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</tr>
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</table>

### Registration Dates

**Currently Enrolled Students**

Begins April 1, 2013

**All Students**

Begins April 8, 2013

### Academic Calendar Summer / Fall 2013

**SUMMER 2013**

- **June 3** M Classes Begin
- **June 27** Th Midterm
- **July 4** Th Independence Day (College Closed)
- **July 23** Tu Last Day for Withdrawal with "W" for 8-Week Classes*
- **July 24-25** W-Th Finals
- **July 29** M Grades Due by 11:00 a.m.

* For all other classes, contact the Registrar at registrar@richland.edu, for alternate withdrawal dates.

**FALL 2013**

- **Aug. 19** M Classes Begin
- **Aug. 24** S Saturday Classes Begin
- **Aug. 27-28** T-W Farm Progress Show (No Classes)
- **Sept. 2** M Labor Day (College Closed)
- **Oct. 14** M Columbus Day Observance (College Closed)
- **Oct. 15** T Midterm
- **Nov. 11** M Veterans Day (College Closed)
- **Nov. 27** W College Closed after 5 p.m.
- **Nov. 28-30** Th-S Thanksgiving (College Closed)
- **Dec. 10** T Last Day for Withdrawal with "W" for 16-Week Classes*
- **Dec. 14** S Saturday Final Exams
- **Dec. 11-16** T-M Final Exams
- **Dec. 18** W Grades Due by 11:00 a.m.
- **Dec. 23-31** Holiday Break

### Summer classes begin June 3, 2013

Fall classes begin August 19, 2013
New Students
1. Complete the Admission Information Form online at my.Richland.edu.
2. Provide official high school transcripts or proof of GED, ACT scores and official transcripts from any colleges attended. High school and college transcripts should be sent directly to the Student Records Office. Transcripts hand-delivered to the Student Services Center will only be accepted in a sealed, tamper-proof envelope from the institution.
3. Complete placement testing in Mathematics, English, and Reading (or program specific areas) in Room S116. Testing is not timed and could take as long as 2 hours. Photo ID required.
4. Complete the Canvas Online Orientation, if enrolled in a course using the Canvas LMS for the first time. Contact the Online Learning Office at ochelp@richland.edu for more information.

Returning Students
1. Re-admission: If you are a former student who has not attended Richland since Summer 2012 or earlier, you must complete an Admission Information Form online at my.Richland.edu prior to registering for classes. Official high school and college transcripts must be on record with Richland.

Currently Enrolled Students
1. Advisement: Make an appointment with your advisor prior to April 1 to review your progress and plan your courses. Your official high school transcripts (or GED transcript) and college transcripts must be on file with the Student Records Office.

Returning And Currently Enrolled Students
1. Complete placement testing in the Testing Center, Room S116. If it has been more than 2 years since you took placement tests and you have not taken any English, math, or reading courses, plan to re-test at no cost to you. Photo ID required.
2. Complete the Canvas Online Orientation, if enrolled in a course using the Canvas Learning Management System for the first time. Contact the Online Learning Office at ochelp@richland.edu for more information

Advising
Walk-in Advisement
Advisors are available on a first-come, first-serve basis in the Student Services Center, C129, during the following hours: Monday-Thursday-8:00 a.m. - 7:00 p.m. Friday-8:00 a.m. - 5:00 p.m.

Appointment
Call 217.875.7511, Ext. 267, for an appointment with an advisor. Appointments are available Monday through Friday.

Faculty Advisement
Have a faculty member approve your schedule and review your program before or after class or during their office hours. See pages 6-7 for a listing of faculty.

No Advisement Necessary
If you are registering for one course that does not have a prerequisite, go directly to the Student Services Center (C129).

Choose Classes
Check the class schedule for classes you want at the times and locations most convenient for you.

Check Prerequisites
Check the course listings to see if the classes you want have prerequisites. Prerequisites must be met through satisfactory prior coursework, ACT scores, or placement testing before you register.

Register for Classes
Complete the Registration Form and deliver the information requested on the form to the Student Services Center by one of the following methods:

In Person:
Student Services Center - C129

By Phone:
Call 217.875.7511, Ext. 267

By Fax:
Fax form on page 10 to 217-875-7783.

By Mail:
Mail form on page 10 to
Student Records Office
Richland Community College
One College Park
Decatur, IL 62521-8513

Through my.richland.edu
Must have prior approval of your academic advisor.

At Richland’s Satellite Locations:
Clinton Extension Center
Clinton High School (northeast corner)
1200 Highway 54 West, Clinton, IL
217-935-6791

Fairview Park Plaza Center
1485 W King Street, Decatur, IL
217-462-0480

For all methods, indicate name and section of class. Students who register in person will receive immediate confirmation of classes. If registering by phone, fax, mail or Internet, your schedule of classes and invoice will be mailed to you; you will be notified of scheduling problems within 3 working days.

Textbook information is available at http://www.rccbookstore.net

The Richland Bookstore matches prices with competitors. Go to the website for more information.

Registration Dates
Currently Enrolled Students
April 1, 2013
All Students
April 8, 2013
Summer/Fall 2013 Tuition and Fees

In-District Students and Out-of-District Students With Charge-Back Authorization

<table>
<thead>
<tr>
<th>Tuition</th>
<th>Academic/Technology Fee</th>
<th>Total (per credit hour)</th>
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<tbody>
<tr>
<td>$101.00</td>
<td>$6.00</td>
<td>$107.00</td>
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Tuition and Fees for Online Courses

<table>
<thead>
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<th>Per Credit Hour Tuition</th>
<th>Academic/Technology Fee</th>
<th>Total (per credit hour)</th>
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<tr>
<td>$145.00</td>
<td>$6.00</td>
<td>$151.00</td>
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Tuition and Fees for Online Nursing Courses

<table>
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<th>Per Credit Hour Tuition</th>
<th>Academic/Technology Fee</th>
<th>Total (per credit hour)</th>
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<td>$121.00</td>
<td>$6.00</td>
<td>$127.00</td>
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</table>

Out-of-District Students of Richland pay

$227.00 per credit hours plus fees.

(Out-of-state and International students pay an additional $363.33 per credit hour plus fees.)

Registration Fee ........................................ $12.00

This list does not include required fees for certain courses. These fees range from $8.00 to $325.00 per course. A complete list of fees is available in the Business Office.

100% of tuition & fees is due before classes begin. An online payment plan is available.

Tuition and Fee changes are subject to change.

Tuition Deadlines

100% of tuition and fees are due May 29, 2013, for Summer Term and are due August 14, 2013, for Fall Semester, or you must be signed up for the Online Payment Plan. See www.richland.edu/cashier for more information on how to pay for your tuition. If you do not pay your tuition and fees balance by the deadline, you may be dropped from your classes. Payment for classes added after the tuition deadline is due at the time of enrollment.

Refund Schedule

Tuition refunds will be issued to eligible students based upon effective dates of withdrawal. The date that a written request for withdrawal is received by the Admissions & Records Office determines the effective date of withdrawal. Full refund of tuition and fees will be made if the College cancels a course. Non-Attendance is not considered an official drop. Refunds will be determined on the basis of the following schedule:

<table>
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<th>Length of class</th>
<th>Refund Period</th>
<th>%</th>
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<tr>
<td>16 Week Class</td>
<td>1st 9 school days of term</td>
<td>100%</td>
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<td></td>
<td>Thereafter</td>
<td>0%</td>
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<tr>
<td>12 Week Class</td>
<td>1st 5 school days of class</td>
<td>100%</td>
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<td></td>
<td>Thereafter</td>
<td>0%</td>
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<tr>
<td>4-8 Week Class</td>
<td>1st 5 school days of class</td>
<td>100%</td>
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<tr>
<td></td>
<td>Thereafter</td>
<td>0%</td>
</tr>
<tr>
<td>2-3 Week Class</td>
<td>1st 3 school days of class</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>Thereafter</td>
<td>0%</td>
</tr>
<tr>
<td>Less than 2 Weeks</td>
<td>Prior to day 1</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>Thereafter</td>
<td>0%</td>
</tr>
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</table>

Federal Financial Aid Refunds

In accordance with Federal regulations, refunds for students attending the College who receive federal financial assistance and withdraw before completion of 60% of the semester of attendance will be calculated on a pro rata basis.

The pro rata formula for determining a refund is the number of weeks remaining in the semester (as of the last recorded day of attendance) divided by the number of weeks of enrollment for which the student was charged. This will equal the amount to be refunded to the student and/or to the federal aid program from which funds were awarded.

Billing Note

• Students adding or dropping a class after the session has begun will NOT receive a revised statement and should inquire at the Business Services Office (N136) for their revised balance.

• Students are financially responsible for tuition and fees for all classes for which a drop slip is not filed within the refund period.
### Scholarships

Scholarships are available through the Foundation Office. Students must complete the FAFSA before applying for most scholarships.

www.richland.edu/foundation/scholarships

### Financial Aid and Billing

Students who register for classes are responsible for payment of their tuition bill even if they do not attend classes or receive financial aid. Students who do receive financial aid or scholarships will automatically have these awards applied to their bill and will be responsible for any unpaid balance.

**How to Apply for Financial Aid:**

2. If you need help completing your FAFSA, please come to the Financial Aid Office, Room N136.
3. Your application can be submitted electronically on the Web at www.fafsa.ed.gov

### Available Financial Aid

- Up to $5,645 in Pell Grant funds.
- Up to $1,706 in MAP funds for tuition and some fees paid to Richland (if funds are available).
- Up to $450 in Supplemental Educational Opportunity Grant funds (“0” EFC, limited funding).
- Up to $10,500 in student loans and $4,800 in College Work Study. The amount a student can actually borrow may not exceed cost of attendance minus other assistance.
- You may be eligible for other scholarships; information is available in the Financial Aid Office and online at http://www.richland.edu/foundation/scholarships

Students who apply and complete their Financial Aid file early will be given priority consideration for Federal and State funding. Veterans who are receiving VA Benefits other than IVG or ING must submit a copy of their class schedule each semester to the Financial Aid Office to be certified.

**Reminder:**

Illinois National Guard Grant recipients must re-apply once per academic year.

**Deadline Dates:**

For full year consideration apply by October 1, 2013
For Summer only consideration apply by June 15, 2013

Veterans receiving Montgomery GI Bill Benefits and enrolling in accelerated classes or 8-week classes are encouraged to check with the Veterans’ Rep. in the Financial Aid Office for information on how payment for these classes will be calculated.

**Contact the Financial Aid Office in the Student Services Center, Room N136, 217.875.7200.**

### Methods of Payment

**In-Person**

The Cashier’s Window is open from 8 a.m. to 7 p.m. Monday through Thursday and 8 a.m. to 5 p.m. on Fridays. During certain peak and off-peak times, hours may vary. Please call 217.875.7200 to verify hours for any given day. A night depository is also available inside the main entrance for your convenience.

**Credit Cards**

RCC accepts VISA, MasterCard, and Discover.

**Online Tuition Payment Plan**

Budget for monthly payments to be deducted from your bank or credit card account. More information is available at the Cashier Window or online at www.richland.edu/cashierfacts

**Mail**

Make checks payable to Richland Community College and include your Richland student ID number.

### Financial Aid & Scholarships

Apply early. You must pay your balance if you have not received an aid award letter. You may apply for a deferment with the Financial Aid Office.

### Fees

**Academic/Technology Fee**

The academic/technology fee includes the following services and privileges: use of the computer labs, both for computer-based classes and for open lab use; updated technology for students; and student enrichment programs, including student clubs and organizations, student handbooks, entertainment, and events.

**Residency Policy**

A student is considered a resident of Richland Community College District 537 if the student establishes a permanent residence within the District at least 30 days prior to enrollment.

**Senior Citizens’ Tuition**

District 537 residents who are 65 or older or who will become 65 years old during the calendar year are eligible to enroll without the payment of tuition in regularly scheduled credit courses, other than credit courses designed specifically for senior citizens, provided that such enrollment does not over-enroll the course and tuition-paying students enrolled constitute the minimum number required for the course. Such waiver does not apply to all other fees associated with enrollment in such a course.

**Veterans’ Services**

Veterans’ benefits such as the G.I. Bill, the Illinois Veterans’ Grant, Veterans’ Vocational Rehabilitation, the Veterans’ Assistance Program, and the National Guard/Naval Militia Program are available to veterans who qualify. Contact the Financial Aid Office, Room N136, 217.875.7200.

**Course Fees and Insurance Fees**

Certain courses have additional fees to help cover supplies. Course fees are subject to change without notice.

**How to Pay for College**

Available Financial Aid

- Up to $3,645 in Pell Grant funds.
- Up to $1,706 in MAP funds for tuition and some fees paid to Richland (if funds are available).
- Up to $450 in Supplemental Educational Opportunity Grant funds (“0” EFC, limited funding).
- Up to $10,500 in student loans and $4,800 in College Work Study. The amount a student can actually borrow may not exceed cost of attendance minus other assistance.
- You may be eligible for other scholarships; information is available in the Financial Aid Office and online at http://www.richland.edu/foundation/scholarships

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Veterans who are receiving VA Benefits other than IVG or ING must submit a copy of their class schedule each semester to the Financial Aid Office to be certified.

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Illinois National Guard Grant recipients must re-apply once per academic year.

**Deadline Dates:**

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Veterans receiving Montgomery GI Bill Benefits and enrolling in accelerated classes or 8-week classes are encouraged to check with the Veterans’ Rep. in the Financial Aid Office for information on how payment for these classes will be calculated.

**Contact the Financial Aid Office in the Student Services Center, Room N136, 217.875.7200.**
<table>
<thead>
<tr>
<th>Field</th>
<th>Name</th>
<th>Location</th>
<th>Extension</th>
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<tbody>
<tr>
<td>Accounting</td>
<td>Carol Hood</td>
<td>S223</td>
<td>Ext. 456</td>
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<tr>
<td></td>
<td>Sara Richardson</td>
<td>C249</td>
<td>Ext. 444</td>
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<td>African-American Studies</td>
<td>Evyonne Hawkins</td>
<td>C222</td>
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<td>Agriculture</td>
<td>David McLaughlin</td>
<td>Ag Bldg</td>
<td>Ext. 562</td>
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<td>Anthropology</td>
<td>Dr. John Cordulack</td>
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<td>Arabic</td>
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<tr>
<td>Archaeology</td>
<td>Dr. John Cordulack</td>
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<tr>
<td>Art</td>
<td>Gil Rocha</td>
<td>W209</td>
<td>Ext. 391</td>
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<tr>
<td>Automotive</td>
<td>Curt Happe</td>
<td>E125</td>
<td>Ext. 360</td>
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<tr>
<td>Biofuels/Bio Process</td>
<td>David Larrick</td>
<td>NSEC</td>
<td>Ext. 6175</td>
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<tr>
<td>Biology</td>
<td>Dr. Srinivasan Durairaj</td>
<td>S146A</td>
<td>Ext. 357</td>
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<td>Jill Feinstein</td>
<td>S128</td>
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<td>Dr. Gordon Gurlay</td>
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<td></td>
<td>Dr. Chris Merli</td>
<td>S124</td>
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<td>Carol Stokes</td>
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<td>Business</td>
<td>Steve Gilbertz</td>
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<td>Maureen Ruski</td>
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<td>Chinese</td>
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<td>Communication</td>
<td>Michelle Stephens</td>
<td>W154</td>
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<td>Alex Wiertelak</td>
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<td>Criminal Justice</td>
<td>Sterling Morrell</td>
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<td>Brian Tucker</td>
<td>SC05</td>
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<td>Ryan Rogiers</td>
<td>SC07</td>
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<td>Dance</td>
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<td>Drafting (CAD)</td>
<td>Brett Willits</td>
<td>E167A</td>
<td>Ext. 435</td>
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<td>Early Childhood Education</td>
<td>Jeanne Helm</td>
<td>C226</td>
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<td>Earth Science</td>
<td>Dr. John Cordulack</td>
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<td>Economics</td>
<td>Brad Hemenway</td>
<td>S221</td>
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<td>Evyonne Hawkins</td>
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<td>Emergency Medical Technology</td>
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<td>Jason Smith</td>
<td>C227</td>
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<td>Karen Becker</td>
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<td>David Dubose</td>
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<td>Rosemarie King</td>
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<td>Kris Sulzberger</td>
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<td>Dr. Richard Tomlinson</td>
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<td>J. Lynn Hudson</td>
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<td>History</td>
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<td>David McLaughlin</td>
<td>Ag Bldg</td>
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</tr>
<tr>
<td>Hospitality</td>
<td>Keith Ashby</td>
<td>C248</td>
<td>Ext. 403</td>
</tr>
</tbody>
</table>

Tuition and Fee charges are subject to change.
Faculty and Advisors 217. 875.7211

Information Technology
Faith Brenner..................C250 ...Ext. 541
David Kirby ....................W210 ...Ext. 494

Journalism
Alex Wiertelak .................W212 ...Ext. 210

Mathematics
Marcella Cremer ..............C219 ...Ext. 482
Chris Ferrill ..................C228 ...Ext. 500
Andrew Hynds ................C224 ...Ext. 754
James Jones ....................C223 ...Ext. 490
Jon Odell .......................C220 ...Ext. 486

Music
CEHFA Office ..................C162 ..Ext. 386

Nurse Assistant
Judy Miller .....................S170 ...Ext. 766

Nursing
Shelly Baldwin .................S171 ...Ext. 393
Joyce Clay ......................S168 ...Ext. 757
Mary Crisler .................S145B ...Ext. 534
Richard Harmon .............S111 ...Ext. 412
Karen Hartman ................S172 ...Ext. 755
Jean Litchfield ...............S167 ...Ext. 760
Judy Maloney ..................S169 ...Ext. 761
Virginia Ostermeier ........E107 ...Ext. 536
Mary Ann Riedell ............E105 ...Ext. 532
Karen Vercellino .............S146B ...Ext. 359

Office Technology
Sharon Beube ..................C245 ...Ext. 448
Crystal Kitchens ..............C251 ...Ext. 446
Sara Richardson .............C249 ...Ext. 444

Personal Development
Deborah McGee ...............N129 ...Ext. 222
Kathryn Mast .................N120 ...Ext. 314

Philosophy
Thomas Morrow ...............C161 ...Ext. 347

Pharmacy Technology
Health Professions Office ..S162 ...Ext. 750

Physics
Jason Smith .....................C227 ...Ext. 439

Physical Education
Scott Broyles ..................W175 ...Ext. 290

Physical Science
Jason Smith .....................C227 ...Ext. 439

Political Science
Larry Klugman .................S131 ...Ext. 407

Power Generation–Nuclear
Jack Adwell ....................C244 ...Ext. 462

Pre-Law
Larry Klugman ..................S131 ...Ext. 407

Psychology
Pixie Fennessey ..............S122 ...Ext. 409
Kristine Palmer ..............S125 ...Ext. 556
Dr. Mary Beth Wade ..........S123 ...Ext. 397

Radiography
Matt Cardinal .................S165 ...Ext. 759
Susan Grimm ..................S166 ...Ext. 758

Reading
Gail Bauer .....................W137 ...Ext. 273

Renewable Energies
David Larrick ..................E197 ...Ext. 730

Sequestration
David Larrick .................NSEC ...Ext. 6175

Service Learning
Heather Kind-Keppel ........C133 ...Ext. 305

Sociology/Social Work
Pixie Fennessey ..............S122 ...Ext. 409
Kristine Palmer ..............S125 ...Ext. 556

Spanish
Dr. Sean Gallagher ...........W131 ...Ext. 365

Surgical Technology
Katherine B. Lee .............S173 ...Ext. 763
Brooke Oliver .................S174 ...Ext. 756

Theatre
Michelle Stephens ............W154 ...Ext. 215

Welding Technology
Jack Adwell ....................C243 ...Ext. 473

Advisors
All academic programs and undeclared students
Rose Best ......................N130 ...Ext. 266
Marcus Brown .................N131 ...Ext. 253
Stuart Coon ...................N121 ...Ext. 280
Michael Diggs ................N129 ...Ext. 205
Janean Garrett ...............N127 ...Ext. 304
Todd Hauser .................N130 ...Ext. 269
Heather Kind-Keppel ........C133 ...Ext. 305
Meredith Johnson-Palmer ..N135 ...Ext. 438
Yolanda Mabry ...............N122 ...Ext. 572
Kathryn Mast ..................C131 ...Ext. 314
Deborah McGee ...............N128 ...Ext. 222
Gary O’Connor ...............N126 ...Ext. 283
Cathy Sebok .................N125 ...Ext. 558
Janey Stewart ...............N130 ...Ext. 266
Scott Zickerman .............N130 ...Ext. 269

Student Support Services/TRiO
Laquitta Ford .................C143 ...Ext. 441
Samuel London ...............C143 ...Ext. 289
Kim Parkinson-Hahn ..........C143 ...Ext. 289
Career Counseling
Career counseling is provided by the Student Services Centers and advisors. Numerous career advisement materials are available, including the computer-assisted career guidance system, Strong Interest Inventory, and the Myers-Briggs Type Indicator. Contact the Career Services Center, Room C129, at 217.875.7211, Ext. 307, or the SSC office, Room C129, Ext. 267.

Clinton Center
The RCC Clinton Center is open from 8:00 a.m. to 5:00 p.m. Monday through Friday. (Closed 12:00 noon-1:00 p.m.) The Center offers many of the services found at Richland’s main campus. For an appointment, call 935-6791. The Center is currently located within Clinton High School (northeast entrance). A new facility is being constructed and will open in the fall of 2013. For more information, contact the College at 217.875.7211, Ext. 740.

Available Counseling Locations

Baccalaureate/Transfer Degrees

The Associate in Arts, Associate of Arts in Teaching, Associate in Science, Associate in Fine Arts, and Associate in Engineering Science degrees (AA, AAT, AS, AFA, AES degrees) are designed for students planning to continue their formal education at a four-year university or college. Students planning to earn a transfer degree should follow the transfer curriculum outlined at http://www.richland.edu/degrees and listed in the College Catalog or call the Student Services Center, 217.875.7211, Ext. 267.

Areas of concentration for transfer degrees:

<table>
<thead>
<tr>
<th>Accounting</th>
<th>Journalism</th>
</tr>
</thead>
<tbody>
<tr>
<td>African-American Studies</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Agribusiness</td>
<td>Paraprofessional Educator</td>
</tr>
<tr>
<td>Anthropology</td>
<td>Philosophy</td>
</tr>
<tr>
<td>Art</td>
<td>Physics</td>
</tr>
<tr>
<td>Biology</td>
<td>Political Science</td>
</tr>
<tr>
<td>Business</td>
<td>Pre-Dentistry</td>
</tr>
<tr>
<td>Chemistry</td>
<td>Pre-Forestry</td>
</tr>
<tr>
<td>Communication</td>
<td>Pre-Law</td>
</tr>
<tr>
<td>Computer Science</td>
<td>Pre-Medicine</td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>Pre-Veterinary</td>
</tr>
<tr>
<td>Economics</td>
<td>Psychology</td>
</tr>
<tr>
<td>Elementary Education</td>
<td>Secondary Education</td>
</tr>
<tr>
<td>Engineering</td>
<td>Sequestration</td>
</tr>
<tr>
<td>English</td>
<td>Sociology</td>
</tr>
<tr>
<td>Foreign Language</td>
<td>Special Education</td>
</tr>
<tr>
<td>Geography/Earth Science</td>
<td>Teacher Education</td>
</tr>
<tr>
<td>History</td>
<td>Theatre</td>
</tr>
</tbody>
</table>

Career & Technical Education Degrees/Certificates

The occupational programs leading to a Basic Certificate, Advanced Certificate, or Associate in Applied Science Degree are designed for students who want to concentrate on knowledge and skills directly related to employment. Students pursuing one of the occupational programs should refer to the College website at http://www.richland.edu/cte or the College Catalog or call the Student Services Center, 217.875.7211, Ext. 267, for detailed information.

AAS Degrees offered in the following areas:

- Accounting
- Administrative Assistant
- Agribusiness & Agriculture
- Automotive Technology
- Business
- Criminal Justice
- Criminal Justice – Corrections
- Culinary Arts
- Drafting and Design Engineering
- Early Childhood Education
- Electrician*
- Emergency Medical Services
- Engineering Technology
- Fire Science
- Graphic Arts
- Health Information Technology
- Heating, Ventilation, Air Conditioning & Refrigeration
- Horticulture
- Hospitality Management
- Human Resource Management
- Information Technology
- Medical Office Specialist
- Nursing*
- Office Technology
- Paraprofessional Education
- Power Generation – Nuclear
- Radiography*
- Surgical Technology*
- Welding Technology

* Special admission requirements must be met for some programs.

Registration Dates

Currently Enrolled Students
April 1, 2013

All Students
April 8, 2013
Liberal Studies

Associate in Liberal Studies (ALS) Degree
The curriculum is designed for students who desire up to two years of college study for their personal development. It is also designed to provide students an initial opportunity to pursue various areas of interest and subsequently to select a more specific education objective, such as a particular occupational program or a baccalaureate-oriented associate degree. Both baccalaureate-oriented and occupational-oriented courses may be taken as part of this program. The degree itself is not intended to be a transfer degree, though some of the courses used may transfer to other schools.

