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President’s Welcome

Welcome to NMSU Grants!

Thanks for taking the time to invest in your future! NMSU Grants can be a part of your plans and help you achieve your goals. Perhaps they, like the institution itself, are diverse and changing in order to meet the future - yours and ours. Whether you are a first time visitor to our website, an interested student or parent, or a community member who wants to learn more about what the college has to offer, we look forward to speaking with you!

You may be striving to complete a High School Equivalency or have considered completing a certificate program or an Associate’s degree. As a public community college, NMSU Grants also offers the state general education core. These courses are guaranteed to transfer to any public four-year college or university in our state. We offer career technical training certifications and two-year awards in a variety of areas; Automotive Technology, Criminal Justice, Education, Social Services, Computer Science and Creative Media are a few examples. We are working to add additional “2 + 2” programs-of-study in conjunction with our main campus - New Mexico State University in Las Cruces. These opportunities will allow you to live in our beautiful area of the state, complete the first two years of your education with us and complete your Bachelor’s degree from a distance through the internet.

I want to personally invite you to visit our campus here in Grants, New Mexico. If you would like a tour, want to speak to a Student Services professional or Program Manager, or are ready to enroll, we can help!

BE BOLD. Shape the Future.

Mickey D. Best, Ph.D.
President
NMSU Grants

The University

NMSU Grants Our History

NMSU at Grants was established as a branch campus of New Mexico State University in 1968 through the cooperative efforts of New Mexico State University and Grants Municipal Schools.

During the first year of operation, classes were held in the evening in the public school facilities and were taught by qualified part-time instructors from the community.

In August 1969, the college moved to its present site, which previously housed the Grants Job Corps Center. During 1977–78 a Main Building was constructed which housed the academic classrooms, student lounge, library, law library, as well as faculty and administration offices. Later the former Vocational Building and Gymnasium became Fidel Hall, which remain from the Job Corps Center, were also renovated during the same period.

In May of 1987, the Main Building was dedicated as ‘Walter K. Martinez Memorial Hall,’ in memory of Walter K. Martinez, former State Representative from 1966–1984 and Speaker of the House from 1971–1978. During his tenure in the legislature, NMSU-Grants received significant appropriations for capital improvements to plan, remodel and construct the present physical plant. In addition, two buildings were named and dedicated to leaders in the development of the NMSU at Grants Campus:

- the gymnasium became the ‘Joseph A. Fidel Activities Center,’
- while the new name of the Annex, the “McClure Building,” honored former state Senator Frank McClure for his pioneering efforts in establishing this campus.

NMSU Grants celebrated its 50th anniversary in 2018 and dedicated the new Teacher Education and Health Care building as ‘Lucy Ma Belle Hall’, in memory of Lucy Ma Bell, a former employee who dedicated her time to recruiting and helping our students.

In the 21st century, NMSU Grants is distinguished by serving as both a Hispanic Serving Institution (HSI) and a Non-Tribal Native American Serving Institution (NASNTI). This reflects the local service base of Cibola and Catron counties, including the tribal communities of the Laguna Pueblo, Acoma Pueblo and Navajo Nation.

Academic programs at NMSU Grants range from a bachelor’s of science in nursing to a variety of associate and applied science associate degrees as well as a wide range of certificates that prepare students for additional bachelor’s study or careers in trades, technology or health and social services. Recently NMSU Grants has increased collaboration with area schools including Grants Cibola County Schools and Pine Hill High School to foster dual enrollment opportunities. Additional emphasis is on our GED program, increases in our on-line course offerings, and efforts to hire and retain highly qualified professional faculty and staff. These activities all contribute to the institutional mission of providing quality education through innovative teaching and learning that promotes respect for our diverse students and community.

Mission, Vision, & Values

Mission Statement: NMSU Grants provides an accessible quality education through innovative teaching and learning that promotes respect and service for our diverse students and community.
**Vision Statement:** To embrace innovation in teaching and learning to promote a sustainable prosperous community.

**Values Statement:** We value:
- Personal Success
- Growth
- Respect
- Healthy Lifestyles
- Teamwork
- Community Partnerships
- Stewardship
- Excellence
- Integrity
- Positive Attitude
- Employability
- Empowerment
- Intellectual Inquiry
- Social Justice
- Creativity
- Safe Environment

**NMSU Grants Institutional Learning Outcomes**

<table>
<thead>
<tr>
<th>Goals</th>
<th>Goal Articulation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Critical Thinking and Problem Solving</td>
<td>Actively and skillfully engage in the process of analyzing and evaluating in order to make judgments to solve problems.</td>
</tr>
<tr>
<td>Goal Setting and Initiative</td>
<td>Develop self-motivation and self-confidence in identifying and ranking priorities for achievements in life.</td>
</tr>
<tr>
<td>Technology and Information Literacy</td>
<td>Use technology effectively as a tool for communication and to complete tasks as well as to locate, evaluate and use information.</td>
</tr>
<tr>
<td>Professionalism</td>
<td>Use time management to meet deadlines and approach collaborations objectively.</td>
</tr>
<tr>
<td>Citizenship</td>
<td>Improve and affect positive change in communities at all levels including sustainability and global issues.</td>
</tr>
<tr>
<td>Lifelong Learning</td>
<td>Expose students to new and diverse modes of learning to spark a continuing quest for knowledge.</td>
</tr>
<tr>
<td>Reading/Writing/Math Ability</td>
<td>Acquire foundational abilities in reading, writing, and math that will enhance future studies, career, and citizenship.</td>
</tr>
<tr>
<td>Diversity and Cultural Value</td>
<td>Celebrate and enhance students’ sense of identity while encouraging inclusion and empathy.</td>
</tr>
</tbody>
</table>

**Communication Skills**
Practice essential listening, speaking, writing, and other forms of communication to advance and share ideas.

**Ethics**
Develop principles and standards of behavior supporting honesty and integrity while avoiding dishonesty and harm.

**Commitment and Leadership**
Cultivate perseverance and the ability to move ideas and positions forward.

**Creativity**
Foster and amplify innovation and imagination by connecting creative efforts to enhance life experiences.

**NMSU Graduation and Retention Rates**
These rates may be found on the NMSU Institutional Research web site at [https://oia.nmsu.edu](https://oia.nmsu.edu).

**Gainful Employment regarding Certificate Programs which do not lead to Associate Degrees:** For information concerning the total cost, financing, time to completion, and job placement rates associated with a program, visit the following web page: [https://grants.nmsu.edu/gainful-employment/](https://grants.nmsu.edu/gainful-employment/).

**Catalog Intent**
The catalog is a summary of information of interest to students. Readers should be aware of the following:

1. This catalog is not a complete statement of all procedures, policies, rules and regulations. See the Schedule of Courses and the Student Code of Conduct for additional information.
2. The university reserves the right to change, without notice, any academic or other requirements, course offerings, course content, programs, procedures, policies, rules, and regulations as published in this catalog.

Special procedures, policies, rules, and regulations, whether or not contained in this catalog, may be applicable to students.

Students planning to earn degrees or certificates may elect to fulfill requirements as outlined in the catalog in effect at the date of initial enrollment or as outlined in catalogs published subsequent to their initial enrollment.

**Non-Discrimination Policy**
It is the policy of NMSU Grants not to discriminate based on age, color, disability, gender, national origin, race, religion, sexual orientation, or veteran status in employment or other college-administered programs. This policy is in compliance with Title VII of the Civil Rights Act of 1964, Executive Order 11246 as amended by 11375 and Section 504 of the Vocational Rehabilitation Act of 1973, the American with Disabilities Act of 1990, and Title IX of the Educational Amendments of 1972 and subsequent revisions. To report concerns at NMSU Grants, call the Vice President of Student Services at (505) 287-6628. To report concerns directly to the NMSU Office of Institutional Equity, call (575) 646-3635. You may also visit the website at: [eeo.nmsu.edu](http://eeo.nmsu.edu/).
**Campus Sexual Violence Elimination Act**

Campus Sexual Violence Elimination Act (Campus SaVE): Part of the Violence Against Women Act reauthorization affords additional rights to college students who are victims of sexual assault, dating violence, domestic violence, and stalking. The Act requires each campus to inform new students of their rights and to conduct continuous education to all students throughout the year related to sexual assault, domestic violence, dating violence, and stalking.

This training is mandatory for all new students and employees. Students will be required to attend the mandatory New Student Orientation as well as complete the online Campus SaVE training prior to completing course registration.

To report incidences, contact the Vice President of Student Services at NMSU Grants, at (505) 287-6628. Additional information, visit the Dean of Students’ website at deanofstudents.nmsu.edu.

**Accreditation**

New Mexico State University has been accredited by The Higher Learning Commission (HLC) since 1926. The HLC may be contacted at:

The Higher Learning Commission
230 North LaSalle St., Suite 7-500
Chicago, IL 60604-1411
Phone: (800) 621-7440

**Admissions**

A student may be accepted for undergraduate admission to NMSU as:

1. Degree-seeking student or
2. Nondegree student under the policies and conditions as set forth in this section.

**Regular Admission Domestic Students**

Requirements for admission as a regular student include the following:

- Formal application for admission, accompanied by a one-time $20 nonrefundable application fee.
- An official transcript of the student's high school credits is to be sent directly from the high school to the NMSU Grants Admissions Office. Students who attended a college or university while in high school must request to have official transcripts(s) forwarded directly to the NMSU Grants Admissions Office by the Registrar of each college or educational institution previously attended.
- American College Testing Program (ACT) or Scholastic Aptitude (SAT) requirements may apply to participate in the Aggie Pathway to the baccalaureate program at any of the NMSU community colleges. Aggie Pathway students may transition to the NMSU Las Cruces campus after successful completion of any required developmental education courses and 24 degree credits with a 2.5 cumulative college GPA. Each student will follow an individualized study plan developed in partnership with an academic advisor that typically includes study skills courses, developmental education courses, and/or general education courses.
- Aggie Pathway students enrolling through NMSU Dona Ana have access to NMSU Las Cruces on-campus housing, dining, and activities. For more information, go to http://aggiepathway.nmsu.edu, or call (575) 646-8011.

**Home School Students**

Students enrolled in a home school program may be accepted to NMSU if they meet the requirements for regular admission as previously stated. In addition, the home school educator must submit a signed transcript or document that lists the courses completed and grades earned by the student as well as indicate the date the student completed or graduated from the home school program. Home school students who are New Mexico residents and wish to participate in the Lottery Success Scholarship program are required to submit official New Mexico GED or HiSET test results in English.

**Admission by GED OR HiSET**

Any student that has successfully completed the GED or HiSET can be considered for admission upon satisfactory scores on the General Education Development (GED) test or HiSET and the American College Program (ACT) test, and a review of minimum high school unit requirements.

Students must complete the GED and HiSET in English.

**Aggie Pathways**

Student applicants who do not meet NMSU Las Cruces admission requirements may apply to participate in the Aggie Pathway to the baccalaureate program at any of the NMSU community colleges. Aggie Pathway students may transition to the NMSU Las Cruces campus after successful completion of any required developmental education courses and 24 degree credits with a 2.5 cumulative college GPA. Each student will follow an individualized study plan developed in partnership with an academic advisor that typically includes study skills courses, developmental education courses, and/or general education courses.

Aggie Pathway students enrolling through NMSU Dona Ana have access to NMSU Las Cruces on-campus housing, dining, and activities. For more information, go to http://aggiepathway.nmsu.edu, or call (575) 646-8011.

**Dual Credit for High School Students**

The Dual Credit Program is designed to give high school students an opportunity to enroll at NMSU prior to high school graduation. Students must be either a junior or senior in high school and enrolled in one-half or more of the minimum course requirements approved by Public Education Department in a New Mexico public school district, locally chartered and state chartered charter school, state-supported school, or being in physical attendance at a bureau of Indian education-funded high school at least three documented contact hours per day. Under Senate Bill 158 signed by the Governor and effective July 1, 2014, support for dual credit privileges at post-secondary institutions is now available for private and home school-eligible students. Under a Statewide Dual Credit Master Agreement between NMSU and the school district, students enrolled in approved dual credit courses are eligible to have the full cost of tuition and general fees waived. Dual credit students must

- complete the Undergraduate Admission Application;
- provide official high school transcript;
- and complete the State of New Mexico Dual Credit Request Form.

