Please note the following additions, deletions, and/or changes for the 2016-2017 College catalog. Current College policy is reflected in a combination of the published catalog and these catalog addenda.

- **p. 30**
  - SAT/ACT Scores
    - Change ACT Reading score from “20” to “22”

- **p. 45**
  - 1st paragraph, 2nd sentence
    - Change “Director of Admissions” to “Associate Dean of Enrollment Management”

- **p. 72**
  - Graduation
    - 2nd Bullet
      - Should read “Students have paid the $25.00 application fee and submitted a Curriculum Application to Graduate during registration for their final semester, or by March 1 for summer semester graduates. Students who have been approved for and have been awarded financial aid may charge the application fee and the cost of purchasing a cap & gown to their financial aid award if they do so by the last date to charge to financial aid in the College Bookstore.”
    - 5th bullet
      - Replace Intent to Graduate form with Curriculum Application to Graduate and remove “or after” from last sentence.
    - 7th Bullet
      - Add the following statement after the 1st sentence “Students graduating with highest (4.0 GPA) or high (3.5-3.99 GPA) honors will be permitted to wear the honor cords issued by the College.”
      - The National Society of Leadership and Success. The T should be capitalized.

- **p. 73**
  - General Grievance
    - Add the following statement, “The US Department of Education requires that all colleges and universities make a state-level complaint process available to all their students. The state-level complaint form and process for submitting a complaint can be found on the College website under Student Development.” to the end of the paragraph.

- **p. 86**
  - Associate in Arts (A.A.) Degree – CODE A10100
    - Change the last sentence in the program description to: “New Comprehensive Articulation Agreement standards will allow the College to accept no more than 14 SHC of UGETC and Additional General Education credits from outside the NC Community College System and/or the UNC System.”
Associate in Arts (A.A.) Degree – CODE A10100
- Add to Other Required Hours
  MUS 151 (1 SHC) and 152 (1 SHC)

Associate in Science (A.S.) Degree – CODE A10400
- Delete from Additional General Education Hours
  MAT 272 (4 SHC)
- Add to Other Required Hours
  MUS 151 (1 SHC) and 152 (1 SHC)

Add “Culinary Arts” to the listing of Associate in Applied Science Degree Curricula

Accounting
- First spring semester – change total lab hours to “4”
- Summer semester - Major Elective should have *** in front of it
- Second spring semester – ENG 111 should be “Writing & Inquiry”
- Second spring semester – ACC 221 change Class hours to “3” and total class hours to “14”
- Second spring semester - Add * in front of HUM115
- Second asterisk at the bottom should read, **Students must select three (3) semester credit hours from the Social/Behavioral Sciences discipline. See advisor for a list of approved courses.

Air Conditioning, Heating, and Refrigeration
- First Fall semester – Remove ISC 112
- Change total class hours to “9” and change total credit hours to “13”
- First spring semester – Change name for AHR 125 to “HVACR Electronics”
- Summer semester - Major Elective should have *** in front of it
- Second fall semester - Social Behavioral Science should have * in front and ** behind
- Change total hours for the program to “71”
- Note about major elective at the bottom should have *** in front of it.

Step II, #1, change “2016” to “2015”

Step II, #3 d, change “2013” to “2015”
Step III, #1, e., change “2015 for Summer 2016” to “2016 for Summer 2017”

First spring- add ** in front of NUR112 and NUR114
Second fall- remove ** from NUR211 and NUR212
Automotive Systems Technology
- Second fall semester – Remove AUT 163A, change the total lab hours to “9” and the total credit hours to “13”
- Change the total hours for the program to “68”
- Remove HUM110 from elective list
- Under the second asterisk at the bottom, add: “PHI 240, REL 211, REL 212”, as options

