

# VALENCIA COLLEGE

## SIGNIFICANT CHANGES BETWEEN 2012-13 and 2013-14 CATALOGS

The catalog is “live” at <http://catalog.valenciacollege.edu>. Once we have the chance to make edits based on your feedback and final Board approval, we will post the link to the regular catalog page at <http://valenciacollege.edu/catalog>. You can then click into the current catalog as you do now. This will allow us to keep PDFs of the past catalogs on one landing page.

We want your feedback! Please call or e-mail suggestions or corrections (x6883 or [crobinson@valenciacollege.edu](mailto:crobinson@valenciacollege.edu)). There is a disclaimer that this catalog is pending District Board of Trustees approval (expected May 2013). This will give us time to incorporate your suggestions to the extent feasible. ☺

Though the catalog is exclusively online, we are maintain our principle of only adding new programs and courses, as well as making any corrections or changes required by regulatory bodies, during the catalog year.

There will be no print catalogs for students. Print catalogs options for staff are still being explored for formatting (it is a 600 page PDF).

### 1. THROUGHOUT CATALOG

- Changed Academic Calendar to Important Dates and Deadlines Calendar

### 2. INSIDE COVER

- Now the landing page for the catalog
- EAE0 policy updated to reflect include genetic information

### 3. GENERAL INFORMATION/INTRODUCTION

- Revised statutory purpose to include bachelor’s degrees

### 4. ADMISSIONS, RECORDS, AND REGISTRATION

- Added admissions note for transfer students that high school transcripts are required for financial aid purposes if the student has not earned at least an associate’s degree. There will be no grandfathering for this new requirement so we will need HS or GED transcripts for all financial aid recipients who transferred in with less than an associate’s degree
- Deleted Certificate of Completion (CPT eligible) as a financial aid eligibility requirement as the “Ability to Benefit (ATB)” category has been removed from federal and state language
- FYI – verified with Florida College System/DOE officials that Certificate of Completion (CPT eligible) is still the correct title for W8A high school exit code with CPT eligible reflecting college placement test and not Accuplacer CPT which was replaced by PERT
- Updated Dual Enrollment section with:
  - Application dates. DE will now only accept students for Fall and Spring terms. There will be no Summer DE admits
  - Note that students must have junior or senior class standing in their first term of enrollment unless they are a part of a special program (for example, the Collegiate Academy at Lake Nona)
- Added Central Florida Fire Institute to the Special Admission Requirements section
- Revised Registration entry to note students will need to update emergency contact information and mailing address prior to registering each term

### 5. FINANCIAL INFORMATION AND FEES

- Added application fee for Central Florida Fire Institute
- Revised Full Cost of Instruction Entry to specify how the total fee is calculated (FL resident tuition plus surcharge to equal non-FL resident rate)
- Added Estimated Expenses for Central Florida Fire Institute
- Revised other Estimated Expenses as indicated by Deans
- Removed Valencia Debit Card replacement fee for inactive cards as new Higher One contract removes this fee
- Revised Refund of Fees section to add statement that it is the student's responsibility to ensure all classes are dropped by the Drop/Refund Deadline as listed in the Important Dates and Deadlines calendar and to refer students to valenciadebitcard.com to view the "Get Started" video to set up their refund preference

## **6. FINANCIAL AID**

- Added the requirement for transfer students to provide proof of high school completion if they have completed less than an associate's degree. This is in addition to the need for all post-secondary transcripts
- Revised priority deadlines
- Revised Verification entry to note students will need to provide additional documentation for review and students will be notified via Atlas e-mail or letter which documents will be needed
- Removed Medical Information Coder/Biller as an eligible certificate as the program was deleted for 2013-14
- Revised final SAP appeal deadlines to coincide with the Friday on the TWK part of term
- Revised Federal Pell Grant award information
- Revised FSEOG to remove information related to prorated disbursement for less than full time enrollment
- FSAG and Bright Futures entries still have 2012-13 numbers as we are waiting for final 2013-14 award information
- Federal Direct Loan Programs entry was updated to remove note that Valencia reserves the right to refuse to certify additional loans if a student has defaulted on a prior loan until the loan is paid in full
- Revised Veterans entry to:
  - clarify the 1<sup>st</sup> monthly payment will arrive no sooner than the 1<sup>st</sup> of the month after the term starts
  - note the payment will be made in accordance with the student's preference as noted on their application (direct deposit or mailed check)
  - state the student can appeal the academic standards requirement in Valencia's Veteran's Affairs Office
- Note: new programs were added to the college (Fire Science and Computer Networking Technology) but they have to be in existence for a year with a persistence rate of 70% and a graduation rate of 70% before they can be eligible for federal financial aid

## **7. STUDENT AND CAMPUS SERVICES**

- Back cover is now the landing page for this section
- Revised Emergencies entry to note students will need to update emergency contact information and mailing address prior to registering each term
- Revised Library section with updated holdings/collection information
- Revised Mail entry to note students will need to update emergency contact information and mailing address prior to registering each term

## **8. ENTRY TESTING AND PLACEMENT, COLLEGE-PREPARATORY COURSES, AND MANDATORY COURSES**

- Added Assessment locations
- Revised eligibility for PERT retest to:
  - Remove language that course work and test scores must be more than two years old before you can retest.
  - Clarify that if test scores are expired, and students have not begun the developmental coursework in the subject area they can retest
  - If students have expired scores but have completed developmental coursework they are not eligible for retest
- Revised Developmental Courses chart to include Statway Pathway
- Revised placement information to add Compass ESL Test – which will be replacing LOEP and Essay. An average of the Compass ESL Reading and Writing sections will result in placement. Students will also take Listening test and data will be collected for consideration for use in placement
- EAP 1600 was deleted as an offering. It is no longer an option students can choose

## **9. DISTANCE LEARNING WITH VALENCIA ONLINE**

- Added e-mail address for [advising@valenciacollege.edu](mailto:advising@valenciacollege.edu) to promote the service

## **10. ALTERNATIVE WAYS TO EARN CREDIT**

- No significant changes

## **11. TRANSFER PLANS**

- Deleted Early Childhood Education as it is no longer offered at a state institution
- Deleted Health Information Management
- Added Biomedical Sciences to transfer to UCF (Osceola Campus initiative)

## **12. EDUCATIONAL ENHANCEMENT OPPORTUNITIES**

- Revised Bridges to Success entry with more holistic language
- Updated Dual Enrollment section with:
  - Application dates. DE will now only accept students for Fall and Spring terms. There will be no Summer DE admits
  - Note that students must have junior or senior class standing in their first term of enrollment unless they are a part of a special program (for example, the Collegiate Academy at Lake Nona)
- Revised Intensive English Program entry with updated information on programming

## **13. TEACHER PREPARATION AND RECERTIFICATION**

- No changes

## **14. ACADEMIC POLICIES AND PROCEDURES**

- Revised Academic Honors entry to note President's List and Deans' List recognition will be noted on the transcript for each term earned
- Revised Governing Catalog entry to:
  - Note continuous enrollment is defined as enrollment in two of the three terms during the year (Fall, Spring, Summer)
  - If students apply to a limited access program and the admissions requirements have changed, students will qualify for a transition plan to the new criteria as long as they were continuously enrolled

- A student's governing catalog will be updated to the current catalog year in the first term of the student's enrollment in a limited access program
- Revised Academic Suspension entry to refer students to the Suspension Readmission packet in Atlas and to note students must comply with all terms of their readmission agreement or they will be denied future registration

## **15. HONORS AND INTERDISCIPLINARY STUDIES PROGRAMS**

- Added Jeffersonian Track to Seneff Honors College (Winter Park Campus – Global Citizen theme)
- Limited Seneff Honors College permission to AA students

