



College of The  

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Albemarle

*Est. 1960*

**2007-2009 Academic Catalog Addendum**

# 2007-2009 Academic Catalog Addendum

Pages cited in this publication refer to the College of The Albemarle 2007-2009 Academic Catalog

## Bold notes change(s)

### Page 7

Under Fall Semester 2008

Change NCCC Conference (No Classes) to NCCC Conference **(Classes on.. Mon.-Tues., October 13-14)**

### Page 18-1<sup>st</sup> Column

Change: Tuition for In-state Residents \$39.50 per semester hour. Replace with **Tuition for In-state Residents has changed to \$42.00 per semester hour.**

### Page 40-1<sup>st</sup> Column

Change (FRAPA) to **(FERPA)**

### Page 41-2<sup>nd</sup> Column

Change – For students to gain sophomore status at the college, they must earn a minimum of 32 credit hours.

To- For students to gain sophomore status at the college, they must earn a minimum of 32 ***non-developmental*** credit hours.

### Page 42-1<sup>st</sup> Column, Grading System

~~Delete Instructors, using numerical codes, may post grades outside their offices shortly after final grades are determined.~~

~~Grade reports are mailed to students within a few days after the end of each semester.~~ Replace with **Instructors enter grades into the computer and after an update is run students can view their grades through Campus Cruiser/WebAdvisor.**

### Page 57-1<sup>st</sup> Column, under Arts and Sciences

Add **Associate in Art Transfer Core Diploma (D 10 10 0)**

### Page 57-1<sup>st</sup> Column

Add **Associate in Science Transfer Core Diploma (D 10 40 0)**

### Page 58-1<sup>st</sup> Column

Remove **Fire Protection Technology program (A 55 24 0)** terminate program and Instructional Service Agreement

### Page 58-2<sup>nd</sup> column, under Comprehensive Articulation Agreement Course List

Add **ANT 245 World Prehistory Pre-Major Elective**

### Page 60-2<sup>nd</sup> Column

Add **GIS 111 Introduction to GIS Pre-Major Elective**

**Note-GIS 111 is only offered at the Dare County Campus**

### Page 66-1<sup>st</sup> Column (A 10 10 0)

Add **ENG 114 Professional Research and Reporting** as an option for English composition for the **Associate in Arts program.**

### Page 66-2<sup>nd</sup> Column

Add **Associate in Art Transfer Core Diploma (D 10 10 0)**

**CURRICULUM STANDARD  
ASSOCIATE IN ARTS [A10100] PROGRAM**

The Associate in Arts degree shall be granted for a planned program of study consisting of a minimum of 64 and a maximum of 65 semester hours of college transfer course. (Ref. 23 NCAC 2E.0204) Within the degree program, the institution shall include opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and the basic use of computers.

Courses are approved for transfer through the Comprehensive Articulation Agreement. Community college graduates who have earned 64 semester hours of academic credit in approved transfer courses with a grade of “C” or better in each course and an overall GPA of at least 2.0 on a 4.0 scale will receive at least 64 semester hours of academic credit upon admission to a university. Courses may also transfer through bilateral agreements between institutions. Courses offered through bilateral agreements may not transfer to all receiving institutions.

**GENERAL EDUCATION CORE (44 SHC)\***

The general education core includes study in the areas of humanities and fine arts, social and behavioral sciences, natural sciences and mathematics, and English composition.

**English Composition (6 SHC)**

**Humanities/Fine Arts (12 SHC\*\*)**

**Four** courses from at least **three** of the following discipline areas are required: music, art, drama, dance, foreign languages, interdisciplinary humanities, literature, philosophy, and religion. **At least one course must be a literature course.**

**Social/Behavioral Sciences (12 SHC)**

**Four** courses from at least **three** of the following discipline areas are required: anthropology, economics, geography, history, political science, psychology, and sociology. **At least one course must be a history course.**

**Natural Sciences/Mathematics (14 SHC)**

*Natural Sciences (8 SHC):*

Two courses, including accompanying laboratory work, from the biological and physical science disciplines are required.

*Mathematics (6 SHC):*

At least one course in introductory mathematics is required; the other course may be selected from among other quantitative subjects, such as computer science and statistics.

*A college may award a diploma under the A10100 for completion of the entire general education core as outlined with a grade of “C” or better in each course.*

**\* Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.**

**\*\* 3 SHC in Speech/Communication may be substituted for 3 SHC in Humanities/Fine Arts. Speech/Communication may not substitute for the literature requirement.**

**Page 67-1<sup>st</sup>** Column (A 10 10 D)

Add **ENG 114 Professional Research and Reporting** as an option for English composition for the **Pre-Major in Criminal Justice program**.