Business Administration
- First spring semester – MAT 143 should be “Quantitative Literacy”
- First spring semester – ENG 111 should be “Writing & Inquiry”
- For *MAT 143, change class hours to “2” and lab hours to “2”
  Change the total class hours for the first spring semester to “11” and the total lab hours to “4”.
- Summer semester - add ** in front of Major Elective
- Remove the “#” beside MAT 143, HUM 115, ENG 114, and ECO 252
- Add ** in front of the Major Elective note at the bottom
- Remove second asterisk at bottom

Fire Protection Technology
- In the First fall semester, add “FIP 120 Introduction to Fire Protection” with the Class hours 3, Lab hours 0, and Credit hours 3
  - In the Second fall semester, change “FIP 236 Emergency Management” to “EPT 140 Emergency Management”

INFORMATION TECHNOLOGY
IT SUPPORT TRACK – CODE A25590A
Add the following to the program description:
- The Information Technology (IT) curriculum prepares graduates for employment in the technology sector as designers, testers, support technicians, system administrators, developers, or programmers who use computer software and/or hardware to design, process, implement and manage information systems in specialties such as database services, security, business intelligence, health Care informatics and others depending on the technical path selected within this curriculum.

  Course work includes development of a student’s ability to create, store, communicate, exchange and use information to solve technical issues related to information support and services, interactive media, network systems, programming and software development, information security and other emerging technologies based on the selected area of study.

- Add * in front of ENG 111, ENG 114, and HUM 115
1st Fall Semester
- Replace “NET 110 Networking Concepts 2 2 3” with “CTI 150 Mobile Computing Devices 2 2 3” - totals remain the same

1st Spring Semester
- Replace “CIS 115 Introduction to Programming and Logic 2 3 3” with “CTS 115 Information Systems Business Concepts 3 0 3”, Total Class hours for that semester should be “12” and Total Lab Hours should be “6”

INFORMATION TECHNOLOGY
NETWORKING AND SECURITY TRACK – CODE A25590B
- Add the following to the program description:
  The Information Technology (IT) curriculum prepares graduates for employment in the technology sector as designers, testers, support technicians, system administrators, developers, or programmers who use computer software and/or hardware to design, process, implement and manage information systems in specialties such as database services, security, business intelligence, healthcare informatics and others depending on the technical path selected within this curriculum.

  Course work includes development of a student’s ability to create, store, communicate, exchange and use information to solve technical issues related to information support and services, interactive media, network systems, programming and software development, information security and other emerging technologies based on the selected area of study.

- Add * in front of ENG 111, ENG 114, MAT 143, and HUM 115

Mechanical Engineering Technology
- Add the following at the bottom “Student must select six (6) semester credit hours with one course from the Humanities/Fine Arts and one from the Social Behavioral Science disciplines. See advisor for list of approved courses.”

Medical Office Administration
- Summer semester, replace “COE 110” with “WBL 110”

Office Administration
- Summer semester, replace “COE 110” with “WBL 110”

PARALEGAL TECHNOLOGY- CODE A25380
- First spring semester – change class hours to “12” and lab hours to “6”
- Second fall semester – change class hours to “12” and credit hours to “15”
SCHOOL-AGE EDUCATION – CODE A55440

- Move Humanities/Fine Arts Course from summer to 1st fall semester
- First fall semester - change class hours to “13” and credit hours to “14”
- Summer semester - change class hours to “9” and credit hours to “9”
- Remove EDU 158 as an elective option
- Add EDU 243 and EDU 245 as elective options

SURGICAL TECHNOLOGY – CODE A45740

- Add * in front of BIO 163 and ENG 111
- Remove * in front of PSY 241

1st Spring Semester
- Remove “BIO 169”