Requirements to be admitted to the dual credit or early admission programs are high school grade point average (GPA) of 2.0 or an ACT
Comp of 23 or equivalent SAT score and substantial progress toward completion of the following high school courses:

- 4 units of English,
- 4 units of Math (Algebra 1, Geometry, Algebra 2, and one additional math course),
- 2 units of Science (beyond General Science),
- 1 unit of a language other than English or a unit of fine art.

Consult with the NMSU Grants Student Services for more information and waivers.

**Early Admission**

Currently enrolled high school students, home-schooled, or Adult Education of high quality academic ability may be admitted as non-degree students prior to earning a high school diploma or equivalency. Students are responsible for all tuitions, fees, and books. Requirements include:

- NMSU Application;
- Written permission from the high school principal (or Adult Education Director), counselor, and parent/guardian;
- Official home school/high school transcript;
- College Placement Exam;
- Interview with Vice President for Student Services who will verify admission and approve courses;
- Limit to 7 credit hours

Minimum 16 years of age or equivalent of a high school student, with appropriate approval.

**Readmission (Degree Seeking)**

Former students of NMSU, or of one of its community colleges, who have been out of school for more than two consecutive terms are required to make a formal application for readmission. Applications should be submitted to NMSU Grants at least two weeks before the opening of the semester or summer session for which the student plans to enroll.

A student who has attended other institutions during an absence must have official transcripts forwarded directly to NMSU Grants by the Registrar of each institution and must be eligible to return to the college or university last attended. Transcripts must be received prior to the date of registration. Admission status at the time of readmission will normally be determined by previous NMSU academic standing. However, academic performance at other institutions attended during the applicant’s absence from NMSU may be taken into consideration in determining the student’s admission status.

**Nondegree Admission**

Nondegree admission is designed to meet the needs of mature, part-time students who do not wish to pursue a degree at this university. Courses taken in this status may not be used to meet university admission requirements. Students interested in using nondegree credit for initial teacher certification or recertification in a new field need to contact the College of Education. Also students who wish to take a course without a graded credit may choose to audit courses with the consent of the instructor, provided the facilities are not required for regular students.

Students on nondegree status are ineligible to receive financial aid or student employment; nor are they eligible to participate in student government or intercollegiate athletics. They are also ineligible to receive benefits from any veterans’ program.

Transcripts from previous institutions, high school, and/or results of college entrance exams may be required to assure readiness for university-level courses. A $20 one-time, non-refundable, non-degree application fee is required.

Nondegree students are subject to the same university regulations as regular students.

**Changing from Nondegree Status**

A nondegree student in good academic standing at NMSU must submit a formal application for a change of status from nondegree to degree seeking. Requirements for regular admission must be met.

**Application Materials**

All documents submitted as part of the admissions process become property of NMSU and will not be returned to the student. Application materials are retained for one calendar year for students who apply but do not attend.

**Application Deadlines**

Applications for admission as a regular student should be sent to the NMSU Grants Admissions Office at least 30 days before the beginning of the regular semester or summer session for which the student intends to enroll.

**Out-of-State Students and Legal Jurisdiction**

By applying for admission/enrollment, both the student and parents agree that New Mexico law prevails and all litigation will be in federal or state court in New Mexico.

**NMSU Graduation and Retention Rates**

These rates may be found on the NMSU Institutional Research web site at: [http://oia.nmsu.edu/data-reports/oiareports/](http://oia.nmsu.edu/data-reports/oiareports/).

**Contact Information**

For more information, contact:

NMSU Grants Admissions Office
1500 Third St.
Grants, NM 87020
Phone: (505) 287-6678

**International Students**

International students are an important and valuable part of NMSU’s community. While international students enjoy all the rights, privileges and protections of domestic students, as well as subject to all the same responsibilities and regulations, some special policies are applicable only to international students. The Office of International Student and Scholar Services (ISSS) is responsible for ensuring the visa and admissions requirements are met and explaining university standards for admission.
Some students not seeking degrees, such as international exchange students, may also work directly with the Office of Education Abroad.

Federal Regulations

An international student is any individual attending NMSU while present in the United States on a non-immigrant student visa (F-1, F-2, J-1, J-2, H-4, NATO visas, and possibly others such as students in temporary protected status).

Lawful permanent residents (green card holders) should present documentation of their status to University Student Records and go through the same admission process as U.S. citizens.

The United States Department of Homeland Security has established rules for students in non-immigrant status, such as those with F-1 or J-1 visa types. Some of these rules include:

1. For immigration purposes, each student must maintain full-time student status
   a. Full time status for fall and spring semesters is defined as 12 or more credits for undergraduates (only 3 online credits can apply to the full-time requirement).
   b. Full time status for summer is defined according to NMSU requirements (only 3 online credits can apply to the full-time requirement for students beginning their program in the summer).
   c. Exceptions possible for final semester. Consult ISSS officials for more details.

2. International students may not work off campus without authorization. On-campus employment may be authorized under certain conditions.

3. All international students must maintain an up-to-date record in the ISSS Office. This record must indicate the student’s current living address, phone number, and email address.

4. Prior to admission, a prospective international student must demonstrate the following:

5. Academic ability to succeed in the chosen course of study.

6. Adequate financial support to complete the chosen course of study.

7. English language proficiency as defined by the university.

University Procedures for International Students

Regular Undergraduate Admission (Degree Seeking)

International students are subject to the same admissions standards as all other NMSU students, but some additional requirements apply. This section addresses those additional requirements. Visit https://iss.s.nmsu.edu/#admissions for more information.

Applications for admission that include the transfer of credits earned at a non-U.S. university must include a professional foreign credit evaluation report from a member institution of the National Association of Credential Evaluation Services (NACES) for every transcript from a foreign secondary school and/or university attended.

English Language Proficiency Requirements

For full undergraduate admission to the university, NMSU requires a score of 520 (paper-based) or 68 (internet-based) or better on the Test of English as a Foreign Language (TOEFL), or a score of 6.0 on the International English Language Testing System (IELTS), for all international students both non-degree and degree seeking. Prior to full admission, international students may also demonstrate English proficiency by satisfactorily completing NMSU’s Center for English Language Programs (CELP) programs (see Conditional CELP Admission section).

A waiver of the TOEFL/IELTS requirement may be considered for:

1. Students who are native speakers of English.

2. Students completing high school in the United States who (a) have attended the high school for at least two full years and (b) have scored in at least the 75th percentile in English on the ACT.

3. Students transferring from a two-year college, community college, or university in the United States who have earned a minimum of 30 acceptable semester credits (45 acceptable quarter credits) with a GPA of 2.0 or better (acceptable credit means classes that require a high proficiency in both written and oral English).

4. Students enrolling in certain programs where English language proficiency is not required.

5. Students completing coursework in CELP. Satisfactory completion of each level in CELP requires a final grade of no less than 70% in all courses as evidenced by an end of level standardized test. If a student does not meet the 70% on the end of level test they will need to repeat the level. A level consists of classes in Listening/Speaking, Grammar, Writing, and Reading/Vocabulary. The test is comprised of sections that reflect those areas of English proficiency. Visit http://celp.nmsu.edu/ for full details.

6. Students scoring a 75% or better on the English section of The China National College Entrance Examination (NCEE), commonly known as Gaokao, and passing the Oral Language Test given by CELP.

7. Students scoring a 70%—(3) or better in English with the International Baccalaureate.

The university reserves the right to require any prospective international student to meet the TOEFL or IELTS requirement.

English Language Placement Test

Placement in writing classes for international students is determined by the results of the English Language Placement Test (ELPT).

Based on the results of the ELPT, the student is either assigned to ENGL 1105M (a bridge course designed to ensure success in ENGL 1110M), or is allowed to enroll directly into ENGL 1110M (for multilingual students). Please note that these classes are only available on NMSU’s Las Cruces Campus. International students excused from ENGL 1105M will be required to take ENGL 1110M. The student may then be required to complete one or more regular English classes as required for a particular degree. Completing basic English courses at other U.S. institutions does not automatically satisfy the ENGL 1110M requirement. Equivalencies for ENGL 1105M and equivalencies for ENGL 1110M or ENGL 1110G are determined by the University Student Records Office, who may refer exceptional cases to the English Department in the College of Arts and Sciences.

In cases of dramatic discrepancies between TOEFL/IELTS scores and the ELPT, the ELPT results shall determine placement.

Proof of Financial Support

The university reserves the right to require advance deposit of funds for any period deemed reasonable prior to granting admission. Each
prospective international student must submit a current financial support
document with his/her application. This document must show that:

1. The person providing the financial support has the necessary funds.
2. The funds can be transferred from the student’s home country to the
United States.
3. Proof of adequate financial support should be sent directly to ISSS.

Admission Restrictions
International student admission may be prohibited based on one of the
following conditions:

1. The dean of a chosen college, the department head of a chosen
major, and the President of a Community College campus may refuse
to grant admission.
2. There may be a disproportionate number of international students
or a disproportionate number of a particular nationality in one
department, college or community college.
3. Academic advisors may not be available.
4. Sufficient classroom-based courses are not available to maintain visa
status (e.g. courses are online).

All application material, including the application for admission, letters
of recommendation, transcripts, national examination scores, transcripts
from colleges or universities (with an English translation), and test scores
(including the TOEFL or IELTS) should be sent directly to University
Student Records. For full consideration for undergraduate admission, applicants are subject to the following deadlines:

<table>
<thead>
<tr>
<th>Date</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1 (application initiated)</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>July 15th (all documents submitted)</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>October 1st* (Study Abroad and CELP Programs)</td>
<td>Spring Semester</td>
</tr>
<tr>
<td>November 15th (application initiated)</td>
<td>Spring Semester</td>
</tr>
<tr>
<td>December 1st (all documents submitted)</td>
<td>Spring Semester</td>
</tr>
</tbody>
</table>

* Contact the Office of Education Abroad for exchange program admission
deadlines, and CELP for intensive English program deadlines.

Graduate International Students
For more information on graduate international student procedures,
please visit the Graduate School section of this catalog.

Miscellaneous Regulations
1. All international students are required to have student health
insurance. Insurance will be automatically billed to the student’s
account each semester. (See [https://issss.nmsu.edu/index-3/health-insurance/](https://issss.nmsu.edu/index-3/health-insurance/) for more information.)

2. New international students are not permitted to register until all ISSS
requirements are met, including attending orientation and taking
the English Language Placement Test (when applicable, see English
Language Proficiency Requirements section). All international
students, are therefore, required to report to the campus to which
they were admitted. The following are the offices that a student may
need to report to:

- Las Cruces campus: International Student & Scholar Services,
  152 Breland Hall Tel. (575) 646-2834, issss@nmsu.edu. (Note:
  Exchange students need to report to the Office of Study Abroad in
  132 Garcia Center)
- Doña Ana Community College: International Student & Scholar
  Services, 152 Breland Hall (exchange students need to report to
  the Office of Study Abroad in 132 Garcia Center)
- Alamogordo Community College: Office of Student Services,
  Student Services Building, second floor
- Carlsbad Community College: Office of Student Services, 150
  University Drive, Room 111
- Grants Community College: Office of Student Services, Walter
  Martinez Building, Main Office Complex

3. Students in non-degree exchange J-1 visa status must be engaged
full time in a prescribed course of study. Consult OEA for more
details.

4. All international students are required to register at the Aggie Health
and Wellness Center within a week of arriving to undergo a TB test or
submit results of a current TB test done in the home country within a
week of arriving. Guidelines will be provided by the Aggie Health and
Wellness Center.

International Exchange Students
An Exchange Student is defined as a visiting student, who is coming
to NMSU for one semester to one Academic Year, but is not seeking a
degree. An Exchange Student typically comes to NMSU from one of
NMSU’s partner universities or from one of NMSU’s partner consortiums.

All international exchange students are required to be enrolled in NMSU
approved health insurance. Office of Education Abroad will enroll the
students and bill the insurance amount to the student’s account.

Exchange Students are required to attend a mandatory Orientation before
courses begin. This will be scheduled and facilitated by the Office of
Education Abroad; abiding by guidelines set forth by the US government
per J-1 visa requirements.

Exchange students are subject to the same English Language Proficiency
policies outlined in the section on University Procedures for International
Students.

