introduction to the study of reasons for uneven distribution of activities relating to production, exchange, and consumption of goods and services and geographic patterns created by these activities. S

## German

*Humanities*  
217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

- GER 101 Beginning German I** 4-0-4  
For students with no previous and/or little instruction in German. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and on Germanic culture. Prerequisite: ENG 101 placement. (Also in Salzburg program) F S
- GER 102 Beginning German II** 4-0-4  
Continued development of communicative skills. Emphasis on speaking, listening, reading, writing, and on Germanic culture. Prerequisite: GER 101 or equivalent. (Also in Salzburg program) S Su
- GER 103 Intermediate German I** 4-0-4  
Development of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and on Germanic culture. Prerequisite: GER 102 or equivalent. (Also in Salzburg program) F
- GER 104 Intermediate German II** 4-0-4  
(IAI H1 900) Continued development and refinement of intermediate level communicative competence. Emphasis on speaking, listening, reading, writing, and on Germanic culture. Prerequisite: GER 103 or equivalent. (Also in Salzburg program) S

# Geographic Information Systems

Agriculture/Engineering Science and Technologies  
217/351-2481 • [www.parkland.edu/agest](http://www.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: GIS 110. S

## **GIS 112 Global Positioning Systems 1-0-1**

Basic applications of Global Positioning System (GPS) methods for data collection. Overview of system operation, proper use and limitations. Data interpretation and export for use in Geographic Information Systems (GIS) and related processes.

## **GIS 115 Remote Sensing Applications 2-2-3**

Introduction to the characteristics of various sensors, data collection and analysis applicable to remote sensing applications with traditional aerial platforms and civil unmanned aerial system (UAS) operations.

## **GIS 116 GIS Seminar 1-0-1**

A group project through which students demonstrate their knowledge and skills developed while completing the required GIS courses. The students will present the collaborative project to a group of GIS practitioners. Prerequisite: GIS 110, GIS 111, GIS 112, and GIS 115.

# Health Careers

Health Professions  
217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

## **HCS 112 Orientation to Health Careers 2-0-2**

Duties and educational requirements of health care providers. Basic body systems. Develop and practice skills required in all health occupation. Equivalent to Health Occupations at high school level. Prerequisites: CCS 099, MAT 070 or MAT 080 placement, and ENG 101 placement. F S

## **HCS 136 Basic Topics in Healthcare 1-0-1; 2-0-2; 3-0-3; 4-0-4**

Study of new and cutting-edge topics of interest to the student new to healthcare. Repeatable for a maximum of 16 credit hours. F S Su

## **HCS 150 Complementary Alternative Therapies in Health Care I 3-0-3**

Guided learning experience to investigate various healthcare practices such as traditional Chinese medicine, botanicals, manual techniques, mind-body techniques, and other therapies. Prerequisites: CCS 099 placement and ENG 101 placement. F S

## **HCS 151 Health Care Records Management 2-0-2**

Application of health care records management terms and skills: records ownership, types, rules for filing and systems, common documents, correspondence, and computer application (EMR). Prerequisite: ENG 101 placement or approval of program director. F S Su

## **HCS 153 Phlebotomy Skills .5-1.5-1**

Routine phlebotomy procedures, venipuncture techniques, phlebotomy equipment, micropuncture techniques, safe practices, and medicolegal aspects. Clinical laboratory experience in phlebotomy. F S Su

## **HCS 154 Medical Terminology 3-0-3**

Building medical vocabulary, including learning to pronounce, spell, define, and analyze medical terms. Prerequisites: CCS 099 placement and ENG 101 placement. F S Su

## **HCS 155 Pharmacology for Allied Health 2-0-2**

Chemical, generic, and trade names; drug references; pharmacological principles; routes of administration; Federal and Illinois regulations; classifications; abbreviations and symbols for drug measurement, administration, and prescription. Prerequisites: CCS 099 placement and ENG 101 placement, or approval of program director. S

## **HCS 173 Applied Electrocardiography 1-1-1**

Entry level training to perform, process, and explain the electrocardiogram; overview of cardiac anatomy, physiology, and conduction systems; commonly encountered drugs in cardiac medicine; data procurement, selection, processing, overview of diagnostic tests and presentation for physician's interpretation; professional conduct. F S Su

## **HCS 174 Legal Issues in Health Care 1-0-1**

Law as it pertains to health professionals; consent for medical services, invasion of privacy, malpractice, governmental regulations, actions for collecting patient bills, bioethical, and end of life issues. Prerequisites: CCS 099 placement and ENG 101 placement, or approval of program director. F S

## **HCS 180 International Health Care Experience 1-6-3**

Study and practice of providing culturally sensitive health care: health attitudes, beliefs, and practices of culturally diverse populations. Requires supervised international clinical experience. Prerequisite: admission to a health profession program and permission of course instructor.

## **HCS 190 Anatomy and Physiology/Speech, Hearing Mechanism 3-0-3**

Outer ear, disorders of outer ear, middle ear, tympanometry, disorders of middle ear, inner ear, and auditory pathways, cochlear and retrocochlear disorders. One of four courses required for persons applying for license as a hearing instrument dispenser. Prerequisite: approval of department chair or program director. F S Su

## **HCS 191 Hearing Science 3-0-3**

Physiological acoustics, psychological acoustics, hearing instrument candidacy, history, electronics, components and characteristics, digital technology. One of four courses required for persons applying for license as a hearing instrument dispenser. Prerequisite: approval of department chair or program director. F S Su

**HCS 192 Introduction to Audiology** 3-0-3  
Introduction to audiometry, pure tone audiometry, pure tone bone conduction tests, masking, hearing analysis (audiograms), speech testing, and speech discrimination tests. One of four courses required for persons applying for license as hearing instrument dispenser. Prerequisite: approval of department chair or program director. F S Su

**HCS 193 Aural Rehabilitation** 3-0-3  
ANSI standards, ear molds, fitting of hearing instruments, fitting verification, real ear measurement, post-fitting care, follow-up and rehabilitation, maintenance, modification, and repair. One of four courses required for persons applying for license as hearing instrument practitioner. Prerequisite: approval of department chair or program director. F S Su

**HCS 236 Advanced Topics in Healthcare** 1-0-1; 2-0-2; 3-0-3; 4-0-4  
The study of new and emerging healthcare topics requiring some healthcare background and preparation. Prerequisites to be determined by the faculty. Repeatable for a maximum of 12 credit hours. Prerequisites: ENG 101 placement. F S Su

## History

*Social Sciences and Human Services*  
217/351-2229 • [www.parkland.edu/sshs](http://www.parkland.edu/sshs)

**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. Prerequisite: ENG 099 placement. F S

**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. Prerequisite: ENG 099 placement. (3 credit hours in Salzburg program) S

**HIS 104 History of the U.S. to 1877** 4-0-4  
(IAI S2 900) Survey of American history from its European and Native American origins through Reconstruction. Emphasis on the economic, political, cultural, and social forces that have shaped the American past. Prerequisite: ENG 099 placement. F S

**HIS 105 History of the U.S., 1877 to Present** 4-0-4  
(IAI S2 901) Survey of American history from Reconstruction to the present. Emphasis on the economic, political, cultural, and social forces that have shaped the American past. Prerequisite: ENG 099 placement. F S Su

**HIS 107 The History of Illinois** 4-0-4  
Illinois history from the earliest times to the present. Includes political, economic, social, cultural, educational, and constitutional developments. Prerequisite: ENG 099 placement. S Su

**HIS 108 World History I** 4-0-4  
(IAI S2 912 N) Examination of the economic, social, cultural and political history of global peoples and cultures from ancient times to 1500. Prerequisite: ENG 099 placement. F S

**HIS 109 World History II** 4-0-4  
(IAI S2 913 N) Economic, social, cultural and political history of global peoples and cultures from 1500 to the present. Prerequisite: ENG 099 placement.

**HIS 120 African American History to 1865** 3-0-3  
(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. Prerequisite: ENG 099 placement. F

**HIS 121 African American History from 1865 to Present** 3-0-3  
(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. Prerequisite: ENG 099 placement. S

**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. Prerequisite: ENG 099 placement. S

**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. Prerequisite: ENG 099 placement. F

**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. Prerequisite: ENG 099 placement. S

**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. Prerequisite: ENG 099 placement. F

**HIS 145 History of the Labor Movement** 3-0-3  
Effects of labor on economic, political, and social systems of the United States.

**HIS 165 Austrian Civilization** 3-0-3  
Introduction to Austrian history and culture from seventeenth century to present. Prerequisite: ENG 099 placement. (Salzburg Program only)

**HIS 166 British History I** 3-0-3  
Survey of British history to 1714: Roman and Anglo-Saxon invasions, Norman Conquest, Chaucer's England, and British-American relations. Prerequisite: ENG 099 placement. (Also in Canterbury Program) F

**HIS 167 British History II** 3-0-3  
Survey of British history from 1714, including growth of the British Empire, the Irish question, the American Revolution, Victorian Britain, and contemporary Britain. Prerequisite: ENG 099 placement. (Also in Canterbury Program) S



**HIS 168 Modern Europe in Transition 3-0-3**  
Examination of the continuities and discontinuities of European affairs since modern revolutions that set the stage for today's political discourse. Prerequisite: ENG 099 placement. (Salzburg Program only)

**HIS 169 England in the Middle Ages 3-0-3**  
Study of medieval history focusing on events surrounding Norman Conquest of England in 1066. Prerequisite: ENG 099 placement. (Canterbury Program only)

**HIS 203 The History of Women in America 3-0-3**  
A multicultural survey of the roles, experiences, and problems of American women from the colonial period to the present. The images of womanhood, the Victorian woman, women at work and war, suffrage movement, and modern feminism. Prerequisite: ENG 099 placement. F S

**HIS 289 Topics in History 3-0-3**  
Study of selected topics in history. Topics vary according to section and semester and are listed in the class schedule. Students may also request topics. A total of 6 credit hours may be taken in topics courses numbered 289, but HIS 289 is not repeatable for credit. Prerequisite: ENG 101 placement and 3 credit hours in the discipline.

## Hospitality Industry

*Business/Computer Science and Technologies*  
217/351-2209 • [www.parkland.edu/bcst](http://www.parkland.edu/bcst)

**HPI 110 Foodservice Sanitation Certification 1-0-1**  
Foodservice sanitation as it applies to every phase of foodservice operations. Emphasizes cleanliness and protection of the health of the public served as well as of the organization's staff. Includes certification exam. F S Su

**HPI 111 Introduction to the Hospitality Industry 3-0-3**  
Overview of the hospitality industry focusing on the food service and lodging industries history and organization of hospitality industry with emphasis on career opportunities and management. Basic operational structures of restaurants, institutions, hotels, clubs, and resorts. F S

**HPI 112 Food Standards and Production I 3-4-5**  
Expands on skills and knowledge to develop a strong foundation within culinary arts management. This course examines food handling techniques, preparation, and production. Includes kitchen laboratory experiences in meat, poultry, seafood, vegetables, soups and salads. Prerequisites: HPI 110 and HPI 116 or approval of program director. S

**HPI 113 Food Service Systems 3-0-3**  
A systems approach to management of food service operations. Examination of inputs, transformation, and output of food service operations. Management of food production, financial resources, human resources, marketing to achieve guest satisfaction and profitability. S

**HPI 114 Human Resource Management and Supervision 3-0-3**  
Management methods use to lead and supervise staff. Skills and techniques used to form an effective staff for the hospitality environment. Self management, staff selection, orientation, training, motivating, evaluating and retention. Study of leadership characteristics. S

**HPI 115 Menu Management and Design 2-2-3**  
The menu's role in controlling and directing a foodservice operation. Computer use to calculate selling price and cost analysis of recipes. Menu engineering approach to menu design including consumer decision making behavior. F

**HPI 116 Kitchen Basics 1-3-2**  
Survey of professional culinary standards and production methods. Lab experience with knife skills, mise en place and cooking methods. Proper use and maintenance of common commercial equipment. Foundational knowledge of classical cuisine preparation. Prerequisite: HPI 110 or approval of instructor. F

**HPI 117 Hospitality Managerial Accounting 3-0-3**  
Hospitality management's use of the balance sheet, income statement and statement of cash flow to analyze operational performance. Use of financial ratios to make business decisions. Topics include depreciation, ROI and ROA. Interpretation of markets forces on the unit operation. F

**HPI 132 Resort and Event Operations 3-0-3**  
Examination of the resort segment of the lodging industry; tourism's relationship with types of resorts; quality service within the context of the hospitality industry. Event management and planning as a sub-function of resort operations. Su

**HPI 139 Food Standards and Production II 2-4-4**  
Practical laboratory experiences with primary focus on desserts, pastries and other bakery products. Lab experience to include preparation of sandwiches, fruits, salads and dressings. Group planning, production, presentation, and serving of complete guest meal. Prerequisites: HPI 110, HPI 116, or approval of program director or department chair. F

**HPI 211 Food and Beverage Cost Management Systems 4-0-4**  
Examination of methods to measure and control operational costs. Use of Excel as a primary tool to collect and analyze data gathered from operational activities. Focus on controlling product costs, labor costs and controllable expenses. F

**HPI 214 Hospitality Industry Seminar 2-0-2**  
Investigate and report on industry topics and trends. Prepare written evaluations of selected topics ranging from management and leadership to hospitality and culinary trends. Conduct Internet research to form personal opinions and support conclusions. Prerequisite: concurrent enrollment in HPI 215. S Su

**HPI 215 Hospitality Industry Work Experience 0-20-4**  
Students perform 300 hours of work experience in approved hospitality facility related to their area of specialization. Prerequisites: HPI 111, completion of 15 semester credit hours in program area, and concurrent enrollment in HPI 214. S Su

**HPI 216 Bar and Beverage Operations 3-0-3**  
Responsible management of beverage operations at a profit. Examination of planning, equipping, and staffing of beverage operations. Review of purchasing procedures, inventory control, pricing and marketing of all categories of alcohol beverages. Includes mixology training. S

**HPI 230 Housekeeping and Facilities Management 3-0-3**  
Facility management methods necessary to meet visitor and guest expectations of quality. Technical knowledge of the hotel/motel housekeeping department and building/facilities maintenance department. Supervision and training required to build a professional facilities team. S

**HPI 231 Front Office Operations** 3-0-3  
Reservations, registration, rooming, guest relations, accounting, and night audit; guest complaints and security; staffing; and emphasis on automated systems, including computerized property management system exercise. Prerequisite: credit or concurrent enrollment in HPI 111. F

**HPI 233 Hospitality and Travel Marketing** 3-0-3  
Planning and implementing effective marketing strategies to maximize revenues and guest satisfaction; direct sales, public relations, and advertising. Relationships of carriers, suppliers, and travel intermediaries. Prerequisite: concurrent enrollment in HPI 111. S

**HPI 234 Hospitality Industry Law** 3-0-3  
Legal concepts for the hospitality manager to recognize in a preventative approach to avoid liability. Knowledge of the law improves guest service and awareness to potential hazards. Review of negligence, merchantability, contract, Dram Shop, and employment laws. S

**HPI 237 Food Standards and Production III** 2-4-4  
Advanced methods of food production integrate menu planning, product costing, and culinary methods. Examination of station setup, work flow and equipment layout required for specific menu production. Course topics included international cuisine and nutritional considerations. Prerequisites: HPI 112 and HPI 139, or approval of program director or department chair. S

**HPI 239 Catering and Food Production** 1-4-3  
Student management and experience in food production and service dynamics as they plan and operate special event catering and student cafes. Prerequisite: credit or concurrent enrollment in HPI 237, or approval of program director or department chair. S

## Horticulture/Landscape

*Agriculture/Engineering Science and Technologies*  
217/351-2481 • [www.parkland.edu/agest](http://www.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. F S

**HRT 118 Horticulture Equipment Operation** 2-2-3  
Introduction to basic operation and maintenance of horticulture-related equipment; safe operation of equipment and use of safety materials. F

**HRT 119 Landscape Construction and Maintenance** 3-0-3  
Construction methods for residential and commercial landscapes; techniques and uses of materials related to construction of various landscape features; use of construction materials and maintenance; reading and interpreting landscape plans and drainage techniques. S

**HRT 130 Floral Design I** 2-2-3  
Introduces the art of floral design based on design elements and principles. Techniques and mechanics of constructing centerpieces, corsages, boutonnieres, and theme designs are practiced in hands-on labs. Flower identification and care and handling are covered.

**HRT 211 Pest Management and Pruning Principles** 2-2-3  
Identification, control, and management of insects, weeds and diseases of landscape plant material. Including the pest, its life cycle, hosts, symptoms, diagnosis and controls. Basic tree and shrub pruning for plant maintenance. Prerequisite: credit or concurrent enrollment in AGB 104. S

**HRT 230 Floral Design II** 2-2-3  
Expands on concepts and skills learned in Floral Design I: how to take orders, conduct consultations, and order flowers wholesale. Designs focus on weddings and funerals and are practiced in hands-on labs. Prerequisite: HRT 130.

**HRT 253 Herbaceous Plants** 3-0-3  
Identification, selection, use, and maintenance of herbaceous (perennial, biennial, annual, and bulbs) plants in the landscape. Techniques in growth, and maintenance of herbaceous plants. Prerequisite: AGB 104 or approval of department chair. S

**HRT 254 Woody Ornamentals** 3-0-3  
Identification of deciduous trees, shrubs, and evergreens used primarily in landscaping. Techniques in growth, maintenance of trees and shrubs. Prerequisite: AGB 104 or approval of instructor or department chair. Su

**HRT 255 Landscape Graphic Design** 3-0-3  
Advanced landscape graphic design techniques; freehand sketching, preparing quick designs, perspective sketching, color drawing, and computer design. Review design processes, principles, and design techniques and apply them to commercial and residential situations. Prerequisite: HRT 116 or approval of department chair. S

**HRT 256 Landscape Planting Design** 3-0-3  
Fundamentals of planting composition with emphasis on aesthetics, ecology, and utilitarian aspects. Incorporating plants as design elements to modify the landscape for various activities and different site situations. Prerequisites: credit or concurrent enrollment in HRT 116, HRT 253, HRT 254, and HRT 255.

**HRT 257 Horticultural Business Management** 3-0-3  
Provides current and future managers of landscaping businesses the opportunity to understand latest methods of combining resources to operate successful businesses. Emphasis on crew/team management and financial issues, including pricing materials, project bidding, and estimating. Prerequisite: AGB 135. S

**HRT 270 Greenhouse Crop Production** 2-2-3  
Production of various crops in the greenhouse environment, including flowers, herbs, and garden plants. Topics include propagation, cultural practices, and scheduling crop growth for target market periods. Hands-on experience in the greenhouse plus field trips. Prerequisite: credit or concurrent enrollment in AGB 104.

# Humanities

Humanities

217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

## **HUM 101 Western Culture: Antiquity to Renaissance** 3-0-3

(IAI HF 902) Exploration of Western culture as expressed in art, literature, history, philosophy, and music from ancient world to Renaissance. Prerequisite: ENG 101 placement. (Also in Dijon Program) F Su

## **HUM 102 Western Culture: Renaissance to Present** 3-0-3

(IAI HF 903) Exploration of Western culture as expressed in art, literature, history, philosophy, and music from Renaissance through contemporary period. Prerequisite: ENG 101 placement. (Also in Dijon Program) F S

## **HUM 103 Cultural Values in the Eastern World** 3-0-3

(IAI HF 904N) Exploration of East Asian cultures (Chinese, Japanese, Korean) as expressed in art, music, literature, history, and philosophy. Prerequisite: ENG 101 placement. F S Su

## **HUM 104 Islamic Culture and Civilization** 3-0-3

(IAI H2 903N) Exploration of Islamic culture as expressed in art, music, literature, history, society, and philosophy. Prerequisite: ENG 101 placement. F S Su

## **HUM 105 Cultures and Civilization of Sub-Saharan Africa** 3-0-3

(IAI HF 904N) Exploration of cultures in Sub-Saharan Africa as expressed in art, music, literature, history, and philosophy. Prerequisite: ENG 101 placement. F S Su

## **HUM 106 Latin American Cultures and Civilizations** 3-0-3

(IAI H2 903N) Exploration of Latin American cultures, including arts, history, literature, and social institutions. Prerequisite: ENG 101 placement. (Also in Costa Rica program) F S Su

## **HUM 107 Introduction to Mexican Culture** 3-0-3

(IAI H2 903N) Exploration of Mexican cultural heritage from the pre-Columbian era through to the present. Prerequisite: ENG 101 placement. F S Su

## **HUM 109 Cultural Values of India and Its Neighbors** 3-0-3

(IAI HF 904N) Exploration of South Asian cultures (India, Pakistan, Afghanistan, Myanmar, Sri Lanka, Nepal, Bangladesh) as expressed in art, music, literature, history, and philosophy. Prerequisite: ENG 101 placement. F S Su

## **HUM 121 Women in Arts, Cultures, and Societies** 3-0-3

(IAI HF 907D) Survey of representation of women in both traditional and popular arts and cultures (film, literature, music, television, visual art); emphasis on the relationship of such representation to the values, behaviors, and structures of societies. Prerequisite: ENG 101 placement. F S

## **HUM 122 Native American Cultures of North America** 3-0-3

Past and present Native American cultures through selected works of literature, history, visual art, music, and other contemporary forms of expression. Prerequisite: ENG 101 placement. F S

## **HUM 123 The Irish Experience** 3-0-3

Provides international students attending Carlow College an overview of Irish history, geography, religions, art and architecture, emigration, and their impact on contemporary Irish culture. Prerequisite: ENG 101 placement. (Carlow, Ireland program only) F S

## **HUM 124 Humanities Field Experience** 3-0-3

This course develops an appreciation of a country's culture through a greater understanding 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. F S Su

## **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)

## **HUM 166 European Cities** 3-0-3

Urban cultures and traditions of Europe. Survey of nine major cities in terms of historical development and changing aesthetic ideals. Includes some site visits. Prerequisite: ENG 101 placement. (Salzburg program only) F S

# Heating, Ventilation, and Air Conditioning

*Agriculture/Engineering Science and Technologies*

217/351-2481 • [www.parkland.edu/agest](http://www.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. F S

## **HVC 112 Basic Heating** 2-2-3

Fundamentals of operation for residential and light commercial heating systems. Prerequisite: credit or concurrent enrollment in ELT 150. F S

## **HVC 113 Residential HVAC Installation** 2-2-3

Basic HVAC system components and operation concepts, component installation, gas piping, low voltage wiring, basic tool skills, job safety. F

## **HVC 114 Ductwork Fabrication** 1-2-2

Basic tool skills, job safety, and fabrication techniques for HVAC ductwork components and systems. Prerequisite: MAT 060 or 094.

## **HVC 132 HVAC Control Systems** 2-2-3

Fundamentals of installation, operation, and maintenance of control systems for commercial HVAC systems. Prerequisite: HVC 111 or HVC 112. S

## **HVC 134 Commercial HVAC and Service** 2-2-3

Installation, operation, maintenance, and service of commercial HVAC equipment. Prerequisites: HVC 151 and HVC 152. S

## **HVC 151 Basic Air Conditioning Service** 3-2-4

Diagnostic techniques for residential and light commercial air conditioning and heat pump systems. Common maintenance and repair methods. Prerequisite: HVC 111.

## **HVC 152 Basic Heating Service** 2-2-3

Diagnostic techniques for residential and light commercial heating systems. Common maintenance and repair methods. Prerequisite: HVC 112.

## Independent Study

### **IND 288 Independent Study** 1-4 credits

Designed for students who desire a broader opportunity to examine a special problem or subject area in greater detail than the present course offerings allow. Projects may take the form of a reading course, an experiment, or any other program of learning planned jointly by student and instructor. Independent study may not be used as a substitute for any present course in the curriculum. Course may be repeated up to a total of 4 semester hours credit. Prerequisites: 3.0 program GPA at Parkland College, sophomore standing, at least two previous courses in the subject field area, and written consent of the instructor and department chair.

