# CATALOG CHANGES SUBMITTED TO HOWARD COLLEGE BOARD OF TRUSTEES

# **Automotive Maintenance Technician**

The Automotive Maintenance Technician Program provides students with entry-level job skills for the automotive industry. Tool safety and job-site safety training in compliance with OSHA standards are stressed. Classes meet at the Automotive Shop located in the new SWCID Technical Training Center. Students who successfully complete the AUMT training will receive certificates from SWCID and will be ready to enter the work force.

**Possible Employment Responsibilities:** After completion of this program, students will know how to repair and adjust: automotive brake systems, automotive heating and air conditioning, service of automobiles, suspension and steering, automotive electrical lighting and accessories, engine repair basics and battery and starter functions.

Possible Employment Positions: Automotive Maintenance Technician

**Possible Employment Locations:** Private business, commercial business, municipal or other government agencies.

**Co-requisites:** MATH 0321, ENGL 0311, ENGL 0320, EDUC 0300, and PSYC 1100/EDUC 1100. Students must complete math, English, and AUMT courses with a grade of "C" or better to receive the AUMT Certificate. **Program Duration:** Two years. This program could last longer depending on the student's high school background and basic skills.

**Tool Kits:** Students are required to purchase automotive tool kits in the college bookstore at a cost of \$800 at the time of registration.

Course	Title	Credit Hours
AUMT 1305	Introduction to Automotive Technology	3
AUMT 1310	Automotive Brake Systems	3
AUMT 1316	Automotive Steering and Suspension	3
	TOTAL	9

#### Marketable Skills Achievement Award-Under Car Maintenance

#### Certificate Level I Automotive Maintenance Technology

First Semester		
Course	Title	Credit Hours
AUMT 1305	Introduction to Automotive Technology	3
AUMT 1316	Suspension & Steering	3
AUMT 1309	Engine Repair	3
AUMT 2321	Electrical Lighting & Accessories	3
	Automotive Electrical Diagnosis and Repair	
AUMT 2317	Engine Performance Analysis I	3
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#### Second Semester

Course	Title	Credit Hours
AUMT 1307	Electrical Systems	3
AUMT 1345	Heating & Air Conditioning	3
	Automotive Climate-Control Systems	
AUMT 1310	Brake Systems	3
WLDG 1421	Introduction to Welding Welding Fundamentals	4
AUMT 2388 <sup>1</sup>	Internship	3
	TOTAL	16
	TOTAL HOURS IN CERTIFICATE	31

# **Building Construction Technology**

The Building Trades Construction Technology /Carpentry Certificate Program provides students with entrylevel job skills for the construction industry. Tool safety and job-site safety training in compliance with OSHA standards are stressed. Classes meet on- and off-campus in labs designed for residential and commercial construction. Students must be free of chronic respiratory disease and allergies or reactions to wood or wood products, construction adhesives, paints and solvents. Students must be able to lift 50 pounds. Students purchase all textbooks for this program. Students must have an up-to-date tetanus record in advisor's student file.

**Possible Employment Responsibilities**: Lab classes teach fundamentals of site layout, foundations, framing, roof systems, exterior covering, installation of doors and windows, interior finishing, cabinet construction and installation, remodeling and tools. Theory classes present technical information, Uniform Building Code (UBC) regulations, blueprint reading and material analysis.

Possible Employment Positions: Worker's Helper in the above mentioned areas.

Possible Employment Locations: Private or commercial business, municipal/government agencies.

**Program Duration:** Two years. Program could be longer depending on the student's high school background and basic skills.

**Tool Kits:** Required for the BCT Certificate; Purchased from the bookstore at the time of registration. Student is responsible for keeping tool kit.

The SWCID Building Construction Program is vocational training with heavy emphasis upon "hand skills" and work adjustment. Students who successfully complete the training will receive certificates from SWCID and will be ready to enter the work force.

Course	Title	Credit Hours
CRPT <mark>1323</mark> -1441	<mark>Floor Systems</mark>	<mark>4</mark>
	Conventional Exterior Finish Systems	
CRPT 1415	Conventional Wall Systems	4
CRPT 1411	Conventional Roof Systems	4
	TOTAL	<mark>12</mark>

#### Marketable Skills Achievement Award-Carpenter

### Certificate Level I Building Construction Technology/Carpentry

**Pre-requisite:** Program Entrance Test. Student must have third grade reading level or above or have passed ENGL 0310 with a grade of "C" or above.