Application Process for International Exchange Students
Prior to admission to NMSU, a prospective international exchange
student must be nominated from their home university, complete an
application with the Office of Education Abroad (OEA) and submit their
required documents. The process is as follows:

1. Nomination for exchange must be submitted by the Home University
to the Incoming Exchange Coordinator by March 15 for Fall semester
and September 15 for Spring semester. Please see your home
university exchange coordinator for more information and to
complete the nomination process.
2. Once nomination is received, students will be directed to make an account at the OEA website: [https://oea.nmsu.edu/students/incoming-exchange-students/applying-to-nmsu/](https://oea.nmsu.edu/students/incoming-exchange-students/applying-to-nmsu/)

3. The student is then required to complete the Exchange Student Nomination Form Questionnaire and upload the following documents:
   a. Passport
   b. Transcripts (in English)
   c. Financial Document showing proof of $5000 per semester attended. ISEP students do not have to provide the financial documents.
   d. Current TOEFL scores (2 years or less), see below for acceptable scores.

4. All international students, regardless of status, must apply for Admissions to NMSU [https://issn.nmsu.edu/adm-step-1/](https://issn.nmsu.edu/adm-step-1/). Once the Student’s OEA application has been approved, OEA Staff will submit the documents listed above to Admissions on behalf of the student.

### Academic Restrictions

The majority of the NMSU catalog applies to Exchange Students, with the following exceptions:

- Exchange students must take the English Language Placement Test.
- Courses must be taken at Main Campus only. Community college courses, including DACC are not available to Exchange Students.
- The Nursing Department is the only department that is strictly off limits to exchange students, with case-by-case exception by the department and this would have to be approved well in advance of the student being nominated.
- Exchange students are required to abide by all pre-requisite requirements and class size restrictions (i.e., if a course is closed when the student goes to register, an exception cannot be made).
- Online courses are restricted due to visa requirements (no more than 3 credits can be taken online. Additional fees will apply).

### Transfer Students

Transfer students from other colleges or universities may be accepted for undergraduate studies if they have a cumulative GPA of at least 2.0. Students who have earned 35 or fewer college credits must fulfill the freshman admission requirements by submitting an official high school transcript. Transfer students with a GPA below 2.0 may be admitted on academic probation or may be denied admission. Student must submit a letter of appeal to the Vice President for Student Services.

### Transcripts

A transfer student must have official transcripts forwarded directly to the Admissions Office by the Registrar of each college or educational institution previously attended. A student who conceals the fact that he or she has attended another college or university, and who has not had the Registrar submit a transcript for each institution whether or not credit was earned, will be subject to immediate suspension. Transcripts must be received before the date of registration. NMSU will uphold academic and judicial suspensions from other colleges or universities.

### Transfer of Credits at NMSU

NMSU evaluates courses from postsecondary institutions that are regionally accredited or are candidates for regional accreditation. Provided the classes are similar or equivalent to courses offered at NMSU, credits will be matched for coursework completed with a grade of D or better. However, colleges or departments may choose to accept only courses graded C- or higher within their programs. Each college determines which transferred courses are applicable toward a degree or a minor. Grades earned in courses taken at other institutions are not included in the calculation of the NMSU GPA, except for grades earned by approved National Student Exchange students.

Any lower-division course from another institution receiving transfer credit from NMSU at the 300 or above level will be evaluated on a case-by-case basis. Transcripts may need to be reevaluated when students transfer from one NMSU college to another.

Currently enrolled students who do not receive a passing grade for a class taken at NMSU can receive transfer credit for the course taken at an outside institution. However, the student may not receive the credit for the equivalent NMSU course.

### Evaluation of Transfer Credits

Once a student has been admitted to NMSU, an evaluation of credits on a course-by-course basis is submitted to the college (by the University Student Records Office) to which the student is admitted. The student’s academic dean approves those transfer courses that are acceptable toward a degree or a minor.

Credits from non-accredited institutions may be evaluated by the student’s academic dean after the student has completed two semesters in full-time status with satisfactory grades.

Currently enrolled students must obtain prior approval from their academic dean before work taken at another institution may apply toward meeting graduation requirements.

### Transferring Courses to Fulfill the New Mexico General Education Common Core

During the 2005 New Mexico Legislative session, Senate Bill 161, consistent with requirements of state law (Chapter 224 of the Laws of New Mexico, 1995 as amended) was signed into law to further enhance and facilitate the articulation of general education courses among New Mexico’s colleges and universities. In accordance with policies established by the New Mexico Higher Education Department, designated general education core courses successfully completed at any regionally accredited public institution of higher education in New Mexico are guaranteed to transfer to any New Mexico public institution. Students who have decided on a major and/or an institution at which to complete their studies should consult with an academic advisor at that particular institution to determine the most appropriate course selections. Students enrolling for the first year of study at a New Mexico college or university and considering possible transfer into a certificate and/or degree program at another institution are encouraged to take the courses approved for transfer during their freshman and sophomore year of study.

The core matrix of approved courses guaranteed to transfer and meet general education requirements at any New Mexico college or university...
can be found on the New Mexico Higher Education Department website at: www.hed.state.nm.us. Courses are listed by institution, whether university or community college, under each of the five general education areas. The courses for New Mexico State University are listed in the required courses section of this catalog.

**Religious Center Courses in Religion**

Courses in religion, offered by the various religious centers through higher educational institutions with which they are affiliated, are open to all students, and these or similar courses from other universities may be transferred for credit to this university. Registration for these courses in religion is separate from NMSU’s registration and is conducted by the religious center offering the course.

No more than 6 credits in such courses may be transferred to NMSU. If a student wishes to have earned credits transferred to NMSU, the following procedures must be observed:

- Obtain written approval from the academic dean prior to registration for the course at the religious center
- Count the credit in the course as part of the total semester load
- Following completion of the course, request that the institution granting the credit send a transcript of the credit to the Registrar at NMSU

**National Student Exchange (NSE)**

Courses transferred back to NMSU by students participating in the National Student Exchange (NSE) Program will be evaluated as NMSU courses and recorded on the student’s academic record. All computable grades earned will be included in calculating the student’s cumulative grade-point average.

**Transfer Credit Appeal Process**

All New Mexico public post-secondary institutions are required to establish policies and practices for receiving and resolving complaints from students or from other complainants regarding the transfer of coursework from other public institutions in the state. A copy of NMSU’s transfer credit policy may be obtained from the University Student Records Office or from the Deputy Secretary for Academic Affairs.

Higher Education Department  
2048 Galisteo St.  
Santa Fe, New Mexico 87505-2100.

**Student Responsibility**

Planning for effective transfer within maximum efficiency is ultimately the student’s responsibility. Responsible transfer planning includes early and regular consultation with the intended degree-granting institution to assure that all pre-transfer coursework will meet the requirements of the desired degree.

**Tuition, Fees, and Other Expenses**

All costs are given for one term/semester. The university reserves the right to change any of the charges without notice.

**Campus Tuition Rates**

For a full listing of all tuition rates from the NMSU system please see the University Accounts Receivable website

<table>
<thead>
<tr>
<th>Additional Fees</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Admission Application fee</td>
<td>$20</td>
</tr>
<tr>
<td>Course delivery (per credit)</td>
<td>$25</td>
</tr>
<tr>
<td>Certificate fee</td>
<td>$10</td>
</tr>
<tr>
<td>Degree application fee</td>
<td>$25</td>
</tr>
<tr>
<td>Degree application late filing fee</td>
<td>$25</td>
</tr>
<tr>
<td>Late Registration Fee Base Cost</td>
<td>$25</td>
</tr>
</tbody>
</table>

**Course Fees (Fees Assessed per Course)**

See each term’s Registration Guide for lists of courses with additional fees.

**Payment of Charges**

By enrolling in classes at NMSU, a student makes a financial commitment to pay the tuition and fee charges associated with that enrollment. The enrollment action constitutes a financial obligation between the student and NMSU and all proceeds of this agreement will be used for education purposes and constitutes an education loan pursuant to 11 U.S.C 523(a) (8). Terms and Conditions of Course Registration are posted on the NMSU website and available in each term’s registration guide. Payments can be made by mail, web, telephone, or in person at University Accounts Receivable. Cash, checks, money orders and limited types of credit cards are accepted. Term charges can be paid in full or paid by using a payment plan. For payment plan options visit the NMSU website. Fees vary based on the plan. All financial aid received must be paid towards balances owed. Additional penalty charges may be assessed for failure to make payments when due. The University reserves the right to deny a payment plan to any student who has a poor credit rating or who has been negligent in making payments to the University for previous debts. Course reservations may be cancelled if payment arrangements for past due dates are not completed by the deadlines as outlined in a term’s registration guide. Academic credits, transcripts, and diplomas will be withheld until all financial obligations are paid. Students are prohibited from registering for a term until all previous debts due to the University are paid in full.

**Payment Plan**

Tuition, fees and other charges posted to the student account may be deferred and paid over the course of the semester by signing up for a payment plan. Students with an account balance of $200 or greater must sign up for a payment plan by the “Last Day to Drop a Course and Receive a 100% Refund” date which is also known as the Census date. There is a $25 non-refundable enrollment fee and a 20% down payment due at the time of enrollment for fall and spring semesters and a 33.33% down payment for the summer semester. Equal monthly payments are due on the 15th of each month of the semester. A $10 late fee is assessed to the student account for late, partial or missed payments. Students who are required to sign up for a payment plan and fails to do so by the deadline will have their current semester courses cancelled.

**Tuition Adjustments, Refunds and Forfeitures**

Students officially withdrawing or dropping courses during a semester or term are eligible for a 100-percent refund of tuition and fees through the deadlines listed online. Go to University Accounts Receivable and under Important Dates, click on the appropriate semester or term. Students withdrawing from courses after that deadline will not be eligible for
a refund and will remain liable for full tuition and fee charges. Non-
attendance does not constitute an official course drop or withdrawal. All
charges due to NMSU must be paid before refunds or adjustments will be
permitted.

In cases of academic or disciplinary suspension, eligibility for tuition
refunds and adjustments will depend on the conditions of the suspension
and will be entirely at the option of the institution. Should unforeseen
circumstances beyond the reasonable control of New Mexico State
University result in curtailing classes, or otherwise withdrawing services
that are a normal function of the institution, refunds of any nature will be
at the discretion of the college/university administration.

Delinquent and Prior-Term Balances
NMSU reserves the right to cancel the registration of any student who
fails to pay, when due, any indebtedness to the institution.

Academic credits, transcripts, and diplomas will be withheld until all
financial obligations are paid.

Dishonored Financial Transactions - Checks, Credit
Cards, ACH Transactions
The University charges a penalty on all dishonored cash instruments.
Personal checks will not be accepted from students who have had
previously dishonored checks.

Late Registration Fee
A late registration fee of $25 is imposed if registration has not been
completed before the late-registration period begins. Failure to make
scheduled payments with the University Accounts Receivable on due
dates may result in additional liability.

Estimating Other Expenses
In addition to the direct costs stated above, other expenses per semester
may include such items as textbooks and supplies (estimated at $300)
and personal expenses (estimated at $460).

Resident/Nonresident Status
Resident or nonresident status is determined in accordance to a uniform
definition established for all New Mexico institutions by the Higher
Education Department, State of New Mexico. The University Student
Records Office administers residency. Information on the following
programs may be obtained from the University Admissions, the University
Financial Aid and Scholarship Services, the NM Administrative Code
(NMAC) 5.7.18: http://164.64.110.134/nmac/T05C007, or the NM Statute
(NMSA) 1978 Chapter 21.

- American Indian Agreement
- Athletic Grant
- Colorado-Arizona Reciprocal Agreement
- Dual Credit
- Fire Fighter and Peace Officer Survivor Scholarship
- Foreign Military Dependent
- Foreign Military Spouse
- Foreign Military Stationed in New Mexico
- Graduate Assistantship
- Immigrant Student (NM HS GRAD)
- Military Dependent
- Military Spouse
- Military Stationed in New Mexico
- NM Competitive Scholarship
- Part-time Students
- Senior Citizen Waiver
- Summer Session
- Texas 135
- Veteran Waiver
- Western Undergraduate Exchange
- WICHE

Contact Information
For more information, contact:

University Accounts Receivable, MSC 4570
New Mexico State University
PO Box 30001
Las Cruces, NM 88003-8001
Phone: (575) 646-4911
http://uar.nmsu.edu

Financial Aid & Scholarship Services
University Financial Aid and Scholarship Services administers a broad
spectrum of loans, grants, scholarships and work-study funding in an
attempt to meet the financial need of the university's students.

University Financial Aid and Scholarship Services awards financial aid
to students according to their individual needs. Parents of students
are expected to contribute to their child's education according to their
ability, taking into account their income, assets, number of dependents,
and other relevant information. Students themselves are expected to
contribute from their own assets and earnings, including appropriate
borrowing against future income. All information provided to University
Financial Aid and Scholarship Services is regarded as confidential.