## Italian

Humanities

217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

### **ITA 101 Beginning Italian I** 4-0-4

For students with no previous and/or little instruction in Italian. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and on Italian culture. Prerequisite: ENG 101 placement. F

### **ITA 102 Beginning Italian II** 4-0-4

Continued development of communicative skills. Emphasis on speaking, listening, reading, writing, and Italian culture. Prerequisite: ITA 101 or equivalent. S

### **ITA 110 Introduction to Basic Italian I** 2-0-2

For students with no previous formal instruction in Italian. Basic Italian with attention to oral communication, culture, and the language needs of the student, traveler, and worker. F S Su

### **ITA 112 Introduction to Basic Italian II** 2-0-2

Continued basic Italian with attention to oral communication, culture, and the language needs of the student, traveler, and worker. Prerequisite: ITA 110 or equivalent. F S

## Japanese

Humanities

217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

### **JPN 101 Beginning Japanese I** 5-0-5

Development of basic and oral and written communications skills in Japanese: speaking, listening, reading, writing; introducing Japanese culture. For students with no previous instruction in Japanese. Prerequisite: ENG 101 placement. F

### **JPN 102 Beginning Japanese II** 5-0-5

Continued development of basic oral and written communications skills in Japanese: speaking, listening, reading, writing; learn more about Japanese culture. Prerequisite: JPN 101 or equivalent. S

### **JPN 103 Intermediate Japanese I** 5-0-5

Development of intermediate-level communications skills in Japanese: grammar, vocabulary, conversation, reading, and writing; emphasis on becoming more familiar with Japanese culture. Prerequisite: JPN 102 or equivalent. F

### **JPN 104 Intermediate Japanese II** 5-0-5

(IAI H1 900) Continued development of intermediate-level communication skills in Japanese: grammar, vocabulary, conversation, reading, and writing; emphasis on Japanese culture. Prerequisite: JPN 103 or equivalent. S

## Kinesiology

Natural Sciences

217/351-2285 • [www.parkland.edu/ns](http://www.parkland.edu/ns)

### **KIN 101 Personal Fitness Training I** 3-3-4

Fitness testing protocols and norms, client consultation, and the design of exercise prescription for a diverse clientele in the following areas: resistance training, cardiovascular exercise, plyometrics, speed training, nutrition and weight control, flexibility, stability ball, and body-weight exercises. Prerequisites: credit or concurrent enrollment in KIN 186 and BIO 111 or BIO 121 and approval of department chair. F

### **KIN 103 Exercise Fitness** 0-2-1

Emphasis on activities leading to an individualized fitness program. Activities include cycling, treadmill, elliptical, and the use of strength training equipment. No concurrent enrollment in KIN 147, KIN 203, or KIN 247. Repeatable for a maximum of 2 credit hours. F S Su

### **KIN 110 Fundamentals Review for the Personal Trainer** 1.5-1-2

Review of the structure and function of the body as it relates to human movement in the personal training setting. Intended for students pursuing an accelerated personal fitness training certificate. Prerequisite: approval of department chair or program director.

### **KIN 124 Golf I** 0-2-1

Basic skills and elementary theory of golf. S Su

### **KIN 141 Beginning Basketball** 0-2-1

Basic skills and elementary theory of basketball. F S

### **KIN 145 Aerobic Dancing** 0-2-1

Contemporary physical fitness program consisting of dances made up of easy-to-learn steps and step patterns performed to various types of music. Individuals progress at their own rate. Repeatable for a maximum of 2 credit hours. F S Su

### **KIN 147 Weight Training** 0-2-1

Fundamentals of strength training and conditioning through the use of free weights with emphasis on proper lifting techniques. No concurrent enrollment in KIN 103, 203, or 247. Repeatable for a maximum of 2 credit hours. F S Su

### **KIN 160 Introduction to Kinesiology** 3-0-3

Professional opportunities available in the field of kinesiology, including physical education, recreation, safety, intramural and intercollegiate athletics; role of physical education and physical activity in total education; development of vocational objectives. This is the gateway course for the kinesiology program. F S

### **KIN 161 Basketball** 1-2-2

Theory and practice in fundamentals and techniques of basketball with emphasis on skills and the theory and techniques of teaching and coaching basketball. F S

**KIN 164 Introduction to Sports 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. F S

**KIN 168 Theories and Principles of Coaching 3-0-3**

Theories and principles of coaching emphasizing motivation, practice, game preparation, professional certification/development, and administrative duties. Examines philosophies of notable coaches (Lombardi, Wooden, Robinson, Summit). Content applicable to all levels of competition. Eligible for certification via American Sport Education Program. F Su

**KIN 181 Health Education 2-0-2**

Personal health and wellness; nutrition, exercise, and stress; alcohol, tobacco, and drugs; and intimate relationships. Emphasis on strategies for modifying behaviors to achieve optimal personal wellness. F S Su

**KIN 183 First Aid and CPR 2-0-2**

Theory and techniques of first aid and CPR; emphasis on recognizing and responding to emergencies and developing skills needed to provide appropriate care. Health Care Provider level First Aid and CPR certification issued upon successful completion. F S Su

**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. S

**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 Personal Fitness Training II 3-5-5**

Continuation of KIN 101 with an emphasis on special populations, including athletes, those with metabolic concerns, cardiovascular and respiratory conditions, injury rehabilitation, spinal cord injury, multiple sclerosis, epilepsy, and cerebral palsy. Also covers facility design and legal concerns. Prerequisites: BIO 111, KIN 101, and KIN 186 with grades of C or higher. S

**KIN 203 Exercise Fitness II 0-2-1**

Advanced concepts of training under the direction of a personal trainer from Parkland's PFT program to improve fitness. Use of Parkland Fitness Center. No concurrent enrollment in KIN 103, KIN 147, or KIN 247. Repeatable for a maximum of 2 credit hours. F S Su

**KIN 247 Weight Training II 0-2-1**

Advanced concepts of strength training under the direction of a personal trainer from Parkland's PFT Program. Use of Parkland Fitness Center. No concurrent enrollment in KIN 103, KIN 147, or KIN 203. May be repeated for a maximum of 2 credit hours. F S Su

**KIN 262 Golf 1-2-2**

Theory and practice of fundamentals, rules, and etiquette of golf with reference to teaching golf. S Su

**KIN 263 Sports Officiating 2-2-3**

Fundamentals, techniques, and philosophy of officiating. Emphasis on knowledge of rules for various sports. S

**KIN 288 Exercise Physiology 3-3-4**

Application of anatomy and physiology to human movement. How the body moves and physiological responses to exercise stress. Prerequisites: BIO 111 or BIO 121 with a C or higher and concurrent enrollment in BIO 122. S

## Liberal Arts and Sciences

Humanities

217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

**LAS 189 Introduction to Liberal Arts and Sciences 3-0-3**

Study of selected major works from the sciences, humanities, arts, and social sciences organized by themes and analyzed from different disciplinary perspectives. Students learn the Inquiry Method for analysis and interpretation, and they relate concepts and themes to their own lives. Prerequisite: ENG 101 placement. F S Su

## Literature

Humanities

217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

**LIT 120 Introduction to Literature 3-0-3**

(IAI H3 900) Reading and analysis of literature from a variety of literary forms and periods; developing personal critical judgment about literature, as well as familiarity with different approaches to literary analysis. Prerequisite: ENG 101 placement. F S Su

**LIT 121 Introduction to Poetry 3-0-3**

(IAI H3 903, EGL 915) Reading and analysis of poetry of various types and from various periods. Development of vocabulary to discuss poetic meanings, forms, and techniques. Prerequisite: ENG 101 placement. (Also in Canterbury program) F S Su

**LIT 125 Introduction to Shakespeare 3-0-3**

(IAI H3 905) Reading and analysis of Shakespearean comedy, history, tragedy, romance, and sonnets. Includes viewing and analysis of at least one film adaptation. Prerequisite: ENG 101 placement. (Also in Canterbury program) F S Su

**LIT 126 Introduction to Drama 3-0-3**

(IAI H3 902) Reading and discussion of plays of various types from classical to modern drama, with some attention to dramatic and theatre criticism. Includes examination of aesthetic and cultural dimensions of various dramatic forms. Prerequisite: ENG 101 placement. F S

**LIT 127 Introduction to Fiction 3-0-3**

(IAI H3 901) Reading and discussion of short stories, novels, and other works of fiction, with some attention to critical approaches. Includes examination of aesthetic and cultural dimensions. Prerequisite: ENG 101 placement. F S Su

**LIT 130 Introduction to Children's Literature 3-0-3**

Introduction to the classics of children's literature to develop personal critical judgment and skill in analyzing these works as literary and artistic achievements. (Canterbury program only)

**LIT 141 Introduction to African American Literature 3-0-3**

(IAI H3 910D) A survey of literature by African American writers, exploring the formation of racial/cultural identity, and developing a broader historical understanding of the cultural experiences expressed. Exploration of poems, novels, plays, speeches, and other texts. Prerequisite: ENG 101 placement. F S

- LIT 142 Women in Literature** 3-0-3  
(IAI H3 911D) Study of women writers and exploration of the experiences of women presented in literature, the construction of gender identity, and the evolution of the female voice as found in poetry, drama, and fiction. Prerequisite: ENG 101 placement. F
- LIT 146 Introduction to Non-Western Literature** 3-0-3  
(IAI H3 908N) Introduction to literature from a variety of epochs and cultures, such as Africa, Asia, Middle East, and Caribbean. An emphasis on the intellectual, social, and political contexts of the works. Prerequisite: ENG 101 placement. F S
- LIT 147 Introduction to African Literature** 3-0-3  
(IAI H3 908N) Reading and discussion of oral and written literature of Africa with attention to social, historical, political, and cultural contexts. Selections from pre-colonial, colonial, and post-colonial periods will be included, with emphasis on poetry, fiction, nonfiction, and drama of twentieth-century sub-Saharan Africa. Prerequisite: ENG 101 placement. F
- LIT 148 Introduction to Latin American Literature** 3-0-3  
(IAI H3 908N) Reading and discussion of major works of Latin American fiction and poetry in English translation, considered in the context of Latin American historical, cultural, and literary traditions. Prerequisite: ENG 101 placement. F S
- LIT 149 Modern Irish Literature** 3-0-3  
Examine the manner in which language, history, politics, culture, and identity interrelated in late-nineteenth and early-twentieth century Ireland, and their impact on the development of contemporary literature. Prerequisite: ENG 101 placement. (Carlow, Ireland program only) F S
- LIT 201 British Literature I** 3-0-3  
(IAI H3 912) Survey and critical analysis of works of English literature before 1785, focusing on literary movements and genre delineation, intellectual, historical, cultural, and linguistic background, and emphasizing thematic and structural elements in the works. Prerequisite: ENG 101 or one semester of LIT. (Also in Canterbury program) F
- LIT 202 British Literature II** 3-0-3  
(IAI H3 913) Survey and critical analysis of works of English literature from 1785 to the present, in focusing on literary movements and genre delineation, intellectual, historical, cultural, and linguistic background, and emphasizing thematic and structural elements in the works. Prerequisite: ENG 101 or one semester of LIT. (Also in Canterbury program) S
- LIT 204 American Literature I** 3-0-3  
(IAI H3 914) Survey and critical analysis of works illustrating the development of American literature through the Civil War, including exploration of literary movements, as well as the intellectual, social, political, and historical contexts of the literature. Prerequisite: ENG 101 or one semester of LIT. (Also in Canterbury program) F
- LIT 205 American Literature II** 3-0-3  
(IAI H3 915) Survey and critical analysis of works illustrating the development of American literature from the Civil War to the present, including exploration of literary movements, as well as the intellectual, social, political, and historical contexts of the literature. Prerequisite: ENG 101 or one semester of LIT. (Also in Canterbury program) S

## Licensed Practical Nurse

*Health Professions*

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

- LPN 111 Introduction to Nursing** 1-0-1  
Emphasizes effective therapeutic communication, time management, and critical thinking skills. Legal and ethical considerations in nursing will also be incorporated. Prerequisite: admission into the LPN program; credit or concurrent enrollment in BIO 121; and concurrent enrollment in LPN 114 and LPN 117. F S
- LPN 114 Nursing Fundamentals** 4-6-6  
Introduction to nursing process, functional health patterns, planning of care, and normal age-related changes. Prerequisite: credit or concurrent enrollment in LPN 111, LPN 117, and BIO 121. F S
- LPN 117 Nursing Pharmacology** 3-0-3  
Intro to principles of nursing pharmacology and pharmacological agents relating to managing disease states. Nursing-specific interventions pertaining to medication administration and nursing practice. Prerequisite: admission to the program and credit or concurrent enrollment in LPN 111, LPN 114, and BIO 121. F S
- LPN 118 Health Alterations I** 3-6-5  
Utilizes the nursing process for providing care to adults presenting with common functional or health deviations. Prerequisites: completion of all first semester courses and credit or concurrent enrollment in BIO 122, DTP 120 or DTP 150. S Su
- LPN 130 Transition to Practice** 1-0-1  
Transition from a scholastic environment to a professional role. Prerequisites: completion of all 1st and 2nd semester courses and concurrent enrollment in PSY 209 and ENG 101, or LPN 131, LPN 132, and LPN 135. S Su
- LPN 131 Health Alterations II** 3-6-5  
Uses the nursing process for providing care to adults with complex functional or health deviations. Prerequisites: completion of all 3rd semester program courses and concurrent enrollment in LPN 130, LPN 132 and LPN 135. F Su
- LPN 132 Licensure Preparation** 1-0-1  
Legal requirements of the licensure process and the practical nurse's responsibilities under the Illinois Nurse Practice Act. Prerequisites: completion of all 3rd semester courses and concurrent enrollment in LPN 131 and LPN 135. F S
- LPN 135 Nursing in Pediatrics and Obstetrics** 4-6-6  
Care of pregnant women, newborns, infants, children and adolescents. Normal physiological processes as well as health alterations are presented. Prerequisites: completion of all 3rd semester courses and concurrent enrollment in LPN 131 and LPN 132. F S Su

## Life Saving Skills

*Health Professions*

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

- LSS 210 Dysrhythmia Certification** 3-0-3  
Prepares professionals to be certified to work in monitored acute care areas and analyze cardiac strips. Prerequisite: completion of first year of a health professions program or permission of instructor. F S Su

**LSS 211 Advanced Cardiac Life Support** 1-0-1  
Certifies healthcare professionals to direct or participate in the management of cardiopulmonary arrest or other cardiovascular emergencies. Prerequisite: permission of instructor. F S Su

## Medical Assisting

Health Professions

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

**MAS 116 Point of Care Testing** 1-0-1  
Fundamentals of basic laboratory testing at point-of-care setting: necessity, training, competency, instrument or test selection, advantages and disadvantages, and compliance. Prerequisite: CCS 099 placement, ENG 101 placement, and credit or concurrent enrollment in MAS 135 or approval of program director. F

**MAS 135 Introduction to Medical Assisting** 3-3-4  
Skills used in medical assisting: communication, safety, infection control, basic assessment, equipment, basic anatomy and physiology, and basic first aid. Prerequisites: admission into the medical assisting program, CCS 099 and ENG 101 placement, and MAT 070 or MAT 080 placement. F

**MAS 137 Medical Assisting Accelerated** 1-1-1  
Emphasis on administrative and clinical medical assisting skills and competencies within the scope of practice. Prerequisites: CCS 099 placement, ENG 101 placement, MAT 070 placement or MAT 080 placement, and current IDPH Certified Nursing Assistant Certificate. F

**MAS 156 Aseptic Techniques** 1-3-2  
Fundamentals of microbial control; procedures for sanitation, disinfection, and sterilization; specimen collection and handling; compliance with OSHA, CDC, assisting with minor surgery. Prerequisites: admission into the medical assisting program, MAS 135 or MAS 137, and HCS 154 or approval of program director. S

**MAS 158 Administration of Medication** 1-2-2  
Principles and procedures for administration of medications; legal aspects, mathematical review; emphasis on routes of drug administration. Prerequisites: MAS 135 or CCS 099 placement, ENG 101 placement, and MAT 070 placement or MAT 080 placement, or approval of program director. S

**MAS 170 Medical Assisting Practicum** 0-18-3  
Application of clinical skills, procedures, and knowledge derived from medical assisting courses. Prerequisite: completion of all required program courses with a PGPA of 2.5 or higher and approval of program director. F

**MAS 172 Special Project for Medical Assistants** 1-0-1  
Tailored around interests and needs of individual student. Structured to provide atmosphere of research and study paralleled by professional expertise and guidance; allows best aspects of independent study and student development. Prerequisite: ENG 101 placement. F S Su

## Mathematics

Mathematics

217/351-2225 • [www.parkland.edu/math](http://www.parkland.edu/math)

### Assessment Program

Parkland College is committed to helping students achieve success in their course work. In this effort, the college has designed a mathematics assessment program to aid students in selecting the most appropriate mathematics course while taking into account wide and varied backgrounds. Assessment or credit in the listed prerequisite course is required prior to registering in any mathematics course. Assessment scores are valid for only two years; thereafter, the student must be reassessed. Students with transfer credit in mathematics are not required to take the assessment, but can be placed on the basis of mathematics credits earned within the last five years (after a review of transcripts).

**MAT 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: assessment.

**MAT 060 Pre-Algebra Skills** 4-0-4  
Ratio, proportion, percent, conversion of units, area, perimeter, signed numbers, order of operations, formulas, basic equations, basic exponent laws, word phrases, and basic word problems. Prerequisite: assessment. F S Su

**MAT 072 Mathematical Literacy** 5-0-5  
Numerical reasoning, unit conversions, linear equations/inequalities, models of growth, and data representation. Algebraic reasoning and graphical analysis using linear and non-linear functions. Emphasis on modeling, interpretation, and problem solving. Prerequisite: MAT 059 or MAT 060 with grade of C or higher or assessment. F S Su

**MAT 097 Geometry** 4-0-4  
First course in plane geometry; logical reasoning and proofs, angle-line relationships, triangles, congruence and similarity, polygons, the Pythagorean Theorem, arc-angle and segment relationships in circles, constructions, area, and space geometry. Prerequisite: MAT 072 with grade of C or higher, assessment, or approval of department chair. F S Su

**MAT 098 Intermediate Algebra** 5-0-5  
Relations, functions, graphs and their analysis, polynomials and factoring, radicals, quadratic equations and inequalities, algebraic fractions, quadratic functions, modeling and applications, linear and quadratic curve fitting. Prerequisite: MAT 072 with grade of C or higher, or assessment. F S Su

**MAT 105 Mathematics for Elementary Teachers I** 3-0-3  
Concepts and structures of real, rational, and integer numbers; sets; logic; development of numeration systems; and problem-solving techniques. Does not satisfy general education elective for any transfer program. Prerequisites: passage of a computational mastery test, MAT 097 with grade of C or higher (or high school equivalent), and MAT 098 with grade of C or higher or assessment. F

**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. Prerequisite: passage of a computational mastery test, MAT 097 with grade of C or higher (or high school equivalent), and MAT 098 with grade of C or higher or assessment. S

**MAT 107 General Education Mathematics** 3-0-3  
(IAI M1 904) For non-mathematics, non-science, and non-business majors, mathematical reasoning and solving real-life problems using logic and set theory, mathematics of finance, probability, and statistics. Prerequisites: MAT 072 with grade of C or higher, or the following: MAT 097 with grade of C or higher (or high school equivalent) and MAT 098 with grade of C or higher or assessment. F S Su

**MAT 108 Introduction to Applied Statistics** 3-0-3  
(IAI M1 902) Basic statistical principles, graphic presentation, descriptive measures of central tendency, dispersion and location, inferential statistics and hypothesis testing, analysis and inference of linear correlation coefficient, and slope of regression line. Credit not given for both MAT 108 and MAT 160. Prerequisites: MAT 072 with grade of C or higher, or the following: MAT 097 with grade of C or higher (or high school equivalent) and MAT 098 with grade of C or higher or assessment. F S Su

**MAT 110 Business Mathematics** 3-0-3  
Use of a scientific calculator; basic arithmetic operations, percentages, payroll, simple and compound interest, annuities, sinking funds, promissory notes, discounting, depreciation, merchandising, retailing, reconciliation, installment loans, periodic loans, mortgage loans, elementary descriptive statistics, and spreadsheet applications. Prerequisite: MAT 059 or MAT 060 with grade of C or higher or assessment. F S Su

**MAT 124 College Algebra** 4-0-4  
Relations and functions; linear, polynomial, exponential, and logarithmic models; radicals and complex numbers; systems of equations and matrix methods; determinants and Cramer's Rule; sequences and series; and binomial theorem. Prerequisites: MAT 097 with grade of C or higher (or high school equivalent) and MAT 098 with grade of C or higher or assessment. F S Su

**MAT 125 College Trigonometry** 3-0-3  
Trigonometric functions, fundamental identities, graphing, solving trigonometric equations, inverse trigonometric functions, complex numbers, and vectors. Prerequisites: MAT 097 (or high school equivalent) and MAT 124 with grade of C or higher or concurrent enrollment in MAT 124, or assessment. F S Su

**MAT 128 Calculus and Analytic Geometry I** 5-0-5  
(IAI M1 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: MAT 124 and MAT 125 with grade of C or higher in both or MAT 126 with grade of C or higher or assessment. F S Su

**MAT 129 Calculus and Analytic Geometry II** 4-0-4  
(IAI M1 900-2, MTH 902) Conic sections, polar coordinates, methods of integration, applications of integration, parametric equations, indeterminate forms, infinite series. Prerequisite: MAT 128 with grade of C or higher. F S Su

**MAT 131 Applied Mathematics** 3-0-3; 4-0-4  
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: MAT 059 or MAT 060 with grade of C or higher or assessment. F S

**MAT 134 Technical Mathematics I** 4-0-4  
Mathematics used in technical applications. Fundamental algebraic and geometric concepts and operations, measurement, metric system, ratio, proportion, variation, functions and graphs, right triangle trigonometry, systems of linear equations, factoring, and algebraic fractions; quadratic equations, exponents and radicals, exponentials and logarithms. Prerequisite: MAT 072 with grade of C or higher or assessment. F S

**MAT 141 Finite Mathematics** 4-0-4  
(IAI M1 906) Sets, combinatorial analysis, theory of probability, linear programming, vectors, matrices, and Markov chains. Not recommended for mathematics/science transfer students. Prerequisite: MAT 124 with grade of C or higher or assessment. F S Su

**MAT 143 Calculus for Business and Social Sciences** 4-0-4  
(IAI M1 900-B) Mathematical analysis of polynomial calculus with applications to business and social sciences; algebraic review, derivatives and integrals of algebraic functions, limit and continuity theory, logarithmic and exponential functions, and partial derivatives. Credit not given for both MAT 143 and MAT 128. Prerequisite: MAT 124 with grade of C or higher or assessment. F S Su

**MAT 145 Linear Algebra for Business** 4-0-4  
(IAI M1 906) Basic concepts and techniques of linear algebra: systems of linear equations, inequalities, matrices, determinants, vectors, and eigenvalues; linear algebra applications: linear programming, simplex method, Markov chains, and Leontief models. Credit not given for both MAT 145 and MAT 220. Prerequisite: MAT 124 with grade of C or higher or assessment. F S Su

**MAT 151 Mathematics for Health Careers** 2-0-2  
Review of fractions, decimals, and percents; household, apothecary, and metric systems of measurement; ratio and proportion; infusion rates; units of drug measurement; stock solutions and dilutions; dosage and concentration application problems. Prerequisite: MAT 059 or MAT 060 with grade of C or higher or assessment. F S

**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: MAT 124 with grade of C or higher or assessment. F S Su

**MAT 200 Introduction to Discrete Mathematics** 3-0-3  
(IAI M1 905, CS 915) Introduction to discrete mathematics, sets, functions, logic, proofs, Boolean algebra, combinatorics, probability, recurrence relations, trees, and graph theory. Prerequisite: MAT 124 with grade of C or higher or assessment. S



**MAT 220 Linear Algebra** 3-0-3  
(IAI MTH 911) Vector spaces, subspaces, linear independence, basis, dimension, linear transformations, eigenvalues, eigenvectors, matrices, and determinants. Credit not given for both MAT 145 and MAT 220. Prerequisite: credit or concurrent enrollment in MAT 228 with grade C or higher or approval of department chair. S

**MAT 228 Calculus and Analytic Geometry III** 4-0-4  
(IAI M1 900-3, MTH 903) Three-dimensional vectors, solid analytic geometry, vector-valued functions, partial derivatives, multiple integrals, line integrals, Green's theorem, surface integrals, divergence theorem, and Stokes' theorem. Prerequisite: MAT 129 with grade of C or higher. F S Su

**MAT 229 Differential Equations and Introductory Matrix Theory** 5-0-5  
(IAI MTH 912) Matrices and inverses, determinants, vector spaces, eigenvalues and eigenvectors; solution methods for first-order and higher order linear differential equations; systems of linear differential equations; Laplace transforms; numerical methods; elementary power series methods; and applications. Prerequisite: MAT 228 with grade C or higher or approval of department chair. F S Su

## Industrial/Manufacturing Technology

*Agriculture/Engineering Science and Technologies*  
217/351-2481 • [www.parkland.edu/agest](http://www.parkland.edu/agest)

**MFT 110 Mechanical Assemblies** 2-2-3  
Interpreting documentation for assembly and installation requirements; fundamentals of power transmission; basic and precision measuring tools; fasteners, tools, and torque specifications; bearing types and applications; seals; gaskets; lubrication. F

**MFT 113 Introduction to Hydraulics and Pneumatics** 3-0-3  
Introduction to theory and applications of fluid and pneumatic power transfer and control. S

**MFT 114 Introduction to Pneumatics** 1-2-2  
Introduction to theory and applications of pneumatic power transfer and control. Typical components and systems are included, e.g., pumps, valves, filters.