ACCOUNTING - D25100

Add the following to the program description:
- The Accounting curriculum is designed to provide students with the knowledge and the skills necessary for employment and growth in the accounting profession. Using the “language of business,” accountants assemble and analyze, process, and communicate essential information about financial operations.
- In addition to course work in accounting principles, theories, and practice, students will study business law, finance, management, and economics. Related skills are developed through the study of communications, computer applications, financial analysis, critical thinking skills, and ethics.
- Graduates should qualify for entry-level accounting positions in many types of organizations including accounting firms, small businesses, manufacturing firms, banks, hospitals, school systems, and governmental agencies. With work experience and additional education, an individual may advance in the accounting profession.
- The sentence that is currently above the program needs to read “Diploma graduates will have the skills necessary for entry-level accounting positions.”
- First fall semester – change the total credit hours to “14”
- Summer - course name for ACC 150 should be Accounting Software Applications
- Summer - add * in front of HUM 115, capitalize T in thinking and remove “(Hum/Fine Art Elect)”
- Remove the “*” list of courses from the bottom
- Add the following note at the bottom: “*This course is a component of the general education requirements needed for graduation”
- The credit hours for ACC 131 Federal Income taxes should be “3”

Air Conditioning, Heating, and Refrigeration
- Fall semester – Remove ISC 112, total class hours for that semester should be “9” and total credit hours should be “13”
The total semester hours required for diploma should be “40”

**p. 127**

Mechanical Engineering Technology
- First fall semester – HYD 110 title should be “Hydraulics/Pneumatics I”

**p. 131**

**PRACTICAL NURSING – CODE D45660**
- Remove BIO 175 from the note at the bottom

**p. 133**

Step II, #2, change “$50” to “$55”

**p. 136**

**SURGICAL TECHNOLOGY – CODE D45740**
- Add * in front of ENG 111

**p. 138**

**CERTIFICATE PROGRAMS**
- Delete (School-Age Care) from the program list under Early Childhood Education
- Add School-Age Education to the list of certificate programs and list School-Age Development under it
- Change Networking and Security+ Certification Prep to “Networking and Security Essentials”
- Remove “Lateral Entry” form the listing of Certificate programs

**p. 139**

Add the following:

**ACCOUNTING TRANSFER – C25100A**
The Accounting Core Certificate provides students with the core accounting and business courses. Credits earned in this program may be transferred to the Accounting Diploma, Accounting Degree, and/or Associate in Art/Science Degree.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 120</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>BUS 110</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 115</td>
<td>Business Law I</td>
<td>3</td>
</tr>
<tr>
<td>ACC 121</td>
<td>Principles of Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td></td>
<td>14</td>
</tr>
</tbody>
</table>
- Add the following - NOTE: This certificate starts each fall and can be completed in 2 semesters as sequenced above.

**ACCOUNTING INCOME TAX – C25100B**
The Accounting Income Certificate provides students with the skills needed to obtain jobs requiring knowledge of basic accounting and income tax. Credits earned in this program may be transferred to the Accounting Diploma and/or Accounting Degree.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 120</td>
<td>Principles of Financial Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUS 110</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 137</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>ECO 252</td>
<td>Prin of Macroeconomics</td>
<td>3</td>
</tr>
</tbody>
</table>

**ACCOUNTING SPREADSHEET – C25100C**

The Accounting Spreadsheet Certificate provides students with the skills needed to obtain jobs requiring knowledge of basic accounting and spreadsheets. Credits earned in this program may be transferred to the Accounting Diploma and/or Accounting Degree.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 120</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ACC 121</td>
<td>Principles of Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ACC 122</td>
<td>Principles of Financial Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>ACC 149</td>
<td>Introduction to Acct. Spreadsheets</td>
<td>2</td>
</tr>
</tbody>
</table>

**ACCOUNTING PAYROLL/QUICKBOOKS – C25100D**

The Accounting Payroll Certificate provides students with the skills needed to obtain jobs requiring knowledge of basic accounting, payroll, and Quickbooks. Credits earned in this program may be transferred to the Accounting Diploma and/or Accounting Degree.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 120</td>
<td>Principles of Financial Accounting</td>
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</tr>
<tr>
<td>ACC 121</td>
<td>Principles of Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ACC 122</td>
<td>Principles of Financial Accounting II</td>
<td>3</td>
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<tr>
<td>ACC 140</td>
<td>Payroll Accounting</td>
<td>2</td>
</tr>
<tr>
<td>ACC 150</td>
<td>Accounting Software Applications</td>
<td>2</td>
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**BUSINESS ADMINISTRATION**