Students applying for financial aid must complete a Free Application for
Federal Student Aid (FAFSA) designed to determine, in accordance with
state and federal guidelines, the difference between what the student or
family is expected to contribute and the cost of attending NMSU. Among
the factors that determine the family's Expected Family Contribution
(EFC) are:

1. annual adjusted gross income as reported to the Internal Revenue
   Service;
2. savings, stocks, and/or bonds;
3. other assets in the form of a business, farm or real estate;
4. nontaxable income and benefits; and
5. student's prior year income and assets.

Students applying for financial aid should complete a FAFSA by visiting
www.fafsa.ed.gov/.

Please refer to the NMSU Financial Aid and Scholarship Services web
site for more information on available financial aid. A complete listing of
programs and policies is available at http://fa.nmsu.edu.
General Eligibility Requirements
To receive financial aid you must be admitted to NMSU as a degree seeking student in an eligible degree or certificate program and demonstrate that you are qualified to obtain an education by:

- Having a high school diploma or a recognized equivalent such as a General Educational Development (GED) certificate or
- Completing a high school education in a home-school setting approved under state law or
- If you were enrolled in college in an eligible program or career school prior to July 2, 2012, you may show you are qualified to obtain a higher education by either:
  - Having passed an approved ability-to-benefit test (if you don’t have a diploma or GED, a college can administer a test to determine whether you can benefit from the education offered at that school)
  - Completing six credit hours or equivalent course work toward a degree or certificate (you may not receive aid while earning the six credit hours)
- Be enrolled or accepted for enrollment as a regular student working toward a degree or certificate in an eligible program.
- Be a U.S. citizen or eligible noncitizen (state funded scholarships are available to undocumented students).
- Have a valid Social Security number. If you don’t have a Social Security number, you can find out more about applying for one at www.ssa.gov.
- Must be meeting satisfactory academic progress (SAP).
- Sign a statement on the FAFSA certifying that you will use Federal student aid only for educational purposes.
- Sign a statement on the FAFSA certifying that you are not in default on a federal student loan and that you do not owe money back on a federal student grant.
- Register with the Selective Service, if required.

Financial Aid Awards
All financial aid awards are based on information provided by the student and parents, availability of funds and eligibility requirements. Any award may be revised based on changes in enrollment, cost of attendance, application of graduation, family contribution or failure to meet satisfactory academic progress. Withdrawals or reductions in enrollment may affect an award or any future awards. Financial Aid will not pay for audited courses or some repeats.

Grants
The Federal Pell Grant is a federal grant available to undergraduate students with documented financial need. If a Pell Grant is insufficient to pay educational expenses, the student may be eligible to receive other types of aid, including a Federal Supplemental Educational Opportunity Grant (SEOG) or Leveraging Education Assistance Partnership Program Grant (LEAP), and/or other miscellaneous grants. These grants are awarded to undergraduate students who show exceptional financial need. For more information, contact University Financial Aid and Scholarship Services or visit the university’s financial aid website at http://fa.nmsu.edu/. Generally, grants do not have to be repaid.

Work-Study Programs
The Federal and New Mexico State Work-Study Programs provide employment opportunities for eligible students.

For more information on the U.S. Department of Education student aid programs, go to http://studentaid.ed.gov/, or see the NMSU Financial Aid web site at http://fa.nmsu.edu.

Scholarships and Other Aid
Many students finance part of their education with scholarships, which may be awarded for academic achievement, special skills, talent and/or based on the applicants financial need.

NMSU has a variety of scholarships that are offered to incoming freshman, transfer, continuing and graduate students. State, institutional and private scholarships may also be available but amounts, deadlines and eligibility requirements vary. For more information, contact University Financial Aid and Scholarship Services or visit the university’s scholarship web site at http://admissions.nmsu.edu/scholarships/ or call 287-6678 to speak with a NMSU Grants Financial Aid Processor or Advisor.

To be considered for most scholarships at NMSU for which you may be eligible you are required to apply online through Scholar Dollar; at https://scholarships.nmsu.edu/. One scholarship application serves all NMSU students regardless of campus.

Federal Direct Subsidized Loans
This is a loan program for eligible undergraduate students who demonstrate financial need. The U.S. Department of Education pays the interest on a Direct Subsidized Loan while the student is enrolled in school at least half-time.

Eligible first time undergraduate student loan borrowers are subject to a maximum time period to receive Federal Direct Subsidized Loans. Students may not receive Federal Direct Subsidized Loans for more than 150% of the published length of their academic program (measured in academic years). A complete explanation of Subsidized Loan usage limits is available at:

https://fa.nmsu.edu/loans/federal-direct-loans/

Federal Direct Unsubsidized Loans
Loans that are made to eligible undergraduate who do not demonstrate financial need and graduate students. Unlike other federal loans, interest accrues while the student is attending school.

Federal Direct Loan Requirements
Students receiving a subsidized or unsubsidized Federal Direct Loan, must complete an online entrance counseling session and a master promissory note before NMSU will issue the funds. In addition, students must complete an exit interview upon graduation or withdrawal from the university.

Repayment of a Federal Direct loan begins six months after graduation or six months after enrollment drops below half-time (less than 6 credits for undergraduate students and less than 5 credits for graduate students).

Withdrawals
Recipients of financial aid grants and loans who drop credits or withdraw may be required to return all or a portion of awarded Title IV funds. Further information regarding the return of Title IV funds is available on
the NMSU-Las Cruces web site at http://fa.nmsu.edu/return-of-title-iv-funds/

Financial Aid Satisfactory Academic Progress

Federal regulations require that financial aid recipients meet certain academic standards to be eligible for federal financial aid. To ensure that financial aid recipients are making satisfactory academic progress, academic transcripts are reviewed at the end of each term to determine eligibility for the next term. All terms of attendance are reviewed, including periods in which the student did not receive financial aid. All transfer credit hours are taken into account when satisfactory progress is reviewed. The Financial Aid SAP standards are not the same as NMSU's Academic Standards of Progress criteria.

Elements of Financial Aid Satisfactory Academic Progress:

- Qualitative Progress: Undergraduate students must maintain a cumulative GPA of at least 2.0 (a C- average). Graduate students must maintain a cumulative GPA of at least 3.0 (a B average).
- Completion Rate: Students must complete a minimum of 70 percent of all coursework (registered credit hours) attempted at NMSU. Any course with a grade of withdraw (W), incomplete (I), repeats (RR), failure (F), audit (AU), or no credit (NC) is not considered completed coursework. Repeated courses are included in the calculation.
- Maximum Time Frame: Undergraduate students must complete their program within 150 percent of the published length required by the program. Students who have reached the maximum allowable time will be suspended from receiving financial aid. Limited developmental/remedial hours are excluded from this calculation. Total attempted hours including repeated courses and transfer coursework are included in the student's maximum time frame calculation.

Financial Aid Warning

'Warning' is a status assigned to a student who fails to make satisfactory academic progress at a school that evaluates satisfactory academic progress at the end of each payment period and/or term, and chooses to allow students who fail its progress standards to continue to receive aid. If the student has not returned to satisfactory standing after this additional semester, he or she will be suspended from further financial assistance until the satisfactory progress standards are met.

Financial Aid Suspension

Students are suspended from receiving financial aid if they do not meet satisfactory academic progress standards for financial aid purposes. Students on financial aid suspension will not receive any form of federal or state financial aid (grants, loans, work study). Financial aid eligibility is reinstated when all standards of satisfactory progress are met.

The Appeals Process

Students suspended from financial aid may appeal the suspension if there are mitigating circumstances affecting their progress. Students who would like to appeal the suspension must submit an appeal form, available at http://fa.nmsu.edu, and all required documentation to University Financial Aid and Scholarship Services. A committee will review the appeal and may grant reinstatement of financial aid based on mitigating circumstances that directly contributed to deficient academic performance. Appeals are evaluated on a term-by-term basis. All appeals, including relevant documentation, must be submitted by the semester deadline based on the current semester of enrollment. A student may appeal the termination of eligibility only twice during his or her career within the New Mexico State University.

Contact Information

For more information, contact:

NMSU Grants Financial Aid Processor and Advisors (505) 287-6678.
Financial Aid fax (505) 287-6676
1500 N. Third St., Grants, NM 87020

Major Scholarships for Entering Freshmen

For consideration, students must be admitted (tentative or final) to NMSU by March 1, and meet eligibility criteria at that time. Students must be NM residents and graduate from a New Mexico High School and attend at least one year at a New Mexico High School or be a New Mexico GED recipient. Students must enroll in the first regular semester directly following high school graduation. Recipients must be enrolled in degree-seeking courses at NMSU Grants. Some scholarships may be funded in part by the New Mexico Legislative Lottery Scholarship beginning the second semester. A FAFSA application is or may be required for most scholarships. Scholarships are competitive and number of awards granted is limited. Entering freshman students must accept scholarships offered by July 1st (at NMSU Grants).

President’s Scholarship: Tuition and Fees—High School Requirements: minimum 2.5 GPA. Renewable: 2.5 cumulative GPA and 12 graded credits each semester. High School Seniors and current students are advised to apply early

<table>
<thead>
<tr>
<th>March 1</th>
<th>Fall semester</th>
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<tbody>
<tr>
<td>December 1</td>
<td>Spring semester</td>
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</table>

New Mexico Legislative Lottery Scholarship: Awarded in the second semester of the freshman year for qualified students completing 12 credits with a semester GPA of 2.5. Student must be classified as degree seeking; not Certificate seeking. Renewable: 2.5 cumulative GPA and 12 new graded credits each semester at a community college. Students at a community college must be classified as Bachelor’s seeking by their 4th semester on Lottery. Renewable for 7 total semesters at a four year college; 2.75 GPA at a four year college and completion of 15 credits per semester.

Student Resources

Academic Advising

The Student Services Office offers centralized academic advising throughout the academic year to meet the needs of its student population. Academic advising is an ongoing, shared partnership between a student and an adviser that focuses on helping the student identify, plan and achieve academic, career and life goals.

Advisers provide academic advising services to all students and prospective students for programs offered at NMSU Grants, as well as...
advising information for students transferring to NMSU Las Cruces or any other college or university in the state of New Mexico.

In an academic advising session students and advisers engage in:

- Developing an awareness of values, interests, abilities, skills, and potential
- Identifying academic, career and life options and goals
- Choosing an academic program
- Strategically planning out steps toward graduation
- Identifying effective academic study skills and habits
- Solving problems that impede progress toward an academic goal
- Referrals to appropriate campus and community resources
- Learning how to use the my.nmsu.edu portal, the STAR degree audit, and FAFSA online
- Selecting courses
- Registering for courses
- Referrals to scholarships, internships, and employment opportunities

Program managers and faculty are also available for specific program and course questions. Refer to posted office hours to make an appointment with program managers and faculty.

When to Seek Advising

New Students will meet with an adviser and register for courses prior to their first semester. Students with a “hold” will also need to meet with an adviser.

Transfer and readmitted students should meet with an adviser their first semester. Upon transfer evaluation of prior credit, students will also meet with an adviser.

Continuing students should plan ahead and meet with their adviser every semester well in advance of continuing student registration. Students nearing the completion of their certificate or degree should meet with an adviser at least one semester prior to graduation.

Adult Education (AE)

The Adult Education program at NMSU Grants provides instruction to adults (16 and over) in High School Equivalency (HSE) test preparation in either the GED or HiSET battery of tests; pre-high school and basic skills in English, reading, and math. Upon enrollment of the program, learners’ skills are assessed and a learning plan is developed based on assessment results. Learners work on skill development through small group classroom instruction, computer-based learning, tutoring, and/or self-study. All services are free of charge except the costs of the HSE tests. Enrollment requires a New Mexico ID or driver’s license and a Social Security card. Learners under 18 must have parental and school board permission. Interested adults are encouraged to call the Adult Education Office at (505) 287-6662.

Bachelor’s Degree Completion Programs on NMSU Grants campus

- Bachelor of Science (BS) in Elementary Education
- Bachelor of Science in Nursing (BSN)

Bookstore: Online Bookstore

NMSU Grants utilizes textbook services through an online bookstore. Barnes and Noble College Bookstore is your official source for textbooks required by NMSU Grants. Refer to the current Schedule of Classes for information and visit: Barnes and Noble College Bookstore

Campus Activities

Student Services offers involvement outside the classroom, an essential component of the student’s academics. Campus Activities collaborates with campus and community entities to create opportunities for student involvement, group and individual leadership, and personal development through participation in Student Organizations.