## **16. DEGREES**

- No significant changes

## **17. ASSOCIATE IN ARTS (AA) DEGREE**

- Added SPC 1017H to Gen Ed
- Added PHY 2049C to Gen Ed
- Added ARA 1120 and ARA 1121 to Foreign Language Proficiency options
- Added EGS 2332 as an elective course for Articulated Pre-Major in Engineering at UCF
- Clarified course substitution in math for Articulated Pre-Major in Information Technology (USF)
- Added Articulated Pre-Major in Art/Studio/Fine Art to B.F.A in Fine Arts at Ringling College of Art and Design
- Changed program outcomes in Pre-Major in Theatre
- Removed PHY 2049 from Articulated Pre-Major in Electrical and Computer Engineering Technology (Valencia)

## **18. ASSOCIATE IN SCIENCE (A.S.) DEGREES**

### **CERTIFICATE PROGRAMS**

### **APPLIED TECHNOLOGY DIPLOMA**

- Added Homeland Security Specialist Technical Certificate under Criminal Justice Technology A.S. Degree
- Removed Polysomnography Technology ATC from catalog until B.S. in Cardiopulmonary degree is approved
- Moved BSC2094C into prerequisites for Radiography, and added CGS 2100 as an “either/or” option to CGS 1060
- Changed program outcomes for Radiography
- Mandated course changes in Criminal Justice Institute, Correctional Officer, Career Certificate
- Mandated course changes in Criminal Justice Institute, Crossover: Corrections to law Enforcement
- Deleted Business Management, Marketing, and Administration A.S. degree
- Deleted Hospitality and Tourism Management A.A.S degree (we no longer offer A.A.S degrees)
- Deleted Medical Coder/Biller Administration A.S. degree
- Added specializations in Finance, Human Resources Management, International Business, Management, Marketing, Property and Casualty Insurance Management, Real Estate Management, Small Business Management, and Articulated A.S. to B.S./B.A Career Path to Business Administration A.S. degree
- Reduced the number of hours in Business Administration A.S. degree to 60

- Deleted Medical Information Coder/Biller Administration Technical Certificate
- Deleted Cisco Network Associate (CCNA) Technical Certificate
- Deleted Microcomputer Repairer/Installer Technical Certificate
- Deleted Microsoft Server Administration Technical Certificate
- Revised program outcomes for Nursing, Generic Track
- Added new certificates in Advanced Network Administration, Advanced Network Infrastructure, Cyber Security, Digital Forensics, Network Administration, Network Infrastructure, Network Support under Computer Engineering Technology: Which changed its name to Networking Engineering Technology
- Changed OST requirement for degree and added specialization to Hospitality and Tourism Management A.S. degree
- Moved TPA 2221C to requirement and TPA 2222C to elective for Entertainment Design and Technology A.S. degree
- Added new courses to Criminal Justice Technology A.S. degree
- Added Health Information Technology A.S. degree
- Deleted Wireless and IP Communication Technician Technical Certificate
- Added Fire Science A.S. degree
- Added Technical Certificates in Fire Officer I, Fire Officer II, Firesafety Inspector I, Firesafety Inspector II, Fire Investigator I, Fire Instructor
- Added Fire Fighter Career Certificate and Fire Apparatus Career Certificate
- Added new course ETS 2542C to Electronics Engineering Technology, changed name of Robotics and Simulation Specialization to Robotics and Mechatronics, and reduced program electives to 5
- Changed curriculum in A.S. in Sound and Music Technology- Audio Engineering Concentration

## 19. BACHELORS DEGREE SECTION

- Added Audio Engineering concentration to B.S. degree in Electrical and Computer Engineering Technology, added new courses, and adjusted pre-requisites
- Removed PHY 2049C requirement from B.S.E.C.E.T degree

## 20. COURSE DESCRIPTIONS (ADDITIONS, MODIFICATIONS, AND DELETIONS)

### Course Additions

#### **COP 2654 iOS App Development**

**Catalog Course Description:** Hands-on application development for iOS devices including the iPhone, iPod Touch and iPad. Apps will be written in Objective C using Xcode, and execute in an emulator. Topics include the application architecture, user interface, data persistence, graphics, multimedia, and location-based services. Advanced apps will communicate with device sensors including the accelerometer, microphone and camera. The business of app development is explored, including distributing and marketing in App Store. Owning an iOS device is not required. Use of a Macintosh computer for development is required. On-campus computers are available for students who do not own a Macintosh; **Prerequisites:** COP 2224; or COP 2360; or COP 2800; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

#### **COP 2660 Android App Development**

**Catalog Course Description:** Hands-on application development for Android devices. Native Android apps will be written in Java, and execute in an emulator. Topics include the application architecture, user interface, data persistence, graphics, multimedia, and location-based services. Advanced apps will communicate with device sensors including the accelerometer, microphone and camera. The business of app development is explored, including distributing and marketing in the Android Market. Owning an

Android device is not required; **Prerequisites:** Minimum grade of C in COP 2800; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**CJK 0300 Introduction to Corrections**

**Catalog Course Description:** This course provides an overview of the correctional academy program and the Criminal Justice system in Florida; **Pre- and/or Co-requisites:** None; **PSAV/Class (Lecture)/Lab Hours:** 1.067/32/0

**CJK 0305 Communications**

**Catalog Course Description:** The student will learn the report writing process from the interview, statement taking, note taking, and the final report product. Interpersonal communication skills are covered along with use of telecommunications; **Pre- and/or Co-requisites:** None; **PSAV/Class (Lecture)/Lab Hours:** 1.333/40/0

**CJK 0310 Officer Safety**

**Catalog Course Description:** This course covers potential situations that may occur in a correctional facility and which action should be taken. Topics such as location and control of contraband and facility identification policies will be discussed; **Pre- and/or Co-requisites:** None; **PSAV/Class (Lecture)/Lab Hours:** .533/16/0

**CJK 0315 Facility and Equipment**

**Catalog Course Description:** An overview of daily operations within a correctional facility. Topics include: security and hazardous equipment identification; and storage procedures; **Pre- and/or Co-requisites:** None; **PSAV/Class (Lecture)/Lab Hours:** .267/8/0

**CJK 0320 Intake and Release**

**Catalog Course Description:** This course provides instruction on topics not limited to intake procedures, fingerprinting, inmate security levels, and legal issues involved in criminal history information; **Pre- and/or Co-requisites:** None; **PSAV/Class (Lecture)/Lab Hours:** .600/18/0

**CJK 0325 Supervising in a Correctional Facility**

**Catalog Course Description:** This course is designed to provide an overview of the supervisory role within a correctional facility, including aspects of daily operations, the disciplinary process, safety, security, and treatment of inmates; **Pre- and/or Co-requisites:** None; **PSAV/Class (Lecture)/Lab Hours:** 1.333/40/0

**CJK 0330 Supervising Special Populations**

**Catalog Course Description:** This course is designed to provide an overview of the supervisory role in a correctional facility among inmates categorized as special population. Topics include: supervising a housing unit, officer safety and professionalism, and inmate care, custody, and control; **Pre- and/or Co-requisites:** None; **PSAV/Class (Lecture)/Lab Hours:** .667/20/0

**CJK 0335 Responding to Incidents and Emergencies**

**Catalog Course Description:** This course prepares students for potential types of emergency situations that may occur within a correctional facility and examines the actions that should be taken. Topics include but are not limited to: hazardous materials, riots, bomb threats, and man-made and natural disasters; **Pre- and/or Co-requisites:** None; **PSAV/Class (Lecture)/Lab Hours:** .533/16/0