**CORE BUSINESS – CODE C25120E**

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>ACC 120</td>
<td>Principles of Financial Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUS 110</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 137</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
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<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credit</td>
</tr>
<tr>
<td>-------------</td>
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</tr>
<tr>
<td>MKT 120</td>
<td>Principles of Marketing</td>
<td>3</td>
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<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS 225</td>
<td>Business Finance</td>
<td>3</td>
</tr>
<tr>
<td>ECO 251</td>
<td>Principles of Microeconomic</td>
<td>3</td>
</tr>
<tr>
<td>BUS 240</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>ACC 121</td>
<td>Principles of Managerial Accounting</td>
<td>4</td>
</tr>
</tbody>
</table>

Add the following - NOTE: This certificate starts each fall and can be completed in 2 semesters as sequenced above.

**BUSINESS ANALYTICS – CODE C25120C**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 240</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 137</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 151</td>
<td>People Skills or</td>
<td></td>
</tr>
<tr>
<td>BUS 253</td>
<td>Leadership and Management Skills</td>
<td>3</td>
</tr>
<tr>
<td>BUS 260</td>
<td>Business Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

Add the following - NOTE: This certificate starts each fall and can be completed in 2 semesters as sequenced above.

**BUSINESS LEADERSHIP – CODE C25120D**

<table>
<thead>
<tr>
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<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 240</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 137</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
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</tr>
<tr>
<td>BUS 253</td>
<td>Leadership and Management Skills</td>
<td>3</td>
</tr>
<tr>
<td>BUS 260</td>
<td>Business Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

Add the following - NOTE: This certificate starts each fall and can be completed in 2 semesters as sequenced above.

**MANAGEMENT – CODE C25120A**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 137</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 135</td>
<td>Principles of Supervision</td>
<td>3</td>
</tr>
<tr>
<td>BUS 240</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>BUS 230</td>
<td>Small Business Management</td>
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</tr>
<tr>
<td>BUS 253</td>
<td>Leadership and Management Skills</td>
<td>3</td>
</tr>
</tbody>
</table>

Add the following - NOTE: This certificate starts each fall and can be completed in 2 semesters as sequenced above.

**EARLY CHILDHOOD EDUCATION**

- Change title of certificate from SCHOOL-AGE CARE to SCHOOL-AGE DEVELOPMENT
- Change total hours to "17"

**INFORMATION TECHNOLOGY**

**A+ CERTIFICATION PREP**

- Change program code to “C25590A”
- Change CTS 150 to CTI 150
p. 142
IT Support Foundations Certificate, NOTES, #1,
  o change “spring” to “fall”
  o change “2 semesters” to “1 semester”

Network and Security Essentials
  o Change title to “NETWORKING AND SECURITY ESSENTIALS”
  o Change program to “C25590F”
  o Change course name for SEC 160 to “Security Administration I”
  o NOTES, #1, change “(SWNA)” to “(CWNA)”
  o NOTE #1, capitalize “Certified Wireless Network Administrator”

p. 143
Add the following:

PARALEGAL
PARALEGAL – CODE C25380
LEX 110  Intro to Paralegal Studies  2
LEX 150  Commercial Law I  3
LEX 270  Law Office Mgt. Technology  2
LEX 210  Real Property I  3
LEX 120  Legal Research and Writing I  3
LEX 140  Civil Litigation I  3
LEX 280  Ethics and Professionalism  2
      18
  o Add the following - NOTE: This certificate starts each fall and can be completed in two
    semesters as sequenced above.