**MFT 116 Introduction to Hydraulics** 1-2-2  
Introduction to theory and applications of fluid power transfer, generation, and control. Typical components, e.g., pumps, check valves, and filters.

**MFT 117 Pumps, Compressors, and Vacuum Systems** 2-2-3  
Theory and operation of centrifugal and metering pumps, piston and rotary type compressors, safety valves, pressure regulators, oil and water separators, and dryers. Vacuum pumps, surfaces and cups, gauges. S

**MFT 119 Introduction to Industrial Technology** 2-2-3  
Introductory skills in the following areas: manual machine tool operation, computer numerical control (CNC) programming, pneumatics, hydraulics, and welding.

**MFT 121 Basic Machine Processes** 2-2-3  
General machining procedures including basic operations of lathe and mill. Basic bench work operations including layout and hand tools. Basic machine tool projects using cross section of machine tool equipment. F S

**MFT 122 Intermediate Machine Processes** 2-2-3  
Setup and operational procedures of mills, grinders, and lathes. Cutting speeds, feed rates, tool geometry for various types of alloy steels. Prerequisite: MFT 121. F S

**MFT 125 Principles and Processes of Modern Manufacturing** 3-0-3  
Introduction to principles involved and materials used in modern manufacturing. Analysis and comparison of several processes including cold and hot forming of metals, powder metallurgy, and plastic forming. Includes new processes and techniques.

**MFT 127 Introduction to CNC Programming** 4-0-4  
Introduction to computer numerical control (CNC) and programming CNC machines. Emphasis on fundamentals of CNC lathe and mill operations and good programming practices. Prerequisite: MFT 121 or equivalent. S

**MFT 128 Quality Assurance** 3-0-3  
Basic concepts of quality. Application of probability, statistics, and sampling for quality control, process control, and failure analysis. Military standards and reliability documents will be used to evaluate product performance and identify causes of failure. Prerequisite: MAT 072. S

**MFT 131 Introduction to Manufacturing** 3-0-3  
History, economics, employability skills, processes, and quality measurement as related to manufacturing. Emphasis on preparing student for co-op experience. F

**MFT 133 Valves and Piping** 2-2-3  
Piping, tubing, connections and valve assemblies used in the control and transport of fluids in industry. S

**MFT 138 Intermediate CNC Programming** 4-0-4  
Intermediate computer numerical control (CNC) 3-axis programming and operation; CNC mill and lathe operation and good programming practices. Prerequisite: MFT 127 or equivalent. S

**MFT 151 Manufacturing Work Experience I** 0-15-3  
Co-op experience in manufacturing: work experience in manufacturing or related industries. Prerequisites: MFT 131 or equivalent and approval of department chair. F S Su

**MFT 152 Manufacturing Work Experience II** 0-15-3  
Continuation of MFT 151. Work experience in manufacturing or related industries. Prerequisites: MFT 151 or equivalent and approval of department chair. F S Su

**MFT 153 Manufacturing Work Experience III** 0-15-3  
Continuation of MFT 152. Work experience in manufacturing or related industries. Prerequisites: MFT 152 or equivalent and approval of department chair. F S Su

**MFT 154 Manufacturing Work Experience IV** 0-15-3  
Continuation of MFT 153. Work experience in manufacturing or related industries. Prerequisites: MFT 153 or equivalent and approval of department chair. F S Su

**MFT 210 Industrial Safety** **3-0-3**

Introduction to industrial and workplace safety topics in manufacturing, including lock-out/tag-out, confined space, fall protection, safe lifting, fire safety, material safety data sheets, personal protective equipment, and others. F

**MFT 211 Advanced Machining Processes and Inspection Practices** **3-2-4**

Advanced manual machine tool operation and inspection practices. Prerequisite: MFT 122 or equivalent. F S

**MFT 212 Industrial Maintenance Applications** **2-2-3**

Introduction to mechanical repair and preventative maintenance as applied to the manufacturing environment. Includes installation, troubleshooting, and repair procedures for a variety of mechanical power transmission equipment. Also includes leveling, anchoring, and adjustment of machine tools and other equipment. F

**MFT 238 Advanced CNC Programming** **4-0-4**

Advanced computer numerical control (CNC) 3- and 4-axis programming and operation; setup and operation of industrial CNC turning center and vertical machining center. Prerequisite: MFT 138. S

## Management

*Business/Computer Science and Technologies*  
217/351-2209 • [www.parkland.edu/bcst](http://www.parkland.edu/bcst)

**MGT 101 Principles of Management** **3-0-3**

Managerial processes (planning, organizing, leading, and controlling) essential to the successful operation of various types of businesses. Student learns steps necessary to become an effective manager. Discussion of managerial challenges in today's workplace. F S Su

**MGT 112 Human Resource Management** **3-0-3**

Planning, developing, and controlling human resources within the organization: recruiting, selecting, training, labor relations, salary, and fringe benefit administration. F S

**MGT 113 Human Relations in the Workplace** **3-0-3**

Role of the individual in interpersonal relationships in organizations and business-related fields. Emphasis on the personal development necessary to succeed in the business organization. F S Su

**MGT 117 Customer Service Management** **3-0-3**

Students analyze the characteristics of a model of good service in business and apply the principles derived from a comprehensive customer service strategy. Practical techniques for achieving customer satisfaction are integrated through analysis of customer communications.

**MGT 751 PMP Exam Preparation** **2.5-0-2.5**

Practical, fundamental project management skills for individuals who need a better way to manage projects. Using an accelerated learning format, prepare for taking the PMP Certification Exam sponsored by the Project Management Institute (PMI).

## Marketing

*Business/Computer Science and Technologies*  
217/351-2099 • [www.parkland.edu/bcst](http://www.parkland.edu/bcst)

**MKT 101 Introduction to Marketing** **3-0-3**

Marketing in business and other types of organizations. Emphasis given to manager's role in development of marketing strategy: product planning, distribution, promotion, pricing, consumer behavior, industrial marketing, and market research. F S Su

**MKT 130 Marketing for E-commerce** **3-0-3**

Introduction to online marketing tools and models, online research, Internet user characteristics, product and pricing strategies, distribution channels, and relationship marketing. F

**MKT 155 Salesmanship** **3-0-3**

Principles of personal selling, including oral and written sales communication, business principles as applied to sales, consumer motivation, and product promotion. Includes sales performance demonstrations. F S

**MKT 211 Marketing Management** **3-0-3**

Practical application of marketing principles: marketing strategy, demand analysis, product, price, promotion, and distribution strategies. Prerequisites: MKT 101 and MGT 101. S

## Massage Therapy

*Health Professions*  
217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

**MSG 110 Careers in Massage Therapy** **1-0-1**

Introduction to the massage therapy program, profession, basic palpation, ethics, responsibilities, and nature of work. For individuals interested in a career in massage therapy. Not a prerequisite to the program. May be used as an elective for AAS degree in Massage Therapy. F S Su

**MSG 111 Introduction to Massage Therapy Theory** **1.5-0-1.5**

Introduction to the profession of massage therapy, professional ethics, and Swedish Massage techniques. Prerequisites: admission into the Massage Therapy program and BIO 111 with a grade of C or higher.

**MSG 112 Massage Therapy I** **1-6-4**

Expanded basic theory and techniques of massage therapy; benefits, indications, contraindications, draping, body mechanics, client interviews, chair massage, equipment, and supplies. Massage techniques combine to culminate in a full body massage. Prerequisite: concurrent enrollment in MSG 111 or MSG 116. S

**MSG 113 Pathology for Massage Therapists** **3-0-3**

Mechanics of selected disease processes and effects of massage on those processes. Indications and contraindications for massage included. Prerequisites: MSG 111 and MSG 112. S

**MSG 114 Massage Therapy II** **3-7-6.5**

Introduces intermediate level therapeutic techniques. Joint mobilization, hydrotherapy, sports massage, positional release, 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: MSG 112 and current CPR card. S

**MSG 115 Business Practices and Ethics** 3-0-3  
Introduction to major aspects of building and maintaining a successful practice. Starting a new practice, establishing a bookkeeping system, maintaining client records, delivering a business plan, and legal and ethical issues, including professional ethics, scope of practice, and contemporary issues in the profession. Su

**MSG 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. No concurrent enrollment in MSG 112 and MSG 119. Prerequisite: admission into the Massage Therapy program.

**MSG 117 Massage Therapy III** 2-4-4  
Asian bodywork traditions including acupuncture, Shiatsu, and Jin Shin Do. Reiki and cranial-sacral therapy, nutrition, stress reduction, assessment, treatment planning, and specific conditions addressed by massage therapy. Prerequisites: MSG 113, MSG 114, and MSG 119. Su

**MSG 118 Advanced Massage Techniques** 1-3-3  
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. Prerequisite: MSG 112 and 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: BIO 111, MSG 111, and MSG 112 or concurrent enrollment in MSG 116 and MSG 118. F

**MSG 131 Massage Therapy Clinical Practicum I** 1-4-2  
Supervised clinical experience designed to provide training and practical experience in therapeutic massage. Students must spend 45 hours at on- or off-campus locations experiencing real-life application of massage techniques. Prerequisites: current CPR card, and MSG 118 or concurrent enrollment in MSG 114. S

**MSG 132 Massage Therapy Clinical Practicum II** 0-3-1  
Supervised clinical experience designed to provide training and practical experience in therapeutic massage. Students must spend 45 hours at on- or off-campus locations experiencing real-life application of massage techniques. Preparation for MBLEX examination. Prerequisites: credit or concurrent enrollment in MSG 131 and current CPR card. Su

## Music

*Fine and Applied Arts*  
217/351-2217 • [www.parkland.edu/faa](http://www.parkland.edu/faa)

**MUS 100 Music Fundamentals** 3-0-3  
Music notation, scales, chords, and key signatures for non-music majors with little or no background in music fundamentals. F S Su

**MUS 101 Music Theory and Harmony I** 3-0-3  
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. Prerequisites: Enrollment in MUS 103 recommended and prior completion of MUS 100 or equivalent recommended. F

**MUS 102 Music Theory and Harmony II** 3-0-3  
Continuation of MUS 101: harmonic progression, four-part harmonization, non-harmonic tones. Principles of melodic writing: motive use and variation, phrase structure, and analysis involving inversions of seventh chords. Concurrent enrollment in MUS 104 recommended. Prerequisite: MUS 101 or equivalent. S

**MUS 103 Ear-Training, Sight-Singing, and Keyboard Harmony I** 2-0-2  
Development of aural identification and notational skills via weekly lectures and computer lab assignments. Emphasis on fundamentals of pitch and rhythm reading and solfege. Identification of diatonic major-scale intervals, triad qualities. Transcription of non-modulating chord progressions using root-position/first inversion triads. F

**MUS 104 Ear-Training, Sight-Singing, and Keyboard Harmony II** 2-0-2  
Focus on melodic material of greater length with increasing chromaticism and some modulation; all triad qualities in all inversions; all 7th chords in root position. Non-tonal interval chains; 2-part rhythms for performance and dictation. Correlated keyboard experience. Prerequisite: MUS 103. S

**MUS 121 Music Appreciation** 3-0-3  
(IAI F1 900) Understanding music through perceptive listening. Deals with elements of music (melody, rhythm, harmony, form, tone color) and how they are combined to create a given musical effect. Emphasis placed on increasing one's aural awareness of what is happening in music. F S Su

**MUS 123 Introduction to American Music** 3-0-3  
Introduction to music of the United States: religious music, folk influences, blues, gospel, country, rock, Broadway, ragtime, jazz, and fine art music studied. Focus on the awakening of critical abilities helpful in the understanding and enjoyment of music. F S Su

**MUS 124 Intro to Non-Western Music** 3-0-3  
Introduction to music from diverse cultures with special attention to the influence of society, religion and visual arts on music of various regions. Students will learn style and genre identification, primary instruments, dances and compositional approaches found in world music. F S Su

**MUS 142 Choral Ensemble—Chamber Singers** 0-3-1  
Perform the music from Renaissance to contemporary classics. Fair knowledge of sight-singing helpful. Audition required or consent of faculty member. Repeatable for a maximum of 4 credit hours. Also offered as noncredit CMS 442. F S

**MUS 146 Instrumental Ensemble—Wind Ensemble** 0-3-1  
Rehearses and performs challenging, contemporary literature for wind and percussion instruments. This auditioned ensemble is open to students, faculty, and members of the community. Repeatable for a maximum of 4 credit hours. Also offered as noncredit CMS 446. F S

**MUS 147 Instrumental Ensemble—Orchestra** 0-3-1  
Open to all students and members of the community. Reading and performance of all styles of symphonic repertory. Repeatable for a maximum of 4 credit hours. Offered to district residents as noncredit CMS 447. F S

**MUS 148 Instrumental Ensemble—Concert Band** 0-3-1  
Maintains complete symphonic band instrumentation for study and performance of all types of band literature. Open to all students and members of the community. Repeatable for a maximum of 4 credit hours. Offered to district residents as noncredit CMS 448. F S

**MUS 161 Introduction to Music Recording** 2-2-3  
Multi-track recording techniques; practical skills developed using microphones, audio editing software, signal processing, and mixing consoles. Students receive hands-on training and engineer recording sessions F

**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. Prerequisite: MUS 161 or consent of instructor. S

**MUS 163 Music Synthesis** 2-2-3  
Class instruction in Finale and other notation software systems; comparison of digital sequencing software products, including Band in a Box and Garage Band; and discussion of analog and digital synthesis processes and other MIDI applications. S

**MUS 164 Class Guitar** 2-0-2  
Group guitar instruction, including beginners to advanced levels. Learn to read music, 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. F S

**MUS 165 Class Piano I** 2-0-2  
Group approach to teaching the fundamentals of piano playing. For students with little or no previous piano study. Sight-reading, harmonization, transposition, improvisation, technical studies, and solo ensemble literature. F S Su

**MUS 166 Class Piano II** 2-0-2  
Continuation of MUS 165. Emphasis on developing technique, functional use of chords, and study of piano literature in a wider range of different styles and periods. Prerequisite: MUS 165 or equivalent. S

**MUS 169 Jazz Ensemble—Small Jazz Ensemble** 0-3-1  
Provides small group jazz emphasizing development of improvisation skills in jazz, fusion, and Latin styles. Repeatable for a maximum of 4 credit hours. F S

**MUS 180 Applied Music** 0-4-2  
Private, weekly instruction in voice or any symphonic instrument for students majoring in music. Attendance and performances at recitals required. Repeatable for a maximum of 4 credit hours. Prior study with qualified teacher recommended; requires approval of instructor or department chair. F S

**MUS 184 Guitar Ensemble** 0-3-1  
Performs variety of literature composed and/or arranged for guitar sextets to nonets. Repeatable for a maximum of 4 credit hours. Prerequisite: MUS 164 or permission of instructor. F S

**MUS 201 Advanced Theory and Harmony I** 3-0-3  
Invention analysis and composition, fugue analysis and composition, ninth, eleventh, and thirteenth chords; Neapolitan and augmented sixth chords; borrowed chords; altered dominants; chromatic mediants; modulation to foreign keys; variation form composition. Prerequisites: MUS 102. Recommended concurrent enrollment in MUS 203. F

**MUS 202 Advanced Theory and Harmony II** 3-0-3  
Eighteenth-century counterpoint; fugue analysis; five-and seven-part rondo; Review of: sonata rondo form; sonata allegro form analysis; variation techniques. Students undertake the study and analysis of music of post-Romantic, Impressionist, and 20th century composers including study of contemporary period practices. Students will compose several works exemplifying salient characteristics of each period/style. Concurrent enrollment in MUS 204 recommended. Prerequisite: MUS 201. S

**MUS 203 Advanced Ear-Training, Sight-Singing, and Keyboard Harmony I** 2-0-2  
Emphasis on harmonic (2-3 voice) dictation with harmonic analysis. 2-part rhythm dictation and performance. Aural identification and performance of seventh chords in all inversions. Melodic dictation and performance with increasing chromaticism. Introduction of 5-7 pitch “interval chains.” Prerequisite: MUS 104. F

**MUS 204 Advanced Ear-Training, Sight-Singing, and Keyboard Harmony II** 2-0-2  
Harmonic dictation including 2, 3, and 4-voice diatonic and chromatic examples. Singing of non-tonal material; 2-part rhythmic dictation and performance utilizing changing meters and metrical modulation. Advanced transcription project with emphasis on non-functional harmonies. Correlated keyboard experience. Prerequisite: MUS 203. S

**MUS 244 Music Literature: 18th Century to Present** 3-0-3  
Study of music as an art in Western civilization from to 1750 to the present; emphasizes acquaintance with representative musical works and style and understanding musical concepts in their historical background. Prerequisite: MUS 243. S

**MUS 280 Applied Music** 0-4-2  
Private, weekly instruction in voice or any symphonic instrument for advanced students majoring in music. Attendance and performances at recitals required. Repeatable for a maximum of 4 credit hours. Prerequisite: MUS 180 and approval of instructor or department chair. F S

## Nurse Assistant

*Health Professions*  
217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

**NAS 111 Basic Nursing Assistant Training Program (BNATP)** 4-7-6  
Prepares students to care for patients under direct supervision of a licensed nurse in a long-term care facility, hospital, assisted living, or home setting. NAS 111 is approved by IDPH and leads to certification. Prerequisites: valid social security number, CCS 099 placement, ENG 099 placement, MAT 060 placement, and fingerprint background check. F S Su

# Nursing

Health Professions

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

## **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 or concurrent enrollment in BIO 121 and ENG 101. F S Su

## **NUR 113 Nursing Health Assessment** 2-3-3

Introduction to health assessment with focus on physical assessment, health history, and communication/documentation. Prerequisites: credit or concurrent enrollment in NUR 119, ENG 101, and BIO 121. F S

## **NUR 114 Fundamentals of Nursing** 2-6-4

Introduction to the nursing profession and practice. Focus on technical skill acquisition with rationale and scientific base and use of functional health patterns. Prerequisites: credit or concurrent enrollment in NUR 113, NUR 117, BIO 121, and ENG 101. F S

## **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 NUR 119, BIO 121, and ENG 101. F S

## **NUR 118 Medical-Surgical Nursing I** 2-9-5

Nursing care of clients with alterations in functional health patterns as a result of changes, variations, and/or illnesses in selected medical-surgical areas. Prerequisites: completion of all first semester NUR courses and credit or concurrent enrollment in NUR 151, BIO 122, and PSY 101. F S

## **NUR 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: completion of all first semester NUR courses and credit or concurrent enrollment in BIO 122 and PSY 101. F S

## **NUR 158 Practicum in Nursing** 0-4-1

Clinical experience with a preceptor with emphasis on management of care of multiple patients and clinical skills. Repeatable for a maximum of 4 credit hours. F S Su

## **NUR 210 LPN Bridge** 2-3-3

Provides a bridge for LPN transition to the RN program, year two. Legal and ethical responsibilities, nursing process, critical thinking, teaching, learning, physical assessment, fluid, electrolytes, acid base, Nurse Practice Act, and role transition are covered. Prerequisites: ENG 101, BIO 121, BIO 122, PSY 101, PSY 209, and LPN license in Illinois.

## **NUR 215 Leadership in Nursing** 1-0-1

Exploration of current trends in the practice of nursing and the health care environment. Emphasis is on leadership/management skills required in professional nursing practice and transitioning from the nursing student to the professional nurse. Prerequisites: All first, second, and third semester NUR courses and credit or concurrent enrollment in NUR 257, NUR 258, ENG 102, and SOC 101. F S

## **NUR 218 Paramedic Bridge II** 5-7-7

Provides part two of the bridge for the paramedic transition process that supplements the third and fourth semester medical-surgical subject matter and allows for practice of clinical skills for the acute hospitalized patient. Prerequisites: BIO 122, BIO 123, and PSY 209, and credit or concurrent enrollment in NUR 215, NUR 257, ENG 102, SOC 101, and HUM/FA elective.

## **NUR 236 Maternal-Newborn Nursing** 2-3-3

Family-centered nursing care of newborns, childbearing families, and women throughout the lifespan. Prerequisites: completion of all first year nursing program courses and credit or concurrent enrollment in NUR 238, BIO 123, and PSY 209. F S

## **NUR 238 Pediatric Nursing** 2-3-3

Family-centered nursing care for infants, children, and adolescents in a variety of settings. Emphasis is on promoting, maintaining, and restoring health, reinforcing uniqueness of each child and family, and establishing therapeutic nurse/child/family relationships. Prerequisites: completion of all first year NUR program courses and credit or concurrent enrollment in NUR 236, BIO 123, and PSY 209. F S

## **NUR 255 Medical-Surgical Nursing II** 2-6-4

Nursing care of clients with alterations in functional health patterns as a result of changes, variations, and/or illnesses in selected medical-surgical areas. Prerequisites: completion of all second semester NUR program courses and credit or concurrent enrollment in NUR 236, NUR 238, BIO 123, and PSY 209. F S

## **NUR 257 Community Health Nursing** 2-3-3

Explores the management of individuals and groups in community settings. Select emphasis on gerontologic population. Prerequisites: completion of all third semester NUR courses and credit or concurrent enrollment in NUR 215, NUR 258, SOC 101, and ENG 102. F S

## **NUR 258 Medical-Surgical Nursing III** 3-7-5

Nursing care of complex patient with alterations in circulation, peripheral and vascular; respiration, acute and chronic; multi-organ failure and shock due to multiple causes, and burn patients; as a result of an acute, chronic or traumatic illness. Emphasis is placed upon critical thinking, time management, delegation, and prioritization of multiple patients. Prerequisites: completion of all third semester NUR program courses and credit or concurrent enrollment in NUR 215, NUR 257, ENG 102, and SOC 101. F S

## **NUR 610 Nursing Practice Update** 4-0-4

Designed for nurses who are seeking restoration of their Illinois nursing licensure after it has expired, have been placed on inactive status for more than five years, or currently have an active license but wish to update their professional practice. Repeatable for a maximum of 16 credit hours. Prerequisite: approval of department chair.