**SPC 1017H Interpersonal Communication-Honors**

**Catalog Course Description:** Students explore a range of communication concepts and topics from interpersonal communication, to small group communication, to public speaking. Students develop

skills to put the communication principles to work; **Pre-and/or Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**ARA 1120 Elementary Arabic I**

**Catalog Course Description:** For students without two years of recent high school Arabic completed within the last three years or department approval. An introduction to written and spoken Modern Standard Arabic (MSA). Emphasis on Modern Standard Arabic (MSA) alphabet, use of the language, integrating basic grammar, vocabulary, composition and culture through a conversational approach to Arabic. Not open to native speakers. A minimum grade of C is required to pass this course if being used to satisfy the Foreign Language Proficiency; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 4/4/0

**ARA 1121 Elementary Arabic**

**Catalog Course Description:** Continuation of the Modern Standard Arabic, developing, speaking, reading, and writing skills. Use of Arabic is emphasized throughout course focusing on increasing vocabulary and grammatical skills. Fundamental skills in Arabic comprehension, expression, and structure. Increasing awareness and understanding of the culture. Not open to native speakers. A minimum grade of C is required to pass this course if being used to satisfy the Foreign Language Proficiency; **Prerequisites:** Min. grade of C in ARA 1120 or equivalent (two years of high school Arabic completed within the last three years and department approval); **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 4/4/0

**CJK 0294 Correctional Cross-Over to Law Enforcement Patrol II**

**Catalog Course Description:** This course provides the student with the skills to respond to hazardous materials incidents, bomb threats, building evacuations and weapons of mass destruction. The students are introduced to the existence and activities of criminal gangs and extremist groups; **Prerequisites:** None; **Co-requisites:** None; **PSAV/Contact:** .667/20/0

**CJK 0295 Correctional Cross-Over to Law Enforcement Officer Wellness**

**Catalog Course Description:** This course will prepare recruits to understand the physical demands of the duties of a law enforcement officer. They will be given information on developing a healthy lifestyle and personal fitness regimen; **Prerequisites:** None; **Co-requisites:** None; **PSAV/Contact:** 1.167/35/0

**CJK 0392 Cross-Over Handgun Transition Course**

**Catalog Course Description:** This course provides training and transitions a student from the use of a semiautomatic handgun to a revolver, or vice versa; **Prerequisites:** None; **Co-requisites:** None; **PSAV/Contact:** .8/24/0

**CJK 0393 Cross-Over Program Updates**

**Purpose:** This is a state-mandated change to the program curriculum; **Catalog Course Description:** This course is for instructors to deliver expanded or updated instruction on curriculum topics contained in this cross-over program, e.g., new techniques, high liability area or application of relevant case law; **Prerequisites:** None; **Co-requisites:** None; **PSAV/Contact:** .267/8/0

**IDH 2911 Honors Research Process**

**Catalog Course Description:** This honors course will introduce students to the process of research, tools, concepts, and resources necessary to search, evaluate, and use information in a variety of formats and subject disciplines. The focus will be to analyze and utilize information critically using a broad range of materials and interdisciplinary concepts needed for honors research and academic/professional success; **Prerequisites:** Admission to the James M and Dayle L. Seneff Honors College and grade of 'C' or better in ENC1101 or ENC 1101H or IDH 1110; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 2/2/0

**MAT 0055            Developmental Mathematics Module I**

**Catalog Course Description:** This course provides specialized instruction in developmental mathematics concepts to prepare students for MAT 1033, Intermediate Algebra. Topics include fundamental operations on polynomials, linear equations and inequalities with applications, factoring and its use in algebra, introduction to graphing linear equations, introduction to radicals and rational expressions. Upon completion of the P.E.R.T. diagnostic or a Mathematics division diagnostic, students will be assigned one or two topic modules. Students must complete each module with a grade of C. This course does not apply toward mathematics requirements in general education or toward any associate degree; **Prerequisites:** Score of 110-112 on PERT and department approval; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 1/1/0

**MAT 0056            Developmental Mathematics Module II**

**Catalog Course Description:** This course provides specialized instruction in developmental mathematics concepts to prepare students for MAT1033 Intermediate Algebra. Topic modules include fundamental operations on polynomials, linear equations and inequalities with applications, factoring and its use in algebra, introduction to graphing linear equations, introduction to radicals and rational expressions. Upon completion of the P.E.R.T. diagnostic or a Mathematics division diagnostic, students will be assigned three or four major topic modules. Students must complete each module with a grade of C or better. This course does not apply toward mathematics requirements in general education or toward any associate degree; **Prerequisites:** Score of 110-112 on PERT and department approval; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 2/2/0

**SPN 1001            Conversational Spanish II**

**Catalog Course Description:** Conversational Spanish II is a communicative based course and a continuation of Conversational Spanish I. Students will continue learning basic language skills necessary for practical daily applications in different social settings. Conversation will be enhanced using speaking, listening, reading and writing skills. This course will be taught utilizing a variety of multisensory techniques that foster the development of oral proficiency in Spanish. This course does not satisfy the college foreign language proficiency requirement and is not open to native speakers; **Prerequisites:** SPN 1000; or department approval; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**HLP 2550C           Concepts of Personal Training**

**Catalog Course Description:** This course is designed to prepare students for the National Council on Strength and Fitness (NCSF) Certified Personal Training Exam. Students will learn goal-specific program design and gain the knowledge to assess, motivate, educate and train clients regarding their health and fitness needs. This class also provides hands on practical experience in a fitness setting. At the conclusion of the course, students will be prepared to take the NCSF Certified Personal Training Exam. (Special Fee: \$20.00); **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/2/2

**EGS 2331            Mechanics of Material**

**Catalog Course Description:** Concepts of stress, strain, strength, deflection of axial force members, shafts in torsion, beams in flexure, combined stress, stability of columns, and design of simple elements; **Prerequisites:** EGS 2310; **Co-requisites:** MAP 2302; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**IDH 2912            Honors Project**

**Catalog Course Description:** This course provides the framework through which students in the Undergraduate Research Track of the Seneff Honors College, under the guidance of an Honors Research mentor, will produce and present a capstone research project; **Prerequisites:** Admission to the James M.

and Dayle L. Seneff Honors College and IDH 2911; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 1/0/0

**LIT 2190 Survey of Caribbean Literature**

**Catalog Course Description:** Representative works of Caribbean poets, novelists, short story writers, dramatists, and non-fiction writers throughout Caribbean history. Emphasis on issues and ideas related to present and future of Caribbean society and culture; **Prerequisites:** Minimum grade of C in ENC 1101 or ENC 1101H or IDH 1110; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**PHY 2049H General Physics with Calculus II Honors**

**Catalog Course Description:** Fundamental principles of electricity, magnetism, optics, and waves. For physics, mathematics, chemistry, and engineering majors. Lab component is inquiry-based and students have an option to perform an advanced level undergraduate physics experiment and/or work on a research project of their interest (Special Fee: TBD); **Prerequisites:** Minimum grade of C in PHY 2048C/2048H and MAC 2312/MAC 2312H; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 4/3/3

**CET 2881C Digital Forensics II**

**Catalog Course Description:** Digital Forensics II builds upon the foundational knowledge learned in Digital Forensics I. Students will utilize industry standard tools to conduct examinations of various digital media and document their findings. Devices to be studied include computers (server, desktop, laptop), mobile devices (tablets, cellphones, smartphones, MP3 players, GPS), and devices such as DVRs and routers. Emphasis will be placed upon real-world digital forensics scenarios and the investigative thought process. At the conclusion of the class, students will be prepared to take the AccessData Certified Examiner (ACE) examination. (Special fee: \$38); **Prerequisites:** CET 2880C; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/2/2

