

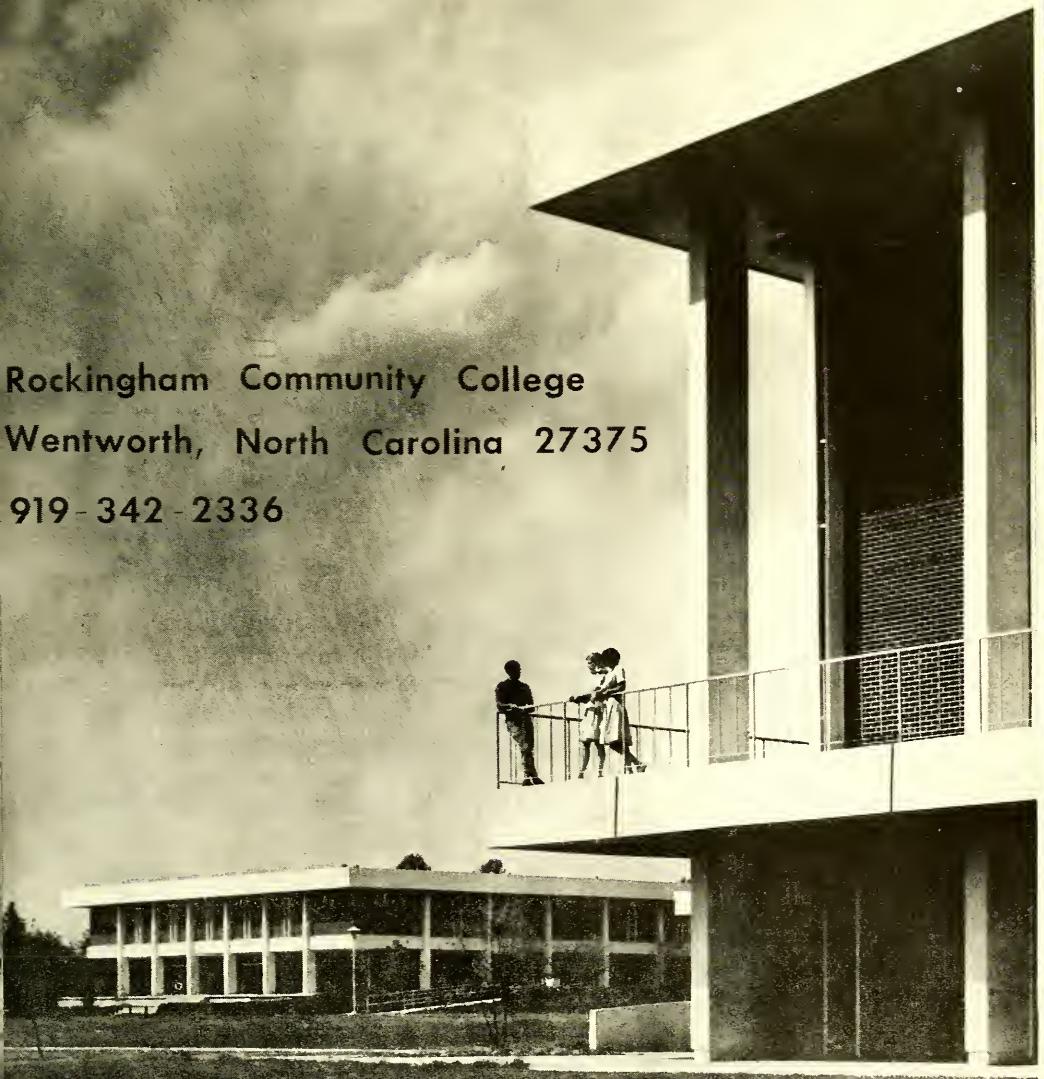
ROCKINGHAM COMMUNITY COLLEGE

CATALOG 70-71



**Rockingham Community College
Wentworth, North Carolina 27375**

919-342-2336



COLLEGE CALENDAR 1970-71

FALL QUARTER - Tuesday, September 1 – Wednesday, November 25

Tuesday and Wednesday September 1 and 2	Faculty-Staff Orientation
Thursday, September 3	Student Orientation
Friday, September 4	Registration
Monday, September 7	Labor Day Holiday
Tuesday, September 8	Registration
Thursday, September 10	Classes Begin
Wednesday, September 16	Last Day for Adding Classes
Friday, October 2	Last Day for Dropping Classes Without Penalty
Tuesday, November 24	Last Day of Classes
Wednesday, November 25	Grades Due

WINTER QUARTER - Monday, November 30 – Wednesday, March 3

Monday, November 30	Registration
Wednesday, December 2	Classes Begin
Tuesday, December 8	Last Day for Adding Classes
Saturday, December 19 through	Christmas Vacation
Sunday, January 3	
Wednesday, January 6	Last Day for Dropping Classes Without Penalty
Tuesday, March 2	Last Day of Classes
Wednesday, March 3	Grades Due

SPRING QUARTER - Monday, March 8 – Thursday, May 27

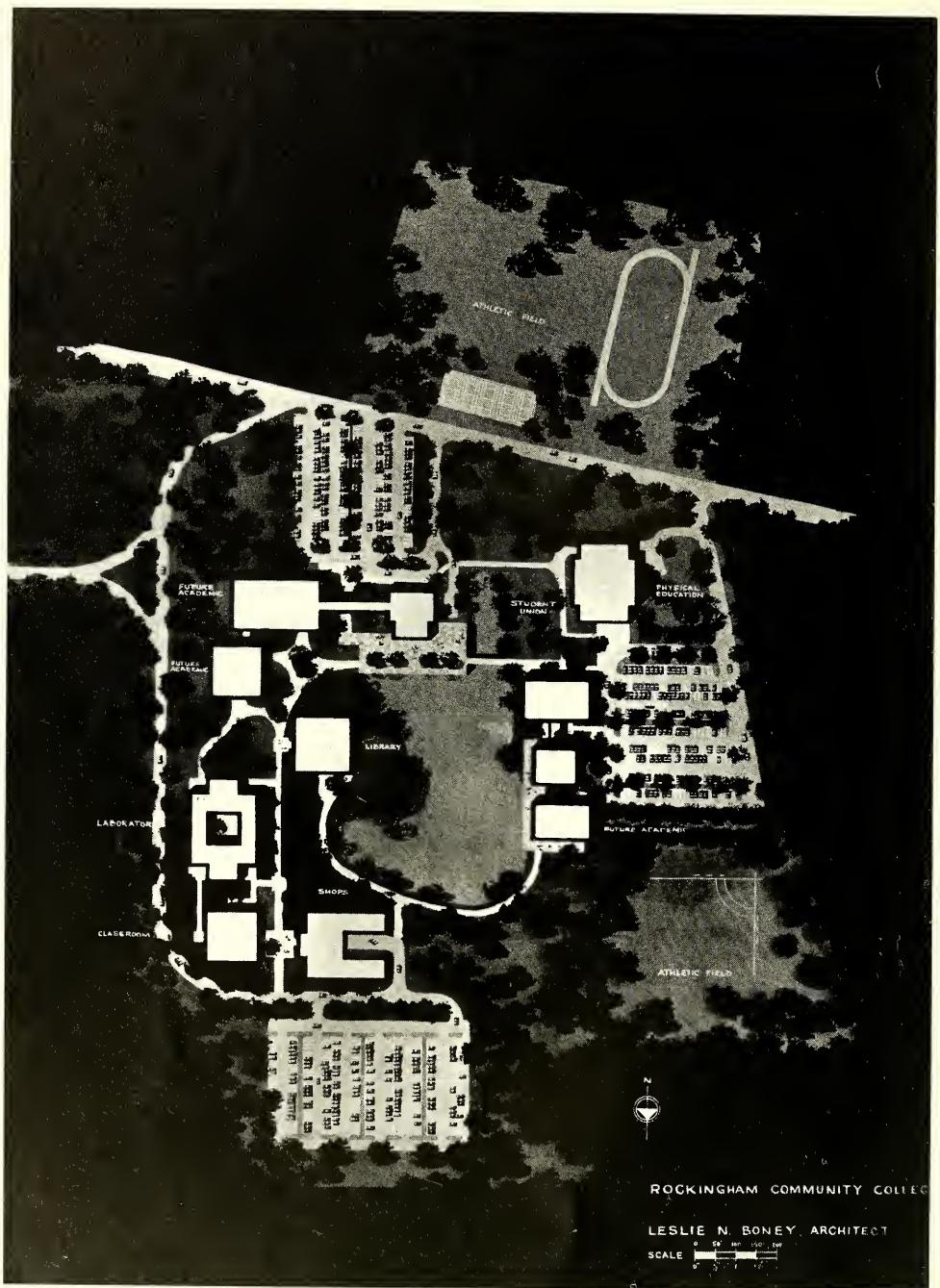
Monday, March 8	Registration
Wednesday, March 10	Classes Begin
Tuesday, March 16	Last Day for Adding Classes
Friday, April 2	Last Day for Dropping Classes Without Penalty
Friday, April 9 through	Easter Vacation
Monday, April 12	
Wednesday May 26	Last Day of Classes
Thursday, May 27	Grades Due
Saturday, May 29	Graduation

SUMMER QUARTER - Friday, June 4 – Saturday, August 14

Friday, June 4	Registration for First Five-Week Session and for Ten-Week Session
Monday, June 7	Classes Begin
Monday, July 5	Independence Day Holiday
Friday, July 9	Last Day of Classes in First Five- Week Session
Monday, July 12	Registration for Second Five-Week Session
Tuesday, July 13	Classes Begin, Second Five-Week Session
Friday, August 13	Last Day of Classes, all sessions
Saturday, August 14	Grades Due
Sunday, August 15	Graduation

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THE PROJECTED CAMPUS LAYOUT

GENERAL INFORMATION

HISTORY OF THE COLLEGE

The General Assembly of 1963 passed enabling legislation which led to the establishment of Rockingham Community College. In July, 1963, the people of Rockingham County formally requested approval from the State Board of Education for the establishment of a community college in Rockingham County. In November, 1963, the citizens of Rockingham County voted favorably on a bond issue for initial construction of the College and a tax levy for the support of the College. In January, 1964, Trustees of the College were appointed; and in June, 1964, Dr. Gerald B. James was appointed President. The Trustees determined that the College should open in September, 1966.

OBJECTIVES OF THE COLLEGE

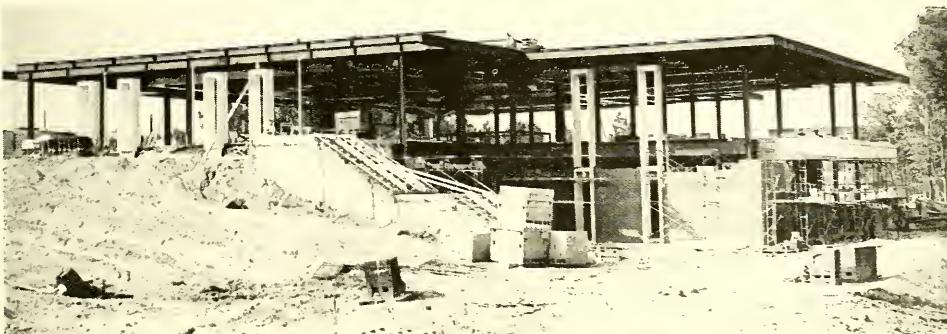
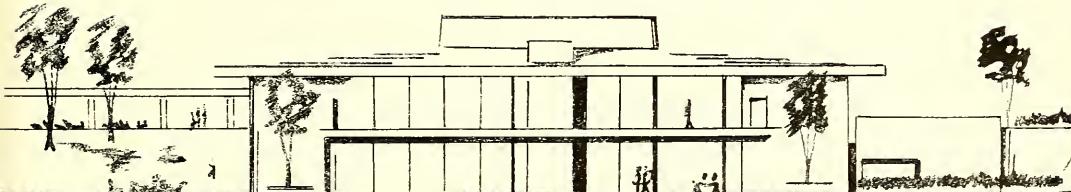
A democratic society demands intelligent and enlightened citizens. Rockingham Community College is one of the many and varied institutions established by society to aid in the development and advancement of its individual members.

The purpose of the College is primarily one of education at the post-high school and adult levels. It functions in a cooperative relationship with other institutions and agencies.

The objectives of the College are:

1. To provide two years of college work transferable to four-year colleges and universities.

NEW STUDENT CENTER BUILDING



2. To provide two years of technical study which prepares individuals for employment as technicians.
3. To provide one year of study in vocational areas which prepares individuals for employment in trades.
4. To provide suitable courses for individuals who wish to further their education and enrich their lives.
5. To provide services to guide students in the exercise of self-direction in personal planning and in the solution of problems.

Thus, the College is dedicated to the provision of opportunities to citizens for further academic enlightenment, cultural development, and vocational achievement.

CAMPUS LOCATION AND FACILITIES

Rockingham Community College began operation on its new campus at Wentworth, North Carolina, in September of 1966. The 236 acre campus is located approximately one quarter mile west of the intersection of State Highways 65 and 87. Each of the new buildings has been designed to provide the modern instructional spaces necessary to carry forward a quality instructional program.

The current total investment in buildings and equipment exceeds \$5,000,000. Current buildings include a general classroom building, a laboratory building, a shop building, a library, a physical education building and a student center.

LIBRARY

The new tri-level library has book capacity of 50,000 volumes and will seat 300 readers. The library provides excellent facilities for study, research, browsing, self-improvement, and enjoyment.

Present library holdings include over 17,000 volumes in general, scientific, and occupational fields. The library subscribes to 255 periodicals and 12 periodical indexes. There is also a growing audio-visual collection of films, filmstrips, slides, tapes, microfilms, framed works of art, phonograph recordings, and music scores. The library staff includes two professional librarians, a secretary, and twenty student assistants.

The library building also houses the learning laboratory (programmed materials), an audio-visual production center, conference rooms, classrooms, and space for two proposed listening laboratories.



CLASS SCHEDULE

Rockingham Community College offers classes between the hours of 8:00 a.m. and 10:30 p.m. five days per week. The majority of the credit courses are offered between the hours of 8:00 a.m. and 5:00 p.m. When the demand is evident, however, at least one section of each curriculum course is offered during the evening hours.

Non-credit courses for personal, occupational, and community improvement are offered during day and evening hours.

It is possible with careful planning to complete most work toward a degree or diploma through attending evening classes.

STATE ACCREDITATION

Rockingham Community College is accredited by the State Board of Education of North Carolina. Arrangements have been formalized with four-year colleges and universities whereby graduates of Rockingham Community College will be accepted on the same basis as transfer students from other colleges and universities.

REGIONAL ACCREDITATION

Rockingham Community College is accredited by the Southern Association of Colleges and Schools.

ADMINISTRATIVE OFFICE HOURS

College administrative offices are open Monday through Friday from 8:00 a.m. to 5:00 p.m. A night administrator is on duty Monday through Thursday until 10:30 p.m. The Student Affairs Office is open each Monday, Tuesday and Wednesday until 9:00 p.m.

CHANGES IN REGULATIONS

Rockingham Community College reserves the right to make changes in the regulations, courses, fees, and other matters of policy and procedure as and when deemed necessary.

ADMISSION PROCEDURES AND REQUIREMENTS

Rockingham Community College operates under an "Open Door" admission policy. Any high school graduate and any adult, whether he is a high school graduate or not, who makes application and can benefit from any of the programs may be admitted to the college.

Admission to a specific course of study is based upon guidelines developed to help the student determine his chances of success in that course of study. These guidelines allow the counselor and the student to evaluate the student's chance of success in a particular program and thus help to prevent loss of student time and effort as a result of unsatisfactory achievement. Should a student desire a course of study but not have the appropriate educational background, the college has available personnel and facilities to prepare him for successful admission.

The admission procedure requires, with the exception of continuing education programs, that the student

- (1) submit an application form.
- (2) submit a transcript of all previous education beyond the elementary school.
- (3) submit a completed medical form.
- (4) report to the college for admissions counseling and appropriate testing (appointment schedules will be mailed as applications are processed).

Special program requirements are as follows:

College Parallel Programs

- (1) the student must be a graduate of an accredited high school or have a State approved equivalent education.
- (2) the student must request the American College Testing Service to furnish the college with the applicant's scores on the American College Test.

Two-Year Occupational Programs (with the exception of Textile Technology and Management which has no special requirement beyond those general requirements shown on the previous page).

- (1) the student must be a graduate of an accredited high school or have a State approved equivalent education.
- (2) the student must request the American College Testing Service to furnish the College with the applicant's scores on the American College Test.
- (3) the student must request the Employment Security Commission to furnish the College with the applicant's scores on the General Aptitude Test Battery.

One-Year Occupational Programs

The student must request the Employment Security Commission to furnish the College with the applicant's score on the General Aptitude Test Battery.

NOTE: Students who need preparatory courses before entering regular curriculum courses will be advised to enroll in a Developmental Studies Program described on page 53 in this catalog.

Continuing Education Programs

Requirements for admission and application procedures for the numerous continuing education programs, including Adult Basic Education, are dependent upon the nature of the course desired. Interested persons should contact the Continuing Education Division for specific information.

Adult High School

The student must file a completed application and medical form in the Admissions Office.

Fifteen-Hour Regulation

Adult students may be admitted under a special provision which allows them to take up to fifteen quarter hours of credit courses before completing admission requirements. However, all admission requirements must be met by the time the student has completed fifteen quarter hours of work if credit is to be granted.

REGISTRATION

The College operates on the quarter system. All students are expected to register during the time set aside for that purpose.

Registration dates are listed in the Calendar of Events published in the front of this catalog. A permit to register must be secured from the Student Affairs Office before beginning the registration process. Registration for continuing education students is explained on page 52.

LATE REGISTRATION FEE

A late registration fee of \$5.00 is charged to all students who complete registration after the date of registration as listed in the College Calendar. Registration is not complete until all fees are paid.

TRANSFER STUDENTS

Rockingham Community College will consider acceptance of credits from all accredited institutions and/or colleges. Transfer students must:

- (1) file a completed application form for admission to Rockingham Community College.
- (2) furnish a transcript of all previous academic work in colleges and/or institutions attended.
- (3) File a completed medical form.

Generally grades of "C" or better will be considered for transfer.

SPECIAL NOTE TO VETERANS:

Rockingham Community College is committed to the recognition of educational study undertaken while in military service. Credit is awarded in keeping with the recommendations of the Commission on Accreditation of Service Experiences.

TUITION AND FEES

Rockingham Community College offers educational opportunity at minimum cost to the student. Tuition fees are set by the State Board of Education and are subject to change without notice. Cost of textbooks and supplies are additional expenses which vary according to the program of study. Current basic fees to be paid by resident students upon enrollment are as follows:

College Parallel Program

Tuition fee of \$3.00 per credit hour with a maximum tuition charge of \$42 per quarter.

Technical and Vocational Programs

Tuition fee of \$2.50 per credit hour with a maximum tuition charge of \$32 per quarter.

Continuing Education

Fees for these programs or courses will vary according to the courses being offered. For additional information see page 52.

N. C. Resident Students

A resident student is generally defined as one whose legal residence for the past six months has been within the State of North Carolina.

Out-of-State Students

Entrance requirements and admission procedures for persons who reside outside the State of North Carolina are the same as for residents. Tuition for non-residents is 2½ times that for residents.

Activity Fee

Academic Year (Fall, Winter, Spring, Quarters)

Each full-time student (twelve quarter hours or more) will pay a \$9.00 per quarter student activity fee. Part-time students will pay activity fees according to the following schedule:

1—4 Quarter Hours \$2.00

5—7 Quarter Hours \$4.00

8—11 Quarter Hours \$6.00

Academic Year (Summer Session)

Each student (full-time and part-time) will pay a \$1.00 student activity fee.

Accident Insurance

Accident insurance, covering the student during hours in school and transportation to and from school, is available for \$3.00 per year. This insurance is not required but is strongly recommended.

Refunds

Except for students receiving Veteran's Educational Assistance, tuition refunds shall not be made unless the student is, in the judgment of the institution, compelled to withdraw for unavoidable reasons. In such cases, two-thirds of the student's tuition may be refunded if the student withdraws within ten calendar days after the first day of classes as published in the school calendar. Tuition refunds will not be considered after that time. Tuition refunds will not be considered for tuitions of five dollars or less, except if a course or curriculum fails to materialize, in which case all the student's tuition shall be refunded.

Textbooks and Supplies

Costs of textbooks and supplies are additional expenses for which the student should plan. These expenses vary according to the program of study, but on the average range from \$30.00 to \$50.00 per quarter. These items may be purchased from the college bookstore. The first quarter of registration is generally the most expensive.

STUDENT SERVICES

Rockingham Community College offers a comprehensive program of student services designed to meet the needs of part-time and full-time students.

COUNSELING SERVICE

The counseling service provides professional assistance to students in many different areas. The staff is comprised of counselors who are qualified to help individuals assess and understand their abilities, aptitudes, interest, and personality characteristics. The counselors have available information concerning local, state, and national job opportunities and are able to help students utilize this information in making career decisions. As the career direction is determined, the counselors are able to help students plan courses of study which will facilitate the achievement of long-range goals. In addition to vocational and educational counseling, counselors are prepared to assist students in working through personal and social concerns. The counselors are also prepared to assist parents and families in situations which require an understanding of the student, his problems, and how the family can be of most assistance.

INFORMATION SERVICE

Information pertaining to occupations, educational opportunities, and social concerns is available through the College to students and prospective students. This information is located in the library and in the Student Affairs Office.

TESTING SERVICE

The counselors are qualified to administer and interpret a variety of tests. These tests are administered and interpreted to students as the need arises during the counseling process.

PLACEMENT SERVICE

Rockingham Community College provides both educational and job placement assistance to its students. College transfer students are assisted in gaining entrance to senior colleges and universities to pursue courses of study leading to their various educational objectives.

By working closely with industry and business, the college also assists students who have completed their program of study in locating job opportunities. The college cannot guarantee placement to its students, but will provide employment leads for those who have successfully completed programs of study.

HEALTH SERVICES

The college does not have an elaborate system of health services. A first aid and emergency station is located in the Physical Education Building. See the Student Handbook and the Faculty-Staff Handbook for further information.

STUDENT ACTIVITIES

Rockingham Community College offers its students an opportunity to participate in a wide variety of activities.

Students participate in the governance of the college as elected student body officers and as voting members of college committees.

The school newspaper, "The Rock," and the annual, "Saura," are published by students. Work on the paper and annual gives students an opportunity to explore creative writing, reporting, advertising and photography.

Many activities are conducted in relation to courses of study. Other activities are based on student interest and hobbies. Drama and choral groups are open to those students showing interest.

Membership in honor clubs and societies such as the Natural Science Honor Society is open to all qualified persons. Service clubs, such as the Compass Club, enable students to be of service to the school, fellow students, and the community.

Many student and community services promoted by the Continuing Education Division are available to the total student body. These include the Great Decisions discussions program, the Fine Arts Series, and participation in the Fine Arts Festival.

INTRAMURAL SPORTS PROGRAM

The Physical Education Department offers an extensive program of intramural sports. Participation in these sports is purely voluntary and college credit is not given.

Sports offered in the intramural program are correlated with those taught in the required programs of physical education. Instruction in these sports is given in the classes and opportunity for competition is provided in the intramural program.

RECREATIONAL PROGRAM

In order to provide a recreational program for all students, the college maintains athletic fields, and a physical education building which includes a single wall handball court, rhythm area, wrestling area, gymnastic area, weight lifting and a well equipped gymnasium. These facilities are open to all Rockingham Community College students and equipment can be checked out for recreational and leisure time activities. These facilities are available as scheduled by the Physical Education Department.

INTERCOLLEGIATE ATHLETICS

Rockingham Community College has no intercollegiate athletic program.

VETERANS AFFAIRS

Veterans are invited to take advantage of the guidance services and educational programs offered by the College. Rockingham Community College cooperates with the Veterans Administration and with the North Carolina Veterans Commission in assisting veterans. Children of disabled or deceased North Carolina veterans may receive assistance in payment of tuition and college fees. For information and application forms students should contact their Veterans Affairs Office.

Veterans enrolled under the G. I. Bill, in order to receive full benefits, are required to carry a full class load (14 credit hours in college parallel and technical, 30 contact hours in vocational). The contact hours shown in the catalog are minimal. It is a policy of this institution to permit students to enroll in additional subjects and laboratory work beyond those shown in the catalog in order to broaden their training. When in any quarter the total weekly contact hours listed are fewer than thirty hours in a vocational trade curriculum, a student may enroll on request for additional instructional hours deemed by the institution to be consistent with the program and appropriate to the student to make up thirty hours per week in a vocational trade curriculum.

In keeping with the recommendations of the Commission on Accreditation of Service Experiences of the American Council on Education, credit is granted for study undertaken while in military service (See Page 7)

FINANCIAL AID

Rockingham Community College attempts to meet the financial need of every qualified student, and subscribes to the following policies and principles: (1) The purpose of financial aid is to

supplement the resources of the student and his family; it does not exist to replace these sources of support. The primary responsibility for financing a college education rests with the family and the family is expected to contribute according to its income and assets to a student's college expenses. The student is expected to share in this responsibility through savings, summer work, and part-time employment if necessary. (2) In selecting a financial aid recipient, the college considers not only an applicant's financial need but also his academic potential. (3) Aid may be used for tuition and fees, books, personal needs, travel and room and board if necessary in order for the student to maintain himself in school. Aid may not be used to repay debts previously incurred.