p. 144
  o Remove ACA 085 and ACA 090 from the course description list

p. 145
  o ACC 221 should be titled “Intermediate Accounting II”
  o Prerequisite for ACC 221 should be ACC 220
  o Remove ACC 227 from the course description list

p. 149
  o Add (ATR) – ALTERNATIVE TRANSPORTATION COURSES
  o Add “ATT 150 “Sustainable Transportation Technology”, add Class hours - 2, Lab hours - 2, Credit hours - 3, Prerequisites: None Corequisites: None

This course introduces fuel neutral technologies used on all classes of transportation equipment. Topics include idle stop technology and idle reduction techniques, low rolling resistance tires, super capacitors and exhaust heat regeneration. Upon completion, students should be able to describe, perform maintenance, and repair sustainable technology devices and systems used in transportation.
- p. 150
  - AUT 141, add prerequisite of “TRN 120 (local)"
  - AUT 141, add corequisites of “AUT 141A (local)"
  - AUT 141A, change corequisite to “AUT 141”
  - Remove AUT 163 and AUT 163A from Course Listing

- p. 154
  - CHM 131 Introduction to Chemistry, the corequisite of CHM-131A should be changed to a local co-requisite

- p. 155
  - CIS 115 - remove “manage files with operating system commands” from the 3rd sentence of the course description

- p. 163
  - Remove EDU 171 from the course description list

- p. 165
  - Prerequisites for EDU 271 should be CIS 110 (local) or CIS 113 (local)

- p. 167
  - Remove ENG 101 from the course description list

- p. 169
  - EPT 140, remove prerequisite of “FIP 276 (local)”

- p. 170
  - FIP 228, remove prerequisite of “FIP 221 (local)”
  - FIP 240, remove prerequisite of “FIP 276 (local)”
  - FIP 244, remove prerequisite of “FIP 221 (local)”
  - FIP 248, remove prerequisite of “FIP 276 (local)”
  - FIP 260, remove prerequisite of “FIP 221 (local)”

- p. 177
  - MAT 272 - add to the end of the course description: “This course has been approved for transfer under the Comprehensive Articulation Agreement and the Independent Comprehensive Articulation Agreement. This is a Universal General Education Transfer Component (UGETC) course.”

- p. 179
  - Remove MUS 121, 122, 221, and 222 from the course description list

- p. 180
  - (NET) – NETWORKING TECHNOLOGY COURSES
    - Add the following to the course description list under NET courses:
      
      NET 225   Routing & Switching I    1   4   3
      Prerequisites: None   Corequisites: None
This course focuses on advanced IP addressing techniques, intermediate routing protocols, command-line interface configuration of switches, Ethernet switching, VLANs, STP, and VTP. Emphasis will be placed on application and demonstration of skills acquired in pre-requisite courses. Upon completion, students should be able to perform tasks related to VLSM, routing protocols, switching concepts and configuration, STP, VLANs, and VTP.

NET 226 Routing & Switching II 1 4 3
Prerequisites: None Corequisites: None

This course introduces WAN theory and design, WAN technology, PPP, Frame Relay, ISDN, and additional case studies. Topics include network congestions problems, TCP/IP transport and network layer protocols, advanced routing and switching configuration, ISDN protocols, PPP encapsulation operations on a router. Upon completion, students should be able to provide solutions for network routing problems, identify ISDN protocols, and describe the Spanning Tree protocol.

- NET110 – change lab hours to “2”
- NET125 – change course name to “Introduction to Networks”
- NET 125 – change course description to “This course introduces the architecture, structure, functions, components, and models of the Internet and computer networks. Topics include introduction to the principles of IP addressing and fundamentals of Ethernet concepts, media, and operations. Upon completion, students should be able to build simple LANs, perform basic configurations for routers and switches, and implement IP addressing schemes.
- NET 126- remove prerequisite of NET 125
- Add “NOS 230 Windows Administration I”, add Class hours – 2, Lab hours – 2, Credit hours – 3, Prerequisites: None Corequisites: None

This course covers the installation and configuration of a Windows Server operating system. Emphasis is placed on the basic configuration of core network services, Active Directory, and group policies. Upon completion, students should be able to install and configure a Windows Server operating system.”