**WOH 2003 A History of Genocide**

**Catalog Course Description:** The primary focus of the course is to define genocide in all of its forms, expose the flaws in current pedagogy and reappraise in order to address the complexities of the topic. It will address bureaucratic mechanized genocide as well as the more spontaneous and pre industrial; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**IDH 2028 Honors Capstone**

**Catalog Course Description:** This course is designed to provide perspective to students at the conclusion of their curricular and co-curricular work in the Jeffersonian Track of the James M. and Dayle L. Seneff Honors College. Students in the course will present their honors portfolios to fellow students, faculty, and staff. This course will also provide opportunities for discussion and reflection about students' experiences in the honors learning community; **Prerequisites:** SLS 1501H; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 1/1/0

**CCJ 2358 Criminal Justice Report Writing**

**Catalog Course Description:** An overview of the basic principles of effective communication-written, verbal, and digital for students pursuing a career in a criminal justice profession. Students will be introduced to criminal justice report writing, drafting correspondence, and preparing written summaries. Students will learn to research statistics, as well as write and edit documents common to the criminal justice system. Students will also prepare and deliver short oral presentation. Basic computer skills for communication and research in criminal justice will be covered as well; **Prerequisites:** Minimum grade of C in CCJ1020 and ENC1101. Satisfactory completion of all mandated courses in Reading, English, and English for Academic Purposes; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

### **CCJ 2053 Ethics in Criminal Justice**

**Catalog Course Description:** This course will provide the student with theories and practices of ethics and professionalism in criminal justice. Areas of concentration will be police, courts, and corrections. This course will require the student to exercise critical thinking skills to solve issues that test the morals and ethics of criminal justice professionals on a daily basis; **Prerequisites:** Minimum of C in CCJ 1020 and satisfactory completion of all mandated courses in Reading, English, and English for Academic Purposes; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

### **CJE 2062 Peace, Conflict and the Police**

**Catalog Course Description:** In this course, students will learn the meaning of peace and investigate the philosophical and religious theories that underlie peace studies. In addition, students will investigate causes of war and violence from the individual level to international level and evaluate the paradox of the police as instruments of both peace and conflict. Students will investigate the police role in nonviolent movements and learn about occupational and organizational factors that influence police behavior. Finally, students will learn about the history of non-violent movements and the means used to end conflict or injustice peaceably. Finally, students will be expected to devise an alternative framework for the police that emphasize peacekeeping strategies rather than coercive means; **Prerequisites:** Minimum of C in ENC 1101; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

### **HIM 1000 Introduction to Health Information Management**

**Catalog Course Description:** An introduction to health information management including the healthcare environment, healthcare data, and health information analysis. The history, evolution of health care in the United States, and the health information management professional are studied. Ambulatory care, long term care, mental health, and acute care health records are introduced. Forms design, filing methods, and types of numbering systems are covered; **Prerequisites:** Admission to the Health Information Technology program; **Co-requisites:** HIM 1430, HIM 2222C, HSA 1100; **Credit/Class (Lecture)/Lab Hours:** 2/2/0

### **HIM 1110 Health Data Concepts**

**Catalog Course Description:** An introduction to the basic concepts and techniques for managing and maintaining health record systems. Topics include record content, format and uses of healthcare data, record systems: storage and retrieval, quantitative analysis of health data, forms design and control, release of information, function of indexes and registers, accreditation, certification and licensure standards applicable to healthcare facilities. Through the virtual healthcare systems lab, students will be given access to work on a variety of healthcare electronic system enhancing their technology skills and knowledge such as: Athens/Cerner electronic health records, Quadramed MPI, Quadramed Smart ID, Quadramed Encoder, and McKesson Horizons; **Prerequisites:** Minimum grade of C in HIM 1000, HIM 1430, HIM 2222C, HSA 1100; **Co-requisites:** HIM 2012, HIM 2214, HIM 2234C; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

### **HIM 1211 Health Information Technologies**

**Catalog Course Description:** This course is a review of the evolution of information systems in healthcare, the major types of healthcare information system applications, the common hardware configuration, major types of databases, structured and unstructured data, decision support systems, confidentiality, privacy and security and emerging technologies; **Prerequisites:** Minimum grade of C in HIM 1110, HIM 2012, HIM 2214, HIM 2234C; **Co-requisites:** HIM 1800; **Credit/Class (Lecture)/Lab Hours:** 2/2/0

### **HIM 1430 Principles of Disease**

**Catalog Course Description:** An introduction to important concepts related to human diseases. The most common diseases and disorders of each body system are presented along with a review of the

anatomy and physiology pertinent to the content. Additionally, the effects of aging on the system and the relationship of aging to disease are presented; **Prerequisites:** Admission to the Health Information Technology program; **Co-requisites:** HIM 1000, HIM 2222C, HSA 1100; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

#### **HIM 1800L Professional Practice Experience**

**Catalog Course Description:** This is an introductory level course giving the students their initial supervised professional practice experience in the health information management department. Emphasis is on record assembly, analysis, filing, admission and discharge procedures. Basic doing will be addressed. Upon completion, the student shall have an understanding of the daily functional operations of a health information management department; **Prerequisites:** Minimum grade of C in HIM 1110, HIM 2012, HIM 2214, HIM 2234C; **Co-requisites:** HIM 1211; **Credit/Class (Lecture)/Lab Hours:** 2/0/6

#### **HIM 2012 Legal Aspects of Health Information Management**

**Catalog Course Description:** This course was designed to provide basic knowledge of the United States of America court system and the interconnection between the health care system and the federal government. The student will learn concepts relating to health insurance portability accountability act (HIPAA, ethics, release of health information, record retention, and the legalities of electronic health records; **Prerequisites:** Minimum grade of C in HIM 1000, HIM 1430, HIM 2222C, HSA 1100; **Co-requisites:** HIM 1110, HIM 2214, HIM 2234C; **Credit/Class (Lecture)/Lab Hours:** 3/3/0; **Effective Date:** Fall 2013 (201410).

#### **HIM 2214 Health Care Statistics and Research**

**Catalog Course Description:** An introduction to the terms, definitions, and formulas used in computing healthcare statistics. In addition, the course will include vital statistics data and rates; basic statistical terminology and computations, including frequency distribution, measures of central tendency and measures of variation; techniques for presenting data via computer technology; and basic research terminology and methodologies; **Prerequisites:** Minimum grade of C in HIM 1000, HIM 1430, HIM 2222C, HSA 1100; **Co-requisites:** HIM 1110, HIM 2012, HIM 2234C; **Credit/Class (Lecture)/Lab Hours:** 2/2/0; **Effective Date:** Fall 2013 (201410).