**Co-requisites:** ENGL 0310, MATH 0321, and **PSYC** EDUC 0300.

#### **First Semester**

Course	Title	Credit Hours
PSYC 1100	Learning Framework	1
CNBT 1300	Residential and Light Commercial Blueprint Reading	3
CNBT 1311	Construction Methods and Materials I	<mark>4</mark>
CRPT 1415	Conventional Wall Systems	
WDWK 1413	Cabinet Making I	<mark>4</mark>
	TOTAL	<mark>12</mark>

#### Second Semester

PHED 1306	<mark>First Aid</mark>	<mark>-3 4</mark>
CRPT 1441	Conventional Exterior Finish Systems	
CRPT 1415	Conventional Wall Systems	4
CRPT 1445	Conventional Interior Finish Systems	
CRPT 1411	Conventional Roof Systems	4
WDWK 2451	Cabinet Making II	
	TOTAL	<mark>11-</mark> 12

Third Semester		
Course	Title	Credit Hours
DRFT Elective <sup>2</sup>	Approved by advisor	3
DFTG 1309	Basic Computer-Aided Drafting	
<mark>CRPT 1441</mark>	Conventional Exterior Finish Systems	<mark>4</mark>
PFPB 2309	Residential Construction Plumbing I	<mark>3</mark>
CRPT 1445	Conventional Interior Finish Systems	4
ELPT 1429	Residential Wiring	
	TOTAL	<mark>10</mark>

#### **Fourth Semester**

Course	Title	Credit Hours
EDUC-0300	Career Planning	<mark>3</mark>
CNBT 1281 <sup>1</sup>	Cooperative Education	2
CBFM 1293	Special Topics in Painter and Wall Coverer	<mark>2</mark>
CRPT 1411	Conventional Roof Systems	<mark>4</mark>
	TOTAL	<mark>2-8</mark>
	TOTAL HOURS IN CERTIFICATE	<mark>31-42</mark>

# Certificate Level I Woodworking

<mark>Pre-requisite:</mark> Program Entrance Test. Student must have third grade reading level or above or have passed ENGL <mark>0310 and ENGL 0321 with a grade of "C" or above.</mark>

Co-Requisites: ENGL 0310, MATH 0321, and PSYC 0300.

#### First Semester

Course		<mark>Credit Hours</mark>
<mark>PSYC 1100</mark>	<mark>Learning Framework</mark>	<mark>1</mark>
WDWK 1300	<mark>Beginning Woodworking</mark>	<mark>-</mark>
CNBT 1300	Residential and Light Commercial Blueprint Reading	<mark>-</mark>
	TOTAL	<mark>7</mark>

<mark>Second Semester</mark>

<mark>Course</mark>	T <mark>itle</mark>	<mark>Credit Hours</mark>
PHED 1306	F <del>irst Aid</del>	<mark>3</mark>
WDWK 1413	Cabinet Making I	<mark>4</mark>
CBFM 1293	Special Topics in Painter and Wall Cover	<mark>2</mark>
WDWK 2405	Intermediate Woodworking	<mark>4</mark>
	TOTAL	

# Third Semester

<mark>Course</mark>	Title	<mark>Credit Hours</mark>
DRFT Elective <sup>2</sup>	Approved by advisor	<mark>-</mark>
WDWK 2451	<mark>Cabinet Making II</mark>	<mark>4</mark>
WDWK 2459	Advanced Woodworking	<mark>4</mark>
	TOTAL	<mark>11</mark>

# <mark>Fourth Semester</mark>

Course		<mark>Credit Hours</mark>
CNBT 1281 <sup>1</sup>	Cooperative Education	<mark>2</mark>
	T <mark>OTAL</mark>	<mark>2</mark>
	TOTAL HOURS IN CERTIFICATE	33

# ENGL 0313 Developmental Reading III

# Three semester hours .....(3-1)

Pre-requisite: Placement by Reading Instructor or grade of "C" or better in ENGL 0312. The course work is designed to improve interpretive reading, including conclusions, inferences, figurative language, increased speed, improved decoding skills and comprehension utilizing more difficult reading materials. Students in ENGL 0323/ENGL 0313 may take ENGL 1301 (and other reading restricted courses) concurrently.