# Occupational Therapy Assistant

Health Professions

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

## **OTA 111 Introduction to Occupational Therapy 3-0-3**

Introduction to the history, philosophy, and practice framework of occupational therapy. Includes OT personnel role delineation, practice settings, team collaboration, documentation, reimbursement, and ethical and professional development. Prerequisites: Admission into Occupational Therapy Assistant program and concurrent enrollment in OTA 112, or approval of program director. F

## **OTA 112 Therapeutic Media (Fieldwork I) 2-4-3**

Foundations in selecting, analyzing, adapting, and using goal-directed therapeutic activities and techniques to promote engagement in activities of daily living, work, play, and leisure. Fieldwork I experiences emphasize community services and observation/data collection skills. Service learning activities promote community health. Prerequisites: admission into Occupational Therapy Assistant program, KIN 186 or permission of program director, and concurrent enrollment in OTA 111. F

## **OTA 113 Health and Occupation I 3-0-3**

Defines selected health problems (client factors) across the life span and their impact on occupational choices, performance skills, and role functions. Focuses on individuals who have mild or acute occupational performance deficits. Prerequisites: OTA 111, OTA 112, BIO 121, PSY 101, SOC 101, and concurrent enrollment in OTA 114, OTA 115, BIO 122, ENG 101, and PSY 209. S

## **OTA 114 Therapeutic Process I 2-3-3**

Occupational therapy intervention processes and clinical reasoning skills used to remediate, prevent, and/or compensate for mild or acute occupational performance dysfunction resulting from specific physical and psychosocial problems across the lifespan. Case-based learning emphasized. Prerequisites: OTA 111, OTA 112, SOC 101, and concurrent enrollment in OTA 113, OTA 115, and PSY 209. S

## **OTA 115 Fieldwork I/Clinic II 2-8-4**

Fieldwork Level I assignments conducted in a variety of community and clinical settings to develop clinical observation, data collection, treatment planning, documentation and basic intervention skills while assisting personnel in client services. Prerequisites: OTA 112 and concurrent enrollment in OTA 113 and OTA 114. S

## **OTA 116 Fieldwork I/Clinic III 2-8-4**

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. Prerequisites: OTA 115.

## **OTA 211 Health and Occupation II 3-0-3**

Health problems (client factors) across the lifespan and their impact on occupational choices, skills, and roles. Focuses on individuals with moderate or chronic occupational performance deficits. Prerequisites: OTA 113, BIO 122, PSY 209, and concurrent enrollment in OTA 212 and ENG 102. F

## **OTA 212 Therapeutic Process II 2-3-3**

Occupational therapy evaluation, planning, intervention, and clinical reasoning skills used to remediate and/or compensate for moderate occupational performance dysfunction resulting from specific physical and/or psychosocial problems across the lifespan. Case-based learning emphasized. Prerequisites: OTA 114, ENG 101, and concurrent enrollment in OTA 211, OTA 213, and OTA 214. F

## **OTA 213 Fieldwork II/Clinic I 1-26-5**

Fieldwork Level II experiences in clinical settings working under the supervision of licensed OT personnel. Focuses on achieving entry-level performance competencies in planning and implementing individual and group OT interventions. Prerequisites: OTA 115, BIO 122, concurrent enrollment in OTA 214, and current CPR/health record. F

## **OTA 214 Occupational Therapy Theory 2-3-3**

Presents frames of reference, therapeutic models, and approaches used in occupational therapy evaluation, clinical reasoning, and intervention processes. Includes the Model of Human Occupation, sensorimotor, cognitive, and psychosocial frames of reference. Prerequisites: OTA 111, OTA 114, and concurrent enrollment in OTA 213. F

## **OTA 215 Health and Occupation III 3-0-3**

Define selected health problems (client factors) across the life span and their impact on occupational performance skills, routines, and contexts. Focuses on individuals who have severe and/or progressive deficits in occupational performance. Prerequisites: OTA 211, OTA 212, OTA 213, OTA 214, ENG 102, and concurrent enrollment in OTA 216, OTA 217, OTA 218, and approved Social/Behavioral Sciences elective. S

## **OTA 216 Therapeutic Process III 2-3-3**

Occupational therapy planning, intervention, and clinical reasoning in the support and management of services for persons with serious health problems resulting in severe and/or progressive deterioration of occupational performance. Prerequisites: OTA 212, OTA 214, and concurrent enrollment in OTA 215, OTA 217, and OTA 218. Su

## **OTA 217 Fieldwork II/Clinic II 2-25-6**

Fieldwork Level II experience in clinical settings working under the supervision of licensed OT personnel. Focuses on achieving entry-level performance competencies in planning and implementing individual and group interventions. Prerequisites: OTA 213, OTA 214, concurrent enrollment in OTA 215, OTA 216, and OTA 218, and current CPR/health record. S

## **OTA 218 Therapeutic Groups 2-3-3**

Focuses on OTA role in directing therapeutic groups in occupational therapy. Includes skills in group development, leadership, communication, conflict negotiation, and group treatment protocol plans. Applies group dynamics to professional team building and supervisory roles. Prerequisites: OTA 214 and concurrent enrollment in OTA 215. S

# Philosophy

Humanities

217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

## **PHI 100 Introduction to Logic and Critical Thinking** 3-0-3

(IAI H4 906) Development of good thinking skills and habits ranging from cognitive processes within deduction, induction, everyday reasoning, problem solving, decision making, and productive thinking to the broader ideals of critical and reflective thinking. F S Su

## **PHI 103 Introduction to Philosophy** 3-0-3

(IAI H4 900) Basic questions of human experience (human nature, freedom, values, knowledge, justice, reality, God) as reflected in the ideas of most significant thinkers and schools of thought in both Western and Eastern philosophical traditions. F S Su

## **PHI 105 Introduction to Ethics** 3-0-3

(IAI H4 904) Study of significant moral problems in human experience (justice, human rights, freedom and determination, social vs. personal interests, duty, authority, and punishment) and the development of principles, distinctions, and methodologies for thinking critically about moral conflicts all human beings must face in their lives. (Also in Canterbury program) F S Su

# Physics

Natural Sciences

217/351-2285 • [www.parkland.edu/ns](http://www.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. Prerequisite: MAT 072, MAT 131, or equivalent with a grade of C or higher. F S

## **PHY 120 How Things Work** 3-0-3

(IAI P1 901) Conceptual course for non-science majors exploring everyday phenomena: musical instruments, photography, flight, electricity, bicycles, engines, etc. to examine how they work. Students needing a physical science lab course may take PHY 120 and PHY 129 to fulfill this requirement.

## **PHY 121 General Physics I** 4-3-5

(IAI P1 900L) Concepts and methods of physics for students in arts and sciences. Kinematics, dynamics, momentum, energy, heat, fluids, wave motion, and sound. Prerequisite: MAT 125 or equivalent. F S Su

## **PHY 122 General Physics II** 4-3-5

Concepts and methods of physics for students in arts and sciences. Electricity, magnetism, optics, relativity, and atomic structure. Prerequisite: PHY 121 or equivalent. F S Su

## **PHY 129 How Things Work Laboratory** 0-2-1

(IAI P1 901L) Laboratory course to accompany PHY 120 for the purpose of satisfying general education requirements. Explores everyday phenomena: musical instruments, photography, flight, electricity, bicycles, engines, etc. to examine how they work. Prerequisite: credit or concurrent enrollment in PHY 120.

## **PHY 141 Mechanics** 3-3-4

(IAI P2 900L) Basic principles of mechanics for physics, chemistry, engineering, and mathematics majors. Kinematics, dynamics, conservation laws of momentum, angular momentum, energy, rigid bodies, oscillations, gravitation, fluids. Prerequisite: MAT 128 or equivalent. F S

## **PHY 142 Electricity and Magnetism** 3-3-4

(IAI PHY 912) Heat, thermodynamics, electrical fields, potential, resistance, capacitance, and inductance: RC, RL, RLC circuits and Maxwell's equations. Prerequisites: PHY 141 and MAT 129 or equivalents. F S Su

## **PHY 143 Modern Physics** 3-3-4

(IAI 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: PHY 142 or equivalent. F S Su

# Portuguese

Humanities

217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

## **POR 101 Beginning Portuguese I** 4-0-4

For students with no previous and/or little instruction in Portuguese. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and on the culture of countries where Portuguese is spoken. Prerequisite: ENG 101 placement.

# Political Science

Social Sciences and Human Services

217/351-2229 • [www.parkland.edu/sshs](http://www.parkland.edu/sshs)

## **POS 110 Federal and State Constitutions and Civil Rights** 3-0-3

Review of federal and state constitutions: emphasis on development of freedom of expression, civil rights, and Supreme Court operation. F S

## **POS 120 Introduction to Political Science** 3-0-3

(IAI S5 903) Introduction to politics and its meaning for the individual through consideration of power, the state, ideology, legitimacy, political linkages, institutions, constitutions, and change. F

## **POS 122 American National Government** 3-0-3

(IAI S5 900) Survey of American national government: political socialization, U.S. constitution, public opinion, political parties, interest groups, the courts, Congress, and the presidency. F S Su

## **POS 124 State and Local Government** 3-0-3

(IAI S5 902) Subnational politics focusing upon local governments, Illinois constitution, voting and political party organizations, legislatures, courts, budgeting and finance, and executive branches. F S

## **POS 165 Introduction to European Politics** 3-0-3

Discussion from cold war to new order with emphasis on political changes in Eastern Europe and their effects, restructuring of Europe, and transition from confrontation to cooperation in superpower relations. (Salzburg program only)

**POS 167 Introduction to British Government and Politics** 3-0-3

Main themes in British political life, including developing relations with Commonwealth, Europe, and United States. (Canterbury program only)

**POS 202 International Relations** 3-0-3

(IAI S5 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. S

## Psychology

*Social Sciences and Human Services*  
217/351-2229 • [www.parkland.edu/sshs](http://www.parkland.edu/sshs)

**PSY 101 Introduction to Psychology** 4-0-4

(IAI S6 900) Introduction to scientific study of human and animal behavior. Survey of research and theories, emphasizing social behavior, intelligence, creativity, behavior disorders, therapy, language and personality development, learning, motivation, emotion, sensation, and perception. Prerequisite: ENG 101 placement. F S Su

**PSY 107 Human Sexuality** 3-0-3

Examination of the biological, psychological, and social aspects of human sexuality; development of sexual identity and effects of genetic, cultural, and environmental influences on human relationships and behavior. Prerequisite: ENG 101 placement. F S

**PSY 201 Theories of Personality** 3-0-3

Scientific approach to the study of personality. Theories and research findings that focus on the variables related to normal personality development and change. Prerequisite: PSY 101. F

**PSY 203 Abnormal Psychology: An Integrative Approach** 3-0-3

(IAI PSY 905) Integration of theory and research as they relate to research methods; definition, assessment, and categorization of abnormal behavior; biological, psychosocial, and sociocultural origins of abnormal behavior; and treatment and prevention. Prerequisite: PSY 101. F S Su

**PSY 205 Introduction to Social Psychology** 3-0-3

(IAI 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: PSY 101. F S

**PSY 207 Introduction to Child Psychology** 3-0-3

(IAI S6 903) Introduction to theory and research on the biological, physical, social, and cognitive development of the human child from conception to adolescence; genetic factors, prenatal development, sensory and perceptual changes, motor development, language acquisition, social learning, cultural influences, and abnormal development. Prerequisite: PSY 101. F S Su

**PSY 208 Adolescent Psychology** 3-0-3

Introduction to adolescence with emphasis on physical, social, and cognitive development. Examines changing relationships with family, friends, and peers, with an emphasis on identity formation. Prerequisite: PSY 101. F S Su

**PSY 209 Human Growth and Development** 3-0-3

(IAI S6 902) Interaction of biological and environmental factors affecting psychological development from conception to death. Study and application of the principles of development throughout the life cycle. Study and application of physical, social, moral, cognitive, and language theory included. Prerequisite: PSY 101. F S Su

**PSY 220 Educational Psychology** 3-0-3

Analysis of effective instructional sequences and classroom behavior management: application of learning theory principles and evaluation techniques to the classroom setting. Recommended for students interested in teaching. Prerequisite: PSY 101. F S Su

**PSY 222 Industrial and Organizational Psychology** 3-0-3

Introduction to application of psychological theory and research to organizations. Topics include theories of organizational structure, development and change, leadership and decision making, personnel issues and decisions, human interaction in organizations, and job satisfaction and motivation. Prerequisite: PSY 101. F S

**PSY 223 Introduction to Adult Development and Aging** 3-0-3

(IAI S6 905) Examination of psychological and biological aspects of adult development and the aging process including relevant research in personality, learning, motivation, intelligence, achievement, creativity, and mental health across adulthood. Occupational patterns, social issues, and relationships within and between generations. Prerequisite: PSY 101. F S

**PSY 224 Psychology of Women** 3-0-3

Examination of female life cycle that explores ways in which biological growth and intellectual and social behavior of women change over time. Theoretical, research, and discussion topics focus on gender-role development, socialization processes, and self concept formation. Prerequisite: PSY 101. S

**PSY 225 Death and Dying** 3-0-3

Extensive review of thanatology in various cultures: review of current literature and practices in dealing with the dying person; grief and bereavement as it pertains to psychological, medical, religious, and general community. Prerequisite: PSY 101. F S

**PSY 289 Topics in Psychology** 3-0-3

Study of selected topics in psychology. Topics vary according to section and semester and are listed in the class schedule. A total of six credit hours may be taken in topics courses numbered 289, but PSY 289 is not repeatable for credit. Prerequisite: three credit hours in the discipline. F

## Religion

*Humanities*  
217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

**REL 101 Introduction to Religion** 3-0-3

(IAI H5 900) Interdisciplinary study of the nature of religion; the variety of religious beliefs, practices, and experiences; and religious issues common to all religions. F S

**REL 102 The World's Great Religions** 3-0-3

(IAI H5 904N) Teachings and histories of world's major religions: Hinduism, Jainism, Buddhism, Taoism, Confucianism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam. (Also in Canterbury program) F



**REL 104 The Bible: The Hebrew Scriptures (The Old Testament) 3-0-3**

(IAI H5 901) Introduction to origin, development, historical influence, and interpretation of the Bible throughout the Hebrew Scriptures as a centerpiece of Western cultural and religious tradition and as an archeological and spiritual resource of Judaism and Christianity. F

**REL 105 The Bible: The New Testament 3-0-3**

(IAI H5 901) Introduction to origin, development, historical influence, and interpretation of the New Testament as a centerpiece of Western cultural and religious tradition and as an archeological and spiritual resource of Christianity in its various forms (Roman, Greek Orthodox, Protestant, Coptic). S

**REL 120 Religions of the West 3-0-3**

(IAI H5 904N) Teachings, histories, and influence of the major religions of Western civilization, including Judaism, Christianity, Islam, Zoroastrianism, and Native American religions. F

**REL 121 Religions of the East 3-0-3**

(IAI H5 904N) Teachings, histories, and influence of the major religions of Eastern cultures, including Hinduism, Buddhism, Jainism, Taoism, Confucianism, and Shintoism. S

## Respiratory Care

*Health Professions*

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

**RTT 117 Introduction to Respiratory Care 1-0-1**

Introduction to the history, roles, responsibilities, and opportunities in the respiratory care profession. Includes overview of Parkland program, licensing requirements, infection control, respiratory therapeutics, communication, and professional ethics. F S Su

**RTT 130 Respiratory Therapy I 3-3-4**

Fundamentals of routine respiratory care: infection control, body mechanics, oxygen delivery systems, vital signs, cylinder safety, oxygen analyzers, oxygen therapy devices, aerosol devices, airway clearance and techniques, cardiopulmonary resuscitation. Prerequisites: concurrent enrollment in RTT 131 and RTT 132; credit or concurrent enrollment in BIO 121; and MAT 085 placement, MAT 098 placement, or completion of MAT 081 or MAT 095 with grade of C or higher within two years. F

**RTT 131 Respiratory Science 3-0-3**

Application of respiratory sciences including respiratory research, infection control, metric conversions, atmospheric gasses, gas behaviors, gas laws, fluidics, gas assessment, humidity and changes of state. Prerequisites: concurrent enrollment in RTT 130 and RTT 132; credit or concurrent enrollment in BIO 121; and MAT 085 placement, or completion of MAT 081 with a grade of C or higher within the previous two years. F

**RTT 132 Respiratory Therapy II 4-0-4**

Cardiopulmonary anatomy and physiology, essentials for respiratory care. Prerequisites: concurrent enrollment in RTT 130 and RTT 131; credit or concurrent enrollment in BIO 121; and MAT 085 placement, MAT 098 placement, or completion of MAT 081 or MAT 095 with grade of C or higher within two years. F

**RTT 133 Clinical Practicum I 0-8-1**

Clinical practicum in conjunction with RTT 134, RTT 135, and RTT 151. Prerequisites: completion of all first semester courses and credit or concurrent enrollment in ENG 101, RTT 134, RTT 135, RTT 151, and BIO 122. S

**RTT 134 Respiratory Therapy III 3-3-4**

History of mechanical ventilation. Airway management: anatomy, artificial airways, suctioning, complications. Hyperinflation therapies: incentive spirometry, intermittent positive pressure ventilation. Prerequisites: completion of all first semester courses and concurrent enrollment in RTT 133, RTT 135, RTT 151, ENG 101, and BIO 122. S

**RTT 135 Respiratory Therapy IV 4-0-4**

Pharmacology for cardiopulmonary illness; interpretation and clinical application of arterial, venous and capillary blood gases; clinical manifestations, assessment, and treatment of respiratory diseases. Prerequisites: completion of all first semester courses and concurrent enrollment in RTT 133, RTT 134, RTT 151, and completion of or concurrent enrollment in BIO 122.

**RTT 136 Clinical Practicum II 0-12-1.5**

Completion of clinical practicum: entire spectrum of routine respiratory therapy. Prerequisites: RTT 133, RTT 134, RTT 135, RTT 151, BIO 122, and ENG 101, and concurrent enrollment in RTT 137. Su

**RTT 137 Advanced Ventilation 3-0-3**

Respiratory failure, initiation, monitoring, management, and discontinuation of mechanical ventilation. Prerequisites: RTT 133, RTT 134, RTT 135, and RTT 151, and concurrent enrollment in RTT 136. Su

**RTT 151 Respiratory Therapy V 3-0-3**

The anatomical changes and pathophysiology of cardiopulmonary disease. Physical assessment, diagnostic data, and application of Respiratory Therapy Protocols. Prerequisites: RTT 130, RTT 131, RTT 132, and BIO 121, and concurrent enrollment in RTT 133, RTT 134, RTT 135, and BIO 122. S

**RTT 212 Clinical Practicum III 0-20-2.5**

Continued clinical practice with emphasis on critical care experiences, specialty area observation, and the development of interprofessional communication and collaborative practice. Prerequisites: RTT 136 and RTT 137 and concurrent enrollment in RTT 213 and RTT 215. F

**RTT 213 Respiratory Therapy VI 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: RTT 136 and RTT 137 and concurrent enrollment in RTT 212 and RTT 215. F

**RTT 214 Clinical Practicum IV 0-16-2**

Continuation of critical care experiences and physician interactions. Special rotations: home care, pulmonary functions, neonatal. Prerequisites: RTT 212, RTT 213, RTT 215, BIO 123, and ENG 102; concurrent enrollment in RTT 217; and credit or concurrent enrollment in BIO 123, PHI 100, PSY 101 and a social science elective. S

**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: RTT 136 and RTT 137 and concurrent enrollment in RTT 212, RTT 213, and ENG 102. F

**RTT 217 Respiratory Therapy VIII 3-0-3**

Pulmonary function testing. Kettering Respiratory Therapy Examination review. NBRC Examination preparation. Prerequisites: RTT 212, RTT 213, RTT 215, and ENG 102; concurrent enrollment in RTT 214; and credit or concurrent enrollment in BIO 123, PHI 100, PSY 101, ENG 102, and a social science elective. S

## Russian

*Humanities*

217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

**RUS 101 Beginning Russian I 4-0-4**

For students with no previous instruction in Russian. Emphasis on fundamentals of listening, speaking, reading, and writing. Provides introduction to Russian culture. Prerequisite: ENG 101 placement. F

**RUS 102 Beginning Russian II 4-0-4**

Continued development of skills in speaking, listening, and writing. Readings in simple prose and presentations of Russian culture. Prerequisite: RUS 101 or equivalent. S

**RUS 103 Intermediate Russian I 4-0-4**

Refinement of grammatical and conversational skills; further vocabulary development. Study Russian culture through readings and videos. Prerequisite: RUS 102 or equivalent. F

**RUS 104 Intermediate Russian II 4-0-4**

Review of grammar and further refinement of conversational skills; further vocabulary development. Study of Russian culture through readings and videotapes. Prerequisite: RUS 103 or equivalent. S

## Science

*Natural Sciences*

217/351-2285 • [www.parkland.edu/ns](http://www.parkland.edu/ns)

**SCI 108 Essentials of Forensic Science 3-3-4**

(IAI LP 900L) Introduction to application of science to law with an overview of forensic chemistry, trace-evidence, forensic biology, and other sub-disciplines. Emphasis on techniques to process crime scenes and analyze physical evidence to help solve cases. Prerequisite: ENG 101 placement. F S

**SCI 208 Forensic Science II: Death Analysis 3-2-4**

(IAI LP 901L) Selected topics in forensic science, emphasizing pertinent factors associated with cause, mechanism, and manner of death. These are correlated with cause of death, as well as physical evidence found on or near the decedent. Prerequisite: ENG 101 placement. F S

## Sociology

*Social Sciences and Human Services*

217/351-2229 • [www.parkland.edu/sshs](http://www.parkland.edu/sshs)

**SOC 101 Introduction to Sociology 3-0-3**

(IAI S7 900) Principles and concepts of general sociology: general education course in the social sciences; introductory course for the prospective sociology major. Application of scientific methods in study of social phenomena. Prerequisite: ENG 099 placement. F S Su

**SOC 102 Social Problems 3-0-3**

(IAI S7 901) Sociological analysis of social institutions and problems created by their efforts to meet demands of changing social environment. For students who want to more fully understand contemporary American society. Prerequisite: ENG 099 placement. F S

**SOC 200 Sociology of Marriage and Family 3-0-3**

(IAI S7 902) Sociological investigation of processes involved in marriage and family: impact of social institutions on marriage and family structure; various marriage structures and their results; and interaction of family members. Prerequisite: ENG 099 placement. F S

**SOC 202 Sociology of Deviant Behavior 3-0-3**

Nature and dynamics of deviant behavior in contemporary American society, including alcoholism, suicide, drug addiction, prostitution, mental disorders, juvenile delinquency, and adult crime; major sociological theories of social control, conformity, and deviance. Prerequisites: ENG 101 placement and SOC 101. F S

**SOC 203 Diversity and Society 3-0-3**

(IAI S7 903D) Examination of racial, religious, ethnic, and other groups. Analysis of the persistence of group identity, intergroup relations, social movements, government policy, and related social problems. Prerequisites: ENG 101 placement and SOC 101. F S

**SOC 204 Criminology 3-0-3**

(IAI CRJ 912) Contemporary analysis of crime and delinquency from sociological perspective: causation, distribution, and prevention are examined through American socio-economic-political structure and American criminal justice system. Prerequisites: ENG 101 placement and SOC 101. S

**SOC 205 Methods of Social Research 3-0-3**

Introduction to the process and methods of social research. Construction of research questions or hypotheses, study design, qualitative and quantitative research methods, techniques of analysis and interpretation, and the process of evaluation and reporting. Prerequisites: MAT 107 or 108 and ENG 101 placement.