**Page 68-1<sup>st</sup>** Column; Pre-Major Elementary Education (A 10 10 R)

Add **ENG 232--American Literature** as an option for Humanities/Fine Arts

Add **AST 111/111A--Descriptive Astronomy** as a Natural Science option

Add **MAT 141--Mathematical Concepts I** as an option for MATH component

**\*Students planning to transfer to ECSU should take MAT 141--Mathematical Concepts I\***

**Page 68-2<sup>nd</sup>** Column (A10200)

Add **ENG 114 Professional Research and Reporting** as an option English composition for Associate in Fine Arts program.

**Page 71-1<sup>st</sup>** Column (A 10 40 0)

Add **ENG 114 Professional Research and Reporting** as an option for English composition for Associate in Science program

**Associate in Science (A10400)**

The Associate in Science degree shall be granted for planned programs of study consisting of a minimum of 64 and a maximum of 65 semester hours of college transfer courses. Within the degree program, the institution shall include opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and the basic use of computers.

(Ref. 23 NCAC 2E.0204)

Courses are approved for transfer through the Comprehensive Articulation Agreement. Community college graduates who have earned 64 semester hours of academic credit in approved transfer courses with a grade of "C" or better in each course and an overall GPA of at least 2.0 on a 4.0 scale will receive at least 64 semester hours of academic credit upon admission to a university. Courses may also transfer through bilateral agreements between institutions. Courses offered through bilateral agreements may not transfer to all receiving institutions.

**GENERAL EDUCATION CORE (44 SHC)\***

The general education core includes study in the areas of humanities and fine arts, social and behavioral sciences, natural sciences and mathematics, and English composition.

**English Composition (6 SHC)** *Two English composition courses are required.*

ENG 111 Expository Writing (3 SHC) is required as the first composition course.

The second composition course must be selected from the following:

ENG 112 Argument-Based Research (3 SHC) *or*

ENG 113 Literature-Based Research (3 SHC) *or*

ENG 114 Professional Research and Reporting (3 SHC)

**Humanities/Fine Arts ( 9 SHC\*\*)** *Three courses from three discipline areas are required.*

One course must be a literature course.

Two additional courses from two of the following discipline areas are required: art, drama, dance, foreign languages, interdisciplinary humanities, music, philosophy, and religion.

**Social/Behavioral Sciences (9 SHC)** *Three courses from three discipline areas are required.*

One course must be a history course.

Two additional courses from two of the following discipline areas are required: anthropology, economics, geography, political science, psychology, and sociology.

**Natural Sciences/Mathematics: (20 SHC)**

**Natural Sciences (8 SHC minimum):**

A minimum two-course sequence from the following general biology, general chemistry, or general physics courses is required:

BIO 111 General Biology I (4 SHC) and BIO 112 General Biology II (4 SHC) *or*

CHM 151 General Chemistry I (4 SHC) and CHM 152 General Chemistry II (4 SHC) *or*

PHY 151 College Physics I (4 SHC) and PHY 152 College Physics II (4 SHC) *or*

PHY 251 General Physics I (4 SHC) and PHY 252 General Physics II (4 SHC)

**Mathematics (6 SHC minimum):**

One course in mathematics at the precalculus algebra level or above is required; the other course(s) may be higher level mathematics or may be selected from among other quantitative subjects, such as computer science and statistics.

Six additional semester hour credits must be selected from courses designated as Natural Sciences/Mathematics general education transfer courses.

*A college may award a diploma under the A10400 for completion of the entire general education core, as outlined, with a grade of "C" or better in each course.*

**\*Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.**

**\*\* 3 SHC in Speech/Communication may be substituted for 3 SHC in Humanities/Fine Arts. Speech/Communication may not substitute for the literature requirement.**

**Page 73-1<sup>st</sup>** Column, Business Administration (A 25 12 0)

Change ACC 150 Computerized General Ledger to **ACC 150 Accounting Software Applications**

**Page 73-2<sup>nd</sup>** Column, Business Administration (A 25 12 0)

**Total semester hours required to receive degree should be 72-75**

Co-op hours have changed from 3 to **2** per semester

**Students have the option to take the course or complete a co-op. Students may only complete 2 credit hours of co-op per semester; however curriculum courses are 3 credit hours.**