# ENGL 0323 Developmental Writing III

### Three semester hours .....(3-1)

Pre-requisite: Placement by Writing Instructor or grade of "C" or better in ENGL 0322. This is a review course structured to prepare students for college level English. A variety of writing activities based upon readings and personal experience will constitute the nucleus of the course. Grammar principles and vocabulary development will also be stressed. The course uses individualized and group instruction in a lab setting. This course cannot be substituted for required college-level English courses. (3201085312) \*Students enrolled in Developmental Writing III classes must pass the class with a "B" or better. Students in ENGL 0323/ENGL 0313 may take ENGL 1301 (and other reading restricted courses) concurrently.

# **Dental Laboratory Technology**

The Dental Laboratory Technology Fixed Restorative, Ceramic and Denture Technique Certificate Program is offered for students who desire to enter employment directly after completion of this four semester program.

**Possible Employment Responsibilities:** Construct and assemble false teeth in a dental lab technology laboratory designed to construct crowns, bridges, dentures, partial plates and other prosthetic devices from prescriptions ordered by a dentist.

**Possible Employment Positions:** Dental Laboratory Technician in dental laboratories constructing a variety of crowns, bridges and dentures.

**Possible Employment Locations:** Dental laboratory operations in private business and government agencies.

**Pre-requisites:** Demonstration of aptitude and ability through manual dexterity tests given by the department and a Program Entrance Test.

Co-requisites: MATH 0301, ENGL 0311, ENGL 0321, EDUC 0300, and PSYC 1100/EDUC 1100. Students must complete Math, English, and DLBT courses with a grade of "C" or better to receive the DLT Certificate.

**Program Duration:** Four or five semesters. Additional pre-requisite course(s) may be required depending on students' prior training/education.

Dental Laboratory Technology Tool Kits: DLBT students are required to purchase dental tool kits in the college bookstore (\$700) at the time of registration. It is the responsibility of the student to notify the DLT instructor of his/her intention to enter or reenter the DLBT program in order to have sufficient tool kits available for purchase prior to the beginning of each semester.

If a student has been absent from SWCID for more than one year, the student is required to reenter the Dental Laboratory Technology program and participate again in all the hands-on skills courses.

Students enrolled in all Dental Lab Technology classes and laboratories must pass each class and lab with a "C" or better before enrolling in the next DLBT class and laboratory with the approval of the DLT instructor.

Students will be required to complete the following pre-requisites: ENGL 0311, ENGL 0321, and MATH 0301, with a grade of "C" or better. If placement tests or instructor evaluations show competency in the above classes, students may be permitted to enter the DLBT program.

Course	Title	Credit Hours
DLBT 1317	Fixed Restorative Techniques I	3
DLBT 2311	Fixed Restorative Techniques II	3
DLBT 2321	Fixed Restorative Techniques II	9
	TOTAL	9

#### Marketable Skills Achievement Award-Restorative Techniques

# **Certificate Level I Dental Laboratory Technology**

**First Semester** 

Course	Title	Credit Hours
PSYC <mark>/EDUC</mark> 1100	Learning Framework	1
DLBT 1301	Dental Anatomy and Tooth Morphology	
DLBT 1305	Dental Materials	3
Elective	Approved by advisor	3
	TOTAL	3
		10

#### Second Semester

Course	Title	Credit Hours
DLBT 1313	Complete Denture Techniques I	3
DLBT 1317	Fixed Restorative Techniques I	3
DLBT 2341	Dental Ceramic <del>s</del> <mark>Techniques</mark> I	3
DLBT 2101	Introduction to Occlusion/Mandibular Motion	1
Elective	Approved by Advisor	1
	TOTAL	11