Students needing assistance should contact the Office of Student Affairs. Resources for the student are listed below.

1. Educational Opportunity Grants are direct grants of gift assistance awarded to students of exceptional financial need and creative or academic promise. A grant may cover half of the student's total need.
2. Scholarships
 - A. Nursing scholarships are direct grants of gift assistance awarded to students of exceptional financial need and creative or academic promise who are enrolled in the Associate Degree Program in Nursing. A grant may cover half of the student's total need.
 - B. Annie Penn Memorial Hospital Auxiliary gives two scholarships of \$300 per year to two nursing students.
 - C. Rockingham County Medical Society Auxiliary gives a scholarship of \$100 for a nursing student.
 - D. Rockingham County Medical Society gives one scholarship of \$200 per year for a nursing student.
 - E. Truslow Scholarship: The Grover C. and Sadie A. Truslow Scholarship makes available approximately \$200 each year to a student or students from Rockingham County, preferably from the Eden area.
 - F. Other scholarships are awarded directly by the donor organization or individual and disbursed by the college.

3. Loan Funds

- a. Federal Student Loan Funds: The college participates in National Defense Loan Program and the Nursing Loan Program.
- b. Emergency loan funds have been established by organizations and individuals.
 - (1) RCC Emergency Loan Fund
 - (2) Rockingham County Jaycee Emergency Loan Fund
 - (3) Rockingham County Jaycette Emergency Loan Fund
- c. College Foundation: The college serves as a certifying agency for the Insured Loan Program and Bryan Foundation loans.

4. Work Study

The college participates in the federal work study program and its own institutional work study program. Under these programs jobs are available to students from low income families. A student may work on campus up to 15 hours a week.

The college serves as a referral agency for the following resources:

- a. Veterans Benefits
- b. Social Security
- c. Department of Public Welfare
- d. Employment Off Campus
- e. Vocational Rehabilitation

ACADEMIC REGULATIONS

AWARDS

Rockingham Community College grants a number of different awards signifying completion of courses of study. The college grants the Associate in Arts Degree or the Associate in Science Degree to students completing a college transfer program. The Associate in Applied Science Degree is granted to students who complete a two-year technical program. For completion of a one-year vocational program a diploma is granted. A diploma is also granted for completion of the Adult High School Program. The college offers certificates of completion to individuals completing other courses of study. Study for such certificates may be in any area of instruction offered by the college, as developed to meet the needs of a particular student.

SCHOLASTIC STANDARDS

Rockingham Community College students are expected to maintain satisfactory scholastic standards. At the end of each quarter an assessment shall be made of each student's total scholastic record. In cases where students are not making satisfactory progress toward a degree or diploma, the Academic Probation Policy stated below applies.

This policy was recommended by the Faculty Senate and approved by the Instructional Affairs Committee and the College Affairs Committee in the spring of 1970. All phases of this policy will be implemented by the Fall Quarter, 1970.

ACADEMIC PROBATION

Rockingham Community College is committed "to bring education to those who otherwise would have no post-secondary training". In keeping with this commitment, the academic probation policy presented below is directed toward (1) prevention of failure, (2) remediation, and as a last resort, (3) exclusion from a program or the college.

Probation: The following scale will be used to determine probationary status and credit hour load.

Cr. Hrs. Attempted	GPA Less than	*Max. Cr. Hr. Load	Cr. Hrs. Attempted	GPA	*Max. Cr. Hr. Load
16	1.50	14	56	1.80	12
	1.25	12		1.60	9
				1.40	**
24	1.57	12	64	1.85	12
	1.34	9		1.67	9
	1.65	12		1.50	**
32	1.42	9	72	1.90	12
	1.20	**		1.75	9
	1.70	12		1.60	**
40	1.50	9	80	1.95	12
	1.30	**		1.83	9
	1.75	12		1.70	**
48	1.55	9	96	2.00	12
	1.35	**		1.90	9
				1.80	**

* It is suggested that so far as possible the student be enrolled in "Supervised Studies" for enough hours to bring total credit (and non-credit) load to at least 16 hours.

** Possible Suspension

Procedure for Registration

Students on academic probation will not be issued a permit to register. Instead, an academic encumbrance notice will be sent to the advisor. Permit to register will be released by the advisor according to following procedures:

A. Academic Probation (Above Level of Possible Suspension)

1. The student must schedule an appointment with his advisor; and the student and advisor will develop a schedule which satisfies the restriction in the accompanying table and the best interest of the student.
2. A conference is scheduled with the counselor upon the recommendations of the advisor in which case the advisor will provide the counselor with relevant information.

B. Possible Suspension

When the student's status reaches the level of "possible suspension" a mandatory conference of advisor, counselor, and at least one of the student's instructors will be initiated by the advisor. An attempt should be made to include as many instructors, who are familiar with the student, as

possible. In addition, written comments by instructors are acceptable. At this conference one or more of the following actions will be taken:

1. Student's credit load will be reduced.
2. Student will be advised to change program of study, or
3. A recommendation of suspension from school will be made and submitted to the appropriate director.

This group will be responsible for releasing the student's permit to register, provided the Director does not follow a recommendation of suspension.

C. Exceptional Cases (Students not on probation during previous quarter.)

When final grades are reported, if a student is placed on probation he will:

1. Schedule an appointment with his advisor between 9:00 A.M. and 12:00 Noon on the day of registration.
2. The schedule for the following quarter will be constructed to meet the restrictions in the accompanying table.
3. Failure to do this may result in cancellation of registration.

Appeals and Reinstatement

1. Suspension may be appealed in writing or in person to the Admissions Committee. Recommendation of this Committee will be submitted to the Dean.
2. Reinstate ment may be considered by the Admissions Committee after the student has not attended Rockingham Community College for one quarter (summer quarter not included) or after the student has attended summer school and raised his GPA. If the latter occurs, the Committee will not need to rule in the case.

GRADING

Awarding grades to students is the responsibility of the instructor of the course in which the student is registered. Once awarded, grades may not be changed without the written authorization of the instructor and the approval of the Dean of Instruction.

The following grading system applies in all degree and diploma programs:

Grade	Significance	Quality Points
A	Superior	4 per qtr. hr.
B	Above Average	3 per qtr. hr.
C	Average	2 per qtr. hr.
D	Poor but Passing	1 per qtr. hr.
F	Failing	0 per qtr. hr.
I	Incomplete	0
W	Withdrew	0
WP	Withdrew Passing	0
WF	Withdrew Failing	0
S	Satisfactory	0
U	Unsatisfactory	0
AU	Audit	0

Quality points, which are the numerical equivalents of the letter grades, are used to determine a student's rank in class and academic honors. A minimum quality point average of 2.0 is necessary to meet grade requirements for graduation.

Grades of S or U may be used in some cases. When an S or U is given, the hours for the course are not added in the computation of the quality point average.

Students are expected to complete all course work during the quarter in which a course is taken. Incompletes will be given only when unusual circumstances prevent a student from completing course work by the end of the quarter. An incomplete must be removed within the quarter following the one in which it was given. If not completed within this time, it will become a failure (F). When an incomplete is given, the hours for the course are not added in the computation of the quality point average.

Additional details on grading may be found in the Student Handbook.

ACADEMIC HONORS

A Dean's List of students who achieve academic honors is published at the end of each quarter. Students who have a least a "B" average (3.0), a minimum course load of 12 quarter hours credit, and no grades lower than "C" will have their names on the Dean's List. Part-time students may have their names included on the Dean's List at the end of the quarter in which they accumulate twelve credits.

Academic honors are awarded upon graduation based on cumulative grade point average across the student's stay at Rockingham Community College. Diplomas and degrees are marked accordingly.

3.0	--	3.39	Dean's List
3.40	--	3.69	Honors
3.70	--	4.0	High Honors

ATTENDANCE REQUIREMENTS

Rockingham Community College does not have a blanket policy on student class attendance which covers the whole institution. Rather, the determination of class attendance policy is considered to be a responsibility of the instructor. There are two rules about class attendance, however, that must be followed by all: (1) The law requires that the college maintain an accurate record of class attendance of all students drawing veterans' benefits. (2) Each instructor is required to describe, preferably in writing, exactly what his policy on "cuts," etc. is. The college does not dictate this policy but does expect the information to be given to all students by each instructor.

Making up missed work is the responsibility of the student. Because Rockingham Community College is a commuter college, student and class absences may occur which are unique to commuters (accidents, mechanical failures, unusual patterns of inclement weather, etc.) as well as sickness and the other usual reasons. If a student misses a class for any reason, it is his responsibility to confer with the instructor at his earliest opportunity to explain the absence. The instructor will determine whether or not the absence will be excused. If the student does not come forward in a reasonable time, the absence will be automatically deemed unexcused. Sufficient unexcused absences may cause the instructor to drop the student from the course.

WITHDRAWALS FROM COURSES

Courses may be dropped at any time through the last day for dropping courses as listed in the official college calendar. Students withdrawing from courses prior to the last day for dropping courses will receive a "W".

Withdrawal after the last day for dropping classes will result in a grade of "WP" (withdrew passing) or "WF" (withdrew failing). The decision with respect to a "WP" or "WF" grade will be made by the instructor concerned. For purposes of the student's quality point average, a grade of "WF" is handled in the same manner as an "F". A grade of "WP" appears on the student's transcript but does not affect his grade point average.

WITHDRAWALS FROM PROGRAMS (Transfer to a New Program of Study)

Students desiring to withdraw from a program of study should discuss the possibility of transferring to another more appropriate program of instruction within the college with their counselor. Procedures for transferring courses common to the old and the new programs assure the student of a minimum loss of course work.

WITHDRAWALS FROM THE COLLEGE

In all cases of withdrawal from the college a student must complete withdrawal forms which are available in the Student Affairs Office. Such withdrawal must be completed prior to the first day of examinations for the quarter in which the course is being taken. Failure to withdraw officially from a course or from the college can be damaging to one's academic record.

COURSE LOAD

A full-time student is one who is carrying twelve or more quarter hours of course work. Normal load for most students will vary between fifteen and eighteen quarter hours. Course schedules and course load should be carefully planned through consultation with guidance counselors and faculty advisors. No student may carry in excess of 19 credit hours without prior approval of the Dean of Instruction.

Students who plan to work are advised to adjust their course loads proportionate to the number of hours of work.

SCHEDULE CHANGES

At the beginning of each quarter there is a scheduled period for students to drop and add courses. The time limit for such changes appears in the College Calendar published in the front of this catalog. Students wishing to add or drop courses during this period should see their advisor.

AUDITING COURSES

Students who wish to audit courses must register for such courses. Auditors receive no credit but are encouraged to attend class, participate in discussions, and take examinations. Fees for auditors are the same as for regular college students.

APPLICATION FOR AWARDS

Students who expect to complete requirements for a degree or diploma must apply to the Director of Student Affairs. Applications must be completed by February 1 for those graduating in the spring and by June 1 for those graduating in the summer. Application for certificates may be made at any time.

COMMENCEMENT EXERCISES

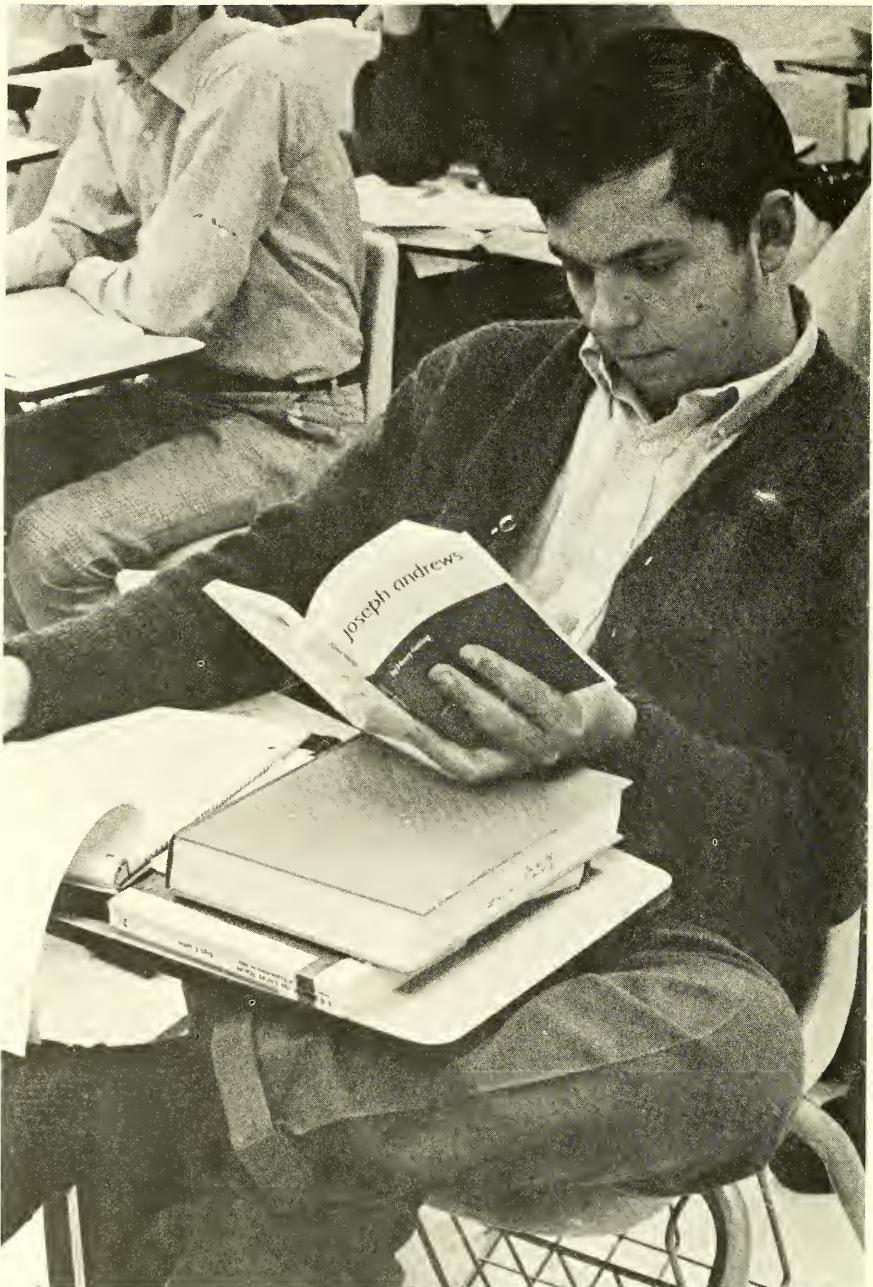
Commencement exercises to award degrees, diplomas, and certificates are held at the end of the Spring and Summer Quarters. The specific dates of commencement are listed in the College Calendar in the front of this catalog. All students who expect to receive degrees or diplomas are required to attend commencement exercises unless excused by the Director of Student Affairs.

COLLEGE PARALLEL PROGRAMS

Rockingham Community College offers a variety of educational opportunities at the freshman and sophomore levels for students planning to seek a bachelor's degree at a senior college or university.

Universities and colleges vary in the nature and number of required courses which should be taken during the freshman and sophomore years. In order to provide a common core of experience for all transfer students and to provide them with insight into and among major areas of knowledge, each transfer student's program is developed from either of two bases of general education requirements — one appropriate to science-mathematics emphasis study, and one appropriate to social and artistic emphasis study. The remainder of his program is selected from elective courses so as to meet the transfer requirements of the senior college or university which he plans to attend upon graduation from Rockingham Community College. The Associate in Science Degree or the Associate in Arts Degree is awarded to students who successfully complete a college parallel curriculum.

Each student planning to transfer to a four-year college or university should obtain a catalog from that institution and should bring the catalog when he seeks assistance from counselors and faculty advisors. Copies of senior institution catalogs are available for "in-office" use from the Director of Student Affairs and the Director of College Transfer Programs.



**REQUIREMENTS
FOR THE ASSOCIATE IN ARTS DEGREE**

Associate in Arts candidates must complete the following general education courses or equivalents in addition to approved electives for a minimum of 96 credit hours with an overall grade point average of 2.0 ("C") or better.

Subject Area	Quarter Hours Credit
Communications	14-15
A. English 101, 102, 103 required of all college parallel students	9
B. Any English language literature course (s)	5-6
Humanities	10-14
A. Music or Art Survey (at least one required)	5-10
B. Religion	0-5
C. Advanced Foreign Language	0-9
Mathematics	5-9
(This requirement should be met by taking the most advanced mathematics for which the student is qualified.)	
Natural Science	
(Biology, Physical Science, Physics, Chemistry)	12
(It is recommended that 3 quarters of one science be selected.)	
Social Science	12
(History 101, 102, 103 recommended in most cases.)	
Physical Education*	6
Guidance	1
(All entering freshmen must take Gui 101 or an approved equivalent.)	
Electives	27-36

* All students wishing to be exempt from the required physical education program due to physical disability must first consult with the Department of Physical Education. Every effort will be made to involve each student in some type of activity. Students exempt from the required physical education program because of physical disability will be required to take PED 180, Personal and Community Health.

SUGGESTED PROGRAMS OF STUDY LEADING TO THE ASSOCIATE IN ARTS DEGREE

The Associate in Arts Degree offers students interested in obtaining the Bachelor or Arts Degree at a college or university opportunities to complete the first two years of study toward that degree. This degree is intended for all students who are uncertain about their degree objective or who know they are not interested in degree choices requiring heavy study in science and mathematics.

The following pages suggest certain study guides for students seeking to earn the Associate in Arts Degree. Counselors and faculty advisors may suggest deviations from the following guides when it is evident that a particular course or sequence of courses is not appropriate for the four-year college or university to which the student expects to transfer.

PRE-BIOLOGY

FIRST YEAR		SECOND YEAR	
Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER		FALL QUARTER	
GUI 101 Orientation to College	1	Literature	3-5
ENG 101 Freshman English I	3	*FRE 104 or	
HIS 101 Western Civilization or		GER 104	0-3
HIS 111 American History I	3	BIO 101 Gen. Biology	4
MAT 111 Algebra & Trig.	5	Physical Education	1
CHM 110 Gen. Chem. I	4	Elective	7
Physical Education	<u>1</u>		
	<u>17</u>		<u>15-20</u>
WINTER QUARTER		WINTER QUARTER	
ENG 102 Freshman English II	3	Literature	3-5
HIS 102 Western Civilization II or		*FRE 105 or	
HIS 112 American History II	3	GER 105	0-3
MAT 112 Algebra & Trig. II	5	BIO 102 Gen. Biology II	4
CHM 111 General Chemistry II	4	Physical Education	1
Physical Education	<u>1</u>	Elective	7
	<u>16</u>		<u>15-20</u>
SPRING QUARTER		SPRING QUARTER	
ENG 103 Freshman English III	3	Literature	3-5
HIS 103 Western Civilization III or		*FRE 106 or	
HIS 113 American History III	3	GER 106	0-3
MAT 113 Algebra & Trig. III	5	BIO 103 Gen. Bio. III	4
CHM 112 Gen. Chemistry III	4	Physical Education	1
Physical Education	<u>1</u>	Elective	7
	<u>16</u>		<u>15-20</u>
SUMMER QUARTER			
CHM 113 General Chemistry IV	4		

*One needs to check for the requirement at transfer institution, most require language for biology major, but some do not. Also note that language 101, 102, 103 or two years of high school study of a language are prerequisites for language 104.

PRE-BUSINESS ADMINISTRATION

FIRST YEAR		SECOND YEAR	
Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER			
GUI 101 Orientation to College	1	Literature	3-5
ENG 101 Freshman English I	3	ECO 261 Principles of Econ. I	3
HIS 101 Western Civilization I	3	Social Science Elective	3
MAT 101 Principles of Math. I or		BUS 120 Accounting I	3
MAT 111 Alg. & Trig. I	3-5	Physical Education	1
Natural Science Elective	4	Elective	3-5
Elective or Foreign Language	0-3		
Physical Education	1		
	<hr/> 15-20		<hr/> 16-20
WINTER QUARTER			
ENG 102 Freshman English I	3	Literature	3-5
HIS 102 Western Civilization II	3	ECO 262 Principles of Econ. II	3
MAT 102 Principles of Math. II or		BUS 121 Accounting II	3
MAT 112 Alg. & Trig. II	3-5	Social Science Elective	3
Natural Science Elective	4	Physical Education	1
Elective or Foreign Language	0-3	Elective	3-5
Physical Education	1		
	<hr/> 14-19		<hr/> 16-20
SPRING QUARTER			
ENG 103 Freshman English III	3	Literature	3-5
HIS 103 Western Civilization III	3	ECO 263 Principles of Econ. III	3
Natural Science Elective	4	BUS 122 Accounting III	3
MAT 103 Principles of Math. III or		Humanities Elective	5
MAT 113 Analytic Geometry and Calculus I	3-5	Physical Education	1
Physical Education	1	Elective	0-3
Elective or Foreign Language	0-3		
	<hr/> 14-19		<hr/> 15-20

PRE-ELEMENTARY EDUCATION

FIRST YEAR		SECOND YEAR	
Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER		FALL QUARTER	
GUI 101 Orientation to College	1	Literature	3-5
ENG 101 Freshman English I	3	PSY 101 General Psychology I	3
HIS 101 Western Civilization I or		Social Science Elective	3
HIS 111 American History I	3	EDU 201 Introduction to Education	5
MAT 101 Principles of Mathematics I	3	Foreign Language OR Elective	3
Natural Science Elective	4	Physical Education	1
Foreign Language OR Elective			<u>18-20</u>
Physical Education	<u>1</u>		
	<u>18</u>		
WINTER QUARTER		WINTER QUARTER	
ENG 102 Freshman English II	3	Literature	3-5
HIS 102 Western Civilization II or		PSY 102 General Psychology II	3
HIS 112 American History II	3	Social Science Elective	3-5
MAT 102 Principles of Mathematics II	3	ENG 120 Fundamentals of Speech	3
Natural Science Elective	4	Foreign Language or Elective	3
Foreign Language OR Elective		Physical Education	1
Physical Education	<u>1</u>		<u>16-20</u>
	<u>17</u>		
SPRING QUARTER		SPRING QUARTER	
ENG 103 Freshman English III	3	Literature	3-5
HIS 103 Western Civilization or		Social Science Elective	3
HIS 113 American History III	3	Foreign Language or Elective	3
MAT 103 Principles of Mathematics III	3	Humanities Elective	5
Natural Science Elective	4	Physical Education	1
Foreign Language OR Elective			<u>15-17</u>
Physical Education	<u>1</u>		
	<u>17</u>		

PRE-LIBERAL ARTS

This curriculum is designed for students who plan to transfer to a liberal arts curriculum at a four-year college or university.

FIRST YEAR

SECOND YEAR

Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER			
GUI 101 Orientation to College	1	Literature	3-5
ENG 101 Freshman English	3	Foreign Language	3
HIS 101 Western Civilization I	3	Social Science Elective	3-5
MAT 101 Principles of Math. I or		Physical Education	1
MAT 111 Alg. & Trig. I*	3-5	Elective **	5
Natural Science Elective	4		
Foreign Language	3		
Physical Education	1		
	<u>18-20</u>		
WINTER QUARTER			
ENG 102 Freshman English	3	Literature	3-5
HIS 102 Western Civilization II	3	Foreign Language	3
MAT 102 Principles of Math. II or		Humanities Elective	5
MAT 112 Alg. & Trig. II*	3-5	Social Science Elective	3-5
Natural Science Elective	4	Physical Education	1
Foreign Language	3	Elective **	3-4
Physical Education	1		
	<u>17-19</u>		
SPRING QUARTER			
ENG 103 Freshman English	3	Literature	3-5
HIS 103 Western Civilization III	3	ENG 120 Fundamentals of Speech	3
MAT 103 Principles of Math. III or		Foreign Language	3
MAT 113 Analytic Geometry and Calculus I	3-5	Humanities Elective or Social Science Elective	3-5
Natural Science Elective	4	Physical Education	1
Foreign Language	3	Elective **	3-4
Physical Education	1		
	<u>17-19</u>		

* One taking MAT 111 should delay western Civilization until second year.

** One majoring in mathematics or a physical science should take Physics 201, 202 203 during second year.

PRE-MUSIC

This series of courses is suggested for students who intend to major in music at a four-year institution. It supplies preparation in theory and in applied music but does not include other courses required of music majors at many four-year schools.