- p. 182
  - NUR 212- remove NUR 211 (local) as a prerequisite
  - OST 136- remove CIS 110 (local) as a corequisite
  - OST 137, add “Office Software Applications”, Lab hours change to “2”

- p. 183
  - OST 164- remove OST 131 (local) corequisite

- p. 186
  - Remove PSY 256 from the course description list
CULINARY ARTS - CODE A55150

This curriculum provides specific training required to prepare students to assume positions as trained culinary professionals in a variety of foodservice settings including full service restaurants, hotels, resorts, clubs, catering operations, contract foodservice and health care facilities. Students will be provided theoretical knowledge/practical applications that provide critical competencies to meet industry demands, including environmental stewardship, operational efficiencies and professionalism. Courses include sanitation/safety, baking, garde manger, culinary fundamentals/production skills, nutrition, customer service, purchasing/cost control, and human resource management.

Graduates should qualify for entry-level opportunities including prep cook, line cook, and station chef. American Culinary Federation certification may be available to graduates. With experience, graduates may advance to positions including sous chef, pastry chef, executive chef, or food service manager.

COURSE LISTING BY SEMESTER

<table>
<thead>
<tr>
<th>COURSE NUMBER AND COURSE NAME</th>
<th>CLASS</th>
<th>LAB</th>
<th>CREDIT</th>
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<tbody>
<tr>
<td>FALL SEMESTER</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACA 111 College Student Success</td>
<td>1</td>
<td>0</td>
<td>1</td>
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<tr>
<td>CUL 110 Sanitation and Safety</td>
<td>2</td>
<td>0</td>
<td>2</td>
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<tr>
<td>CUL 130 Menu Design</td>
<td>2</td>
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<td>2</td>
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<tr>
<td>CUL 140 Culinary Skills I</td>
<td>2</td>
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<td>5</td>
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<tr>
<td>CUL 150 Food Science</td>
<td>1</td>
<td>2</td>
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<tr>
<td>* ENG 111 Writing &amp; Inquiry</td>
<td>3</td>
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<td><strong>Total</strong></td>
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<td><strong>8</strong></td>
<td><strong>15</strong></td>
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<tr>
<td>SPRING SEMESTER</td>
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<td></td>
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<tr>
<td>* COM 110 Intro to Communications</td>
<td>3</td>
<td>0</td>
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<tr>
<td>CUL 160 Baking</td>
<td>1</td>
<td>4</td>
<td>3</td>
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<tr>
<td>CUL 170 Garde Manger I</td>
<td>1</td>
<td>4</td>
<td>3</td>
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<tr>
<td>CUL 240 Culinary Skills II</td>
<td>1</td>
<td>8</td>
<td>5</td>
</tr>
<tr>
<td>* MAT 110 Mathematical Measurement and Literacy</td>
<td>2</td>
<td>2</td>
<td>3</td>
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<tr>
<td><strong>Total</strong></td>
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<td>CUL 283</td>
<td>Farm to Table</td>
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<td>* PSY 150</td>
<td>General Psychology</td>
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**FALL SEMESTER**

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<td>Work-Based Learning I</td>
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<td>CUL 120</td>
<td>Purchasing</td>
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<td>CUL 135</td>
<td>Food and Beverage Service</td>
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<td>0</td>
<td>2</td>
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<tr>
<td>CUL 230</td>
<td>Global Cuisines</td>
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<td>8</td>
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<td>CUL 260</td>
<td>Baking II</td>
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<td>4</td>
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<td>Human Resource Mgmt - Hosp</td>
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**SPRING SEMESTER**