Certificates Offered

Accounting
Accounting Specialist
Advanced Accounting
Basic Accounting

Automotive Technology
Automotive Brake, Steering, Suspension Specialist
Automotive Service Specialist
Senior Automotive Repair Technician
Automotive Engine Rebuilder
Automotive HVAC Specialist
Automotive Transmission & Driveline Specialist
Automotive Performance Specialist

Business
Banking Specialist
Entrepreneur
Marketing Specialist
Management Specialist
Criminal Justice
Patrol Officer
Emergency Telecommunications Specialist
Probation & Parole Officer
Criminal Justice – Corrections
Correctional Officer
Culinary Arts
Baking & Pastry
Chef’s Assistant
Culinary Management
Food Preparation

Drafting and Design Engineering
Auto CAD
Drafting and Design
Early Childhood Education
Emergency Medical Technology

Engineering Technology
Biofuels Technician
Biofuels Control Systems Technician
BioProcess Operator
CNC Operator
CNC Technician
Industrial Maintenance
Electrical Systems
Building Maintenance
Facilities Maintenance
Fluid Power Systems
Instrumentation
Machine Repair
Manufacturing Engineering
Mechanical Systems
Wind Energy Systems

Fire Science
Fire Science Technology Specialist
Fire Company Officer
Fire Technician
Fire Inspector
Fireground Commander

Health Information Technology
Coding Specialist
Health, Ventilation, A/C, & Refrigeration
Commercial Heating, Ventilation & Air Conditioning
Residential Heating, Ventilation & Air Conditioning
Refrigeration

Horticulture
Floral Design
Greenhouse
Landscape and Turf

Hospitality Management
Hospitality Management Fundamentals
Hospitality Operations Management
Food Service Management

Information Technology
Desktop Support Specialist
CCNA Prep
Computer Literacy
Network Specialist
COMPTIA Net+ Prep
COMPTIA Security+ Prep
Microsoft Cert. Tech Spec. (MCTS) Prep
Object-Oriented Programming
Programming Specialist
Systems Programming
Web Programming

Nurse Assistant (CNA)

Office Technology
Accounting Office Clerk
Advanced Office Accounting Specialist
Receptionist
Office Assistant
Business Office Specialist
Legal Office Specialist
Medical Office Specialist
Medical Coding
Medical Transcription

Pharmacy Technology
Power Generation – Nuclear
Practical Nursing* (LPN)
Transportation (CDL)

Welding Technology
Welding
Welding Technician
Pipefitting and Pipe Welding

* Special admission requirements must be met for some programs.
Students are responsible for planning an academic program that meets current requirements, including the appropriate sequencing of classes. The Catalog Year is instrumental in determining which set of requirements students must take. Students are responsible for meeting with their advisor before they register for classes to ensure intended courses meet program requirements. Students are responsible for the actions taken to register, drop, or add courses. This includes actions taken by registering online, by e-mail, phone, fax, or with an academic advisor.

<table>
<thead>
<tr>
<th>Status</th>
<th>Course</th>
<th>Section</th>
<th>Time/Day</th>
<th>Last Day of Attendance</th>
<th>Reason for Drop (Code on Back)</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>A</td>
<td>D</td>
<td>W</td>
<td>Add(A)</td>
<td>LDA</td>
<td>Code</td>
</tr>
<tr>
<td>A</td>
<td>A</td>
<td>D</td>
<td>W</td>
<td>Drop(D)</td>
<td>LDA</td>
<td>Code</td>
</tr>
<tr>
<td>A</td>
<td>A</td>
<td>D</td>
<td>W</td>
<td>Waitlist(W)</td>
<td>LDA</td>
<td>Code</td>
</tr>
</tbody>
</table>

Complete Withdrawal from RCC

Reason for Drop

TOTAL HOURS ENROLLED

Records Initialed

R.1.12A
## Summer/Fall 2013 Courses

### Registration Dates

**Currently Enrolled Students**  
April 1, 2013

**All Students**  
April 8, 2013

### Summer Session Begins June 3, 2013  
Fall Classes Begin August 19, 2013

### How to Read the Course Listings

<table>
<thead>
<tr>
<th>Course No. &amp; Title</th>
<th>Credit Hrs.</th>
<th>Instructional Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELTRN110-Intro to Electricity &amp; Electronics</td>
<td>3 Credits</td>
<td>+ $20 fee</td>
</tr>
</tbody>
</table>

(Prerequisite: Math 091 or equivalent competencies)

<table>
<thead>
<tr>
<th>Section No.</th>
<th>Time(s)</th>
<th>Class Meets</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>02 5:30-9:10 pm M, W</td>
<td>Moore</td>
<td></td>
</tr>
</tbody>
</table>

begins 00/00/2013 and ends 00/00/2013

### Textbook information is available at http://www.rccbookstore.net

### Tuition and Fee charges are subject to change.
### Summer Once a Week Classes

**Monday**
- EMT 290 01 4:00 - 6:00 pm--Crystal

**Wednesday**
- BUS 100 F1 5:30 - 8:20 pm--Staff
- ENGL 090 Y1 1:00 - 2:50 pm--Bauer
- ENGL 097 Y1 3:00 - 4:50 pm--Bauer

**Saturday**
- HLTH 110 01 8:30 am- 5:00 pm--Minton
  06/08/2013 to 06/22/2013
- HLTH 110 02 8:30 am- 5:00 pm--Minton
  06/22/2013 to 07/13/2013
- HLTH 110 03 8:30 am- 5:00 pm--Minton
  07/13/2013 to 07/27/2013
- HLTH 110 04 8:30 am- 5:00 pm--Minton
  07/27/2013 to 08/03/2013
- HOSP 110 01 8:00 am- 5:00 pm--Ashby
  06/08/2013 to 06/15/2013

### Fall Once a Week Classes

**Monday**
- AGRIC251 01 5:30 - 8:50 pm--Staff
- BUS 100 03 6:00 - 8:40 pm--Staff
- BUS 110 F1 6:00 - 8:40 pm--Staff
- ECE 116 01 5:00 - 7:30 pm--Huebner,
- ENGT 105 01 5:30 - 8:20 pm--DeBose
- FIRE 110 01 8:30-11:50 am--Jones
- FIRE 111 01 6:00 - 9:50 pm--Wyngaard
- HIT 215 Y1 1:00 - 2:50 pm--Curry
- HORT 120 01 5:30 - 8:50 pm--Koenigs,
- HORT 128 01 5:30 - 8:50 pm--Black
- PSYCH220 01 5:30 - 8:20 pm--Haworth
- SOCIO110 03 5:30 - 8:20 pm--Staff

**Tuesday**
- ACCT 102 Y1 11:00 am-12:50 pm--Richardson
- CIS 110 Y1 6:00 - 8:50 pm--Staff
- COMM 101 08 5:30 - 8:20 pm--Kind-Keppel
- CS 230 Y1 10:00 -11.50 am--Brenner
- CS 251 Y1 1:00 - 2:50 pm--Brenner
- ECE 112 Y1 1:00 - 3:00 pm--Helm
- FIRE 170 01 8:30 -11:50 am--Jackson
- FIRE 210 01 6:00 - 8:50 pm--Vespa
- HIT 250 Y1 1:00 - 2:50 pm--Richardson
- HLTH 120 01 6:30 - 9:20 pm--Frahman
- HLTH 197 Y1 5:00 - 9:00 pm--Clay,
  09/03/2013 to 10/01/2013
- HORT 146 01 5:30 - 8:50 pm--Boyd
- HORT 221 01 5:30 - 8:50 pm--McLaughlin
- HORT 246 01 5:30 - 8:50 pm--Boyd
- IT 116 Y1 6:00 - 7:50 pm--Staff
- IT 210 Y1 1:00 - 2:50 pm--Beube
- IT 210 Y2 6:00 - 7:50 pm--Staff
- IT 231 Y1 9:00 -10:30 am--Richardson
- MATH 095 Y1 7:30 - 9:00 pm--Cremer
- MATH 106 Y2 5:30 - 7:20 pm--Staff
- OT 114 Y1 11:00 am-12:50 pm--Beube
- P GEN202 01 6:00 - 8:50 pm--Staff
- P REL100 02 6:00 - 8:40 pm--Ruski
- PHIL 100 02 5:30 - 8:20 pm--Morrow
- PSYCH150 01 5:30 - 8:20 pm--Staff

Instructors are using technology in many courses in addition to those designated as online and hybrid courses. Students may need access to a computer to submit assignments, take quizzes and tests, and communicate with other students. Technology workshops and computer courses are offered regularly for students to improve their skills. Open computer labs are also available for student use.

You can view your financial aid award letter on myRichland! If you have questions about your award, visit the Financial Aid & Veterans’ Affairs Office.
### Fall Once-a-Week Classes

<table>
<thead>
<tr>
<th>Wednesday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 199 Y1</td>
<td>HLTH 110 01</td>
</tr>
<tr>
<td>10/01/2013 to 12/20/2013</td>
<td>8:30 am-5:00 pm--Staff</td>
</tr>
<tr>
<td>Bio 101 Y2</td>
<td>HLTH 110 02</td>
</tr>
<tr>
<td>6:00 - 7:50 pm--Merli</td>
<td>8:30 am-5:00 pm--Minton</td>
</tr>
<tr>
<td>BUS 100 F1</td>
<td>HLTH 110 03</td>
</tr>
<tr>
<td>6:00 - 8:40 pm--Staff</td>
<td>8:30 am-5:00 pm--Minton</td>
</tr>
<tr>
<td>BUS 238 O1</td>
<td>HLTH 110 04</td>
</tr>
<tr>
<td>6:00 - 8:40 pm--Staff</td>
<td>8:30 am-5:00 pm--Minton</td>
</tr>
<tr>
<td>CRJ 112 O1</td>
<td>HLTH 110 05</td>
</tr>
<tr>
<td>5:30 - 8:20 pm--Staff</td>
<td>8:30 am-5:00 pm--Staff</td>
</tr>
<tr>
<td>ECE 113 Y1</td>
<td>12/07/2013 to 12/07/2013</td>
</tr>
<tr>
<td>1:00 - 3:00 pm--Helm</td>
<td>8:00 am-5:00 pm--Ashby</td>
</tr>
<tr>
<td>ENGL 120 F1</td>
<td></td>
</tr>
<tr>
<td>6:00 - 8:50 pm--Grindy</td>
<td></td>
</tr>
<tr>
<td>ENGL 222 F1</td>
<td></td>
</tr>
<tr>
<td>6:00 - 8:50 pm--Grindy</td>
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</tr>
<tr>
<td>FIRE 180 O1</td>
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<tr>
<td>8:30 -10:50 am--Staff</td>
<td></td>
</tr>
<tr>
<td>FIRE 200 O1</td>
<td></td>
</tr>
<tr>
<td>6:00 - 8:50 pm--Wyngaard</td>
<td></td>
</tr>
<tr>
<td>MATH 106 O1</td>
<td></td>
</tr>
<tr>
<td>12:30 - 2:20 pm--Staff</td>
<td></td>
</tr>
<tr>
<td>OT 114 Y2</td>
<td></td>
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<tr>
<td>1:00 - 2:50 pm--Staff</td>
<td></td>
</tr>
<tr>
<td>OT 170 Y1</td>
<td></td>
</tr>
<tr>
<td>11:00 am-12:15 pm--Beube</td>
<td></td>
</tr>
<tr>
<td>PSYCH110 O5</td>
<td></td>
</tr>
<tr>
<td>5:30 - 8:20 pm--Wade</td>
<td></td>
</tr>
<tr>
<td>RADT 101 Y1</td>
<td></td>
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<tr>
<td>9:30 -11:30 am--Cardinal</td>
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<tr>
<td>RADT 101 Y2</td>
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<tr>
<td>2:30 - 4:30 pm--Cardinal</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Thursday</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 101 Y1</td>
</tr>
<tr>
<td>1:00 am - 12:50 pm--Richardson</td>
</tr>
<tr>
<td>BUS 110 O2</td>
</tr>
<tr>
<td>6:00 - 8:40 pm--Ruski</td>
</tr>
<tr>
<td>CIS 110 Y2</td>
</tr>
<tr>
<td>6:00 - 8:50 pm--Staff</td>
</tr>
<tr>
<td>ECE 114 Y1</td>
</tr>
<tr>
<td>1:00 - 3:00 pm--Helm</td>
</tr>
<tr>
<td>ENGT 108 O1</td>
</tr>
<tr>
<td>5:00 - 7:50 pm--Staff</td>
</tr>
<tr>
<td>FIRE 260 O1</td>
</tr>
<tr>
<td>8:30 -10:50 am--McAdams</td>
</tr>
<tr>
<td>FIRE 270 O1</td>
</tr>
<tr>
<td>6:00 - 8:50 pm--Prullt</td>
</tr>
<tr>
<td>HIT 115 Y1</td>
</tr>
<tr>
<td>5:30 - 7:20 pm--Staff</td>
</tr>
<tr>
<td>HLTH 140 O2</td>
</tr>
<tr>
<td>5:30 - 8:20 pm--Justice</td>
</tr>
<tr>
<td>HORT 116 O1</td>
</tr>
<tr>
<td>5:30 - 8:50 pm--McLaughlin</td>
</tr>
<tr>
<td>IT 221 Y1</td>
</tr>
<tr>
<td>10:00-11:50 am--Brenner</td>
</tr>
<tr>
<td>IT 273 Y1</td>
</tr>
<tr>
<td>6:00 - 8:50 pm--Staff</td>
</tr>
<tr>
<td>IT 282 Y1</td>
</tr>
<tr>
<td>1:00 - 2:50 pm--Brenner</td>
</tr>
<tr>
<td>P GEN102 O1</td>
</tr>
<tr>
<td>6:00 - 9:40 pm--Staff</td>
</tr>
<tr>
<td>P REL110 O2</td>
</tr>
<tr>
<td>6:00 - 8:40 pm--Staff</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 270 Y1</td>
</tr>
<tr>
<td>3:00 - 5:00 pm--Staff</td>
</tr>
<tr>
<td>HLTH 140 O1</td>
</tr>
<tr>
<td>9:00 -11:40 am--Justice</td>
</tr>
<tr>
<td>HVAC 140 Y1</td>
</tr>
<tr>
<td>5:30 - 7:30 pm--Staff</td>
</tr>
<tr>
<td>THTRE 180 O1</td>
</tr>
<tr>
<td>1:00 - 5:00 pm--Staff</td>
</tr>
</tbody>
</table>

### Registration Dates

- **Currently Enrolled Students**
  - April 1, 2013
- **All Students**
  - April 8, 2013

### Section Numbering System

- **01, 02, etc.** Main Campus Courses
- **Y#** Hybrid Courses
- **V#** Online Courses
- **D#** Distance Class

### Off-campus locations

- **A#** Decatur Area Technical Academy
- **B#** Warrensburg-Latham High School
- **C#** Clinton Center
- **E#** Eisenhower High School
- **F#** Fairview Park Plaza Center
- **G#** Cerro Gordo High School
- **J#** Decatur Christian High School
- **K#** MacArthur High School
- **L#** Lutheran School Association
- **M#** Maroa-Forsyth High School
- **N#** Meridian High School
- **P#** Sangamon Valley High School
- **Q#** Central A & M High School
- **R#** Argenta-Oreana High School
- **S#** St. Teresa High School
- **U#** Mt. Zion High School

### About the Course Listings:

- **TBA = To Be Announced**
- **IAI = Qualifies under the Illinois Articulation Initiative**
- **Prerequisite = What is required before you can take the course**
Summer Off Campus Classes

Clinton

ART 100 (IAI)--Art Appreciation  [3 Credits]
(This course is not for fine or graphic art majors.)
  01 9:30 -11:20 am--M,T,W--Clinton H.S. Walsh

Fairview Park Plaza-Decatur

BUS 100--Business Fundamentals  [3 Credits]
  F1  5:30 - 8:20 pm--W--Fairview Park Plaza Staff

P REL100--Human Relations  [3 Credits]
(prerequisite: successful completion of OT 119 or eligibility for ENGL 101)
  C1  6:00 - 7:50 pm--T,Th--Clinton Center Staff

Fall Off Campus Classes

Argenta

ENGL 101 (IAI)--Composition 1  [3 Credits]
(prerequisite: one of the following: 1) “C” or better in English 090 and/or 097; 2) score of 40th percentile or above on ACT (English and Reading) or SAT (Verbal); 3) satisfactory scores on Richland’s English and Reading Comprehension placement tests; or 4) evidence of equivalent competencies)
  R1  8:15 - 9:05 am--M,W,F--Argenta-Oreana H.S. Staff

ENGL 102 (IAI)--Composition 2  [3 Credits]
(prerequisite: Engl 101 with a “C” or better.)
  R1  Argenta-Oreana H.S. Staff

SOCIO110 (IAI)--Introduction to Sociology  [3 Credits]
(prerequisite: eligibility for ENGL 101)
  R1  8:15 - 9:05 am--M,W,F--Argenta-Oreana H.S. Staff

Fairview Park Plaza-Decatur

ART 100 (IAI)--Art Appreciation  [3 Credits]
(This course is not for fine or graphic art majors.)
  01  9:30 -11:20 am--M,T,W--Clinton H.S. Walsh

Cerro Gordo

ENGL 101 (IAI)--Composition 1  [3 Credits]
(prerequisite: one of the following: 1) “C” or better in English 090 and/or 097; 2) score of 40th percentile or above on ACT (English and Reading) or SAT (Verbal); 3) satisfactory scores on Richland’s English and Reading Comprehension placement tests; or 4) evidence of equivalent competencies)
  G1 12:41 - 1:25 pm--M,T,W,Th--Cerro Gordo H.S. Henricks, Dual Credit-High School Students Closed Classes

Clinton

BUS 100--Business Fundamentals  [3 Credits]
  C1  6:00 - 7:50 pm--M,W--Clinton Center Staff
   begins 10/15/2013 and ends 12/16/2013

BUS 110--Business Mathematics  [3 Credits]
  C1  6:00 - 7:50 pm--T,Th--Clinton Center Staff
   begins 10/15/2013 and ends 12/16/2013

CIS 110 (IAI)--Business Applications for Microcomputers  [3 Credits]

*S Fee
Summer / Fall 2013 Off-Campus Classes

Maroa
ENGL 101 (IAI) --Composition 1 [3 Credits]
(prerequisite: one of the following: 1) “C” or better in English 090 and/or 097; 2) score of 40th percentile or above on ACT (English and Reading) or SAT (Verbal); 3) satisfactory scores on Richland’s English and Reading Comprehension placement tests; or 4) evidence of equivalent competencies)
M1 7:10 - 8:00 am--M,W,F--Maroa-Forsyth H.S. Staff
Dual Credit-High School Students Only

Moweaqua
SOCIO110 (IAI) --Introduction to Sociology [3 Credits]
(prerequisite: eligibility for ENGL 101)
Q1 7:30 - 8:45 am--T,Th--Central A&M H.S. Staff
Dual Credit-High School Students Only

Mt Zion
ENGL 101 (IAI) --Composition 1 [3 Credits]
(prerequisite: one of the following: 1) “C” or better in English 090 and/or 097; 2) score of 40th percentile or above on ACT (English and Reading) or SAT (Verbal); 3) satisfactory scores on Richland’s English and Reading Comprehension placement tests; or 4) evidence of equivalent competencies)
U1 7:45 - 8:35 am--M,W,F--Mt Zion H.S. Staff
Dual Credit-High School Students Only
PSYCH110 (IAI) --Introduction to Psychology [3 Credits]
(prerequisite: eligibility for ENGL 101)
U1 8:38 - 9:28 am--M,W,F--Mt Zion H.S. Staff
Dual Credit-High School Students Only

St Teresa-Decatur
ENGL 101 (IAI) --Composition 1 [3 Credits]
(prerequisite: one of the following: 1) “C” or better in English 090 and/or 097; 2) score of 40th percentile or above on ACT (English and Reading) or SAT (Verbal); 3) satisfactory scores on Richland’s English and Reading Comprehension placement tests; or 4) evidence of equivalent competencies)
S1 7:45 - 9:00 am--T,Th--St Teresa High School Staff
Dual Credit-High School Students Only
PSYCH110 (IAI) --Introduction to Psychology [3 Credits]
(prerequisite: eligibility for ENGL 101)
S1 8:00 - 8:50 am--M,W,F--St Teresa High School Staff
Dual Credit-High School Students Only

Have you applied for Financial Aid? Be sure you have completed the 2012-2013 FAFSA at www.fafsa.gov for Summer 2013. The 2013-2014 FAFSA needs to be completed for the Fall 2013 semester. Once your FAFSA has been processed, you will receive an email from the Financial Aid Office outlining your next steps.

Tuition and Fee charges are subject to change.

Registration Dates
Currently Enrolled Students
April 1, 2013
All Students
April 8, 2013
Online Classes

In an online class, all instruction is provided online and no face-to-face classroom instruction is required. Students may be required to attend an orientation or take proctored exams on campus or at an approved location near the student; please refer to the course schedule for more information. Classes are designated by V1, V2, etc.

Hybrid Classes

A hybrid class is a combination of face-to-face classroom instruction and online instruction. A portion of the instruction is provided online, but some regular face-to-face instruction is still required. Face-to-face time requirements will vary between hybrid courses and sections; please refer to the course schedule for more information. Classes are designated by Y1, Y2, etc. There is a $5 fee assessed per credit hour for all hybrid classes.

Student Orientation to the Canvas Learning Management System

To be successful in online and hybrid courses, all students need to complete a one-time online Intro to Canvas. Students who have not completed this Intro should visit http://www.richland.edu/online/orientation for information about accessing and completing this orientation. Students must complete the orientation before they will be able to access their online or hybrid course. Once the orientation is complete, courses will show up in Canvas on the first day of class.

Questions? E-mail ochelp@richland.edu

Online and hybrid sections start at various times during the semester. Check the class listing for complete information.

SUMMER

AF AM 100 V1 Hawkins
AF AM 120 V1 Hawkins
ART 100 V1 Rocha
BIOL 101 Y1 Merli
BIOL 106 V1 Feinstein
BUS 100 V1 Ruski
CHEM 100 Y1 Merli
COMM 101 V1 Stephens
ED 200 Y1 Merli
ED 202 Y1 King
ED 999 Y1 Rocha
Last Class meets on Saturday
9:00-12:00 for post exam
EMT 220 Y1 Crystal
ENGL 090 V1 Bauer
ENGL 097 Y1 Bauer
ENGL 101 V1 Gallagher
ENGL 101 V2 Gallagher
ENGL 101 Y1 Tomlinson
ENGL 102 V1 Tomlinson
ENGL 110 V1 Tomlinson
ENGL 126 V1 Becker
HIST 102 V1 Austin
HIST 111 V1 Kocher
HIST 270 V1 Austin
HLTH 197 V1 Riedell
HUMAN 100 V1 King
HUMAN 100 V2 Tomlinson
IT 131 V1 Brenner
IT 153 V1 Brenner
MATH 170 V1 Hynds
MATH 171 V2 Hynds
MUSCI100 V1 Staff
OT 118 V1 Kitchens
OT 140 V1 Kitchens
OT 240 V1 Perkins
OT 244 V1 Camp
P REL 110 V1 Ruski
POL S 110 V1 Lusvardi

FALL

ACCT 101 Y1 Richardson
ACCT 102 Y1 Richardson
AF AM 100 V1 Hawkins
AF AM 120 V1 Hawkins
AF AM 120 Y1 Denson
AF AM 130 V1 Staff
AF AM 141 Y1 Willis
ART 100 V1 Rocha
ART 100 V2 Staff
ART 172 V1 Rocha
ART 199 Y1 Staff
ART 270 Y1 Staff
BIOL 101 Y1 Merli
BIOL 101 Y2 Merli
BIOL 106 V1 Feinstein
BIOL 201 Y1 Feinstein
BIOL 202 Y1 Feinstein
BUS 100 V1 Gilbertz
BUS 110 V1 Ruski
BUS 228 V1 Gilbertz
BUS 231 V1 Gilbertz
CHEM 106 Y1 Merli
CIS 110 V1 Staff
CIS 110 Y1 Staff
CIS 110 Y2 Staff
COMM 101 V1 Stephens
COMM 101 V2 Stephens
07/29/2013 - 08/12/2013
COMM 101 V1 Stephens
08/19/2013 - 10/15/2013
COMM 101 V3 Staff
10/15/2013 - 12/16/2013
COMM 130 V1 Staff
COMM 240 V1 Staff
CRJ 128 V1 Staff
CS 110 V1 Brenner
CS 230 V1 Brenner
CS 230 Y1 Brenner
CS 251 V1 Brenner
### Summer/Fall 2013 Online and Hybrid Classes

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<td>OT 205</td>
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<td>V1 Richardson</td>
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</table>

Additional hospital clinical hours by arrangement

**Must be eligible for Engl 101**

**Students enrolled in courses for the FIRST time or using the Canvas CMS for the first time at Richland must complete the Canvas online orientation.**

For more information about the orientation go to [www.richland.edu/online/orientation](http://www.richland.edu/online/orientation).
Summer 2013 Classes

Section Numbering System

01, 02, etc. Main Campus Courses
Y# Hybrid Courses
V# Online Courses
D# Distance Class

Off-campus locations
A# Decatur Area Technical Academy
B# Warrensburg-Latham High School
C# Clinton Center
E# Eisenhower High School
F# Fairview Park Plaza Center
G# Cerro Gordo High School
J# Decatur Christian High School
K# MacArthur High School
L# Lutheran School Association
M# Maroa-Forsyth High School
N# Meridian High School
P# Sangamon Valley High School
Q# Central A & M High School
R# Argenta-Oreana High School
S# St. Teresa High School
U# Mt. Zion High School

Accounting

ACCT 101 (IAI) --Financial Accounting [4 Credits]
01 8:00 - 11:45 am--M,W --Reynolds
02 9:00 am-12:45 pm--T,Th--Reynolds
03 5:30 - 9:20 pm--M,W--Staff

ACCT 102 (IAI) --Managerial Accounting Fundamentals [4 Credits]
(prerequisite: ACCT 101)
01 5:30 - 9:20 pm--T,Th--Staff

ACCT 290--Work Exp Practicum & Seminar [3 Credits]
(prerequisite: completion of 45 credit hours or approval of appropriate instructional team)
01 Hood

ACCT 295--Special Advanced Projects [3 Credits]
(prerequisite: completion of 45 credit hours or approval of appropriate instructional team)
01 Hood

Adult Education/GED (ABE/ASE/ESL)

ED and Adult Basic Education courses are offered free of charge to students preparing for the GED test or needing to improve their basic skills. Instruction focuses on improving reading, math, and writing skills so that a student can transition to college or to the workforce. A 2-1/2 hour orientation is held at the Richland Adult Education Center. For more information about orientation, class structure, and locations, call 217.875.7211, Ext. 355, Room W121.