FIRST YEAR				
Course Title	Quarter Hours Credit	MUS 152 Chorus	1	
		MUS 122 Applied Music	1 or 2	
		MAT 103* Principles of Mathematics III	3	
		Physical Education	<u>1</u>	
FALL QUARTER				<u>16-17</u>
SECOND YEAR			Quarter	
Course Title	Hours Credit		Hours Credit	
GUI 101 Orientation to College	1			
ENG 101 Freshman English I	3			
HIS 101 Western Civilization I or				
HIS 111 American History I	3			
MUS 101 Basic Music Theory	4			
MUS 150 Chorus	1			
MUS 120 Applied Music	1 or 2			
MAT 101* Principles of Mathematics I	3			
Physical Education	<u>1</u>			
	<u>17-18</u>			
FALL QUARTER				
WINTER QUARTER			Quarter	
Course Title	Hours Credit		Hours Credit	
MUS 201 Advanced Music Theory	4			
MUS 220 Applied Music	1 or 2			
MUS 250 Chorus	1			
Natural Science Elective	4			
Literature	3-5			
Physical Education	1			
MUS 210 Survey of Music	<u>5</u>			
			<u>19-22</u>	
WINTER QUARTER				
ENG 102 Freshman English II	3			
HIS 102 Western Civilization II or				
HIS 112 American History II	3			
MUS 102 Basic Music Theory	4			
MUS 151 Chorus	1			
MUS 121 Applied Music	1 or 2			
MAT 102* Principles of Mathematics II	3			
Physical Education	<u>1</u>			
	<u>16-17</u>			
SPRING QUARTER				
SPRING QUARTER			Quarter	
Course Title	Hours Credit		Hours Credit	
MUS 202 Advanced Music Theory	4			
MUS 221 Applied Music	1 or 2			
MUS 251 Chorus	1			
Natural Science Elective	4			
Literature	3-5			
Physical Education	1			
Social Science Elective	<u>3</u>			
			<u>17-20</u>	
SPRING QUARTER				
ENG 103 Freshman English III	3			
HIS 103 Western Civilization III or				
HIS 113 American History III	3			
MUS 103 Basic Music Theory	4			
			<u>17-20</u>	

* Depending on the four-year institution to which the student plans to transfer, MAT 100 or MAT 111 and 112 may be preferable to MAT 101, 102, 103.

Students intending to major in music who in the opinion of the music department are deficient in some area (theory or performance) must enroll in MUS 091. In performance basic entrance requirements for major study in an area are as follows:

Voice:

An acceptable voice and the ability to sing with accurate pitch and rhythm.

Piano:

Major and minor scales and arpeggios. Compositions of the difficulty of Bach two-part inventions, Beethoven Sonata p. 49, Chopin Mazurka Op. 33 #3.

Instruments:

A fundamental knowledge of the instrument, including an acceptable method of producing tone. Awareness of intonation problems, accurate rhythmic feeling. Contact with solo literature, ability to play major, minor, and chromatic scales with proper fingering.

PRE-SECONDARY EDUCATION

FIRST YEAR		SECOND YEAR	
Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER			
GUI 101 Orientation to College	1	Literature	3-5
ENG 101 Freshman English I	3	PSY 101 General Psychology I	3
HIS 101 Western Civilization I or HIS 111 American History I	3	Social Science Elective	3
MAT 101 Principles of Math. I*	3	EDU 201 Introduction to Education	5
Natural Science Elective	4	Foreign Language or Elective **	3
Foreign Language or Elective **	3	Physical Education	1
Physical Education	1		18-20
WINTER QUARTER			
ENG 102 Freshman English II	3	Literature	3-5
HIS 102 Western Civilization II or HIS 112 American History II	3	PSY 102 General Psychology II	3
MAT 102 Principles of Math. II*	3	Social Science Elective	3
Natural Science Elective	4	Foreign Language or Elective **	3
Foreign Language or Elective **	3	Humanities Elective	5
Physical Education	1	Physical Education	1
	17		18-20
SPRING QUARTER			
ENG 103 Freshman English III	3	Literature	3-5
HIS 102 Western Civilization III or HIS 113 American History III	3	Social Science Elective	3-5
MAT 102 Principles of Math. III*	3	ENG 120 Fundamentals of Speech	3
Natural Science Elective	4	Foreign Language or Electives **	6
Foreign Language or Elective **	3	Physical Education	1
Physical Education	1		16-20
	17		

* One planning to teach mathematics or the natural sciences in high school should take College Algebra and Trigonometry, Analytical Geometry and Calculus instead of Principles of Mathematics. Further, Physics should be taken during the sophomore year.

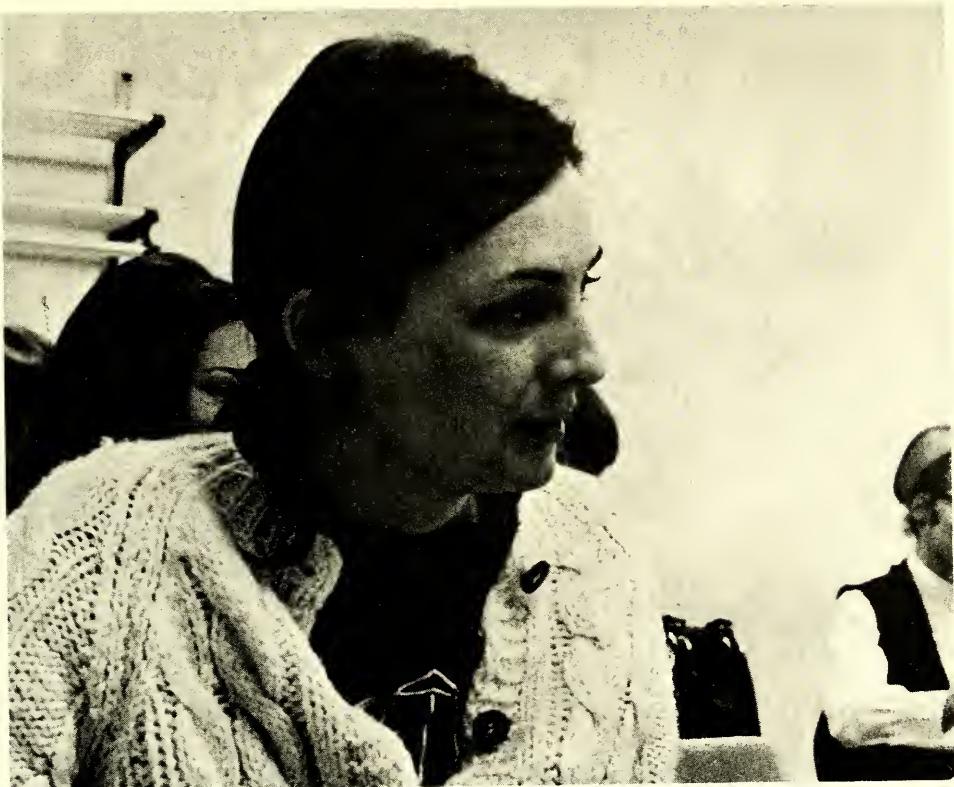
** Electives should relate to teaching field, where possible.

**REQUIREMENTS
FOR THE ASSOCIATE IN SCIENCE DEGREE**

Associate in Science candidates must complete the following requirements or equivalents and approved electives for a minimum of 96 credit hours with an overall grade point average of 2.0 ("C") or better:

Subject Area	Quarter Hours Credit
Communications	9
(English 101, 102, 103 is required of all college parallel students.)	
Literature	5
(English 208 or any two quarters of either American or English Literature.)	
Mathematics	20*
(Mathematics 113 and beyond, except Pre-Biology [See page 26].)	
Natural Science	24
(Physics, Biology, or Chemistry.)	
Social Science	6
(History)	
Physical Education	6
Guidance	1
Electives	25
Total	96

* Students taking mathematics courses below MAT 113 receive elective credit toward the Associate in Science Degree.



SUGGESTED PROGRAMS OF STUDY LEADING TO THE ASSOCIATE IN SCIENCE DEGREE

The Associate in Science Degree is designed for students intending to complete a four-year degree with science and mathematics emphasis. The suggested programs which follow reflect recent trends in instruction at senior college schools of mathematics, applied science, and technology.

Students completing an Associate in Science program of study may not meet all general education and lower division course requirements of schools of senior colleges and universities emphasizing liberal arts foundations for all degrees. The student may be required to complete a language requirement and additional courses in the humanities and the social sciences during senior college study.

PRE-CHEMISTRY

FIRST YEAR

SECOND YEAR

Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER			
*CHM 110 Gen. Chemistry I	4	CHM 210 Organic Chemistry I	4
MAT 111 Algebra & Trig. I	5	MAT 201 Analytic Geometry &	
ENG 101 Freshman English I	3	Calculus II	5
HIS 101 Western Civilization	3	Physical Education	1
Physical Education	1	GER 101 Elementary German I	3
GUI 101 Orientation to College	1	PHY 201 General Physics I	4
	<u>17</u>	PHY 204 Physics Problems I	1
			<u>18</u>
WINTER QUARTER			
CHM 111 General Chemistry II	4	CHM 211 Organic Chemistry II	4
MAT 112 Algebra & Trig. II	5	MAT 202 Analytic Geometry &	
ENG 102 Freshman English II	3	Calculus III	5
HIS 102 Western Civilization II	3	Physical Education	1
Physical Education	1	GER 102 Elementary German II	3
	<u>16</u>	PHY 202 General Physics II	4
		PHY 205 Physics Problems II	1
			<u>18</u>
SPRING QUARTER			
CHM 112 General Chemistry III	4	CHM 212 Organic Chemistry III	4
MAT 113 Analytic Geometry &		MAT 203 Analytic Geometry &	
Calculus I	5	Calculus IV	5
ENG 103 Freshman English III	3	Physical Education	1
HIS 103 Western Civilization III	3	GER 103 Elementary German III	3
Physical Education	1	PHY 203 General Physics III	4
	<u>16</u>	PHY 206 Physics Problems III	1
			<u>18</u>
SUMMER QUARTER			
CHM 113 General Chemistry IV	4	CHM 213 Organic Chemistry IV	3
+ENG 208 Intro. to Narrative		MAT 204 Elementary Differential	
Literature	5	Equations	5
	<u>9</u>		<u>8</u>

* CHM 110 does not count towards the 24 hours of science necessary for the Associate in Science Degree. It does count toward elective credit for graduation.

† 2 quarters of either American or English Literature may be substituted.

PRE-ENGINEERING

FIRST YEAR		SECOND YEAR	
Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER			
GUI 101 Orientation to College	1	ECO 261 Principles of Economics I	3
ENG 101 Freshman English I	3	MAT 201 Analytic Geometry & Calculus II	5
† MAT 111 Algebra & Trig. I	5	PHY 201 General Physics I	4
* CHM 111 General Chemistry II	4	PHY 204 Physics Problems I	1
EGR 101 Engineering Graphics I	3	Physical Education	1
Physical Education	<u>1</u>	†† ENG 208 Introduction to Narrative Literature	<u>5</u>
	<u>17</u>		<u>19</u>
WINTER QUARTER			
ENG 102 Freshman English II	3	ECO 261 Principles of Economics II	3
** HIS 101 Western Civilization	3	MAT 202 Analytic Geometry & Calculus III	5
MAT 112 Algebra & Trig.	5	PHY 202 General Physics II	4
CHM 112 General Chemistry III	4	PHY 205 Physics Problems II	1
EGR 102 Engineering Graphics II	2	Physical Education	1
Physical Education	<u>1</u>	Elective	<u>3</u>
	<u>18</u>		<u>17</u>
SPRING QUARTER			
ENG 103 Freshman English III	3	MAT 203 Analytic Geometry & Calculus IV	5
MAT 113 Analytic Geometry & Calculus I	5	MAT 204 Elem. Dif. Equa.	5
CHM 113 General Chemistry IV	4	PHY 203 General Physics III	4
** HIS 102 Western Civilization	3	PHY 206 Physics Problems III	1
Physical Education	<u>1</u>	Physical Education	<u>1</u>
	<u>16</u>		<u>16</u>
SPRING QUARTER			
MAT 203 Analytic Geometry & Calculus IV	5	MAT 204 Elem. Dif. Equa.	5
MAT 204 Elem. Dif. Equa.	5	PHY 203 General Physics III	4
PHY 203 General Physics III	4	PHY 206 Physics Problems III	1
PHY 206 Physics Problems III	1	Physical Education	1
Physical Education	1		

† . . . Qualified students should start with MAT. 113.

* . . . Chm 110 must be taken during summer, if student is not qualified to start Chemistry with Chm 111. Chm 110 does not count as science credit.

†† . . . Or any two quarters of American or English Literature.

** Or American History

PRE-MATHEMATICS

FIRST YEAR

SECOND YEAR

Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER			
GUI 101 Orientation to College	1	Literature	3-5
ENG 101 Freshman English I	3	MAT 201 Analytic Geometry and Calculus II	5
HIS 101 Western Civilization I	3	German or French	3
* MAT 111 Algebra and Trigonometry	5	PHY 201 General Physics I	4
CHM 111 General Chemistry II	4	PHY 204 Physics Problems I	1
Physical Education	1	Physical Education	1
	<u>17</u>		<u>17-19</u>

Winter Quarter

WINTER QUARTER

ENG 102 Freshman English II	3
HIS 102 Western Civilization II	3
MAT 112 Algebra and Trigonometry II	5
CHM 112 General Chemistry III	4
Physical Education	1
	<u>16</u>

WINTER QUARTER

Literature	3-5
MAT 202 Analytic Geometry and Calculus III	5
German or French	3
PHY 202 General Physics II	4
PHY 205 Physics Problems II	1
Physical Education	1
	<u>17-19</u>

SPRING QUARTER

ENG 103 Freshman English III	3
HIS 103 Western Civilization III	3
MAT 113 Analytic Geometry and Calculus I	5
CHM 113 General Chemistry IV	4
Physical Education	1
	<u>16</u>

SPRING QUARTER

Literature	3-5
MAT 203 Analytic Geometry and Calculus IV	5
German or French	3
PHY 203 General Physics III	4
PHY 206 Physics Problems III	1
Physical Education	1
	<u>17-19</u>

* Qualified students should enroll in MAT 113.

PRE-PHYSICS

SECOND YEAR

FIRST YEAR

Course Title	Quarter Hours Credit
FALL QUARTER	
GUI 101 Orientation to College	1
ENG 101 Freshman English I	3
HIS 101 Western Civilization I	3
* MAT 111 Algebra and Trig. I	5
CHM 111 General Chemistry II	4
Physical Education	<u>1</u>
	<u>17</u>

WINTER QUARTER

ENG 102 Freshman English II	3
HIS 102 Western Civilization II	3
MAT 112 Algebra & Trig. II	5
CHM 112 General Chemistry III	4
Physical Education	<u>1</u>
	<u>16</u>

SPRING QUARTER

ENG 103 Freshman English III	3
HIS 103 Western Civilization III	3
MAT 113 Analytic Geometry and Calculus I	5
CHM 113 General Chemistry IV	4
Physical Education	<u>1</u>
	<u>16</u>

Course Title	Quarter Hours Credit
FALL QUARTER	
ENG 208 Introduction to Narrative Literature	5
MAT 201 Analytic Geometry and Calculus II	5
German or French	3
PHY 201 General Physics I	4
PHY 204 Physics Problems I	1
Physical Education	<u>1</u>
	<u>19</u>

WINTER QUARTER

MAT 202 Analytic Geometry and Calculus III	5
German or French	3
PHY 202 General Physics II	4
PHY 205 Physics Problems II	1
Physical Education	<u>1</u>
Elective	<u>3</u>
	<u>17</u>

SPRING QUARTER

MAT 204 Elementary Differential Equations	5
MAT 203 Analytic Geometry and Calculus IV	5
German or French	3
PHY 203 General Physics III	4
PHY 206 Physics Problems III	1
Physical Education	<u>1</u>
	<u>19</u>

* Qualified students should enroll in MAT 113.

OCCUPATIONAL PROGRAMS

The occupational programs offered at Rockingham Community College serve the educational needs of the community businesses, industries, and citizens. Education in terms of technical knowledge and specialized skills for the purpose of helping people gain entry into or advancement in an occupation is the underlying objective of all occupational programs. Each program is designed to prepare students for entry into or advancement in a specific occupation or cluster of occupations, depending on the student's employment objectives.

The Associate in Applied Science Degree is awarded to students who successfully complete any of the two year occupational programs and a diploma is awarded to students who complete one year occupational programs. Students whose educational needs can best be met by the completion of a selected group of courses in any of the occupational programs may be awarded a certificate of completion upon successful completion.

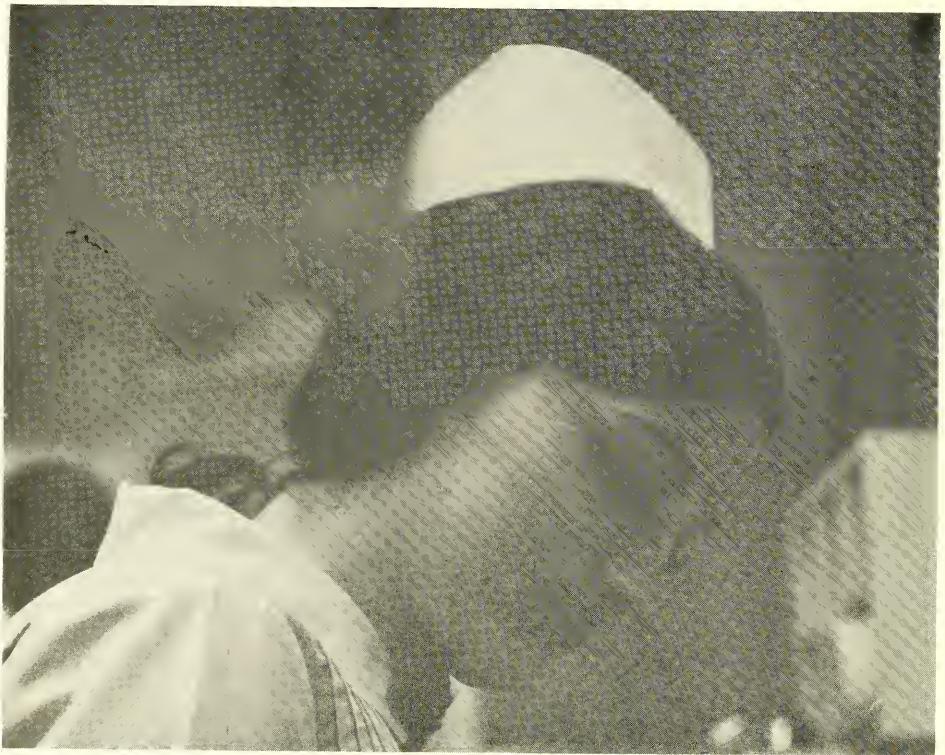
TECHNICAL EDUCATION

Technical occupations are those which usually require a high degree of specialized knowledge, a broad understanding of operational procedures, and the ability to supervise the work of others. The technical programs at Rockingham Community College prepare students for a number of basic positions in particular fields, rather than for a specific job.

The ultimate objective of technical programs is employment, growth through occupational experience, and further education. Upon successful completion of a prescribed technical program, a student is awarded the Associate in Applied Science Degree.

Technical programs to be offered during the 1970-71 school year are as follows:

BUSINESS ADMINISTRATION
ELECTRONIC DATA PROCESSING -- BUSINESS
SECRETARIAL SCIENCE
ASSOCIATE DEGREE NURSING
TEXTILE TECHNOLOGY AND MANAGEMENT



ASSOCIATE DEGREE NURSING

The course of study leading to an Associate Degree in Nursing is designed to prepare students to serve effectively in one of the more critical shortage areas—general duty nursing in hospitals and other comparable settings.

The program consists of the study of nursing theory and clinical nursing practices interwoven with appropriate college level subjects from the biological, physical, and social sciences, communication skills, and the humanities. Nursing experiences are continued in hospitals and health agencies in Rockingham County and other specialized areas. Upon completion of the program, the student is eligible to take the North Carolina State Examination for licensure as a registered nurse.

ACADEMIC STANDARDS

In all cases nursing students must meet the academic standards as outlined elsewhere in this catalog. Additional standards are: (1) a grade of "D" in Nursing 101 will qualify a student to enroll in Nursing 102 if the student has a "C" or better average in all other work completed; (2) all nursing students must earn a grade of "C" or better in all other nursing courses; (3) an overall "C" average or better must be maintained in all quarters subsequent to the second quarter; (4) a grade of "S" (satisfactory) or the equivalent must be maintained in the clinical laboratories.

Any student dropping nursing may apply for readmission to the nursing program in the following year if deemed advisable after a review and evaluation of his or her standing by the Director of Occupational Education, the Chairman of the Nursing Department and the Dean of Instruction.

COST OF THE PROGRAM

Fees for the nursing program are itemized under student costs—technical. Information on the cost of textbooks and supplies is found in the section of this catalog on admission procedures. In order to participate in the clinical activities, the student will need to purchase uniforms. The cost of the uniforms which must be purchased at the beginning of the first quarter, will be approximately \$45.00. Malpractice insurance is required of all students. Costs range between \$5 and \$10 depending upon the insurance plan chosen by the student.

SUGGESTED CURRICULUM

FIRST YEAR		SECOND YEAR	
Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER			
ENG 101 Freshman English I	3	NUR 201 Nursing Care In Physical/Mental Illness I	8
BIO 104 Microbiology	5	ENG 120 Fundamentals of Speech	3
PSY 101 General Psychology I	3	SOC 201 Introduction to Sociology I	3
NUR 101 Fundamentals of Nursing I	7	Humanities Elective	3-5
GUI 101 Orientation to College	<u>1</u>		<u>17-19</u>
	<u>19</u>		
WINTER QUARTER			
ENG 102 Freshman English II	3	NUR 202 Nursing Care In Physical/Mental Illness II	8
BIO 105 Human Anatomy and Physiology I	4	PSY 201 Abnormal Psychology	5
NUR 102 Fundamentals of Nursing II	7	SOC 202 Introduction to Sociology II	3
PSY 102 General Psychology II	<u>3</u>		<u>16</u>
	<u>17</u>		
SPRING QUARTER			
ENG 103 Freshman English III	3	NUR 203 Nursing Seminar	3
BIO 106 Human Anatomy and Physiology II	4	NUR 204 Nursing Care In Physical/Mental Illness III	8
PSY 103 Child Growth and Development	3	Humanities Elective	3-5
NUR 103 Maternal and Child Care	<u>8</u>		<u>14-16</u>
	<u>18</u>		
Total Quarter hours credit 101-105			

BUSINESS ADMINISTRATION

The Business Administration curriculum prepares students for employment in one of the many occupations common to business.

The specific objectives of the Business Administration curriculum are to develop (1) Understanding of the principles of organization and management in business operations, (2) Understanding of our economy through study and analysis of the role of production and marketing, (3) Knowledge in specific elements of accounting, finance, and business law, (4) Understanding and skill in effective communication for business, (5) Knowledge of human relations as applied to successful business operations in a rapidly expanding economy.

SUGGESTED CURRICULUM

FIRST YEAR		SECOND YEAR	
Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER			
ENG 101 Freshman English I	3	ENG 120 Fundamentals of Speech	3
MAT 109 Business Math. I	3	EDP 103 Introduction to Data Processing Systems	4
BUS 101 Introduction to Business	5	BUS 243 Advertising	3
ECO 261 Economics I	3	BUS 120 Principles of Accounting I	3
GUI 101 Orientation to College	1	Social Science Elective (Sociology, Psychology, or Political Science)	3
	<u>15</u>		<u>16</u>
WINTER QUARTER			
ENG 102 Freshman English II	3	ENG 212 Business Communications	3
ECO 262 Economics II	3	BUS 233 Personnel Management	3
BUS 255 Business Law I	3	BUS 121 Principles of Accounting II	3
MAT 110 Business Mathematics II	3	BUS 232 Sales Development	3
BUS 239 Principles of Marketing I	3	BUS 229 Taxes	3
	<u>15</u>	Social Science Elective (Sociology, Psychology, or Political Science)	3
			<u>18</u>
SPRING QUARTER			
ENG 211 Report Writing	3	BUS 122 Principles of Accounting III	3
ECO 263 Economics III	3	BUS 247 Business Insurance	3
BUS 256 Business Law II	3	BUS 258 Business Finance	3
BUS 240 Principles of Marketing II	3	BUS 272 Principles of Supervision	3
BUS 264 Business Management	3	BUS 268 Business Technology Seminar	1
	<u>15</u>	Electives	<u>6</u>
			<u>19</u>
Total Quarter Hours Credit			
			98

ELECTRONIC DATA PROCESSING-BUSINESS

The curriculum has been planned and organized to provide the student with the experience and training necessary for immediate employment. Completion of the two-year curriculum qualifies students for such positions as computer operator, programmer, or system analyst trainee. Students have access to an IBM System/360 Model 75, which is owned jointly by North Carolina State University, the University of North Carolina at Chapel Hill, and Duke University. Full use of the computer's 2½ million bytes of core storage, disk drives, and tape drives is gained through the use of an IBM 2780 Terminal. Data are transmitted between the terminal and the computer on two leased telephone lines. These lines remain connected continuously.

During the spring quarter of the sophomore year, students may be placed in industry for a five week internship. In some cases, a research project may be taken in lieu of the internship.