### Summer

Course	Title	Credit Hours
DLBT 1364 <sup>1-2</sup>	Practicum	3

#### **Third Semester**

Course	Title	Credit Hours
DLBT 2311	Fixed Restorative Techniques II	3
DLBT 2342	Dental Ceramics II	3
DLBT 2319	Intermediate Dental Skill	3
DLBT 2307	Complete Denture Techniques II	<mark>3</mark>
	TOTAL	<mark>12-</mark> 9

#### Fourth Semester

Course	Title	Credit Hours
DLBT 2321	Fixed Restorative Techniques III	<mark>3</mark>
DLBT 1110	Practical Infection Control	1
	TOTAL	<mark>1 4</mark>
	TOTAL HOURS IN CERTIFICATE	37

<sup>1</sup>Capstone Course

<sup>2</sup>Internship students must provide their own transportation to internship sites.

Since most DLT students will take less than a full load of courses their last semester, DLT students will obtain special permission from the SWCID Dean of Students for dorm and cafeteria privileges during their last semester in the DLT program.

# **Interpreter Training**

The Interpreter Training AAS Degree Program is offered to students who desire to be qualified sign language interpreters after completion of this four semester program.

**Possible Employment Responsibilities:** Providing signed and voiced interpreted communication for deaf and hearing consumers.

**Possible Employment Positions:** Interpreter, Interpreter/Aide, Educational Interpreter, Video Relay Interpreters, Vocational Communication Specialist, and Interpreter/Tutor.

**Possible Employment Locations:** Public, private, and residential schools; vocational rehabilitation agencies, businesses which employ deaf individuals, government agencies, community organizations, churches serving the deaf, Video Relay service providers, and Video Remote Interpreting companies.

**Pre-requisites:** Taking the sign language proficiency test determining appropriate placement in SGNL 1301, SGNL 1302, SGNL 2301 or SCAL SALE SGNL 2302.

Tech Prep: Agreement with San Angelo Independent School District.

**ITP "Skills" Courses-Grade Requirements:** In order for a student to advance to the next course within the ITP course of study, the student must pass each of the following "skills" courses with a grade of "B" or better: SLNG 1211, SGNL 1301, SGNL 1302, SGNL 2301, SGNL 2302, SLNG2302 and SLNG 2331. ITP majors making a grade of "C" or below on any of these courses will be required to repeat the course(s).

# Marketable Skills Achievement Award Must achieve a grade of "B" or better in three courses (student's choice).

Course	Title	Credit Hours
SLNG 1301	Beginning American Sign Language I	3
SLNG 1317	Beginning American Sign Language II	3
SGNL 2301 <sup>1-2</sup>	Intermediate American Sign Language I	3
SGNL 2302	Intermediate American Sign Language II	3
	TOTAL	9

# Associate in Applied Science Interpreter Training\*

First Semester

Course	Title	Credit Hours
SLNG 1211	Fingerspelling and Numbers	2
SLNG 1317	Introduction to the Deaf Community	3
MATH 1332	Contemporary Mathematics	3
SGNL 1301 <sup>1-2</sup>	Beginning American Sign Language I	3
ENGL 1301	Composition I	3
SLNG 1215	Visual/Gestural Communication	2
EDUC 1100	Learning Framework	<mark>1</mark>
	TOTAL	<mark>16</mark> 17

Second Semester		
Course	Title	Credit Hours
SLNG 1321	Introduction to the Interpreting Profession	3
SGNL 1302	Beginning American Sign Language II	3
ITSC 1309	Integrated Software Applications I	3
SPCH 1315	Public Speaking	3
SLNG 1346	Working with Deaf-Blind Persons	3
	TOTAL	15

#### **Third Semester** Course Title Credit Hours SLNG 2288<sup>4</sup> Internship I-Sign Language Interpretation 2 <mark>3</mark> SLNG 2315 Interpreting in Educational Settings 3 **SLNG 1350** Sign-to-Voice 3 SGNL 2301 Intermediate American Sign Language I 3 SLNG 2302 Interpreting II SLNG 1348 Vocabulary Development for Interpreters 3 1 **PHED Elective Physical Fitness SLNG 1106** Interpreting Artistic Texts I 1 TOTAL 16