Career Services

NMSU Grants: Student Services is available to assist students in career planning and assessment. A limited listing of current employment is maintained in our office. Students are encouraged to check the career bulletin board, which is kept current. Assistance with resume writing and interviewing techniques is available through resources in the Adviser’s Office, individually by appointment, at the Student Success Center, room 125, or the Writing Center, room 123, in Martinez Hall. Focus2, and educational planning system, is available in the Student Success Center for students.

Cooperative Education

NMSU GRANTS: Information is available on internship opportunities offered by government, nonprofit organizations, and business/industry. During the summer months and throughout the academic year, interns may arrange for academic credit for internships. Speak with an adviser in Student Services for information.

NMSU Grants Cooperative Learning Program, also known as “Co-op”, provides degree-related work experiences with employers from the surrounding area. The program contributes to the students’ total educational experience and realization of career goals by integrating theory and practical application. For more information, students are encouraged to contact the Program Manager and refer to the program of study in the Catalog.

Counseling and Student Development

NMSU Grants: Personal and relationship problems can occasionally interfere with your studies. Student Services staff may assist you with a referral to a provider in our area. NMSU Las Cruces students have access to the Counseling Center in Las Cruces.

ID Card Services

The NMSU Aggie I.D. card is the primary source of student identification for the campus. The I.D. card is available in Student Services’ Admission Office. The first card is free; replacement cards are $25.
Information and Communication Technologies

Information and Communication Technologies (ICT) provides the university community with the computing resources and services that support the educational, research, and public service missions of the university. The resources include NMSU's central computing systems, the network that supports the systems and the wired and wireless functionality through which the internet is accessed. ICT operates the student computer labs found throughout the main campus, manages computer checkout, network registration of computers required for access to the NMSU network, discounts for purchases of computers and Aggie print at the university. ICT also provides support for NMSU technology users thorough its Help Desk.

For further information, contact:

Information and Communication Technologies (ICT)
MSC 3AT, PO Box 30001
Las Cruces, NM 88003-8001
Phone: (575) 646-1840
Email: help@nmsu.edu

ICT’s web homepage is located at http://ict.nmsu.edu and the helpdesk webpage is located at http://help.nmsu.edu. The helpdesk is in room 141 of the Computer Center building.

NMSU Grants Computer Usage Guidelines

NMSU Grants provides three computer labs for student use only located in Room 121 (Drafting – CAD), Room 307 (Computer Science) and Room 127 (Student Success Center). The Computer Science, and CAD labs are available only during class time or for majors on an individual basis. The computer lab in the Student Success Center (SSC) is an open lab available to all students, but is not available for public use. The hours for the SSC open lab change from semester to semester and are posted on the door.

NMSU Grants also provides computers for public and student use in the library and the Cyber Café. The hours for these two locations are posted and change based on whether classes are in session or not. Although these computers are available to the general public, NMSU Grants student use takes priority.

NMSU Grants is a completely wireless campus. Wireless access is available everywhere on campus. To gain access to the wireless network, you can either contact the IT Department or view one of the four information screens that are located on campus. You must have antivirus software installed on your laptop to gain access to NMSU Grants wireless network.

NMSU Grants provides computer technology, including Internet access for educational purposes and to facilitate other activities necessary for the efficient operation of the institution. The college intends that this technology will be used in a manner which:

• Is conducive to learning;
• Is free of illegal acts;
• Shows respect for the rights and dignity of others.

Acceptable Use

The intent of these general computer use guidelines is to define broad categories of use that are not acceptable, not to provide an exhaustive list of inappropriate or unacceptable uses. Based on guidelines noted in this document, NMSU Grants officials may at any time make determinations that specific uses are or are not appropriate or acceptable. If asked by an NMSU Grants official, you must be prepared to present a course syllabus and/or assignment that would necessitate the use of computers for activities otherwise deemed as unacceptable by these guidelines. It is not acceptable to use the college’s computer equipment or facilities:

• For any illegal purpose or act.
• To transmit harassing, indecent, obscene, discriminatory or fraudulent materials or messages.
• To transmit or receive any materials in violation of either state or federal laws (e.g. copyright laws).
• To send fraudulent or forged email messages using the account of another person.
• To harass another user or violate another user’s rights.
• To access pornography or other offensive or inappropriate material.
• To copy or attempt to copy any software or files without authorization.
• To illegally download music, movies, or games.
• To distribute unauthorized software.

General Rules

• Food and drink are not allowed in the computer labs, including the Cyber Café.
• Student work is to be saved on CD, USB flash drive, online cloud storage or emailed to oneself. Personal files left on the computer will be deleted.
• Computers are available on a first-come, first-serve basis.
• Use of computers is limited to two hours. Users working for more than two hours can be asked to relinquish their computer to users who are waiting.
• NMSU Grants is not responsible for personal items left unattended.
• Be considerate of others by keeping noise and other disruptions to a minimum.
• All cell phones are to be turned off or set to silent while in the lab.
• Printing is limited to the WEPA printing station, students are responsible for purchasing their print cards.
• Children are not allowed in the college’s open laboratories. Children 14 years up through age 18 may use the Cyber Café and library computers for educational purposes if accompanied by a parent or guardian.
• Headphones must be used at all times when listening to any form of audio materials and must be set at a level that does not disturb others around you. Students are responsible for providing their own headphones.
• Users are not allowed to remove any college hardware, software, or data without permission.
• Do not modify or attempt to modify system configurations or hardware without authorization.

The use of NMSU Grants computer technology is a privilege extended to all users. Inappropriate or unacceptable use of this technology may result in loss of this privilege.

College IT personnel may monitor information on the computer networks or on individual computers or computer systems. Complaints of possible inappropriate or unacceptable use will be investigated. Complaints
regarding violations of acceptable use policy should be forwarded to the IT Department.

The open and library labs have their own specific computer use guidelines. Please read them before using of their computers.

Students may refer to: https://ict.nmsu.edu/standards-and-guidelines/ for additional NMSU security, policies, and guidelines.

New Mexico State University Grants Library

The New Mexico State University (NMSU) Grants Campus Library is located on the north side of Martinez Hall, Housing more than 25,000 physical titles, including Government Documents, Periodicals, and Reference books. The library digitally houses more than 55 Databases, and Library Research Guides.

Mission Statement

The Library and Learning Resources is committed to providing resources and services that support the mission of New Mexico State University Grants.

To fulfill its mission the NMSU Grants Library:

- Contributes to student learning outcomes by actively engaging in both the development and implementation of an Information Literacy program that supports the curriculum and lifelong learning;
- Provides users with assistance and instruction for success in the use of library resources for their present studies and lifelong learning;
- Strives to provide equal access to print and electronic materials and to develop services, including distance learning services, for students with a wide range of scholastic abilities, learning styles and comprehension levels;
- Supports of and responds to the changing needs of people with diverse ethnic, cultural, social, and economic backgrounds; Advocates for faculty and staff participation in building and enhancing library resources and creating new services;
- Contributes to the college's curricular goals by providing programs and exhibitions and by publicizing available resources and activities;
- Encourages forging of partnerships and integrating of new technologies to increase access to resources and services external to the college's physical collections.

Circulation Policy

Identification

NMSU Students, Staff, and Faculty

All registered NMSU Grants Campus students, Faculty, and Staff may use their Aggie ID Card to check out library materials. If for any reason, they cannot provide an Aggie ID card, the Circulation staff will accept any Government issued Photo Identification to process the items.

Adult Basic Education Students and Community Borrowers

Community Borrowers or ABE Students must have a Community Borrowers Card issued by our Circulation Desk. To register for a borrower's card, you must be present in the library and:

- Complete and sign the Community Patrons Application.
- Be 18 years or older, (16 – 18 must be accompanied by an adult and have parent/guardian/ABE Staff present)
- Present a valid New Mexico I.D or other official I.D. showing residency in Cibola County.
- Provide documentation to confirm Cibola County residency such as a check with local address imprinted, driver’s license, or utility bill.

Borrowing

Library patrons must come in person to check out books. While overdue fines are not charged, patrons will be billed replacement costs for significantly overdue books. NMSU Grants Students will have holds placed on their Library and Banner accounts until fees and costs are paid.

Renewal

Patrons are granted up to two renewals. The first renewal can be made in person, by phone, or online. The patron must bring the items in person to renew them a second time. If the item being renewed is requested by another patron, the it will be recalled (return after 2 weeks if recalled by NMSU student, staff or faculty member), and cannot be renewed. Items cannot be renewed past the date the item is due.

Non-Circulating Materials

Periodicals and Reference Materials

Periodicals and reference materials must be used in the Library. A photocopier is available to those patrons with a PaperCut account.

Reserve Materials

NMSU Grants faculty members may place personal copies of books or journals on Reserve for use by students enrolled in their courses. Faculty members may also request that a copy of a book be purchased by the Library and placed on Reserve.

NMSU Grants students may borrow Reserve materials for 2-hour, in library use by checking them out at the circulation desk.

NMSU Online

NMSU Online (http://online.nmsu.edu) includes 100% online undergraduate and graduate degrees, certificates, and courses from the five NMSU system campuses (Alamogordo, Carlsbad, Dona Ana, Grants, and Las Cruces). NMSU Online serves students who need the flexibility of anytime anywhere learning to pursue their education and career goals. There are 60+ programs and 500+ courses available through NMSU Online to prepare students for careers and graduate study. In several content areas, students can pursue a fully online degree pathway from Associate’s to Bachelor’s to Master’s degrees with NMSU Online.

NMSU Online students meet the same departmental and institutional academic and curricular requirements. NMSU Online programs offer the same curriculum as the campus-based programs with courses designed and taught by expert faculty. NMSU Online courses are reviewed for quality course design and faculty are supported in best practices for online teaching. In addition,

NMSU Online programs are fully accredited by the Higher Learning Commission and often hold additional program accreditation from a professional accrediting agency.

Visit NMSU Online or contact online@nmsu.edu or 888.729.6678.
Applying NMSU Grants Degrees and Credit towards Bachelor's Degree Programs

Many NMSU Grants courses apply toward Bachelor's degree programs at NMSU and other universities. When planning to transfer, it is best to consult with advisers at both NMSU and the university you have chosen.

The following programs offered at NMSU Grants articulate with bachelor's degree programs at NMSU.

- **Associate of Arts Degree** to all departments in the NMSU College of Arts and Sciences
- **Associate of Science Degree** to all departments in the NMSU College of Arts and Sciences
- **Criminal Justice** to the Department of Criminal Justice in the NMSU College of Arts and Sciences
- **Early Childhood and Education programs** to the NMSU College of Education
- **Pre-Business** to all departments in the NMSU College of Business
- **Social Services** to the College of Health and Social Services & College of Arts & Sciences
- **Computer Technology** to the NMSU Bachelor of Information and Communication Technology Department, College of Engineering.

New Student Orientation

New Student Orientation is mandatory for all new students at NMSU. Transfer and readmissions are welcome and encouraged to attend at NMSU Grants. Students will learn about college life, campus resources, policies, and ultimately register for their courses at Orientation. Campus Tours are offered. See an Advisor in Student Services to schedule your Orientation.

For information, please contact the an Advisor in Student Services, 505-287-6678.

Small Business Development Center

The Small Business Development Center (SBDC) is located at 701 E. Roosevelt Ave., in Grants. The SBDC offers no-cost counseling and low-cost training for all types of business at any stage of business development. The SBDC is designed with the small business person in mind. Whether in business for some time or just starting out, the SBDC can help address challenges encountered by small business owners. As a member of the New Mexico Small Business Development Center Network, SBDC's experienced staff can provide assistance in the following areas:

- Explore business ownership opportunities in Cibola County
- Start a new business or make an established one more efficient and profitable
- Create alternatives for solving problems
- Measure your success potential
- Improve your management skills
- Access a wealth of business resources

Specialized Consulting

SBDC staff is available for specialized consulting to help business owners develop an individual plan for your business. Staff will help create alternatives to solve business-related marketing problems and offer assistance for effective record keeping, accounting, and inventory control.

Business Education

The SBDC offers individualized counseling in accounting, marketing, and various aspects of management that can help you avoid costly mistakes. Counseling can take place at the SBDC Center or the business location. Seminars and workshops are available to improve business and management skills. For more information, contact the SBDC at (505) 287-6688.

Small Wonders Child Care Center

This private daycare operates on the NMSU Grants Campus and is available for student, faculty, and staff families as well as the public. There is frequently a waiting list for all ages and you are encouraged to contact the Director as early as possible. For more information, call Small Wonders Child Care Center at 287-8373.