SUGGESTED CURRICULUM

FIRST YEAR

SECOND YEAR

Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER			
BUS 120 Principles of Accounting I	3	EDP 207 Computer Systems	3
ENG 101 Freshman English I	3	EDP 108 Scientific Programming	4
EDP 101 Functional Wiring Principles	3	EDP 201 System Analysis and Techniques I	3
EDP 104 Introduction to Data Processing Systems	4	MAT 113 Analytic Geometry and Calculus I	5
GUI 101 Orientation to College1		Social Science Elective	<u>3</u>
MAT 121 Symbolic Logic	<u>3</u>		<u>18</u>
	<u>17</u>		
WINTER QUARTER			
BUS 121 Principles of Accounting II	3	EDP 202 System Analysis and Techniques II	4
EDP 106 Business Programming I	4	EDP 205 Linear Programming	4
ENG 102 Freshman English II	3	MAT 214 Statistics	5
MAT 111 College Algebra and Trigonometry I	5	Social Science Elective	<u>3-5</u>
Elective (ENG 120 Fundamentals of Speech Suggested)	<u>3</u>		<u>16-18</u>
	<u>18</u>		
SPRING QUARTER			
BUS 122 Principles of Accounting III	3	BUS 268 Business Technology Seminar	1
BUS 110 Office Machines	3	BUS 225 Cost Accounting	4
EDP 107 Business Programming II	4	EDP 210 Computer Language Survey	3
MAT 112 College Algebra and Trigonometry II	5	BUS 264 Business Management OR	
Elective (ENG 211 Report Writing Suggested)	<u>3</u>	BUS 233 Personnel Management	3
	<u>18</u>	EDP 218 Internship or EDP 216 Research Project	<u>5</u>
			<u>16</u>
Total Quarter Hours Credit 103-105			

SECRETARIAL SCIENCE

The Secretarial Science curriculum prepares students to become efficient secretaries, competent in oral and written communication, typing, filing, taking and transcribing dictation, accounting, and operating business machines. Desirable personal habits, ability to get along with others, understanding of the language of the profession and an awareness of business procedures and trends are characteristics of a good secretary emphasized in the program. The Associate in Applied Science Degree is awarded upon successful completion of the secretarial science curriculum.

SUGGESTED CURRICULUM

FIRST YEAR		SECOND YEAR	
Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER			
ENG 110 Grammar and Composition	3	ENG 112 Business Communications II	3
BUS 102 Typewriting I	3	BUS 206 Dictation and Transcription I	4
BUS 101 Introduction to Business	5	BUS 205 Advanced Typewriting	4
BUS 106 Shorthand I	4	BUS 211 Advanced Office Machines	3
GUI 101 Orientation to College	1	Social Science Elective	3-5
	<u>16</u>		<u>17-19</u>
WINTER QUARTER			
ENG 111 Business Communications I	3	BUS 119 Secretarial Accounting	5
BUS 103 Typewriting II	3	BUS 183 Filing	2
BUS 107 Shorthand II	4	BUS 207 Dictation and Transcription II	4
BUS 115 Business Law	3	BUS 214 Secretarial Procedures	4
MAT 105 Business Mathematics for secretaries	5	Humanities Elective	3-5
	<u>18</u>		<u>18-20</u>
SPRING QUARTER			
BUS 108 Shorthand III	4	BUS 208 Dictation and Transcription III	4
PSY 112 Personality Development	3	BUS 271 Office Management	3
BUS 104 Typewriting III	3	BUS 267 Secretarial Seminar	1
BUS 110 Office Machines	3	Electives General	6
BUS 112 Office Procedures	4	EDP 103 Introduction to Data Processing Systems	4
	<u>17</u>		<u>18</u>
Total Quarter Hours Credit 104-108			

TEXTILE TECHNOLOGY AND MANAGEMENT

Textile Technology and Management is a two-year technical curriculum which is designed to prepare individuals to assume technician and pre-supervisory jobs in the area's major employer, the textile industry. The Textile curriculum is flexible and will accommodate students on a full-time basis as well as employees in industry who wish to participate on a part-time basis. The entrance procedures do not require a pre-test for admission to the program. A student may enroll at the beginning of any quarter.

The curriculum features local textiles and emphasized the development of supervisory skills. Manufacturing and testing laboratories are available for practical application.

A graduate of the program will earn the Associate in Applied Science Degree and qualify for employment in the following areas:

Pre-Supervisory, Laboratory Technician, Production
Planning, Industrial Engineering, Quality Control,
or Assistant Training Coordinator.

DEGREE REQUIREMENTS

ASSOCIATE IN APPLIED SCIENCE

Successful completion of the two-year curriculum

DIPLOMA

Successful completion of 48 credit hours with at least fifteen of the 48 credits earned in textile manufacturing

CERTIFICATE

A certificate will be awarded to those students who complete less than 48 hours of course work. Certificate objective students should work with their advisor in selecting an appropriate group of courses.

SUGGESTED CURRICULUM

FIRST YEAR		SECOND YEAR	
Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER			
GUI 101 Orientation to College	1	TEX 202 Yarn Manufacturing II	5
MAT 115 Textile Mathematics	5	CHM 120 Textile Chemistry	4
ENG 110 Grammar and Composition	3	TEX 220 Fabric Design and Analysis	3
TEX 100 Introduction to Textiles	5	TEX 206 Weaving	3
IS 101 Industrial Safety	1		
	<u>15</u>		<u>15</u>
WINTER QUARTER			
TEX 104 Textile Fibers & Raw Materials	5	BUS 265 Industrial Management	5
PSY 115 Industrial Psychology	5	TEX 207 Principles of Throwing & Texturizing	3
TEX 114 Manufacturing Controls & Standards	5	TEX 221 Dyeing and Finishing	5
ENG 111 Business Communications I	3	Elective	3
	<u>18</u>		<u>16</u>
SPRING QUARTER			
TEX 101 Yarn Manufacturing I	5	TEX 210 Supervisory Practice	5
PHY 108 Textile Physics	4	TEX 208 Principles of Knitting	2
TEX 115 Textile Testing & Quality Control	5	ECO 201 Textile Economics	5
ENG 121 Oral Communications	3	Elective	3
	<u>17</u>		<u>15</u>
SUMMER SESSION			
TEX 150 On-The-Job Training (Optional)	10		

VOCATIONAL EDUCATION

An underlying objective of vocational education is to provide students with necessary skills which will enable them to transform the ideas and plans of engineers into tangible goods or services. The vocational curricula prepare students for initial employability and advancement within a given vocation.

Normally, one year (12 months) of full-time participation is required for a student to complete any given vocational curriculum.

Any of the vocational curricula may be completed on a part-time basis, though it will require more than one year to do so.

The vocational curricula to be offered by Rockingham Community College during the 1970-71 school year include the following:

AUTOMOTIVE MECHANICS
BASIC ELECTRONICS
COSMETOLOGY
MACHINIST
MECHANICAL DRAFTING
WELDING



AUTOMOTIVE MECHANICS

The curriculum in Automotive Mechanics is designed to train skilled mechanics who can maintain and repair gasoline-powered automobiles, trucks, buses, and tractors. The program incorporates various types of repair work, including transmissions, alignment and steering, air conditioning, engine overhaul, carburetion, and ignition systems. Safety trade practices, tool maintenance, and shop management are stressed throughout this curriculum.

The automotive shop is equipped with up-to-date equipment for all types of testing and repair. Front-end alignment and wheel-balancing equipment, dynamometers, engine analyzers, and air conditioning testing equipment are used in this program. Any person who has mechanical aptitude and enjoys working with motors, machines, electrical equipment, and other mechanical devices should be successful in Automotive Mechanics.

AUTOMOTIVE MECHANICS CURRICULUM

Course Title	Quarter Hours Credit
FALL QUARTER	
AUT 1101 Internal Combustion Engines	8
MAT 1101 Fundamentals of Mathematics	5
PHY 1101 Applied Science I	4
IS 101 Industrial Safety	1
GUI 101 Orientation to College	<u>1</u>
	19
SPRING QUARTER	
AUT 1121 Braking Systems	5
AUT 1123 Automotive Chassis and Suspension Systems	7
AHR 1101 Automotive Air Conditioning	3
ENG 1102 Communication Skills	<u>3</u>
	18
WINTER QUARTER	
AUT 1102 Engine Electrical and Fuel Systems	8
ENG 1101 Reading Improvement	1
PHY 1102 Applied Science II	4
WLD 1101 Basic Welding	<u>1</u>
	14
SUMMER QUARTER	
AUT 1124 Automotive Power Train Systems	6
AUT 1125 Automotive Servicing	7
PSY 1101 Human Relations	3
BUS 1103 Business Operations	<u>3</u>
	19
Total quarter hours credit	70

BASIC ELECTRONICS

The demands of the electronic-space age in which we are now living have developed unlimited opportunities in electronics. These positions will be filled by qualified and competent technicians.

The program provides an option during the fourth quarter. A student may take television servicing and become a radio and television serviceman or he may choose to take the industrial applications of electronics course and go into industry.

The program provides the basic knowledge necessary to excel in the selected area which he chooses. A large portion of time is spent in the laboratory verifying electronic principles and developing the necessary skills.

BASIC ELECTRONICS CURRICULUM (Radio-Television Servicing Option)

Course Title	Quarter Hours Credit	
FALL QUARTER		SPRING QUARTER
ELN 1112 Direct and Alternating Current	10	ELN 1125 Communication Systems
IS 101 Industrial Safety	1	ELN 1126 Transistor Theory and Circuits
MAT 1115 Electrical Mathe- matics I	5	ENG 1102 Communication Skills
GUI 101 Orientation to College	<u>1</u>	<u>3</u>
	<u>17</u>	<u>17</u>
WINTER QUARTER		SUMMER QUARTER
ELN 1122 Vacuum Tubes and Circuits	8	ELN 1127 Television Receiver Circuits and Servicing OR
ELN 1123 Amplifier Systems	4	ELN 1128 Industrial Applica- tions of Electronics
ENG 1101 Reading Improve- ment	1	PSY 1101 Human Relations
MAT 1116 Electrical Mathe- matics II	5	BUS 1103 Business Operations
	<u>18</u>	<u>18</u>
		Total quarter hours credit
		70

[†]Student chooses either ELN 1127 or ELN 1128

COSMETOLOGY

A trained beautician is in constant demand. He or she can find employment in the many beauty shops found in the community. A cosmetologist performs many functions in providing beauty services for customers.

Today the cosmetologist is called upon to advise men and women on problems of make-up, diet and care of the hair, skin and hands, including the nails. Cosmetology has become a science consisting of the use of cosmetics based on scientific principles. The Cosmetology Curriculum is designed to prepare the student for employment in the field of cosmetology. The curriculum provides instruction and practice in manicuring, shampooing, permanent waving, facials, massages, scalp treatments, hair cutting and styling, and hair coloring. This curriculum is approved by the North Carolina State Board of Cosmetic Art Examiners.

COSMETOLOGY CURRICULUM

Course Title	Quarter Hours Credit	
FALL QUARTER		SPRING QUARTER
COS 1150 Cosmetology I	5	COS 1170 Cosmetology III
COS 1151 Cosmetology I Lab	8	COS 1171 Cosmetology III Lab
GUI 101 Orientation to College	<u>1</u>	<u>8</u>
	<u>14</u>	<u>13</u>
WINTER QUARTER		SUMMER QUARTER
COS 1160 Cosmetology II	5	COS 1180 Cosmetology IV
COS 1161 Cosmetology II Lab	<u>8</u>	COS 1181 Cosmetology IV Lab
	<u>13</u>	<u>8</u>
Total quarter hours credit		53

MACHINIST

The demand for expertly trained machinists in today's industrial society offers the young man who has an interest in mechanics and who possesses mathematical ability the opportunity to obtain employment in any of a variety of manufacturing industries. Machinists find employment in industries which manufacture textiles, furniture, cigarettes, transportation and communication equipment, heavy equipment, plastics, and many other types of products.

The machinist curriculum provides the student with machine shop theory as well as practical shop experience. The student is challenged to put classroom concepts into practice and to develop the mechanical skill and patience necessary for successful job performance.

MACHINIST CURRICULUM

Course Title	Quarter Hours Credit	
FALL QUARTER		
MEC 1101 Machine Shop Theory and Practice I	7	
MAT 1101 Fundamentals of Mathematics	5	
DFT 1104 Blueprint Reading: Mechanical I	1	
IS 101 Industrial Safety	1	
PHY 1101 Applied Science I	4	
GUI 101 Orientation to College	1	
	<u>19</u>	
WINTER QUARTER		
MEC 1102 Machine Shop Theory and Practice II	7	
ENG 1101 Reading Improvement	1	
PHY 1102 Applied Science II	4	
MAT 1103 Geometry	3	
DFT 1101 Industrial Specifications	1	
DFT 1105 Blueprint Reading: Mechanical II	1	
	<u>17</u>	
SPRING QUARTER		
MEC 1103 Machine Shop Theory and Practice III	7	
ENG 1102 Communication Skills	3	
MAT 1104 Trigonometry	3	
DFT 1106 Blueprint Reading: Mechanical III	1	
MEC 1115 Properties of Metals	4	
	<u>18</u>	
SUMMER QUARTER		
MEC 1104 Machine Shop Theory and Practice IV	7	
PSY 1101 Human Relations	3	
MAT 1123 Machinist Mathematics	3	
WLD 1101 Basic Welding	1	
MEC 1116 Treatment of Metals	4	
Total quarter hours credit		<u>72</u>

MECHANICAL DRAFTING

The curriculum in Mechanical Drafting gives students specialized training needed for preparing detailed scale drawings for designers, engineers, inventors, or architects.

Persons who can draw, who have mathematical skill, who desire to be accurate, and who have an orderly, logical mind are most successful in this field. Other qualities that help draftsmen to be successful are patience, imagination, originality, initiative, resourcefulness, and common sense.

MECHANICAL DRAFTING CURRICULUM

Course Title	Quarter Hours Credit	
FALL QUARTER		
DFT 1121 Drafting I	8	
MAT 1101 Fundamentals of Mathematics	5	
IS 101 Industrial Safety	1	
PHY 1101 Applied Science I	4	
GUI 101 Orientation to College	<u>1</u>	
	<u>19</u>	
SPRING QUARTER		
DFT 1131 Mechanical Drafting I	9	
ENG 1102 Communication Skills	3	
MAT 1104 Trigonometry	3	
MEC 1115 Properties of Metals	<u>4</u>	
	<u>19</u>	
WINTER QUARTER		
DFT 1122 Drafting II	8	
ENG 1101 Reading Improvement	1	
PHY 1102 Applies Science II	4	
MAT 1103 Geometry	<u>3</u>	
	<u>16</u>	
SUMMER QUARTER		
DFT 1132 Mechanical Drafting II	9	
PSY 1101 Human Relations	3	
MEC 1113 Machine Processes	3	
MEC 1116 Treatment of Metals	<u>4</u>	
	<u>19</u>	
Total quarter hours credit		73

WELDING

One Year Cooperative Program

The content of this curriculum is designed to give students a sound understanding of the principles, methods, techniques, and skills essential for successful employment in the welding field and the metals industry. The student gains on-the-job experience by working in industries of the area during alternate quarters. The program is arranged so that one group of students may enter in the Fall Quarter and a second group may enter in the Winter Quarter.

The principal duty of the welder who uses manual techniques is to control the fusion of metals by directing the heat from either an electric arc or gas welding torch and to add filler metal where necessary to complete the joint. He should possess a great deal of manipulative skill with a knowledge of jigs, mathematics, basic metallurgy, and blueprint reading.

Part-time students may enroll in the Welding Program on a non-cooperative basis. Twenty-two weeks of successful work experience in a welding occupation after completion of the welding curriculum will meet the requirements for a Welding diploma if prior approval of the instructor is obtained.

WELDING CURRICULUM

Course Title	Quarter Hours Credit	Course Title	Quarter Hours Credit
FALL QUARTER			
WLD 1120 Welding Theory and Practice I	8	SPRING QUARTER	
MAT 1101 Fundamentals of Math	5	WLD 1121 Welding Theory and Practice II	8
IS 101 Industrial Safety	1	DFT 1118 Blueprint Reading: Welding II	1
GUI 101 Orientation to College	1	ENG 1102 Communication Skills	3
DFT 1117 Blueprint Reading: Welding I	<u>1</u>	PSY 1101 Human Relations	3
	<u>16</u>		<u>15</u>
WINTER QUARTER			
WLD 1130 Welding Skill Development in Industry I	<u>9</u>	SUMMER QUARTER	
		WLD 1131 Welding Skill Development in Industry II	<u>9</u>
		Total quarter hours credit	<u>51</u>

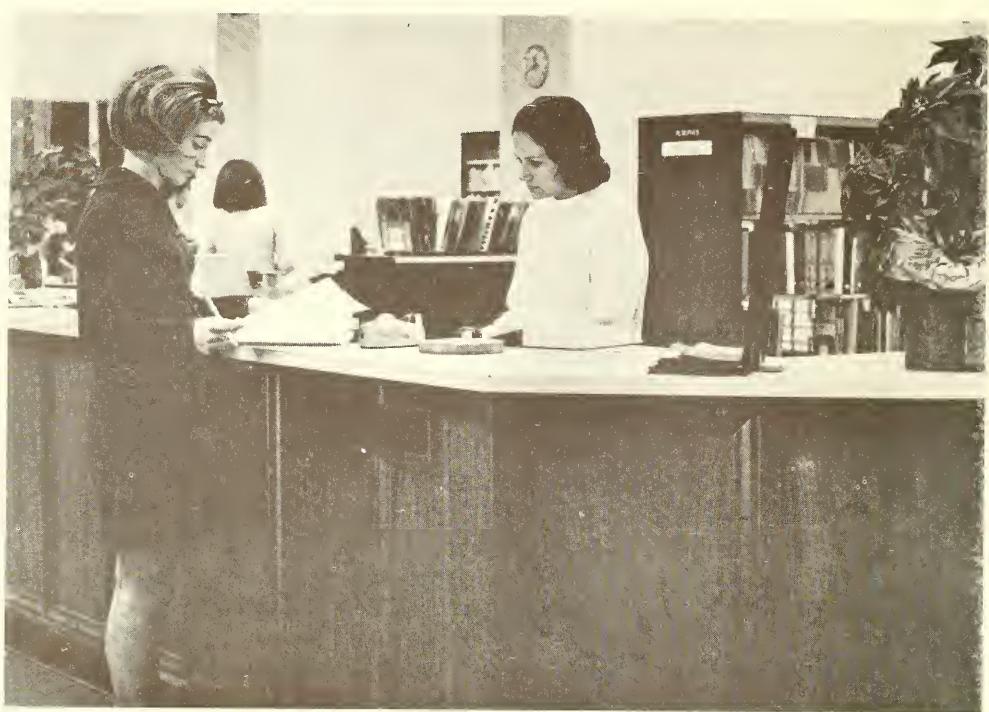
DEVELOPMENTAL STUDIES PROGRAM

The Developmental Studies Program provides an opportunity for inadequately prepared students to obtain special help in overcoming learning limitations. In addition, students are provided an opportunity to explore educational opportunities before commitment to curriculum programs.

Developmental Studies courses combine classroom teaching and programmed instruction techniques. Students are assigned to courses depending upon the extent of their limitations and the entry requirements of the college course of study they wish to complete. Students may spend from a few hours a week during one quarter to one full school year (three quarters) in Developmental Studies courses. Those students registering for the first time schedule courses as suggested by faculty advisors. Specific content in each course varies with student educational objectives. Developmental Studies courses are offered in the areas of guidance, reading and vocabulary development, composition, mathematics, and music. All courses are numbered 090-099 and are found alphabetically listed by subject in the course description section of this catalog.

INDEPENDENT STUDY

Rockingham Community College has developed a plan which provides flexibility in planning specialized independent study for specific students. Any student who in the judgment of his faculty advisor needs an opportunity to earn a limited amount of college credit in a specialized area may do so through this program. During the quarter immediately preceding the quarter during which study will occur, the advisor, the student, and the proposed instructor complete an Independent Study Course Approval form. This form specifies the amount of credit sought, the total hours of instructor contact, and the method of evaluation of student progress. All requests for Independent Study must be approved by the Dean of Instruction.





CONTINUING EDUCATION PROGRAMS PHILOSOPHY

Rockingham Community College is committed to the continuing education of all citizens in its area of service. To fulfill this commitment, the college offers a variety of courses, institutes, conferences, clinics, forums, demonstrations, workshops, concerts, and exhibits designed to meet educational needs and interests of the community. Consulting committees are used to assure that such educational services are closely related to adult needs and that adult participation is maximized.

Through the Continuing Education Programs students find opportunities to retrain and update themselves in employment, develop leadership and civic responsibility, grow in basic knowledge, improve in home and community life, expand knowledge in general education, and develop creativity in the fine arts.

GENERAL INFORMATION

Continuing Education Programs are offered when there is community need and interest. Some courses and services, because of great demand, are offered on a continuing basis. Other courses and services may be initiated by requests from individuals and groups. Rockingham Community College cooperates with public schools, public libraries, senior colleges, religious groups, health and welfare groups, civic clubs, community clubs, law enforcement agencies, fire service groups, business and industrial groups and other adult education agencies to provide educational services for greater numbers of people.

COURSE DESCRIPTIONS

Except for the Adult High School Program, course descriptions for continuing education courses are not listed in this publication. (Adult High School courses are included in the Course Description section of the catalog.) Only examples of the types of courses that may be offered are listed. Specific course descriptions are furnished upon request or in a schedule of courses which is made available before the beginning of each quarter. Courses that are not listed in this publication may be offered upon request.

CLASS LOCATIONS

Many continuing education courses and services are provided on the college campus at Wentworth. Other courses and services are provided in the various communities within the college's area of service.

ADMISSION AND REGISTRATION

Any person eighteen years of age or older and not enrolled in high school may be admitted to a continuing education class. In extenuating circumstances and upon the approval of the appropriate public school superintendent, a person under eighteen years of age may be admitted to a continuing education class. Prior to the beginning of each quarter a course schedule is published and made available to potential students upon request. Courses which begin between quarters are announced through local news media. Adults are encouraged to contact the college and pre-register prior to the beginning of each quarter.

FEES

Fees vary with the type of educational program provided. Some programs such as adult basic education are supported primarily from state and federal funds and are free of student costs. Other programs such as business education are partially self-supporting through student fees. When such fees are necessary, they are announced in the course schedule and are to be paid during the registration period. Books and supplies are usually the responsibility of the student and may be purchased from the College Bookstore.

ATTENDANCE

Regular attendance and class participation are essential to effective teaching and learning. Adult students are expected to be regular and punctual in attendance. A minimum of 75 per cent student attendance in each course is required to receive the Adult High School Diploma and/or the Achievement Certificate.

PROGRAMS

Continuing Education Programs are offered in seven major program areas and through the Programmed Instruction Learning

Laboratory. The seven major program areas are: Developmental Studies, Public Service, Professional Inservice, Family Life, Cultural Enrichment, Business and Industrial Services, and Community Services. The Programmed Instruction Learning Laboratory makes an important contribution to each adult education program and to many other programs offered by Rockingham Community College.

DEVELOPMENTAL STUDIES PROGRAM

The Developmental Studies Program offers adult students the opportunity of enrolling in any level of instruction from grades one through twelve. This program includes two major areas of instruction: Adult High School Education and Adult Basic Education. In both of these areas individual instruction and personal achievement are emphasized.

ADULT HIGH SCHOOL PROGRAM

Through the Adult High School Program a student may earn the Adult High School Diploma. Before receiving the Adult High School Diploma, an adult must demonstrate proficiency in reading, vocabulary, English expressions, mathematics, general science, and social studies, as measured by the Iowa Tests of Educational Development. Instruction is available in all of these areas through classroom as well as programmed instruction. The Adult High School student must also satisfactorily complete four approved electives before he is granted the Adult High School Diploma. An adult may also take high school level courses as preparation for taking the General Educational Development Tests in an attempt to earn the North Carolina High School Equivalency Certificate.

In addition, provision is made for qualified adult high school students to earn credit in other college programs while working toward their high school diploma. For further information, consult the coordinator of the Adult High School program.

ADULT BASIC EDUCATION

The Adult Basic Education Program includes instruction in reading, writing, social studies, household science, mathematics, consumer education, and health education. In all of these areas, instruction is related as closely as possible to helping students meet their adult responsibilities. Classes are usually located within communities in Rockingham County. Class sizes generally range from twelve to fifteen students. Upon completion of the Adult Basic Education Program, students are encouraged to enroll in the Adult High School Program.

PROGRAMMED INSTRUCTION LEARNING LABORATORY

The Programmed Instruction Learning Laboratory provides an opportunity for any interested adult, regardless of his educational background, to select appropriate courses of study from over two hundred programmed instruction courses ranging in difficulty from the elementary school level to the college level. The total cost of study materials is about \$2.00 per course. Each of these courses is presented in a book or booklets which reduce the course content into simple, step-by-step units. Individuals, studying most of these courses are completely free to set their own study pace. Students who are advised to complete phases of programs leading to a high school diploma, or who are required to do remedial study in association with a college curriculum, are expected to show steady progress toward a predetermined objective of learning laboratory study. There are no teacher-administered tests, grade assignments, or set speeds of completion for most programmed instruction courses. Many courses are included in each of the following areas:

BUSINESS AND INDUSTRY	MATHEMATICS
DATA PROCESSING	PSYCHOLOGY
ENGLISH	READING
FOREIGN LANGUAGES	RELIGION
LEISURE ACTIVITIES	SCIENCE AND TECHNOLOGY
HEALTH AND SAFETY	SOCIAL SCIENCES

PUBLIC SERVICE PROGRAMS

The Public Service Programs include courses in Law Enforcement Training, Fire Service Training, Hospitality and Tourism Education, Leadership Training, and Citizenship Development.