#### **Fourth Semester**

Course	Title	Credit Hours
SLNG 2289 <sup>3</sup>	Internship II-Sign Language Interpretation	2
SLNG 2311	Interpreting in Specialized Settings	3
SLNG 2331	Interpreting III	3
Social/Behavioral Science Elective	Choose from core curriculum	3
SGNL 2302	Intermediate American Sign Language II	3
Humanities/Fine Arts Elective	Choose from core curriculum	3
	TOTAL	17
	TOTAL HOURS IN AAS	65

NOTE: Transfer courses from other colleges/universities will not be automatically accepted for SGNL 1301, SGNL 1302, SGNL 2301 and SLNG 1345 unless the student has successfully passed the sign language proficiency test with the appropriate score.

<sup>2</sup>A student who demonstrates competencies required for this course can substitute an approved elective.

<sup>3</sup>Capstone course

<sup>&</sup>lt;sup>1</sup>Indicates courses that can be articulated with high school

<sup>&</sup>lt;sup>4</sup>Students must provide their own transportation to and from internship sites.

# **Office Technology**

The Office Technology Program is offered for students who desire to enter employment upon completion of the program or who desire to pursue an associate degree in the Office Administration Program at Howard College.

**Possible Employment Responsibilities:** File, input data, prepare documents, use software, perform clerical duties.

**Possible Employment Positions:** Office Clerk, File Clerk, Data Entry Operator, General Office Clerk, Office Support Specialist, Administrative Specialist.

**Possible Employment Locations:** Business settings in government agencies, hospitals, companies (banks) and education (schools and colleges).

**Program Duration:** Two or three semesters. Additional pre-requisite course(s) may be required depending on student's prior training/education.

**Pre-requisites:** ENGL 0312, ENGL 0322, PSYC/EDUC 1100, MATH 0302, POFI 2301, and interview with the CIS/Business Coordinator. Students who lack a proficiency in sign communication may be required to enroll in SGNL 1301, SGNL 1302, SGNL 2301, or SLNG 1344 SGNL 2302 until proficiency is attained. Students who lack a proficiency in keyboarding speed and accuracy may be required to enroll in POFT 1127.

# **Paraprofessional in Deaf Education**

The Paraprofessional in Deaf Education Certification program is offered for students who desire to enter employment directly after completion of this two semester program.

**Possible Employment Responsibilities:** Classroom instruction in an aide position in classes with hard of hearing students.

**Possible Employment Positions:** Classroom aide, dormitory supervisory personnel, recreational aide.

**Possible Employment Locations:** Classrooms for the deaf or hard of hearing, dormitory facilities for the deaf or hard of hearing, recreational/physical education classes for the deaf or hard of hearing.

**Program Duration:** Two semesters. Additional semester(s) of basic skills courses may be required depending on student's prior training/education.

Pre-requisite: ENGL 0313, ENGL 0323 and MATH 0302.

**PDE "Skills" Courses-Grade Requirements** PDE majors are required to pass all SLNG and CDEC courses with a grade of "C" or better. PDE majors making a grade of "D" or below on any of these courses will be required to repeat the course. Taking the Program Entrance Test determining qualification to enroll in the PDE major and appropriate placement in ENGL 0300 and/or ENGL 0303.

Tool Kits for the following courses will be purchased in the Bookstore beginning Fall 2012.

# **Additional Fees for Certain Courses or Services**

Additional fees charged by outside agencies may be passed on to the student.

Automotive Maintenance Technology Tool Kit (one-time cost) SWCID students	<mark>800.00</mark>
Building Construction Technology, Carpentry Tool Kit (one-time cost) SWCID Students	<mark>700.00</mark>
Building Construction Technology, Woodworking Tool Kit (one-time cost) SWCID Students	<mark>700.00</mark>
Dental Laboratory Technology Kit (one time cost) SWCID students	<mark>700.00</mark>
Paraprofessional in Deaf Education, CDEC 1313	<mark>20.00</mark>
Welding Kit (one-time cost) SWCID students	<mark>750.00</mark>

# Welding

The Welding Certificate Program provides students with entry-level job skills for the welding industry.

**Possible Employment Responsibilities:** Performing flat and horizontal welds using stick and MIG wire; cutting with oxy-acetylene; reading weld symbols and basic blueprints; knowing all shop, welding, cutting, tools and safety procedures.