**Page 74-1<sup>st</sup>** Column, Computer Information Technology

Change A 25 26 0 to **A25 26 0 CIT**

**Page 74-2<sup>nd</sup>** Column, Computer Information Technology Electives: Choose from the following

Change credit hours for ACC 120 from 3 to 4

ACC 120 Principles of Financial Accounting **4**

Add **Sec 110 Security Concepts** **3**

**Page 74-2<sup>nd</sup>** Column, Computer Information Technology Certificate: Database Management (C 25 26 0D)

Add **CIS 111 Basic PC Literacy** as an option for CIS 110 Intro to Computers

**CIS 111 Basic PC Literacy** 1 2 2

**Page 74-2<sup>nd</sup>** Column, Computer Information Technology Certificate – Database Management (C 25 26 0D)

Replace CSC 139 Visual Basic with **DBA 115 Database Applications** **3**

**Change** total semester hours to 14-15

**Page 77-1<sup>st</sup>** Column, Office Systems Technology (A 25 36 0)

Add **CIS 110 or CIS 111** as prerequisite for **OST 184-Records Management**

Move **OST 184-Records Management** from First Year/First Semester to First Year/Second Semester

Move **MAT 115-Mathematical Models** from First Year/Second Semester to First Year/First Semester

Co-op hours have changed from 3 to **2** per semester in second year First semester

**Students have the option to take the course or complete a co-op.**

2<sup>nd</sup> Column

Change ACC 150 Computerized General Ledger to **ACC 150 Accounting Software Applications**

**Total semester hours required for Associate degree is 71-73**

**Page 78-1<sup>st</sup>** Column, Web Technology

Change A 25 29 0 to **A 25 29 OWT**

**Page 78-2<sup>nd</sup>** Column, Advanced Web Page Designer Certificate

Change C 15 17 5W to **C 25 29 OAW**

**Page 80-1<sup>st</sup>** Column, Professional Crafts: Jewelry (A 30 34 0)

Add the following courses as electives:

<b>ART 245</b>	<b>Metals I</b>
<b>ART 246</b>	<b>Metals II</b>
<b>ART 247</b>	<b>Jewelry I</b>
<b>ART 248</b>	<b>Jewelry II</b>

*If students are planning to transfer to ECU they should take all courses stated above. Courses will only be offered at Dare CC. The art courses listed above have been added to the Professional Crafts, Jewelry program but, do not replace or substitute for any other courses within the Jewelry program.*

**Page 81-1<sup>st</sup>** Column, Air Conditioning, Heating, and Refrigeration Technology program (D 35 10 0)

First Year, First Semester

Remove	<b>WOL 110</b>	<b>Basic Construction Skills</b>	<b>3</b>
Add	<b>COM 101</b>	<b>Workplace Communication</b>	<b>3</b>

First Year, Second Semester

Remove	<b>MAT 101</b>	<b>Applied Mathematics I</b>	<b>3</b>
Add	<b>AHR 120</b>	<b>HVAC Maintenance</b>	<b>2</b>
<b>Total Semester Hours Required for Diploma:</b>			<b>38</b>

**Page 83-1<sup>st</sup>** Column, Electrical /Electronics Technology program (D35220)

Change BPR 130 Resident Blueprint Reading to **BPR 130 Blueprint Reading Construction**

**Page 83-1<sup>st</sup>** Column, Electrical /Electronics Technology program (D35220)

First Year, First Semester

Remove	<b>WOL110</b>	<b>Basic Construction Skills</b>	<b>3</b>
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First Year, Second Semester

Remove	<b>MAT 101</b>	<b>Applied Mathematics I</b>	<b>3</b>
Add	<b>ELC 121</b>	<b>Electrical Estimating</b>	<b>2</b>
	<b>ELC 127</b>	<b>Software for Technicians</b>	<b>2</b>
	<b>ELC 215</b>	<b>Electrical Maintenance</b>	<b>3</b>
	<b>COM 101</b>	<b>Workplace Communication</b>	<b>3</b>
<b>Total Semester Hours Required for Diploma:</b>			<b>39</b>

Page 84-2 <sup>nd</sup> Column, under Architectural Technology Diploma	Class	Lab	Credit
Add	<b>DFT 111</b>	<b>Technical Drafting I</b>	<b>1 3 2</b>
	<b>DFT 111</b>	<b>Technical Drafting I Lab</b>	<b>0 3 1</b>
	<b>DFT 151</b>	<b>CAD I</b>	<b>2 2 3</b>
	<b>DFT 152</b>	<b>CAD II</b>	<b>2 2 3</b>
	<b>DFT 121</b>	<b>Intro to GD &amp; T</b>	<b>1 2 2</b>
	<b>DFT 161</b>	<b>Pattern Design &amp; Layout</b>	<b>1 2 2</b>
	<b>DFT 112</b>	<b>Technical Drafting II</b>	<b>1 3 2</b>
	<b>DFT 112A</b>	<b>Technical Drafting II Lab</b>	<b>0 3 1</b>
	<b>DFT 231</b>	<b>Jig &amp; Fixture Design</b>	<b>1 2 2</b>
	<b>ISC 112</b>	<b>Industrial Safety</b>	<b>2 0 2</b>
	<b>MEC 110</b>	<b>Intro to CAD/CAM</b>	<b>1 2 2</b>
	<b>MEC 141</b>	<b>Intro Mfg Processes</b>	<b>2 2 3</b>
	<b>MEC 180</b>	<b>Engineering Materials</b>	<b>2 3 3</b>