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<td>Work-Based Learning II</td>
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<td>CUL 112</td>
<td>Nutrition for Foodservice</td>
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<td>CUL 270</td>
<td>Garde Manger II</td>
<td>1</td>
<td>4</td>
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<td>CUL 250</td>
<td>Classical Cuisine</td>
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<td>*Humanities/Fine Arts Course</td>
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**Total Semester Hours Required for Degree**

74

*This course is a component of the general education requirements needed for graduation.
*Students must select three (3) semester hours credit from the humanities/fine arts discipline. See advisor for list of approved courses

**NOTE:** Students are required to take ACA 111 in their first semester.

(CUL) - CULINARY COURSES

**CUL 110 Sanitation & Safety**

Credits: 2  Hours: 0  Total: 2  
Prerequisites: None  Corequisites: None

This course introduces the basic principles of sanitation and safety relative to the hospitality industry. Topics include personal hygiene, sanitation and safety regulations, use and care of equipment, the principles of food-borne illness, and other related topics. Upon completion, students should be able to demonstrate an understanding of the content necessary for successful completion of a nationally recognized food/safety/sanitation exam.

**CUL 112 Nutrition for Foodservice**

Credits: 3  Hours: 0  Total: 3  
Prerequisites: None  Corequisites: None

This course covers the principles of nutrition and its relationship to the foodservice industry. Topics include personal nutrition fundamentals, weight management, exercise, nutritional adaptation/analysis of recipes/menus, healthy cooking techniques and marketing nutrition in a foodservice operation. Upon completion, students should be able to apply basic nutritional concepts to food preparation and selection.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tr>
<td>CUL 120</td>
<td>Purchasing</td>
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</table>

**Prerequisites:** None  
**Corequisites:** None  

This course covers purchasing for foodservice operations. Emphasis is placed on yield tests, procurement, negotiating, inventory control, product specification, purchasing ethics, vendor relationships, food product specifications and software applications. Upon completion, students should be able to apply effective purchasing techniques based on the end-use of the product.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CUL 130</td>
<td>Menu Design</td>
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</tbody>
</table>

**Prerequisites:** None  
**Corequisites:** None  

This course introduces menu design and its relationship to foodservice operations. Topics include layout, marketing, concept development, dietary concerns, product utilization, target consumers and trends. Upon completion, students should be able to design, create and produce menus for a variety of foodservice settings.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CUL 135</td>
<td>Food &amp; Beverage Service</td>
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</table>

**Prerequisites:** None  
**Corequisites:** None  

This course is designed to cover the practical skills and knowledge necessary for effective food and beverage service in a variety of settings. Topics include greeting/service of guests, dining room set-up, profitability, menu sales and merchandising, service styles and reservations. Upon completion, students should be able to demonstrate competence in human relations and the skills required in the service of foods and beverages.

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Units</th>
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<tr>
<td>CUL 140</td>
<td>Culinary Skills I</td>
<td>2</td>
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</table>

**Prerequisites:** None  
**Corequisites:** CUL 110  

This course introduces the fundamental concepts, skills and techniques in basic cookery, and moist, dry and combination heat. Emphasis is placed on recipe conversion, measurements, terminology, classical knife cuts, safe food/equipment handling, flavorings/seasonings, stocks/sauces/soups, and related topics. Upon completion, students should be able to exhibit the basic cooking skills used in the foodservice industry.

<table>
<thead>
<tr>
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<th>Course Title</th>
<th>Units</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CUL 150</td>
<td>Food Science</td>
<td>1</td>
<td>2</td>
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</table>

**Prerequisites:** None  
**Corequisites:** None  

This course covers the chemical and physical changes in foods that occur with cooking, handling, and processing. Topics include heat transfer and its effect on color, flavor, and texture; and emulsification, protein coagulation, leavening agents, viscosity, and gel formation. Upon completion, students should be able to demonstrate an understanding of the principles covered as they apply to food preparation in an experimental setting.