**SOC 220 Introduction to Social Work 3-0-3**

Survey course in social work. Examines major social problems, identifying groups historically impacted by them. Includes overview of social work values, skills, and knowledge required for generalist practice. Introduces programs, services, and policies that impact social work and social welfare. Prerequisites: ENG 101 placement and SOC 101. F S

**SOC 240 Gender and Society 3-0-3**

(IAI S7 904D) Introduction to sociology of gender: socialization into gender, social institutions and gender, social stratification and gender inequality, and gender and social change. Focus on contemporary American society with attention to socio-historical background and cross-cultural comparisons. Prerequisites: ENG 101 placement and SOC 101. F S

**SOC 289 Topics in Sociology** **3-0-3**  
Study of selected topics in sociology. Topics vary according to section and semester and are listed in the class schedule. A total of 6 credit hours may be taken in topics courses numbered 289, but SOC 289 is not repeatable for credit. Prerequisite: SOC 101.

## Spanish

Humanities

217/351-2217 • [www.parkland.edu/hum](http://www.parkland.edu/hum)

Students who have taken college-level Spanish courses within the past three years and can document this via a college transcript will be placed in the appropriate level of Spanish. Other students who have taken Spanish classes in high school or college and students with informal Spanish language background (e.g., heritage speakers or individuals who have spent time in a Spanish-speaking country) should contact the Assessment Center to arrange to take the Spanish placement exam. Those with no Spanish experience may begin in SPA 100 or SPA 101.

**SPA 100 Introduction to Basic Spanish I** **2-0-2**  
For students with no previous instruction in Spanish. Basic Spanish with attention to oral communication, culture, and the language needs of the student, traveler, and worker. F S Su

**SPA 101 Beginning Spanish I** **4-0-4**  
For students with no previous and/or little instruction in Spanish. Development of basic communicative skills. Emphasis on speaking, listening, reading, writing, and basic introduction to Hispanic culture. Prerequisite: ENG 101 placement. (Also in Costa Rica program) F S Su

**SPA 102 Beginning Spanish II** **4-0-4**  
Continued development of communicative skills. Emphasis on speaking, listening, reading, writing, and Hispanic culture. May require out of class lab visits/work. Prerequisite: SPA 101 or equivalent. (Also in Costa Rica program) F S Su

**SPA 103 Intermediate Spanish I** **4-0-4**  
Development of intermediate level of communicative competence. Emphasis on speaking, listening, reading, writing vocabulary, grammar, and Hispanic culture. May require out of class lab visits/work. Prerequisite: SPA 102 or equivalent. (Also in Costa Rica program) F S Su

**SPA 104 Intermediate Spanish II** **4-0-4**  
(IAI H1 900) Continued development and refinement of intermediate-level communicative competence. Emphasis on speaking, listening, reading, writing, and Hispanic culture. May require out of class lab visits/work. Prerequisite: SPA 103 or equivalent. (Also in Costa Rica program) F S Su

**SPA 120 Introduction to Basic Spanish II** **2-0-2**  
Continuing basic Spanish with attention to oral communication, culture, and language needs of the student, traveler, and worker. Prerequisite: SPA 100 or equivalent. F S

**SPA 130 Beginning Spanish for Professional Purposes I** **3-0-3; 4-0-4; 5-0-5**  
Development of Spanish communication skills for the workplace. Basic communication skills for working with Spanish speaking populations. F S

**SPA 131 Beginning Spanish for Professional Purposes II** **3-0-3; 4-0-4; 5-0-5**  
Review and development of Spanish communication skills for the workplace. Basic communication skills for working with Spanish speaking populations. Prerequisite SPA 130 or equivalent. F S

**SPA 220 Spanish Conversation and Culture** **4-0-4**  
Spanish conversation; development of advanced communicative competence and increased fluency and accuracy in speaking and writing. Prerequisite: SPA 104 or equivalent (grade of A or B) or approval of program coordinator or department chair. (Also in Costa Rica program) F S

**SPA 240 Readings in Hispanic Literature and Culture** **3-0-3**  
Readings and discussion in Spanish of a variety of texts by leading Hispanic and Hispanic-American writers covering genres and themes. Emphasizes reading, discussion, and enjoyment rather than literary criticism. Prerequisite: SPA 104 or equivalent with a grade of A or B, or approval of program coordinator or department chair. F S

## Sterile Processing Technician

Health Professions

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

**SPT 110 Sterile Processing Technician Theory** **3-1-3**  
Prepares students for careers as members of the hospital central service team. Basic introduction to the central service role, surgical supplies, basic and specialty surgical instruments, and packing and sterilization. F S

**SPT 111 Sterile Processing Technician Practicum** **0-27-4.5**  
Hands-on experience in the sterile processing department. Active participation in the role of a sterile processing technician. Prerequisite: credit or concurrent enrollment in SPT 110 or credit or concurrent enrollment in SUR 210, SUR 116, and SUR 218. F S

## Surgical Technology

Health Professions

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

**SUR 116 Surgical Terminology I** **1-0-1**  
Medical terminology pronunciation and spelling; defining prefixes, suffixes, and root words for the purpose of defining medical terms. Medical terminology relating to surgical descriptions, surgical schedules, diagnoses, and understanding doctor's orders. Prerequisite: admission into surgical technology program. F

**SUR 150 Personal and Professional Relations** **1-0-1**  
Professionalism relating to surgical technology including accountability, work ethics, communication, stress management, job searches and retention, professional obligations, certification, health care for a diverse community, and legal terms and topics. Prerequisite: admission into Surgical Technology program. S

**SUR 158 Pharmacology for the Surgical Technologist** 1-0-1

Introduction to basic pharmacology principles. Emphasis on the surgical technologist's role in medication administration, calculation, handling and labeling. Medication classifications and use in the surgical setting and how they may alter or influence surgical intervention. Prerequisites: admission in to Surgical Technology program and credit or concurrent enrollment in SUR 150.

**SUR 210 Surgical Specialties I** 4-0-4

Orientation to surgical technology; asepsis, sterilization; wound closures; hemostasis; wound healing; anesthesia; pharmacology; surgical procedures in gastrointestinal, genitourinary, gynecology, and general. Prerequisites: BIO 121, BIO 122, BIO 123, ENG 102, and PSY 101; concurrent enrollment in SUR 218, SUR 231, SUR 232, SUR 238, and SUR 239; and credit or concurrent enrollment in SUR 116. F

**SUR 218 Surgical Instrumentation I** 1-0-1

Introduction to preparation and use of standard instrumentation. Classifications; basic set assemblies. Specialty instrumentation utilized in surgeries of general, gastrointestinal, and genitourinary. Prerequisites: BIO 121, BIO 122, BIO 123, ENG 102, and PSY 101; concurrent enrollment in SUR 231, SUR 232, SUR 238, and SUR 239. F

**SUR 231 Clinical Theory I** 4-3-5

Introduction to the surgical environment. Introduction and redemonstration of basic clinical skill components needed to participate as a member of the surgical team in actual operating rooms. Offered in Parkland's mock operating room. Prerequisites: concurrent enrollment in SUR 210, SUR 218, and SUR 238. F

**SUR 232 Clinical Practicum I** 2-6-4-

Introduction and redemonstration of advanced clinical skills for participation in the surgical specialties of general, gynecology, gastrointestinal, and genitourinary. Students function in the role of the surgical technologist in actual operating rooms. Prerequisites: SUR 231 and SUR 238 and concurrent enrollment in SUR 210, SUR 218, and SUR 239. F

**SUR 238 Mock Operating Room Lab I** 0-1.5-0.5

Laboratory course for SUR 131. Students actively participate in demonstration of clinical skills in the mock operating room under direction and supervision of an operating room professional. Prerequisites: concurrent enrollment in SUR 210 and SUR 231. F

**SUR 239 Mock Operating Room Lab II** 0-1.5-0.5

Laboratory course for SUR 131 and SUR 132. Students actively participate in demonstration of clinical skills in the mock operating room under direction and supervision of an operating room professional. Prerequisites: concurrent enrollment in SUR 210 and SUR 232. F

**SUR 254 Surgical Specialties II** 3-0-3

Anatomy, pathology, diagnostic procedures, special preoperative preparation, pharmacology, surgical specialty services, obstetrical, orthopedic, plastic, otological, nose and throat, ophthalmic, thoracic, cardiovascular, neurology, and maxillofacial. Prerequisites: SUR 210, SUR 116, SUR 218, SUR 231, SUR 232, SUR 238, and SUR 239; concurrent enrollment in SUR 259, SUR 273, and SUR 274; and credit or concurrent enrollment in SUR 150 and SUR 158. S

**SUR 259 Surgical Terminology and Instrumentation II** 1-0-1

Medical and surgical terminology and specialty instrumentation used in surgical specialty services of obstetrical, orthopedic, plastic, otological, nose and throat, ophthalmic, thoracic, cardiovascular, neurology, and maxillofacial. Prerequisite: concurrent enrollment in SUR 214. S

**SUR 273 Clinical Theory II** 2-0-2

Anatomy and physiology; intraoperative preparation of the surgical patient; common procedures presented with instrumentation, equipment, supplies, medications, and intraoperative for each surgical specialty. Basics of electricity, physics, and robotics. Hazard preparation in the operating room. Prerequisite: concurrent enrollment in SUR 254. S

**SUR 274 Clinical Practicum II** 0-30-10

Participation as a surgical team member in the role of the surgical technologist in the operating room. Includes experiences in labor and delivery and sterile processing department. Prerequisites: concurrent enrollment in SUR 254, SUR 259, and SUR 273. S

**SUR 275 Clinical Practicum III** 2-12-6

Demonstration and supervised practice of specialized surgical procedures with emphasis on acquiring proficiency for entry level employment as a surgical technologist. Preparation and review for national certification exam. Prerequisites: SUR 116, SUR 150, SUR 158, SUR 210, SUR 218, SUR 231, SUR 232, SUR 238, SUR 239, SUR 254, SUR 259, SUR 273, and SUR 274. FE

## Theatre

*Fine and Applied Arts*

217/351-2217 • [www.parkland.edu/faa](http://www.parkland.edu/faa)

**THE 100 Theatre Appreciation** 3-0-3

(IAI F1 907) Enhances appreciation of theatre as an art form through reading and analysis of scripts, theatre viewing, and discussion. Areas of investigation include types of plays; methods of production, design, and use of theatre; and the contributions of collaborative artists. F S U

**THE 101 History of Theatre** 3-0-3

(IAI F1 908) Historical development of theatre and drama from its earliest ritual beginnings to contemporary dramatic literature. Includes representative periods and styles, genres, key playwrights, aspects of technical production, social role, and critical interpretation of major works. F S U

**THE 103 Performance of Literature** 3-0-3

(IAI TA 916) Analysis and performance of literature including prose, poetry, and drama with emphasis on using voice and movement to interpret the works and communicate that interpretation to an audience. S

**THE 104 Acting I** 3-0-3

(IAI TA 914) Fundamentals of acting introduced through acting exercises, improvisations, and scene study. Major acting approaches such as Cohen, Meisner, Stanislavski, and Shurtleff used as basis for helping actors acquire craft in order to create believable characters. F S

**THE 105 Stagecraft** 2-2-3

(IAI TA 911) Introduces safety procedures and basic techniques of scenery and property construction, tool use, scene painting, and backstage organization. Laboratory experience is mandatory. F

**THE 107 Practicum** **0-3-1**  
Increases proficiency in preparation and presentation of theatrical performances 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. F S

**THE 109 Costume and Stage Makeup** **2-2-3**  
Safety procedures and costume shop organization. Basic techniques of costume construction, tool use, fitting and draping, and through costume projects for production. Techniques of stage makeup and practical experience in their application. Additional experience may be obtained in THE 107. F

**THE 120 Script Analysis for Production** **3-0-3**  
(IAI TA 917) An introductory exploration of the relationship between dramatic text and the play in production with special emphasis on basic terminology and methodology. Representative plays are studied in their genre, historical, and social contexts. F

**THE 124 Film Appreciation** **2-2-3**  
(IAI F2 908) An introduction to film as an art form, emphasizing a study of the aesthetic and production elements of the medium, including narrative genres, directorial style, cinematography, acting, and editing. F S Su

**THE 125 Film History** **2-2-3**  
(IAI F2 909) An international survey of the historical development of film, emphasizing a study of films and innovations in film production that have had significant influence on film as an art form. F S Su

**THE 202 Acting II** **3-1-3**  
Development of fundamentals introduced in Acting I emphasizing intensive approach to acting exercise, auditioning and scene study. Repeatable for a maximum of 9 credit hours. THE 104 is strongly recommended. S

**THE 215 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. Prerequisite: THE 105. S

## Transition to Developmental Math

Center for Academic Success  
217/351-2441 • [www.parkland.edu/cas](http://www.parkland.edu/cas)

**TRN 050 Transition to Developmental Math** **3-0-3**  
Development of basic math skills needed for a successful transition into a developmental mathematics course. Conceptual emphasis including operations with whole number, adding and subtracting signed number, fraction concepts, and simple linear equations in one variable. F S

## Tractor Trailer Driver Training

Business Training and Community Education  
217/351-2235 • [www.parkland.edu/btce](http://www.parkland.edu/btce)

**TTT 112 Tractor Trailer Driver Training** **3-8-7**  
Complete vehicle training to prepare students for an entry-level position in the trucking industry, including Commercial Driver's License learner's permit and endorsement preparation, Department of Transportation log books, map reading, trip planning, and Secretary of State Class A road test.

## Veterinary Technology

Health Professions  
217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

**VTT 110 Small Animal Nursing I** **1-6-3**  
Handling, restraint, and nursing techniques in dogs and cats: emphasis on TPR; bathing; administering tablet, liquid, and injectable medications; and obtaining blood and urine specimens. Prerequisites: admission into Veterinary Technology program and concurrent enrollment in VTT 113, VTT 114, VTT 116, and VTT 119. F

**VTT 111 Small Animal Nursing II** **2-4-3**  
Small animal nutrition, preventative healthcare, euthanasia and continued skill development in nursing techniques including: venipuncture, otic and ophthalmic procedures; dental procedures; bandaging; indwelling catheters and fluid therapy; ectoparasite identification; and ECGs. Prerequisites: VTT 110, VTT 113, VTT 114, VTT 116, VTT 119, and BIO 111. S

**VTT 112 Radiography** **1-3-2**  
Positioning for common views taken of animals; emphasis on methods for obtaining high quality diagnostic radiographs and radiation safety. Prerequisites: VTT 110, VTT 113, VTT 114, VTT 116, VTT 119 and BIO 111. S

**VTT 113 Management Skills for the Veterinary Technician** **2-0-2**  
Selected principles of management for a veterinary practice: management of facilities, clients, personnel, marketing, ethics, basic computing skills, and professional development. Development of effective communication skills emphasized. Prerequisites: concurrent enrollment in VTT 110, VTT 114, VTT 116, and VTT 119. F

**VTT 114 Clinical Lab I** **1-3-2**  
Routine laboratory tests, including complete blood counts (CBCs), fecal examinations, and blood chemistries; emphasis on developing laboratory techniques which produce consistent results. Prerequisite: concurrent enrollment in VTT 110, VTT 113, VTT 116, and VTT 119. F

**VTT 115 Clinical Lab II** **1-3-2**  
Proficiency in CBCs, fecal examinations, blood chemistries, urinalysis, abnormal hematology, serology, and cytology. Prerequisites: VTT 110, VTT 113, VTT 114, VTT 116, VTT 119, and BIO 111. S

**VTT 116 Large Animal Nursing** **1-2-2**  
Handling, restraint, and nursing techniques in horses, cows, and sheep. Prerequisite: concurrent enrollment in VTT 110, VTT 113, VTT 114, and VTT 119. F

**VTT 117 Surgery Technology I 2-2-3**

Introduction to anesthesia for dogs and cats: patient monitoring, anesthetic machine use, intubation, anesthetic drugs and pain management. Surgical support skills: surgery pack preparation, instruments, autoclaving, aseptic techniques, surgical preps, surgical procedures, suture materials and post-op care. CPR. Prerequisites: VTT 110, VTT 113, VTT 114, VTT 116, VTT 119, and BIO 111. S

**VTT 118 Veterinary Clinical Practicum 0-20-3**

Full-time work experience in a veterinary clinical site. Practicum site to be arranged by the student in consultation with the program director. Prerequisites: VTT 111, VTT 112, VTT 115, VTT 117, and VTT 150. Su

**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: MAT 060 with a grade of C or higher and concurrent enrollment in VTT 110, VTT 112, VTT 114, and VTT 116. F

**VTT 150 Veterinary Anatomy I 0-3-1**

Veterinary Anatomy laboratory course for VTT students: external anatomy, skeletal, muscular, nervous, cardiovascular, respiratory, endocrine, renal and reproductive systems, sensory organs, and gastrointestinal tract of the dog and cat. Prerequisite: BIO 111 or equivalent.

**VTT 210 Clinic Care I 0-21-4**

Clinical rotations at U of I College of Veterinary Medicine. Aspects of veterinary medicine: necropsy, equine medicine, food animal medicine, large/small animal imaging/radiology, primary care, ICU, emergency care, and pharmacy. Prerequisite: VTT 118. F

**VTT 211 Clinic Care II 0-21-4**

Clinical rotations at U of I College of Veterinary Medicine and Parkland College. Clinical settings and situations will allow for continued introduction and redemonstration of skills necessary for veterinary technicians. Prerequisites: VTT 210, VTT 212, VTT 214, and BIO 123. S

**VTT 212 Surgery Technology II 2-1-3**

Surgical support and anesthesia for dogs and cats: gas anesthesia, nonbreathing systems, partial rebreathing systems, nitrous oxide supplementation, surgical assisting, emergency procedures, surgical drugs, fluids, and pain management. Prerequisite: VTT 118. F

**VTT 213 Animal Management 4-0-4**

Selected principles of animal and business management in veterinary technology: nutrition, reproduction, vaccinations, diseases, laboratory tests, history-taking, costs, and client questions. Animals covered are the horse, cow, dog, cat, pig, and sheep. Prerequisites: VTT 210, VTT 212, VTT 214, and BIO 123. S

**VTT 214 Laboratory Animals 1-2-2**

Introduction to the care and use of laboratory animals with discussion of correct sanitation procedures, laboratory animal handling, anatomical differences, clinical pathology, common diseases and treatment, and laboratory animal facility procedures and equipment. Prerequisite: VTT 118. F

**VTT 215 Common Veterinary Drugs II 1-0-1**

Uses, mechanisms of action, and secondary effects of drugs commonly administered and dispensed by veterinary technicians. Includes calculating drug dosages and dilutions. Prerequisites: VTT 119, VTT 210, VTT 212, VTT 214, and BIO 123. S

## Welding

*Agriculture/Engineering Science and Technologies*  
217/351-2481 • [www.parkland.edu/agest](http://www.parkland.edu/agest)

**WLD 110 Beginning Gas and Arc Welding 1-2-2**

Introductory theory and practice in oxyacetylene and shielded metal arc welding. Includes oxyacetylene fusion welding and brazing in the flat position, shielded metal arc welding in flat position, manual oxyfuel cutting, and plasma arc cutting. F

**WLD 111 Introduction to Welding 2-4-4**

(IAI MTM 936) Selection and use of electric arc, oxyacetylene, inert gas, and wire-feed welders; emphasis on skills and competencies as demanded by industry. F S Su

**WLD 112 Gas Metal Arc Welding 1-2-2**

Gas metal and arc welding fundamentals, welding safety, gas metal arc equipment adjustments, metal transfer, and shielding gases; skill development in all positions of welding on mild steel ranging from 1/8" to 22 gauge steel. Prerequisite: credit or concurrent enrollment in WLD 110 or WLD 111. F

**WLD 113 Gas Tungsten Arc Welding 1-2-2**

Gas tungsten arc welding fundamentals, arc characteristics, and welding safety; skill development on 16 gauge and 0.125 steel and stainless; setups, preparation of tungsten tips and selection of inert gases. Prerequisites: WLD 110 or WLD 111, and concurrent enrollment in WLD 213. S

**WLD 114 Fabrication Welding 2-3-3**

Further development of welding skills, especially in the "off position." Emphasis on fabrication of metal structures and development of related skills such as blueprint reading, use of welding symbols, and layout techniques. Prerequisite: WLD 111.

**WLD 212 Advanced Gas Metal Arc Welding 1-2-2**

Advanced gas metal and arc welding. Gas metal arc equipment adjustments, metal transfer, and shielding gases. Skill development in all positions of welding on mild steel ranging from 1/8" to 3/8" steel and aluminum. Prerequisites: credit or concurrent enrollment in WLD 110, WLD 111, or WLD 112. F

**WLD 213 Advanced Gas Tungsten Arc Weld 1-2-2**

Student will prepare tungsten electrodes to accommodate various metal types and thicknesses, 16 gauge to 1/4 plate; flat, out of position, and multipath procedures. Metals include mild, stainless steel, and aluminum. Prerequisites: WLD 110 or WLD 111, and concurrent enrollment in WLD 113. S

**WLD 215 Weldability Inspection/Composition of Welds 3-2-4**

Composition and weldability of metals and effects of heating and cooling metal on metal and weld strength; welding certification standards and guidelines to certify welding performance; nondestructive and destructive tests to check weld quality and strength. Prerequisite: WLD 111.

**WLD 216 Welding Certification I 2-4-4**

Welding codes and regulations covering: materials, service limitation, fabrication, inspection, test procedures and qualifications of welding operators. Special emphasis is placed on preparation for American Welding Society Certification. Prerequisite: WLD 111 or equivalent or approval of department chair. Su

# Radiologic Technology: Computer Tomography

Health Professions

217/351-2224 • [www.parkland.edu/hp](http://www.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. Online course. Prerequisite: ARRT primary certification or concurrent enrollment in XRA 213, XRA 214, and XRA 232. Su

## **XCT 212 Sectional Pathology** 3-0-3

Sectional imaging procedures and pathology commonly found in CT and MRI. Online course. Prerequisite: ARRT primary certification or XCT 210. F S

## **XCT 214 Patient Care** 3-0-3

Patient care for CT and MRI imaging, pharmacological classification, documentation, and administration of contrast agents and related drug administration. Online course. Prerequisite: ARRT primary certification, XCT 210 or XMR 211, and XCT 212. F

## **XCT 215 CT Clinical** 0-20-3

Students will perform CT imaging procedures based on previous coursework and clinical objectives. Prerequisite: ARRT primary certification. S

# Radiologic Technology: Magnetic Resonance Imaging

Health Professions

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

## **XMR 211 Magnetic Resonance Imaging** 3-0-3

MRI imaging history, physics, and system operational components. Image acquisition, display, reconstruction, and quality control. Online course. Prerequisite: ARRT primary certification. Su

## **XMR 217 MRI Clinical** 0-40-6

Students will perform MRI imaging procedures based on previous coursework and clinical objectives. Prerequisite: ARRT primary certification. S

# Radiologic Technology

Health Professions

217/351-2224 • [www.parkland.edu/hp](http://www.parkland.edu/hp)

## **XRA 110 Basic Clinical Skills** 1-4-3

Orientation to the program and clinical affiliates, history of x-radiation, basic x-ray protection, and medical terminology. Prerequisite: admission to Radiologic Technology program. Su

## **XRA 111 Radiologic Technology I** 2-3-3

Radiographic anatomy and positioning of upper and lower extremities, spine, thorax, contrast studies, and medical terminology. Prerequisites: credit or concurrent enrollment in XRA 114, XRA 131, BIO 121, and HCS 216. F

## **XRA 112 Radiologic Technology II** 2-3-3

Xray imaging characteristics, factors affecting radiographic exposure, and digital imaging. Radiographic positioning of skull and facial bones. Prerequisites: XRA 111, XRA 131, BIO 121, and credit or concurrent enrollment in XRA 132, BIO 122, and PHY 112. S

## **XRA 114 Patient Care** 2-3-3

Students apply basic skills in a variety of settings: health care trends, vital signs, body mechanics, cardiopulmonary resuscitation, isolation techniques, and communication skills. Prerequisites: credit or concurrent enrollment in XRA 111, XRA 131, and BIO 121. F

## **XRA 131 Clinical I** 0-18-3

Students assist and perform routine examinations of chest, abdomen, spine, and extremities; 270 clinical hours. Prerequisites: credit or concurrent enrollment in XRA 111, XRA 114, BIO 121, and HCS 216. F

## **XRA 132 Clinical II** 0-24-4

Students assist and perform fluoroscopy, exams, routine exams, and portable xray examinations with relative independence; 360 clinical hours. Prerequisites: XRA 111, XRA 114, XRA 131, BIO 121, HCS 216, and credit or concurrent enrollment in XRA 112, BIO 122, and PHY 112. S

## **XRA 150 Introduction to Radiography** 1-0-1

Introduction to the radiologic technology program, profession, clinical affiliates, history of radiation, basic xray protection, and terminology. Hybrid course. F S

## **XRA 213 Radiographer's Physics** 3-0-3

Basic xray equipment construction and function, properties of electromagnetic radiation, and basic xray physics. Hybrid course. Prerequisites: XRA 112, XRA 231, BIO 122, and PHY 112 and concurrent enrollment in XCT 210, XRA 214, and XRA 232. F

## **XRA 214 Advanced Radiologic Technology I** 2-2-3

Advanced factors affecting radiographic exposure. Radiobiology, interactions in matter, health physics, and radiation protection. Hybrid course. Prerequisites: XRA 112, XRA 231, BIO 122, and PHY 112 and concurrent enrollment in XCT 210, XRA 213, and XRA 232. F

## **XRA 216 Advanced Radiologic Technology II** 3-0-3

Pathology and review seminars. Hybrid course. Hybrid course. Prerequisites: XRA 213, XRA 214, XRA 232, and XCT 210 and concurrent enrollment in XRA 217, XRA 233, and XCT 212. S

## **XRA 217 Advanced Clinical Skills** 0-3-1

Critical positioning skills in atypical radiographic procedures. Prerequisites: XRA 213, XRA 214, XRA 232, XCT 210 and concurrent enrollment in XRA 216, XRA 233, XCT 212. S

## **XRA 231 Clinical III** 0-16-2

Students assist and perform skull and emergency x-ray exams and perform all objectives stated in previous clinical courses with relative independence; 240 clinical hours. Prerequisites: XRA 112, XRA 132, BIO 122, and PHY 112. Su

## **XRA 232 Clinical IV** 0-24-4

Students perform most xray examinations with a minimum of assistance. Participation in rotations to various specialty areas; 360 clinical hours. Prerequisites: XRA 112 and XRA 231 and concurrent enrollment in XCT 210, XRA 213, and XRA 214. F

## **XRA 233 Clinical V** 0-24-4

Students perform most routine and non-routine xray examinations with little or no supervision as a technologist would function; 360 clinical hours. Prerequisites: XRA 213, XRA 214, XCT 210, and XRA 232 and concurrent enrollment in XRA 216, XRA 217, and XCT 212. S



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# 2018–2019 Faculty/Administrative Staff

Date in parentheses indicates first year of full-time appointment at Parkland College.