LAW ENFORCEMENT TRAINING

Law Enforcement Training is provided at the request of law enforcement agencies or individuals. Courses are especially designed as inservice and preservice education for those engaged in law enforcement activities. Workshops and courses are offered in many areas such as the following:

COURTS AND LAWS	JUVENILES
ELEMENTS OF OFFENSES	APPLIED PSYCHOLOGY
MOTOR VEHICLE LAW	HUMAN RELATIONS
CRIMINAL INVESTIGATION	CHEMICAL TESTS FOR INTOXICATION
COURT APPEARANCE AND TESTIFYING	INSTRUCTOR TRAINING
REPORT WRITING	FIREARMS PHOTOGRAPHY
FINGERPRINT IDENTIFICATION	SCIENTIFIC LABORATORY AIDS

FIRE SERVICE TRAINING

Fire Service Training is designed to provide firemen the opportunity to gain technical information and skill in modern fire fighting through a variety of learning experiences and practical problems. The classes are often taken directly to the fireman through training sessions held in local departments and training fields in the community. Among the courses offered are the following:

INTRODUCTION TO FIRE FIGHTING	AMBULANCE ATTENDANT TRAINING
PORTABLE FIRE EXTINGUISHERS	ROPE PRACTICES
FIRE STREAM PRACTICES	LADDER PRACTICES
FIRE APPARATUS PRACTICES	HOSE PRACTICES
FIRE FIGHTING PROCEDURES	RESCUE PRACTICES
SALVAGE AND OVERHAUL PRACTICES	FORCIBLE ENTRY
ARSON DETECTION	PROTECTIVE BREATHING EQUIPMENT
	VENTILATION
	SCHOOL BUS EVACUATION AND FIRE SAFETY

HOSPITALITY AND TOURISM EDUCATION

The hospitality and tourist industry is the third largest industry in North Carolina and is growing in economic importance to the state. A variety of short courses and training programs are designed to contribute to the development and continuing growth of this important industry. Courses are aimed at training service personnel. These courses are offered for newcomers to the service field as well as for those already in the business who want to become more proficient in their jobs. Instruction is arranged and scheduled in accordance with the needs of the industry. Courses are available in the following areas:

COMMERCIAL FOOD PREPARATION AND SERVICE	SCHOOL FOOD SERVICE TRAINING
HOTEL-MOTEL TRAINING	HOSPITAL TRAINING
TRAVEL SERVICE	RECREATION LEADERSHIP

LEADERSHIP TRAINING

The increasing complexity of American society demands that greater attention be given to leadership training. Leadership oriented courses are provided for civic, religious, professional, social, and other groups desiring leadership training. Among courses provided are the following:

PUBLIC SPEAKING	CONFERENCES THAT WORK
PARLIAMENTARY PROCEDURE	DISCUSSION LEADERSHIP
PROGRAM PLANNING	COMMITTEE ORGANIZATION

CITIZENSHIP DEVELOPMENT

The development of creative citizenship responsive to community potential and problems is an imperative of these times. Courses in citizenship education contribute to such development. Courses are available in numerous subject areas including the following:

AMERICAN HISTORY	NORTH CAROLINA HISTORY
WORLD HISTORY	STATE GOVERNMENT
ROCKINGHAM COUNTY HISTORY	SOCIAL PROBLEMS
INTERNATIONAL AFFAIRS	CITY AND COUNTY GOVERNMENT

BUSINESS AND INDUSTRIAL SERVICE PROGRAMS

Rockingham Community College sponsors and promotes a number of educational services which contribute to the needs of new, expanding or existing businesses and industries and to the training needs of the people in Rockingham County. Many of the programs do not carry degree credit. They are designed to fit organizational or individual needs. These programs are aimed at improving available services for placement of workers, helping to adapt workers to changing demands for skills, and encouraging labor mobility. Emphasis is placed on upgrading present industrial and business employees and matching job seekers with vacancies.

SUPERVISORY DEVELOPMENT TRAINING

Supervisory Development Training Courses are designed for potential and active supervisors who want to prepare for more effective leadership and advancement. Only a materials fee of ten cents per student contact hour is charged. Courses are offered at the college campus or in industrial plants. The courses are flexible in terms of content and meeting times. Every effort is made to fit course content to particular industrial or business needs. Emphasis placed on training individuals in supervisory skills which help reduce worker training time, improve worker safety records, reduce labor turnover, improve product quality, upgrade production records, and improve an industry's image. Courses are available in the following subject areas:

PRINCIPLES OF SUPERVISION
(SEVEN PARTS)
HUMAN RELATIONS I
HUMAN RELATIONS II
ART OF MOTIVATING
PEOPLE
ECONOMICS IN BUSINESS
AND INDUSTRY
EFFECTIVE
COMMUNICATIONS
EFFECTIVE WRITING
EFFECTIVE SPEAKING
READING IMPROVEMENT
WORK ADJUSTMENT
JOB METHODS
CONFERENCE LEADERSHIP

JOB INSTRUCTION
TRAINING
CREATIVE THINKING
INDUSTRIAL SAFETY AND
ACCIDENT PREVENTION
INDUSTRIAL FIRST AID
THE SUPERVISOR IN
NORTH CAROLINA
THE SUPERVISOR AND
EMPLOYEE BENEFITS
JOB ANALYSIS TRAINING
COST ACCOUNTING FOR
SUPERVISORS
SUPERVISION IN HOSPITALS

BUSINESS MANAGEMENT

Business Management Courses are planned for individuals employed in wholesale and retail occupations. Emphasis placed on improving customer and job relations, making the best use of advertising, improving individual personality and salesmanship, developing oral communication, and training individuals to function more effectively in their respective occupations. Courses and workshops are offered in many subject areas such as the following:

ADVERTISING	JOB RELATIONS IN
CREDIT AND COLLECTIONS	BUSINESS
INTERIOR DISPLAY	CUSTOMER RELATIONS
MARKETING RESEARCH	PERSONALITY
	DEVELOPMENT
	CREATIVE SALESMANSHIP

VOCATIONAL INSERVICE EDUCATION

Non-curriculum short courses are planned especially for adults who desire to update themselves in skilled and technical areas. Examples of areas in which courses may be planned are:

WELDING	CARPENTRY
ELECTRICITY	AGRICULTURAL
MASONRY	TECHNOLOGY
AUTOMOTIVE MECHANICS	ELECTRONICS
	SURVEYING

NEW AND EXPANDING INDUSTRY

The major goal of the New and Expanding Industry Program is to promote the expansion of existing industries and to assist in the training of employees for new industries being established in North Carolina.

This program is a cooperative effort between the State of North Carolina and Rockingham Community College.

Upon request from a new or expanding industry, Rockingham Community College will secure the services of a consultant to meet with industrial management to plan a training program. Each training program is individualized to meet the specific industry's needs. Approved training programs for new and expanding industries are funded by the State of North Carolina.

PROFESSIONAL INSERVICE PROGRAMS

Professional Inservice Programs include courses in Business Education, Health and Welfare Education, and Teacher Education. Courses are offered at the professional and sub-professional levels. Some of the courses available on the college campus are provided by senior colleges and universities and carry graduate level credit.

BUSINESS EDUCATION

Courses in Business Education are planned especially for adults who desire business education for personal or job-related purposes. Among the courses provided by the college are the following:

BEGINNING TYPING	BOOKKEEPING
BUSINESS ENGLISH	SECRETARIAL SEMINAR
GREGG SHORTHAND	BUSINESS
ABC STENOSCRIPT	CORRESPONDENCE
KEY PUNCH OPERATION	BUSINESS MATH
	BUSINESS MACHINES

HEALTH AND WELFARE EDUCATION

Health Education courses are especially designed to contribute to the improvement of health and welfare and provide opportunities for persons engaged in all aspects of health services to up-date themselves in their professions. Courses are available in the following subject areas:

CHRONIC DISEASES	EMOTIONAL PROBLEMS
MENTAL HEALTH	PHYSICAL HANDICAPS
GERIATRICS AND	POPULATION CONTROL
GERONTOLOGY	BABY CARE
CHILD DEVELOPMENT	

TEACHER EDUCATION

Teachers are increasingly seeking opportunities for professional growth through inservice education. The community college cooperates with local school agencies, senior colleges, and the universities in providing short courses, workshop, and credit courses for certificate renewal and professional growth. Courses and workshops are offered in many subject areas such as the following:

TEACHING READING	MENTAL HEALTH
AUDIO-VISUAL MATERIALS	COUNSELING AND
AND METHODS	GUIDANCE
PUBLIC AFFAIRS	PHYSICAL SCIENCE
MODERN MATH	SOCIAL HEALTH

CULTURAL ENRICHMENT PROGRAMS

Cultural Enrichment programs are offered in Fine Arts, Performing Arts, and Liberal Arts.

FINE ARTS EDUCATION

Fine Arts Education is designed to help adults develop basic skills, discover and develop talents, and refine active talents in art, music, and writing. Courses which help students create and develop an interest in and an appreciation of the fine arts heritage of our society are also available. Fine Arts educational opportunities include the following:

PAINTING	MUSIC APPRECIATION
PHOTOGRAPHY	CREATIVE WRITING
CERAMICS	HISTORY OF ART
DRAWING	SCULPTURE

PERFORMING ARTS EDUCATION

Performing Arts Education provides an opportunity for adults to express their thoughts, feelings, and actions in numerous cultural activities. Opportunities for expressive activities include the following:

CHORAL MUSIC	ORATION
DRAMATICS	CHORUS AND QUARTET
INSTRUMENTAL MUSIC	DANCE

LIBERAL ARTS EDUCATION

Liberal Arts Education provides adults with courses to widen horizons and create new dimensions in thinking and acting. Some of the courses offered in this area are the following:

LOGIC	INTRODUCTION TO
CONVERSATIONAL SPANISH	PSYCHOLOGY
AMERICAN LITERATURE	SPEED READING
COMPARATIVE RELIGIONS	PHILOSOPHICAL SYSTEMS

SOCIOLOGY OF THE SOUTH

FAMILY LIFE PROGRAMS

Areas of study within the Family Life Programs are Parent Education, Home Life, Consumer Economics, and Senior Citizens Education.

PARENT EDUCATION

Parent Education is designed to assist adults in interpreting accepted principles and in developing a keener insight as well as to contribute new ideas which will improve their understanding of the role of a parent. Courses in Parent Education include the following:

MODERN MATH FOR
PARENTS
THE PRE-SCHOOL CHILD
ADOLESCENT PSYCHOLOGY
THE ROLE OF IN-LAWS

BABY CARE
CRAFTS FOR CHILDREN
FAMILY PLANNING
YOUR AGING PARENTS

HOME LIFE

The Home Life program is designed to help family members take advantage of the emerging opportunities provided through education to make family life more exciting, more enjoyable, and more economical. Courses designed to contribute to family life activities include the following:

HOLIDAY CRAFTS
KNITTING
HOME NURSING
INTERIOR DECORATING

HOME LANDSCAPING
BASIC NUTRITION
FURNITURE REFINISHING
GROUP INTERACTION

CONSUMER ECONOMICS

The Consumer Economics program contributes to efficient consumption of the millions of commodities available to the American public. Among the courses available are the following:

SURVEY OF INSURANCE
CREDIT BUYING
CONSUMER PROTECTION
BASIC ECONOMICS

INCOME TAX
FAMILY BUDGETING
LAW FOR LAYMEN
INVESTMENTS

SENIOR CITIZENS EDUCATION

American citizens are living longer, retiring earlier, and are more active in their senior years than ever before. Time is available to participate in a variety of learning experiences which may have been prohibited in earlier years. Among the learning experiences provided especially for senior citizens are the following:

RETIREMENT PLANNING	HEALTH FOR SENIOR
HOME GARDENING	CITIZENS
LIVING ALONE	TRAVEL TOUR LECTURES
	ARTS AND CRAFTS

COMMUNITY SERVICE PROGRAMS

Rockingham Community College sponsors and promotes a number of community services which contribute to the cultural, economic, and civic improvement of the community. Such services may arise from almost every program area. Community service activities include the following:

SEMINARS AND	LECTURE AND FILM SERIES
CONFFERENCES	FINE ARTS EXHIBITS
SPEAKER AND FORUM	MUSICAL PROGRAMS
SERIES	COMMUNITY STUDIES
SPEAKERS' BUREAU	DRAMA PROGRAMS
MASS MEDIA PROGRAMS	
DISCUSSION GROUPS	

COURSE DESCRIPTIONS

The courses which follow are a complete alphabetical listing of courses offered by Rockingham Community College. Courses numbered 080-089 are high school completion courses. Courses numbered 090-099 are Developmental Studies courses.

College Parallel and Technical courses are numbered 100-299. First year courses are numbered 100-199 and second year courses are numbered 200-299. First year students with the approval of the instructor and the advisor, may select certain second year courses during the first year. However, courses should be taken in numerical sequence with prerequisite courses taken as indicated.

As mentioned above, courses numbered from 100-299 may be either college parallel or technical. Many of these courses are clearly a part of the conventional academic pattern which leads to the Bachelor's Degree (college parallel). Many of these courses are clearly courses which are intended to prepare the student for immediate employment (technical). Some of these courses, however, might be considered to fall into either category. Close attention to course descriptions is necessary in order for this determination to be made. For further clarification of course purpose, refer to specific programs of study e.g. college parallel, occupational programs, etc.

Courses numbered in the 1,000 series are vocational courses. Some vocational courses are offered on a part-time basis. When this is the case, for transcript purposes, an additional digit is added to the course number to represent the first and second phases of the course (MEC 1101 becomes MEC 11011 and MEC 11012).

In the course description, following the course number, appears a code (3-3-4) which should be interpreted as follows: first number equals number of lecture hours; second number equals number of laboratory or shop hours; third number equals number of credit hours.

ANTHROPOLOGY

ANT 201 GENERAL ANTHROPOLOGY 5-0-5

An introduction to the field of anthropology including the evolutionary process, archaeological studies of prehistoric man, major biological stocks of mankind and their characteristics, and man's cultural growth.

ART

ART 102 BASIC DESIGN 2-2-3

A study of the elements and principles of two and three dimensional design as illustrated in design problems and solutions in various artistic media.

ART 104 DRAWING 0-6-3

Basic problems in freehand drawing from still life and landscapes, emphasizing development of a sense of structure, movement, and rhythm through line, form, and texture.

ART 105 DRAWING 0-6-3

A continuation of ART 104 with emphasis upon spatial description through perspective and other means and exploration of mixed drawing techniques.

ART 201 SURVEY OF ART 5-0-5

A study of the elements and principles of artistic expression as they are revealed in the artistic styles found in various periods of history.

ART 202 FIGURE DRAWING AND PAINTING 0-6-3

Drawing and painting from live models with emphasis on structure, movement, and expression.

ART 203 PAINTING AND COMPOSITION 0-6-3

Studio painting; problems in various media.

ART 210 ADVERTISING 2-2-3

A laboratory course designed to acquaint the student with the student with the development of advertising and display and its significance to the consumer and advertiser.

AUTOMOTIVE MECHANICS**AHR 1101 AUTOMOTIVE AIR CONDITIONING 2-3-3**

General introduction to the principles of air conditioning systems including study of the assembly of components and connections necessary for proper operation of these systems. Principles of operations, controls, trouble shooting, adjustments, and general servicing procedures are included. Safety and proper handling of refrigerants used in charging the system are stressed.

AUT 1101 INTERNAL COMBUSTION ENGINES 4-12-8

This course is concerned with the theory of operation, design and construction, disassembly and assembly of internal combustion engines. The use and care of hand tools and power equipment are stressed.

AUT 1102 ENGINE ELECTRICAL AND FUEL SYSTEMS 4-12-8

A thorough study of the electrical and fuel systems such as starting, charging, and ignition systems, the accessories and wiring of automobile body, fuel pump, and all types of carburetors. Basic theory relating to operation of the above items will be provided so as to enable the student to apply the theory to the use of testing equipment and to procedures for repair used during his laboratory experience.

AUT 1121 BRAKING SYSTEM 3-6-5

A complete study of various braking systems used in automobiles and/or trucks. Emphasis is placed on operation, proper adjustment, and repair.

AUT 1123 AUTOMOTIVE CHASSIS AND SUSPENSION SYSTEMS 3-12-7

This course is concerned with frame and suspension systems, repair of shocks, torsion bars, leaf and coil springs, conventional and power steering systems, front and rear end alignment.

AUT 1124 AUTOMOTIVE POWER TRAIN SYSTEM 3-9-6

This course is concerned with the study of automotive power and the flow of power from the power plant to the drive wheels. Theory of operation, design and repair of manual transmissions, clutches, automatic transmissions, drive shafts, conventional and semi-locking differentials, and rear axles are also studied.

AUT 1125 AUTOMOTIVE SERVICING 3-12-7

Emphasis is on shop procedures necessary for trouble shooting of the automotive system. Experience in testing, adjusting, and repairing automobiles is provided.

BIOLOGY**B10 101 GENERAL BIOLOGY I 3-3-4**

A study of the chemical and cellular basis of life.

BIO 102 GENERAL BIOLOGY II 3-3-4

A study of the biology of organisms and the perpetuation of life. Prerequisite: BIO 101 or instructor's approval.

BIO 103 GENERAL BIOLOGY III 3-3-4

A study of the biology of populations and communities (evolution and ecology) and a study of the origin and diversity of life. Prerequisite: BIO 102 or instructor's approval.

BIO 104 MICROBIOLOGY 3-4-5

A study of various aspects of microscopic organisms, including: structure and activities, control, sources and modes of infection, infection and immunity, pathogenic bacteria, pathogens other than bacteria. Prerequisite: BIO 103 and instructor's permission, except for nursing curriculum students.

BIO 105 HUMAN ANATOMY AND PHYSIOLOGY I 3-2-4

A study of the structure and functions of the human body. Prerequisite: BIO 103 and instructor's permission, except for nursing curriculum students.

BIO 106 HUMAN ANATOMY AND PHYSIOLOGY II 3-2-4

A continuation of BIO 105. Prerequisite: BIO 105.

BIO 201 BOTANY I 3-4-5

General survey of non-seed producing plants with emphasis on structural, physiological, and ecological relationships of representative forms. Prerequisite: BIO 103.

BIO 202 BOTANY II 3-4-5

General survey of seed producing plants with emphasis on structural, physiological, and ecological relationships of representative forms. Prerequisite: BIO 103.

BIO 206 ZOOLOGY I 3-4-5

Survey of the invertebrate animals with emphasis on structural physiological, and ecological relationships of representative forms. Prerequisite: BIO 103.

BIO 207 ZOOLOGY II 3-4-5

Survey of the vertebrate animals with emphasis on structural, physiological, and ecological relationships of representative forms. Prerequisite: BIO 103.

BUSINESS**BUS 101 INTRODUCTION TO BUSINESS 5-0-5**

A survey of business activities covering principles, problems, and practices related to the economic system of the United States, including organization, production, marketing, personnel administration, finance, accounting, and business law.

BUS 102 TYPEWRITING I 2-3-3

Introduction to typewriting fundamentals, mastery of the keyboard, simple business correspondence, tabulation, and a minimum speed requirement of 30 words per minute.

BUS 103 TYPEWRITING II 2-3-3

Continuation of BUS 102 through intermediate levels of typewriting proficiency involving business correspondence, forms, tabulations, rough drafts, and ultimate minimum speed requirement of 40 words per minute. Prerequisite: BUS 102 or equivalent.

BUS 104 TYPEWRITING III 2-3-3

Continuation of BUS 103 to expert typewriting status involving attention to problems of production typing, speed building, producing mailable copy, and a minimum speed requirement of 50 words per minute. Prerequisite: BUS 103.

BUS 105 COLLEGE TYPEWRITING 2-3-3

A one-quarter course in typewriting for those who do not intend to major in business. Facility in the use of the keyboard by means of the touch system and the proper technique developments that result in both speed and accuracy are objectives of this course. Students should develop a speed of 25 to 40 words per minute. This course will not satisfy the requirements for the secretarial programs.

BUS 106 SHORTHAND I 3-2-4

Beginning study of Gregg shorthand theory and practice, reading and writing, emphasis on phonetics, penmanship, word families, brief forms, and phrases.

BUS 107 SHORTHAND II 3-2-4

Continuation of BUS 106 through intermediate skill level with intensifying practice in dictation and transcription to a minimum speed of 50 words per minute. Prerequisite: BUS 106 or equivalent.

BUS 108 SHORTHAND III 3-2-4

Advanced shorthand--increased emphasis on dictation and transcription with work in specialized areas. Much time is spent in increasing vocabulary and enlarging student's background. Minimum dictation speed of 60 words per minute is recommended. Prerequisite: BUS 107

BUS 110 OFFICE MACHINES 2-2-3

A general survey of business and office machines. Students receive training in techniques, operation and application of the ten-key adding machines, full keyboard adding machines, and calculators.

BUS 112 OFFICE PROCEDURES 2-4-4

All the general office skills excluding machine operation are discussed. These include: receptionist duties, handling mail, telephone techniques, travel information, telegrams, office records, purchasing of supplies, desk and office organization, insurance claims, and personal problems in getting along with others on the job.

BUS 115 BUSINESS LAW 3-0-3

This course covers the following areas of business law: law and society, law and its enforcement, contracts, personal property, bailments and sales, commercial paper, and the uniform commercial code as it pertains to these fields. Prerequisite or corequisite: BUS 101

BUS 119 SECRETARIAL ACCOUNTING 5-1-5

Fundamental accounting procedures including payroll preparation, banking practices, and the handling of cash. Preparation of end-of-period work sheets and financial statements. Prerequisite: MAT 105

BUS 120 PRINCIPLES OF ACCOUNTING I 3-1-3

Fundamental concepts of accounting as they apply to the single proprietorship, partnership, and corporation. Preparation of working papers facilitating determination of income. Preparation and analysis of financial statements.

BUS 121 PRINCIPLES OF ACCOUNTING II 3-1-3

Continuation of BUS 120 including study of the voucher system, the corporation, cost, budget accounting, and the analysis and interpretation of various financial statements. Prerequisite: BUS 120

BUS 122 PRINCIPLES OF ACCOUNTING III 3-1-3

Continuation of BUS 121. Prerequisite: BUS 121

BUS 183 FILING 1-2-2

Provides instruction and actual practice in card filing, alphabetic correspondence, filing, requisition and charge procedures, geographic correspondence filing, numeric correspondence filing, and subject correspondence filing.

BUS 205 ADVANCED TYPEWRITING 3-2-4

An advanced terminal course in typewriting. Production skill development is emphasized through the typing of rough drafts, letters, envelopes, cards, labels, verbatim reports, plays, scenarios, radio and television scripts, tabulation, reports, term papers, and manuscripts. One complete unit is devoted to executive office typing. Minimum speed requirement is 55 words per minute. Prerequisite: BUS 104.

BUS 206 DICTATION AND TRANSCRIPTION I 3-2-4

Develops the skill of taking dictation and of transcribing at the typewriter materials appropriate to the course of study, which includes a review of the theory and the dictation of familiar and unfamiliar material at varying rates of speed. Minimum dictation rate of 70 words per minute for five minutes on new material is recommended. Prerequisite: BUS 108

BUS 207 DICTATION AND TRANSCRIPTION II 3-2-4

Covering materials appropriate to the course of study, the student develops the accuracy, speed, and vocabulary that will enable her to meet the secretarial requirements of business and professional offices. Minimum dictation rate of 80 words per minute for five minutes is recommended. The student is encouraged to strive for 110 words per minute.

BUS 208 DICTATION AND TRANSCRIPTION III 3-2-4

Shorthand and machine transcription. A course to develop skills in the practice of correspondence direct from a recording machine and to improve production from shorthand notes into office-style material. Speed and accuracy are emphasized. The student is encouraged to strive for 120 words per minute. Prerequisite: BUS 207.

BUS 211 ADVANCED OFFICE MACHINES 2-2-3

Instruction in the operation of bookkeeping-accounting machines, duplicating equipment, and dictating and transcribing machines. Prerequisite: BUS 110 or equivalent.

BUS 214 SECRETARIAL PROCEDURES 3-2-4

A course designed to provide answers to problems of office procedure, efficiency, and human relations. Students learn the language and procedures of the business office. They are trained in the development of initiative and independent thinking and office problem-solving. Prerequisite: BUS 112.

BUS 219 CREDIT PROCEDURES AND PROBLEMS 3-0-3

Problems and practices in modern credit management. Responsibilities of the credit department and its relation to other phases of the business. Bookkeeping and collecting practices. Problems in contract, installment, and open account selling. Legal phases of credit granting and collection. Prerequisite: BUS 122.

BUS 225 COST ACCOUNTING 4-0-4

Nature and purposes of cost accounting; accounting for direct labor, materials, and factory burden; job cost, standard cost principles and procedures; selling and distribution cost; budget and executive use of cost figures. Prerequisite: BUS 122.

BUS 229 TAXES 3-0-3

Application of federal and state taxes to various businesses and business conditions. A study of the following taxes: income, payroll, intangible, capital gain, sales and use, excise, and inheritance. Prerequisite: BUS 122.

BUS 232 SALES DEVELOPMENT 3-0-3

This course emphasizes the need for creative selling in the American economy. The selling process is analyzed in terms of customer buying motives and behavior, techniques of making an effective sales presentation, and methods of building customer goodwill. Actual case studies in salesmanship are examined. Selling demonstrations allow students to develop individual skill in meeting selling problems encountered.