#### **HIM 2222C Basic ICD Coding**

**Catalog Course Description:** A study of the basic guidelines and coding conventions in the most current ICD coding system. This course will focus on the professional (outpatient) guidelines. The proper diagnostic assignment based on documentation will be discussed, as well as, the proper use of multiple codes, 3 digit, 4 digit, and 5 digit specificity; **Prerequisites:** Admission to the Health Information Technology program; **Co-requisites:** HIM 1000, HIM 1430, HSA 1100; **Credit/Class (Lecture)/Lab Hours:** 3/2/3

#### **HIM 2234C Advanced ICD Coding and Reimbursement**

**Catalog Course Description:** This advanced coding course is designed to enhance the student's quality of coding by introducing chart application and DRG logic through practical application. Manual and automated coding and grouping and will be practiced. The prospective payment system, case mix analysis, and billing systems will also be discussed; **Prerequisites:** Minimum grade of C in HIM 1000, HIM 1430, HIM 2222C, HSA 1100; **Co-requisites:** HIM 1110, HIM 2012; HIM 2214; **Credit/Class (Lecture)/Lab Hours:** 4/3/3

#### **HIM 2253 Basic CPT Coding**

**Catalog Course Description:** Introduces basic coding principles, characteristics, and conventions of coding, using physicians' current procedural terminology (CPT). Focuses on evaluation and management coding, unbundling, starred procedures, separate procedures, global period, modifiers; **Prerequisites:**

Minimum grade of C in HIM 1211, HIM 1800; **Co-requisites:** HIM 2500, HIM 2810; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**HIM 2283                    Advanced CPT Coding and Reimbursement**

**Catalog Course Description:** An application of coding principles from an outpatient coding perspective. It will utilize both international classification of disease (ICD) and current procedural terminology (CPT) coding classifications. Prepares the student to work with reimbursement methodologies and issues, such as ambulatory payment classifications (APCS) and resource-based relative value scale (RBRVS); **Prerequisites:** Minimum grade of C in HIM 2253, HIM 2500, HIM 2810; **Co-requisites:** HIM 2510, HIM 2820; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**HIM 2500                    Supervision, Organization and Management, CCA.....Penny Conners**

**Catalog Course Description:** An introduction to supervisory management, human resources, personnel and financial management. Included are employment skills, budgeting, human relations, and methods for analyzing and improving systems; **Prerequisites:** Minimum grade of C in HIM 1211, HIM 1800; **Co-requisites:** HIM 2253, HIM 2810; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**HIM 2510                    Quality and Performance Improvement, CCA.....Penny Conners**

**Catalog Course Description:** An introduction to health care quality and performance improvement, utilization management, risk management, and credentialing. An introduction is also provided in basic health care research methodology, epidemiology, as well as statistical analysis, reporting and interpretation; **Prerequisites:** Minimum grade of C in HIM 2253, HIM 2500, HIM 2810; **Co-requisites:** HIM 2283, HIM 2820; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**HIM 2810L                  Professional Practice Experience II, CCA.....Penny Conners**

**Catalog Course Description:** Students will apply knowledge and skills for coding patient records using the international classification of diseases (ICD) and/or the current procedural terminology (CPT) coding systems; **Prerequisites:** Minimum grade of C in HIM 1211, HIM 1800; **Co-requisites:** HIM 2253, HIM 2500; **Credit/Class (Lecture)/Lab Hours:** 2/0/6

**HIM 2820L                  Professional Practice Experience III**

**Catalog Course Description:** This is an advanced level clinical practice which allows the Health Information A.S. degree student to participate in health information (medical record) management functions in either an acute care or other health record setting. Topics addressed include various organization and supervision activities. The student will become familiar with and utilize various types of equipment, systems and processes used in health information departments; **Prerequisites:** Minimum grade of C in HIM 2253, HIM 2500, HIM 2810; **Co-requisites:** HIM 2283, HIM 2520; **Credit/Class (Lecture)/Lab Hours:** 2/0/6

**HSA 1100                  Health Care Delivery Systems**

**Catalog Course Description:** An introduction to health care facilities and health delivery systems including their purpose, organization, general functions and staffing. Facilities such as hospitals, nursing and rehabilitation centers, health maintenance organizations, private and public outpatient clinics and health care centers are analyzed and discussed. Additional topics include an overview of accreditation standards; licensure agencies; reimbursement systems; legal/ethical issues; healthcare computerization; documentation, quality, compliance, and regulatory requirements; **Prerequisites:** Admission to the Health Information Technology program; **Co-requisites:** HIM 1000, HIM 1430, HIM 2222C; **Credit/Class (Lecture)/Lab Hours:** 3/3/0; **Effective Date:** Fall 2013 (201410).

**HSC 1149            General Pharmacology for Health Professionals**

**Catalog Course Description:** Overview of the basic concepts of the pharmacological treatment of various diseases affecting the major body systems; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 1/1/0

**EET 4390C            Acoustics and Audio Technology**

**Catalog Course Description:** A study of the principles of Acoustics and its applications in Audio Technology, with emphasis of Physical Acoustics and Electroacoustical Transducers. (Special Fee: \$55.00); **Prerequisites:** PHY 2049C or PHY 2054C and EGN 3428; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 4/2/2; **Effective Date:** Fall 2013 (201410).

**EET 4391C            Audio Electronics**

**Catalog Course Description** A study of specialized electronic circuitry for Audio applications, and the application of several electronic components including vacuum tubes, FETs and optocouplers in audio signal processing devices and networks. (Special Fee: \$50.00); **Prerequisites:** EET 3086C and EET 3716; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/2/2; **Effective Date:** Fall 2013 (201410).

**EET 4392C            Digital Audio Signal Processing**

**Catalog Course Description:** A study of the audio applications of Digital Signal Processing. Topics include discussion of different analog-to-digital and digital-to-analog procedures, audio equalizers and filters, room simulation and dynamic range control for the audio signals, and different digital audio formats. Computer exercises, MATLAB-based projects, and implementation of algorithms and applications applied to audio processing are emphasized. (Special Fee: \$52.00); **Prerequisites:** EET 4190C; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 4/2/2; **Effective Date:** Fall 2013 (201410).

**EET 4397C            Audio Software and Programming Applications**

**Catalog Course Description:** An introduction and projects based course using the latest Digital Audio Workstations editing programs and MIDI programming to develop original projects for recording, editing, mixing, and mastering. Audio streams, digital audio file formats, time and frequency domain programming, algorithmic sound synthesis, user interface design principles and good software development practices are emphasized. (Special Fee: \$55.00); **Prerequisites:** CET 3464; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/2/1

**FFP 0010            Firefighting I**

**Catalog Course Description:** This course of study is the first of two parts, which prepares the student with the fundamental knowledge and skills necessary to safely and dependably perform fire-rescue duties as a firefighter. This course is co-requisite with FFP 0020 for those desiring to become state certified firefighters; **Prerequisites:** None; **Co-requisites:** FFP 0020; **PSAV/Contact/Lab:** 6.867/206/0

**FFP 0020            Firefighting II,**

**Catalog Course Description:** This co-requisite course with FFP 0010 is the second of the two-part series, which prepares the student for participating in the state certification examinations administered by the Bureau of Fire Standards and Training for obtaining a state of Florida Firefighter Certificate of Compliance. Students must have successfully completed all aspects of FFP 0010 in order to participate in this course; **Prerequisites:** None; **Co-requisites:** FFP 0010; **PSAV/Contact/Lab:** 6.4/192/0; **Effective Date:** Fall 2013 (201410).

**FFP 0360            Fire Apparatus Operator**

**Catalog Course Description:** The curriculum covers the laws, rules and driving techniques for emergency vehicles, as well as a review of fire service hydraulics. Fireground evolutions and a driving

course make up the practical part of the course. The evolution portion of the course includes the use of pre-connected lines, tandem pumping, drafting, relays and master streams. The student should have a basic understanding of fire stream hydraulics prior to entering this course. Students must bring gloves and proper attire for water pumping exercises; **Prerequisites:** None; **Co-requisites:** None; **PSAV/Contact/Lab:** 2.667/80/0; **Effective Date:**

**FFP 0363                    Emergency Vehicle Operator**

**Catalog Course Description:** This course covers the emergency vehicle operator proper driving techniques, the mental and physical aspects of the driving task, to identify physical forces, legal aspects, vehicle inspection, safe driving techniques, and the long-term impact of an accident on the operator, the emergency service organization, and the community when an emergency vehicle is involved in an accident; **Prerequisites:** None; **Co-requisites:** None ; **PSAV/Contact/Lab:** .667/20/0; **Effective Date:** Fall 2013 (201410).