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B. S., State University of New York at Buffalo  
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Professor/Mathematics  
A.A., Hillsborough Community College  
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M.A., San Francisco State University  
M.A., University of Illinois
- MERCER, Brian A. (1998)**  
Department Chair/Mathematics  
Professor/Mathematics  
A.S., Lake Land College  
B.A., Eastern Illinois University  
M.S., Southern Illinois University
- MEREDITH, Raymond D. (1998)**  
Professor/Spanish, 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
- MOBASSERI, Maria (1999)**  
Assistant Professor/Computer Science  
B.S., University of Massachusetts  
M.S., University of Illinois
- MOORE, John E. (1980)**  
Professor/Biology  
B.S., Grand Valley State College  
M.S., Southern Illinois University
- MOORE, Jonathon (2018)**  
Assistant Chief Flight Instructor/Aviation  
M.S., Naval Postgraduate School
- MORRIS, Richard D. (1997)**  
Professor/English  
B.A., University of Illinois  
B.S., Eastern Illinois University  
M.A., Eastern Illinois University  
Ph.D., Purdue University
- MYERS, Amy B. (1999)**  
Professor/Economics  
B.A., Eastern Illinois University  
M.A., Eastern Illinois University

- MYLES, Rita (2000)**  
Associate Professor/Health Professions  
A.A.S., Parkland College  
B.A., University of Illinois  
M.S., University of St. Francis
- NDOYE, Ibrahima (2005)**  
Associate Professor/Humanities  
and Foreign Language  
B.A., University of Dakar  
M.A., University of Illinois
- NICKENS, Tawanna (2000)**  
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)**  
Associate Professor/Spanish  
B.A., Universidad Central, Barcelona  
M.A., University of Illinois
- OMO-OSAGIE, Joseph (2006)**  
Counselor, Associate Professor/  
Counseling and Advising  
A.A., Parkland College  
B.A., University of Illinois  
M.S.Ed., Eastern Illinois University
- PANKAU, Kimberly (2008)**  
Department Chair/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)**  
Associate 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
- POLK, Shanita (2017)**  
Certified Flight Instructor/Aviation  
B.S., 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
- RAGSDALE, Carolyn J. (1994)**  
Dean/Health Professions  
Professor/Surgical Technology  
Certificate, Parkland College  
B.S., Eastern Illinois University  
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
- REILLY, Seamus J. (1999)**  
Vice President/Institutional Advancement  
B.A., University College, Dublin  
M.A., University College, Dublin  
Ph.D., University of Illinois
- REYNOLDS, Evelyn (2010)**  
Associate Professor/Social Science  
B.S., Illinois State University  
M.S., Illinois State University
- ROBB, Ryan (2003)**  
Professor/Agriculture  
A.S., Lake Land College  
B.S., University of Illinois  
M.S., University of Illinois
- ROBERTS, James (2011)**  
Associate Professor/Nursing  
Program Coordinator  
B.S., University of Saint Francis  
M.S.N., Walden University
- ROBERTS, Michelle (2014)**  
Associate Professor/Occupational Therapy  
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
- SADARANGANI, Umeeta (1997)**  
Professor/English  
B.A., Cedar Crest College  
M.A., Northeastern University  
Ph.D., The Pennsylvania State University
- SARANTAKOS, Paul W. (1995)**  
Professor/Criminal Justice  
B.S., Central Missouri State University  
M.S., Central Missouri State University  
FBI National Academy, 197th Session  
Advanced Certificate, University of Illinois
- SATTERLEE, Jennifer L. (1998)**  
Professor/Reading  
B.S., University of Illinois  
M.Ed., University of Illinois
- SCARBOROUGH, Isabel (2012)**  
Associate Professor/Anthropology  
Ph.D., University of Illinois
- SCHACHT, Katie (2014)**  
Counselor, Assistant Professor/  
Counseling and Advising  
M.A., University of Minnesota
- SCHMIDT, Ellen (2014)**  
Executive Director/Foundation  
B.A., Eastern Illinois University
- SCHNARRE, Thomas (2001)**  
Professor/English  
B.S., Eastern Illinois University  
M.A., Eastern Illinois University
- SCHOLZE, Roberta (2006)**  
Dean/Career & Technical Education  
B.S.N., Villa Maria College  
M.S.N., University of Pittsburgh
- SCHRUMPF, Nancy E. (1988)**  
Professor Emeritus/Accounting  
B.S., University of Illinois  
M.A.S., University of Illinois  
C.P.A., State of Illinois
- SCHUDEL, Marc (2009)**  
Assistant Professor/Networking  
A.A.S., Parkland College
- SCHULTZ, James Robert (1999)**  
Professor/Industrial Technology  
A.A., Rend Lake College  
A.A.S., Southern Illinois University  
B.S., Southern Illinois University  
M.S., Southern Illinois University
- SCHUMACHER, Kelly D. (1997)**  
Professor/Computer Information Systems  
B.A., University of Washington  
M.B.A., University of Washington

- 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
- SHAW, Peggy (2007)  
Associate Professor/Art and Design  
B.F.A., University of Illinois  
M.F.A., Art Institute of Chicago
- SHEAHAN, John (1994)  
Counselor, Professor/Counseling  
and Advising  
B.A., Quincy College  
M.S., Illinois State University
- SHI, Jing (2007)  
Access Service Librarian, Associate  
Professor/Library  
M.S., University of Illinois  
M.A., Hebei Normal University, China
- SHOAF, Curtis (2001)  
Associate Professor/Physics  
B.S., University of Illinois  
M.S., University of Illinois
- SIECHEN, Scott (2008)  
Department Chair/Natural Sciences  
Associate Professor/Biology  
B.A., Indiana University  
Ph.D., University of Illinois
- SMITH, Brian (2000)  
Professor/Mathematics  
B.S., Truman State University  
M.S., Purdue University
- SMITH, Jane (2006)  
Information Services/Instruction Librarian  
Associate Professor/Library  
M.L.I.S., Dominican University
- SMITH, Judy (2010)  
Associate Professor/Accounting  
B.A., University of Oklahoma  
M.A., Southern Illinois University
- SMITH, Leslie (2003)  
Associate Professor/Mathematics  
B.S., University of Illinois  
M.S.T.M., University of Illinois
- SOLA, Travis (2008)  
Associate Professor/Psychology  
B.S., Grand Valley State University  
M.A., University of Illinois
- SONNICHSEN, Laura (2001)  
Professor/Chemistry  
B.A., Oberlin College  
Ph.D., University of California, Los Angeles
- STEPHENS, Christopher (2004)  
Assistant Professor/Automotive  
Collision Repair  
ASE Master of Collision Repair  
I-CAR and Refinish Certification  
GM and Chrysler Collision Certification  
DuPont Finish Certification
- STOLZ, Joan (2001)  
Associate Professor/Art and Design  
B.A., University of Maryland  
M.F.A., Maryland Institute College of Art
- STUART, Stephanie (2017)  
Director/Marketing and Public Relations
- SUTTON, Nancy (2006)  
Dean/Arts and Sciences  
Associate Professor/Communication  
B.A., Millikin University  
M.S., Southern Illinois University  
Ed.D., Ferris State University
- TALLEUR, Donald (2015)  
Director/Chief Pilot /Aviation  
Professional Pilot Curriculum Certificate  
B.S., University of Illinois  
M.S., University of Illinois  
Airline Transport Pilot, Federal  
Aviation Administration  
Flight Instructor, Federal  
Aviation Administration  
Ground Instructor, Federal  
Aviation Administration
- TANNER-HAROLD, Donna (2001)  
Counselor, Associate Professor/  
Counseling and Advising  
B.S., University of Illinois  
M.S., Eastern Illinois University
- TAYLOR, Carrie (2008)  
Associate Professor/Psychology  
B.S., University of Illinois  
M.A., University of Illinois
- TIRPACK, Edward (2017)  
Certified Flight Instructor/Aviation  
B.S., University of Illinois
- TRAME, Michael (2013)  
Vice President/Student Services  
B.A., University of Illinois  
M.S., University of Illinois
- TURNER, Marietta (2008)  
Dean/Student Services  
B.A., University of Illinois-Chicago  
M.A., Governors State University  
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)  
Associate Professor/Economics  
B.A., Eureka College  
M.S., University of Illinois
- WALBURG, Gregory (2004)  
Professor/Construction Management  
B.S., Michigan State University  
M.S., Purdue University  
Ph.D., Purdue 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)  
Department Chair/Social Sciences  
and Human Services  
Associate Professor/History  
Ph.D., The American University
- WANG, Hui (2017)  
Certified Flight Instructor/Aviation  
B.S., University of Illinois  
M.S., University of Illinois
- WARREN, Chris (2004)  
Associate Professor/Kinesiology  
A.S., Parkland College  
B.A., Concordia University  
M.S., University of Illinois
- WATKIN, Anna Maria (1999)  
Director/Library  
B.A., Stourbridge College of Technology  
and Art, United Kingdom  
M.F.A., Illinois State University  
M.L.S., University of Illinois
- WATT, Matthew (2005)  
Associate Professor/Art and Design  
B.F.A., Eastern Michigan University  
M.F.A., Savannah College of Art and Design
- WEAVER, Michael (2016)  
Instructor, Academic Fieldwork Coordinator/  
Occupational Therapy Assistant  
B.A., Miami University
- WEISHAR, Julie (2001)  
Department Chair/Fine and Applied Arts  
Associate Professor/Communication  
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)

Associate Professor/English Composition  
B.A., Truman State University  
M.A., University of Illinois

WILLIAMS, Lori J. (1995)

Professor/English  
B.A., Kentucky Wesleyan College  
M.A., Indiana University  
Ph.D., Indiana University

WILSON, Andrew (2002)

Professor/Mathematics  
B.S., Illinois College  
M.A., St. Louis University

WILSON, David L. (2001)

Professor/Computer Science  
A.A.S., Parkland College  
B.A., Eastern Illinois University  
M.S., Eastern Illinois University

WILSON, David M. (2004)

Associate Professor/Chemistry and Biology  
B.A., Mount Vernon Nazarene University  
M.S., University of Illinois

WIRTH, William (2007)

Associate Professor/Welding  
A.S., City College of Chicago  
B.S., State University of New York  
M.Ed., University of Illinois  
American Welding Society,  
Certified Welding Educator  
Certified Welding Inspector

WOODS-STAHLE, Nikki (2004)

Associate Professor/Mathematics  
B.A., Eastern Illinois University  
M.A., Eastern Illinois University

YOUNG, Paul (1999)

Professor/Graphic and Interactive Design  
B.F.A., University of Illinois  
Ed.M., University of Illinois

ZHAO, Ruijie (2010)

Associate Professor/English  
Ph.D., Bowling Green State University

ZIEGLER, Mark (2000)

Assistant Professor/Diesel Power  
Equipment Technology  
John Deere, Massey Ferguson,  
Pixall Harvester, Hyster, and  
Deutz Allis Training Schools

ZIMMERMAN, Ellen (2017)

Dean, Counseling Services  
B.S., Illinois State University  
M.S., Illinois State University

## Professional Support Staff

*Date in parentheses indicates first year of full-time appointment at Parkland College.*

ADKISSON, David (2015)

Technical Support Specialist/Aviation

ALMENAS, Nilsa (2005)

Head Teacher/Child Development Center

ANDERSON, Gail (2005)

Assistant/Assessment Center  
A.A.S., Parkland College  
B.S., University of Illinois

ANGEL, Matthew (2018)

Technical Support Specialist/  
Campus Technologies

BAILEY, Tara (2003)

Assistant Director/Child Development Center  
A.A., Parkland College  
B.S., Eastern Illinois University  
M.S., Eastern Illinois University

BARBEE, Li (2008)

Operations Assistant/Arts & Sciences  
A.S., Parkland College

BARBER, Chamonique (2017)

Assistant Teacher/Child Development Center  
Certificate, Parkland College  
A.A.S., Parkland College

BARNES, Joyce (2004)

Custodian/Physical Plant

BEACHY, Richard (2004)

Communications Wiring Specialist/  
Campus Technologies

BECK, Kylee (2017)

Telecommunicator/Public Safety

BENNER-COOGAN, Myriah (2006)

Academic Advisor/Counseling and Advising  
A.A.S., Parkland College  
B.S., Greenville College  
M.S., Eastern Illinois University

BENNETT, Stacey L. (1999)

Associate/Financial Aid  
A.S., Parkland College  
B.S., Eastern Illinois University

BIELERT, Ray (2006)

Mail Services Coordinator/Print  
Shop and Mail Room Services  
A.A., Parkland College  
Certificate, Parkland College  
B.A., Eastern Illinois University

BIELMEIER, Robert (2015)

Assistant/Financial Aid

BIRKY, Joshua (2009)

Program Manager/Grants and Contracts  
B.S., University of Illinois

BLAIR, Frank D. (1993)

Access Services Assistant II/Library

BRADLEY, Steven (2005)

Custodian/Physical Plant

BRYANT, Linda (2010)

Painter/Physical Plant

BUCHANAN, Tyra (2011)

Department Assistant/Social  
Sciences and Human Services

BYERS, LeeAnne (2014)

Inventory Manager/Natural Sciences  
& Health Professions  
A.S., Spoon River College  
B.S., Western Illinois University  
M.S., University of Illinois

CAMPBELL, Carolyn (2013)

Custodian/Physical Plant

CARPENTER, Cole (2015)

Groundskeeper/Physical Plant

CATLIN, Renee (2002)

Assistant/Dental Clinic

CHAPMAN, Kena Jo (2004)

Chemistry Lab Manager/Natural Sciences  
B.S., Eastern Michigan University  
B.S., University of Wisconsin  
M.S., Newman University

CHEPAN, Beth (2005)

Credentials Analyst/Admissions and Records  
A.A.S., Parkland College  
B.A., Eastern Illinois University

CHLADA, Amber (2015)

Lab Assistant/Veterinary Technology  
Certified Veterinary Technician

CLARK, Joshua (2017)

Activities Program Manager/Student Life

CLER, Michelle (2000)

Assistant/Athletics  
Certificate, Parkland College  
A.A., Parkland College

COSTELLO, Lisa (2004)

Director/Art Gallery/Fine and Applied Arts  
B.F.A., University of Illinois  
M.F.A., Cranbrook Academy

COULTER, Michael K. (1998)

Video Production Specialist/  
Professional Development and  
Instructional Technology  
B.A., Eastern Illinois University

COUNTER, Brian (2007)

Senior Research Analyst/Institutional  
Accountability and Research  
B.S., University of Illinois

COUNTER, Ruthie (2003)

Communication Specialist/Marketing  
and Public Relations  
B.A., Butler University  
M.S., Franklin University

CROOK, Thomas P. (1986)

Associate/Admissions and Records  
A.A.S., Parkland College

CROWLEY, Jason (2009)  
Groundskeeper/Physical Plant

CUPPERNELL, Rebecca (2007)  
Telecommunicator/Public Safety

CUSHMAN, Richard (1993)  
Groundskeeper/Physical Plant

DANNENFELDT, Sean (2007)  
Operations Manager/Arts and Sciences  
B.A., University of Illinois  
M.Ed., University of Illinois

DELANEY, Rachel (2013)  
Administrative Assistant/Health Professions

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

DILLMAN, David G. (1999)  
Shop Manager/Fine and Applied Arts  
A.A., Parkland College  
B.F.A., University of Illinois  
M.F.A., University of Illinois

DRAKE, Robert W. (2001)  
Technical Support Coordinator/  
Campus Technologies  
A.S., Parkland College  
B.S., Eastern Illinois University

EASTIN, Haiti C. (1995)  
Advisor/Financial Aid  
B.S., Eastern Illinois University

EBY, John (2000)  
Program Manager/Business Training  
and Community Education  
B.F.A., Illinois Wesleyan University  
M.F.A., University of Illinois

EVANS, Wendy (2015)  
Program Recruiter/Aviation

FARMER, David (2011)  
Custodian/Physical Plant

FORAN, Debbie (2007)  
Clerk/Assessment Center  
B.A., University of Illinois

FORSTER, Brittany (2017)  
Operations Assistant/Business Training  
and 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)  
Department Assistant/Humanities,  
Fine and Applied Arts

FRAZIER, Towanda (2003)  
Custodian/Physical Plant

FREDERICK, Susan (1995)  
Office Assistant/Counseling and Advising

FRIEDMAN, Lori A. (1998)  
Systems Analyst/Campus Technologies  
A.A.S., Parkland College

GEIKEN, Deane (2014)  
WPCD Radio Director/Fine and Applied Arts  
A.A.S., Parkland College  
B.S., Illinois State University

GIBONEY, Lee (2014)  
Custodian, Physical Plant

GOLDENSTEIN, Susan (2004)  
Coordinator/Foundation  
A.S., Parkland College  
B.S., Eastern Illinois University

GORDON, Jason (2017)  
Application Support Engineer/  
Campus Technologies

GROOT, Alison (2010)  
Research Analyst/ Institutional  
Accountability and Research  
B.A., University of Notre Dame  
M.A., University of Illinois

GROSSER, Rebecca (2007)  
Graphic Designer/Marketing  
and Public Relations  
A.A.S., Parkland College  
B.S., University of Illinois  
M.S., University of Illinois

GUDAUSKAS, Christopher (2017)  
Cook/Child Development Center

GUYMON, Mark S. (1995)  
Infrastructure Specialist/  
Campus Technologies  
A.A.S., Parkland College  
B.S., University of Illinois

HARRIS, Carrie (2000)  
Career Counselor/Career Services  
A.A.S., Parkland College  
B.S., Eastern Illinois University  
M.S., Eastern Illinois University

HARRIS, Donnita (2007)  
Administrative Assistant/Arts and Sciences  
B.A., Eastern Illinois University  
M.S., Eastern Illinois University

HARRISON, Thomas (2013)  
Groundskeeper/Physical Plant

HARTMAN, Sarah (2012)  
Admissions Advisor/Admissions and Records  
B.S., Eastern Illinois University  
M.S., Colorado State University

HAWTHORNE, Julia (2013)  
Advisor/Financial Aid  
B.A., University of Puget Sound  
M.B.A., University of Illinois

HEATH, Natalie (2014)  
Selective Admissions Associate/  
Admissions and Records

HENDERSON, Phyllis (1995)  
Accountant/Business Office  
A.A.S., Parkland College  
B.A., Eastern Illinois University

HENDERSON, William “Andy” (2014)  
Printing Services Assistant/Reprographics

HERGES, Derek (2012)  
Carpenter/Physical Plant

HEWING, Beth (2010)  
Accounts Payable Accountant/  
Business Office  
A.S., Parkland College  
B.S., University of Illinois

HINTON, Courtney (2013)  
Assistant Manager/ Bookstore

HINTON, Cyndia (2009)  
Program Manager/Career and  
Technical Education  
A.A.S., State Technical Institute of Memphis  
B.A., Eastern Illinois University  
M.S., Eastern Illinois University

HOLY, Patrick (2001)  
Systems Analyst/Campus Technologies  
A.A.S., Parkland College

HOOKE, Anthony (2013)  
Adult Re-Entry Advisor/  
Admissions and Records

HOUSTON, Joshua (2017)  
HVAC & Plumber/Physical Plant

HULS, Jim (1997)  
Technical Support Specialist/  
Campus Technologies

JACKSON, Jessica (2017)  
Academic Success Coach/Center  
for Academic Success

JESSEE, Joseph (2017)  
Custodian/Physical Plant

JONES, Jacqueline (2003)  
Custodian/Physical Plant

JONES, Susan (2001)  
Academic Development Specialist/  
Center for Academic Success  
B.S., Frostburg State College  
M.Ed., Loyola College

KACZOR, Dennis (1999)  
Credentials Analyst/Admissions and Records  
B.A., University of Alabama  
M.A., University of New Mexico

KAGAWA, Laura (2014)  
Assistant, Financial Aid  
B.S., Illinois State University

KAMPHAUS, Dawn (2005)  
Advisor/Financial Aid  
A.G.S., Parkland College  
B.A., Eastern Illinois University

KAPUT, Kate (2014)  
Telecommunicator/Public Safety  
A.S., Parkland College

KARR, Edward (2016)  
High School Outreach Coordinator/  
Assessment Center

KERR, Kasey (2007)  
Technical Support Specialist/  
Campus Technologies  
A.A.S., Parkland College

KING, Pamela (2004)  
Access Services Assistant II/Library  
B.A., DePaul University

KLEMPERER, Alexander (2016)  
Curriculum & Scheduling Coordinator/  
Institutional Accountability,  
Research & Grants  
M.S., University of Illinois

KOLLMANN, Alex (2016)  
Assistant/Assessment Center

LEE, Larry W. (1994)  
Groundskeeper/Physical Plant

LEWIS, Edward (2002)  
Custodian/Physical Plant

LIKE, Albert (2002)  
Custodian/Physical Plant

LUCAS, Iris (2015)  
Custodian/Physical Plant

LYNE, Lisa (2008)  
Program Manager/Early College Services

MAGEE, Matthew (2014)  
Application Support Engineer/  
Campus Technologies

MANN, Richard (2001)  
Network Engineer/Illinois Century Network

MARTIN, Karen (2009)  
Purchasing Agent/Business Office  
B.A., St. Leo University