BUS 233 PERSONNEL MANAGEMENT 3-0-3

Principles of organization and management of personnel, including procurement, development, compensation, labor relations, safety, and health.

BUS 237 WHOLESALING 3-0-3

The development of wholesaling and present-day trends in the United States. A study of the functions of wholesaling.

BUS 239 PRINCIPLES OF MARKETING I 3-0-3

Organization and functions of marketing with study of the movement of goods from producer to consumer through the various channels of distribution. A study of marketing policies involved in sales promotion, merchandising, and advertising.

BUS 240 PRINCIPLES OF MARKETING II 3-0-3

A continuation of BUS 239. Prerequisite: BUS 239.

BUS 243 ADVERTISING 3-0-3

The function of advertising in moving merchandise from manufacturer to consumer. Problems in advertising, selection of media, timing, and cost considerations.

BUS 245 RETAILING 3-0-3

A survey of the principles of efficient store organization and management. An investigation of store policies, location, buying, stock control, pricing, and sales promotion for retail stores.

BUS 247 BUSINESS INSURANCE 3-0-3

The basic principles underlying insurance contracts and the scope of coverage under the several divisions of insurance including life, fire, marine, casualty, bonds, and automobile insurance. The subject is considered from the viewpoints of personal, business, social, and special group needs. The newer forms of coverage are given special attention.

BUS 255 BUSINESS LAW I 3-0-3

A presentation of legal concepts important to business including the following: enforcement, contracts, property, bailments, sales, commercial paper, and a study of the uniform commercial code in relation to these fields.

BUS 256 BUSINESS LAW II 3-0-3

Application of legal concepts presented in BUS 115 with reference to security devices, agency and employment, business organizations, real property, leases, mortgages, insurance, trusts, descendants, estates, bankruptcy, government, and business. Prerequisite: BUS 255.

BUS 257 BUSINESS LAW III 3-0-3

A continuation of BUS 256. Prerequisite: BUS 256.

BUS 258 BUSINESS FINANCE 3-0-3

A study of the creation, allocation, and utilization of money and the effect of monetary policy upon individuals, businesses, and national and international economics. Prerequisite or Corequisite: ECO 263, BUS 122.

BUS 260 MONEY AND BANKING 3-0-3

An application of money and banking theory and procedures including the functions of money, various phases of customer relations with banks, bank administrative policies, the Federal Reserve System, specialized financial institutions, and international monetary principles. Prerequisite: ECO 263.

BUS 264 BUSINESS MANAGEMENT 3-0-3

A basic management course emphasizing fundamental concepts, decision making and management, planning, organizing, actuating, controlling, and the process of management, in selected areas.

BUS 265 INDUSTRIAL MANAGEMENT 5-0-5

The manager's responsibility for people, materials, and machinery will be studied. Emphasis will be on the staff functions, techniques and procedures necessary for successful coordination of production.

BUS 266 BUDGET AND RECORD KEEPING 3-0-3

The basic principles, methods, and procedures for preparation and operation of budgets. Special attention is given to the involvement of individual departments and the role they play. Emphasis on the necessity for accurate record keeping in order to evaluate the effectiveness of budget planning. Prerequisite: BUS 122.

BUS 267 SECRETARIAL SEMINAR 1-0-1

A course designed to discuss and provide answers to questions related to office activities, job application, and the interview. A research project is assigned. Guest lecturers discuss local job possibilities.

BUS 268 BUSINESS TECHNOLOGY SEMINAR 1-0-1

A course designed for those students pursuing the business curriculum. Work progress and problems directly related to the individual work activities are discussed, and research projects are assigned.

BUS 269 AUDITING 4-1-4

Principles of conducting audits and investigation, setting up accounts based upon audits, collecting data on working papers, arranging and systematizing the audit, and writing the audit report. Emphasis placed on detailed audits, internal auditing, internal control, and professional ethics. Prerequisite: BUS 122.

BUS 270 PERSONAL INSURANCE 3-0-3

A study of multiple-line insurance as it applies to the general public. Requirements of the individual policyholder, recognition and classification of hazards, and exclusions included. Special emphasis on homeowners, fire, automobile, and personal liability coverage.

BUS 271 OFFICE MANAGEMENT 3-0-3

The relation of the office routine to managerial control of the several other departments through records, reports, budgets, and manuals.

BUS 272 PRINCIPLES OF SUPERVISION 3-0-3

Introduces the basic responsibilities and duties of the supervisor and his relationship to superiors, subordinates, and associates. Emphasis on securing an effective work force and the role of the supervisor. Methods of supervision are the stressed.

BUS 273 BUSINESS LAW OF REAL ESTATE 3-0-3

Economics of real estate; legal instruments used in real estate transactions; the real estate market; the real estate business; and public and real estate activities. Prerequisites: ECO 263; BUS 257; BUS 122.

BUS 274 REAL ESTATE APPRAISALS 3-0-3

The economics of valuation of real property, the levels of property valuation with emphasis on appraisal for finance purposes, the factors and principles affecting residential and commercial values; methods of appraising property utilizing the reproduction cost, market data and income approaches. Prerequisite: BUS 273.

BUS 1103 BUSINESS OPERATIONS 3-0-3

An introduction to the business world, problems of business operation, basic business law, business forms and records, financial problems, ordering and inventorying, layout of equipment and offices, methods of improving business, and employer-employee relations.

CHEMISTRY

CHM 110 GENERAL CHEMISTRY I 3-3-4

Language of chemistry; atomic theory and structure; the non-metals and their compounds. Corequisite: MAT 101 or MAT 111. Placement test scores exempt some students. Students who intend to major in science and engineering should complete the general chemistry sequence through CHM 113.

CHM 111 GENERAL CHEMISTRY II 3-3-4

Continuation of CHM 110. Gas laws; chemical changes; oxidation-reduction and acid-base chemical equilibrium. Prerequisite. CHM 110 or adequate performance on placement test.

CHM 112 GENERAL CHEMISTRY III 3-3-4

Continuation of CHM 111. Solution chemistry; metals and their compounds, including semimicro qualitative analysis; introduction to basic organic chemistry. Pre-requisite: CHM 111.

CHM 113 GENERAL CHEMISTRY IV 3-3-4

Continuation of CHM 112. Coordination chemistry; electro-chemistry; kinetics; thermochemistry; chemical thermodynamics; nuclear chemistry. Prerequisite: CHM 112. Corequisite: MAT 112.

CHM 120 TEXTILE CHEMISTRY 3-2-4

This course will include a study of acids, bases, salts; properties of liquids and solids; derivatives of hydrocarbons; oxidation-reduction; and equilibrium of dyeing.

CHM 210 ORGANIC CHEMISTRY I 3-3-4

Aliphatic reactions and nomenclature studied according to functional groups. Prerequisite: CHM 112, MAT 112 or permission of the instructor.

CHM 211 ORGANIC CHEMISTRY II 3-3-4

Continuation of CHM 210. Carboxylic acids, carbohydrates, fats, and other bio-chemistry areas. Prerequisite: CHM 210.

CHM 212 ORGANIC CHEMISTRY III 3-3-4

Continuation of CHM 211. Aromatic reactions and nomenclature. Prerequisite: CHM 210.

CHM 213 ORGANIC CHEMISTRY IV 3-3-4

Polymer, spectra of organic compounds, and other selected topics of organic chemistry. Prerequisite: CHM 212.

COSMETOLOGY

COS 1150 COSMETOLOGY I 5-0-5

Introduction to Cosmetology. Study of bacteriology, sanitation, and first-aid. Theory of shampoo and rinses, finger waving, and pin curling. The care of hands and nails. Students are guided toward the development of a pleasing personality, charm, and poise.

COS 1151 COSMETOLOGY I LAB 0-25-8

Orientation to use and care of equipment, supply dispersal, and lab procedures. Demonstrations and practice in methods of applying shampoo, rinses, finger waves, and pin curl patterns. The application of scientific principles to manicuring and hand make-up.

COS 1160 COSMETOLOGY II 5-0-5

Theory and practice of hair shaping, styling, tinting, and bleaching. The care and use of natural and artificial hair wigs.

COS 1161 COSMETOLOGY II LAB 0-25-8

Demonstrations and practice in cutting, shaping, and styling natural hair, wigs, and hairgoods. Chemistry and application of tints and bleaches.

COS 1170 COSMETOLOGY III 5-0-5

Provides a foundation for the practical art of permanent waving. An introduction to anatomy concerning the structure and function of bones, muscles, and nerves applied to facial and scalp treatments.

COS 1171 COSMETOLOGY III LAB 0-25-8

Application of permanent waving solutions and heat waving. Manipulation of facial treatments and the proper application of basic and theatrical make-up.

COS 1180 COSMETOLOGY IV 5-0-5

Study of the principles, techniques, and materials used in scalp treatments. A continuation of anatomy with increased emphasis on application to cosmetology procedures. Body chemistry and electricity. Disorders of skin, nails, and hair. An introduction of operational management.

COS 1181 COSMETOLOGY IV LAB 0-25-8

Application of principles of body electricity and chemistry to beauty culture processes. Hair and scalp types, treatments, and products.

DRAFTING**DFT 1101 INDUSTRIAL SPECIFICATIONS 1-0-1**

A study of the structure and content of Machinery's Handbook with practice in the use of the handbook as an aid in solving practical machine shop and elementary design problems.

DFT 1104 BLUEPRINT READING: MECHANICAL I 0-3-1

Interpretation and reading of blueprints. Information on the basic principles of the blueprint: lines, views, dimensioning procedures, and notes. Prerequisite or co-requisite: MAT 1101.

DFT 1105 BLUEPRINT READING: MECHANICAL II 0-3-1

Further practice in interpretation of blueprints as they are used in industry; study of prints supplied by industry; making plans of operations; introduction to drafting room procedures; sketching as a means of passing on ideas, information, and processes. Prerequisite: DFT 1104.

DFT 1106 BLUEPRINT READING: MECHANICAL III 0-3-1

Advanced blueprint reading and sketching as related to detail and assembly drawings used in machine shops. The interpretation of drawings of complex parts and mechanism for features of fabrication, construction, and assembly. Prerequisite: DFT 1105; MAT 1104.

DFT 1117 BLUEPRINT READING: WELDING I 0-3-1

A thorough study of trade drawings in which welding procedures are indicated. Interpretations, use, and application of welding symbols, abbreviations, and specifications.

DFT 1118 BLUEPRINT READING: WELDING II 0-3-1

Continued study of welding symbols, methods used in layout of sheet steel, sketching of projects, jigs, and holding devices involved in welding. Special emphasis is placed on developing pipe and angle layouts by the use of patterns and templates. Prerequisite: DFT 1117.

DFT 1121 DRAFTING I 4-12-8

An introduction to drafting and the study of drafting practices. Instruction is given in the selection, use, and care of instruments; lettering; applied geometry; freehand sketching consisting of orthographic and pictorial drawings. The student then proceeds into the basic forms of orthographic projection with use of his instruments. As the quarter progresses he becomes more involved with advanced drawings using the principle views with emphasis on dimensioning, lettering, overall neatness and locating views. Methods of reproducing prints will be included during this first quarter. Prerequisite or corequisite: MAT 1101.

DFT 1122 DRAFTING II 4-12-8

In the second quarter the student proceeds into more complex three view drawings which originate from given pictorial views. Also during this time period section and auxiliary views are introduced into the course. Toward the end of this period Descriptive Geometry is integrated into the existing course work with emphasis on graphic analysis of space problems. The problems deal with practical design elements involving points, lines, planes, connectors, and a combination of these. Prerequisite: DFT 1121.

DFT 1131 MECHANICAL DRAFTING I 5-12-9

Using the information covered in the previous quarters, the student will be introduced to tolerancing, threads, fasteners and springs. He will also become familiar with piping and pipe schematics, intersections and developments, gearing, cams, and welding representation. By the end of this quarter the integrated course in Descriptive Geometry will be completed. The student will also become fairly proficient in the area of checking prints. Prerequisite: DFT 1122.

DFT 1132 MECHANICAL DRAFTING II 5-12-9

In this course the student will develop a complete set of working drawings of a tool, jig, fixture, or simple machine while utilizing the drafting principles acquired in the earlier quarters. The student will make up a complete bill of materials and use catalogs which will be pertinent to his particular project. Upon completion each student will thoroughly check another student's prints for all factors involved in the previous courses. Prerequisites: DFT 1131, MAT 1104, MEC 1104.

ECONOMICS**ECO 201 TEXTILE ECONOMICS 5-0-5**

The following factors of free enterprise will be related to the textile industry: supply and demand, factors of production, labor, profit, competition, business cycles, fiscal policy and economic problems.

ECO 261 ECONOMICS I 3-0-3

A study of the fundamental concepts of economics including supply and demand, individual and family income, labor relations, national income and product.

ECO 262 ECONOMICS II 3-0-3

The banking system of the United States, business cycles and forecasting, price determination by supply and demand, imperfect competition and antitrust policy. Includes governmental influences through monetary and fiscal policy. Prerequisite: ECO 261.

ECO 263 ECONOMICS III 3-0-3

The pricing of the productive factors, international trade and finance, and comparative economic systems. Also examined are current economic problems of growth and development. Prerequisite: ECO 262.

EDUCATION**EDU 201 INTRODUCTION TO EDUCATION 5-0-5**

An introductory view of education in historical perspective, proceeding to basic principles and procedures in American education today. Offered primarily for students interested in or considering careers as teachers.

ELECTRONIC DATA PROCESSING**EDP 101 FUNCTIONAL WIRING PRINCIPLES 2-2-3**

A course dealing with the utilization of unit record equipment. The fundamentals of wiring necessary to perform basic machine functions of printing, reproducing, comparing, and selection. Laboratory experiments include normal business problems employing unit record equipment.

EDP 103 INTRODUCTION TO DATA PROCESSING SYSTEMS 4-0-4

A study of the utilization of unit record equipment and the electronic computer in normal business problems. For Business Administration and Secretarial Science Students only. No prerequisite.

EDP 104 INTRODUCTION TO DATA PROCESSING SYSTEMS 4-0-4

A study of the evolution of the electronic computer and the stored program concepts of computer hardware and software and operational principles of data processing systems.

EDP 106 BUSINESS PROGRAMMING I 3-2-4

The first of a sequence of two courses in business programming including the effective use of data processing equipment in meeting the information needs of business. This course utilizes symbolic languages as tools in the solution of problems. The problems developed will include information retrieval for commercial procedures, table look up and linked list techniques. Prerequisites: EDP 101; 104.

EDP 107 BUSINESS PROGRAMMING II 3-2-4

Continuation of EDP 106, including the effective use of data processing equipment in meeting the information needs of business, utilizing the common business-oriented language COBOL as a tool in the solution of problems. Prerequisite: EDP 106.

EDP 108 SCIENTIFIC PROGRAMMING 3-2-4

The problem-oriented language, FORTRAN, is presented to provide the student with sufficient knowledge to program scientific problems. Iterations, subprograms, and various other techniques are employed using this computer language. Prerequisites: EDP 101; 104; MAT 112.

EDP 201 SYSTEM ANALYSIS AND TECHNIQUES I 2-2-3

The first of two courses which will give the student training in system analysis and system synthesis. The primary emphasis will be on problem definition and the adaptation of problems to a system configuration. Prerequisites: EDP 107; MAT 112; Corequisite: EDP 207.

EDP 202 SYSTEM ANALYSIS AND TECHNIQUES II 3-2-4

A continuation of EDP 201. Various techniques of problem solving will be encountered, as will file organization. The implementing of a program procedure using logical files will be employed by the student. Prerequisite: EDP 201.

EDP 205 LINEAR PROGRAMMING 2-4-4

Lecture and case problems encompassing the scope of potential of using mathematical programming with computers to increase industrial efficiency. Basic rules of Linear Programming and related topics are presented with laboratory assignments designed to implement the theoretical aspects. Prerequisites: EDP 107; 108.

EDP 207 COMPUTER SYSTEMS 2-2-3

A study of computer systems involving concepts of interrupts, multiprogramming, file organization, operating systems, job control language and liaison efforts between software and hardware. Prerequisite: EDP 107.

EDP 210 COMPUTER LANGUAGE SURVEY 2-2-3

A survey and comparison of various computer languages. Students will write and execute basic programs in several computer languages. Prerequisite: EDP 107; 108.

EDP 211 OPERATIONS RESEARCH 3-2-4

Introduction to the methods of operations research. Topics will include simulation, game theory, and queuing theory as they can be applied and resolved by use of the electronic computer. Prerequisite: EDP 205.

EDP 216 RESEARCH PROJECT 1-8-5

Individual assignments of a carefully selected project will be the work of the student during this quarter. The project will give the student an opportunity to initiate and carry out a project. This course places the responsibility upon the student to solve a significant problem with a minimum of assistance from the instructor. Prerequisite: EDP 202.

EDP 218 INTERNSHIP 1-40-5

Students will be placed in industry for a five week period to work full-time in a data processing installation. Their duties will consist of either working as a computer operator, programmer, or a combination of both. Placement of students for the internship will be made depending upon their academic performance and the requirements of the installation for which they will be working.

ELECTRONICS**ELN 1112 DIRECT AND ALTERNATING CURRENT 5-10-10**

A study of the structure of matter and the electron theory, the relationship between voltage, current and resistance in series, parallel and series-parallel circuits. Analysis of direct current circuits by Ohm's Law and Kirchhoff's Law; sources of direct current potentials. Fundamental concepts of alternating current; a study of reactance, impedance, phase, resonance and alternating current circuit analysis.

ELN 1122 VACUUM TUBES AND CIRCUITS 4-8-8

An introduction to vacuum tubes and their development; the theory, characteristics and operation of vacuum diodes, rectifier circuits, filter circuits, triodes and simple voltage amplifier circuits. Prerequisites: ELN 1112; MAT 1115.

ELN 1123 AMPLIFIER SYSTEMS 2-4-4

An introduction of commonly used servicing techniques as applied to monophonic and stereophonic high fidelity amplifier systems and auxiliary equipment. The operation and servicing of inter-communication amplifiers and switching circuits will also be taught. Each student will build an amplifier on which he will practice servicing techniques.

ELN 1125 COMMUNICATIONS SYSTEMS 2-4-4

A study of principles of radio reception and practices of servicing; included are block diagrams of radio receivers, servicing techniques of AM and FM receivers by resistance measurements, signal injection, voltage analysis, oscilloscope methods of location, faulty stages and components and the alignment of AM and FM receivers. Each student will build a radio on which to practice servicing techniques. Prerequisites: ELN 1123; ELN 1122.

ELN 1126 TRANSISTOR THEORY AND CIRCUITS 5-10-10

Transistor theory, operation, characteristics and their application to audio and radio frequency amplifier and oscillator circuits. Prerequisite: ELN 1123.

ELN 1127 TELEVISION RECEIVER CIRCUITS AND SERVICING 6-12-12

A study of principles of television receivers, alignment of radio and intermediate frequency amplifiers, adjustment of horizontal and vertical sweep circuits will be taught. Techniques of trouble-shooting and repair of TV receivers with the proper use of associated test equipment will be stressed. Additional study of more specialized servicing techniques and oscilloscope waveform analysis will be used in the adjustment, troubleshooting and repair of the color television circuits. Prerequisites: ELN 1126, ELN 1125.

ELN 1128 INDUSTRIAL APPLICATIONS OF ELECTRONICS 6-12-12

A study of application of both thermionic and semiconductor devices. Included are the thyratron, silicon controlled rectifier, zener diode, unijunction transistor and various other control devices. Industrial control applications will be stressed. Prerequisites: ELN 1126, ELN 1125.

ENGINEERING GRAPHICS**EGR 101 ENGINEERING GRAPHICS I 2-4-3**

A study of drafting practices including lettering and geometric constructions, orthographic and pictorial sketching—all confronting the student with practical engineering design problems.

EGR 102 ENGINEERING GRAPHICS II 1-3-2

Continuation of EGR 101 requiring study of more complex drawing problems intended to develop student's imaginative ability and requiring use of auxiliaries, sections, and working drawings. Prerequisite: EGR 101

ENGLISH**ENG 081L ADULT HIGH SCHOOL ENGLISH GRAMMAR**

An intensive study of sentence structure, punctuation and identification and proper usage of the parts of speech.

ENG 082L ADULT HIGH SCHOOL READING

A study and practice of the skills necessary to read rapidly with maximum comprehension. Special visual equipment is used to provide students with an opportunity to develop increased eye coordination and recognition skills.

ENG 083 ADULT HIGH SCHOOL COMMUNICATION SKILLS

A study of English expression as it is related to adult needs. Emphasis is given to a basic understanding and use of English grammar, but speaking and listening improvement are also included. Instruction in Reading Comprehension and Vocabulary Development are also integrated into this course a study.

**ENG 091 VOCABULARY AND READING DEVELOPMENT I
2-3-(3) ***

Emphasis on vocabulary and reading improvement. Course content is designed in keeping with specific reading and vocabulary requirements of the student's educational objectives. (See Developmental Studies section of this catalog.)

**ENG 092 VOCABULARY AND READING DEVELOPMENT II
2-3-(3) ***

Continuation of ENG 091

**ENG 093 VOCABULARY AND READING DEVELOPMENT III
2-3-(3) ***

Continuation of ENG 092.

ENG 094 GRAMMAR AND COMPOSITION I 3-1-(3) *

Emphasis on sentence structure, mechanics, and paragraph development. (See Developmental Studies section.)

ENG 095 GRAMMAR AND COMPOSITION II 3-1(3) *

Continuation of ENG 094.

ENG 096 GRAMMAR AND COMPOSITION III 3-1-(3) *

Continuation of ENG 095.

ENG 100 COLLEGE READING SKILLS 1-1-2

Introduction of reading techniques and practices relevant to college study. Course combines classroom and individual study utilizing a variety of mechanical devices and printed materials.

ENG 101 FRESHMAN ENGLISH I 3-1-3

A concentrated study of the writing of the expository paragraph through the study of examples and intensive writing. Parallel stress placed on general English effectiveness.

ENG 102 FRESHMAN ENGLISH II 3-0-3

Continued emphasis in writing with concentration on the essay. Introduction to the form of the novel. Prerequisite: ENG 101.

*Bracketed number signifies credit hour equivalent value of course.

ENG 103 FRESHMAN ENGLISH III 3-0-3

An introduction to the literary genres of poems, short stories and dramas. Development of critical skill in reading and application of that skill in the writing of critical analyses. Fundamentals of research. Prerequisite: ENG 102.

ENG 110 GRAMMAR AND COMPOSITION 3-1-3

A study of functional grammar with emphasis on vocabulary, sentence structure, punctuation, and spelling with its application in short compositions dealing with day-to-day situations in industry and social life.

ENG 111 BUSINESS COMMUNICATIONS I 3-0-3

A course presenting a comprehensive treatment of the major principles of effective business communications and applying these principles in the memorandum and the simple forms of letters. Continuation of stress on English Usage. Prerequisite: ENG 110.

ENG 112 BUSINESS COMMUNICATIONS II 3-0-3

Continuation of ENG 111 with emphasis on more complicated letter types, such as those involving credit, collection, adjustments, and complaints. There will also be emphasis on oral communication such as presentation of business reports and summaries of business conferences. Prerequisite: ENG 111.

ENG 120 FUNDAMENTALS OF SPEECH 3-0-3

Basic course emphasizing techniques of preparation and presentation, including audience analysis, discussion, argumentation, and practices through classroom speaking.

ENG 121 ORAL COMMUNICATIONS 3-0-3

A study of the importance of effective communication to good human relations and administrative practices. Particular emphasis is placed on student participation and situation communication such as face-to-face interviewing, holding conferences, and conducting meetings.

ENG 201 ENGLISH LITERATURE I 3-0-3

A survey of English literature from Beowulf to Milton. Chronological development of English literature with special emphasis given to the more important writers. Prerequisite: ENG 103.

ENG 202 ENGLISH LITERATURE II 3-0-3

A study in English literature from Pepys through the Romantic Movement. Special emphasis given to poetry as a major literary form. Prerequisite: ENG 103.

ENG 203 ENGLISH LITERATURE III 3-0-3

A study in English literature from Victorian Age to the contemporary period with special emphasis given to development of modern literary styles. Prerequisite: ENG 103.

ENG 205 AMERICAN LITERATURE I 3-0-3

A survey course in American literature from its beginning to 1830. Emphasis given to the evolution of American literature. Prerequisite: ENG 103.

ENG 206 AMERICAN LITERATURE II 3-0-3

A survey of American literature from 1830 to 1914. Emphasis given to Golden Age, Rise of Realism, and the local color movement. Prerequisite: ENG 103.

ENG 207 AMERICAN LITERATURE III 3-0-3

A survey of American literature from 1914 to the present. Special emphasis on the development of modern thinking and writing. Prerequisite: ENG 103.

ENG 208 INTRODUCTION TO NARRATIVE LITERATURE 5-0-5

An exposure to novels, short stories and narrative poetry drawn from varied cultures and time periods. Modern literature emphasized. Prerequisite: ENG 103.

ENG 211 REPORT WRITING 3-0-3

An intensive course in the research for and preparation of technical reports of various kinds, applying the principles of good writing. Prerequisite: ENG 102.