African American Studies

AF AM100 (IAI) --African American Studies [3 Credits]
V1 Hawkins

AF AM120 (IAI) --African-American Experience (Formerly AF AM101) [3 Credits]
V1 Hawkins

Art

ART 100 (IAI) --Art Appreciation [3 Credits]
(This course is not for fine or graphic art majors.)
C1 9:30 - 11:20 am--M,T,W--Stein
02 12:00 - 1:50 pm--T,W,Th--Staff
V1 Rocha

ART 121--Ceramics 1 [3 Credits] + Fee
01 10:30 am-1:20 pm--M,T,W,Th--Staff

ART 122--Ceramics 2 [3 Credits]+ Fee (prerequisite: ART 121)
01 10:30 am-1:20 pm--M,T,W,Th--Staff

ART 131--Advanced Ceramics 1 [3 Credits] + Fee (prerequisite: ART 122)
01 10:30 am-1:30 pm--M,T,W,Th--Staff

Automotive Technology

Purchases required for Automotive students:
1) Safety glasses
2) Uniform shirt which is purchased from Automotive Coordinator.
3) NATEF approved tool set. Contact Automotive Coordinator at 217.875.7211, Ext 360 for details prior to purchasing tools.

The Automotive program at RCC is master certified by National Automotive Technicians Education Foundation (NATEF). The ASE Certification exam schedule is below for 2013. Registration is available online at www.ase.com/myASE or by calling 1.877.346.9327.

ASE Testing Calendar for 2013
Online testing is available during the months of July, August, October, and November, 2013.

AUTO 101--Basic Theory [3 Credits] + Fee
01 8:00 - 11:30 am--M,T,W,Th--Happe
begins 06/03/2013 and ends 06/28/2013

AUTO 202--Heating & Air Conditioning [4 Credits] + Fee
01 2:00 - 4:40 pm--M,T,W,Th--Happe
begins 06/03/2013 and ends 06/28/2013

AUTO 290--Automotive Internship [3 Credits]
(prerequisite: minimum completion of 45 credit hours toward Automotive Technology Degree)
01 Happe

Tuition and Fee charges are subject to change.
## Biology

**BIOL 101 (IAI) --Concepts of Biology 1 [4 Credits]**  
+ Fee  

( prerequisite: eligibility for ENGL 101)  

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<th>Instructor</th>
<th>Location</th>
<th>Notes</th>
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<td>8:00-10:15 am</td>
<td>Stokes</td>
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<tr>
<td>02</td>
<td>10:45 am-1:00 pm</td>
<td>Stokes</td>
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<td>Y1</td>
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**BIOL 106--Issues in Human Biology [3 Credits]**  
( prerequisite: eligibility for ENGL 101)  

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**BIOL 201 (IAI) --Human Anatomy & Physiology 1 [4 Credits] + Fee**  

( prerequisite: successful completion ["C" or better grade] or BIOL 101 or successful completion ["B" or better grade for each course] of two years of high school biology and 1 year of high school chemistry within the last three years)  

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**BIOL 202 (IAI) --Human Anatomy and Physiology 2 [4 Credits] + Fee**  

( prerequisite: successful completion ["C" or better grade] of BIOL 201 or successful completion of BIOL 201 proficiency exam)  

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**BIOL 220 (IAI) --Microbiology [4 Credits] + Fee**  

( prerequisite: successful completion ["C" or better grade] of BIOL 101 or successful completion ["B" or better grade for each course] of two years of high school biology and 1 year of high school chemistry within the last three years)  

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## Chemistry

**CHEM 100 (IAI) --Concepts of Chemistry[4 Credits] + Fee**  

( prerequisite: eligibility for MATH 098)  

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## Business

**BUS 100--Business Fundamentals [3 Credits]**  

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<td>V1</td>
<td>9:00-10:10 am</td>
<td>Ruski</td>
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**BUS 110--Business Mathematics [3 Credits]**  

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<th>Section</th>
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<td>01</td>
<td>6:00-8:40 pm</td>
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**BUS 231--Business Law Principles [3 Credits]**  

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<td>6:00-8:40 pm</td>
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**BUS 290--Work Exp Practicum & Seminar [3Credits]**  

( prerequisite: sophomore standing and a minimum completion of 45 credit hours toward a Business or Hospitality Management degree, or approval from the appropriate full-time faculty)  

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<td>03</td>
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**BUS 295--Workplace Simulation & Project [3 Credits]**  

( prerequisite: student seeking AAS degree or certificate in Business or Hospitality Management who has completed at least 45 credit hours of college work or who has approval of appropriate instructional team)  

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<th>Section</th>
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**Communications**

**COMM 101 (IAI) --Public Speaking [3 Credits]**  

( prerequisite: eligibility for ENGL 101)  

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<td>01</td>
<td>10:00-11:15 am</td>
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<td>02</td>
<td>12:30-1:45 pm</td>
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<td>03</td>
<td>5:30-6:20 pm</td>
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**COMM 120 (IAI) --Business and Professional Speaking [3 Credits]**  

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Instructors are using technology in many courses in addition to those designated as online and hybrid courses. Students may need access to a computer to submit assignments, take quizzes and tests, and communicate with other students. Technology workshops and computer courses are offered regularly for students to improve their skills. Open computer labs are also available for student use.
# Computer Information Systems

**CIS 101--Computer Literacy [1 Credits]**  
(Office 2007. Students are not charged tuition or fees for this course)

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**CIS 110 (IAI) --Business Applications for Microcomputers [3 Credits] + Fee**

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# Computer Science

**CS 105--Foundations of Information Technology [3 Credits] + Fee**

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# Criminal Justice

**CRJ 290--Work Experience Practicum & Seminar [3 Credits]**  
(prerequisite: eligibility for ENGL 101 and approval of the Criminal Justice Coordinator)

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**CRJ 295--Special Projects [3 Credits]**  
(prerequisite: eligibility for ENGL 101 and completion of CRJ 110, PSYCH 110, and SOCIO 110; sophomore standing; minimum completion of 45 hours toward the AAS in Criminal Justice; and approval of the Criminal Justice Coordinator)

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# Culinary Arts

**CA 150--Culinary Math [2 Credits] + Fee**  
(prerequisite: eligibility of Math 090)

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**CA 220--Pastry Fundamentals [3 Credits] + Fee**  
(prerequisite: CA 120)

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# Drafting

**DRAFT 210--Microstation [3 Credits] + Fee**  
(prerequisite: DRAFT 101 or equivalent competencies)

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**DRAFT 215--AutoCad [3 Credits] + Fee**  
(prerequisite: DRAFT 101 (or concurrent enrollment) or consent of full-time instructor)

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**DRAFT 220--Intermediate CAD [3 Credits] + Fee**  
(prerequisite: DRAFT 210 or DRAFT 215)

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**DRAFT 230--Advanced CAD [3 Credits] + Fee**  
(prerequisite: DRAFT 220)

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**DRAFT 235--Solid Modeling (3-D)Solid Works/Inventor [3 Credits] + Fee**  
(prerequisite: DRAFT 230 or equivalent competencies)

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**DRAFT 236--Pro-Engineer [4 Credits] + Fee**

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**DRAFT 242--Commercial Architecture [3 Credits] + Fee**  
(prerequisite: DRAFT 245)

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**DRAFT 243--Structural Steel Detailing [3 Credits] + Fee**  
(prerequisite: DRAFT 245)

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# Early Childhood Education

**ECE 290--Work Experience Pract & Seminar [1..3 Credits]**  
(prerequisite: eligibility for ENGL 101, completion of a sufficient portion of the Early Childhood program to justify a learning experience in the employment setting, and permission from the Early Childhood Education Professor and/or Dean)

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**EASCI210 (IAI) --Physical Geography [4 Credits] + Fee**  
(prerequisite: eligibility for ENGL 101)

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# Economics

**ECON 231 (IAI) --Macroeconomics [3 Credits]**  
(prerequisite: eligibility for ENGL 101)

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**ECON 232 (IAI) --Microeconomics [3 Credits]**  
(prerequisite: ECON 231)

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**Summer 2013 Classes**
Summer 2013 Classes

Education

ED 107--Art for Elementary School Teachers  [3 Credits]
(prerequisite: successful completion of ENGL 101)
V1  Helm

ED 108--The Multicultural Classroom  [3 Credits]
(prerequisite: successful completion of ENGL 101)
V1  Hawkins

ED 210--Introduction to Bilingual Education  [3 Credits]
(prerequisite: eligibility for ENGL 101)
V1

ED 999 (IAI) --Preparing for the IBST/TAP  [1..3 Credits]
Y1 9:00 -11:00 am--T,W,Th Staff
Last class meets on Saturday
9:00-12:00 for post exam

Emergency Medical Technology

EMT 220--Paramedic 2  [6 Credits] + Fee
(prerequisite: currently licensed as EMT-B or higher, and completion of EMT 200)
Y1 4.00 - 7.00 pm--T,Th Crystal
begins 06/04/2013 and ends 07/25/2013
(Lab) 7.01 - 8.00 pm--T,Th Crystal
begins 06/04/2013 and ends 07/25/2013
Additional hospital clinical hours by arrangement.

EMT 290--Paramedic 5  [5 Credits]
(prerequisite: currently licensed as EMT-B or higher, and completion of EMT 290)
01 4.00 - 6.00 pm--M Crystal
begins 06/07/2013 and ends 07/22/2013
Web-enhanced. Additional hospital clinical hours by arrangement.

Engineering Technology

ENGT 103--Fluid Power Fundamentals  [3 Credits] + Fee
(prerequisite: eligibility for MATH 091)
01 8:00 - 9:50 am--M,T,W,Th Staff

ENGT 104 (IAI) --CNC Fundamentals  [3 Credits] + Fee
01 10:00-11:50 am--M,T,W,Th Daum

ENGT 107--BioFuel Manufacturing Fundamentals  [3 Credits] + Fee
01 8:00 - 9:50 am--M,T,W,Th Staff

English

ENGL 088--Reading + Study Skills 1  [3 Credits]
01 10:00-11:50 am--M,T,W,Th Staff

ENGL 090--Reading + Study Skills 2  [3 Credits]
(prerequisite: “C” or better in ENGL 088)
01 8.00 - 9.50 am--M,T,Th Staff
02 5.30 - 7.20 pm--M,T,Th Staff
03 10:00-11:50 am--M,T,Th Staff

ENGL 095--Developmental Writing 1  [3 Credits]
01 8.00 - 9.50 am--M,T,Th Staff
02 3.30 - 5.20 pm--M,T,Th Staff

ENGL 097--Developmental Writing 2  [3 Credits]
(prerequisite: “C” or better in ENGL 095)
01 10.00-11:50 am--M,T,Th Staff
02 12.00 - 1:50 pm--M,T,Th Staff
Y1 3.00 - 4.50 pm--W Bauer

ENGL 101 (IAI) --Composition 1  [3 Credits]
(prerequisite: one of the following; 1) “C” or better in English 090 and/or 097; 2) score of 40th percentile or above on ACT (English and Reading) or SAT (Verbal); 3) satisfactory scores on Richland’s English and Reading Comprehension placement tests; or 4) evidence of equivalent competencies)
01 10.00-11:50 am--M,T,Th Becker
02 1.00 - 2:50 pm--M,T,Th Staff
V1  Gallagher
V2  Gallagher
Y1 1.00 - 1:50 pm--M,T,W,Th Tomlinson
begins 05/21/2013 and ends 06/18/2013

ENGL 102 (IAI) --Composition 2  [3 Credits]
(prerequisite: ENGL 101 with “C” or better)
01 8.00 - 9.50 am--M,T,Th Becker
V1  Tomlinson
V2  King

ENGL 110--Professional & Technical Writing  [3 Credits]
(prerequisite: eligibility for ENGL 101)
V1  Tomlinson

ENGL 115 (IAI) --Introduction to Literature  [3 Credits]
(prerequisite: eligibility for ENGL 101)
01 8.00 - 9.50 am--M,T,Th Becker

ENGL 126 (IAI) --Introduction to Poetry [3 Credits]
(prerequisite: eligibility for ENGL 101)
V1  Becker

Health

HLTH 040--Nurse Assistant Competency Skills Assessment  [0.5 Credits] + Fee
(prerequisite: Student must have completed an approved Basic Nurse Assistant Training program and be listed on the Illinois Health Care Worker Registry.)
01 7.30 am- 3.30 pm--M,T,Th--Off Campus- unknown loc Miller
begins 07/15/2013 and ends 07/16/2013
(Lab) 9:00 am- 3:00 pm--F Miller
begins 07/12/2013 and ends 07/12/2013
Summer 2013 Classes

**HLTH 110--Cardio Pulmonary Resuscitation**  [0.5 Credits] + Fee

01  8:30 am - 5:00 pm--Sa  Minton

begins 06/08/2013 and ends 06/08/2013
Before class, students are required to purchase the BLS for Healthcare providers students Manual to read and review.

02  8:30 am - 5:00 pm--Sa  Minton

begins 06/22/2013 and ends 06/22/2013
Before class, students are required to purchase the BLS for Healthcare providers students Manual to read and review.

03  8:30 am - 5:00 pm--Sa  Minton

begins 07/13/2013 and ends 07/13/2013
Before class, students are required to purchase the BLS for Healthcare providers students Manual to read and review.

04  8:30 am - 5:00 pm--Sa  Minton

begins 07/27/2013 and ends 07/27/2013
Before class, students are required to purchase the BLS for Healthcare providers students Manual to read and review.

**HLTH 140--Medical Terminology**  [3 Credits]

01  5:30 - 8:20 pm--T,Th  Acciavatti

**HLTH 141--Nurse Assistant Training**  [8 Credits] + Fee

(prerequisite: meet eligibility requirements for admission to the College, be at least 16 years of age, and successfully complete Nurse Assistant reading pre-test or demonstrate 8th grade reading level by an approved exam. All students who register for the program must complete the Illinois Healthcare Worker Background Check-Uniform Conviction Information Act (Public Act#89-197).)

01  6:00 am-12:30 pm--M,T,W,Th  TBA

begins 07/11/2013 and ends 07/24/2013
8:00 am-12:15 pm--M,T,W,Th  Harmon

begins 06/03/2013 and ends 07/10/2013
8:00 -10:00 am--Th  Harmon

begins 07/25/2013 and ends 07/25/2013
02  7:30 am -3:45 pm--M,T,W,Th  Miller

begins 07/01/2013 and ends 07/19/2013
10:00 am - 4:15 pm--M,T,W,Th  Miller

begins 06/03/2013 and ends 06/27/2013
10:00 am-12:00 pm--Th  Miller

begins 07/11/2013 and ends 07/11/2013

**HLTH 197--Special Topics in Healthcare**  [1 to 3 Credits] + Fee

Cardiac Rhythm Interpretation

V1  Riedell

**HLTH 220--Nutrition and Diet Therapy**  [3 Credits]

(prerequisite: completion of ENGL 090 with a grade of "C" or above, or tested out of ENGL 090)

01  5:30 - 8:30 pm--M,W  Acciavatti

**Health Information Technology**

**HIT 190--Coding Professional Practice Exp**  [2 Credits]

(prerequisite: HIT 101, OT 143, OT 243)

01  Curry

**Heating, Ventilation, Air Conditioning**

**HVC 290--Work Experience and Seminar**  [3 Credits]

(prerequisite: minimum completion of 45 credit hours toward the HVAC degree)

01  Hudson

**History**

**HIST 101 (IAI)--United States to 1877**  [4 Credits]

(prerequisite: eligibility for ENGL 101)

V1  Kocher

**HIST 102 (IAI)--United States since 1877** [4 Credits]

(prerequisite: eligibility for ENGL 101)

V1  Austin

**HIST 111 (IAI)--European Civ to Reformation**  [4 Credits]

(prerequisite: eligibility for ENGL 101)

V1  (Lab) Kocher

**HIST 270 (IAI)--History of Non-Western Civilization: China**  [4 Credits]

(prerequisite: eligibility for ENGL 101)

V1  Austin

**Horticulture**

**HORT 202--Vegetable Crop Production**  [3 Credits] + Fee

(prerequisite: HORT 115 & HORT 116)

01  8:00 - 9:50 am--T  Koenigs

8:00 -10:50 am--Th,F  Koenigs

**HORT 290--Work Experience Practicum & Seminar**  [3 Credits]

(prerequisite: minimum completion of 30 credit hours toward a Horticulture degree or approval from Horticulture faculty)

01  McLaughlin

**HORT 295--Workplace Simulation & Project**  [3 Credits]

(prerequisite: minimum completion of 30 credit hours toward a Horticulture degree or approval from the Horticulture faculty)

01  McLaughlin

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**Registration Dates**

Currently Enrolled Students
April 1, 2013

All Students
April 8, 2013
Hospitality Management
HOSP 110--Food Service Sanitation [1 Credits]
01  8:00 am- 5:00 pm--Sa Ashby
begins 06/08/2013 and ends 06/15/2013
Textbook is required and must be purchased before first class. Read chapters 1-7 before first class.

Humanities
HUMAN100 (IAI)--Introduction to the Arts [3 Credits]
(prerequisite: eligibility for ENGL 101)
01 10:00-11:50 am--M,T, Th Staff
V1  King
V2  Tomlinson

HUMAN280--Interdisciplinary Field Experience in the Humanities [3 Credits]
(prerequisite: eligibility for ENGL 101)
01 Gallagher
Instructor permission required

Information Technology
CIS 101--Computer Literacy [1 Credits]
(Office 2007. Students are not charged tuition or fees for this course)
01  5:30 - 8:30 pm--M, T, W, Th, F Staff
begins 06/10/2013 and ends 06/14/2013
02  5:30 - 8:30 pm--M, T, W, Th, F Staff
begins 07/08/2013 and ends 07/12/2013

CIS 110 (IAI)--Business Applications for Microcomputers [3 Credits]
01  9:00 am-12:10 pm--M, W Staff
02  6:00 - 9:10 pm--T, Th Staff

IT 131--Programming Logic [3 Credits] + Fee
(Visual Logic and Visio 2007)
V1  Brenner

IT 153--Web Development [4 Credits] + Fee
V1  Brenner

IT 290--Work Experience Practicum [3 Credits]
(prerequisite: sophomore standing and a minimum completion of 45 credit hours toward an IT degree, or approval from the full-time Information Technology faculty)
AAS Desktop Support Technician
01  Staff
02  Brenner
03  Kirby

AAS Programmer/Analyst

AAS Network Technology

Mathematics
All mathematics courses which are prerequisites for other mathematics courses must be completed with a "C" or better if they are to be to be used as prerequisites.

MATH 090--Pre Algebra [4 Credits]
(prerequisite: both of the following: (1) MATH 087 with a "C" or better grade or satisfactory score on the mathematics placement exam, and (2) eligibility for ENGL 101 or concurrent enrollment in ENGL 090)
01  8:00 - 9:50 am--M, T, W, Th, F Staff

02  5:30 - 7:20 pm--M, T, W, Th, F Staff

MATH 091--Basic Algebra [4 Credits]
(prerequisite: both of the following: (1) MATH 090 with a "C" or better grade or satisfactory score on the mathematics placement exam, and (2) eligibility for ENGL 101 or concurrent enrollment in ENGL 090 and ENGL 097)
01  8:00 - 9:50 am--M, T, W, Th, F Ferrill
02  5:30 - 7:20 pm--M, T, W, Th, F Staff

MATH 095--Basic Geometry [4 Credits]
(prerequisite: both of the following: (1) MATH 091 with a "C" or better grade or satisfactory score on the mathematics placement exam, and (2) eligibility for ENGL 101 or concurrent enrollment in ENGL 090 and ENGL 097)
01  10:00-11:50 am--M, T, W, Th Staff
02  5:30 - 7:20 pm--M, T, W, Th Staff

MATH 098--Intermediate Algebra [4 Credits]
(is prescribed for students who have placed into a developmental mathematics sequence except MATH 095. This course is repeatable up to three times.)
01  8:00 - 9:50 am--M, T, W, Th, F Staff
02  5:30 - 7:20 pm--M, T, W, Th, F Staff

MATH 099--Developmental Mathematics [4 Credits]
(Flex Schedule. Attend class in the Mathematics Enrichment Center minimum of 8 hrs/week. This class is web-enhanced.)
01  8:00 - 9:50 am--M, T, W, Th, F Brenner

Tuition and Fee charges are subject to change.
MATH 106 -- Mathematics for Health Careers  [2 Credits]
(prerequisite: eligibility for MATH 091)
01 5:30 - 7:20 pm-M, W Staff

MATH 110 (IAI) -- Concepts of Mathematics  [4 Credits]
(prerequisite: all of the following: (1) MATH 096 with a "C" or better grade or satisfactory score on the mathematics placement exam, (2) MATH 095 with a "C" or better grade or one year of high school geometry, and (3) eligibility for ENGL 101)
01 8:00 - 9:50 am-M, T, W, Th Odell

MATH 113 (IAI) -- Introduction to Applied Statistics  [4 Credits]
(prerequisite: all of the following: (1) MATH 096 with a "C" or better grade or satisfactory score on the mathematics placement exam, and (2) MATH 095 with a "C" or better grade or one year of high school geometry, and (3) eligibility for ENGL 101)
01 10:00 - 11:50 am-M, T, W, Th Jones
This class is web-enhanced.

MATH 116 -- College Algebra  [4 Credits]
(prerequisite: all of the following: (1) MATH 096 with a "C" or better grade or satisfactory score on the mathematics placement exam, (2) MATH 095 with a "C" or better grade or one year of high school geometry, and (3) eligibility for ENGL 101)
01 10:00 - 11:50 am-M, T, W, Th Odell

MATH 117 -- Trigonometry  [3 Credits]
(prerequisite: all of the following: (1) MATH 096 with a "C" or better grade or satisfactory score on the mathematics placement exam, (2) MATH 095 with a "C" or better grade or one year of high school geometry, and (3) eligibility for ENGL 101)
01 8:30 - 9:45 am-M, T, W, Th Staff

MATH 121 (IAI) -- Calculus & Analytic Geometry 1  [5 Credits]
(prerequisite: successful completion of both MATH 116 with a "C" or better grade and MATH 117 with a "C" or better grade or satisfactory score on the mathematics placement exam)
01 10:00 am-12:15 pm-M, T, W, Th Ferrill

MATH 160 (IAI) -- Finite Mathematics for Business and Social Sciences  [4 Credits]
(prerequisite: MATH 116 with a "C" or better grade or equivalent competencies)
01 8:00 - 9:50 am-M, T, W, Th Jones
This class is web-enhanced.

MATH 170 (IAI) -- Introduction to Statistics  [4 Credits]
(prerequisite: MATH 160 with a "C" or better grade)
V1 Hynds

MATH 171 (IAI) -- Concepts of Statistics  [4 Credits]
(prerequisite: MATH 116 with a "C" or better grade)
V1 Hynds

Music
MUSIC100 (IAI) -- Music Appreciation  [3 Credits]
01 9:00 - 10:50 am-M, T, Th Staff
V1 Staff

Nursing
NURS 154 -- Pharmaco logical Principles for Nursing Practice  [3 Credits] + Fee
(prerequisite: must be accepted into the ADN or LPN nursing program, or have current LPN licensure, or approval of the Nursing Program Director.)
Y1 9:00 - 11:00 am-T Vercellino
begins 06/04/2013 and ends 07/23/2013

Office Technology
OT 118 -- Introduction to Medical Transcription  [3 Credits] + Fee
V1 Kitchens

OT 140 -- Medical Terminology  [3 Credits]
V1 Kitchens

OT 240 -- Pharmacology Fundamentals  [3 Credits]
(prerequisite: OT 140 or HLTH 140 or equivalent competencies)
V1 Perkins

OT 244 -- Interpreting Healthcare Records  [3 Credits] + Fee
(prerequisite: OT 140 or HLTH 140 and OT 141)
V1 Camp

OT 290 -- Work Experience Practicum & Seminar  [3 Credits]
(prerequisite: sophomore standing and a minimum completion of 45 credit hours toward an OT degree, or approval from the full-time Office Technology faculty. Students must also pass the typing requirement of 50 NWAM for five minutes with five or fewer errors prior to taking this course)
AAS Admin/General
01 Beube
AAS Admin/Acct-Legal
02 Richardson
AAS Medical Office Specialist
03 Kitchens

OT 295 -- Workplace Simulation & Project  [3 Credits]
(prerequisite: sophomore standing and a minimum completion of 45 credit hours toward an OT degree, or approval from the full-time Office Technology faculty)
AAS Admin/General
01 Beube
AAS Admin/Acct-Legal
02 Richardson
AAS Medical Office Specialist
03 Kitchens
Summer 2013 Classes

Personnel Relations
P REL110--Supervision  [3 Credits]
   V1   Ruski

Philosophy
PHIL 100 (IAI)--Critical Thinking  [3 Credits]
   (prerequisite: eligibility for ENGL 101)
   01  10:00-11:50 am--M,T,Th Morrow
PHIL 110 (IAI)--Introduction to Philosophy  [3 Credits]
   (prerequisite: eligibility for ENGL 101)
   01  8:00 - 9:50 am--M,T,Th Morrow

Physical Education
P ED 110--Personal Fitness  [1 Credits]
   V1   Broyles
   Contact instructor at sbroyles@richland.edu or 875-7211 ext. 290 prior to June 3, 2013 for orientation dates and times.