Student Accessibility Services

Students Accessibility Services (SAS) in Las Cruces coordinates university efforts, to provide access and opportunity to students with disabilities, including students who have disabilities that are apparent and non-apparent. Students wanting to learn more about services or accommodations available to those with a documented disability should contact the SAS office. Advanced notice in planning services is strongly encouraged. NMSU is committed to providing an accessible institution to all individuals.

NMSU Grants students may contact the Vice President for Student Services at (505) 287-6628. Petition Request forms are available and will be processed for students at the start of each new semester.

Las Cruces students must contact SAS:

Students Accessibility Services (SAS)
Corbett Center, Room. 208
MSC 4149, PO Box 30001
Las Cruces, NM 88003-0001
(575) 646-6840
sas@nmsu.edu
http://sas.nmsu.edu

Student Social Code of Conduct

The policies and procedures related to student social conduct are published in this Catalog, Student Social Code of Conduct (p. 266). The Vice President for Student Services serves as the NMSU Grants Discipline Officer for student non-academic misconduct. The Vice President for Academic Affairs serves as the Hearing Officer for academic misconduct.

Children on Campus

Children should not be left unattended anywhere on campus, including the Cyber Café, Library, and Student Lounge. Refer to the Computer Usage Guidelines for additional information. Occasionally faculty may permit children in the classroom, however the student must discuss this with their instructor prior to class and this would be an exception. NMSU Grants offers childcare opportunities (at cost) to students, faculty and staff. Children ages 2–12 may be enrolled in the campus-based child care facility. For more information on child-care, please phone Small Wonders Child Care Center at 287-8373.

Student Government/Student Activities

The Associated Student Government (ASG) has been established to provide students with a vehicle to provide input to administrators,
organize and support student activities, and assist with various campus events. Clubs, based on various student interests and activities, are established each year. Examples include Phi Theta Kappa, Native American Club, Student Business Club, and others. To find out more about getting involved in student government or the various clubs, go to grants.nmsu.edu or Student Services office at 287-6678.

Testing Services

Testing Services at NMSU Grants: The Testing Center upholds the mission, vision and core values of NMSU Grants; through, testing services offered by providing responsible quality assurance testing for the faculty, students, and community members.

- Accuplacer: College Board Assessment for College Placement, including remote proctoring
- ACT Work Keys - ACT National Career Readiness Exam - Certificate
- College Proctored Exams; all NMSU class exams, including remote proctoring for non-NMSU exams
- GED - Pearson VUE GED Testing Service for the High School Equivalency
- Hi-Set - Educational Testing Service for the High School Equivalency
- Pearson VUE IBT Site: Professional Licensure and Certification Exams
- Prometric IBT SITE for the ASE: Professional Certification in Automotive Service of Excellence
- HESI Assessment - RN entrance exam for NMSU School of Nursing BSN program
- FREE TO NMSU GRANTS STUDENTS: HESI Practice Test - RN entrance exam

For more information, call us at (505) 287-6691 or stop by Martinez Hall room 125. To set up a proctor request or see the hours of operation visit our webpage under the campus services tab.

Recognition of Academic Achievement

NMSU has a number of university-wide programs that recognize academic achievement. These include the Honors College, the Crimson Scholars Program, the dean's report of academic achievement and graduation with honors. In addition, many colleges and departments have their own programs and awards that recognize the academic achievement of their students.

The Honors College

The Honors College at NMSU Las Cruces provides motivated undergraduate students with opportunities to broaden and enrich their academic programs. In small classes taught by master teachers, honors students engage in lively discussion and collaborative investigation of interdisciplinary topics. By taking honors courses, students may also work toward completing general education requirements and disciplinary requirements in the major. There are two program options available to students: University Honors and the Honors Certificate. Each option has separate eligibility requirements, benefits, and forms of recognition for the student. For details concerning eligibility and requirements, see the Honors College section of the NMSU Las Cruces Catalog.

Crimson Scholars Program

Crimson Scholars is a recognition program for academically superior students. Crimson Scholars receive a number of benefits, including:

- Automatic eligibility for all Honors courses
- Early registration
- Recognition in the commencement program
- A lapel pin

Dean's Report of Academic Achievement

Following the close of the semester, each college dean publishes a list of students who have achieved honor standing in grades for the previous semester. To be eligible, a student must have been enrolled in 12 or more semester credits with a computable grade in each. The top 15 percent of eligible students by college for that semester will be named to the Dean's Honor List.

Graduation with Honors

To be eligible for a four-year degree with honors, a student must have earned at least 60 semester credits in computable grades while in residence at New Mexico State. Courses taken in the Honors College and graded S will be counted as a part of the minimum of 60 credits. The number of students at graduation, by college, receiving degrees with honors in any one year shall not exceed 15 percent. To receive high honors, a student must be in the top 1.5 percent of the graduating class by college. One person from each college will receive highest honors. In case of a tie, the student with the greatest numbers of credits earned at NMSU with computable grades will be awarded highest honors for each college. Of the students receiving highest honors from the fall and spring commencements, the student with the highest grade-point average and the greatest number of credits earned at NMSU with computable grades will be awarded the Class of 1919 Scholarship Plaque.

Phi Theta Kappa

PTK is the International Honor Society for two-year colleges, providing opportunities for development in scholarship, leadership, service, and fellowship. Membership is offered to students who have achieved a 3.5 grade point average, have completed a minimum of 12 hours of coursework leading to an associate's degree, and have demonstrated leadership qualities.

Graduation Requirements

For the baccalaureate degree each student must complete a minimum of 120 credits including at least 48 credits numbered 300 or above. However, to satisfy the requirements of accreditation, licensure, program depth or rigor, or other needs, some majors require coursework in excess of the 120 credit hour minimum.

Each college has its own requirements for graduation listed under its curricula. However, there are certain graduation requirements common to all undergraduate colleges:

- A student must have a cumulative GPA of 2.0 in all courses taken at NMSU.
- The student will be required to show proficiency in written English in all class work at the university. Any instructor may remand a student to the English remedial laboratory for further training in written English. In each case, the student must complete the remedial laboratory work prior to submitting the application to graduate.
• Each student must complete at NMSU at least 30 of the last 36 credits necessary for the baccalaureate degree. Of these 36 credits, 21 credits must be upper division and at least 12 of these upper division credits must be in the major. Colleges or Departments may require that more than 12 of the upper division credits be from the major, and they may direct that certain of these credits be course specific.

• Curricular requirements for a specific degree may be met by completing all of the course requirements for that degree as set forth in the catalog of matriculation provided that the selected catalog is not more than six years old when the requirements for graduation are met. This rule applies only to the course requirements and number of credits as specified for the degree. In all other cases, the current catalog is effective. The catalog is effective Summer Session I through Spring Semester.

Special provisions consistent with the NMSU Servicemembers Opportunity College (SOC) and other agreements apply for active military and veterans - see section Military/Veterans and Family Members (p. 25).

Upon completion of all requirements, multiple majors for a single degree (e.g., B.A.) will be noted on the academic record. Multiple bachelor’s degrees (e.g., B.A. and B.S.) may be granted if all requirements for the degrees have been completed. Multiple degrees may be granted at one commencement if all requirements have been met. Graduation fees must be paid for each degree.

Both designated and undesignated associate degree residency requirements vary with the college awarding the degree. Requirements for the two-year associate degrees and for the certificates are found in the section(s) concerning these degrees.

• Arts and Sciences, Business Administration, Education, and Health and Social Services require that the last 15 credits be completed at NMSU or one of its Community College campuses.

• College of Agricultural, Consumer and Environmental Sciences requires that the last 30 credits be completed at NMSU or one of its Community College campuses.

Associate’s Degree

Associate’s degrees are of two types. The academic associate’s degree prepares students to transfer to a baccalaureate program and generally includes credits toward the first two years of a four-year degree. Academic associate’s degrees include the Associate of Arts, the Associate of Science, and other named degrees that link to a specific major (the Associate of Education, for example). Other associate degrees, typically called Associate of Applied Science, prepare students for entry into the workforce. Credits for these programs may or may not apply toward a four-year degree. Associate degree seeking students who are interested in a dual degree should consult with their academic advisor. The Associate of Arts and the Associate of Science degrees cannot be earned together. The Associate of General Studies degree may not be earned with other associate degrees.

Students interested in transferring to NMSU or another four-year institution should check the appropriate sections of the university catalog for more information.

Requirements for the two-year associate degrees are found in the respective catalogs and sections concerning these degrees. The following requirements apply to all associates degrees:

1. Minimum Credit Hours: a minimum of 60 credits (excluding “N” suffix courses). Some programs of study require coursework in excess of the 60 credit-hour minimum.

2. New Mexico General Education - state mandated general education courses (as specified in General Education section); such course are designed with a “G”
   a. For Associates Degrees: 32-35 credits
   b. For Applied Associates Degrees: 15-18 credits

3. GPA requirement: Students must have a cumulative GPA of 2.0 or better in all courses taken at NMSU or one of its community colleges. In addition, students must earn a C- or better in classes they take to meet the Basic Skills requirement (ENGL 1110G and one of several math course options).

4. Residency - A minimum of 15 of the 60 credits for the associate’s degree must be completed at NMSU or one of its community colleges. Individual academic programs may have additional requirements.

5. Major: All requirements for at least one major field of study as specified in the college and departmental sections of the respective catalog.

Associate Major

An associate major, consisting of at least 18 credits, may include courses from more than one department. Requirements for the Associate Majors are specified in the respective Community College Catalogs.

Certificate of Completion

The Certificate of Completion requires a minimum of 16 credits (other Title IV requirements must be met to be eligible for financial aid) and has been approved through the academic review process. These courses can be a subset of those required for a corresponding Applied Associates Degree. These certificates are recorded on the student’s transcript.

Requirements for certificates are found in the respective catalogs and sections concerning these programs. The following requirements apply to all certificates.

1. Minimum Credit Hours: The number of credit hours varies from certificate to certificate. Students must successfully complete the total number of credit hours as outlined in the respective catalogs and sections describing these certificates.

2. GPA requirement: Students must successfully complete all courses for the certificate as outlined in the catalog. In addition, students must have a cumulative GPA of 2.0 or better in all courses taken at NMSU or one of its community colleges.

3. Residency: A minimum of 6 credits earned toward the certificate must be completed at NMSU or one of its community colleges. If the certificate requires fewer than 6 credits, all credits must be completed at NMSU or one of its community colleges. Individual academic programs may have additional requirements.

Certificate of Achievement

The Certificate of Achievement is a program of study less than 16 credits and is not eligible for Federal financial aid. This Certificate provides employment related and/or career enhancing skills necessary to succeed in a job or a chosen field of study. These courses can be a subset of those required for a corresponding Certificate of Completion or Applied Associates Degree. These certificates are recorded on the student’s transcript. The following requirements apply to all certificates of achievements:
Attendance at Commencement

The academic colleges will confirm eligibility to participate in the commencement exercises held at the close of the fall and spring semesters. Eligible candidates (registered for final degree requirements, as certified by the college deans) and degree recipients from the previous summer session will participate in the fall ceremony. Students who complete degree requirements in the spring must attend the spring ceremony. Bachelor degree candidates wishing to participate in a spring commencement ceremony prior to completing degree requirements in summer school must meet the following conditions:

1. Receive permission from appropriate Dean
2. Show a minimum cumulative grade-point average of 2.0
3. Lack 12 or fewer credit hours to complete degree requirements
4. Remaining credit hours must be offered in the upcoming summer schedule of classes
5. Submit degree application and approved petition form (available in the Dean’s office) by the last day to apply for a degree in the spring Semester.

Commencement is a symbolic ceremony. Participation in commencement does not, in itself, mean that a student is considered an NMSU graduate. In order to be awarded a degree, a student must fulfill university requirements as determined by academic colleges. The degree will reflect the graduation date from the application for degree in which all degree requirements were determined by the academic colleges.

Diploma

Diplomas will be mailed to graduates approximately eight weeks after final grades have been processed by the University Student Records office, concluding a final degree audit by the individual Colleges. The diploma will be mailed to the address specified on the degree application, unless an address change has been requested before the end of the semester.

The name on the diploma will reflect the student’s current official NMSU records. Name changes are processed only for currently admitted students. The degree title and major(s) will be printed on the diplomas, in accordance to the degree application award, determined by the academic colleges. Academic honors will also be printed on the diplomas below the degree and major(s).