***By placing a pick-list of mechanical drafting classes within the Architectural Technology program of study the college can begin to offer classes which will provide the mechanical drafting skills for employers in the community. The addition of these courses to the Architectural Technology program does not replace or substitute for any other courses within the Architectural program.***

**Page 85-2<sup>nd</sup> Column, Computer Engineering Technology (A 40 16 0)**

CET Elective List:

Add	<b>NET 115 Telecom Fundamentals</b>	<b>1</b>	<b>2</b>	<b>2</b>
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**Page 85- 2<sup>nd</sup> Column, Computer Engineering Technology Certificate (C 40 16 0)**

Allow **NET 115 Telecom Fundamentals** as an option for NOS 110 Operating Systems Concepts

Change: Total Hours Required for Certificate                    13-14                    to                    **12-14**

**Page 87-1<sup>st</sup> Column, Associate Degree Nursing (A 45 12 0)**

Add **English 114** as an option with English 112 and English 113

**Page 88-1<sup>st</sup> Column, Medical Assisting (A 45 40 0)**

**Under Pre-admission requirements**

**Delete MLT and Add MA to the following: Achieve at or above all the set score or the HOBET test for the ~~Medical Laboratory Technology program-Medical Assisting program.~~ Complete the ~~Medical Laboratory Technology Medical Assisting~~ application. Attend the ~~Medical Laboratory Technology Medical Assistant~~ pre-admission meeting.**

**Page 88-1<sup>st</sup> Column, Medical Assisting (A 45 40 0)**

Add **OST 149 Med Legal Issues** as an option for **MED 118** Medical Law and Ethics in the Medical Assisting program

Move **MED 264 Medical Assisting Overview** from Second year, Second semester to **first year third semester**

**Page 88-2<sup>nd</sup> Column, Medical Assisting Diploma (D 45 40 0)**

Change Third Semester Credit Hours from                    11                    to                    **8**

**Allow students who have previously graduated from CAAHEP accredited program and who have successfully obtained and maintained their CMA Certification credit for MED 264 Medical Assisting Overview**



**Foodservice Technology II (C 55 25 011)**

		<u>Cr. Hrs.</u>
FST 105	Menu Planning	5
FST 106	Advanced Foodservice Skills	5
FST 107	Advanced Baking	3
FST 108	Cost Control	3
	<b>TOTALS</b>	<b>16</b>

**Page 102- 2<sup>nd</sup> Column**

Change the prerequisites for ACC 120 from None. **Replace with ACC 120 Prerequisites: RED 090 and Take MAT 070, MAT 080, or MAT 090**

**Page 103-2<sup>nd</sup> Column**

<b>AHR 120</b>	<b>HVACR Maintenance</b>	1	3	2
Prerequisites:	None			
Corequisites:	None			

This course introduces the basic principles of industrial air conditioning and heating systems. Emphasis is placed on preventive maintenance procedures for heating and cooling equipment and related components. Upon completion, students should be able to perform routine preventive maintenance tasks, maintain records, and assist in routine equipment repairs.

**Page 105-2<sup>nd</sup> Column, Add the following courses:**

<b>ART 245</b>	<b>Metals I</b>	0	6	3
Prerequisites:	None			
Corequisites:	None			

This course introduces basic metal design in traditional and contemporary art forms using brass, copper, and silver. Emphasis is placed on designing and fabricating jewelry, small sculptures, and utilitarian objects. Upon completion, students should be able to design and produce small art objects. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

<b>ART 246</b>	<b>Metals II</b>	0	6	3
Prerequisites:	ART 245			
Corequisites:	None			

This course provides a continuation of metal design utilizing basic methods of casting and other processes. Emphasis is placed on individualized design. Upon completion, students should be able to design and produce expressive forms. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

<b>ART 247</b>	<b>Jewelry I</b>	0	6	3
Prerequisites:	None			
Corequisites:	None			

This course introduces a basic understanding of the design and production of jewelry. Emphasis is placed on concepts and techniques using metals and other materials. Upon completion, students should be able to demonstrate an ability to use appropriate methods to create unique jewelry. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

<b>ART 248</b>	<b>Jewelry II</b>	0	6	3
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**ELC 127 Software for Technicians**

1 3 2

Prerequisites: None

Corequisites: None

This course introduces computer software which can be used to solve electrical/electronics problems. Topics include electrical/electronics calculations and applications. Upon completion, students should be able to utilize a personal computer for electrical/electronics- related applications.