Physics
PHYS 100 (IAI)--Physics of the Modern World  [4 Credits]
   (prerequisite: eligibility for ENGL 101 and successful completion of MATH 091 with a "C" or better grade or equivalent competencies)
   01  8:00 - 9:50 am--M,T,W,Th Smith
PHYS 101 (IAI)--Introduction to Physics 1  [4 Credits] + Fee
   (prerequisite: successful completion of MATH 098 with a "C" or better grade or equivalent competencies and eligibility for ENGL 101)
   01  10:00 am-12:20 pm--M,T,W,Th Smith

Political Science
POL S110 (IAI)--American National Government  [3 Credits]
   (prerequisite: eligibility for ENGL 101)
   V1   Lusvardi

Psychology
PSYCH110 (IAI)--Introduction to Psychology  [3 Credits]
   (prerequisite: eligibility for ENGL 101)
   01  10:00-11:50 am--M,T,Th Tyler
   02  5:30 - 8:20 pm--T,Th Staff
   V1   Wade
   V2   Wade
PSYCH145 (IAI)--Human Growth & Development  [3 Credits]
   (prerequisite: PSYCH 110)
   V1   Wade
   V2   Wade

Radiography
RADT 102--Radiologic Patient Care  [3 Credits] + Fee
   (prerequisite: admission to the Radiography Program and concurrent enrollment in RADT 108)
   Y1 (Lab) 8:00 -10:00 am--W Grimmm
   10:00-10:30 am--W Grimmm
   Y2  10:00 -10:30 am--W Grimmm
   (Lab)10:40 am-12:40 pm--W Grimmm
RADT 108--Radiographic Procedures I  [3 Credits] + Fee
   (prerequisite: admission to the Radiography Program and concurrent enrollment in RADT 102)
   Y1  11:15 am-12:00 pm--T Clark
   (Lab) 8:30 -11:00 am--M,T Clark
   Y2  11:15 am-12:00 pm--T Clark
   (Lab) 10:00 - 3:30 pm--M,T Clark
RADT 155--Radiography Clinical III  [3.5 Credits]
   (prerequisite: completion with a grade of "C" or better in RADT 120, RADT 125, RADT 126, RADT 128 and BIOL 201)
   01  8:00 am- 3:30 pm--M,T,W,Th,F--St. Mary's Hosp Cardinal/Grimm
   02  8:00 am- 3:30 pm--M,T,W,Th,F--Decatur Memorial Hosp Cardinal/Grimm
   03  8:00 am- 3:30 pm--M,T,W,Th,F--Memorial Medical-Springf Cardinal/Grimm

Sociology
SOCIO110 (IAI)--Introduction to Sociology  [3 Credits]
   (prerequisite: eligibility for ENGL 101)
   01  10:00-11:50 am--M,T,Th Palmer
   This class is web-enhanced.
   02  5:30 - 8:20 pm--T,Th Staff
   V1   Palmer
   V2   Palmer
SOCIO200 (IAI)--Marriage and the Family  [3 Credits]
   (prerequisite: SOCIO 110 or PSYCH 110)
   V1   (Lab) Palmer
### Surgical Technology

**SURGT130--Principles of Surgical Technology II**
[3 Credits] + Fee

<table>
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<tr>
<th>Code</th>
<th>Time</th>
<th>Instructor</th>
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<tr>
<td>01</td>
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<td>W Lee</td>
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**SURGT135--Surgical Procedures I**
[2 Credits] + Fee

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<tbody>
<tr>
<td>01</td>
<td>8:00 - 10:15 am</td>
<td>Th Oliver</td>
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<td>10:45 am- 1:45 pm</td>
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<tr>
<td>30</td>
<td>11:30 am- 2:30 pm</td>
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### Theatre

**THTRE150 (IAI) --Theatre Appreciation**
[3 Credits]

<table>
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<tbody>
<tr>
<td>01</td>
<td>8:00 am- 11:50 am</td>
<td>V1 Stephens</td>
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</table>

### Welding

Students are required to purchase the following supplies by the first day of class: leather welding gloves, safety glasses, protective green welding coat or leathers, leather shoes or boots, welding helmet (optional), and face shield (optional). These supplies can be purchased at any local supplier.

Please be advised that the Welding Technology program utilizes the Angel Online Learning Management System. Having this online component allows the Welding Technology program to provide self-paced studies on or off the campus for students enrolled in any Welding Technology course.

### NOTE: All Section 03 Welding courses are Midnight Welding. They meet from 12:00 a.m. to 4:00 a.m.

#### WELD 101--Shielded Metal Arc Welding
[4 Credits] + Fee

<table>
<thead>
<tr>
<th>Code</th>
<th>Time</th>
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<tbody>
<tr>
<td>01</td>
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<td>02</td>
<td>1:00 - 1:50 pm</td>
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<tr>
<td>03</td>
<td>12:00 - 12:50 am</td>
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WELD 102--Shielded Metal Arc Welding Advanced
[4 Credits] + Fee

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<tr>
<td>02</td>
<td>1:00 - 1:50 pm</td>
<td>W,Th</td>
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<tr>
<td>03</td>
<td>12:00 - 12:50 am</td>
<td>W,Th</td>
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WELD 103--Welding Tools & Safety
[3 Credits] + Fee

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<th>Code</th>
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<th>Instructor</th>
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<tbody>
<tr>
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<td>8:00 - 8:50 am</td>
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<tr>
<td>02</td>
<td>1:00 - 1:50 pm</td>
<td>W,Th</td>
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<tr>
<td>03</td>
<td>12:00 - 12:50 am</td>
<td>W,Th</td>
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WELD 190--Maintenance Repair Welding
[2 Credits] + Fee

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<tbody>
<tr>
<td>01</td>
<td>8:00 - 8:50 am</td>
<td>W,Th</td>
</tr>
<tr>
<td>02</td>
<td>1:00 - 1:50 pm</td>
<td>W,Th</td>
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<tr>
<td>03</td>
<td>12:00 - 12:50 am</td>
<td>W,Th</td>
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WELD 201--Gas Metal Arc and Flux Core Arc Welding (Mig)
[2 Credits] + Fee

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<th>Code</th>
<th>Time</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>01</td>
<td>8:00 - 8:50 am</td>
<td>W,Th</td>
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<tr>
<td>02</td>
<td>1:00 - 1:50 pm</td>
<td>W,Th</td>
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<tr>
<td>03</td>
<td>12:00 - 12:50 am</td>
<td>W,Th</td>
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</table>

WELD 202--Welder Certification
[2 Credits] + Fee

<table>
<thead>
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<th>Code</th>
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<tbody>
<tr>
<td>01</td>
<td>8:00 - 8:50 am</td>
<td>W,Th</td>
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<tr>
<td>02</td>
<td>1:00 - 1:50 pm</td>
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<tr>
<td>03</td>
<td>12:00 - 12:50 am</td>
<td>W,Th</td>
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Tuition and Fee charges are subject to change.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Fee Required</th>
<th>Prerequisites</th>
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<tbody>
<tr>
<td>WELD 204</td>
<td>Pipe Welding</td>
<td>4</td>
<td>+</td>
<td>(prerequisite: WELD 102 and WELD 205 or equivalent competencies)</td>
</tr>
<tr>
<td>WELD 205</td>
<td>Gas Tungsten Arc Welding</td>
<td>3</td>
<td>+</td>
<td>(prerequisite: WELD 101 or equivalent competencies)</td>
</tr>
<tr>
<td>WELD 230</td>
<td>Pipefitting Fundamentals</td>
<td>3</td>
<td>+</td>
<td>(prerequisite: WELD 103 or approval of instructor)</td>
</tr>
<tr>
<td>WELD 231</td>
<td>Pipefitting Applications</td>
<td>4</td>
<td>+</td>
<td>(prerequisite: WELD 103 or approval of instructor)</td>
</tr>
<tr>
<td>WELD 232</td>
<td>Pipefitting Techniques</td>
<td>4</td>
<td>+</td>
<td>(prerequisite: WELD 103 or consent of instructor)</td>
</tr>
<tr>
<td>WELD 233</td>
<td>Pipe Fabrication</td>
<td>3</td>
<td>+</td>
<td>(prerequisite: WELD 103 or consent of instructor)</td>
</tr>
<tr>
<td>WELD 234</td>
<td>Field Maintenance &amp; Safety</td>
<td>4</td>
<td>+</td>
<td>(prerequisite: WELD 103 or consent of instructor)</td>
</tr>
<tr>
<td>WELD 240</td>
<td>Non-Ferrous Welding</td>
<td>3</td>
<td>+</td>
<td>(prerequisite: completion of basic Welding Certificate or consent of instructor)</td>
</tr>
<tr>
<td>WELD 241</td>
<td>GMAW/FCAW Pipe</td>
<td>3</td>
<td>+</td>
<td>(prerequisite: completion of basic Welding Certificate or consent of instructor)</td>
</tr>
<tr>
<td>WELD 242</td>
<td>Aluminum Plate &amp; Pipe</td>
<td>3</td>
<td>+</td>
<td>(prerequisite: completion of basic Welding Certificate or consent of instructor)</td>
</tr>
</tbody>
</table>

**Registration Dates**

Currently Enrolled Students
April 1, 2013

All Students
April 8, 2013

Students enrolled in courses for the FIRST time or using the Canvas CMS for the first time at Richland must complete the Canvas online orientation.

For more information about the orientation go to www.richland.edu/online/orientation.
Fall 2013 Classes

Accounting

ACCT 100 -- Accounting Fundamentals [3 Credits]
01 3:00 - 4:15 pm -- M, W Reynolds
   begins 09/25/2013 and ends 12/16/2013
02 7:30 - 8:45 pm -- T, Th Staff
   begins 09/25/2013 and ends 12/16/2013

ACCT 101 (IAI) -- Financial Accounting [4 Credits]
01 9:00 - 10:50 am -- M, W Hood
02 9:00 - 10:50 am -- T, Th Hood
03 11:00 am - 12:50 pm -- M, W Richardson
04 1:00 - 2:50 pm -- M, W Reynolds
05 5:30 - 7:20 pm -- T, Th Staff
Y1 11:00 am - 12:50 pm -- T, Th Richardson

ACCT 102 (IAI) -- Managerial Accounting Fundamentals [4 Credits]
   (prerequisite: ACCT 101)
   01 9:00 - 10:50 am -- M, W, Richardson
   02 1:00 - 2:50 pm -- T, Th, Hood
   03 7:30 - 9:20 pm -- M, W Heneghan
   Y1 11:00 am - 12:50 pm -- T, Th Richardson

ACCT 201 -- Intermediate Accounting 1 [4 Credits]
   (prerequisite: ACCT 101)
   01 11:00 am - 12:50 pm -- M, W Hood
   02 5:30 - 7:20 pm -- M, W Heneghan

ACCT 210 -- Tax Accounting [3 Credits]
   01 11:00 am - 12:15 pm -- T, Th Hood

ACCT 290 -- Work Practicum & Seminar [3 Credits]
   (prerequisite: completion of 45 credit hours or approval of appropriate instructional team)
   01 Hood

ACCT 295 -- Special Advanced Projects [3 Credits]
   (prerequisite: completion of 45 credit hours or approval of appropriate instructional team)
   01 Hood

Adult Education/GED (ABE/ASE/ESL)

ED and Adult Basic Education courses are offered free of charge to students preparing for the GED test or needing to improve their basic skills. Instruction focuses on improving reading, math, and writing skills so that a student can transition to college or to the workforce. A 2-1/2 hour orientation is held at the Richland Adult Education Center. For more information about orientation, class structure, and locations, call 217.875.7211, Ext. 355, Room W121.

Section Numbering System

AF AM 100 (IAI) -- African American Studies [3 Credits]
01 11:00 - 11:50 am -- M, W, F, Talley
02 1:00 - 1:50 pm -- M, W, F, Willis
03 5:30 - 6:45 pm -- M, W, Sla
V1

AF AM 104 (IAI) -- The African-American Experience Through Literature [3 Credits]
01 10:00 - 11:50 am -- M, W, F, Talley

AF AM 110 -- Research Strategies in AF AM St [3 Credits]
01 5:30 - 6:45 pm -- T, Th, Hatcher

AF AM 120 (IAI) -- African-American Experience [3 Credits]
(Formerly AF AM 101)
01 8:30 - 9:45 am -- T, Th, Hawkins
02 11:30 am - 12:45 pm -- T, Th, Staff
V1

AF AM 130 -- African Amer Social Movements [3 Credits]
V1

AF AM 141 -- African American Men [3 Credits]
Y1 12:00 - 12:50 pm -- M, W, Willis

AFRIC 130 -- Crop Science [4 Credits]
01 8:30 - 10:20 am -- F, McLaughlin
1:00 - 2:15 pm -- M, W, McLaughlin

AGRIC 251 -- Agricultural Commodities [3 Credits]
01 5:30 - 8:50 pm -- M, P, Koenigs

Section Numbering System

AF AM 100 (IAI) -- African American Studies [3 Credits]
01 11:00 - 11:50 am -- M, W, F, Talley
02 1:00 - 1:50 pm -- M, W, F, Willis
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01 5:30 - 8:50 pm -- M, P, Koenigs

Section Numbering System

01, 02, etc. Main Campus Courses
Y# Hybrid Courses
V# Online Courses
D# Distance Class

Off-campus locations
A# Decatur Area Technical Academy
B# Warrensburg-Latham High School
C# Clinton Center
E# Eisenhower High School
F# Fairview Park Plaza Center
G# Cerro Gordo High School
J# Decatur Christian High School
K# MacArthur High School
L# Lutheran School Association
M# Maroa-Forsyth High School
N# Meridian High School
P# Sangamon Valley High School
Q# Central A & M High School
R# Argenta-Oreana High School
S# St. Teresa High School
U# Mt. Zion High School
AGRIC 290--Work Exp Practicum + Seminar  [3 Credits]
(prerequisite: sophomore standing and a minimum completion of 45 credit hours toward an Agribusiness Degree or approval of the Dean)
01  McLaughlin

American Sign Language
SIGN 101--American Sign Language 1  [4 Credits]
01  6:30 - 8:20 pm--M,W Carrington
SIGN 102--American Sign Language 2  [4 Credits]
01  4:30 - 6:20 pm--M,W Carrington

Arabic
ARAB 115--Conversational Arabic 1  [3 Credits]
01  2:30 - 3:45 pm--T,Th Staff

ART
ART 100 (IAI) --Art Appreciation  [3 Credits]
+ Fee
(This course is not for fine or graphic art majors.)
01  1:00 - 2:15 pm--T,Th Staff
02  1:00 - 1:50 pm--M,W,F Staff
03  3:30 - 4:45 pm--T,Th Staff
04  5:00 - 6:15 pm--T,Th Staff
F1  9:00 -10:15 am--M,W--Fairview Park Pl Staff
V1  Rocha
V2  Staff
V3  Staff
begins 09/23/2013 and ends 12/13/2013

ART 101--Introduction to Drawing 1  [3 Credits]
+ Fee
01  8:35 -10:42 am--M,W,F Rocha
8:35 -10:42 am--F Rocha
02  Staff

ART 111--Design 1  [3 Credits]
+ Fee
01  12:00 - 2:50 pm--M,W Rocha

ART 113--Figure Drawing 1  [3 Credits]
+ Fee
(prerequisite: ART 101, 102, 111, or 112 or concurrent enrollment in any one of these courses)
01  3:00 - 5:50 pm--T,Th Staff

ART 117--Painting 1  [3 Credits]
+ Fee
01  3:00 - 5:50 pm--M,W Zimmerman

ART 118--Painting 2  [3 Credits]
+ Fee
(prerequisite: ART 117)
01  3:00 - 5:50 pm--M,W Zimmerman

ART 121--Ceramics 1  [3 Credits]
+ Fee
01  12:30 - 3:20 pm--T,Th Kramer

ART 122--Ceramics 2  [3 Credits]
+ Fee
(prerequisite: ART 121)
01  12:30 - 3:20 pm--T,Th Kramer

ART 123--Watercolor 1  [3 Credits]+ Fee
01  3:00 - 5:50 pm--M,W Zimmerman

ART 124--Watercolor 2  [3 Credits]+ Fee
(prerequisite: ART 123)
01  3:00 - 5:50 pm--M,W Zimmerman

ART 125--Photography 1: Black and White  [3 Credits]
+ Fee
01  6:00 - 8:50 pm--M,W Huskins
6:00 - 8:50 pm--M,W Huskins

ART 126--Photography 2: Black and White  [3 Credits]+ Fee
(prerequisite: ART 125 or evaluation of portfolio)
01  6:00 - 8:50 pm--M,W Huskins

ART 127--Digital Photography 1  [3 Credits]
+ Fee
01  4:00 - 6:50 pm--T,Th Tury

ART 129--Digital Photography 2  [3 Credits]+ Fee
(prerequisite: ART 127)
01  6:00 - 8:50 pm--M,W Tury

ART 131--Advanced Ceramics 1  [3 Credits]+ Fee
(prerequisite: ART 122)
01  12:30 - 3:20 pm--T,Th Kramer

ART 151--Computer Graphics 1  [3 Credits]+ Fee
(prerequisite: ART 140)
01  TBA Staff

ART 171 (IAI) --Art History 1  [3 Credits]
(prerequisite: eligibility for ENGL 101)
(Formerly ART 210)
01  8:30 - 9:45 am--T,Th Rocha

ART 172 (IAI) --Art History 2  [3 Credits]
(prerequisite: eligibility for ENGL 101)
(Formerly ART 220)
V1  Rocha

ART 199--Topics: Fine and Applied Arts  [1 to 3 Credits]+ Fee
Y1  5:00 - 7:00 pm--W Staff
begins 10/01/2013 and ends 12/20/2013

Students enrolled in courses for the FIRST time or using the Canvas CMS for the first time at Richland must complete the Canvas online orientation. For more information about the orientation go to www.richland.edu/online/orientation.
ASE Testing Calendar for 2013
Online testing is available during the months of July, August, October, and November, 2013.

AUTO 101--Basic Theory [3 Credits] + Fee
01 2:00 - 4:40 pm--M,T,W,Th Happe
begins 08/19/2013 and ends 09/12/2013

AUTO 102--Electrical Systems [4 Credits] + Fee
01 12:00 - 4:40 pm--M,T,W,Th Happe
begins 09/16/2013 and ends 10/28/2013

AUTO 203--Fuel and Emission Systems [4 Credits] + Fee
(prerequisite: AUTO 102)
01 5:30 - 9:40 pm--M,W Happe

AUTO 204--Engine Repair [4 Credits] + Fee
01 6:00 - 9:40 pm--T,Th Staff

AUTO 208--Automotive Brakes [4 Credits] + Fee
01 12:00 - 4:40 pm--M,T,W,Th  Happe
begins 10/29/2013 and ends 12/16/2013

AUTO 290--Automotive Internship [3 Credits] + Fee
(prerequisite: minimum completion of 45 credit hours toward Automotive Technology Degree)
01 Happe

Astronomy
ASTRO 105 (IAI) --Introduction to Astronomy [4 Credits] 
(prerequisite: eligibility for ENGL 101 and successful completion of MATH 091 ["C" or better grade] or equivalent competencies)
01 7:30 - 9:20 pm--M,W Staff

Automotive Technology
Purchases required for Automotive students:
1) Safety glasses
2) Uniform shirt which is purchased from Automotive Coordinator.
3) NATEF approved tool set. Contact Automotive Coordinator at 217.875.7211, Ext 360 for details prior to purchasing tools.
The Automotive program at RCC is master certified by National Automotive Technicians Education Foundation (NATEF). The ASE Certification exam schedule is below for 2013. Registration is available online at www.ase.com/myASE or by calling 1.877.346.9327.

Instructors are using technology in many courses in addition to those designated as online and hybrid courses. Students may need access to a computer to submit assignments, take quizzes and tests, and communicate with other students. Technology workshops and computer courses are offered regularly for students to improve their skills. Open computer labs are also available for student use.

About the Course Listings:
TBA = To Be Announced
IAI = Qualifies under the Illinois Articulation Initiative
Prerequisite = What is required before you can take the course
## Business

<table>
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<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BUS 100</td>
<td>Business Fundamentals</td>
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<tr>
<td>BUS 110</td>
<td>Business Mathematics</td>
<td>3</td>
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<tr>
<td>BUS 200</td>
<td>Customer Service Fundamentals</td>
<td>3</td>
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<td>BUS 231</td>
<td>Business Law Principles</td>
<td>3</td>
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<tr>
<td>BUS 236</td>
<td>Recruitment, Selection &amp; Training</td>
<td>3</td>
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<td>BUS 240</td>
<td>Marketing Fundamentals</td>
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<td>BUS 247</td>
<td>Market Research</td>
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<tr>
<td>BUS 290</td>
<td>Work Exp Practicum &amp; Seminar</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

## BIOL 106--Issues in Human Biology

- 3 Credits
- Prerequisite: Eligibility for ENGL 101

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>V1</td>
<td>8:30 - 9:45 am--M,F</td>
<td>Feinstein</td>
</tr>
<tr>
<td></td>
<td>(Lab) 8:30 - 10:20 am--W</td>
<td>Feinstein</td>
</tr>
</tbody>
</table>

This class is web-enhanced.

## BIOL 201 (IAI)--Human Anatomy & Physiology 1

- 4 Credits + Fee
- Prerequisite: Successful completion of "C" or better grade of BIOL 101 or successful completion of "B" or better grade for each course of two years of high school biology and 1 year of high school chemistry within the last three years

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>10:00 - 11:15 am--M,F</td>
<td>Feinstein</td>
</tr>
<tr>
<td></td>
<td>(Lab) 10:30 am - 12:20 pm--W</td>
<td>Feinstein</td>
</tr>
<tr>
<td></td>
<td>This class is web-enhanced.</td>
<td></td>
</tr>
<tr>
<td>02</td>
<td>12:30 - 2:00 pm--M,F</td>
<td>Durairaj</td>
</tr>
<tr>
<td></td>
<td>(Lab) 12:30 - 2:20 pm--W</td>
<td>Durairaj</td>
</tr>
<tr>
<td></td>
<td>This class is web-enhanced.</td>
<td></td>
</tr>
<tr>
<td>03</td>
<td>5:30 - 8:00 pm--T</td>
<td>Durairaj</td>
</tr>
<tr>
<td></td>
<td>(Lab) 5:30 - 8:00 pm--Th</td>
<td>Durairaj</td>
</tr>
</tbody>
</table>

This class is web-enhanced.

## BIOL 202 (IAI)--Human Anatomy and Physiology 2

- 4 Credits + Fee
- Prerequisite: Successful completion of "C" or better grade of BIOL 201 or successful completion of BIOL 201 proficiency exam

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>10:00 - 11:15 am--M,F</td>
<td>Feinstein</td>
</tr>
<tr>
<td></td>
<td>(Lab) 10:30 am - 12:20 pm--W</td>
<td>Feinstein</td>
</tr>
<tr>
<td></td>
<td>This class is web-enhanced.</td>
<td></td>
</tr>
<tr>
<td>02</td>
<td>12:30 - 2:00 pm--M,F</td>
<td>Durairaj</td>
</tr>
<tr>
<td></td>
<td>(Lab) 12:30 - 2:20 pm--W</td>
<td>Durairaj</td>
</tr>
<tr>
<td></td>
<td>This class is web-enhanced.</td>
<td></td>
</tr>
<tr>
<td>03</td>
<td>5:30 - 8:00 pm--T</td>
<td>Durairaj</td>
</tr>
<tr>
<td></td>
<td>(Lab) 5:30 - 8:00 pm--Th</td>
<td>Durairaj</td>
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</tbody>
</table>

This class is web-enhanced.