ENG 212 BUSINESS COMMUNICATIONS 3-0-3

Develops skills in techniques of writing business communications. Emphasis is placed on writing action letters and prospectuses, business reports, summaries of business conference, letters involving credit, collections, adjustments, and complaints. Prerequisite: ENG 102.

ENG 220 ADVANCED COMPOSITION 2-2-3

The study and application of the techniques of creative writing. Emphasis on both prose fiction and poetry. Seminar format. Prerequisite: Freshman English or recommendation of instructor.

ENG 1101 READING IMPROVEMENT 1-1-1

Designed to improve the student's ability to read. Individual needs met through both developmental and remedial reading.

ENG 1102 COMMUNICATION SKILLS 3-0-3

This course includes the following: vocabulary expansion, sentence structure, the paragraph, punctuation, public speaking, parliamentary procedure, letter writing, the application, sending telegrams, and the library and its use.

FRENCH**FRE 101-102-103 ELEMENTARY FRENCH I, II, III 3-1-3
(each)**

A study of the basic elements of French. Fundamentals of grammar; drill in pronunciation, reading, and special emphasis on oral expressions in the language. Students with two or more high school units in French should schedule FRE 104.

**FRE 104-105-106 INTERMEDIATE FRENCH I, II, III 3-1-3
(each)**

An intermediate French sequence designed to provide a systematic review of basic grammar and to develop the ability to read with comprehension material dealing with French civilization. Prerequisite: FRE 103 or two high school units of French.

FRE 201-202-203 ADVANCED FRENCH I, II, III 3-0-3 (each)

A sequence of courses stressing French culture, principally as reflected in the literature. Emphasis on composition and readings. Prerequisite: FRE 106 or permission of instructor.

GENERAL SCIENCE

GSC 081 (081L) ADULT HIGH SCHOOL GENERAL SCIENCE

A survey of basic principles of sound, light, electricity, and energy. An introduction to human biology, and a brief introduction to physics and chemistry are also included.

GEOGRAPHY

GEO 201 PHYSICAL GEOGRAPHY 5-0-5

A study of the earth's physical features, weather, climate, and astronomical relations.

GEO 202 REGIONAL GEOGRAPHY 5-0-5

A survey of the major world regions and the relations of human activities to the physical environment.

GEO 203 ECONOMIC GEOGRAPHY 5-0-5

A study of the geographical factors in production, distribution, and consumption of the major products of the world.

GERMAN

GER 101-102-103 ELEMENTARY GERMAN I, II, III 3-1-3 (each)

A study of the basic elements of German. Fundamentals of grammar, drill in pronunciation, reading, and special emphasis on oral expressions in the language. Students with two or more high school units in German should schedule GER 104.

GER 104-105-106 INTERMEDIATE GERMAN I, II, III 3-1-3 (each)

An intermediate German sequence designed to provide a systematic review of basic grammar and to develop the ability to read prose material. Prerequisite: GER 103 or two units of high school German.

GUIDANCE

GUI 091 TECHNIQUES OF LEARNING AT COLLEGE I 2-0- (1) *

A course required of all students enrolled fulltime in guided studies courses and assisting the student in developing study skill, planning an educational objective, and becoming acquainted with college life and instructional procedures. (See Guided Studies section of this catalog.)

GUI 092 TECHNIQUES OF LEARNING AT COLLEGE II 2-0- (1) *

Continuation of GUI 091.

* Bracketed number signifies credit hour equivalent value of course.

**GUI 093 TECHNIQUES OF LEARNING AT COLLEGE III
2-0 (1) ***

Continuation of GUI 092.

GUI 101 ORIENTATION TO COLLEGE 1-0-1

An introduction to college life and study, emphasizing techniques of learning, student life, academic regulations, and college programs of study. Required of all entering freshmen who are not enrolled in guidance 091, 092, 093.

HISTORY

HIS 101 WESTERN CIVILIZATION I 3-0-3

A general survey of the ancient Near East, the classical civilization of Greece and Rome, and the early Middle Ages.

HIS 102 WESTERN CIVILIZATION II 3-0-3

A survey of the late Middle Ages, the Renaissance, the Age of the Reformation, Exploration and Colonization of non-European areas, the Age of Absolutism, the Age of Democratic Revolutions, and the Napoleonic Era.

HIS 103 WESTERN CIVILIZATION III 3-0-3

A survey of the Industrial Revolution, the political unification of Germany and Italy, European Neo-Imperialism, World War I and post-war period, the rise of European totalitarian states, World War II, and the Cold War and Communist-Free World co-existence.

HIS 111 AMERICAN HISTORY I 3-0-3

A survey of the history of the United States from 1900 to the present.

HIS 112 AMERICAN HISTORY II 3-0-3

A survey of the history of the United States from 1815 to 1900.

HIS 113 AMERICAN HISTORY III 3-0-3

A survey of the history of the United States from 1815 to 1900.

HIS 121 AFRO-AMERICAN HISTORY I 3-0-3

A survey of African history, art and culture, commencing with the origins of man in East Africa. Emphasis is placed on African civilizations and the slave trade. Also included is a brief survey of modern African nationalism.

HIS 122 AFRO-AMERICAN HISTORY II 3-0-3

A survey of Negro American history from the colonial period to the present, with particular emphasis on the institution of slavery, Negro involvement in American history, and Negro culture.

* Bracketed number signifies credit hour equivalent value of course.

HIS 211 NORTH CAROLINA HISTORY I 3-0-3

A history of North Carolina from exploration through the American Revolution.

HIS 212 NORTH CAROLINA HISTORY II 3-0-3

A history of North Carolina from the American Revolution through the Civil War.

HIS 213 NORTH CAROLINA HISTORY III 3-0-3

A history of North Carolina from Reconstruction to the present.

IST 089 ADULT HIGH SCHOOL INDEPENDENT STUDY

This course provides opportunity for an Adult High School student to develop a study project in any area in which professionally qualified instruction is available. Student develops project in conference with Adult High School Director and instructor. Approval request forms are then approved by appropriate director and the Dean of Instruction.

IST 099, 1ST 0099 INDEPENDENT STUDY

This course provides an opportunity for any student to remedy special weaknesses before entering a credit program of study in any area in which a specific Guided Studies course is not currently offered. Student develops project in a conference with advisor and instructor. Approval request forms are then approved by appropriate Director and Dean of Instruction.

IST 199, 1ST 1199 INDEPENDENT STUDY 1-6

This course provides opportunity for a student to develop a study project in any area in which professionally qualified instruction is available. Student develops project in a conference with advisor and instructor. Approval request forms are then approved by appropriate directors and the Dean of Instruction. Credit earned generally meets elective requirements of a degree or diploma. Exact amount depends on duration and depth of project, but no more than six credit hours.

IST 299, INDEPENDENT STUDY 1-6

This course provides opportunity for the second year student to develop a study project in any area in which professionally qualified instruction is available. Student develops project in a conference with advisor and instructor. Approval request forms are then approved by appropriate directors and Dean of Instruction. Credit earned generally meets elective requirements of a degree. Exact amount depends on duration and depth of project, but no more than six credit hours.

INDUSTRIAL SAFETY

IS 101 INDUSTRIAL SAFETY 1-0-1

Development of industrial safety, causes and costs of accidents, basic factors of accident control, hand, heat, and power tools, safety problems of handling materials, vehicular safety, protective equipment, safety codes, first aid, fire prevention, fire fighting, emphasis on personal responsibility for safety; related movies, local speakers.

JOURNALISM

JOU 101 COLLEGE PUBLICATIONS I 1-1-1

A course offering practical experience in newspaper production in connection with publications of the college newspaper and other serials.

JOU 102 COLLEGE PUBLICATIONS II 1-1-1

Continuation of JOU 101.

JOU 103 COLLEGE PUBLICATIONS III 1-1-1

Continuation of JOU 102.

MACHINIST

**MEC 1101 MACHINE SHOP THEORY AND PRACTICE I
3-12-7**

An introduction to the machinist trade. Deals primarily with the identification, care and use of basic hand tools and precision measuring instruments. Elementary layout procedures and processes of the drill press and lathe will be introduced both in theory and practice. Prerequisite or corequisite: MAT 1101; DFT 1104.

**MEC 1102 MACHINE SHOP THEORY AND PRACTICE II
3-12-7**

Advanced operations in the use of layout tools and procedures, power sawing, drill press, surface grinder, milling machine, shaper, and selected projects encompassing all the operations, tools, and procedures thus far used and those to be stressed throughout the course. Prerequisite: MEC 1101. Prerequisite or corequisite: MAT 1103; DFT 1105; DFT 1101.

**MEC 1103 MACHINE SHOP THEORY AND PRACTICE III
3-12-7**

Advanced work on the engine lathe, grinders, milling machine, and shaper. Introduction to basic indexing and the calculating, cutting, and measuring of spur, helical, and worm gears. The trainee will use precision tools and measuring instruments such as vernier height gages, protractors, comparators, etc. Basic exercise will be given on the turret lathe, Prerequisite: MEC 1102. Prerequisite or corequisite: MAT 1104, DFT 1106.

**MEC 1104 MACHINE SHOP THEORY AND PRACTICE IV
3-12-7**

Development of class projects using previously learned procedures in planning, blueprint reading, machine operations, final assembly, and inspection. Additional processes on the turret lathe, tool and cutter grinder, cylindrical and surface grinder advanced milling machine operations, etc. Special procedures and operations, processes and equipment, observing safety procedures faithfully, and establishing of good work habits and attitudes acceptable to the industry. Prerequisite: MEC 1103. Prerequisite or corequisite: MAT 1123.

MEC 1113 SHOP PROCESSES 2-3-3

Study of basic machining operations of drilling, turning, milling, and grinding. Emphasis is placed on machine capabilities and limitations as well as the planning of operation sequences and control of quality. Films and field trips for observation and study of processes outside the realm of the school shop.

MEC 1115 PROPERTIES OF METALS 3-2-4

A study of the chemical and physical metallurgy of ferrous and non-ferrous metals from extraction to application. Laboratory experience in methods of determining physical properties through the use of impact testing, tensile testing, and preparation of specimen for microscopic analysis. Identification and classification of metals by chemical and physical characteristics.

MEC 1116 TREATMENT OF METALS 3-2-4

Principles, methods, and techniques of heat treating processes for ferrous and non-ferrous metals. Heat treating terminology, testing procedures, and equipment will also be covered in classroom and laboratory situations. Principal attention will be focused on the characteristic changes in the physical properties of steel and its alloys as they are affected by various heat treating processes. Prerequisite: MEC 1115.

MATHEMATICS

MAT 081 (081L) ADULT HIGH SCHOOL MATHEMATICS

A study of fractions, percents, decimals, ratio and proportion. Also included is a basic introduction to Algebra.

MAT 091 DEVELOPMENTAL MATHEMATICS I 3-4-(5) *

(Units 1-5)

Emphasis on mathematical skills required for successful performance in college credit programs.

MAT 092 DEVELOPMENTAL MATHEMATICS II 3-4-(5) *

(Units 6-11)

Continuation of MAT 091.

MAT 094 DEVELOPMENTAL MATHEMATICS FOR BUSINESS STUDENT I 3-0-(3) *

Emphasis on mathematical skills required for successful performance in business education programs.

MAT 095 DEVELOPMENTAL MATHEMATICS FOR BUSINESS STUDENTS II 3-0-(3) *

Continuation of MAT 094.

MAT 096 DEVELOPMENTAL MATHEMATICS FOR BUSINESS STUDENTS III 3-0-(3) *

Continuation of MAT 095.

MAT 100 INTRODUCTION TO MATHEMATICS 5-0-5

An examination of the nature and value of mathematics, including basic concepts of the discipline in relation to their origin and to their significance to the social sciences. Prerequisite: Adequate performance on math placement test or Developmental Studies math.

NOTE: Before enrollment the student should carefully study general education and departmental requirements for the Bachelor's Degree which he plans to seek at a specific senior college. Credit will not be given for MAT 100 and MAT 101 or MAT 102.

* Bracketed number signifies credit hour equivalent value of course.

MAT 101 PRINCIPLES OF MATHEMATICS I 3-0-3

Sets, logic and truth tables, numeration, patterns of inference including proofs, the real number system (with emphasis on the properties of groups and fields), axioms of order, finite sequences, and introduction to mathematical induction. Prerequisite: Adequate performance on math placement test or Developmental Studies math.

MAT 102 PRINCIPLES OF MATHEMATICS II 3-0-3

Relations and functions, vectors in the plane, binomial theorem, convergence and divergence of a sequence illustrating concept of the limit. Prerequisite: MAT 101 or MAT 100.

MAT 103 PRINCIPLES OF MATHEMATICS III 3-0-3

Introduction to Analytic Geometry in the plane, inverse functions, probability with elements of statistics, graphs of polynomial functions. Prerequisite: MAT 102.

MAT 105 BUSINESS MATHEMATICS FOR SECRETARIES 5-0-5

This course stresses the fundamental operations and their application to business problems. Topics covered include payrolls, price marking, interest and discount, commission, taxes, and pertinent uses of mathematics in the field of business.

MAT 109 BUSINESS MATHEMATICS I 3-0-3

A study of mathematical solutions to business problems including graphical representations and the concept of functions as tools for analyzing business data.

MAT 110 BUSINESS MATHEMATICS II 3-0-3

Further study in graphical representations and concept of functions. Other topics include binomial theorem, application of trigonometric functions, and use of determinants. Prerequisite: MAT 109.

MAT 111 COLLEGE ALGEBRA AND TRIGONOMETRY I 5-0-5

Study of the fundamental properties of number systems, sets, logical structure of mathematics, polynomials, equations, and vectors. Prerequisite: Adequate performance on math placement test or Developmental Studies math.

MAT 112 COLLEGE ALGEBRA AND TRIGONOMETRY II 5-0-5

Study of functions and relations, polynomials, exponentials, and trigonometric functions essential for the study of analytic geometry and calculus. Practical application of the slide rule. Prerequisite: MAT 111.

MAT 113 ANALYTIC GEOMETRY AND CALCULUS I 5-0-5

Coverage includes rectangular coordinates, functions, limits, continuity, derivatives the chain rule, Rolle's Theorem, and the Mean Value Theorem. Prerequisite: MAT 112.

MAT 115 TEXTILE MATHEMATICS 5-0-5

A course designed to develop the background necessary for technical calculations. Illustrations and examples will apply to textiles and the following mathematical processes related to textiles will be emphasized: fractions, decimals, percentages, ratios, proportions, square roots, equations, basic algebraic operations, simple statistics, measurements, and the operation and use of calculator and slide rule.

MAT 121 SYMBOLIC LOGIC 3-0-3

Principles of Boolean Algebra and its contribution to digital devices and data processing; logic and use of decision tables are explored thoroughly. Prerequisite: Math pretest score greater than 20.

MAT 201 ANALYTIC GEOMETRY AND CALCULUS II 5-0-5

Antiderivatives, and the definite integral and its applications, and transcendental functions. Prerequisite: MAT 113.

MAT 202 ANALYTIC GEOMETRY AND CALCULUS III 5-0-5

Techniques of integration, conic sections, polar coordinates, and improper integrals. Prerequisite: MAT 201.

MAT 203 ANALYTIC GEOMETRY AND CALCULUS IV 5-0-5

Parametric equations and vectors in the plane, partial differentiation, and multiple integrals. Prerequisite: MAT 202.

MAT 204 ELEMENTARY DIFFERENTIAL EQUATIONS 5-0-5

First order equations with variables separable; Euler's method of approximate solution; physical and geometrical applications. Linear equations of first order; applications. Linear equations of higher order with constant coefficients, solution by repeated linear first order equations, variation of parameters, undetermined coefficients, operators. Systems of equations; scaling variables, applications to networks and dynamical systems. Corequisite: MAT 203.

MAT 214 STATISTICS 5-0-5

An introduction to the theory of statistics with emphasis on types of regularity that exist among random fluctuations. Experience in associating and using mathematical models to interpret physical phenomena related to practical, scientific, and business problems. Prerequisite: MAT 112.

MAT 1101 FUNDAMENTALS OF MATHEMATICS 5-0-5

This course includes the following: review of common fractions, decimal fractions, per cent, measurement of circles, angular measurement, area of rectangles, area of triangles, and volume of cylinders. Algebraic operations, substituting in formulas and equations, using equations in shop problems, exponents, square root, formulas, ratio and proportion are also studied. Prerequisite: Satisfy requirements of entrance examinations.

MAT 1103 GEOMETRY 3-0-3

Fundamental properties and definition, plane and solid geometric figures, selected general theorems, geometric construction of lines, angles, and plane figures, volumes of solids. Geometric principles are applied to shop operations. Prerequisite: MAT 1101.

MAT 1104 TRIGONOMETRY 3-0-3

Trigonometric ratios, solving problems with right triangles, using tables, and interpolating; solution of oblique triangles using law of sines and law of cosines; graphs of the trigonometric functions; inverse functions; trigonometric equations. All topics are applied to practical problems. A study of logarithmic computations will be included. Prerequisite: MAT 1103.

MAT 1115 ELECTRICAL MATHEMATICS 5-0-5

An introductory algebra course with trigonometry and vectors, needed in alternating current; algebraic operations of addition, subtraction, multiplication and division; use of letters and signs, grouping, factoring; exponents, ratios and proportions; algebraic and graphic solutions of first degree equations: introduction to trigonometric functions, their graphs and applications to right triangles. Addition, subtraction and resolution of vector quantities.

MAT 1116 ELECTRICAL MATHEMATICS 5-0-5

A working knowledge of the powers of ten, Ohm's Law for series and parallel circuits, quadratic equations, Kirchoff's Laws, trigonometric functions, plane vector algebra and circuit solutions. Prerequisite: MAT 1115.

MAT 1123 MACHINIST MATHEMATICS 3-0-3

Introduces gear ratio, lead screw, and indexing problems with emphasis on application to the machine shop. Practical applications and problems furnish the trainee with experience in geometric propositions and trigonometric relations to shop problems. Concludes with an introduction to compound angle problems. Prerequisite: MAT 1104.

MUSIC

MUS 091, 092, 093 MUSICAL RUDIMENTS 0-1-(1) * or 0-2-(2) *

For music students who have deficiencies in one or more areas, study which will bring them up to acceptable levels in theory or applied areas. May be taken concurrently with other music courses.

MUS 101, 102, 103 BASIC MUSIC THEORY I, II, III 3-2-4 (each)

A study of scales, intervals, triads, four part voice leading, inversions, figured bass, harmonization of melodies, nonharmonic tones, simple modulations, seventh chords, secondary dominants, and elementary form. Lab sessions focus on rhythmic development, keyboard harmony, sight singing, and music dictation.

MUS 201, 202, 203 ADVANCED MUSIC THEORY I, II, III

3-2-4 (each)

A study of altered chords, complex modulations, chromatic harmony, and form and analysis. Lab sessions continue rhythmic skills, keyboard harmony, sight singing, and musical dictation. Prerequisite: MUS 103.

MUS 210 SURVEY OF MUSIC 5-0-5

A study of man's musical impulse as manifested in various historical periods. A survey of vocal and instrumental forms developed in the Western tradition. In-class listening is supplemented by use of the listening laboratory to gain greater familiarity with the compositions being studied. Satisfies general humanities requirement B on page 23.

MUS 120, 121, 122, 220, 221, 222 APPLIED MUSIC 1-0-1 or 2-0-2

Student may elect one thirty minute lesson per week with six hours practice per week or one hour lesson per week with twelve hours practice per week. The course number will carry a suffix to denote the performance medium being studied. These suffixes are:

A Voice
B Keyboard
C Strings

D Brass
E Woodwind
F Percussion

At the present time, due to lack of staff, the applied music offerings are limited. It may be possible for music majors who study off campus with teachers who meet requirements set up by the college to receive credit for this study.

MUS 150, 151, 152, 250, 251, 252 CHORUS 0-2-1

Open to all students. Repertoire will include selections from all periods of musical literature.

NURSING

NUR 100 PRE-NURSING SEMINAR 3-0-3

This course is designed to present the pre-nursing student with an overview of the general field of nursing and the nursing program at Rockingham Community College.

NUR 101 FUNDAMENTALS OF NURSING I 4-9-7

A sequence of planned learning experiences designed to develop the basic knowledge, understanding, and skills of nursing care. Directed toward aiding in the development of skill in human relationships; imparting knowledge of the importance of physical, chemical, and bacteriological hazards in the environment of the individual; learning to observe, identify, report, and record significant information accurately and objectively; developing skill in the problem-solving process; and knowing the philosophy, objectives, and purpose of the Associate Degree Nursing Program and how it is related to other patterns in basic nursing education.

NUR 102 FUNDAMENTALS OF NURSING II 4-9-7

Continuation of NUR 101. Includes the teaching role in nursing, rehabilitation as an aspect of comprehensive care, administration of therapeutic agents, asepsis in relation to the care of wounds and application of dressings and in controlling communicable diseases, nursing measures in an emergency and in care of the terminally ill patient. Scientific principles and their application are stressed; emphasis throughout is on interpersonal relations and the normal physiology of the different age groups. Prerequisite: NUR 101.

NUR 103 MATERNAL AND CHILD CARE 4-12-8

Deals with the physiological, psychological, emotional, social, and spiritual factors involved in the care of mothers and children. The family-unit serves as the framework for the study of the nursing care of mothers during the maternity cycle and of infants. The normal aspects of child care are stressed. Adaptations are made to include complications commonly occurring during the maternity cycle. Prerequisite: NUR 102.

NUR 104 MATHEMATICS FOR NURSES 2-1-2

A study of the basic skills of arithmetic, number systems, and the application of basic skills in metric and apothecary problems.

NUR 201 NURSING CARE IN PHYSICAL/MENTAL ILLNESS I 4-12-8

Begins the learning experiences involving patients with advanced nursing problems in all age groups, including communicable disease, accidental injury, patients undergoing surgery, patients who are mentally and emotionally disabled, and those with neoplasm, cardiovascular diseases, and deficiency diseases. Prerequisite: NUR 103.

NUR 202 NURSING CARE IN PHYSICAL/MENTAL ILLNESS II**4-12-8**

Continuation of NUR 201, involving patients in all age groups with advanced nursing problems in surgical intervention, oncology, cardiovascular disorders; the concepts of mental health will be integrated throughout the course content. Prerequisite: NUR 201.

NUR 203 NURSING SEMINAR 3-0-3

Designed to assist the nursing student in adjusting to the vocational responsibilities of a registered nurse. Presented concurrently with NUR 202.

NUR 204 NURSING CARE IN PHYSICAL/MENTAL ILLNESS III**4-12-8**

Based on knowledge accrued from previous nursing courses, and includes complex problems in planning, implementing, and evaluating nursing care for a group of patients. Students will have clinical experience participating as members of the nursing team. Disaster emergency nursing will be presented. Prerequisite: NUR 202; NUR 203.

PHYSICAL EDUCATION

All regularly enrolled full-time students pursuing the Associate in Arts or the Associate in Science Degree shall be required to take six quarter hours of activity physical education. No more than nine credit hours of physical education courses, excepting those shown in the elective program, may be applied toward graduation.

All full-time college parallel students entering Physical Education courses must take a classification test prior to registration. This test is to determine the status of each student with reference to his ability in general or fundamental skills. No one entering Physical Education will be excused from this test except by information shown on his medical entrance exam. The student who makes a passing score on the test is placed in the sports program and is not tested again.

If the student fails to attain a passing score on the test he will be placed in the Fundamentals Program. As long as the student remains in the Fundamentals Program, he will be tested at the end of each quarter and when he makes a passing score, he will be placed in the Sports Program.

A student passing the classification test may choose any of the activity courses offered in the Sports Program listed below and must satisfactorily complete one course in individual sports, one course in team sports, and one course in developmental activities.

I. FUNDAMENTALS PROGRAM

PED 101 FUNDAMENTAL SPORTS I (MEN-WOMEN) 0-2-1

This course is designed for freshman men and women with low general or fundamental skills as shown by classification test. It includes information and activities related to interpretations of health and fitness, training techniques, relaxation techniques, weight control, body mechanics and posture control. Students are given an opportunity to improve their level of fitness and become acquainted with various sports activities, through a special orientation program.

PED 102 FUNDAMENTAL SPORTS II (MEN-WOMEN) 0-2-1

This course is a follow-up of Physical Education 102 for students who have not satisfactorily passed the classification test at the end of the fall quarter. Prerequisite: PED 101.

II. SPORTS PROGRAM

A. Individual Sports

PED 110 ANGLING (CO-EDUCATIONAL) 0-2-1

A course designed to teach the fundamental skills of spin, fly, and bait casting and an understanding of game fishing.

PED 111 ARCHERY (CO-EDUCATIONAL) 0-2-1

This course is designed to teach students the fundamentals, skills, history and rules with special emphasis on safety practices, etiquette, and values which carry over into a useful leisure time activity.

PED 112 BADMINTON (CO-EDUCATIONAL) 0-2-1

A course designed to give the beginner skill in the basic strokes and a general knowledge of the history, rules, and strategy of the game.

PED 113 BOWLING (CO-EDUCATIONAL) 0-3-1

The fundamentals of ball selection, grips, stance, and delivery are taught along with rules, history, and scoring, with special emphasis on spot bowling.