MARVIN, Carrie (2017)  
Accounts Receivable Accountant/  
Cashier/Cashier's Office

MATTHEW, Maret (2011)  
International Admissions Advisor/  
Admissions and Records  
A.A.S., Parkland College  
B.S., Eastern Illinois University  
M.S., Eastern Illinois University  
Certificate, Eastern Illinois University

MATTHEWS, Sharon (1988)  
Administrative Assistant/Marketing  
and Public Relations

MAXWELL, John D. (1994)  
Groundskeeper/Physical Plant

MAXWELL, John L. (2009)  
Custodian/Physical Plant

MAXWELL, Sara (2015)  
Wellness Coordinator/Student Life  
B.S., University of Illinois  
M.P.H., University of Illinois

MCCBRIDE, Melinda (2012)  
Head Teacher/Child Development Center

MCCLAIN, Mark (2001)  
Technical Support Specialist/  
Campus Technologies

MCCLUSKY-GILBERT, Jessie (2011)  
Program Manager/Business Training  
and Community Education

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/Business Training  
and Community Education  
A.A., Parkland College

MEILIKE, Sarah (2013)  
Technical Assistant and Acquisitions/Library  
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 Success Coach/ Center  
for Academic Success  
B.A., University of Illinois  
M.S.W. New York University

MINYARD, Sarah (2007)  
Administrative Assistant/Student Life  
A.A.S., Parkland College

MITCHELL, Kristin (2015)  
Accounts Receivable Accountant/  
Business Office

MORGAN, Brian (2015)  
Facilities and Technical Director/  
Fine and Applied Arts  
B.F.A., University of Illinois  
M.F.A., University of Illinois

MURBARGER, Patricia (2008)  
Advisor/Financial Aid  
B.S. Eastern Illinois University  
M.Ed. DePaul University

MURPHY, Molly (2004)  
Programming & Operations  
Coordinator/ Center for Excellence  
in Teaching and Learning  
B.A., University of Missouri

MURPHY-LUCAS, Christine (2011)  
Administrative Assistant/Agriculture,  
Engineering Science and Technologies

MURRAY, Kristen (2007)  
Secretary/Accessibility Services

NELSON, Derek (2017)  
Advisor/TRiO-Student Support Services

NEWMAN, Evila (2017)  
Coordinator and Conduct  
Officer/Student Life  
B.S., Southern Illinois University

NEWTON, Antwanette (2009)  
Academic Advisor/ Counseling and Advising  
A.A., College of the Desert  
B.A., California State University  
San Bernardino  
M.S., University of Illinois

OHLSSON, Brooke (2011)  
Program Manager/Business Training  
and Community Education

PAINTER, Jared (2010)  
Carpenter/Physical Plant

PATRICK, Angela (2011)  
Administrative Assistant/Deans of Enrollment  
Management and Student Services

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

PIERCE, James D. (1999)  
Applications Support Engineer/  
Campus Technologies  
A.A.S., Danville Area Community College  
B.S., Eastern Illinois University  
Graduate Certificate, Eastern  
Illinois University  
M.S., Eastern Illinois University

POWELL, Andy L. (1999)  
Custodian/Physical Plant

PROBASCO, Debra (2001)  
Operations Assistant/Library  
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)  
Administrative Assistant/Career  
and Technical Education  
B.S., Eastern Illinois University

QUINTANILLA, Eric (2017)  
Manager, Digital Content/Marketing  
and Public Relations



RAGLE, Cole (2017)  
Enterprise Applications Analyst/  
Campus Technologies

REED, Dianne R. (1994)  
Telecommunicator/Public Safety

REYNOLDS, Cindy (2011)  
Operations Manager/Parkland Presents!  
A.A.S., Parkland College

RICHARDSON, Melvin (2008)  
Custodian/Physical Plant

RICHARDSON, Robert (2008)  
Applications Developer/  
Professional Development and  
Instructional Technology  
A.A.S., Lake Land College

RITTENHOUSE, Molly (2008)  
Administrative Assistant/Health Professions  
A.G.S., Parkland College  
B.A., Eastern Illinois University

ROBERTS, Joni (2006)  
Administrative Assistant/  
Campus Technologies  
Certificate, Parkland College  
A.A.S., Parkland College

ROCHA, Karen (1998)  
Administrative Assistant/Natural  
Sciences & Mathematics

ROMITO, Jennifer (2010)  
Assistant/Admissions and Records  
A.A.S., Parkland College

ROTHWELL, Randy (1999)  
Academic Advisor/Counseling and Advising  
A.S., Danville Area Community College  
B.S., Illinois State University  
M.S., Eastern Illinois University

SANDLER, Chaya (2014)  
Academic Success Coach/Center  
for Academic Success  
B.A., University of Illinois  
Ed.M., University of Illinois

SCHLEEF, Sandra L. (1999)  
Administrative Assistant, Business  
and Computer Science  
A.A.S., Parkland College

SCHREIBER, Susan (1991)  
Operations Assistant/Center  
for Academic Success  
B.S., Bradley University

SCHUTTE, Brian (2011)  
Advisor/Admissions and Records  
A.A.S., Parkland College  
B.A., Western Illinois University

SEAY, Glennis (2006)  
Custodian/Physical Plant

SEIDEL, Hayden (2014)  
Clerk/Bookstore

SEIDEL, Phaedra (1992)  
Assistant/Assessment Center

SHORT, Scott C. (1990)  
Maintenance Worker/Physical Plant

SHUMATE, Julie K. (1991)  
Administrative Assistant/  
Counseling and Advising  
Certificate, Parkland College

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)  
Payroll Accountant/Business Office  
A.A.S., Community College of the Air Force  
A.A.S., Parkland College  
B.S., Eastern Illinois University

SMITH, Mary Kay (1999)  
Student Services Advisor/  
Admissions and Records  
B.S., University of Illinois  
M.S., Eastern Illinois University

SOMERS, Jennifer (2005)  
Head Teacher/Child Development Center  
A.A.S., Parkland College

SORENSEN, Clark (2016)  
Administrative Assistant/Institute of Aviation

STALVEY, Keith D. (1988)  
Custodian/Physical Plant

STEPHENS, Kristen (2017)  
Co-Coordinator/Accessibility Services

STOERGER, John E., Jr. (1986)  
Maintenance Technician, HVAC/Physical Plant  
Certificate, Lennox Training School  
Certificate, Copeland Service  
Seminar Certificate, Liebert  
Service Certification, MACS

STONE, Sara (2003)  
IT Service Desk Coordinator/  
Campus Technologies  
B.F.A., University of Illinois

STRACK, John (2002)  
Maintenance Worker/Physical Plant

STRATER-PRICE, Gwen B. (1990)  
Senior Accountant/Business Office  
A.S., Parkland College  
B.S., Eastern Illinois University

STUNKARD, Diane (2017)  
Associate/Admissions and Records

TALAVERA, Joseph (2016)  
Assistant/Accessibility Services

TALBOTT, Karen (2015)  
Assistant Teacher/Child Development Center  
A.S., Parkland College

TATAR, Walter (Jake) (2018)  
Graphic Design/Marketing  
and Public Relations

TAYLOR, Anita (1998)  
Assistant/Center for Academic Success  
A.S., Parkland College  
B.A., Eastern Illinois University

TAYLOR, Anthony (2005)  
Custodian/Physical Plant

TAYLOR, Kristina M. (1998)  
Advisor/Financial Aid  
B.A., Eastern Illinois University  
M.S.Ed., Eastern Illinois University

TAYLOR, Larry (1999)  
Academic Advisor/Center for  
Academic Success  
A.S., Parkland College  
B.A., Eastern Illinois University  
M.S.Ed., Eastern Illinois University

TAYLOR, Maurice (2016)  
Associate/Admissions & Records  
B.A., Eastern Illinois University

THOMAS, Julie (1994)  
Secretary/Physical Plant

THOMPSON, Randy (2014)  
Custodian/Physical Plant

THOMPSON, Richard S. (1995)  
Coordinator of Multi Media Systems/  
Campus Technologies  
B.A., Columbia College

THORMAN, Kevin (2008)  
Groundskeeper/Physical Plant

TIEDEMANN, Mary Ann (2000)  
International Student Services Advisor/  
Admissions and Records  
A.A.S., Parkland College  
B.S., University of Illinois  
M.S.Ed., Eastern Illinois University

TOLSTON, Eric (2010)  
Custodian/Physical Plant

TUMMALA, Pinky (2017)  
Systems Analyst/Campus Technologies

WALKER, Brian (2012)  
Custodian/Physical Plant  
Certificate, Parkland College  
A.A.S., Parkland College

WARE, Gloria (2013)  
Custodian/Physical Plant

WEBB, David (2017)  
Sales Manager/Business Training  
and Community Education

WENDT, Lori L. (2000)  
Learning Management System 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)  
Administrative Assistant/Learning Support  
Certificate, Parkland College  
A.A.S., Parkland College

WHITE, Michelle (2002)  
Technology Specialist/  
Admissions and Records  
A.A.S., Parkland College  
B.A., Eastern Illinois University

WHITLEY, Steve (2004)  
Custodian/Physical Plant

WILBERG, Danielle (2017)  
Associate Director/Foundation

WILDER, William L. Jr. (2000)  
Maintenance Electrician/Physical Plant

WILSON, Betty "Diane" (2017)  
Custodian/Physical Plant

WILSON, Jesse (2012)  
Custodian/Physical Plant

WINSTON, Johnny (2013)  
Custodian/Physical Plant

WINTER, Benjamin (2000)  
Network Engineer/Illinois Century Network

WORBY, Lillian "Lily" (2013)  
Grants Specialist/Grants and Contracts

WRIGHT, Laura (2017)  
Co-Coordinator/Accessibility Services

YOUNG, Deborah (2017)  
Operations Assistant/Business Training  
and Community Education

ZIEGLER, Greg (2014)  
Clerk/Bookstore

## Confidential Staff

*Date in parentheses indicates first year of  
full-time appointment at Parkland College.*

BARBEE, Steve (2002)  
Director/Client Technical Services  
A.A.S., Parkland College

BAZZELL, LeAnn (2005)  
Administrative Assistant/Vice  
President for Academic Services  
A.A.S., Parkland College

BLACKFORD, Deanna (2015)  
Payroll Manager/Business Office  
B.A., Carthage College

BROOKS, Doug (2001)  
Director/Technology Infrastructure

BURGESS, Bonita L. (1989)  
Lieutenant/Associate Director/Public Safety  
B.A., Eureka College

BURNS, Troy (2009)  
Manager of Building and  
Grounds/Physical Plant

DONSBACH, David (2008)  
Controller/Business Office  
B.S., University of Illinois  
M.B.A., University of Illinois

FIGUEROA, Anthony (2012)  
Assistant Director/Athletics

FLESHNER, Amy R. (1998)  
Associate Director/Business Training  
and Community Education  
A.S., Parkland College  
B.S., Eastern Illinois University  
M.S., Eastern Illinois University

GARCIA, David (2013)  
Facilities Director/Athletics

GARRETT, Krystal (2013)  
Administrative Assistant/Vice  
President for Student Services

GREEN, Gordon D. (1994)  
Director/System Development  
B.S., Illinois State University

JACOBSON, Martha (2013)  
Employee Relations Coordinator/  
Human Resources  
A.A.S., Parkland College

KEMNA, Nancy (1996)  
Director/Child Development Center  
B.S., University of Illinois  
M.Ed., National-Louis University

LEWIS, Melanie (2002)  
Benefits Coordinator/Human Resources  
A.S., Parkland College  
B.S., University of Illinois

LYTEL, Pamela M. (1992)  
Associate Director/Financial Aid  
Certificate, Parkland College  
A.A.S., Parkland College  
B.A., Eastern Illinois University

MACEDO, Connie L. (1998)  
Manager/Bookstore  
A.A.S., Parkland College  
B.A., Eastern Illinois University  
M.S., Eastern Illinois University

MCNAUGHT, Rebecca (2015)  
Director of Portfolio and Project  
Management/Campus Technologies  
A.S., Carl Sandburg College  
B.S., University of Illinois  
M.B.A., University of Illinois

ROTZOLL, Jason (1999)  
Associate Director/Admissions and Records  
A.A., Parkland College  
B.S., Illinois State University  
M.Ed., University of Illinois

SANDERS, Nichalas (2015)  
Associate Director/Admissions and Records  
B.A., Eastern Illinois University  
M.S., Eastern Illinois University

TRIMBLE, Carrie (2009)  
Benefits and HRIS Specialist/  
Human Resources  
B.A., Western Illinois University  
M.B.A., Western Illinois University

UDEN, Kaitlyn (2017)  
HR Generalist, Human Resources  
B.S., Eastern Illinois University

VALENTINE, Hilary (1997)  
Manager, Creative Services/  
Marketing and Public Relations  
B.A., University of Illinois

WECKHORST, David (2007)  
Manager/Print and Mail Services  
A.A.S., Parkland College  
B.S., Eastern Illinois University  
Certificate, Parkland

WILLAMON, Nancy (1999)  
Assistant to the President/Board of Trustees

WILSON, Cynthia (2000)  
Administrative Assistant/Vice President  
for Institutional Advancement  
Certificate, Parkland College

WRAY, Patricia (2008)  
Clinical Simulation Coordinator/  
Health Professions  
A.A.S., Parkland College  
M.S., Walden University

ZEEDYK, Betty J. (1999)  
Benefits and Compensation Manager  
A.A., Parkland College  
B.S., University of Illinois  
Certified Financial Planner, C.F.P.®  
Certified Retirement Services  
Professional, C.R.S.P.

## Public Safety Staff/Police

*Date in parentheses indicates first year of full-time appointment at Parkland College.*

ACKERMAN, Zachary (2017)  
Police Officer

BERMINGHAM, Benjamin (2008)  
Police Officer  
B.A., Eastern Illinois University

BOLTINGHOUSE, Benjamin (2013)  
Police Sergeant  
B.A., University of Illinois

CORRAY, Angela D. (2001)  
Police Officer

DAMERON, David B. (2009)  
Police Officer  
B.A., University of Illinois

GRANITZ, Scott (2015)  
Police Officer

GRESHAM, Weston (2017)  
Police Officer

KOPMANN, Matthew (2008)  
Police Sergeant  
A.A.S., Parkland College

METZELAARS, Jason (2018)  
Police Officer

OSTERBUHR, Alex (2018)  
Police Officer

PING, Jared P. (2009)  
Police Sergeant  
Certificate, Parkland College  
A.A.S., Parkland College

SCHLORFF, Kyle (2017)  
Police Officer  
Certificate, Parkland College  
A.A.S., Parkland College

## Parkland College Foundation Board

Carol Scharlau, president  
Charlie Shapland, vice president  
J. Fred Giertz, treasurer  
Jill Arends  
James Ayers  
Anthony Cobb  
Catherine Emanuel  
Russ Hamilton  
Bonnie Kelley  
Stuart King  
Greg Knott  
Kelly Loschen  
Dan Marker  
Gail Rost  
Robert Cochran, ex officio  
Donald Dodds, Jr., ex officio  
Thomas Ramage, ex officio  
Ellen Schmidt, ex officio

## Parkland College Theatre Advisory Board

David Dillman  
Brian Morgan  
Cindy Reynolds  
Cindy Smith  
Julie Weishar

## Donna Hyland Giertz Gallery Board

Chris Berti, chair  
Sandy Hynds  
Jody Littleton  
Umeeta Sadarangani  
Denise Seif  
Peggy Shaw  
Joan Stolz  
Matthew Watt  
Julie Weishar  
Lisa Costello, ex officio

## William M. Staerkel Planetarium Advisory Board

Julie Angel  
Bryan Dunne  
Cindy Gumbel  
Erik Johnson  
James Kaler  
Jill Quisenberry  
Scott Siechen  
Travis Sola  
Whitney Stewart  
Dave Leake, ex officio  
Waylena McCully, ex officio  
Cindy Reynolds, ex officio  
Ellen Schmidt, ex officio

# Career Program Advisory Committees

## Accounting

---

Vanessa Bechtel  
Director  
Clifton Larson Allen LLP  
Champaign

Temetra Jones  
Billing Manager  
Health Alliance Medical  
Plans, Inc.  
Urbana

Jim Eisenmenger  
Partner  
Martin, Hood, Friese and  
Associates, LLC  
Champaign

Nick Elder  
System Director  
Education for Employment  
System 330  
Champaign

Amy Hoose  
Area Manager  
Trillium  
Danville

Patrick Patterson  
Controller and Senior Acct.  
VP, Office of Business  
and Financial Services  
University of Illinois  
Urbana

Dan Setters  
Enrolled Agent/ABA  
Accounting Plus Tax  
Solutions, Inc.  
Champaign

Lori Stewart  
Corporate Director  
Retail Accounting  
Supervalu  
Champaign

Lynette Strode  
Senior VP Dir. Financial  
Reporting  
First Busey Corp.  
Champaign

## Agriculture

---

Crystal Allen  
Homer

Steve Ayers  
University of Illinois Extension  
Champaign

Harry Brokish  
Station Manager  
Ag Reliant Genetics, LLC  
Ivesdale

Joe Cannon  
Illini FS  
Camargo

Terry Cummings  
Monticello

Marvin 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

Ernie Jacobson  
Service Manager  
Worden-Martin  
Champaign

Nick Elder  
Dir., Champaign/Ford Educ.  
for Employment System  
Regional Office of Education  
Rantoul

Phil Mohr  
Commercial Sales  
Advanced Auto Parts  
Champaign

Brian McDonald  
Owner  
Myler Automotive  
Champaign

Joe Reynhout  
Service Manager  
Sullivan-Parkhill  
Champaign

Carel Sons  
Service Manager  
Napleton's Toyota  
Urbana

Wayne Weber  
General Manager  
Worden-Martin, Inc.  
Champaign

## Automotive Collision Repair

---

Brian Perino  
Executive Director  
Collision Revision  
Champaign

Lee Blank  
Executive Director  
Collision Revision  
Champaign

Fred Lopez  
Sherwin-Williams

Scott Miller  
Owner  
Fifth Dimension Collision Repair  
Champaign

Keith Pillischafske  
Collision Manager  
Sullivan Parkhill  
Champaign

Steve Schmidt  
Research Administrator  
State Farm Insurance  
Bloomington

Tim Tatman  
Regional Manager  
Tatman's Collision Repair  
Champaign

## Automotive/Ford ASSET

---

Bob Coleman Roesch Ford Bensenville	Ryan Friis Ford Motor Company Downers Grove	Nolan Katterman Ford Motor Company Downers Grove	Derek Scroggins Ford City Champaign
Karl Crapse Rick Ridings Ford-Mercury Monticello	Rocky Griffin Dennison Ford Bloomington	Jim Kaufmann Mangold Ford Eureka	Mike Trifilio Ford Motor Company Downers Grove
Rick Elliott Ford Motor Company Downers Grove	Gary Horn Heller Ford El Paso	Charlie Lutz Homer	Brad Zara Owner Zara Collision Repair Springfield
	Tom Houzenga Finish Line Ford Lowell	Rick Ridings Rick Ridings Ford-Mercury Monticello	

## Business

---

Ann Flesor Beck Flesor's Candy Kitchen Tuscola	Amy Hoose Area Manager Trillium Champaign	Cornelius Meazyck Manager JC Penney Champaign	Susan Toalson Urbana Business Association Urbana
Marcy Buhrman Store Manager Chico's Champaign	Chris Kaler Executive Director Rantoul Area Chamber of Commerce Rantoul	Skip Pickering Interim Executive Director Provena Covenant Medical Center Foundation Champaign	Andrew Turner Business Teacher Monticello High School Monticello
Tonya Hackler-Baylor Vice President/Relationship Manager First Busey Corporation Urbana	Alicia Lowery Human Resource Manager University of Illinois Personnel Services Champaign	Don Rasmus Vice-President First National Bank Paxton	Laura Weis Executive Director Champaign County Chamber of Commerce Champaign

## Business Administrative Technology

---

Kaylee Barr Distribution Coordinator Bell Sports Rantoul	Chris Carr Senior Manager of Employment Services Staff Human Resources University of Illinois Urbana	Jacquelyn Flowers Manager of Employment Services Staff Human Resources University of Illinois Urbana	Alicia Lowery Deputy Director of Employment Services Staff Human Resources University of Illinois Urbana
Jeanne Bohlen HR Manager Human Kinetics Champaign	Donna Clark Office Coordinator Urbana Adult Education Urbana	Susan Freed Carle HIM Operations Manager Carle Foundation Hospital Urbana	Amanda Pruitt Executive Assistant Carle Foundation Hospital Urbana
Lisa D. Carlson Patient Experience/Patient Satisfaction Liaison Carle Foundation Hospital Urbana	Nick Elder Systems Director Education for Employment System #330 Early College and Career Academy Champaign/Douglas/ Ford/Piatt Counties	Cindy Giertz IT Manager CITES University of Illinois Urbana	Erin Wahls First Impression Person U of I Community Credit Union Champaign
		Kenneth Kleber Executive Director of Human Resources Unit 4 School District Champaign	

## Child Development

---

Jackie Buckingham  
Early Head Start  
Champaign

LouAnne Burton  
Counselor  
Child Care Resource Serv.  
Urbana

Nancy Kemna  
Director  
Parkland Child  
Development Center  
Champaign

Kathy Littleton  
Center Director  
Happi House  
Urbana

Brent McBride  
Director, Faculty  
U of I, Child Development Lab  
Urbana

Kelly Russell  
Coordinator  
Head Start  
Champaign

Melanie Stimeling  
Millikin University  
Decatur

Karen Tarter  
Alumna  
First United Methodist  
Child Care Center  
Champaign

Marsha Townsend  
Licensing  
D.C.F.S.  
Savoy

Stephanie Smith  
Faculty  
U of I, College of Education  
Urbana

Rita Ryan  
Teacher  
Mahomet High School  
Mahomet

Jeanne Williams  
Teacher  
Urbana High School  
Urbana

## Child Development Center

---

Tara Bailey  
Assistant Director  
Child Development Center  
Parkland College  
Champaign

LouAnn Burton  
Child Care Resource Service  
Urbana

Nancy Gaumer  
Prog. Dir., Child Development  
Parkland College  
Champaign

Chris Gudauskas  
Parent of former student  
Assistant Teacher  
Child Development Center  
Parkland College  
Champaign

Michael Hogue  
Child Development Specialist  
Head Start  
Champaign

Nancy Kemna  
Director  
Child Development Center  
Parkland College  
Champaign

Amy Myers  
Faculty  
Parkland College  
Champaign

Kelly Russell  
Child Development  
Services Manager  
Head Start  
Champaign

## Communication

---

Chris Brown  
Proprietor  
Chris Brown Photography  
Champaign

Mark Landman  
Producer/Director  
PM Productions  
Champaign

Mark Leonard  
General Manager  
WILL  
Urbana

Corey Berkemann  
General Manager  
CU Radio Group  
Champaign

Mark Spaulding  
Chief Engineer  
Illini Radio Group  
Champaign

Mike Haile  
General Manager  
WDWS/WHMS  
Vice President  
The News Gazette, Inc.  
Champaign

Dave Schultz  
Marketing Director  
Horizon Hobby  
Champaign

John Dixon  
Staff Photographer  
The News Gazette, Inc.  
Champaign

## Computer Network Administration and Support

---

Doug Brooks  
Assoc. Dir., Network Services  
Parkland College  
Champaign

Agnel D'Silva  
Owner  
Integrated Networking  
Mahomet

James Hogan  
Systems Engineer  
Cisco Systems, Inc.  
Bloomington

Dan Morrison  
Owner  
Simplified Computers  
Champaign

Scott Quinlan  
Information Systems Manager  
Frasca  
Champaign

Allan Tuchman  
Principal Research Programmer  
UIUC-CITES  
Urbana

Brett Williby  
System Administrator  
Farm Credit Services  
Champaign

Tymothé Willis  
Owner  
Willis Computer Services  
Champaign

## Construction 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

Craig Shonkwiler  
Civil Engineer  
City of Urbana

Bruce Bolliger  
Co-owner  
Commercial Builders, Inc.  
Champaign

Nick Walder  
Vice President  
Petry Kuhne Company

Gregory Walburg  
Associate Professor,  
Construction Management  
Parkland College  
Champaign