**FFP 1000                    Introduction to Fire Science**

**Catalog Course Description:** A study of the philosophical and historical backgrounds of fire protection services including the organization and function of federal, state, county and private fire protection agencies, a review of municipal fire defenses, fire prevention principles, techniques of fire control, codes and ordinances, the problems for the fire administrator, and an overview of professional fire protection career opportunities; **Prerequisites:** None ; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**FFP 1109                    Fire Department Occupational Safety and Health**

**Catalog Course Description:** A study of the guidelines for establishing an occupational safety and health program for a fire department, plus safety procedures for members involved in rescue, fire suppression, and related activities. Emphasis is placed on performance objectives, and not a single correct way to achieve compliance. The guidelines discussed in the course are flexible, so students can customize an occupational safety and health program that will meet their specific needs; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**FFP 1111                    Fire Chemistry**

**Catalog Course Description:** A study of basic physical and chemical properties of materials applicable to the chemistry of fire. Emphasis is on emergency situations and the most favorable methods of handling incidents involving hazardous material; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**FFP 2521                    Blueprint Reading and Plans Review**

**Catalog Course Description:** A comprehensive study of building construction blueprints and plans. The course will teach the student how to assimilate information contained in construction working drawings, specifications, interpreting conventional graphic communications, and accepted standards and conventions related to fire protection and prevention inspections; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**FFP 2541                    Private Fire Protection Systems II**

**Catalog Course Description:** A study of pre-engineered and portable systems, extinguishing agents, inspection procedures for code compliance and enforcement, and alarm systems; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**FFP 2610                    Fire Cause and Origin Determination**

**Catalog Course Description:** A study of an arson investigator's responsibility in determining the point of origin, cause and development of a fire; motives of fire setters; methods used to determine the accidental or intentional nature of a fire; correct procedures of investigation, evaluation of evidence and

prosecution; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0; **Effective Date:** Fall 2013 (201410).

**FFP 2706 Fire Service Public Information Officer**

**Catalog Course Description:** The student will be prepared to serve effectively as an organizational spokesperson, according to the current practices in the profession of public relations in relationship to the Fire Service. Particular emphasis will be placed on case studies in crisis communications and the role of the Public Information Officer (PIO) in the Incident Management System (IMS); **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**FFP 2720 Company Officer**

**Catalog Course Description:** A study of the basic concepts of fire company leadership, including the human skills, leadership tools, problem solving, and goal achievement of a company officer. Emphasis will be placed on the role of the officer in the setting of the fire company; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**FFP 2741 Fire Service Course Design**

**Catalog Course Description:** A study of how to develop courses based on nationally applicable performance standards for uniformed fire service personnel and to provide the knowledge, skill, and ability to develop a training curriculum; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0; **Effective Date:** Fall 2013 (201410).

**FFP 2770 Ethical and Legal Issues for the Fire Service**

**Catalog Course Description:** An introduction to the federal, state, and local laws that regulate emergency services, national standards influencing emergency services, standard of care, tort, liability, and a review of relevant court cases; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0; **Effective Date:** Fall 2013 (201410).

**FFP 2780 Fire Administration**

**Catalog Course Description:** An in-depth review of the principles of organization and administration in fire protection service; the structure and function of the department, battalion and company as components of municipal organization; duties and responsibilities of the fire officer; a study of fire personnel management, training, budgeting, records, reports and other relations; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0

**SLS 1501H Honors Seminar**

**Catalog Course Description:** This seminar will introduce students to a variety of academic topics. The seminar is designed to allow students to explore issues important to self-discovery and intellectual growth, and to understand their role and responsibility in the educational process. This seminar is the required foundation course for students in the Jeffersonian Track of the James M. and Dayle L. Seneff Honors College; **Prerequisites:** None; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 1/1/0

**ETS 2544C Programmable Logic Controllers II**

**Catalog Course Description:** A second course in PLC instructions and advanced process control routines as used in the manufacturing process and controlled by PLC's. Open and closed loop systems will be introduced together with PID (Proportional Integral Derivative), control, including feedback and control performance. (Special Fee: \$47.00); **Prerequisites:** ETS 2542C; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/2/2

**ETS 3663                    Engineering Management and Communication**

**Catalog Course Description:** This course explores the traditional principles of management, professional ethics, and the importance of writing in the professional engineering career. Topics include project planning and design alternatives to meet cost, performance, and the user's requirements, along with legal issues, professional development, technology, and guidelines for professional engineering writing; **Prerequisites:** ENC 1101; **Co-requisites:** None; **Credit/Class (Lecture)/Lab Hours:** 3/3/0; **Effective Date:** Fall 2013 (201410).

**Course Modifications**

**PHY 1007C                    Physics**

**Revised Prerequisites:** Minimum grade of C in MAC 1105 or higher; **Revised Catalog Course Description:** One-semester course for health-related majors, primarily those entering Valencia's Cardiovascular Technology and Respiratory Care programs. Survey of topics in physics related to health field. Applications of physics to principles of mechanics, heat, light, sound, electricity and magnetism, and radioactivity as they apply to health field. May not be taken for credit subsequent to receiving grade of C or better in any higher physics course. (Special Fee: \$63)

**CJK 0280                    Criminal Justice Officer Physical Fitness Training**

**Revised Official Course Number:** CJK 0340 (previously, CJK 0280); **Revised Official Course Title:** Officer Wellness and Physical Abilities for Correctional Officers (previously, Criminal Justice Officer Physical Fitness Training); **Revised PSAV/Class (Lecture)/Lab Hours:** 1.000/30/0 (previously, 1.333/40/0)

**OST 2453                    CPT-4 Medical Coding**

**Revised Course Description:** Teaches the importance of the relationship between ICD-9 CM codes and CPT 4 (Current Procedural Terminology) in assuring accurate coding and reimbursement. Also examines medical records to determine primary and secondary procedures; teaches ICD-9-CM codes and CPT 4 codes unique to medical specialty areas; introduces students to RBRVS codes and their importance in billing. (Special Fee: \$23.00)

**CJK 0221                    Correctional Cross-Over to Law Enforcement Introduction and Legal**

**Revised Course Prefix and Number:** CJK 0290; **Revised Course Title:** Correctional Cross-Over to Law Enforcement Introduction and Legal Overview; **PSAV/Contact:** 1.6/48/0

**CJK 0222                    Correctional Cross-Over to Law Enforcement Communications**

**Revised Course Prefix and Number:** CJK 0291; **Revised Course Title:** Correctional Cross-Over to Law Enforcement Human Interaction and Communications

**CJK 0223                    Correctional Cross-Over to Law Enforcement Human Issues**

**Revised Course Prefix and Number:** CJK 0292; **Revised Course Title:** Correctional Cross-Over to Law Enforcement Response to Human Issues; **PSAV/Contact:** 0.8/24/0

**PHY 1007C                    Physics**

**Revised Course Title:** Physics with Medical Applications

**JOU 2200                    Editing and Makeup**

**Revised Course Title:** Editing and Design

**MUM 2720                    Business of Music**

**Revised Credit/Class (Lecture)/Lab Hours:** 3/2/2

**CET 2620C Cisco Projects in Routing Design and Administration**  
**Revised Credit/Class (Lecture)/Lab Hours:** 3/2/2 – previously 4/4/0