## BIOL 210 (IAI)--Environmental Biology

- 4 Credits + Fee
- Prerequisite: Eligibility for ENGL 101

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>1:30 - 2:45 pm--M,W</td>
<td>Larrick</td>
</tr>
<tr>
<td></td>
<td>(Lab) 12:00 - 1:50 pm--F</td>
<td>Larrick</td>
</tr>
</tbody>
</table>

## BIOL 220 (IAI)--Microbiology

- 4 Credits + Fee
- Prerequisite: Successful completion of "C" or better grade of BIOL 101 or successful completion of "B" or better grade for each course of two years of high school biology and 1 year of high school chemistry within the last three years

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>10:00 - 11:30 am--M,W</td>
<td>Durairaj</td>
</tr>
<tr>
<td></td>
<td>(Lab) 10:00 - 11:50 am--F</td>
<td>Durairaj</td>
</tr>
<tr>
<td></td>
<td>This class is web-enhanced.</td>
<td></td>
</tr>
<tr>
<td>02</td>
<td>12:30 - 2:00 pm--M,F</td>
<td>Durairaj</td>
</tr>
<tr>
<td></td>
<td>(Lab) 12:30 - 2:20 pm--W</td>
<td>Durairaj</td>
</tr>
<tr>
<td></td>
<td>This class is web-enhanced.</td>
<td></td>
</tr>
<tr>
<td>03</td>
<td>5:30 - 8:00 pm--T</td>
<td>Durairaj</td>
</tr>
<tr>
<td></td>
<td>(Lab) 5:30 - 8:00 pm--Th</td>
<td>Durairaj</td>
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</tbody>
</table>

This class is web-enhanced.
## Fall 2013 Classes

### Communications

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Schedule</th>
</tr>
</thead>
</table>
| COMM 101 | Public Speaking (IAI) | 3 | (prerequisite: eligibility for ENGL 101) | 01 8:30 - 9:45 am--T,Th Staff  
02 10:00 - 10:50 am--M,W,F Wiertelak  
03 10:00 - 11:15 am--T,Th Staff  
04 12:00 - 12:50 pm--M,W,F Wiertelak  
05 1:00 - 1:50 pm--M,W,F Wiertelak  
06 1:00 - 2:15 pm--T,Th Wiertelak  
07 2:30 - 3:45 pm--T,Th Wiertelak  
08 5:30 - 8:20 pm--T Kind-Keppel  
F1 8:00 - 9:15 am--M,W,F--Fairview Park Staff  
V1 Stephens starts 7/29/2013 and ends 8/17/2013  
V2 Stephens starts 8/19/2013 and ends 10/15/2013  
V3 Stephens starts 10/15/2013 and ends 12/16/2013 |
| COMM 120 | Business & Professional Speaking | 3 | (prerequisite: eligibility for ENGL 101) | 01 11:00 - 11:50 am--M,W,F Stephens  
02 5:30 - 6:45 pm--M,W Zindel-McWilliams |
| COMM 130 | Interpersonal Communication | 3 | (prerequisite: eligibility for ENGL 101) | V1 Staff |
| COMM 240 | Intercultural Communications | 3 | | V1 Staff |

### Computer Information Systems

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 101</td>
<td>Computer Literacy</td>
<td>1</td>
<td>(Office 2007. Students are not charged tuition or fees for this course)</td>
<td>01 5:30 - 8:30 pm--M,T,W,Th,F Staff begins 9/9/2013 and ends 12/13/2013</td>
</tr>
</tbody>
</table>
| CIS 110 | Business Applications for Microcomputers | 3 | (prerequisite: CHEM 101 or equivalent competencies) | 01 8:00 - 9:50 am--M,W Staff  
02 10:00 - 11:50 am--M,W Staff  
03 9:00 - 10:50 am--T,Th Staff  
04 12:00 - 1:50 pm--T,Th Staff  
05 3:00 - 4:50 pm--M,W Staff  
C1 6:00 - 7:50 pm--M,W--Clinton C Staff begins 10/15/2013 and ends 12/16/2013  
V1 Staff  
Y1 6:00 - 8:50 pm--T Staff  
Y2 6:00 - 8:50 pm--T Staff |

### Chemistry

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Schedule</th>
</tr>
</thead>
</table>
| CHEM 100 (IAI) | Concepts of Chemistry | 4 | (prerequisite: eligibility for MATH 098) | 01 12:00 - 12:50 pm--M,W,F Lucas (Lab) 1:00 - 2:50 pm--T Lucas  
02 1:15 - 2:30 pm--M,F Lucas (Lab) 1:10 - 3:00 pm--W Lucas  
03 5:10 - 7:55 pm--M Lucas (Lab) 5:10 - 7:55 pm--W Lucas |
| CHEM 106 (IAI) | Chemistry in Everyday Life | 4 | (prerequisite: eligibility for ENGL 101 and MATH 098) | V1 Merli |
| CHEM 131 (IAI) | General Chemistry 1 | 4 | (prerequisite: MATH 116 and either (1) one year of high school chemistry with “B” or better grade or (2) CHEM 100 with “B” or better grade) | 01 10:00 - 11:15 am--M,W Lucas (Lab) 9:00 - 11:40 am--F Lucas |
| CHEM 201 (IAI) | Organic Chemistry 1 | 5 | (prerequisite: CHEM 132 or equivalent competencies) | 01 Millikin University Staff |

### Chinese

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Schedule</th>
</tr>
</thead>
</table>
| CHIN 101 | Beginning Chinese 1 | 4 | | 01 5:30 - 7:20 pm--T,Th Osborn  
CHIN 115 | Conversational Chinese 1 | 3 | (prerequisite: CHIN 102) | 01 7:30 - 8:45 pm--T,Th Osborn |
| CHIN 201 | Intermediate Chinese 1 | 4 | (prerequisite: CHIN 102) | 01 5:30 - 7:20 pm--M,W Osborn |

Textbook information is available at http://www.rccbookstore.net
### Fall 2013 Classes

#### Computer Science

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Fees</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 105</td>
<td>Foundations of Information Technology</td>
<td>[3 Credits]</td>
<td>+ Fee</td>
<td></td>
</tr>
<tr>
<td>V1</td>
<td>1:00 - 2:50 pm -- M, W</td>
<td>Brenner</td>
<td></td>
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</tr>
<tr>
<td>CS 230</td>
<td>Event-Driven Programming</td>
<td>[4 Credits]</td>
<td>+ Fee</td>
<td>(prerequisite: IT 131 or concurrent enrollment)</td>
</tr>
<tr>
<td>V1</td>
<td>10:00 - 11:50 am -- T</td>
<td>Brenner</td>
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#### Culinary Arts

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Fees</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CA 105</td>
<td>Culinary Fundamentals</td>
<td>[4 Credits]</td>
<td>+ Fee</td>
<td>(prerequisite: CA 150 and HOSP 108)</td>
</tr>
<tr>
<td>V1</td>
<td>8:00 am - 1:20 pm -- M, W</td>
<td>Staff</td>
<td></td>
<td>(formerly BUS 101)</td>
</tr>
<tr>
<td>V2</td>
<td>5:00 - 10:20 pm -- M, W</td>
<td>Rogiers</td>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Fees</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CA 115</td>
<td>Culinary Applications</td>
<td>[4 Credits]</td>
<td>+ Fee</td>
<td>(prerequisite: CA 105)</td>
</tr>
<tr>
<td>V1</td>
<td>8:00 am - 1:20 pm -- M, W</td>
<td>Rogiers</td>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Fees</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CA 120</td>
<td>Baking and Pastry Fundamentals</td>
<td>[4 Credits]</td>
<td>+ Fee</td>
<td>(prerequisite: CA 105)</td>
</tr>
<tr>
<td>V1</td>
<td>5:00 - 10:20 pm -- T, Th</td>
<td>Floerke</td>
<td></td>
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#### Criminal Justice

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Fees</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 110</td>
<td>Criminal Justice Fundamentals</td>
<td>[3 Credits]</td>
<td></td>
<td>(prerequisite: eligibility for ENGL 101)</td>
</tr>
<tr>
<td>V1</td>
<td>8:00 - 9:15 am -- T, Th</td>
<td>Staff</td>
<td></td>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Fees</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 112</td>
<td>Investigative Report Writing</td>
<td>[3 Credits]</td>
<td></td>
<td>(prerequisite: ENGL 101 or equivalent competencies)</td>
</tr>
<tr>
<td>V1</td>
<td>5:30 - 8:20 pm -- W</td>
<td>Staff</td>
<td></td>
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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Fees</th>
<th>Prerequisites</th>
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</thead>
<tbody>
<tr>
<td>CRJ 114</td>
<td>Criminal Law</td>
<td>[3 Credits]</td>
<td></td>
<td>(prerequisite: eligibility for ENGL 101)</td>
</tr>
<tr>
<td>V1</td>
<td>9:30 - 10:45 am -- T, Th</td>
<td>Staff</td>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Fees</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 210</td>
<td>Law Enforcement &amp; Community Relations</td>
<td>[3 Credits]</td>
<td></td>
<td>(prerequisite: eligibility for ENGL 101)</td>
</tr>
<tr>
<td>V1</td>
<td>8:00 - 9:15 am -- M, W</td>
<td>Staff</td>
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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Fees</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 290</td>
<td>Work Experience Practicum &amp; Seminar</td>
<td>[3 Credits]</td>
<td></td>
<td>(prerequisite: eligibility for ENGL 101 and approval of the Criminal Justice Coordinator)</td>
</tr>
<tr>
<td>V1</td>
<td></td>
<td>Morrell</td>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Fees</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 295</td>
<td>Special Projects</td>
<td>[3 Credits]</td>
<td></td>
<td>(prerequisite: eligibility for ENGL 101 and completion of CRJ 110, PSYCH 110, and SOCIO 110; sophomore standing: minimum completion of 45 hours toward the AAS in Criminal Justice; approval of the Criminal Justice Coordinator)</td>
</tr>
<tr>
<td>V1</td>
<td></td>
<td>Morrell</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Tuition and Fee charges are subject to change.
Drafting

DRAFT101--Drafting Fundamentals [4 Credits] + Fee
01 11:30 am-12:50 pm--M,T,W,Th Willits
02 6:00 - 7:15 pm--M,W Seider

DRAFT120--Technical Graphics [2 Credits] + Fee
(prerequisite: DRAFT 230 or concurrent enrollment)
01 9:00-10:50 am--M,W Staff

DRAFT210--Microstation [3 Credits] + Fee
(prerequisite: DRAFT 101 or equivalent competencies)
01 1:30 - 3:40 pm--M,W Willits

DRAFT215--AutoCad [3 Credits] + Fee
(prerequisite: DRAFT 101 (or concurrent enrollment) or consent of full-time instructor)
01 1:30 - 3:40 pm--M,W Willits

DRAFT220--Intermediate CAD [3 Credits] + Fee
(prerequisite: DRAFT 210 or DRAFT 215)
01 1:30 - 3:40 pm--T,Th Willits
02 6:00 - 8:30 pm--M,W Willits

DRAFT230--Advanced CAD [3 Credits] + Fee
(prerequisite: DRAFT 220)
01 1:30 - 3:40 pm--T,Th Willits
02 6:00 - 8:30 pm--M,W Willits

DRAFT235--Solid Modeling (3-D) Solid Works/Inventor [3 Credits] + Fee
(prerequisite: DRAFT 230 or equivalent competencies)
01 1:30 - 3:40 pm--T,Th Willits
02 6:00 - 8:30 pm--M,W Willits

DRAFT236--Pro-Engineer [4 Credits] + Fee
01 1:30 - 3:40 pm--T,Th Willits
02 6:00 - 8:30 pm--M,W Willits

DRAFT242--Commercial Architecture [3 Credits] + Fee
(prerequisite: DRAFT 245)
01 1:30 - 3:40 pm--T,Th Willits
02 6:00 - 8:30 pm--M,W Willits

DRAFT243--Structural Steel Detailing [3 Credits] + Fee
(prerequisite: DRAFT 245)
01 1:30 - 3:40 pm--T,Th Willits
02 6:00 - 8:30 pm--M,W Willits

DRAFT244--Concrete Detailing [3 Credits] + Fee
(prerequisite: DRAFT 220)
01 1:30 - 3:40 pm--T,Th Willits
02 6:00 - 8:30 pm--M,W Willits

DRAFT245--Residential Architecture [3 Credits] + Fee
01 1:30 - 3:40 pm--T,Th Willits
02 6:00 - 8:30 pm--M,W Willits

DRAFT290--Work Experience Practicum [3 Credits]
(prerequisite: minimum completion of 30 credit hours toward a Drafting degree or approval from Drafting faculty)
01 Willits

DRAFT295--Workplace Simulation & Project [3 Credits]
(prerequisite: minimum completion of 30 credit hours toward a Drafting degree or approval from the Drafting faculty)
01 Willits

Early Childhood Education

ECE 101--Intro to Early Childhood Ed [0..3 Credits]
(prerequisite: eligibility for ENGL 090 and ENGL 097)
01 Helm

ECE 110--Health, Nutrition, and Safety [3 Credits]
(prerequisite: eligibility for ENGL 101)
01 Helm

ECE 111--Teaching Children's Literature [3 Credits]
(prerequisite: eligibility for ENGL 101)
01 Helm

ECE 112--Math & Science for Young Children [3 Credits]
(prerequisite: eligibility for ENGL 090 and ENGL 097)
01 Helm

ECE 113--Art, Music, & Drama for Young Children [3 Credits]
(prerequisite: eligibility for ENGL 090 and ENGL 097)
01 Helm

ECE 114--Play Activities for Young Child [3 Credits]
(prerequisite: eligibility for ENGL 090 and ENGL 097)
01 Helm

ECE 116--Infant/Toddler Development [3 Credits]
(prerequisite: eligibility for ENGL 090 and ENGL 097)
01 Helm

ECE 290--Work Experience Pract & Seminar [1..3 Credits]
(prerequisite: eligibility for ENGL 101, completion of a sufficient portion of the Early Childhood program to justify a learning experience in the employment setting, and permission from the Early Childhood Education Professor and/or Dean)
01 Helm

Registration Dates
Currently Enrolled Students
April 1, 2013
All Students
April 8, 2013

Tuition and Fee charges are subject to change.
Fall 2013 Classes

Earth Science

EASCI210 (IAI) --Physical Geography  [4 Credits] + Fee (prerequisite: eligibility for ENGL 101)
  01 10:00-11:15 am--T, Th, Newton
  (Lab)10:00-11:50 am--W, Newton

EASCI220 (IAI) --Intro to Physical Geology [4 Credits] + Fee (prerequisite: eligibility for ENGL 101)
  01 1:00 - 2:15 pm--T, Th, Newton
  (Lab) 1:00 - 2:50 pm--W, Newton

EASCI230 (IAI) --Intro to Meteorology [4 Credits] + Fee (prerequisite: eligibility for ENGL 101 and MATH 091)
  01 5:30 - 7:45 pm--M, W, Staff

Economics

ECON 231 (IAI) --Macroeconomics  [3 Credits] (prerequisite: eligibility for ENGL 101)
  01 9:30-10:45 am--M, W, F, Hemenway
  02 12:30 - 1:45 pm--T, Th, Hemenway
  V1 Hemenway

ECON 232 (IAI) --Microeconomics  [3 Credits] (prerequisite: ECON 231)
  01 11:00 am-12:15 pm--T, Th, Hemenway
  V1 Hemenway

Education

ED 100--Intro to Public Education  [3 Credits]
  01 9:00 - 9:50 am--M, W, F, Palmer
  A1 8:30-10:48 am--M, T, W, Th, F, Rueff
  V1 Hawkins

ED 101--The Community Of Higher Education  [3 Credits]
  V1 Mast

ED 105--Using Technology in Classroom I  [3 Credits]
  01 10:00 - 10:50 am--M, W, F, Hawkins

ED 107--Art for Elementary School Teachers  [3 Credits] (prerequisite: successful completion of ENGL 101)
  V1 Heim

ED 109--Principles of Reading  [3 Credits] (prerequisite: successful completion of ENGL 101)
  01 10:00 - 10:50 am--M, W, F, Palmer

ED 200--Educational Psychology  [3 Credits] (prerequisite: PSYCH 110)
  V1 Hawkins

ED 210--Introduction to Bilingual Education  [3 Credits] (prerequisite: eligibility for ENGL 101)
  01 10:00 - 11:15 am--T, Th, Staff

ED 220--The Exceptional Child  [3 Credits] (prerequisite: successful completion of ENGL 101)
  V1 Hawkins

ED 999 (IAI) --Preparing for the IBST/TAP  [1..3 Credits]
  01 1:00 - 3:00 pm--M, W, begin 10/15/2013 and ends 12/06/2013
  Class will meet one Saturday on December 7 from 9:00-1:00pm for post-test

Emergency Medical Technology

EMT 120--EMT - Basic  [6 Credits] + Fee (prerequisite: pass reading test, HLTH 110- CPR, or current BLS Health Care Provider CPR certification, 18 years of age, and high school diploma or GED)
  Y1 4:30 - 8:30 pm--M, Blassi
  (Lab) 4:30 - 7:30 pm--W, Blassi
  Additional hospital clinical hours by arrangement

EMT 240--Paramedic 3  [9 Credits] + Fee (prerequisite: currently licensed as EMT-B or higher, and completion of EMT 220)
  01 4:00 - 8:00 pm--T, Crystal
  (Lab) 4:00 - 7:00 pm--Th, Crystal
  Additional hospital/field clinical hours by arrangement. Web-enhance class

Engineering

ENGR 110 (IAI) --Engineering Graphics  [3 Credits] (prerequisite: DRAFT 101 or permission of the instructor)
  01 9:00-11:10 am--T, Th, Willits

ENGR 211 (IAI) --Statics  [4 Credits] (prerequisite: PHYS 151 and MATH 122 and concurrent enrollment in or completion of MATH 221)
  01 10:00 - 10:50 am--M, T, W, Th, F, Smith

Engineering Technology

ENGT 100 (IAI) --Industrial Manufacturing Processes (MSSC-3)  [3 Credits] + Fee
  01 8:30-11:20 am--F, Mertell

ENGT 101--Motor Control Fundamentals (MSSC-4)  [4 Credits] + Fee
  01 9:00 - 11:50 am--T, Th, Kilmartin

ENGT 102--Blueprint Reading  [3 Credits] + Fee
  01 11:30 am-12:50 pm--T, Th, Willits
  02 6:00 - 7:15 pm--M, W, Seider

ENGT 103--Fluid Power Fundamentals  [3 Credits] + Fee (prerequisite: eligibility for MATH 091)
  01 9:00 - 10:50 am--M, T, Th, F, Daum
  02 5:00 - 6:50 pm--T, Th, Staff

ENGT 105--Occupational Safety (MSSC-1)  [3 Credits] + Fee
  01 5:30 - 8:20 pm--M, DeBose

ENGT 108 (IAI) --Principles of Renewable Energy  [3 Credits] + Fee (prerequisite: eligibility for MATH 091)
  01 5:00 - 7:50 pm--T, Kilmartin

ENGT 111--Motor Control Applications  [4 Credits] (prerequisite: ENGT 101)
  01 1:00 - 3:50 pm--T, Staff

Economics

ECON 231 (IAI) --Macroeconomics  [3 Credits] (prerequisite: eligibility for ENGL 101)
  01 9:00 - 9:50 am--M, W, F, Palmer
  A1 8:30-10:48 am--M, T, W, Th, F, Rueff
  V1 Hawkins

ECON 232 (IAI) --Microeconomics  [3 Credits] (prerequisite: ECON 231)
  01 11:00 am-12:15 pm--T, Th, Hemenway
  V1 Hemenway

Education

ED 100--Intro to Public Education  [3 Credits]
  01 9:00 - 9:50 am--M, W, F, Palmer
  A1 8:30-10:48 am--M, T, W, Th, F, Rueff
  V1 Hawkins

ED 101--The Community Of Higher Education  [3 Credits]
  V1 Mast

ED 105--Using Technology in Classroom I  [3 Credits]
  01 10:00 - 10:50 am--M, W, F, Hawkins

ED 107--Art for Elementary School Teachers  [3 Credits] (prerequisite: successful completion of ENGL 101)
  V1 Heim

ED 109--Principles of Reading  [3 Credits] (prerequisite: successful completion of ENGL 101)
  01 10:00 - 10:50 am--M, W, F, Palmer

ED 200--Educational Psychology  [3 Credits] (prerequisite: PSYCH 110)
  V1 Hawkins

ED 210--Introduction to Bilingual Education  [3 Credits] (prerequisite: eligibility for ENGL 101)
  01 10:00 - 11:15 am--T, Th, Staff

ED 220--The Exceptional Child  [3 Credits] (prerequisite: successful completion of ENGL 101)
  V1 Hawkins

ED 999 (IAI) --Preparing for the IBST/TAP  [1..3 Credits]
  01 1:00 - 3:00 pm--M, W, begin 10/15/2013 and ends 12/06/2013
  Class will meet one Saturday on December 7 from 9:00-1:00pm for post-test

Earth Science

EASCI210 (IAI) --Physical Geography  [4 Credits] + Fee (prerequisite: eligibility for ENGL 101)
  01 10:00-11:15 am--T, Th, Newton
  (Lab)10:00-11:50 am--W, Newton

EASCI220 (IAI) --Intro to Physical Geology [4 Credits] + Fee (prerequisite: eligibility for ENGL 101)
  01 1:00 - 2:15 pm--T, Th, Newton
  (Lab) 1:00 - 2:50 pm--W, Newton

EASCI230 (IAI) --Intro to Meteorology [4 Credits] + Fee (prerequisite: eligibility for ENGL 101 and MATH 091)
  01 5:30 - 7:45 pm--M, W, Staff
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<tr>
<th>Course Code</th>
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<td>Cutting &amp; Workholding</td>
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**English**

- **ENGL 088--Reading + Study Skills 1** [3 Credits]
  - 01 9:00 - 9:50 am--M,W,F  Roberts
  - 02 10:00 -10:50 am--M,W,F  Staff
  - 03 11:00 am-12:15 pm--T,Th  Staff
  - 04 11:30 am-12:45 pm--T,Th  Staff
  - Must also take ENGL 095.02
  - Begins 08/19/2013 and ends 11/09/2013

- **ENGL 090--Reading + Study Skills 2** [3 Credits]
  - (prerequisite: "C" or better in ENGL 088)
  - 01 8:30 - 9:45 am--T,Th  Palmer
  - 02 10:00 -10:50 am--M,W,F  Staff
  - 03 11:00 am-11:50 pm--M,W,F  Staff
  - 04 10:00 -11:15 am--M,W,F  Bauer
  - Must also take ENGL 097.05
  - 05 11:30 am-12:45 pm--M,W,F  Staff
  - 06 12:00 -12:50 pm--M,W,F  Staff
  - 07 1:00 - 2:15 pm--M,W,F  Staff
  - 08 2:30 - 3:45 pm--M,W,F  Staff
  - 09 10:00 -11:15 am--M,W,F  Staff
  - Begins 08/19/2013 and ends 11/11/2013

- **ENGL 095--Developmental Writing 1** [3 Credits]
  - (prerequisite: "C" or better in ENGL 088)
  - 01 8:30 - 9:45 am--M,W,F  Staff
  - 02 10:00 -10:50 am--M,W,F  Staff
  - 03 11:00 am-11:50 pm--M,W,F  Staff
  - 04 10:00 -11:15 am--M,W,F  Staff
  - 05 11:30 am-12:45 pm--T,Th  Staff
  - 06 12:00 -12:50 pm--M,W,F  Staff
  - 07 1:00 - 2:15 pm--M,W,F  Staff
  - 08 2:30 - 3:45 pm--M,W,F  Staff
  - 09 10:00 -11:15 am--M,W,F  Staff
  - Begins 08/19/2013 and ends 11/11/2013

- **ENGL 097--Developmental Writing 2** [3 Credits]
  - (prerequisite: "C" or better in ENGL 095)
  - 01 8:30 - 9:45 am--T,Th  Yaden
  - 02 9:00 - 9:50 am--M,W,F  Staff
  - 03 10:00 -10:50 am--M,W,F  Staff
  - 04 11:00 am-11:50 pm--M,W,F  Staff
  - 05 10:00 -11:15 am--M,W,F  Staff
  - 06 11:30 am-12:45 pm--M,W,F  Staff
  - 07 12:00 -12:50 pm--M,W,F  Staff
  - 08 1:00 - 2:15 pm--M,W,F  Staff
  - 09 2:30 - 3:45 pm--M,W,F  Staff
  - 10 1:00 - 2:15 pm--M,W,F  Staff
  - 11 2:30 - 3:45 pm--M,W,F  Staff
  - 12 5:30 - 6:45 pm--M,W,F  Staff
  - Begins 09/17/2013 and ends 12/16/2013

- **ENGL 101 (IAI) --Composition 1** [3 Credits]
  - (prerequisite: one of the following: 1) "C" or better in English 090 and/or 097; 2) score of 40th percentile or above on ACT (English and Reading) or SAT (Verbal); 3) satisfactory scores on Richland's English and Reading Comprehension placement tests; 4) evidence of equivalent competencies)
  - 01 8:30 - 9:45 am--T,Th  Yaden
  - 02 9:00 - 9:50 am--M,W,F  Staff
  - 03 10:00 -10:50 am--M,W,F  Staff
  - 04 11:00 am-11:50 pm--M,W,F  Staff
  - 05 10:00 -11:15 am--M,W,F  Staff
  - 06 12:00 -12:50 pm--M,W,F  Staff
  - 07 1:00 - 2:15 pm--M,W,F  Staff
  - 08 2:30 - 3:45 pm--M,W,F  Staff
  - 09 3:30 - 4:45 pm--M,W,F  Staff
  - 10 5:30 - 6:45 pm--M,W,F  Staff
  - 11 8:00 - 9:15 am--M,W,F  Fairview Park Pla
  - 12 9:00 - 10:15 am--M,W,F  Fairview Park Pla
  - Begins 08/19/2013 and ends 11/11/2013
Fall 2013 Classes

**ENGL 124 (IAI) --Introduction to Fiction**  
(prerequisite: eligibility for ENGL 101)  
01 1:00 - 1:50 pm--M,W,F  
Sulzberger  
[3 Credits]

**ENGL 140 (IAI) --Introduction to Film ART**  
(prerequisite: eligibility for ENGL 101)  
01 11:00 -11:50 am--M,W,F  
Becker  
[3 Credits]

**Fire Science**

**FIRE 110--Introduction to Fire Science(Module A)**  
[4 Credits] + Fee  
01 8:30 -11:50 am--M  
Jones  
[4 Credits]

**FIRE 111--Techniques of Firefighting 1(Module B)**  
[4 Credits] + Fee  
01 6:00 - 9:50 pm--W  
Wyngaard  
[4 Credits]

**FIRE 170--Rescue/Roadway Extrication**  
[3 Credits] + Fee  
01 8:30 -11:50 am--T  
Jackson  
[3 Credits]

**FIRE 180--Building Construction for the Firefighter**  
[3 Credits] + Fee  
01 8:30 -10:50 am--W  
Staff  
[3 Credits]

**German**

**GERM 101--Beginning German 1**  
[4 Credits]  
01 1:00 - 2:15 pm--M,W,F  
Schroeder  
[4 Credits]

**GERM 115--Conversational German 1**  
[3 Credits]  
01 1:00 - 1:50 pm--M,W,F  
Schroeder  
[3 Credits]

**GERM 201--Intermediate German 1**  
[4 Credits]  
01 4:00 - 5:50 pm--M,W,F  
Schroeder  
[4 Credits]

**ENGL 102 (IAI) --Composition 2**  
(prerequisite: ENGL 101 with “C” or better)  
01 8:30 - 9:45 am--T,Th  
King-Grindy  
02 9:00 - 9:50 am--M,W,F  
Sulzberger  
03 10:00 -10:50 am--M,W,F  
Hughes  
04 12:00 -12:50 pm--M,W,F  
Hughes  
05 1:00 - 2:15 pm--T,Th  
Gallagher  
06 3:30 - 4:45 pm--T,Th  
Tomlinson  
07 5:30 - 6:45 pm--T,Th  
Tomlinson  
01 3:00 - 4:15 pm--M,W,F--Fairview Park Pl  
Staff  
01 12:41 - 1:25 pm--M,T,W,Thu,F--Cerro Gordo H.S.  
Henricks  
Dual Credit-High School Students Only  
01 7:10 - 8:00 am--M,W,F,--Maroa-Forsyth H.S.  
Staff  
Dual Credit-High School Students Only  
01 8:45 - 9:31 am--M,T,W,Thu,F,--Meridian H.S.  
Hagan  
Dual Credit-High School Students Only  
01 11:47 am-12:33 pm--M,T,W,Thu,F,--Meridian H.S.  
Hagan  
Dual Credit-High School Students Only  
01 Argenta-Oreana H.S  
Cowgill  
Dual Credit-High School Students Only  
(For Juniors)  
01 7:45 - 9:00 am--T,Th,--St Theresa High School  
Staff  
Dual Credit-High School Students Only  
01 7:45 - 8:35 am--M,W,F,--Mt Zion H.S.  
Staff  
Dual Credit-High School Students Only  
01 Becker  
02 Tomlinson  
03 Staff  
01 4:00 - 5:15 pm--M,W  
Staff  
[3 Credits]

**ENGL 120--Introduction to Creative Writing**  
(prerequisite: eligibility for ENGL 101)  
01 6:00 - 8:50 pm--W--Fairview Park Pl  
Grindy  
[3 Credits]
## Fall 2013 Classes

### HLTH 141--Nurse Assistant Training  [8 Credits] + Fee

(prerequisite: meet eligibility requirements for admission to the College, be at least 16 years of age, and successfully complete Nurse Assistant reading pre-test or demonstrate 8th grade reading level by an approved exam. All students who register for the program must complete the Illinois Healthcare Worker Background Check-Uniform Conviction Information Act (Public Act#89-197).)