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Units</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CUL 160</td>
<td>Baking I</td>
<td>1</td>
<td>4</td>
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</tbody>
</table>

**Prerequisites:** None  
**Corequisites:** CUL 110
This course covers basic ingredients, techniques, weights and measures, baking terminology and formula calculations. Topics include yeast/chemically leavened products, laminated doughs, pastry dough batter, pies/tarts, meringue, custard, cakes and cookies, icings, glazes and basic sauces. Upon completion, students should be able to demonstrate proper scaling and measurement techniques, and prepare and evaluate a variety of bakery products.

**CUL 170 Garde Manger I**
1 4 3
Prerequisites: None  Corequisites: CUL 110

This course introduces basic cold food preparation techniques and pantry production. Topics include salads, sandwiches, appetizers, dressings, basic garnishes, cheeses, cold sauces, and related food items. Upon completion, students should be able to present a cold food display and exhibit an understanding of the cold kitchen and its related terminology.

**CUL 230 Global Cuisines**
1 8 5
Prerequisites: CUL 110 and CUL 140  Corequisites: None

This course provides practical experience in the planning, preparation, and presentation of representative foods from a variety of world cuisines. Emphasis is placed on indigenous ingredients and customs, nutritional concerns, and cooking techniques. Upon completion, students should be able to research and execute a variety of international and domestic menus.

**CUL 240 Culinary Skills II**
1 8 5
Prerequisites: CUL 110 and CUL 140  Corequisites: None

This course is designed to further students' knowledge of the fundamental concepts, skills, and techniques involved in basic cookery. Emphasis is placed on meat identification/fabrication, butchery and cooking techniques/methods; appropriate vegetable/starch accompaniments; compound sauces; plate presentation; breakfast cookery; and quantity food preparation. Upon completion, students should be able to plan, execute, and successfully serve entrees with complementary side items.

**CUL 250 Classical Cuisine**
1 8 5
Prerequisites: CUL 110, CUL 140, and CUL 240  Corequisites: None

This course is designed to reinforce the classical culinary kitchen. Topics include the working Grand Brigade of the kitchen, signature dishes and classical banquets. Upon completion, students should be able to demonstrate competence in food preparation in a classical/upscale restaurant or banquet setting.

**CUL 260 Baking II**
1 4 3
Prerequisites: CUL 110 and CUL 160  Corequisites: None

This course is designed to further students' knowledge in ingredients, weights and measures, baking terminology and formula calculation. Topics include classical desserts, frozen desserts, cake and torte
production, decorating and icings/glazes, dessert plating and presentation. Upon completion, students should be able to demonstrate pastry preparation, plating, and dessert buffet production skills.

**CUL 270 Garde Manger II** 1 4 3
Prerequisites: CUL 110, CUL 140, and CUL 170  Corequisites: None

This course is designed to further students' knowledge in basic cold food preparation techniques and pantry production. Topics include pâtés, terrines, galantines, decorative garnishing skills, carving, charcuterie, smoking, canapés, hors d’oeuvres, and related food items. Upon completion, students should be able to design, set up, and evaluate a catering/event display to include a cold buffet with appropriate showpieces.

**CUL 283 Farm-to-Table** 2 6 5
Prerequisites: CUL 110 and CUL 140  Corequisites: None

This course introduces students to the cooperation between sustainable farmers and foodservice operations. Emphasis is placed on environmental relationships, including how foods are grown, processed, and distributed, as well as related implications on quality and sustainability. Upon completion, students should be able to demonstrate an understanding of environmental stewardship and its impact on cuisine.

**(HRM) – HOTEL & RESTAURANT MANAGEMENT COURSE**

**HRM 245 Human Resource Mgmt-Hosp** 3 0 3
Prerequisites: None  Corequisites: None

This course introduces a systematic approach to human resource management in the hospitality industry. Topics include training/development, staffing, selection, hiring, recruitment, evaluation, benefit administration, employee relations, labor regulations/laws, discipline, motivation, productivity, shift management, contract employees and organizational culture. Upon completion, students should be able to apply human resource management skills for the hospitality industry.