**ELC 131 DC/AC Circuit Analysis**

4 3 5

Prerequisites: None

Corequisites: None

This course introduces DC and AC electricity with an emphasis on circuit analysis, measurements, and operation of test equipment. Topics include DC and AC principles, circuit analysis laws and theorems, components, test equipment operation, circuit simulation, and other related topics. Upon completion, students should be able to interpret circuit schematics; design, construct, verify, and analyze DC/AC circuits; and properly use test equipment.

**ELC 215 Electrical Maintenance**

2 3 3

Prerequisites: None

Corequisites: None

This course introduces the theory of maintenance and the skills necessary to maintain electrical equipment found in industrial and commercial facilities. Topics include maintenance theory, predictive and preventive maintenance, electrical equipment operation and maintenance, and maintenance documentation. Upon completion, students should be able to perform maintenance on electrical equipment in industrial and commercial facilities.

**Page 124-2<sup>nd</sup> Column,**

Remove **FRE 111, FRE 112, FRE 211, & FRE 212** from the Programs of Study and COA Catalog. COA no longer offers these courses.

**Page 124-2<sup>nd</sup> Column,**

Add asterisk with **-GIS 111 is approved to satisfy the Comprehensive Articulation Agreement between the North Carolina Community College System and University of North Carolina.**

**Note GIS 111 is only taught at the Dare County Campus.**

**Page 130 & 131-2<sup>nd</sup> Column & 1<sup>st</sup> Column**Change MLT 111 Semester from (SS) to **(F)**Change MLT 120 Semester from (F) to **(SS)**Change MLT Prerequisites: BIO 163, MLT 111 & MLT 115. Replace with **MLT Prerequisites: BIO 163, MLT 110 & MLT 115**Change MLT 130 Semester from (SS) to **(F)**Change MLT 220 Semester from (F) to **(SS)**.Change MLT 220 Prerequisites: BIO 163, MLT130 & MLT 111. Replace with **MLT 220 Prerequisites: BIO 163, MLT 110 & MLT 115**Change MLT 120--Hematology/Hemostasis I prerequisites to BIO 163, **MLT 110, MLT 115**, and corequisite MLT 220Change MLT 220--Hematology/Hemostasis II prerequisites BIO 163, **MLT 110, MLT 115**, and corequisite MLT 120**Page 131-1<sup>st</sup> column, under Medical Laboratory Technology**MLT 215-Professional Issues— change contact hour to **1**

Page 134-1<sup>st</sup> Column,

Add

**NET 115**            **Telecom Fundamentals**

**1**        **2**        **2**

**Prerequisites:**    **None**

**Corequisites:**    **None**

**This course covers the fundamentals of the electronic transfer of information for those who have not received credit for NET 110. Topics include terminal emulation software usage, file transfer methods, PC-based fax/modem/voice-mail operations, accessing and navigating the Internet, and bulletin boards. Upon completion, students should be able to access and use on-line services and the Internet, send and receive e-mail, and perform other basic telecommunication operations.**

Page 135-1<sup>st</sup> Column,

**NUT 110**        **Nutrition**

Add **ENG 090, MAT 070, and RED 090** as prerequisites, or equivalent competency as shown by placement testing or transfer credit.

Page 136-1<sup>st</sup> Column,

Add **CIS 110 or CIS 111** as prerequisite for **OST 184-Records Management**

Page 141-1<sup>st</sup> and 2<sup>nd</sup> Column

Add **PCJ 111 as prerequisite to PCJ 112**

Add **PCJ 111 as prerequisite to PCJ 113**

Add **PCJ 112 & PCJ 1113 as prerequisite to PCJ 214**

Add **PCJ 112 & PCJ 113 as prerequisite to PCJ 215**

Add **PCJ 112 & PCJ 113 as prerequisite to PCJ 241**

Page 145-1<sup>st</sup> Column

Web 120

Change the statement for prerequisites from **WEB 110 or CIS 110 or CIS 111 to**            **WEB 110 and CIS 110 or CIS 111.**

Page 154- 1<sup>st</sup> Column, Index

Change Architectural Technology is on page 64. Replace with Architectural Technology is on page **84.**