**CET 2660C Cyber Security Fundamentals**  
**Revised Catalog Course Description:** This course provides an essential foundation for students requiring the Linux operating system to perform cyber security related operations. The course engages the student with numerous network security and digital forensics-related labs designed to introduce concepts and develop techniques essential for success in cyber security field. Students will engage in numerous interactive activities and hands-on exercises. Emphasis is made in the use of both open-source software and security-related utilities. (Special Fee: \$38.00)

**CET 2675C Voice Over IP**  
**Revised Prerequisites:** CET 1610C

**CET 2793C Microsoft Windows Server Administration**  
**Revised Credit/Class (Lecture)/Lab Hours:** 3/2/2-previously 4/2/2

**CET 2830C Information Assurance**  
**Revised Course Title:** Information Security

**CET 2880C Computer Forensics**  
**Revised Course Title:** Digital Forensics I; **Revised Credit/Class (Lecture)/Lab Hours:** 3/2/2-  
previously 4/2/2

**CET 2890C Cyber Security**  
**Revised Catalog Course Description:** A proper network security posture must be comprised of multiple layers. This course provides a comprehensive analysis of a wide breadth of network security technologies that could be deployed to harden a network infrastructure against various attacks. The course covers the installation, and security configurations of various network devices including switches, access points, routers, proxy servers, firewalls, intrusion detection systems, intrusion prevention systems and other security and network appliances at different layers of the OSI model. The National Security Agency (NSA) and the Committee on National Security Systems (CNSS) has recognized this course for meeting the CNSS 4011 training standard. (Special fee: \$38)

**CET 2892C Advanced Cyber Security**  
**Revised Course Title:** Ethical Hacking; **Revised Catalog Course Description:** The overarching objective of this course is to arm the student with the practical knowledge necessary to integrate the defense-in-depth strategy, as detailed by the National Security Agency (NSA), in deploying, hardening, monitoring, and defending critical information infrastructure. The National Security Agency (NSA) and the Committee on National Security Systems (CNSS) has recognized this course for meeting the CNSS 4013 training standard (Special Fee: \$38.00); **Revised prerequisites:** CET 2830C

**CET 2894C Projects in Cyber Security: Capstone Course**  
**Revised Prerequisites:** CET 2890C and CET 2892C or department approval-previously CET 2892C and CET 2880C or department approval

**EGS 1007 Engineering Concepts and Methods**  
**Revised Prerequisites:** MAC 1105 or higher

**MAT 1033C Intermediate Algebra**  
**Revised Prerequisites:** Minimum grade of C in MAT 0022C or MAT 0028C or MAT0055 or MAT0056 or appropriate score on an approved assessment

**BSC 2366 Neotropical Ecology**  
**Revised: Prerequisite or co-requisite:** PCB 2350

**STA 2023 Statistical Methods**  
**Revised Prerequisites:** Minimum grade of C in MAT 0029 or MAC 1102 or MAC 1104 or MAC 1105 or MGF 1106 or MGF 1107 or satisfactory score on an approved assessment

**TPA 2221C Intermediate Stage Lighting**  
**Revised Credit/Class (Lecture)/Lab Hours:** 4/2/3 (previously 3/2/2)

**TPA 2222C Advanced Stage Lighting**  
**Revised Prerequisites:** TPA 2220C, TPA 2221C; **Revised Credit/Class (Lecture)/Lab Hours:** 3/2/3 (previously 4/3/2)

**TPA 2290C Technical Theater Production**  
**Revised: Prerequisite or co-requisite:** TPA 1200C

**CCJ 1020 Introduction to Criminal Justice**  
**Revised Catalog Course Description:** This course will be an introduction overview of the history, philosophy and operations of criminal justice system. In addition, students will be exposed to different career choices within the criminal justice field and will be expected to research a criminal justice occupation of their choice.

**EET 3086C Circuit Analysis**  
**Revised Prerequisites:** EET 1025C or EET 1036C; **Revised Prerequisite or co-requisite:** EGN 3428

**ETS 2673C Programmable Logic Controllers**  
**Revised course title:** Programmable Logic Controllers I

**MTB 1329C Mathematics for Electronics**  
**Revised Course Title:** Mathematics for Engineering Technology; **Revised Catalog Course Description:** An introductory and essentials course of mathematical concepts and techniques applied to circuit analysis. Topics include basic arithmetic operations, number notation and operation, engineering quantities and units of measurement, algebra fundamentals, and solving equations. Emphasizes mathematical techniques used in DC/AC circuit analysis, circuit simplifications and solution techniques for more complex configurations. Trigonometry and Phasors and their application in AC circuits will also be covered. Selected applications will be demonstrated to students via a lab environment. No prior electronics background is required.

**FFP 1505 Fire Prevention**  
**Revised Catalog Course Description:** A study of the principles of fire prevention and investigation. It includes a study of fire hazards in various occupancies; a review of fire prevention codes; a study of procedures and techniques of fire prevention inspection, public relations, methods of determining the area of fire origin, fire cause, fire spread and location and preservation of evidence

**FFP 2740 Fire Service Course Delivery**  
**Revised Catalog Course Description:** A study of the instructor's responsibility for communication, learning and teaching concepts, job analysis, teaching objectives and instructional aids use. This course is required to become eligible to sit for the Florida State Fire Officer certification exam.

**ETS 2604            Robotics Applications**  
**Revised Course Prefix and Number:** ETS 2604C

**MUM 1662            Live Sound Techniques**  
**Revised Course Prefix and Number:** MUM 1662C

**MUM 2600C            Sound Recording I**  
**Revised Prerequisites:** Minimum grade of C in MUM 1620C or minimum grades of C in MUT 1112 and TPA 2260; **Revised Catalog Course Description:** This course is designed to develop recording skills through a hands-on, project oriented curriculum and in-depth classroom studies in modern recording practices. Focuses on engineering techniques for both music production and post-production including digital and analog recording as well as mixing, mastering, and signal processing. Students need to plan to spend between 6 and 10 additional hours in recording work; **Revised Credit/Class (Lecture)/Lab Hours:** 4/2/4

**MUM 2632            Audio Systems Design and Maintenance**  
**Revised Catalog Course Description:** A project-oriented course designed to develop skills in the design and maintenance of audio systems to meet industry standards. (Special fee: \$36.00); **Revised Credit/Class (Lecture)/Lab Hours:** 2/0/4; **Revised Course Prefix and Number:** MUM 2632L

**MUM 2634L            The Digital Audio Workstation**  
**Revised Prerequisites:** Minimum grade of C in MUM 1620C or minimum grade of C in MUT 1112 and TPA 2260

**MUS 2361            MIDI Electronic Music II**  
**Revised Course Prefix and Number:** MUS 2361C

**DIG 2291C            Advanced Audio Visual Technology**  
**Revised prerequisites:** Minimum grade of C in TPA 2257 or TPP 1260; AND a minimum grade of C in DIG 2284C or TPA 2290; or department approval

**EUH 2000            Western Civilization I**  
**Revised Course Title:** Ancient and Medieval Western Civilization

**EUH 2001            Western Civilization II**  
**Revised Course Title:** Modern Western Civilization

**DEH 2806L            Clinical Dental Hygiene IV**  
**Revised Course Description:** Emphasizes improvement of time management skills and achievement of entry level competence for the dental hygiene profession. Students continue to participate in patient care at off-campus clinical sites. Time allotted for clinical seminar. (Special Fee: \$310.00)

**CET 2942            Internship in Networking**  
**Revised prerequisites:** Satisfactory completion of required college prep courses, 12 credits, including CET 1610C and CET 2544C and CET 2830C and one of the following: CET 2890C, CET 2794C, CET 2615C, and 3.0 GPA or Program Director's/Internship Workforce Services' approval