<table>
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<tr>
<th>Section</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>01</td>
<td>9:00 am-1:45 pm</td>
<td>Th</td>
<td>Off Campus</td>
<td>Miller</td>
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<td>begin: 09/12/2013 and ends: 11/21/2013</td>
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<td>Miller</td>
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### HLTH 110--Cardio Pulmonary Resuscitation  [0.5 Credits] + Fee

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<td>Minton</td>
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### HLTH 120--Wellness and Healthful Living  [3 Credits]

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<td>T</td>
<td>Frahlman</td>
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### HLTH 130--Phlebotomy  [5 Credits] + Fee

(prerequisite: high school diploma or GED certificate, eligibility for MATH 091, eligibility for ENGL 101.)

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<td>Off Campus-TBD</td>
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### HLTH 140--Medical Terminology  [3 Credits] + Fee

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<td>03</td>
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<td>Justice</td>
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### HLTH 141--Nurse Assistant Training  [8 Credits] + Fee

(prerequisite: Student must have completed an approved Basic Nurse Assistant Training program and be listed on the Illinois Health Care Worker Registry.)

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<td>9:00 am- 3:30 pm</td>
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### HLTH 197--Special Topics in Healthcare  [1 to 3 Credits] + Fee

Cardiac Rhythm Interpretation

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Phlebotomy

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Medical Terminology

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### HLTH 220--Nutrition and Diet Therapy  [3 Credits]

(prerequisite: completion of ENGL 090 with a grade of “C” or above, or tested out of ENGL 090.)

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### Health

**HLTH 040--Nurse Assistant Competency Skills Assessment**  [0.5 Credits] + Fee

(prerequisite: Student must have completed an approved Basic Nurse Assistant Training program and be listed on the Illinois Health Care Worker Registry.)

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**HLTH 040--Nurse Assistant Competency Skills Assessment**  [0.5 Credits] + Fee

(prerequisite: Student must have completed an approved Basic Nurse Assistant Training program and be listed on the Illinois Health Care Worker Registry.)

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**HLTH 140--Medical Terminology**  [3 Credits] + Fee

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**HLTH 197--Special Topics in Healthcare**  [1 to 3 Credits] + Fee

Cardiac Rhythm Interpretation

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**Must be eligible for ENGL 101**

**HLTH 220--Nutrition and Diet Therapy**  [3 Credits]

(prerequisite: completion of ENGL 090 with a grade of “C” or above, or tested out of ENGL 090.)

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38 Summer/Fall 2013
Fall 2013 Classes

Health Information Technology

HIT 101--Intro to Hlth Information Technology [3 Credits] + Fee
V1 Bollinger

HIT 115--Computers in Healthcare [3 Credits] + Fee
(prerequisite: CIS 110 & HIT 101)
V1 Y1 5:30 - 7:20 pm--Th Staff

HIT 118--Introduction to Healthcare Documentation [3 Credits] + Fee
V1 Kitchens

HIT 140--Medical Terminology [3 Credits]
V1 Kitchens

HIT 141--Anatomy and Physiology Fundamentals [3 Credits]
(Prerequisite: HIT 140)
V1 Perkins
V2 Perkins

HIT 142--Healthcare Documentation 1 [4 Credits]
(prerequisite: HIT 118, HIT 140, & HIT 141 (or concurrent enrollment))
V1 Kitchens

HIT 143--Basic ICD-10 Coding [3 Credits]
(Prerequisite: HIT 141 (or concurrent enrollment))
V1 Y1 5:30 - 8:20--T Hubner

HIT 195--Coding Workplace Simulation [2 Credits]
(Prerequisite: HIT 101, OT 143, OT 243)
V1 Curry

HIT 210--Advanced ICD-10 Coding [3 Credits] + Fee
(Prerequisite: OT 143)
V1 01 10:00-11:50 am--M,W Curry

HIT 215--Electronic Health Records [3 Credits] + Fee
(Prerequisite: HIT 115)
V1 Y1 1:00 - 2:50 pm--M Curry

HIT 220--Classifications & Indexing Systems [3 Credits] + Fee
(Prerequisite: OT 243)
V1 Curry

HIT 241--Pharmacology Fundamentals [3 Credits]
(prerequisite: HIT 140)
V1 Camp

HIT 242--Healthcare Documentation 2 [4 Credits]
(prerequisite: HIT 142)
V1 Camp

HIT 243--Basic CPT Coding [3 Credits]
(prerequisite: HIT 141 or concurrent enrollment)
Y1 10:30 am-12:00 pm--T Kitchens

HIT 248--Pathophysiology [3 Credits]
(prerequisite: HIT 141)
V1 Kitchens
V2 Kitchens

~*Pending ICCB Approval

HIT 250--Reimbursement Principles in Healthcare [3 Credits]
(prerequisite: HIT 140)
Y1 1:00 - 2:50 pm--T Richardson

HIT 291--Transcription Prof Experience [3 Credits]
(prerequisite: completion of or concurrent enrollment in HIT 242 – Healthcare Documentation 2)
V1 Kitchens

Heating, Ventilation, Air Conditioning

HVAC 100--Refrigeration Fundamentals [3 Credits]
02 5:30 - 9:00 pm--M,W Hudson begins 08/19/2013 and ends 10/09/2013

HVAC 102--Refrigeration Applications [3 Credits] + Fee
(prerequisite: HVAC 100 or concurrent enrollment)
02 5:30 - 9:00 pm--M,W Hudson begins 10/16/2013 and ends 12/04/2013

HVAC 132--Control Applications [3 Credits]
(prerequisite: HVAC 130)
01 10:00 am-2:40 pm--M,T,W,Th Hudson begins 10/21/2013 and ends 11/07/2013

HVAC 140--Troubleshooting Air Conditioning Systems [3 Credits]
(prerequisite: HVAC 132 or ENGT 111; and HVAC 102 or concurrent enrollment)
Y1 5:30 - 7:30 pm--F Staff begins 08/19/2013 and ends 12/06/2013

HVAC 242--Residential Heating Systems [3 Credits]
(prerequisite: HVAC 132 or ENGT 111)
01 5:30 - 9:00 pm--T,Th Staff begins 08/19/2013 and ends 10/08/2013
Fall 2013 Classes

History

HIST 101 (IAI) --United States to 1877  [4 Credits]
(prerequisite: eligibility for ENGL 101)
01  10:00-10:50 am--M,T,Th,F  Austin
This class is web-enhanced.
02  12:00-12:50 pm--M,T,Th,F  Austin
This class is web-enhanced.
03  5:30- 7:20 pm--T,Th  V1  Austin

HIST 102 (IAI) --United States since 1877  [4 Credits]
(prerequisite: eligibility for ENGL 101)
01  9:00- 9:50 am--M,T,Th,F  Kocher
This class is web-enhanced.
V1  Kocher

HIST 111 (IAI) --European Civ to Reformation  [4 Credits]
(prerequisite: eligibility for ENGL 101)
01  11:00-11:50 am--M,T,Th,F  Kocher
This class is web-enhanced.
V1  Kocher

HIST 112 (IAI) --European Civ: The Modern Era  [4 Credits]
(prerequisite: eligibility for ENGL 101)
01  3:30- 5:20 pm--T,Th  Kocher
This class is web-enhanced.

Heating, Ventilation, Air Conditioning Fast-Track
The Fast-Track HVACR Program is designed to provide two certificates in Heating, Ventilation and Air Conditioning as workforce preparation training over a two-semester (nine-month) period. These two certificates will prepare you for employment as an entry-level residential Heating and Air Conditioning technician, which is the area most likely to help you find long-term, financially sound employment.

HVAC 100--Refrigeration Fundamentals  [3 Credits]
01  10:00 am- 2:40 pm--M,T,W,Th  Hudson
begins 08/19/2013 and ends 09/05/2013

HVAC 102--Refrigeration Applications  [3 Credits]
+ Fee
01  10:00 am- 2:40 pm--M,T,W,Th  Hudson
begins 09/09/2013 and ends 09/26/2013

HVAC 106--Tools & Piping  [3 Credits]
01  10:00 am- 2:40 pm--M,T,W,Th  Hudson
begins 11/12/2013 and ends 11/27/2013

HVAC 130--Electricity Fundamentals  [3 Credits]
01  10:00 am- 2:40 pm--M,T,W,Th  Hudson
begins 09/30/2013 and ends 10/17/2013

HVAC 132--Control Applications  [3 Credits]
(prerequisite: HVAC 130)
01  10:00 am- 2:40 pm--M,T,W,Th  Hudson
begins 10/21/2013 and ends 11/07/2013

HVAC 252--Commercial Heating Systems  [3 Credits]
(prerequisite: HVAC 242 or concurrent enrollment)
01  5:30 - 9:00 pm--T,Th  Staff
begins 10/15/2013 and ends 12/05/2013

HVAC 290--Work Experience and Seminar  [3 Credits]
(prerequisite: minimum completion of 45 credit hours toward the HVAC degree)
01  Staff

HVAC 295--Workplace Simulation & Project  [3 Credits]
(prerequisite: HVAC 140 and sophomore standing)
01  Hudson

HORT 100--Horticulture Science  [4 Credits]
01  8:30-9:45 am--M,W,Th  McLaughlin
8:30-10:20 am--F  McLaughlin
begins 08/19/2013 and ends 09/05/2013

HORT 102--Refrigeration Applications  [3 Credits]
+ Fee
01  8:30-9:45 am--M,W,Th,F  McLaughlin
begins 09/09/2013 and ends 09/26/2013

HORT 116--Sustainable Agriculture Fundamentals  [3 Credits]
01  5:30- 8:50 pm--Th  McLaughlin
begins 11/12/2013 and ends 11/27/2013

HORT 130--Electricity Fundamentals  [3 Credits]
01  10:00 am- 2:40 pm--M,T,W,Th  McLaughlin
begins 09/09/2013 and ends 09/26/2013

HORT 132--Control Applications  [3 Credits]
(prerequisite: HVAC 130)
01  10:00 am- 2:40 pm--M,T,W,Th  McLaughlin
begins 10/21/2013 and ends 11/07/2013

HVAC 130--Electricity Fundamentals  [3 Credits]
01  10:00 am- 2:40 pm--M,T,W,Th  McLaughlin
begins 09/30/2013 and ends 10/17/2013

HVAC 132--Control Applications  [3 Credits]
(prerequisite: HVAC 130)
01  10:00 am- 2:40 pm--M,T,W,Th  McLaughlin
begins 10/21/2013 and ends 11/07/2013

Tuition and Fee charges are subject to change.

Remember that you must apply for financial aid every year. The FAFSA for the 2013-2014 academic year is available now at www.fafsa.gov.
HOSP 205--Cost Management [4 Credits]  
(prerequisite: eligibility for ENGL 101, CIS 110, and BUS 110(or CA 150))
01 2:00 - 3:50 pm--T,Th  Ashby

Humanities

HUMAN100 (IAI) --Introduction to the Arts  
[3 Credits]
(prerequisite: eligibility for ENGL 101)
01 9:00 - 9:50 am--M,W,F  Staff
02 11:00 -11:50 am--M,W,F  Staff
V1 Tomlinson
V2 Staff

HUMAN104 (IAI) --Introduction to Latin American Culture and Civilization  
[3 Credits]
(prerequisite: eligibility for ENGL 101)
V1 Gallagher

HUMAN106 (IAI) --Cultures of Islamic Middle East  
[3 Credits]
(prerequisite: eligibility for ENGL 101)
V1 Staff

HUMAN201 (IAI) --Humanities Honors Seminar  
[3 Credits]
(prerequisite: completion of or concurrent enrollment in ENGL 101, either admission to the Honors Opportunities Program or a 3.0 GPA, and permission of the instructor)
01 11:30 am-12:45 pm--T,Th  King

Information Technology

IT 116--Windows Client Operating Systems  
[3 Credits] + Fee
01 8:00 - 9:50 am--M,W  Staff
Y1 6:00 - 7:50 pm--T  Staff

IT 130--Word Processor Applications  
[3 Credits] + Fee
(prerequisite: CIS 110 or OT 114 or consent of full-time Information Technology instructor)
01 9:00 -10:50 am--M,W  Beube
02 8:00 - 7:50 pm--M,W  Staff

IT 131--Programming Logic  
[3 Credits] + Fee  
(Visual Logic and Visio 2007)
01 11:00 am-12:50 pm--M,W  Brenner
V1 Brenner

IT 141--Networking Fundamentals  
[4 Credits] + Fee
V1 Kirby

IT 173--A+ Computer Technologies  
[4 Credits] + Fee
01 8:00 -10:50 am--T,Th  Kirby

IT 210--Presentation Graphic Applications  
[3 Credits] + Fee
Y1 1:00 - 2:50 pm--T  Beube
Y2 8:00 - 7:50 pm--T  Staff

IT 221--Database Design Using SQL  
[3 Credits] + Fee
V1 Brenner
Y1 10:00 -11:50 am--Th  Brenner

IT 231--Office Management Software  
[3 Credits] + Fee
Y1 9:00 -10:30 am--T  Richardson
Fall 2013 Classes

IT 241--Network Routing Technologies  [4 Credits] + Fee
(prerequisite: IT 141 with a grade of "C" or better)
  01  12:00 - 2:50 pm--M,W Kirby

IT 243--Network Switching Technologies  [4 Credits] + Fee
(prerequisite: IT 241 with a grade of "C" or better or consent of full-time Information Technology instructor)
  01  12:00 - 2:50 pm--T,Th Kirby

IT 245--Network Security  [3 Credits]
(prerequisite: IT 141 or consent of full-time Information Technology instructor)
  01  3:00 - 4:50 pm--T,Th Kirby

IT 247--Virtualization Fundamentals  [3 Credits] + Fee
(prerequisite: IT 271 with a grade of "C" or better or consent of full-time IT instructor)
  01  3:00 - 4:50 pm--M,W Kirby

IT 273--Managing Windows Networks  [3 Credits] + Fee
(prerequisite: IT 271 or consent of full-time Information Technology instructor)
  Y1  6:00 - 8:50 pm--Th Staff

IT 282--Dynamic Web Development  [4 Credits]
(prerequisite: IT 153 & IT 131)
  Y1  1:00 - 2:50 pm--Th Brenner
  V1  1:00 - 2:50 pm--Th Brenner

IT 290--Work Experience Practicum  [3 Credits] + Fee
(prerequisite: sophomore standing and a minimum completion of 45 credit hours toward an IT degree, or approval from the full-time Information Technology faculty)
  AAS Desktop Support Technician  Staff
  01
  02
  03

Have you applied for Financial Aid? Be sure you have completed the 2012-2013 FAFSA at www.fafsa.gov for Summer 2013. The 2013-2014 FAFSA needs to be completed for the Fall 2013 semester. Once your FAFSA has been processed, you will receive an email from the Financial Aid Office outlining your next steps.

Registration Dates
Currently Enrolled Students  April 1, 2013
All Students  April 8, 2013

Mathematics Enrichment Center
Spring and Fall Semester Hours
Richland Main Campus
Mondays and Thursdays  9:00 am - 7:00 pm
Fridays  9:00 am - 3:00 pm
Fairview Plaza
Tuesdays and Thursdays  10:00 am - 7:00 pm
Summer hours vary; please call to confirm. Closed during holiday breaks according to the College calendar.

Section Numbering System
01, 02, etc.  Main Campus Courses
Y#  Hybrid Courses
V#  Online Courses
D#  Distance Class

Off-campus locations
A#  Decatur Area Technical Academy
B#  Warrensburg-Latham High School
C#  Clinton Center
E#  Eisenhower High School
F#  Fairview Park Plaza Center
G#  Cerro Gordo High School
J#  Decatur Christian High School
K#  MacArthur High School
L#  Lutheran School Association
M#  Maroa-Forsyth High School
N#  Meridian High School
P#  Sangamon Valley High School
Q#  Central A & M High School
R#  Argenta-Oreana High School
S#  St. Teresa High School
U#  Mt. Zion High School

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S#  St. Teresa High School
U#  Mt. Zion High School
Leadership Development

LDEV 111--Community Leadership  [3 Credits]
01  9:30 -10:45 am--T,Th  Kind-Keppel

Mathematics

All mathematics courses which are prerequisites for other mathematics courses must be completed with a 'C' or better if they are to be used as prerequisites.

MATH 087--General Mathematics Skills  [4 Credits]
01 10:00 -10:50 am--M,T,W,Th,F Staff
02  5:15 - 7:20 pm--T,Th Staff

MATH 090--Pre Algebra  [4 Credits]
(prerequisite: both of the following: (1) MATH 087 with a "C" or better grade or satisfactory score on the mathematics placement exam, and (2) eligibility for ENGL 101 or concurrent enrollment in ENGL 090)
01  9:00 - 9:50 am--M,T,Th,F Staff
02  12:00 -12:50 pm--M,T,Th,F Staff
03  5:30 - 7:20 pm--M,W Staff

MATH 091--Basic Algebra  [4 Credits]
(prerequisite: both of the following: (1) MATH 090 with a "C" or better grade or satisfactory score on the mathematics placement exam, and (2) eligibility for ENGL 101 or concurrent enrollment in ENGL 090 and ENGL 097)
01  9:00 - 9:50 am--M,T,Th,F Ferrill
02 10:00 -10:50 am--M,T,Th,F Ferrill
03 11:00 -11:50 am--M,T,Th,F Ferrill
04 12:00 -12:50 pm--M,T,Th,F Staff
05  1:00 - 1:50 pm--M,T,Th,F Staff
06  5:30 - 7:20 pm--T,Th Staff

MATH 095--Basic Geometry  [4 Credits]
(prerequisite: both of the following: (1) MATH 091 with a "C" or better grade or satisfactory score on the mathematics placement exam, and (2) eligibility for ENGL 101 or concurrent enrollment in ENGL 090 and ENGL 097)
01 10:00 -10:50 am--M,T,Th,F Hynds
02  7:30 - 9:00 pm--T Cremer

MATH 096--Developmental Mathematics  [4 Credits]
(is designed for students who have placed into a developmental mathematics sequence except MATH 095. This course is repeatable up to three times.)
01  Hynds
Flex Schedule (Prefer Morning) Attend class in the Mathematics Enrichment Center minimum of 4 hrs/week. This class is web-enhanced.
02  Hynds
Flex Schedule (Prefer Afternoon) Attend class in the Mathematics Enrichment Center minimum of 4 hrs/week. This class is web-enhanced.
03  Staff
Flex Schedule (Prefer Evening) Attend class in the Mathematics Enrichment Center minimum of 4 hrs/week. This class is web-enhanced.

MATH 098--Intermediate Algebra  [4 Credits]
(prerequisite: all of the following: (1) MATH 091 with a "C" or better grade or satisfactory score on the mathematics placement exam, (2) MATH 095 with a "C" or better grade or one year of high school geometry, and (3) eligibility for ENGL 101 or concurrent enrollment in ENGL 090 and ENGL 097)
01  8:00 - 8:50 am--M,T,Th,F Odell
   This class is web-enhanced.
02 11:00 -11:50 am--M,T,Th,F Odell
   This class is web-enhanced.
03  2:00 - 2:50 pm--M,T,Th,F Staff
   This class is web-enhanced.
04  5:30 - 7:20 pm--M,W Staff
   This class is web-enhanced.

MATH 104--Technical Mathematics  [4 Credits]
(prerequisite: both of the following: (1) MATH 091 with a "C" or better grade or satisfactory score on the mathematics placement exam and (2) eligibility for ENGL 101 or concurrent enrollment in ENGL 090 and ENGL 097)
01  8:00 - 8:50 am--M,T,W,Th Daum
02  5:30 - 7:20 pm--M,W Staff

MATH 106--Mathematics for Health Careers  [2 Credits]
(prerequisite: eligibility for MATH 091)
01 12:30 - 2:20 pm--W Staff
02  5:30 - 7:20 pm--T Staff

MATH 110 (IAI) --Concepts of Mathematics  [4 Credits]
(prerequisite: all of the following: (1) MATH 098 with a "C" or better grade or satisfactory score on the mathematics placement exam, (2) MATH 095 with a "C" or better grade or one year of high school geometry, and (3) eligibility for ENGL 101)
01  9:00 - 9:50 am--M,T,Th,F Odell
   This class is web-enhanced.
02  7:30 - 9:20 pm--M,W Cremer
   V1  Cremer

MATH 111--Math for Elem Sch Teaching 1  [4 Credits]
(prerequisite: all of the following: (1) MATH 098 with a "C" or better grade or satisfactory score on the mathematics placement exam, (2) MATH 095 with a "C" or better grade or one year of high school geometry, and (3) eligibility for ENGL 101)
01  9:00 - 9:50 am--M,T,Th,F Hynds
02  7:30 - 9:20 pm--M,W Cremer
03  5:30 - 7:20 pm--T,Th Staff

MATH 113 (IAI) --Introduction to Applied Statistics  [4 Credits]
(prerequisite: all of the following: (1) MATH 098 with a "C" or better grade or satisfactory score on the mathematics placement exam, and (2) MATH 095 with a "C" or better grade or one year of high school geometry, and (3) eligibility for ENGL 101)
01  9:30 -10:40 am--M,W,F Jones
   This class is eb-enhanced.
02  3:00 - 4:10 pm--M,W,F Jones
   This class is web-enhanced.
03  5:30 - 7:20 pm--T,Th Staff
Fall 2013 Classes

**Media**

MEDIA101 -- News Writing & Reporting  
(prerequisite: Eligibility for ENGL 101)  
01  11:30 am-12:45 pm--T,Th  Staff

MEDIA110 (IAI) -- Introduction to Mass Media  
(prerequisite: MEDIA 101)  
01  1:00 - 2:15 pm--T,Th  Wiertelak
A1  8:30 -10:48 am--M,T,W,Th,F  Bowman  
   Dual Credit Only
A2  12:05 - 2:23 pm--M,W  Bowman  
   Dual Credit Only

MEDIA130 -- Broadcasting  
(prerequisite: MEDIA 101)  
01  2:30 - 3:45 pm--T,Th  Wiertelak

MEDIA280 -- Ethics in Mass Media  
(prerequisite: MEDIA 101)  
01  5:30 - 6:45 pm--T,Th  Wiertelak

**Music**

MUSIC100 (IAI) -- Music Appreciation  
(prerequisite: successful completion of both MATH 116 with a “C” or better grade and MATH 117 with a “C” or better grade or satisfactory score on the mathematics placement exam)  
01  8:30 - 9:45 am--T,Th  Staff
02  9:00 - 9:50 am--M,W,F  Staff
03  11:30 am-12:45 pm--T,Th  Staff
V1    Staff

MUSIC103 -- Theory and Ear Training 1  
(prerequisite: MATH 116 with a “C” or better grade or equivalent competencies)  
01  3:00 - 5:00 pm--M,W  Staff

MUSIC190 (IAI) -- Introduction to American Music  
(prerequisite: successful completion of both MATH 116 with a “C” or better grade and MATH 117 with a “C” or better grade or satisfactory score on the mathematics placement exam)  
01  5:30 - 7:20 pm--T,Th  Ferrill

**Math**

MATH 116 -- College Algebra  
[4 Credits]  
(prerequisite: all of the following: (1) MATH 098 with a “C” or better grade or satisfactory score on the mathematics placement exam, (2) MATH 095 with a “C” or better grade or one year of high school geometry, and (3) eligibility for ENGL 101)  
01  10:00 -10:50 am--M,T,Th,F  Odell  
   This class is web-enhanced.
02  1:00 - 1:50 pm--M,T,Th,F  Odell  
   This class is web-enhanced.
03  7:30 - 9:20 pm--T,Th  Staff

MATH 117 -- Trigonometry  
[3 Credits]  
(prerequisite: all of the following: (1) MATH 098 with a “C” or better grade or satisfactory score on the mathematics placement exam, (2) MATH 095 with a “C” or better grade or one year of high school geometry, and (3) eligibility for ENGL 101)  
01  1:00 - 1:50 pm--M,T,Th  Smith

MATH 121 (IAI) -- Calculus & Analytic Geometry 1  
[5 Credits]  
(prerequisite: successful completion of both MATH 116 with a “C” or better grade and MATH 117 with a “C” or better grade or satisfactory score on the mathematics placement exam)  
01  1:15 - 2:40 pm--M,W,F  Jones  
   This class is web-enhanced.