PED 114 GOLF (MEN-WOMEN) 0-2-1

A course designed for teaching beginners the grip, stance, swing, and use of various clubs, along with history and etiquette of play.

PED 115 RECREATION (CO-EDUCATIONAL) 0-2-1

This course includes lectures and laboratory practice in the basic fundamentals of table tennis, horseshoes, shuffleboard, volleyball, darts, quoits, and croquet. The history, rules, and strategy involving each activity will be included.

PED 116 SOCIAL DANCE (CO-EDUCATIONAL) 0-2-1

This course includes demonstration and practice in the basic social dances of America, the Foxtrot, Waltz, and popular Latin America dances such as the Rumba, Cha-Cha, Tango and Samba. It will also include the Bop and other current fast dances.

PED 117 TENNIS (MEN-WOMEN) 0-2-1

A course designed to give beginners a thorough knowledge of the history, rules, and strategy, as well as the fundamental skills, of tennis. The strokes and footwork will be given prime consideration.

*B. Team Sports***PED 130 BASKETBALL (MEN-WOMEN) 0-2-1**

A course designed to teach the history, rules, and strategy, as well as the fundamental skills of beginning basketball.

PED 131 FIELD HOCKEY (WOMEN) 0-2-1

A course designed to teach girls the history, rules, and strategy, as well as the fundamental skills, of field hockey.

PED 132 FLAG TAG FOOTBALL (MEN) 0-2-1

A course designed to include the fundamental skills, history, rules, and strategy of flag tag football:

PED 133 SOCCER (MEN-WOMEN) 0-2-1

A course designed to teach the history, rules and strategy, as well as the fundamental skills of the game, and to offer the values of a vigorous outdoor team sport.

PED 134 SOFTBALL (MEN-WOMEN) 0-2-1

A course designed to teach the fundamental skills, history, rules, and strategy, with emphasis on defensive play by positions.

PED 135 SPEEDBALL (WOMEN) 0-2-1

A course designed to teach girls the history, rules, and strategy, as well as the fundamental skills of speedball.

PED 136 VOLLEYBALL (MEN-WOMEN) 0-2-1

A course designed to include the fundamental skills, history, rules, and strategy of the game, with special emphasis on set-ups and spiking.

III. DEVELOPMENTAL ACTIVITIES**PED 151 GYMNASTICS AND TRAMPOLINE (MEN) 0-2-1**

A course designed for teaching the fundamentals of gymnastics on the trampoline, parallel bars, horizontal bar, rings, side horse, mats and vaulting box.

PED 152 GYMNASTICS AND TRAMPOLINE (WOMEN) 0-2-1

A course designed to teach girls the fundamental skills of gymnastics on the trampoline, balance beam, even parallel bars and uneven parallel bars. This course will include free exercise and vaulting.

PED 153 MODERN DANCE I (CO-EDUCATIONAL) 0-2-1

This course is designed to offer primarily a basic technique for beginning modern dance. It includes a brief history of the dance and a study of some of the important people involved in the development of the art.

PED 154 TRACK AND FIELD (MEN-WOMEN) 0-2-1

A course designed to develop knowledge, skill, and interest in track and field events.

PED 155 WEIGHT TRAINING (MEN) 0-2-1

A course designed for teaching the basic skills of body development through weight training. The student should gain knowledge of the principles of strength development and improve himself physically.

PED 156 WRESTLING (MEN) 0-2-1

A course designed to teach the fundamental skills, history and rules of wrestling and the values of regular exercise.

PED 253 MODERN DANCE II (CO-EDUCATIONAL) 0-2-1

A continuation and advancement of technique as in Modern Dance I. Also a beginning study of principles of choreography involving studies in class. Prerequisite: PED 153.

IV. ELECTIVE PROGRAM**PED 170 PERSONAL HYGIENE 2-0-2**

Designed to present basic personal health knowledge and to develop proper health habits and attitudes in the individual. Mental health will also be covered.

PED 180 PERSONAL AND COMMUNITY HEALTH 5-0-5

This course includes information and principles for protection and promotion of individual and public health. Emphasis is given to mental health, parenthood, nutrition, disease prevention, and community organization for maintaining and improving health in society. This is a nonactivity, professional course for all students, especially college parallel students entering the teaching profession.

PED 190 - 191 - 192 ADMINISTRATION OF CONTROL:

**TECHNIQUES FOR GAMES AND CONTESTS
2-1-3 (each)**

Principles of game control, rule interpretation, and laboratory experience in the following sports:

Fall	Winter	Spring
190	191	192
Football	Basketball	Softball
Volleyball	Wrestling	Baseball
Soccer	Badminton	Tennis
Cross-Country	Gymnastics	Track

PHYSICAL SCIENCE**PHS 101 SURVEY OF PHYSICAL SCIENCE I 3-3-4**

Presentation of basic concepts of physical science as they occur in physics including discussion about matter, gravitation, astronomical universe and the cosmic distribution of electric charges. Prerequisite: Eligibility for credit mathematics.

PHS 102 SURVEY OF PHYSICAL SCIENCE II 3-3-4

Completion of physics study including discussions of quantum mechanics, nuclear physics and the universe. The beginning of the presentation of basic concepts of physical science as they occur in chemistry including history of chemistry, elements and their compounds, phases and phase relationships. Prerequisite: PHS 101.

PHS 103 SURVEY OF PHYSICAL SCIENCE III 3-3-4

Conclusion of chemical concepts presentation including energy relations, organic chemistry, biochemistry, biophysical chemistry, nuclear chemistry and coordination chemistry. Prerequisite: PHS 102.

PHYSICS

PHY 108 TEXTILE PHYSICS 3-2-4

This is a one quarter course designed for textile technology students. The course covers the following general areas and their applications to the textile industry: simple machines and electricity.

PHY 201 GENERAL PHYSICS I 3-2-4

Designed primarily for physics and engineering majors and education majors planning to teach in the fields of math or physical science. The first quarter of study includes the following: Mechanics and vector analysis, partial and rigid body mechanics, statics, rotary motion. Co-requisite: MAT 111 or prerequisite: MAT 103.

PHY 202 GENERAL PHYSICS II 3-2-4

Includes the study of heat, sound, wave motions, optics and an introduction to electricity and magnetism. Prerequisite: PHY 201. Corequisite: MAT 112, or permission of instructor.

PHY 203 GENERAL PHYSICS III 3-2-4

Final quarter of general physics includes the study of electricity and magnetism, atomic and nuclear physics, and relativistic mechanics. Prerequisite: PHY 202. Co-requisite: MAT 113 or permission of instructor.

PHY 204 PHYSICS PROBLEMS 1-0-1

This course, especially designed for mathematics and engineering majors, is a presentation of particular elements of physics employing calculus notations and emphasizing mathematical rigor. Corequisite: MAT 201; PHY 201.

PHY 205 PHYSICS PROBLEMS 1-0-1

A continuation of PHY 204. Corequisite: PHY 202.

PHY 206 PHYSICS PROBLEMS 1-0-1

A continuation of PHY 205. Corequisite: PHY 203.

PHY 1101 APPLIED SCIENCE I 3-2-4

An introduction to physical principles and their application in industry. Topics in this course include measurements, properties of matter, and basic electrical principles. Prerequisite or corequisite: MAT 1101.

PHY 1102 APPLIED SCIENCE II 3-2-4

Second in a series of two courses of applied physical principles. Topics introduced in this course are heat and thermometry and principles of force, motion, work, energy, and power. Prerequisite: PHY 1101.

POLITICAL SCIENCE

POL 201 AMERICAN GOVERNMENT I 3-0-3

A study of the origin, formation, organization, and development of the national government.

POL 202 AMERICAN GOVERNMENT II 3-0-3

A study of the functions, powers, policies, and programs of the national government. Prerequisite: POL 101.

POL 203 AMERICAN GOVERNMENT III 3-0-3

A study of the organization, functions, powers, problems, and relations of state and local governments in the United States. Prerequisite: POL 101.

POL 211, 212, 213 CURRENT AFFAIRS SEMINAR 1-0-1 (each)

A course designed primarily for prospective social science majors. Emphasis is placed on interpretation of current events in light of social science principles. Purposes are twofold; (1) to help students to be better able to interpret current affairs, and (2) to give students a better understanding of the viewpoint or perspective of social science. Same as SOC 211, 212, 213. Prerequisite: Twelve hours of social studies, representing at least two different subjects; of the required twelve hours, three may be taken simultaneously with this course.

PSYCHOLOGY

PSY 101 GENERAL PSYCHOLOGY I 3-0-3

An introduction to general topics in the science of behavior including sensation and perception, motivation, emotion, learning, personality, individual differences and intelligence—all as the basis for individual adjustment to the physical and social environment.

PSY 102 GENERAL PSYCHOLOGY II 3-0-3

Continuation of PSY 101. Prerequisite: PSY 101 or permission of instructor.

PSY 103 CHILD GROWTH AND DEVELOPMENT 3-0-3

A study of the growth and development of the child, beginning with prenatal factors and including biological, emotional, social, and intellectual aspects. Prerequisite: PSY 102.

PSY 112 PERSONALITY DEVELOPMENT 3-0-3

Designed to help the student recognize the importance of the physical, intellectual, social, and emotional dimensions of personality. Emphasis is placed on grooming and methods of personality improvement.

PSY 115 INDUSTRIAL PSYCHOLOGY 5-0-5

The psychological aspects of man will be presented in order to develop a background for the study of basic human characteristics such as: individual differences, attitudes, group dynamics, motivation, perception and learning. Case studies and role playing will be used extensively.

PSY 201 ABNORMAL PSYCHOLOGY 5-0-5

A comprehensive study designed to help the student breach the barriers between psychiatry, psychology, and psychoanalysis, with emphasis on behavioral deviations and emotional problems. Prerequisite: PSY 102.

PSY 202 EDUCATIONAL PSYCHOLOGY OF THE CHILD 3-0-3

A study of the learning process in children, including motivation, principles of learning, individual differences, aptitudes, and other areas related to classroom teaching. Prerequisite: PSY 102.

PSY 203 ADOLESCENT PSYCHOLOGY 5-0-5

A study of growth and development from the onset of adolescence to early adulthood. Includes the influence of cultural and social factors on individual development. Prerequisite: PSY 102.

PSY 1101 HUMAN RELATIONS 3-0-3

A study of basic principles of human behavior. The problems of the individual are studied in relation to society, group membership, and relationships within the work situation.

RELIGION

REL 201 WORLD RELIGIONS 5-0-5

A survey of the major religions of the world as they affect the lives of the peoples of the world. Special emphasis is given to Hinduism, Buddhism, and Islam as major religions with which the western world is increasingly coming in contact.

SOCIAL STUDIES

SOS 081 (081L) ADULT HIGH SCHOOL SOCIAL STUDIES

A study of basic principles of American government based upon a general survey of American history. Special emphasis is given to topics such as the court system and labor unions in order that adults may develop a keen sense of civic responsibility.

SOCIOLOGY

SOC 201 INTRODUCTION TO SOCIOLOGY I 3-0-3

An introduction to the scientific study of human interaction, including social relations, social organization, social institutions and social dynamics.

SOC 202 INTRODUCTION TO SOCIOLOGY II 3-0-3

Continuation of SOC 201, with emphasis on the major social institutions and certain social problems related specifically to those institutions. Prerequisite: SOC 201.

SOC 203 SOCIAL PROBLEMS 3-0-3

An orientation to the scientific study of social problems and a study of some major social problems of the United States, especially as they are affected by social disorganization and social change. Prerequisite: SOC 201.

SOC 205 MARRIAGE AND THE FAMILY 5-0-5

A two-fold approach to the study of dating, marriage, and the family, including the results of sociological research plus practical preparation for marriage. Prerequisite: Sophomore standing or permission of instructor.

SOC 211, 212, 213 SOCIAL SCIENCE SEMINAR 1-0-1 (each)

A course designed primarily for prospective social science majors. Emphasis is placed on interpretation of current events in light of social science principles. Purposes are twofold: (1) to help students to be better able to interpret current affairs, and (2) to give students a better understanding of the viewpoint or perspective of social science. Same as POL 211, 212, 213. Prerequisite: Twelve hours of social studies, representing at least two different subjects; of the required twelve hours, three may be taken simultaneously with this course.

SPANISH

SPA 101-102-103 ELEMENTARY SPANISH I, II, III 3-1-3 (each)

A study of the basic elements of Spanish. Fundamentals of grammar, drill in pronunciation, reading, and special emphasis on oral expressions in the language. Students with two or more high school units in Spanish should schedule SPA 104.

**SPA 104-105-106 INTERMEDIATE SPANISH I, II, III 3-1-3
(each)**

An intermediate Spanish sequence designed to provide a systematic review of basic grammar and to develop the ability to read with comprehension material dealing with Hispanic civilization. Prerequisite: SPA 103 or two high school units of Spanish.

SPA 201-202-203 ADVANCED SPANISH I, II, III 3-0-3 (each)

A sequence of courses stressing Hispanic culture, principally as reflected in the literature. Emphasis on composition and readings. Prerequisite: SPA 106 or permission of instructor.

TEXTILES

TEX 100 INTRODUCTION TO TEXTILES 5-0-5

An introductory course to textiles. Included will be history, terminology, raw materials, machinery, stock flow, dyeing, finishing and marketing. The type of textiles found in Rockingham County will be emphasized.

TEX 101 YARN MANUFACTURING I 4-3-5

A course designed to give students the principles and fundamentals of yarn manufacturing from opening through drawing. Operating principles, terminology, speeds, calculations, settings, quality testing, capabilities, and limitations will be covered.

TEX 104 TEXTILE FIBERS AND RAW MATERIALS 4-3-5

This course will include a study of the vegetable, animal and manmade fibers. The chemical and physical properties, origin, processing ability, and utilization of these fibers will be studied.

TEX 114 MANUFACTURING CONTROLS AND STANDARDS 5-0-5

An introductory course to controls and standards found in textile production. Particular emphasis will be placed on industrial engineering functions such as work measurement, methods, analysis, production and inventory control, and cost and budget controls.

TEX 115 TEXTILE TESTING AND QUALITY CONTROL 4-3-5

The various tests for quality made before, during, and after the manufacturing processes will be emphasized. Both chemical and physical tests are studied. Practice in using testing equipment with standard methods will provide students an opportunity to test and analyze for results.

TEX 150 ON-THE-JOB TRAINING 2-40-10

Practical on-the-job training in textiles will be offered full-time students during the summer months. Students earn regular wages while receiving practical on-the-job training. The college will assist in placing students for the summer and will offer guidance and assistance to the students while employed. Students will attend a two-hour class once each week for progress reports and group discussion of supervisory and manufacturing techniques and the application of prior studies to textiles. Students must be employed full time during the ten-week summer session.

* Trustees, Administration, and Staff List, See Page 114.

TEX 202 YARN MANUFACTURING II 4-3-5

A continuation of Yarn Manufacturing I. Course will include combing, roving, spinning, winding, quilling, and warping.

TEX 206 WEAVING 2-3-3

A study of the principles and fundamentals of weaving from slashing through cloth-room. Emphasis will be placed on loom motions, types of looms, defective materials, malfunctions, and the capabilities and limitations of each type loom.

TEX 207 PRINCIPLES OF THROWING AND TEXTURIZING 2-3-3

The theory and utilization of texturized yarns will be studied. Emphasis will be on raw materials, properties, mechanical operation, and packaging.

TEX 208 PRINCIPLES OF KNITTING 1-3-2

An introductory course which will include types of knitting, knitting machinery, types of needles, loop formation, fiber variation and mechanical operation.

TEX 210 SUPERVISORY PRACTICE 5-0-5

The duties, responsibilities, and authority of first line supervision in textiles will be studied. Such factors as organization, production, quality, planning, controlling, training, waste, communication, policy, discipline, safety, interviewing, and labor relations will be studied.

TEX 220 FABRIC DESIGN AND ANALYSIS 2-3-3

A study of the design and structure of the basic weaves, their common derivatives and their drafting.

TEX 221 DYEING AND FINISHING 3-6-5

A study of the physical and chemical steps necessary to convert various fabrics from griege material to finished cloth. The properties and characteristics of the various fabrics and variations in the dyeing and finishing process will be studied.

TEX 250 TEXTILE SEMINAR 3-0-3

A seminar which will serve as a forum for trends, innovations, and problems in textiles. Specialists in textiles will lecture and lead discussion. Available for all textile students and open to interested individuals.

WELDING

WLD 1101 BASIC WELDING 0-3-1

Welding demonstrations by the instructor and practice by students in the welding shop. Safe and correct methods of assembling and operating the welding equipment. Practice will be given for surface welding, bronze welding, silver soldering, and flame-cutting methods applicable to mechanical repair work.

WLD 1120 WELDING THEORY AND PRACTICE I 3-15-8

Orientation on all shop equipment including Arc, Oxyacetylene, Mig and Tig units. Basic fundamentals of machine set-up, safety demonstrations, practice procedures with group, and individual demonstrations by the instructor. Basic manipulative practice by the student.

WLD 1121 WELDING THEORY AND PRACTICE II 3-15-8

Continued practice in manipulative procedures on all equipment on a rotational basis. A study of the electrical current (polarity) and the effects, proper electrode selection and continued safety practices. Prerequisite: WLD 1120.

WLD 1130 WELDING SKILL DEVELOPMENT IN INDUSTRY I 1-40-9

The student is employed as a welder trainee on a full-time basis with a participating firm. Welding skills are developed through on-the-job training. Progress is evaluated jointly by the student's supervisor and his instructor.

WLD 1131 WELDING SKILL DEVELOPMENT IN INDUSTRY II 1-40-9

The student returns to industry to continue skill development on a full-time basis. Progress is evaluated jointly by the student's supervisor in industry and his instructor.

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FACULTY AND STAFF
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FACULTY

- AIKEN, FRANCES M. *Business Education*
 B. S., East Carolina College; M. Ed., University of North Carolina at Greensboro.
- BANKS, ARCHIBALD L. *Assistant Director of Continuing Education*
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 A. B., Elon College; M. Ed., Duke University; Ph. D., Purdue University.
- BRAY, WILLIAM W. *Engineering and Related Studies*
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- BREWER, MARY ANN *Nursing*
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- BROOKS, J. BRYAN *Director of Occupational Education*
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- BROWN, BOBBY N. *Cosmetology*
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- * BROWN, ERWIN E. *Chemistry*
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LEWIS, JERRY W.	<i>Business Administration</i>
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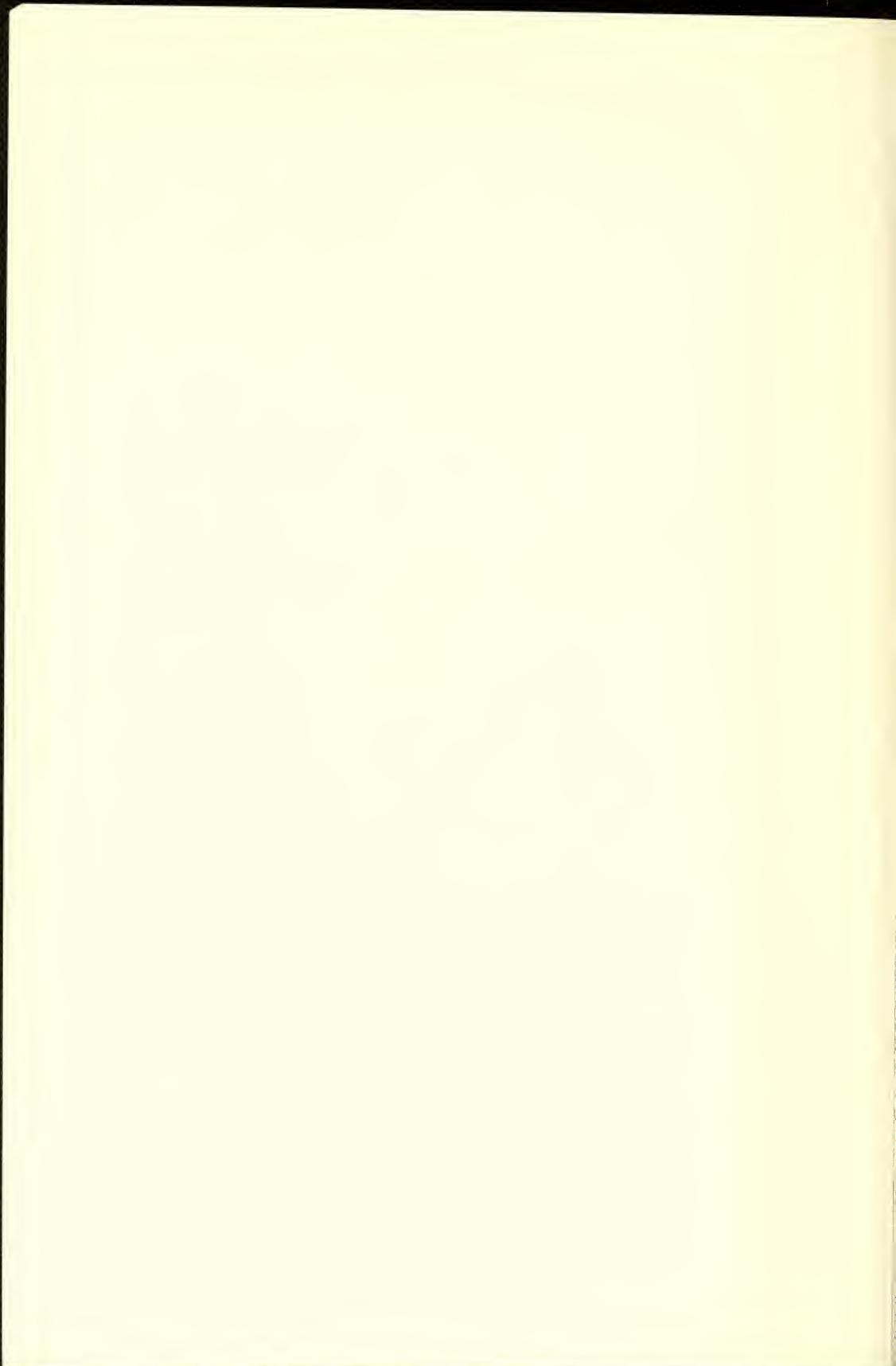
* Leave of Absence, 1970-71

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- THAGARD, SYLVIA A. *Sociology*
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- WRENN, ELMER A. *Business Manager*
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- YATES, JIM W. *Chairman, Humanities*
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ALLISON, C. LEE	<i>Reproducing and Supply</i>
ANDERSON, BRISCO.	<i>Maintenance</i>
BANKSTON, ALVIN.	<i>Supt. of Maintenance, Buildings & Grounds</i>
BELL, MARVIN E.	<i>Administrative Data Processor</i>
BUTLER, JANE W.	<i>Secretary, Division of Student Affairs</i>
CARTER, DAVID L.	<i>Custodian</i>
CHANAY, ROBERTA A.	<i>Bookkeeper</i>
CLIFTON, JO H.	<i>Secretary to the President</i>
CUMMINGS, CLETUS V.	<i>Custodian</i>
DABBS, ELIZABETH N.	<i>Maid</i>
DABBS, NATHANIEL.	<i>Custodian</i>
DANIELS, PEARL M.	<i>Secretary to Faculty</i>
DICKERSON, E. LUCILLE.	<i>Registrant's Office</i>
DIX, PEGGY S.	<i>Secretary to Faculty</i>
DUNN, MARY L.	<i>Secretary, Division of Student Affairs</i>
EDGE, CYNTHIA E.	<i>Coordinator, Audio-Visual Service</i>
ESTES, LINDA D.	<i>Secretary to the Director of Continuing Education</i>
GARRETT, DORIS K.	<i>Purchasing Officer</i>
GUNN, THOMAS H.	<i>Library Assistant</i>
HAMPTON, WILLIE J.	<i>Custodian</i>
HOLLAND, BETTY P.	<i>Secretary, Library</i>
HUNTER, ELAINE A.	<i>Secretary to the Dean of Instruction</i>
JONES, KAYE S.	<i>Secretary to the Directors of College Parallel and Occupational Education</i>
LOFLIN, PHYLLIS S.	<i>Registrar</i>
McCANN, RAY N.	<i>Maintenance Assistant</i>
McDANIEL, OTHOP.	<i>Custodian</i>
MOORE, PEGGY W.	<i>Key Punch Operator</i>
NEAL, JAMES W.	<i>Custodian</i>
NICHOLS, WALTER M.	<i>Custodian</i>

RATLIFF, CHARLES R.	<i>Assistant Superintendent of Maintenance, Buildings & Grounds.</i>
ROBERTSON, REBECCA T.	<i>Bookstore Manager</i>
ROBINSON, GRACE M.	<i>Library Assistant</i>
SHERRILL, VICKI L.	<i>Secretary to the Business Manager</i>
SIZEMORE, JAMES O.	<i>Reproducing and Supply</i>
SMITH, PAT J.	<i>Receptionist</i>
STANFIELD, DEE ANN.	<i>Secretary to Faculty</i>
STONE, INEZ J.	<i>Assistant Bookkeeper</i>
TERRELL, JUDY H.	<i>Secretary to Faculty</i>
WINCHESTER, ELOISE W.	<i>Maid</i>





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