Filing Notice of Degree Candidacy

Degree candidates are required to file an Application for Degree and pay graduation fees for each degree sought. This fee ($25 for certificates, $25 for associate, $25 for bachelors, and $35 for graduate degrees) will be included in the total cost for the semester or session in which the candidate anticipates completing degree requirements. If degree requirements are not completed during the semester or session, the student must reapply and pay the appropriate fees. The Application for Degree form is available online through the MyNMSU website. It must be completed and submitted by the designated deadline for that semester. A $25 late fee applies to applications received after the application deadline, and no applications will be accepted after the posted deadline date.

A student must specify choice of catalog as indicated under Graduation Requirements.

The latest date for substitution or waiver of required courses for candidates for degrees is two weeks after the last date of registration for regular or summer terms.

General Education Courses

Associates Degree

The New Mexico General Education Requirements

General Education at NMSU provides all students with a broad foundation and common framework upon which to develop knowledge and skills, social consciousness and respect for self and others, thus enabling them to function responsibly and effectively now and in the future. General education courses at NMSU can be identified by the G suffix.

In accordance to state law (Post-Secondary Education Articulation Act), the New Mexico Higher Education Department has established a statewide model for General Education. Within the General Education model, is nine credits of electives that will be determined at an institutional level. The current approved NMSU General Education courses are listed below under each of the six general education areas.

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area I: Communications</td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>Select one course from each sub group:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>English Composition-Level 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 1110G</td>
<td>Composition I</td>
<td></td>
</tr>
<tr>
<td>ENGL 1110H</td>
<td>Composition I Honors</td>
<td></td>
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<tr>
<td>ENGL 1110M</td>
<td>Composition I Multilingual</td>
<td></td>
</tr>
<tr>
<td>English Composition-Level 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 2210G</td>
<td>Professional &amp; Technical Communication</td>
<td></td>
</tr>
<tr>
<td>ENGL 2221G</td>
<td>Writing in the Humanities and Social Science</td>
<td></td>
</tr>
<tr>
<td>ENGL 2130G</td>
<td>Advanced Composition</td>
<td></td>
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<tr>
<td>ENGL 2215G</td>
<td>Advanced Technical and Professional Communication</td>
<td></td>
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<tr>
<td>Oral Communication</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AXED 2120G</td>
<td>Effective Leadership and Communication in Agriculture</td>
<td></td>
</tr>
<tr>
<td>COMM 1115G</td>
<td>Introduction to Communication</td>
<td></td>
</tr>
<tr>
<td>COMM 1130G</td>
<td>Public Speaking</td>
<td></td>
</tr>
</tbody>
</table>
### General Education Courses

**Area II: Mathematics**  
- **HNRS 2175G**  
  Introduction to Communications Honors  
  3-4

- **MATH 1130G**  
  Survey of Mathematics  
- **MATH 1220G**  
  College Algebra  
- **MATH 1250G**  
  Trigonometry & Pre-Calculus  
- **MATH 1350G**  
  Introduction to Statistics  
- **MATH 1430G**  
  Applications of Calculus I  
- **MATH 1511G**  
  Calculus and Analytic Geometry I  
- **MATH 1521G**  
  Calculus and Analytic Geometry II  
- **MATH 2134G**  
  Fundamentals of Elementary Math II  
- **MATH 2350G**  
  Statistical Methods  
- **MATH 2530G**  
  Calculus III

**Area III/IV: Laboratory Sciences and Social/Behavioral Sciences**  
10-11

- **AGRO 1110G/HORT 1115G**  
  Introduction to Plant Science (Lecture & Lab)  
- **ANTH 1135G & ANTH 1135L**  
  Introduction to Biological Anthropology and Introduction to Biological Anthropology Lab  
- **ASTR 1115G**  
  Introduction Astro (lec+lab)  
- **ASTR 1120G**  
  The Planets  
- **BIOL 1120G & BIOL 1120L**  
  Human Biology and Human Biology Laboratory  
- **BIOL 1130G**  
  Introductory Anatomy & Physiology (non-majors)  
- **BIOL 1190G**  
  Contemporary Problems in Biology  
- **BIOL 2110G & BIOL 2110L**  
  Principles of Biology: Cellular and Molecular Biology and Principles of Biology: Cellular and Molecular Biology Laboratory  
- **BIOL 2610G & BIOL 2610L**  
  Principles of Biology: Biodiversity, Ecology, and Evolution and Principles of Biology: Biodiversity, Ecology, and Evolution Laboratory  
- **C S 171G**  
  Introduction to Computer Science  
- **CHEM 1120G**  
  Introduction to Chemistry Lecture and Laboratory (non majors)  
- **CHEM 1215G**  
  General Chemistry I Lecture and Laboratory for STEM Majors  
- **CHEM 1225G**  
  General Chemistry II Lecture and Laboratory for STEM Majors  
- **ENVS 1110G**  
  Environmental Science I  
- **FSTE 1110G**  
  Introduction to Food Science and Technology  
- **FSTE 2110G**  
  Food Science I  
- **FWCE 1110G**  
  Introduction to Natural Resources Management  
- **GEOG 1110G**  
  Physical Geography  
- **GEOI 1110G**  
  Physical Geology  
- **HNRS 2116G**  
  Earth, Time and Life  
- **PHYS 1115G**  
  Survey of Physics with Lab  
- **PHYS 1125G**  
  Physics of Music  
- **PHYS 1230G & PHYS 1230L**  
  Algebra-Based Physics I and Algebra-Based Physics I Lab  
- **PHYS 1240G & PHYS 1240L**  
  Algebra-Based Physics II and Algebra-Based Physics II Lab  
- **PHYS 1310G & PHYS 1310L**  
  Calculus-Based Physics I and Calculus-Based Physics I Lab  
- **PHYS 1320G & PHYS 1320L**  
  Calculus-Based Physics II and Calculus-Based Physics II Lab

**Area V: Humanities**  
3

- **ENGL 1410G**  
  Introduction to Literature  
- **ENGL 2310G**  
  Introduction to Creative Writing  
- **ENGL 2520G**  
  Film as Literature  
- **ENGL 2650G**  
  World Literature I  
- **HIST 1105G**  
  Making History  
- **HIST 1110G**  
  United States History I  
- **HIST 1120G**  
  United States History II  
- **HIST 1130G**  
  World History I  
- **HIST 1140G**  
  World History II  
- **HIST 1150G**  
  Western Civilization I  
- **HIST 1160G**  
  Western Civilization II  
- **HIST 2245G**  
  Islamic Civilizations to 1800  
- **HIST 2246G**  
  Islamic Civilizations since 1800  
- **HIST 2250G**  
  East Asia to 1600  
- **HIST 2251G**  
  East Asia since 1600

**Area IV: Social/Behavioral Sciences**

- **AECC/FSTE 2130G**  
  Survey of Food and Agricultural Issues  
- **ANTH 1115G**  
  Introduction to Anthropology  
- **ANTH 1137G**  
  Human Ancestors  
- **ANTH 1140G**  
  Introduction to Cultural Anthropology  
- **ANTH 1160G**  
  World Archaeology  
- **ANTH 2140G**  
  Indigenous Peoples of North America  
- **CEPY 1120G**  
  Human Growth and Behavior  
- **CJUS 1110G**  
  Introduction to Criminal Justice  
- **ECON 1110G**  
  Survey of Economics  
- **ECON 2110G**  
  Macroeconomic Principles  
- **ECON 2110H**  
  Principles of Macroeconomics Honors  
- **ECON 2120G**  
  Microeconomics Principles  
- **ECON 2120H**  
  Principles of Microeconomics Honors  
- **GEOG 1120G**  
  World Regional Geography  
- **GEOG 1130G**  
  Human Geography  
- **GNDR 2110G**  
  Introduction to Women, Gender, and Sexuality Studies  
- **GNDR 2120G**  
  Representing Women Across Cultures  
- **HNRS 2161G**  
  Window of Humanity  
- **HNRS 2170G**  
  The Human Mind  
- **HNRS 2172G**  
  Archaeology: Search for the Past  
- **HNRS 2174G**  
  American Politics in a Changing World  
- **HNRS 2180G**  
  Citizen and State Great Political Issues  
- **JOUR 105G**  
  Media and Society  
- **LING 2110G**  
  Introduction to the Study of Language and Linguistics  
- **PHLS 1110G**  
  Personal Health & Wellness  
- **POLS 1110G**  
  Introduction to Political Science  
- **POLS 1120G**  
  American National Government  
- **POLS 1130G**  
  Issues in American Politics  
- **POLS 2120G**  
  International Relations  
- **PSYC 1110G**  
  Introduction to Psychology  
- **SOCI 1110G**  
  Introduction to Sociology  
- **SOCI 2310G**  
  Contemporary Social Problems  
- **SDWK 2110G**  
  Introduction to Human Services & Social Work
The Present in the Past: Contemporary Issues and their Historical Roots

The World of the Renaissance: Discovering the Modern

Foundations of Western Culture

Plato and the Discovery of Philosophy

Bamboo and Silk: The Fabric of Chinese Literature

Celtic Literature

New Testament as Literature

The Worlds of Arthur

Middle Ages

Democrats, Despots and Daily Life

Claiming a Multiracial Past

Logic, Reasoning, & Critical Thinking

Quest for God

Philosophy, Law, and Ethics

Philosophy of Music

Introduction to Ethics

Philosophical Thought

Orientation in Art

Philosophy of Art

Philosophy of Music

Introduction to Theatre

Visual Concepts

History of Art I

History of Art II

Music in Time and Space

Encounters with Art

Shakespeare on Film

Theatre: Beginnings to Broadway

Music Appreciation: Jazz

Music Appreciation: Western Music

Introduction to Theatre

Acting for Non-Majors

In accordance to state law (Post-Secondary Education Articulation Act), the New Mexico Higher Education Department has established a state-wide model for General Education. Within the General Education model, is nine credits of electives that will be determined at an institutional level. The current approved NMSU General Education courses are listed below under each of the six general education areas.

Select one course from four of the following six content areas for a total of 12-14 credits

Each course selected must be from a different area and students cannot take multiple courses in the same area.

Area I: Communications

Effective Leadership and Communication in Agriculture

Introduction to Communication

Composition I

Composition I Honors

Composition I Multilingual

Professional & Technical Communication Honors

Writing in the Humanities and Social Science

Introduction to Communications Honors

Area II: Mathematics

Survey of Mathematics

College Algebra

Trigonometry & Pre-Calculus

Introduction to Statistics

Applications of Calculus I

Calculus and Analytic Geometry I

Calculus and Analytic Geometry II

Calculus and Analytic Geometry II Honors

Fundamentals of Elementary Math II

Statistical Methods

Calculus III

Area III: Laboratory Sciences

Introduction to Plant Science (Lecture & Lab)

Introduction to Biological Anthropology

Introduction to Biological Anthropology Lab

Introduction Astro (lec+lab)

The Planets

Human Biology

and Human Biology Laboratory

1 For Area III: Laboratory Sciences and Area IV: Social/Behavioral Sciences, students must take one course from each for a total of 7 credits.

Students will then take an additional course in either Area III or Area IV for 3-4 credits depending on the students selection (i.e. Area III is 4 credits, Area IV is 3 credits).

Alternatives for Meeting General Education Requirements

Students taking nine or more credits in a specific subject area, even though the courses are not designated as General Education courses, will have met the general education requirements for that subject area. For example, a student may complete ARTS 2610 Drawing II, ARTS 1240 Design I and ARTS 1250 Design II (9 hours) and thereby satisfy one course from the Area VI: Creative and Fine Arts category, even though none of those courses carries a G suffix. Please check with the Center for Academic Advising and Student Support.

Applied Associate Degree

The New Mexico General Education Requirements

General Education at NMSU provides all students with a broad foundation and common framework upon which to develop knowledge and skills, social consciousness and respect for self and others, thus enabling them to function responsibly and effectively now and in the future. General education courses at NMSU can be identified by the G suffix.

In accordance to state law (Post-Secondary Education Articulation Act), the New Mexico Higher Education Department has established a state-wide model for General Education. Within the General Education model, is nine credits of electives that will be determined at an institutional level. The current approved NMSU General Education courses are listed below under each of the six general education areas.