Doug White  
Engineer  
Gleason, Hagen, Ramshaw  
and Associates  
Champaign

## Criminal Justice

---

Jim Clark  
Champaign Police Dept.  
Champaign

Joe Gordon  
Dir., Court Services  
Champaign Co. Courthouse  
Urbana

Kirk Rogers  
Illinois State Police  
Pesotum

Dan Walsh  
Sheriff, Champaign County  
Urbana

## Data Systems and Development

---

Brandon Bowersox-Johnson  
CTO  
Pixo

Jackie Kern  
Director of IT Shared Services  
UIUC

Patrick Barranis  
Sr. Project Manager/Developer  
Codagami

Omar Elbad  
Developer  
NCSA

Wes Cravens  
Director of Technology  
Pixo

Chadwick Becker  
Lead Software Engineer  
Applied Research Associates

Patty Altstetter  
Sr. Technical Relationship  
Manager  
US Cellular/AMDocs

## Dental Hygiene

---

Lori Camacho  
Dental Hygienist  
Thomasboro

Barry Howell  
Dentist  
Urbana

Crystal Koslosky  
Dental Hygienist  
Monticello

Beth Puzey  
Dental Hygienist  
Sidell

Cindy Ruzic-Anderson  
Dental Hygienist  
Champaign

Kim Pankau  
Department Chair,  
Health Professions  
Parkland College  
Champaign

Current Student  
Representative  
TBA  
Dental Hygiene Program

Brooke Wacker  
Dental Hygienist  
Savoy

Martha Yallaly  
Dentist  
Champaign

## Diesel Power Equipment Technology

---

Rich Anstrom  
Birkey's Farm Store  
Gibson City

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

Jim Mansfield  
Department Chair, Agriculture/  
Engineering Science  
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

## Digital Media

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A.J. Christensen  
Visualization Programmer  
NCSA  
University of Illinois  
Urbana

Jeff Griffin  
Technical Artist  
Parari Group

Gerry Guthrie  
Professor  
University of Illinois  
Champaign

Alex Jerez  
Technical Artist  
Volition, Inc.  
Champaign

Marc Kirkland  
Senior Environmental Artist  
Volition Inc.  
Champaign

Geoff Leu  
Graphics Engineer Manager  
Frasca International, Inc.  
Urbana

Mark Van Moer  
Senior Visualization  
Programmer  
NCSA  
Champaign

## Electronic Control Systems Technology

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Karen Crewell  
HR Manager  
Frasca International Inc.  
Urbana

Lyle Hawkey  
Engineer  
Somat Corp.  
Urbana

Bryan Holderfield  
Beckman Center  
University of Illinois  
Urbana

Frank Johnston  
Electrical Inspector  
City of Champaign

John Leap  
Professor, Electronic  
Control Systems  
Parkland College  
Champaign

James Mansfield  
Dept. Chair, Agriculture/  
Engineering Science  
and Technologies  
Parkland College  
Champaign

Jason Reitz  
Frasca International Inc.  
Urbana

Matt Stinson  
Engineer  
Plastipak Packaging  
Champaign

## Emergency Medical Service

---

Crystal Alexander  
Kirby Ambulance  
Monticello

Jerry Beckley  
Medix Ambulance  
Danville

Mary Butzow  
EMS Educator  
Presence Regional EMS  
Urbana

Tim Compton  
Pro Ambulance Service  
Champaign

Wade Hales  
Program Director  
Parkland College  
Champaign

Joe Higgins  
Gibson Area Ambulance  
Gibson City

Jennifer Humer  
Carle Regional EMS  
Champaign

Bob Janson  
Parkland College  
Champaign

Dr. Lawrence Miller  
Presence Regional EMS  
Urbana

Kim Pankau  
Department Chair,  
Health Professions  
Parkland College  
Champaign

Shelley Peelman  
Presence Regional EMS  
Urbana

Paul Pritts  
Provena Critical Care Unit  
Urbana

Carolyn Ragsdale  
Dean, Health Professions  
Parkland College  
Champaign

Eric Shaughnessy  
Edgar County Special  
Service Ambulance  
Paris

John Sollars  
EMS Coordinator-Educator  
Carle Regional EMS  
Champaign

Steve Sparrow  
Medix Ambulance  
Danville

Justin Stalter  
EMS Educator  
Carle Regional EMS  
Champaign

Earl Stevens  
Community survivor

Current Student  
Representative  
TBA  
Paramedic Program

Jared Vickers  
Carle Regional EMS  
Champaign

Irene Wadhams  
Illinois Department of  
Public Health  
Champaign

Dr. Brad Weir  
Carle Regional EMS  
Champaign

## Fire Service Technology

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Michael Dille  
Urbana Fire Department  
(retired)  
Punta Gorda, FL

David Ferber  
Chief  
Champaign Fire Department  
Champaign

Lloyd Galey  
Chief  
Cornbelt Fire Protection District  
Mahomet

Brian Nightlinger  
Chief  
Urbana Fire Department  
Urbana



## Graphic Design/Interactive Design

---

John Bonadies  
Principal and Creative Director  
Bonadies Creative  
Champaign

Teresa Ellis  
Senior Design Director  
Surface 51  
Champaign

Gina Manola  
Owner  
Calico Kids  
Urbana

Matt Wiley  
Design Specialist  
University of Illinois  
Urbana

Vanessa Burgett  
Creative Director  
Krannert Center for the  
Performing Arts  
Urbana

Chad McKenzie  
Creative Director and Partner  
McKenzie Wagner, Inc.  
Champaign

Dave Schultz  
Former Senior Creative Director  
Horizon Hobby  
Champaign

Thom Whitaker  
Marketing Graphic  
Design Manager  
Human Kinetics  
Champaign

Tyler Edwards  
Graphic Designer  
Pixo  
Urbana

Heidi Kellner  
Web Designer  
Wolfram Research  
Champaign

Robb Springfield  
Creative Director  
Flex-N-Gate  
Urbana

## Heating, Ventilation, and Air Conditioning

---

Neal Asklund  
Owner  
A&R Mechanical  
Champaign

Jim Connell  
Customer Assurance Manager  
The Habegger Corporation  
Monmouth

Ed Hovel  
Owner  
Hovel Heating & Cooling, Inc.  
Thomasboro

Flynn McCormick  
McCormick Service  
Urbana

Evan Barnhart  
Business Manager  
Plumbers and Pipefitters  
Local Union 149  
Champaign

Pat Hohulin  
Owner  
Hohulin Construction and HVAC  
Gibson City

Jim Mansfield  
Department Chair, Agriculture/  
Engineering Science  
and Technologies  
Parkland College  
Champaign

Bill McWilliams  
Owner  
McWilliams Mechanical  
Services, Inc.  
Champaign

Chris Smith  
Skilled Trades Worker  
Champaign County  
Physical Plant  
Champaign

## Hospitality Industry: Restaurant/Hotel/Motel Management

---

Sean G. Baird  
Owner  
Cracked Food Truck  
Urbana

Beckie Kane  
Big Grove Tavern  
Marketing and Event  
Coordinator  
Champaign

William Myers  
Owner  
Franchise Mgt. Systems  
Champaign

Randy Tucker  
Director of Operations  
Franchise Mgt. Systems  
Champaign

Ginger Bernard  
Owner  
Party in a Pinch Catering  
Farmer City

Stephen Kovachevich  
President  
Michael's Catering  
Champaign

Brad Pierson  
Instructor  
Parkland College  
Champaign

William Wagner  
Instructor and former student  
Rantoul

Cindy Hast  
County Market  
NFI Recruiting Specialist  
Champaign

Scott Miller  
Owner/Operator  
McDonald's  
MAS Restaurant, Inc.  
Urbana

Julie Sizemore  
Director of Sales  
Hyatt Place  
Champaign

Rebecca Walters  
Residence Inn  
Director of Sales  
Champaign

## Industrial Technology

---

James Ayers  
President  
Central IL Manufacturing Co.  
Bement

Rusty Ernst  
Plant Manager  
Conair Corp.  
Rantoul

Steve Hood  
Manager of Production  
Frasca International  
Urbana

Teresa Kelnhofer  
Safety Director  
Central IL Manufacturing Co.  
Bement

Tom Cech  
Recruiter  
Plastipak Packaging  
Champaign

Gary Hinton  
Human Resource Manager  
Guardian West  
Urbana

John Ireland  
Human Resource Manager  
Plastipak Packaging  
Urbana

Bill Thacker  
Maintenance Supervisor  
Kraft Foods  
Champaign

Ed Cler  
President  
Paul's Machine & Welding  
Villa Grove

## Land Surveying

---

Jonathan Cross  
Professional Land Surveyor  
Piggush Engineering  
Bourbonnais

Jennifer Fridgen  
Agriculture Instructor  
Parkland College  
Champaign

Wes Meyers  
Professional Land Surveyor  
Farnsworth Group  
Champaign

Kyle Schultze  
Professional Land Surveyor  
RW Lamb & Associates  
Mt Zion

Dennis Cummins  
Professional Land Surveyor  
Farnsworth Group  
Champaign

Todd Horton  
Prog. Dir., Construction  
Management  
Parkland College  
Champaign

Beth Reinke  
Land Surveyor in Training  
City of Urbana

## Landscape/Horticulture

---

Cale Beccue  
Urbana Park District  
Urbana

Randy Hauser  
Champaign Park District  
Champaign

John Karduck  
City of Champaign  
Champaign

Jim Minott  
Floral Manager  
Blossom Basket  
Champaign

Paula Blakely  
Illini FS  
Urbana

Chris Kaler  
Executive Director  
Rantoul Chamber of Commerce  
Rantoul

Joel Kouski  
Kouski Landscapes  
Champaign

Jim Schmidt  
University of Illinois  
Urbana

Mary Ann Metz  
Prairie Gardens  
Champaign

Carol Kamradt  
Alumna  
Champaign

Kent Miles  
Illinois Willows  
Seymour

## Massage Therapy

---

Theresa Bosch  
Nurse  
Champaign

Tamala Everett  
Program Director,  
Massage Therapy  
Parkland College

Doug Nelson  
Owner, Bodyworks Associates  
President and Founder of  
Precision NMT Seminars  
Champaign

Pamela-Alyse Shelley  
Owner, AMSPA Massage  
Champaign

Michelle Boynton  
Massage Therapist  
Champaign

Kay Hart  
Massage Therapist  
Mahomet

Marilyn Ryan  
Counselor  
Parkland College  
Champaign

Mary Walters  
Co-Owner, Green Yoga Spa  
Urbana

Lisa Dalbey  
Massage Therapist  
Champaign

Cheryl Louviere  
Owner, Sante' Massage Therapy  
Champaign

Belinda Schneider  
Massage Therapist  
Mahomet

Marva Wright  
Marvalous Massage  
Champaign

Sue, Lindy and Kyle  
Edmonds  
Owners, Massage  
Envy Spa Savoy  
Savoy

John Mansinni  
Massage Therapist  
Green Yoga Spa, Urbana

## Medical Assisting

---

Julie Aubert, RN  
Kirby Medical Group  
Monticello

Barb Dalenberg, RN  
Frances Nelson Health Center  
Champaign

Wade Hales, BSEd., EMT-P  
Parkland College  
Champaign

Melissa Quigg, MSN, RN  
Carle  
Champaign

Julie Bowen, RN  
Gibson Area Hospital  
Gibson City

Sandy Fitzgerald  
Christie Clinic  
Champaign

Shelby May, RN, MA  
Parkland College  
Champaign

Jean Smith, RN  
Christie Clinic  
Champaign

Robin Hayden, CMA  
Carle  
Urbana

Rita Myles, RN, MSN  
Instructor, Health Professions  
Parkland College  
Champaign

## Nursing Assistant — CNA

---

Tom Badgely, RN  
Illini Heritage Nursing  
and Rehab  
Champaign

Julie Bowen, RN  
Gibson Area Hospital  
Gibson City

Kym Halberstadt, RN  
Swann Special Care Center  
Champaign

Michele Heil  
Clark-Lindsey Village  
Urbana

Karen Noffke  
Champaign County  
Nursing Home  
Urbana

Shelby May, RN, MA  
Parkland College  
Champaign

Rita Myles RN, MSN  
Parkland College  
Champaign

Stephanie Raney, RN  
Illini Heritage Nursing  
and Rehab  
Champaign

Debbie Robbins, RN  
Gibson Area Hospital  
Gibson City

## 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

Diane Cousert, DNP, MS, RN  
Assistant Dean for Nursing  
and Health Professions  
Operations  
Health Professions  
Parkland College  
Champaign

Amy Halberstadt, BSN,  
NE-BC  
Senior Patient Care Manager  
General Surgery and  
Urology Services  
Carle Physician Group  
Urbana

Joanne Heck, MSN, RN  
Associate Professor of  
Practical Nursing  
Parkland College  
Champaign

Kathy Lewis, MSN, RN  
Simulation Coordinator  
Parkland College  
Champaign

Lisa Malinowski, BSN, RN,  
NE-BC  
Nurse Manager  
Carle Hospital  
Urbana

Danielle Molina, MSN, RN  
Director of Nursing  
Presence Health  
Champaign

Jim Roberts, MSN, RN  
Associate Professor of Nursing  
Nursing Coordinator  
Parkland College  
Champaign

Carolyn Ragsdale  
Dean, Health Professions  
Parkland College  
Champaign

Kimberly Pankau, RDH, MA  
Department Chair,  
Health Professions  
Parkland College  
Champaign

Korey Swan, RN  
Staff RN

Jennifer Wilken, RN  
Director of Home Care  
Carle Home Care  
Urbana

Amy Workman, RN  
Staff RN  
Carle Hospital  
Urbana

Student Nurses Association  
Representative  
TBA

## Occupational Therapy Assistant

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Brenda Adolph, COTA/L  
Carle Therapy Services  
Urbana

Rebecca Bahnke, MHS,  
OTR/L  
Professor Emeritus  
Parkland College  
Champaign

Susan Bane, OTR/L  
Private Practice  
Sidney

Amy Barber, AAS, COTA/L  
Team Leader, Clinical Instructor  
Decatur Memorial Hospital

Laura Bennett  
Director  
Developmental Services Center  
Champaign

Sandra Durham, MS, OTR/L  
Eastern Illinois Special Ed.  
Charleston

Beth Frerichs, OTR/L  
Gibson Area Hospital  
Gibson City

Dawn Henry, MBA CCC SLP/L  
Director Patient  
Support Services  
Carle Foundation Hospital  
Urbana

Sarah Gosnell, COTA/L  
Rehab Clinical Leader  
Champaign-Urbana Nursing  
and Rehab/RehabCare  
Savoy

Kelli Martin, COTA/L  
Training Coordinator  
Developmental Services  
Champaign

Tasha Mauzy, MS, OTR/L  
Sarah Bush Lincoln  
Health Center  
Mattoon

Kathy Rhoads, MSW, LCSW  
Director  
Circle of Friends Adult  
Day Center  
Champaign

Michelle Roberts, MHS,  
OT/L, CHT  
Parkland College  
Champaign

Carol Sabaj, COTA/L  
Danville Public Schools  
Danville

Holly Sandholm, OTR/L  
Clinical Coordinator  
Presence Covenant  
Medical Center  
Urbana

Rachel Spaide, MS, OTR/L,  
CLT-LANA, CBIS  
Director of Rehab,  
Sports Medicine, and  
Wound Services  
Saint Mary's Hospital  
Decatur

Nancy Yeagle, OTR/L  
District OT  
Rural Champaign Co. Special Ed.  
Rantoul

Stacie Young, MHS, OTR/L  
Carle Home Health  
Champaign

## Personal Fitness Trainer

---

Garrett Arndt  
Manager  
Mettler Athletic Center  
Champaign

Justin Barnhart  
Dir., Personal Training  
Mass Transit District  
Champaign

Lindy Brown  
Director  
Transform Fitness  
Champaign

Melinda Dragunek  
Personal Trainer  
Transform Fitness  
Champaign

Jason Heinhold  
Dir., Performance Enhancement  
Carle Foundation Hospital  
Urbana

## Precision Agriculture Technology

---

Jeff Brown  
United Prairie  
Tolono

Brandon Everett  
GROWMARK, Inc.  
Northern Illinois

Sean Nettleton  
Beck's Hybrids  
Central Illinois

Emily Swartz  
Helena Chemical Company  
Illinois, Indiana, Kentucky

Troy Endress  
Precision Planting  
Southern Illinois

Brian Henze  
GROWMARK Inc.  
Southern Illinois

Cyndi Punke  
CNH Industrial  
Illinois

Mike Wilson  
SST Software  
Champaign

## Radiologic Technology

---

Ashley Beamer  
Radiologic Technologist  
Christie Clinic  
Champaign

Tracey Gebhardt  
Radiologic Technologist  
Presence Covenant  
Medical Center  
Urbana

Whitney Meyers  
Radiologic Technologist  
Christie Clinic  
Champaign

Andy Swartzentruber  
Radiologic Technologist  
Gibson Area Hospital  
Gibson City

Kenna Bloemker  
Radiologic Technologist  
Christie Clinic  
Champaign

Rosemarie Jamison  
Radiologic Technologist  
Presence Covenant  
Medical Center  
Urbana

Shannon Neighbors  
Radiologic Technologist  
Kirby Medical Center  
Monticello

Brooke Wilsey  
Radiologic Technologist  
Christie Clinic  
Champaign

Tammy Cox  
Clinical Coordinator  
Parkland College

Heather Martinsen  
Radiologic Technologist  
Carle  
Urbana

Dr. Kendall Newsome  
Radiologist  
Carle Foundation Hospital  
Urbana

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Sarah Bush Lincoln  
Health Center  
Mattoon

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Radiologic Technologist  
Gibson City Area Hospital  
Gibson City

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Radiologic Technologist  
Carle Foundation Hospital  
Urbana

Jaime Richards  
Radiologic Technologist  
Kirby Hospital  
Monticello

Joyce Flowers  
Radiologic Technologist  
Sarah Bush Lincoln  
Health Center  
Mattoon

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Carle  
Champaign

## Respiratory Care

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Sujay Bangarulingam, MD  
Carle Physicians Group  
Urbana

Angie Fielder  
Presence United Samaritan's  
Medical Center  
Urbana

Deidre Guy  
OSF St. Francis  
Peoria

Shandra Jamison  
Carle Hospital  
Urbana

Lexi Caraway  
Sarah Bush Lincoln  
Health System  
Mattoon

Brenda Galloway  
St. Mary's Hospital  
Decatur

Andy Habing  
St. Anthony's Hospital  
Effingham

Peggy Kaeb  
Carle Foundation Hospital  
Urbana

Jennifer Compton  
Community member

Judy Goff  
Presence United Samaritan's  
Medical Center  
Danville

Sarah Higar  
Decatur Memorial Hospital  
Decatur

Carl Ouderstadt  
Community member

Terrie Decker  
Dr. John Warner Hospital  
Clinton

Chad Goveia  
Advocate Bromenn  
Medical Center  
Normal

Gina Hoots  
Decatur Memorial Hospital  
Decatur

Sharri Taylor  
St. Joseph Medical Center  
Bloomington

Jody Deters  
Sarah Bush Lincoln  
Health System  
Mattoon

Kume Idedevbo  
Presence Covenant  
Medical Center  
Urbana

Lynn Wells  
Gibson Area Hospital  
Gibson City

## Surgical Technology

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Tove Adams, CST  
Hoopeston Hospital  
Hoopeston

Trayce Bartley, RN  
Advocate Bromenn  
Normal

Jane Brummer, RN  
St Anthony's Medical Center  
Effingham

Marc Changnon  
Public member  
District Coordinator for  
Career Programs and  
Community Partnerships  
Champaign Unit 4  
School District  
Champaign

Emily Gregg, CST  
Carle Foundation Hospital  
Urbana

Tracey Griffet, CST  
Presence Covenant  
Medical Center  
Urbana

Holly Hankins, CST  
St Anthony's Medical Center  
Effingham

Dr. James Harms  
Carle Foundation Hospital  
Urbana

Mary Ann Hellwig, RN  
Carle Foundation Hospital  
Urbana

Dr. Douglas Jones  
Christie Clinic  
Champaign

Dr. Scott Kline  
Retired Orthopedic Surgeon  
Carle Foundation Hospital  
Urbana

Coleen LeCrone, CST  
Kirby Hospital  
Monticello

Lindsey Lewis, CST  
Gibson Area Hospital  
Gibson City

Elizabeth Nier, CST  
Practicing CST  
Presence United Samaritans  
Medical Center  
Danville

Graduate of Program  
Representative  
TBA  
Surgical Technology Program

Molly Ploessl  
Practicing CST  
Carle Foundation Hospital  
Urbana

Kacie Richey, RN  
Sarah Bush Lincoln  
Health Center  
Mattoon

Cheryl Rotramel, RN  
Presence United Samaritans  
Medical Center  
Danville

Carolyn Ragsdale  
Dean, Health Professions  
Parkland College  
Champaign

Heather Shroyer, RN  
Gibson Area Hospital  
Gibson City

Current Student  
Representative  
TBA  
Surgical Technology Program

Barbara Vogelsang, RN  
Presence Covenant  
Medical Center  
Urbana

## Theatre: Entertainment Technology

---

Gary Ambler  
Member, Board of Directors  
The Celebration Company  
Urbana

Kay Bohannon Holley  
Lecturer, University of Illinois  
Member, Board of Directors  
The Celebration Company  
Urbana

Thomas V. Korder  
Production Director (Retired)  
Department of Theatre  
University of Illinois  
Urbana

Brian Morgan  
Theatre Facilities Director  
Parkland College  
Champaign

Harrison Austin  
Technical Director/  
Production Manager  
Little Theatre on the Square  
Sullivan

## Veterinary Technology

---

Larry Baker, DVM, FAVD,  
Diplomat AVDC  
Northgate Pet Clinic  
Decatur

Elizabeth Clyde, DVM  
IVSMA Representative  
Clyde's Animal Clinic  
Mattoon

Alyssa Duncan, CVT  
Veterinary Teaching Hospital  
University of Illinois  
Urbana

Alinda Higgins, CVT  
Practice Manager  
East Lake Hospital for Animals  
Danville

Tricia Rinaldo, CVT, LATG  
AbbVie  
North Chicago

Adam Stern, DVM  
University of Illinois  
Urbana

Katalina Stuckey, CVT  
Greenhaven Animal Clinic  
San Jose

Kimberly Weber, DVM  
Area Sales Manager  
Zoetis Animal Health Anchor

G. Robert Weedon, DVM,  
MPH  
Champaign County  
Humane Society  
Urbana

James Wentworth  
Public Member  
Urbana



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# parkland college profile

## College

Two-year, public community college, located in East Central Illinois. Founded in 1966, the college is situated on 255 acres.

## Degrees Conferred

Associate in Arts; Associate in Science; Associate in Engineering Science; Associate in Fine Arts; Associate in Applied Science; Associate in General Studies; Certificate; and certain advanced degree programs are available through university partnerships.

## Location

Champaign, Illinois. Champaign County population, 203,000, including students of the nearby University of Illinois. Conveniently located near Chicago, St. Louis, and Indianapolis, the college is accessible via Amtrak; Willard Airport; and Interstates 57, 72, and 74.

## Students

Annual enrollment of approximately 12,686 credit students, including minority (32.9 percent) and international (6 percent) students.

## Faculty

156 full-time tenured and tenure-track faculty and approximately 260 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. All facilities are accessible.

## Library

Parkland College Library contains over 110,000 volumes, 150,000 electronic books, a wide variety of periodicals, and subscribes to numerous electronic online resources which are available 24/7.