**2013-2014 Lab Fee Revisions-see attached list**

**Course Deletions**

CJK 0100            Interpersonal Skills I  
CJK 0101            Interpersonal Skills II

CJK 0102	Correctional Operations
CJK 0270	Criminal Justice Legal I
CJK 0285	Criminal Justice Legal II
CJK 0286	Criminal Justice Communications
CJK 0480	Emergency Preparedness
MUM 2607C	Soundtrack Development
FFP 1780	Company Officer

***Courses not taught in five years that were deleted:***

CET 2546	VMware Infrastructure Architecture
CET 2625	Building Scalable Cisco Internets
CET 2784	Wide Area Networks,
CTS 1156	Help Desk Tools and Technologies
DEP 2402	Adult Development and Aging,
EAP 1600	Adv. Speech for Non-Native Speakers
ETD 1328C	Intro to Microstation,
ETD 2332	Customizing and Directories -CADD,
EVS 2941	Internship/Exploration Environmental Science
FRC 2211L	Citrus Culture,
GEB 1138	E-Business Law and Ethics,
HIS 2206	Recent/Contemporary History
LIS 2004	Intro to Internet Research,
MHF 2300H	Logic and Proof in Mathematics - Honors
MTB 1304	Modern Computational Methods,
MTG 2204	Informational Geometry,
ORH 2230C	Horticulture Equipment,
ORH 2262C	Flori-Crop Production and Use,
ORH 2277C	Commercial Foliage Plant Production
OST 1305	Proofreading
OST 1330	Business Grammar
PLA 2602	Wills, Trusts and Estate Administration II
REA 1205	Reading Techniques,
RMI 1523	Commercial Insurance,
RMI 1612	Principles of Casualty Insurance and Surety Bonding
RMI 1613	Principles of Property Insurance,
RMI 2524	Essentials of Risk Management,
VEC 1201C	Intro to Vegetable Gardening

**Field Reviews**

The placing of ETS 2544C under the area of Programmable Logic Controls necessitated a change in one of the State courses that is in the catalog (much like a Field Review item). They changed ETS 2673C (Programmable Logic Controllers) to ETS 2542C.

**Information Items**

**Polysomnography Technology, ATC, CPM (Jamy Chulak)** - Jamy presented the Cardiopulmonary B.S. degree program to the CCC April, 2011. At that time, he obtained approval to re-level the polysomnography courses in the ATC from 1000/2000 level TO 3000/4000 level. In addition, the program sheet with the markups was included. However, the Credit Program Modification form was inadvertently left out.

Since those changes were clearly intended as evidenced by all of the related work done, the changes have already been incorporated into the 2012-13 Catalog, and the CPM form has been done as a matter of record, for the files.

**Cardiopulmonary Sciences, A.S. to B.S. Degree** – This program was approved April, 2011, and was scheduled to begin Fall 2012. However, due to Valencia being in the midst of its reaffirmation process, SACS will not give final approval. Therefore, the program will not be able to start, as planned, and will be moved to a later start date, to be determined.

**PHY 2048H (General Physics with Calculus I)** – This course was approved October, 2011, with a prerequisite of MAC 2312; however, it was later noted that the prerequisite for PHY 2048C is MAC 2311. For consistency, the prerequisite for PHY 2048H will be changed to match the non-Honors course.

**Seneff Honors College** – The lengthy application process for the Seneff Honors Program has been revised to facilitate the process for those students who wish to earn an Honors Certificate or take Honors Program classes without being admitted into the Seneff Honors College.

Students who have applied and have been approved to take honors classes may take up to 12 credit hours of honors work without being admitted to the James M. and Dayle L. Seneff Honors College. (Current requirements state that they may take up to 9 credit hours without being admitted.)

Students may graduate with an Honors Certificate without being admitted to the James M. and Dayle L. Seneff Honors College. (Current requirements state that they must apply and be admitted to earn an Honors Certificate.)

**Medical Office Support w/Specializations, TC** – This program modification was approved at the January, 2012 meeting. Previously, there was a Medical Office Support Technical Certificate, and it was determined that course substitutions were being done frequently to allow OST 1467. It was hoped that by adding these specializations, there would be no need for the course substitutions.

However, upon further examination, it was found that the same course was being used for both specializations, so there was nothing unique about them. They will not be placed in the catalog, and the department will look for another way to resolve the substitution issue.

**House Bill 7135: Relating to Postsecondary Education** – Karen Borglum reviewed a PowerPoint presentation from the Florida College System Webinar she attended regarding HB 7135. This bill, among other things, will change the required number of general education hours for students seeking an A.A. degree, beginning for students entering college in 2014/2015.

**College Curriculum Committee Manual** – The Curriculum Committee was asked to review the Curriculum Committee Manual and provide feedback by not later than June 27, which is the Agenda deadline for the July 11 CCC meeting.

**College Curriculum Committee Co-Chair for 2012-2013** – John Niss, Professor of Mathematics, has served for several years as the faculty co-chair for the CCC. He has graciously offered to continue in that capacity; before accepting his offer, Karen Borglum is asking that any faculty member who would be interested in serving as the co-chair send her an e-mail. You may also nominate someone as co-chair for the CCC. The decision for the position will be made final at the July 11 meeting.

**College Curriculum Committee Manual** – The Curriculum Committee was asked to review the Curriculum Committee Manual and provide feedback by June 27. This feedback has been incorporated

into the Manual; the final document is being presented. There may be minor changes prior to being printed, i.e., location of meetings (based on availability of requested rooms); otherwise, the Manual is in final form.

### **Courses for Provisional Students**

**Purpose:** Course list for provisional students has been revised to reflect course deletions and course number and title modifications. Final approval received on revised list.

**OTH** - The OTH part of term is used in conjunction with our UCF partners. It is set up the same as part of term 1 with all the rules that follow that part of the term. In other special circumstances, OTH may be used with open ended (various) beginning and end dates within the full term. Under these conditions, financial aid has determined that they will refrain from payouts to students registered in part of term OTH.

**Health Information Technology** - The Health Information Technology program will be put in the upcoming catalog, but the starting date for the program will be Spring 2014 versus the previous approved start date of Fall 2013.

**Health Information Technology** - The Health Information Technology Program was approved to start in Spring 2014, but they would like to start teaching HSC 1149 this summer, as it is a prerequisite for the program, so the effective date for HSC 1149 was changed to Summer 2013.

**Nursing** - The Nursing faculty members have voted to delay their new admissions policy, which was approved at the February meeting, until the 2014-2015 academic year. They will wait to apply the new admission policy until they have a plan for the students that are already in the system. Conversions are taking place on how to implement their increased standards for the 2014-15 year. Proposed changes are:

- 3.2 overall GPA
- 3.0 GPA in science prerequisites
- 3.2 GPA in other program prerequisites

### **21. APPENDIX A: FLORIDA RESIDENCY FOR TUITION PURPOSES INFORMATION**

- incorporated into Admissions section for Residency

### **22. APPENDIX B: DRUG FREE SCHOOLS AND COMMUNITIES ACT**

- New link in main catalog navigation
- No changes

### **23. APPENDIX C: FOREIGN CREDENTIAL EVALUATION AGENCIES**

- Incorporated into Admissions section
- Updated [ies.aacrao.org](http://ies.aacrao.org) URL

### **24. APPENDIX D: RESOLUTION OF STUDENT ISSUES CHART**

- Combined with Resolution of Student Issues section from Student and Campus Services
- New link in main catalog navigation

### **25. GLOSSARY**

- No changes