MATH 122 (IAI) -- Calculus & Analytic Geometry 2  
[4 Credits]  
(prerequisite: MATH 121 with a “C” or better grade or equivalent competencies)  
01  8:00 - 8:50 am--M,T,Th,F  Ferrill

MATH 160 (IAI) -- Finite Mathematics for Business and Social Sciences  
[4 Credits]  
(prerequisite: MATH 116 with a “C” or better grade or equivalent competencies)  
01  5:30 - 7:20 pm--T,Th  Ferrill

MATH 170 (IAI) -- Introduction to Statistics  
[4 Credits]  
(prerequisite: MATH 160 with a “C” or better grade)  
01  12:00 -12:50 pm--M,T,Th,F  Hynds  
   This class is web-enhanced.

MATH 171 (IAI) -- Concepts of Statistics  
[4 Credits]  
(prerequisite: MATH 116 with a “C” or better grade)  
01  12:00 -12:50 pm--M,T,Th,F  Hynds  
   This class is web-enhanced.

MATH 221 (IAI) -- Calculus & Analytic Geometry 3  
[4 Credits]  
(prerequisite: MATH 122 with a “C” or better grade or equivalent competencies)  
01  11:00 am-12:10 pm--M,W,F  Jones  
   This class is web-enhanced.

Tuition and Fee charges are subject to change.

Instructors are using technology in many courses in addition to those designated as online and hybrid courses. Students may need access to a computer to submit assignments, take quizzes and tests, and communicate with other students. Technology workshops and computer courses are offered regularly for students to improve their skills. Open computer labs are also available for student use.
### Fall 2013 Classes

**Nursing**

**NURS 111--Introduction to Nursing**  
(1 Credit) + Fee  
(prerequisite: admission to Associate Degree Nursing Program)

<table>
<thead>
<tr>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
<th>Dates</th>
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</thead>
<tbody>
<tr>
<td>Y1</td>
<td>M</td>
<td>8:00-4:00 pm</td>
<td>Baldwin</td>
<td>Health Ctr</td>
<td>08/12/2013-08/12/2013</td>
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<td></td>
<td>T, Th</td>
<td>9:00 am-12:00 pm</td>
<td>Ostermeier</td>
<td>Hospital</td>
<td>08/21/2013-12/11/2013</td>
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<td>Y2</td>
<td>W</td>
<td>9:00 am-12:00 pm</td>
<td>Crisler</td>
<td>Hospital</td>
<td>08/21/2013-10/16/2013</td>
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<td>Ostermeier</td>
<td>Hospital</td>
<td>08/21/2013-12/11/2013</td>
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<td>Y3</td>
<td>W</td>
<td>9:00 am-12:00 pm</td>
<td>Litchfield</td>
<td>Hospital</td>
<td>08/21/2013-12/11/2013</td>
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<td>Th</td>
<td>9:00 am-12:00 pm</td>
<td>Ostermeier</td>
<td>Hospital</td>
<td>08/21/2013-12/11/2013</td>
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**NURS 112--Medical-Surgical Nursing I Concepts**  
(3 Credits) + Fee  
(prerequisite: completion of NURS 111 and completion of or concurrent enrollment in BIOL 201, PSYCH 110, and ENGL 101)

<table>
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<th>Section</th>
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<th>Location</th>
<th>Dates</th>
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<td>Ostermeier</td>
<td>Hospital</td>
<td>08/21/2013-12/11/2013</td>
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**NURS 152--Psychiatric Mental Health Nursing**  
(4 Credits) + Fee  
(prerequisite: completion of NURS 112 and completion of or concurrent enrollment in NURS 154, NURS 155, PSYCH 145, BIOL 202)

<table>
<thead>
<tr>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
<th>Dates</th>
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<td>Hospital</td>
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**NURS 154--Pharmacological Principles for Nursing Practice**  
(3 Credits) + Fee  
(prerequisite: must be accepted into the ADN or LPN nursing program, or have current LPN licensure, or approval of the Nursing Program Director)

<table>
<thead>
<tr>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
<th>Dates</th>
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<tr>
<td>Y1</td>
<td>2:00-4:00 pm</td>
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<td>Health Ctr</td>
<td>Hospital</td>
<td>08/12/2013-08/12/2013</td>
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<td></td>
<td>T, Th</td>
<td>9:00 am-12:00 pm</td>
<td>Vercellino</td>
<td>Hospital</td>
<td>08/21/2013-12/11/2013</td>
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**NURS 155--Medical-Surgical Nursing II Care of the Chronically Ill Client**  
(3 Credits) + Fee  
(prerequisite: completion of NURS 112 and completion of or concurrent enrollment in NURS 152, NURS 154, PSYCH 145, BIOL 202)

<table>
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<tr>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
<th>Dates</th>
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<tr>
<td>Y1</td>
<td>9:00 am-12:00 pm</td>
<td>Baldwin</td>
<td>Psychological Health Center</td>
<td>Hospital</td>
<td>08/12/2013-08/12/2013</td>
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<td>T, Th</td>
<td>9:00 am-12:00 pm</td>
<td>Vercellino</td>
<td>Hospital</td>
<td>08/21/2013-12/11/2013</td>
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<td>Y2</td>
<td>9:00 am-12:00 pm</td>
<td>Baldwin</td>
<td>Psychological Health Center</td>
<td>Hospital</td>
<td>08/21/2013-12/11/2013</td>
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<td>Vercellino</td>
<td>Hospital</td>
<td>08/21/2013-12/11/2013</td>
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<td>Y3</td>
<td>9:00 am-12:00 pm</td>
<td>Baldwin</td>
<td>Psychological Health Center</td>
<td>Hospital</td>
<td>08/21/2013-12/11/2013</td>
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<td></td>
<td>T, Th</td>
<td>9:00 am-12:00 pm</td>
<td>Vercellino</td>
<td>Hospital</td>
<td>08/21/2013-12/11/2013</td>
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</tbody>
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**Additional Notes:**

- All students are required to prepare for clinical in the hospital setting the evening prior to clinical.
- This class also meets Wednesday, August 21, 2013, for Poster/Skills Day from 8:00 am - 3:00 pm.
NURS 203--LPN Bridge Course  [6 Credits] + Fee
(prerequisite: Admission to LPN-Bridge Program.)
Y1  8:00 am-12:00 pm--T  Litchfield
begins 08/20/2013 and ends 12/13/2013
Web-enhanced class. Clinical agency and skills lab competencies pending dates. This class also meets Wednesday, August 21, 2013, for Poster/Skills Day from 9:00 am - 3:00 pm.

NURS 206--Family Health Nursing  [6 Credits] + Fee
(prerequisite: completion of NURS 152, NURS 154, NURS 155, and completion of, or concurrent enrollment in NURS 250, BIOL 220, SOCIO 110, or admission to the LPN Bridge Program)
Y1 (Clinical) 2:00 - 6:00 pm--M--Decatur Memorial Hosp.
begins 08/19/2013 and ends 12/13/2013
Y2 (Clinical) 5:45 -11:45 am--W--St. Mary’s Hosp
begins 08/21/2013 and ends 12/13/2013
Y3 (Clinical) 8:00 am- 2:00 pm--M--Decatur Memorial Hosp.
begins 08/19/2013 and ends 12/13/2013
Y4 (Clinical) 5:45 -11:45 am--M--St. Mary’s Hosp Staff
begins 08/19/2013 and ends 12/13/2013

NURS 250--Medical-Surgical III Care of the Surgical Client  [5 Credits] + Fee
(prerequisite: completion of NURS 152, NURS 154, NURS 155, and completion of or concurrent enrollment in NURS 206, BIOL 220, SOCIO 110, or admission to the LPN Bridge Program)
Y1 (Clinical) 6:00 am-12:00 pm--F--Decatur Memorial Hosp. Hartman
begins 08/22/2013 and ends 12/13/2013
Y2 (Clinical) 6:00 am-12:00 pm--M--Decatur Memorial Hosp. Hartman
begins 08/19/2013 and ends 12/13/2013
Y3 (Clinical) 6:00 am-12:00 pm--W--St. Mary’s Hosp Litchfield
begins 08/21/2013 and ends 12/13/2013
Y4 (Clinical)12:00 - 6:00 pm--W--Off Campus-Staff
begins 08/19/2013 and ends 12/13/2013

NURS 252--Medical-Surgical IV Care of the Acutely Ill Client  [5 Credits] + Fee
(prerequisite: completion of NURS 206, NURS 250, BIOL 220, SOCIO 110, and completion of or concurrent enrollment in NURS 254, Fine Arts elective, and HLTH 197/297)
Y1 (Clinical) 6:00 am-12:00 pm--M--Decatur Memorial Hosp.
begins 08/19/2013 and ends 12/13/2013
Y2 (Clinical) 6:00 am-12:00 pm--W--Decatur Memorial Hosp.
begins 08/19/2013 and ends 12/13/2013

46  Summer/Fall 2013
Fall 2013 Classes

Office Technology

OT 114--Word Processing/Keyboarding [3 Credits] + Fee
(prerequisite: touch-key minimum skills of 25 NWAM for five minutes with five or fewer errors.)
Y1 11:00 am-12:50 pm--T Beube
Y2 1:00 - 2:50 pm--W Staff

OT 119--Business English [3 Credits] + Fee
(prerequisite: eligibility for ENGL 090 and ENGL 097)
V1 Beube

OT 170--Professional Office Procedures [3 Credits] + Fee
(prerequisite: OT 114 or concurrent enrollment)
Y1 11:00 am-12:15 pm--W Beube

OT 205--Voicing & Transcription [3 Credits] + Fee
(prerequisite: OT 113, OT 114, and OT 119 or equivalent competencies)
V1 Richardson

AAS Admin/General
01 Beube
AAS Admin/Acct-Legal
02 Richardson
AAS Medical Office Specialist
03 Kitchens

NURS 254--Transition from Education to Practice [6 Credits] + Fee
(prerequisite: completion of NURS 206, NURS 250, BIOL 220, and SOCIO 110 and completion of or concurrent enrollment in NURS 262, Fine Arts elective, and HLTH 197/297)

Y1 (Clinical) 6:30 am-2:00 pm--Decatur Memorial Hosp.
Maloney begins 08/21/2013 and ends 12/13/2013
9:00 am-12:00 pm--T Maloney begins 08/20/2013 and ends 12/13/2013
Scheduled clinical by arrangement with faculty/ agencies as needed. This class also meets Wednesday, August 21, 2013, for Poster/ Skills Day from 8:00 am - 3:00 pm.

Y2 (Clinical) 6:30 am-2:00 pm--Decatur Memorial Hosp.
Maloney begins 08/19/2013 and ends 12/13/2013
9:00 am-12:00 pm--T Maloney begins 08/20/2013 and ends 12/13/2013
Scheduled clinical by arrangement with faculty/ agencies as needed. This class also meets Wednesday, August 21, 2013, for Poster/ Skills Day from 8:00 am - 3:00 pm.

Y3 (Clinical) 12:00-7:30 pm--Decatur Memorial Hosp.
Maloney/Staff begins 08/21/2013 and ends 12/13/2013
9:00 am-12:00 pm--T Maloney Scheduled clinical by arrangement with faculty/ agencies as needed. This class also meets Wednesday, August 21, 2013, for Poster/ Skills Day from 8:00 am - 3:00 pm.

Y4 (Clinical) 12:00 - 8:00 pm--St. Mary's Hosp
Maloney/Staff
9:00 am-12:00 pm--T Maloney
Scheduled clinical by arrangement with faculty/ agencies as needed. This class also meets Wednesday, August 21, 2013, for Poster/ Skills Day from 8:00 am - 3:00 pm.

Personal Development

P Dev 100
01 3:00 - 4:00 pm--M 08/19/2013 - 08/19/2013
P Dev 101
01 3:00 - 4:00 pm--T 08/20/2013 - 08/20/2013

Tuition and Fee charges are subject to change.
### Physics

**PHYS 100 (IAI) --Physics of the Modern World**  
[4 Credits]  
(prerequisite: eligibility for ENGL 101 and successful completion of MATH 091 [with a "C" or better grade] or equivalent competencies)  
01 12:00 - 12:50 pm--M,T,Th,F  
Smith  

**PHYS 101 (IAI) --Introduction to Physics 1**  
[4 Credits]  
(prerequisite: successful completion of MATH 098 [with a "C" or better grade] or equivalent competencies and eligibility for ENGL 101)  
01 8:00 - 8:50 am--M,T,F  
Smith  
(Lab) 8:00 - 9:50 am--Th  
Smith  
02 5:00 - 7:20 pm--T,Th  
Staff  
Includes lab time  

**PHYS 152 (IAI) --Electricity and Magnetism**  
[4 Credits]  
(prerequisite: PHYS 151 or equivalent competencies and MATH 122 or concurrent enrollment)  
01 9:00 - 9:50 am--M,T,F  
Smith  
(Lab) 8:00 - 9:50 am--W  
Smith  

**PHYS 221--Reactor Physics 1**  
[4 Credits]  
(prerequisite: MATH 098, PHY 101, and PHYS 102)  
01 Staff  

### Political Science

**POL S100 (IAI) --People and Politics**  
[3 Credits]  
01 10:00 - 10:50 am--M,W,F  
Klugman  
02 12:30 - 1:45 pm--T,Th  
Klugman  

**POL S110 (IAI) --American National Government**  
[3 Credits]  
(prerequisite: eligibility for ENGL 101)  
01 12:00 - 1:15 pm--M,W,F  
Klugman  
02 11:00 am-12:15 pm--T,Th  
Klugman  
F1 10:30 -11:45 am--T,Th--Fairview Park Pl  
Staff  
V1  

### Power Generation

**P GEN102--Intro to Power Plant Systems 2**  
[4 Credits]  
(prerequisite: MATH 117 and PHYS 102)  
01 6:00 - 9:40 pm--Th  
Staff  

**P GEN202--Intro to Radiation Protection 2**  
[3 Credits]  
(prerequisite: P GEN104)  
01 6:00 - 8:50 pm--T  
Staff  

Instructors are using technology in many courses in addition to those designated as online and hybrid courses. Students may need access to a computer to submit assignments, take quizzes and tests, and communicate with other students. Technology workshops and computer courses are offered regularly for students to improve their skills. Open computer labs are also available for student use.
### Practical Nursing

**PN 101A--Transitions I Introduction to Practical Nursing**  
[1 Credits] + Fee  
(prerequisite: admission to the Practical Nursing Program, and completion of or concurrent enrollment in BIOL 202 and NURS 154)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Faculty</th>
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<tbody>
<tr>
<td>01</td>
<td>8:00 am-4:30 pm--Th</td>
<td>Myers</td>
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**PN 102A--Wellness Across the Lifespan I**  
[6 Credits] + Fee  
(prerequisite: completion of or concurrent enrollment in PN 101A, BIOL 202, and NURS 154)

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>01</td>
<td>7:00 am-1:30 pm--T,Th--St. Mary’s Hosp My</td>
<td>begin 08/19/2013 and ends 12/16/2013</td>
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<td>9:00 am-1:00 pm--M,W</td>
<td>McMahon/Myers</td>
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<td>02</td>
<td>7:00 am-1:30 pm--T,Th--St. Mary’s Hosp Mc</td>
<td>begin 08/19/2013 and ends 12/16/2013</td>
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<td>9:00 am-1:00 pm--M,W</td>
<td>McMahon/Myers</td>
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</tbody>
</table>

**PN 103A--Wellness Across the Lifespan II**  
[4 Credits] + Fee  
(prerequisite: completion of PN 102A and completion of or concurrent enrollment in BIOL 202 and NURS 154)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>7:00 am-1:30 pm--T,Th--St. Mary’s Hosp My</td>
<td>begin 10/21/2013 and ends 12/16/2013</td>
</tr>
<tr>
<td></td>
<td>9:00 am-11:00 am--M,W</td>
<td>McMahon</td>
</tr>
<tr>
<td>02</td>
<td>7:00 am-1:30 pm--T,Th--St. Mary’s Hosp Mc</td>
<td>begin 10/21/2013 and ends 12/16/2013</td>
</tr>
<tr>
<td></td>
<td>9:00 am-11:00 am--M,W</td>
<td>Myers</td>
</tr>
</tbody>
</table>

### Psychology

**PSYCH100--Practical Psychology**  
[3 Credits]  
(prerequisite: eligibility for ENGL 101)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>5:30 - 6:45 pm--M,W</td>
<td>Staff</td>
</tr>
</tbody>
</table>

**PSYCH110 (IAI)--Introduction to Psychology**  
[3 Credits]  
(prerequisite: eligibility for ENGL 101)

<table>
<thead>
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<th>Course Code</th>
<th>Time</th>
<th>Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>9:00 - 9:50 am--M,W,F</td>
<td>Fennessey</td>
</tr>
<tr>
<td>02</td>
<td>10:00 -10:50 am--M,W,F</td>
<td>Fennessey</td>
</tr>
<tr>
<td>03</td>
<td>1:00 - 1:50 pm--M,W,F</td>
<td>Fennessey</td>
</tr>
<tr>
<td>04</td>
<td>8:30 - 9:45 am--T,Th</td>
<td>Wade</td>
</tr>
</tbody>
</table>

**PSYCH145 (IAI)--Human Growth & Development**  
[3 Credits]  
(prerequisite: PSYCH 110)

<table>
<thead>
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<th>Time</th>
<th>Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>12:00 - 1:15 pm--T,Th--Fairview Park Pl</td>
<td>Staff</td>
</tr>
</tbody>
</table>

**PSYCH150 (IAI)--Child Psychology**  
[3 Credits]  
(prerequisite: PSYCH 110)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>5:30 - 8:20 pm--T</td>
<td>Staff</td>
</tr>
</tbody>
</table>

**PSYCH220--Psychology of Death and Dying**  
[3 Credits]  
(prerequisite: PSYCH 100 or PSYCH 110)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>5:30 - 8:20 pm--T</td>
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**PSYCH260 (IAI)--Theories of Personality**  
[3 Credits]  
(prerequisite: PSYCH 110)

<table>
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<th>Time</th>
<th>Faculty</th>
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</thead>
<tbody>
<tr>
<td>01</td>
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</tr>
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**PSYCH280 (IAI)--Abnormal Psychology**  
[3 Credits]  
(prerequisite: PSYCH 110)

<table>
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<th>Time</th>
<th>Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>2:00 - 3:15 pm--M,W</td>
<td>Fennessey</td>
</tr>
</tbody>
</table>

### Radiography

**RADT 101--Introduction to Radiography**  
[3 Credits] + Fee  
(prerequisite: eligibility for ENGL 101 and MATH 098; may be currently enrolled in MATH 095)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y1</td>
<td>9:30-11:30 am--W</td>
<td>St. Mary's Hosp Myers</td>
</tr>
<tr>
<td>Y2</td>
<td>2:30 -4:30 pm--W</td>
<td>St. Mary's Hosp Myers</td>
</tr>
</tbody>
</table>

**RADT 110--Principles of Radiography I**  
[3 Credits] + Fee  
(prerequisite: completion of RADT 101, RADT 102 and RADT 108 with a grade of “C” or better and concurrent enrollment in or completion with a grade of “C” or better in RADT 115, RADT 116, RADT 118 and BIOL 101)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y1</td>
<td>8:30 -10:00 am--T</td>
<td>Cardinal</td>
</tr>
</tbody>
</table>

**RADT 115--Radiography Clinical I**  
[3 Credits] + Fee  
(prerequisite: completion of RADT 101, RADT 102 and RADT 108 with a grade of “C” or better and concurrent enrollment in or completion with a grade of “C” or better in RADT 110, RADT 116, RADT 118 and BIOL 101)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>8:00 am-4:00 pm--T,F--St. Mary’s Hosp &amp; Fennessey</td>
<td></td>
</tr>
<tr>
<td>02</td>
<td>8:00 am -4:00 pm--T,F--Decatur Memorial Hosp. Cardinal</td>
<td></td>
</tr>
<tr>
<td>03</td>
<td>8:00 am-4:00 pm--T,F--Memorial Medical-Springfield Cardinal</td>
<td></td>
</tr>
</tbody>
</table>
Fall 2013 Classes

Sequestration

CCS 115--Intro to Carbon Capture & Storage
[3 Credits]
(prerequisite: eligibility for ENGL 101)
01  8:30-11:20 am--F  Larrick

CCS 275--Advanced Sequestration Applications
[4 Credits]
(prerequisite: CCS 115)
01  11:00 am-12:15 pm--M,W  Larrick
   11:00 am-12:50 pm--Th  Larrick

Service Learning

SLRN 293--Service Learning Internship
[1..3 Credits]
(prerequisite: Students must have completed at least 30 hours of course work at RCC or another college or university and must obtain the approval of the Director of Campus Life and a discipline-level faculty member or dean in an appropriate discipline)
01  Newton

Sociology

SOCI100--People, Society, and Culture
[3 Credits]
01  9:00 - 9:50 am--M,W,F  Staff

SOCI110 (IAI) --Introduction to Sociology
[3 Credits]
(prerequisite: eligibility for ENGL 101)
01  9:00 - 9:50 am--M,W,F  Palmer
   This class is web-enhanced.
02  12:00 -12:50 pm--M,W,F  Fennessey
03  5:30 - 6:20 pm--M  Staff
04  9:30 -10:45 am--T,Th  Staff
05  1:00 - 2:15 pm--T,Th  Staff
06  1:00 - 3:15 pm--M,W  Staff
   begins 10/16/2013 and ends 12/16/2013
F1  1:30 - 2:45 pm--T,Th--Fairview Park Plaza  Staff
N1  7:50 - 8:40 am--M,W,F--Meridian H.S.  Staff
   Dual Credit H.S. Students Only
Q1  7:30 - 8:45 am--T,Th--Central A&M H.S.  Staff
   Dual Credit H.S. Students Only
R1  8:15 - 9:05 am--M,W,F--Argenta-Oreana H.S.  Staff
   Dual Credit H.S. Students Only
V1  Palmer
V2  Palmer

SOCI130--Criminology
[3 Credits]
(prerequisite: eligibility for ENGL 101)
01  1:30 - 3:00 pm--T,Th  Staff

SOCI200 (IAI) --Marriage and the Family
[3 Credits]
(prerequisite: SOCI110 or PSYCH 110)
01  10:00 -10:50 am--M,W,F  Palmer
   This class is web-enhanced.
V1  Palmer
**Spanish**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN 101--Beginning Spanish 1</td>
<td>4</td>
<td>10:00 -10:50 am--M,T,Th,F</td>
<td>Gallagher</td>
<td></td>
</tr>
<tr>
<td>SPAN 102--Beginning Spanish 2</td>
<td>4</td>
<td>9:00 - 9:50 am--M,T,W,Th</td>
<td>Gallagher</td>
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</table>

**Surgical Technology**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>SURGT 110--Introduction to Surgical Technology</td>
<td>2</td>
<td>8:00 - 9:50 am--T</td>
<td>Lee</td>
<td></td>
</tr>
<tr>
<td>SURGT 240--Principles of Surgical Technology III</td>
<td>6</td>
<td>8:00 am- 1:50 pm--W</td>
<td>Lee</td>
<td></td>
</tr>
<tr>
<td>SURGT 245--Surgical Procedures II</td>
<td>2</td>
<td>8:00 - 8:50 am--Th</td>
<td>Oliver</td>
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</table>

**Spanish**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN 115--Conversational Spanish 1</td>
<td>3</td>
<td>1:00 - 2:15 pm--T,Th</td>
<td>Staff</td>
<td></td>
</tr>
<tr>
<td>SPAN 201--Intermediate Spanish 1</td>
<td>4</td>
<td>11:00 -11:50 am--M,T,W,Th</td>
<td>Gallagher</td>
<td></td>
</tr>
</tbody>
</table>

**Surgical Technology**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>SURGT 248--Int. Surgical Technology Clinical II</td>
<td>6</td>
<td>(Clinical): 6:30 am- 2:30 pm--M,T--St. Mary's Hosp Moore</td>
<td>begins 08/19/2013 and ends 10/15/2013</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>13 (Clinical): 6:30 am- 2:30 pm--M,T--St. John's Hosp. Oliver</td>
<td>begins 08/19/2013 and ends 10/15/2013</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>22 (Clinical): 6:30 am- 2:30 pm--M,T--Decatur Memorial Hosp. Staff</td>
<td>begins 10/21/2013 and ends 12/10/2013</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>24 (Clinical): 6:30 am- 2:30 pm--M,T--Mem Hospital-Springfield Oliver</td>
<td>begins 10/21/2013 and ends 12/10/2013</td>
<td></td>
</tr>
</tbody>
</table>

**Spanish**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN 101--Beginning Spanish 1</td>
<td>4</td>
<td>10:00 -10:50 am--M,T,W,Th</td>
<td>Gallagher</td>
<td></td>
</tr>
<tr>
<td>SPAN 102--Beginning Spanish 2</td>
<td>4</td>
<td>9:00 - 9:50 am--M,T,W,Th</td>
<td>Gallagher</td>
<td></td>
</tr>
</tbody>
</table>

**Tuition and Fee charges are subject to change.**
Welding

All Welding courses are offered in a fast-track mode. This means that a student works on one course at a time until completed and then moves on to the next course. If a student signs up after August 19, 2013, he or she should seek counsel with the Welding Coordinator to determine the number of classes for which to register. The semester ends December 16, 2013. If a student starts a course, he must complete it by the end of the semester.