Possible Employee Positions: Entry Level I Welder

**Possible Employment Locations:** Private and commercial business, municipal or other government agencies, and lead up to self-employment; jobs on land, at sea and under water, and fabrication shops.

**Co-Requisites:** ENGL 0311, Vocational MATH 0321, ENGL 0320, PSYC 1100 and PSYC EDUC 0300.

**Grade Requirements:** Students must complete all major (WLDG) courses with a grade of "C" or better to receive the Welding Certificate.

Approved Electives: WLDG 1440, DFTG 2319, WLDG 2432

**Program Duration:** (Two semesters) This program could be longer depending on the student's high school background and placement test scores. basic registration.

Welding Tool Kits: Welding students are required to purchase a welding tool kit at the cost of \$750 in the college bookstore at the time of registration. A welding book and blueprint book are required at the time of initial registration and will be used in all classes.

Students must have an up-to-date tetanus record in advisor's student file.

The SWCID Welding Program is a vocational training program with heavy emphasis upon "hand skills" and work adjustment. Students who successfully complete the training will receive certificates from SWCID and the American Welding Society (AWS) SENSE program and will be ready to enter the work force.

Marketable Skills Achievement Award-Welding Tools and Safety

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Course	Title	Credit Hours
WLDG 1425	Introduction to Oxy-Fuel Welding and Cutting	4
WLDG 1421	Welding Fundamentals	4
WLDG 1323	Welding Safety, Tools, and Equipment	3
	TOTAL	11

### Marketable Skills Achievement Award-Blueprints and Fabrication

Course	Title	Credit Hours
WLDG 1417	Introduction to Layout and Fabrication	4
WLDG 1413	Introduction to Blueprint Reading for Welders	4
DFTG 1309	Basic Computer-Aided Drafting	3
	TOTAL	11

### Marketable Skills Achievement Award-Workplace Welding

Course	Title	Credit Hours
WLDG 1428	Introduction to Shielded Metal Arc Welding (SMAW)	4
WLDG 1430	Introduction to Gas Metal Arc Welding (GMAW)	4
WLDG 1412	Introduction to Flux-Cored Arc Welding (FCAW)	4
	TOTAL	12

# CATALOG CHANGES SUBMITTED TO HOWARD COLLEGE BOARD OF TRUSTEES

# Certificate Level I Welding

**First Semester** 

First Semester		
Course	Title	Credit Hours
DFTG 1309	Basic Computer-Aided Drafting	3
WLDG 1425	Introduction to Oxy-Fuel Welding and Cutting	<mark>4</mark>
WLDG 1421	Welding Fundamentals	4
WLDG 1323	Welding Safety, Tools, and Equipment	<mark>3</mark>
EDUC 1100	Learning Framework	<mark>1</mark>
	TOTAL	<mark>14 8</mark>

# Second Semester

Course	Title	Credit Hours
WLDG 1425	Introduction to Oxy-Fuel Welding and Cutting	<mark>4</mark>
WLDG 1323	Welding Safety, Tools, and Equipment	<mark>3</mark>
	TOTAL	7

Third Semester		
Course	Title	Credit Hours
WLDG 1417	Introduction to Layout and Fabrication	<mark>4</mark>
WLDG 1428	Introduction to Shielded Metal Arc Welding (SMAW)	<mark>4</mark>
WLDG 1413	Introduction to Blueprint Reading for Welders	<mark>4</mark>
	TOTAL	<mark>12</mark>

### **Fourth Semester**

Course	Title	Credit Hours
WLDG 1430	Introduction to Metal Arc Welding (GMAW)	<mark>4</mark>
WLDG 1412	Introduction to Flux Cored Arc Welding (FCAW)	<mark>4</mark>
<mark>Elective</mark>	Elective	<mark>4</mark>
	TOTAL	<mark>12</mark>

Summer		
Course	Title	Credit Hours
WLDG 2388 <sup>1</sup>	Internship	3
	TOTAL HOURS IN LEVEL I CERTIFICATE	<mark>42</mark>

<sup>1</sup>Capstone Course