Section one and two of all Welding courses are designed to provide 240 hours of workforce preparation over a period of 15 weeks. A student who takes section one or two may complete as many as eight courses (22 credits) in a given semester. Student dedication and previous welding experience tend to dictate the speed at which courses can be completed.

Sections three, four, and five of the Welding courses are designed to provide 240 hours of workforce preparation over a period of 15 weeks. A student who takes section three, four, or five may complete as many as eight courses in a given semester. However, most students are only able to complete two courses in the 15 week time period.

Students are required to purchase the following supplies by the first day of class: leather welding gloves, safety glasses, protective green welding coat or leathers, leather shoes or boots, welding helmet (optional), and face shield (optional). These supplies can be purchased at any local supplier.

Please be advised that the Welding Technology program utilizes the Angel Online Learning Management System. Having this online component allows the Welding Technology program to provide self-paced studies on or off the campus for students enrolled in any Welding Technology course.

NOTE: All Section 05 Welding courses are Midnight Welding. They meet from 12:00 a.m. to 4:00 a.m.

WELD 101--Shielded Metal Arc Welding [4 Credits] + Fee
(prerequisite: WELD 100 or equivalent competencies)

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>8:00 - 8:50 am</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>9:00 - 11:50 am</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>02</td>
<td>1:00 - 1:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>2:00 - 4:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>03</td>
<td>5:00 - 5:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>6:00 - 9:20 pm</td>
<td>--MW</td>
<td>Staff</td>
</tr>
<tr>
<td>04</td>
<td>5:00 - 5:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>6:00 - 9:20 pm</td>
<td>--MW</td>
<td>Staff</td>
</tr>
<tr>
<td>05</td>
<td>12:00 - 12:50 am</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>1:00 - 4:00 am</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>06</td>
<td>5:00 - 5:50 pm</td>
<td>--MW</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>6:00 - 9:20 pm</td>
<td>--MW--Off Campus - TBD</td>
<td>Staff</td>
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</table>

WELD 102--Shielded Metal Arc Welding Advanced [4 Credits] + Fee
(prerequisite: WELD 101 or equivalent competencies)

<table>
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<tr>
<th>Section</th>
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<th>Location</th>
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</thead>
<tbody>
<tr>
<td>01</td>
<td>8:00 - 8:50 am</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
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<tr>
<td>(Lab)</td>
<td>9:00 - 11:50 am</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>02</td>
<td>1:00 - 1:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>2:00 - 4:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>03</td>
<td>5:00 - 5:50 pm</td>
<td>--MW</td>
<td>Staff</td>
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<tr>
<td>(Lab)</td>
<td>6:00 - 9:20 pm</td>
<td>--MW</td>
<td>Staff</td>
</tr>
<tr>
<td>04</td>
<td>5:00 - 5:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>6:00 - 9:20 pm</td>
<td>--MW</td>
<td>Staff</td>
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<td>05</td>
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<td>Staff</td>
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<tr>
<td>(Lab)</td>
<td>1:00 - 4:00 am</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
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<tr>
<td>06</td>
<td>5:00 - 5:50 pm</td>
<td>--MW--Off Campus</td>
<td>Staff</td>
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<tr>
<td>(Lab)</td>
<td>6:00 - 9:20 pm</td>
<td>--MW--Off Campus - TBD</td>
<td>Staff</td>
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WELD 103--Welding Tools & Safety [3 Credits] + Fee

<table>
<thead>
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<th>Section</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>01</td>
<td>8:00 - 8:50 am</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>9:00 - 11:50 am</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>02</td>
<td>1:00 - 1:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>2:00 - 4:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
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<tr>
<td>03</td>
<td>5:00 - 5:50 pm</td>
<td>--MW</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>6:00 - 9:20 pm</td>
<td>--MW</td>
<td>Staff</td>
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<tr>
<td>04</td>
<td>5:00 - 5:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
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<tr>
<td>(Lab)</td>
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<td>--MW</td>
<td>Staff</td>
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<td>05</td>
<td>12:00 - 12:50 am</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
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<td>(Lab)</td>
<td>1:00 - 4:00 am</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
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<tr>
<td>06</td>
<td>5:00 - 5:50 pm</td>
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</tr>
<tr>
<td>(Lab)</td>
<td>6:00 - 9:20 pm</td>
<td>--MW--Off Campus - TBD</td>
<td>Staff</td>
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</table>

WELD 190--Maintenance Repair Welding [2 Credits] + Fee
(prerequisite: WELD 100 and WELD 101 or equivalent competencies)

<table>
<thead>
<tr>
<th>Section</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>01</td>
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<td>9:00 - 11:50 am</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>02</td>
<td>1:00 - 1:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>2:00 - 4:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
<td>03</td>
<td>5:00 - 5:50 pm</td>
<td>--MW</td>
<td>Staff</td>
</tr>
<tr>
<td>(Lab)</td>
<td>6:00 - 9:20 pm</td>
<td>--MW</td>
<td>Staff</td>
</tr>
<tr>
<td>04</td>
<td>5:00 - 5:50 pm</td>
<td>--MT,WT,TH</td>
<td>Staff</td>
</tr>
<tr>
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<tr>
<td>05</td>
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<tr>
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<td>(Lab)</td>
<td>6:00 - 9:20 pm</td>
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<td>Staff</td>
</tr>
</tbody>
</table>

Registration Dates
Currently Enrolled Students
April 1, 2013
All Students
April 8, 2013

WELD 100--Welding Fundamentals [2 Credits] + Fee

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<tr>
<th>Section</th>
<th>Time</th>
<th>Days</th>
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<td>WELD 195</td>
<td>Industrial Welding Fundamentals</td>
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<td>WELD 201</td>
<td>Gas Metal Arc and Flux Core Arc Welding (Mig)</td>
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<td>WELD 202</td>
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<td>WELD 204</td>
<td>Pipe Welding</td>
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**About the Course Listings:**

TBA = To Be Announced

IAI = Qualifies under the Illinois Articulation Initiative

**Prerequisite** = What is required before you can take the course

Instructors are using technology in many courses in addition to those designated as online and hybrid courses. Students may need access to a computer to submit assignments, take quizzes and tests, and communicate with other students. Technology workshops and computer courses are offered regularly for students to improve their skills. Open computer labs are also available for student use.
### Fall 2013 Classes

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Fee</th>
<th>Prerequisites</th>
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<tbody>
<tr>
<td>WELD 231</td>
<td>Pipefitting Applications</td>
<td>4</td>
<td>+</td>
<td>(prerequisite: WELD 103 or approval of instructor)</td>
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<tbody>
<tr>
<td>WELD 232</td>
<td>Pipefitting Techniques</td>
<td>4</td>
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<tr>
<td>WELD 233</td>
<td>Pipe Fabrication</td>
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<td>(prerequisite: WELD 103 or consent of instructor)</td>
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<tbody>
<tr>
<td>WELD 234</td>
<td>Field Maintenance &amp; Safety</td>
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<tbody>
<tr>
<td>WELD 240</td>
<td>Non-Ferrous Welding</td>
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<td>(prerequisite: completion of basic Welding Certificate or consent of instructor)</td>
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<tr>
<td>WELD 241</td>
<td>GMAW/FCAW Pipe</td>
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<td>(prerequisite: completion of basic Welding Certificate or consent of instructor)</td>
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<tr>
<td>WELD 242</td>
<td>Aluminum Plate &amp; Pipe</td>
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Tuition and Fee charges are subject to change.
You can view your financial aid award letter on myRichland! If you have questions about your award, visit the Financial Aid & Veterans' Affairs Office.

Section Numbering System

| 01, 02, etc. | Main Campus Courses |
| Y#          | Hybrid Courses      |
| V#          | Online Courses      |
| D#          | Distance Class      |

Off-campus locations

A#  Decatur Area Technical Academy
B#  Warrensburg-Latham High School
C#  Clinton Center
E#  Eisenhower High School
F#  Fairview Park Plaza Center
G#  Cerro Gordo High School
J#  Decatur Christian High School
K#  MacArthur High School
L#  Lutheran School Association
M#  Maroa-Forsyth High School
N#  Meridian High School
P#  Sangamon Valley High School
Q#  Central A & M High School
R#  Argenta-Oreana High School
S#  St. Teresa High School
U#  Mt. Zion High School

Students enrolled in courses for the FIRST time or using the Canvas CMS for the first time at Richland must complete the Canvas online orientation. For more information about the orientation go to www.richland.edu/online/orientation.

Registration Dates

- **Currently Enrolled Students**
  - April 1, 2013
- **All Students**
  - April 8, 2013

Remember that you must apply for financial aid every year. The FAFSA for the 2013-2014 academic year is available now at www.fafsa.gov.
Academic Success Center/ Accommodations
Services are available to students with disabilities by contacting the Director of the Academic Success Center in Room C148 or by calling 875-7211, Ext. 379. Students must present appropriate documentation. Services include taped/large printed materials; arrangements for readers, tutors, note takers, and interpreters; testing accommodations; screen reading program and voice synthesizer; Braille printer.

Academic Success Center/Testing
Admission to many Richland courses and programs requires testing for placement in English, reading, math, and health. Initial placement tests are free. CLEP and DSST prometric testing is available by appointment. Make-up tests for some Richland classes and exams from other universities are also administered by the Testing Center. Call 875.7211, Ext. 238, Room S116.

Testing Center Hours Spring & Fall Semesters
Monday - Thursday—8:00 a.m. to 8:00 p.m.
Friday—8:00 a.m. to 4:00 p.m.
Saturday—9:00 a.m. to 12:00 noon.
Summer hours vary. Closed during holiday breaks according to the College calendar.

Academic Success Center/Tutoring
The Academic Success Center/Tutoring services offers free tutoring to students who may need help with classes or programs. Both student and faculty tutors are available on an appointment or drop-in basis for many areas of study including math, biology, chemistry, reading comprehension, study skills, vocabulary building, and research, and for specific written assignments. Computers are available any time the ASC is open. Biology and chemistry tutoring is available with hours varying each semester. The ASC also offers study groups each semester. Schedules are posted with location and time.
Call 875-7211, Ext. 419, Room S118.

ASC Hours:
Mon.-Thurs.–8am - 6pm
Fri.–8am - 5pm
Spring & Fall semesters only.
Summer hours vary. Closed during holiday breaks according to the College calendar.

Adele P. Glenn Early Childhood Education Center
Richland is committed to providing children and families with a quality early childhood education program focused on Kindergarten Readiness. This program will provide an environment that includes hands-on exploration with many opportunities for children to be creative through the visual arts, dance and music in accordance with “Creative Curriculum,” Project Approach, and Reggio Emilia methods. The Center is a licensed facility under the Department of Children and Family Services.
Children of Richland students, staff, faculty and members of the community may be registered to attend the Center. Registration and medical record forms must be completed for all children, and a $10 registration fee is required. Children ages 2 (toilet trained) to 12 years old are eligible to attend after 3:00 p.m. until 7:00 p.m. (5:30 p.m. on Fridays) and during the day in the summer. “Drop-in” care is offered for children who are already registered to attend the Center; parents must contact the Center for space availability.
The Center is open from 7:00 a.m. – 7:00 p.m. Monday through Thursday and 7:00 a.m. – 5:30 p.m. on Fridays during regular semesters. During the summer and when classes are not in session, the Center is open from 7:00 a.m. – 5:30 p.m. The Center is closed during days when the College is closed.

Administrative Drop Policy
Regular attendance is required for all Richland classes. At midterm the College can administratively drop students who have failed to meet attendance requirements of the instructor. Failure to attend the first two classes of a course may also cause a student to be dropped.
Students must not assume they will be automatically dropped because they have not attended class and must complete a “Change of Schedule” form available in the Student Records Office in order to stop attending a class. Failure to do so may result in a grade of “F” for a course.

Adult Education
GED and Adult Basic Education courses are offered free of charge to students preparing for the GED test or needing to improve their basic skills. Instruction focuses on improving reading, math, and writing skills so that a student can transition to college or to the workforce. A 2-1/2 hour orientation is held at the Richland Adult Education Center. For more information about orientation, class structure, and locations, call 217.875.7211, Ext. 355, Room W121.

Audit Policy
Students must complete an Audit Form in the Student Records Office at the time of registration. Courses for which a student has enrolled for credit or audit cannot be changed after the 10th day of class. All fees apply to an audited course.
Bus Service
Decatur Public Transit provides bus service to Richland from 6:35 a.m. until 6:45 p.m. Monday - Saturday. Buses load and unload at the main entrance on the northeast side of the campus. Bus passes may be purchased at the Cashier’s Window, Room C129.

Campus Life
The Campus Life Program is funded by the Academic Fee to provide a wide variety of cultural, social, and educational programs throughout the year, as well as providing student clubs and organizations with operational funds. You can join a club by contacting the club or organization, stopping by the Campus Life Office, Room C131, or calling 875-7211, Ext. 305. Meetings and events are posted on bulletin boards and on the Campus Vision monitors throughout the College.

Campus Vision
A series of television monitors mounted throughout the College offers access to information concerning student activities, registration and scheduling updates, meeting times, daily events, seminars and workshops, and special announcements. Contact Marketing, Room W118A, for additional information.

Career Center
The Career Center houses resources to assist students with career decision-making and/or finding a job and information on transferring to 4-year colleges/ universities. Interest inventories, career information, job interview and resume resources including software, computers and printers are available. The Career Center also posts on-campus and off-campus full- and part-time job openings. College catalogs and applications for other colleges/universities are available in the Career/Transfer Center, Room C129. Call 217.875.7211, Ext. 307, or go to the website at www.richland.edu/transferr.

Clinton Extension Center
The Clinton Extension Center is open from 8:00 a.m. — 5:00 p.m. Monday through Friday (Closed 12 noon — 1:00 p.m.). The Center offers many of the services found at Richland’s main campus. The Clinton Center is currently located inside of Clinton High School (northeast entrance). For an appointment, call 935-6791. A new facility is being constructed and will open in the fall of 2013. For more information, contact the College at 217.875.7211, Ext. 740.

Continuing & Professional Education
Continuing and Professional Education Division offers classes and programs, leisure learning, personal interest, professional/technical/career development, computer and business training, and youth programming. For more information or a listing of upcoming programs, call 217.875.7211, Ext. 265, or visit the College website at http://www.richland.edu/cpe.

Counseling Services
Trained Counselors are available to provide individual and group counseling on a short-term basis. The purpose of short-term counseling is to focus on personal issues that may prevent a student from achieving academic success. Counselors can also help students make contact with appropriate community resources. Contact Student Services Center, 217.875.7211, Ext. 267, Room C129.

Economic Development and Innovative Workforce Solutions
The Economic Development and Innovative Workforce Solutions (EDIWS) group serves as the College's chief outreach to the business, industry, and governmental sectors. The group is responsible for the development of innovative, entrepreneurial, and strategic initiatives designed to respond proactively to economic development and training needs within a global community.

The group encompasses several academic divisions including the Business and Technology Division, the Continuing and Professional Education Division, and the Workforce Development Division. The group also includes Adult Education, Correctional Education, Partners In Education, Creative Center for Learning, and Dual Credit Programming. While the purview of academic credit programs is vast, EDIWS also provides a host of noncredit training and development addressing entrepreneurial product development and incubation, business and industry training, community programs, and transitional workforce initiatives. The group manages the programming for the Shilling Community Education Center, Center for Sustainability and Innovation, Agribusiness Education Center, the National Sequestration Education Center, Fairview Park Plaza Center, and other extension sites. The EDIWS contributes to the coordination of new resources to develop facilities and infrastructure that accommodate workforce development as guided by the College’s Master Facilities and Strategic Plans.

English as a Second Language (ESL)
English as a Second Language courses are offered for individuals who are native speakers of another language and who need to improve their reading, writing, and speaking skills in the English language. Classes focus on both academic English and English for daily life. Call 217.875.7211, Ext. 355.
Fairview Park Plaza Center
The Richland Fairview Park Plaza Center is located at 1485 W. King Street, Decatur, and is open from 8:00 a.m. to 7:00 p.m. Monday through Thursday and 8:00 a.m. to 4:30 p.m. on Friday. The Center offers many of the services available at Richland's main campus. For class information, call 217.462.0480.

Fitness Center
The Fitness Center allows students to develop a personalized fitness program based on individual goals and abilities through aerobics, personal fitness, and personal defense. Individual fitness workouts to meet class requirements may be completed any time during Fitness Center hours on a first-come, first-served basis. Locker room and shower facilities are available. Located at the main campus, Room W175.

Fitness Center Hours:
Monday-Friday — 5:45 a.m.-6:30 p.m.
Saturday — 7:00 a.m.-10:00 a.m.

Graduation
Any student planning to graduate must complete an Application for Graduation, available through students' myRichland portal or online at www.richland.edu/records/graduation, before registering for his/her last semester's classes.

Honors Opportunities Program
Students with excellent academic skills are encouraged to apply for this program designed to offer an added dimension to their studies through small class seminars, special lectures, programs, and field trips. The Honors Program is open to students who plan to complete an associate degree at Richland. Tuition is waived 100% for Honors Program participants. For more information, call 217.875.7211, Ext. 349 or Ext. 373.

Library Services
The Learning Resources Center (library) offers a wide range of research materials. These sources include books, newspapers, databases, videos, and many other research materials available to the College community. The library staff provides formal classroom research instruction to students in various classes including English, Communication, and Health. In addition, trained library staff members assist faculty and students in making the best use of available learning tools and resources. The library offers students one-on-one research assistance as well as information literacy workshops to help students succeed. The library provides a comprehensive inter-library loan service. In addition, the library provides a large computer area for students and community members to conduct research, listen to audio CDs and DVDs, access online classroom information, and utilize computer programs for writing assignments. A limited number of laptops are available for checkout within the library to Richland students with required identification.

Room C155, 217.875.7511, Ext. 303, or visit Richland's Kitty Lindsay Learning Resources Center at www.richland.edu/lrc.

Mathematics Enrichment Center
The Mathematics Enrichment Center allows students to advance more quickly and efficiently through the developmental mathematics sequence so that they can find college success. Thirty-one computer learning stations are accessible on a walk-in basis. The software program, MyMathLab, has powerful multimedia learning aids. These include instant textbook access, interactive explanations, immediate feedback, a pop-up on demand video instructor, and an individualized study plan that changes each time a student takes a quiz or test. Students receive both classroom instruction and hands-on application. The Mathematics Enrichment Center is fully staffed with professors and tutors, and students receive personalized one-on-one assistance as needed. Help numbers are available for after-hours tutoring.

Contact 217.875.7211, Ext. 383, Room W117, www.richland.edu/mec

Spring and Fall Semester Hours
Mondays-Thursdays 9:00 A.M. – 7:00 P.M.
Fridays 9:00 A.M.- 7:00 P.M.
Summer hours vary; please call to confirm. Closed during holiday breaks according to the College calendar.

FAIRVIEW PARK PLAZA
Tuesdays & Thursdays 10:00 A.M. – 7:00 P.M.

Non-discrimination Policy
Richland Community College subscribes to the principles and laws of the State of Illinois and the Federal Government pertaining to civil rights and equal opportunity, including applicable Executive Orders.

Richland Community College policy prohibits discrimination on the basis of race, color, religion, sex, marital or parental status, national origin or ancestry, age, mental or physical disabilities (except where they are bona fide occupational qualifications), sexual orientation, military or veteran's status, or other legally protected characteristics or conduct.

The College's non-discrimination policy applies to the admission and retention of students; recruitment, employment, and retention of faculty and staff; and access to and treatment in the College's programs and activities. Complaints alleging violations of this policy should be immediately reported to the Equal Employment Opportunity Commission (EEOC) officer, as designated by the President. Complaints reported to the EEOC officer shall be resolved within the College grievance resolution process.

Online Learning Help Desk
The Online Learning Help Desk is the place for students using the Canvas Learning Management System to receive assistance. Help Desk staff answer questions, give personal assistance on a one-on-one basis, and assist with computer/technology issues. Contact the Help Desk (Room W143) at ochelp@richland.edu or at 217.875.7211, Ext. 376.
Perkins Program
The Perkins Program is a federally-funded program designed to help students become academically successful. For a student to be eligible for the Perkins Program, he or she must be enrolled in an occupational program and meet one of the following requirements:
- Student is enrolled in a non-traditional field for gender (i.e.: female in drafting or male in nursing).
- English is the student’s second language.
- Student is considered low income.
- Student has a disability.
- Student has taken or is required to take a developmental math or English course.
- Student is a single parent (including a single pregnant woman) or a displaced homemaker.
- Any individual with other barriers to educational achievement.

Students enrolled in an occupational area are automatically enrolled in the Perkins Program. Call 875.7211, Ext. 223 or Ext. 740, Room E182.

Student IDs
Student IDs may be obtained at the College Switchboard Office, Room C115. Student IDs are required to access various services on campus.

Student Support Services/TRiO
Student Support Services/TRiO Program provides educational support to low income, first-generation (neither parent with a bachelor’s degree) college students and to students with physical or learning disabilities. Competitive applications are accepted until capacity is reached. Services include tutoring, advising, study skills development, and much more. SSS/TRiO is funded through the U.S. Department of Education. To apply, call 217.875.7211, Ext. 440, or stop in Room C143.

SuccessNet
SuccessNet is a system that provides faculty feedback to students to help them be successful. Students receive feedback regarding areas for improvement and strategies to make those improvements. Students can learn to become more independent, self-confident, and efficient learners. Students will learn how to respond effectively to specific academic challenges, to articulate their own educational goals, and to succeed at any level. Students will receive faculty and academic advisor support, information on workshops, and referral services.

Technical Resource Center
The Technical Resource Center has 24 computers and a color printer available for students to work on homework assignments. A student ID card is required. Internet access is available, as well as a scanner to scan graphics and text. An assistant is on duty to assist students. Tutoring is also furnished for students taking computer classes. Room C150, Ext. 510.

Hours:
Monday-Thursday—7:30 a.m. to 9:30 p.m.
Friday—7:30 a.m. to 5:00 p.m.
Saturday—8:00 a.m. to 3:00 p.m.*
(*Not open Saturdays in the Summer)

Have you applied for Financial Aid? Be sure you have completed the 2012-2013 FAFSA at www.fafsa.gov for Summer 2013. The 2013-2014 FAFSA needs to be completed for the Fall 2013 semester. Once your FAFSA has been processed, you will receive an email from the Financial Aid Office outlining your next steps.
Looking for meeting space?

The Richland Community College Fairview Park Plaza Center has rentable meeting facilities for your business needs.

Call 462-0482 today for details.

- 3 different sized classrooms
- Conference room
- Wi-Fi available
- Convenient location
- Affordable Pricing

Registration Dates
Currently Enrolled Students
April 1, 2013
All Students
April 8, 2013

Students enrolled in courses for the first time or using the Canvas CMS for the first time at Richland must complete the Canvas online orientation. For more information about the orientation go to www.richland.edu/online/orientation.

Instructors are using technology in many courses in addition to those designated as online and hybrid courses. Students may need access to a computer to submit assignments, take quizzes and tests, and communicate with other students. Technology workshops and computer courses are offered regularly for students to improve their skills. Open computer labs are also available for student use.

Student Services and General Information

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