Prefix | Title | Credits
--- | --- | ---
HNRS 2175G | Introduction to Communications Honors | 12-14

Area I: Communications

Effective Leadership and Communication in Agriculture

Introduction to Communication

Composition I

Composition I Honors

Composition I Multilingual

Professional & Technical Communication Honors

Writing in the Humanities and Social Science

Introduction to Communications Honors

Area II: Mathematics

Survey of Mathematics

College Algebra

Trigonometry & Pre-Calculus

Introduction to Statistics

Applications of Calculus I

Calculus and Analytic Geometry I

Calculus and Analytic Geometry II

Calculus and Analytic Geometry II Honors

Fundamentals of Elementary Math II

Statistical Methods

Calculus III

Area III: Laboratory Sciences

Introduction to Plant Science (Lecture & Lab)

Introduction to Biological Anthropology

Introduction to Biological Anthropology Lab

Introduction Astro (lec+lab)

The Planets

Human Biology

and Human Biology Laboratory

1 For Area III: Laboratory Sciences and Area IV: Social/Behavioral Sciences, students must take one course from each for a total of 7 credits.

Students will then take an additional course in either Area III or Area IV for 3-4 credits depending on the students selection (i.e. Area III is 4 credits, Area IV is 3 credits).

Alternatives for Meeting General Education Requirements

Students taking nine or more credits in a specific subject area, even though the courses are not designated as General Education courses, will have met the general education requirements for that subject area. For example, a student may complete ARTS 2610 Drawing II, ARTS 1240 Design I and ARTS 1250 Design II (9 hours) and thereby satisfy one course from the Area VI: Creative and Fine Arts category, even though none of those courses carries a G suffix. Please check with the Center for Academic Advising and Student Support.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 1130G</td>
<td>Introductory Anatomy &amp; Physiology (non-majors)</td>
</tr>
<tr>
<td>BIOL 1190G</td>
<td>Contemporary Problems in Biology</td>
</tr>
<tr>
<td>BIOL 2110G &amp; BIOL 2110L</td>
<td>Principles of Biology: Cellular and Molecular Biology and Principles of Biology: Cellular and Molecular Biology Laboratory</td>
</tr>
<tr>
<td>C S 171G</td>
<td>Introduction to Computer Science</td>
</tr>
<tr>
<td>CHEM 1120G</td>
<td>Introduction to Chemistry Lecture and Laboratory (non majors)</td>
</tr>
<tr>
<td>CHEM 1215G</td>
<td>General Chemistry I Lecture and Laboratory for STEM Majors</td>
</tr>
<tr>
<td>CHEM 1225G</td>
<td>General Chemistry II Lecture and Laboratory for STEM Majors</td>
</tr>
<tr>
<td>CHEM 1215G</td>
<td>General Chemistry I Lecture and Laboratory for STEM Majors</td>
</tr>
<tr>
<td>CHEM 1225G</td>
<td>General Chemistry II Lecture and Laboratory for STEM Majors</td>
</tr>
<tr>
<td>ENVS 1110G</td>
<td>Environmental Science I</td>
</tr>
<tr>
<td>FSTE 1110G</td>
<td>Introduction to Food Science and Technology</td>
</tr>
<tr>
<td>FSTE 2110G</td>
<td>Food Science I</td>
</tr>
<tr>
<td>GEOG 1110G</td>
<td>Physical Geography</td>
</tr>
<tr>
<td>GEOG 1110G</td>
<td>Physical Geography</td>
</tr>
<tr>
<td>HNRS 2116G</td>
<td>Earth, Time and Life</td>
</tr>
<tr>
<td>PHYS 1115G</td>
<td>Survey of Physics with Lab</td>
</tr>
<tr>
<td>PHYS 1125G</td>
<td>Physics of Music</td>
</tr>
<tr>
<td>PHYS 1230G &amp; PHYS 1230L</td>
<td>Algebra-Based Physics I and Algebra-Based Physics I Lab</td>
</tr>
<tr>
<td>PHYS 1240G &amp; PHYS 1240L</td>
<td>Algebra-Based Physics II and Algebra-Based Physics II Lab</td>
</tr>
<tr>
<td>PHYS 1310G &amp; PHYS 1310L</td>
<td>Calculus-Based Physics I and Calculus-Based Physics I Lab</td>
</tr>
<tr>
<td>PHYS 1320G &amp; PHYS 1320L</td>
<td>Calculus-Based Physics II and Calculus-Based Physics II Lab</td>
</tr>
<tr>
<td>PHYS 2230G &amp; PHYS 2230L</td>
<td>General Physics for Life Science I and Laboratory to General Physics for Life Science I</td>
</tr>
<tr>
<td>PHYS 2240G &amp; PHYS 2240L</td>
<td>General Physics for Life Science II and Laboratory to General Physics for Life Science II</td>
</tr>
<tr>
<td>GNDR 2110G</td>
<td>Introduction to Women, Gender, and Sexuality Studies</td>
</tr>
<tr>
<td>GNDR 2120G</td>
<td>Representing Women Across Cultures</td>
</tr>
<tr>
<td>HNRS 2161G</td>
<td>Window of Humanity</td>
</tr>
<tr>
<td>HNRS 2170G</td>
<td>The Human Mind</td>
</tr>
<tr>
<td>HNRS 2172G</td>
<td>Archaeology: Search for the Past</td>
</tr>
<tr>
<td>HNRS 2174G</td>
<td>American Politics in a Changing World</td>
</tr>
<tr>
<td>HNRS 2180G</td>
<td>Citizen and State Great Political Issues</td>
</tr>
<tr>
<td>JOUR 105G</td>
<td>Media and Society</td>
</tr>
<tr>
<td>LING 2110G</td>
<td>Introduction to the Study of Language and Linguistics</td>
</tr>
<tr>
<td>PHLS 1110G</td>
<td>Personal Health &amp; Wellness</td>
</tr>
<tr>
<td>POLS 1110G</td>
<td>Introduction to Political Science</td>
</tr>
<tr>
<td>POLS 1120G</td>
<td>American National Government</td>
</tr>
<tr>
<td>POLS 1130G</td>
<td>Issues in American Politics</td>
</tr>
<tr>
<td>POLS 2120G</td>
<td>International Relations</td>
</tr>
<tr>
<td>PSYC 1110G</td>
<td>Introduction to Psychology</td>
</tr>
<tr>
<td>SOCI 1110G</td>
<td>Introduction to Sociology</td>
</tr>
<tr>
<td>SOCI 2310G</td>
<td>Contemporary Social Problems</td>
</tr>
<tr>
<td>SDWK 2110G</td>
<td>Introduction to Human Services &amp; Social Work</td>
</tr>
</tbody>
</table>

**Area V: Humanities**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1410G</td>
<td>Introduction to Literature</td>
</tr>
<tr>
<td>ENGL 2310G</td>
<td>Introduction to Creative Writing</td>
</tr>
<tr>
<td>ENGL 2520G</td>
<td>Film as Literature</td>
</tr>
<tr>
<td>ENGL 2650G</td>
<td>World Literature I</td>
</tr>
<tr>
<td>HIST 1105G</td>
<td>Making History</td>
</tr>
<tr>
<td>HIST 1110G</td>
<td>United States History I</td>
</tr>
<tr>
<td>HIST 1120G</td>
<td>United States History II</td>
</tr>
<tr>
<td>HIST 1130G</td>
<td>World History I</td>
</tr>
<tr>
<td>HIST 1140G</td>
<td>World History II</td>
</tr>
<tr>
<td>HIST 1150G</td>
<td>Western Civilization I</td>
</tr>
<tr>
<td>HIST 1160G</td>
<td>Western Civilization II</td>
</tr>
<tr>
<td>HIST 2245G</td>
<td>Islamic Civilizations to 1800</td>
</tr>
<tr>
<td>HIST 2246G</td>
<td>Islamic Civilizations since 1800</td>
</tr>
<tr>
<td>HIST 2250G</td>
<td>East Asia to 1600</td>
</tr>
<tr>
<td>HIST 2251G</td>
<td>East Asia since 1600</td>
</tr>
<tr>
<td>HNRS 2110G</td>
<td>The Present in the Past: Contemporary Issues and their Historical Roots</td>
</tr>
<tr>
<td>HNRS 2117G</td>
<td>The World of the Renaissance: Discovering the Modern</td>
</tr>
<tr>
<td>HNRS 2120G</td>
<td>Foundations of Western Culture</td>
</tr>
<tr>
<td>HNRS 2140G</td>
<td>Plato and the Discovery of Philosophy</td>
</tr>
<tr>
<td>HNRS 2141G</td>
<td>Bamboo and Silk: The Fabric of Chinese Literature</td>
</tr>
<tr>
<td>HNRS 2145G</td>
<td>Celtic Literature</td>
</tr>
<tr>
<td>HNRS 2160G</td>
<td>New Testament as Literature</td>
</tr>
<tr>
<td>HNRS 2171G</td>
<td>The Worlds of Arthur</td>
</tr>
<tr>
<td>HNRS 2173G</td>
<td>Middle Ages</td>
</tr>
<tr>
<td>HNRS 2185G</td>
<td>Democracies, Despots and Daily Life</td>
</tr>
<tr>
<td>HNRS 2190G</td>
<td>Claiming a Multiracial Past</td>
</tr>
<tr>
<td>PHIL 1115G</td>
<td>Introduction to Philosophy</td>
</tr>
<tr>
<td>PHIL 1120G</td>
<td>Logic, Reasoning, &amp; Critical Thinking</td>
</tr>
<tr>
<td>PHIL 1140G</td>
<td>Quest for God</td>
</tr>
<tr>
<td>PHIL 1145G</td>
<td>Philosophy, Law, and Ethics</td>
</tr>
<tr>
<td>PHIL 1155G</td>
<td>Philosophy of Music</td>
</tr>
<tr>
<td>PHIL 2106G</td>
<td>Introduction to Ethics</td>
</tr>
<tr>
<td>PHIL 2230G</td>
<td>Philosophical Thought</td>
</tr>
</tbody>
</table>
Alternatives for Meeting General Education Requirements

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Military and Veterans Programs (MVP)

NMSU Grants: Contact a Certifying Official in Student Services to access your Educational Benefits, at (505) 287-6678.

NMSU is a military and veteran friendly university which strives to provide the best possible service to our current and former service members as they pursue their educational goals. NMSU Military and Veterans Programs promotes lifelong learning and professional development for veterans, active-duty military and their families, assisting them in their higher education goals by offering:

- Affordable, in-state tuition rates for active-duty military personnel and dependents using federal education benefits
- Affordable, in-state tuition rates for veterans and dependents receiving U.S. Department of Veterans Affairs education benefits
- Easily transferable credits that count toward degrees at NMSU
- Facilitation of all Department of Defense Tuition Assistance (TA) Benefits
- Courses taught online and at locations near regional military installations
- Innovative technology and course delivery methods
- Internships for veterans
- Student advocacy at every level, from admissions to graduation
- Resource materials from a variety of veteran and military service organizations
- Priority registration for all military and veteran students
- Veterans on Campus Training by Kognito, training faculty and staff on our student veterans and the unique value they bring to campus
- Salute Honor Society for student veterans
- Connection with student organizations
- A tradition of quality education

NMSU degree programs are approved by the State Approving Agency Directory at the New Mexico Higher Education Department. Eligible students may receive education benefits from the U.S. Department of Veterans’ Affairs.

For further information, contact Military and Veterans Programs at:

MSC 4740, PO Box 30001
Las Cruces, NM 88003-8001
Phone: (575) 646-4524
http://mvp.nmsu.edu

Costs

Active-Duty

Active-duty military personnel (Armed Forces) stationed in New Mexico or at Fort Bliss, Texas may complete a Resident Tuition Application for Active Military, Veterans and Dependents of the US Armed Forces waiver to qualify for in-state tuition. Spouses and minor children of active-duty personnel who are stationed in New Mexico and Fort Bliss, Texas who are not otherwise entitled to claim in-state residency, may apply for in-state tuition by submitting a Resident Tuition Application for Active Military, Veterans and Dependents of the US Armed Forces waiver to the Military and Veterans Programs office. Applications are available at the Military and Veterans Programs Office, online at http://mvp.nmsu.edu, or through the University Student Records Office.

Dependents Receiving VA Educational Benefits

Per NM 2015 HB 427:

A spouse or child of a veteran of the armed forces is entitled to pay tuition and fees at the rate provided for New Mexico residents; provided that the spouse or child is eligible for benefits pursuant to the federal Post-9/11 Veterans Educational Assistance Act of 2008 or any other federal law authorizing educational benefits for a veteran and the dependents of a veteran. Applications are available by contacting Military and Veterans Programs office.

Veterans

Veterans receiving U.S. Department of Veterans Affairs education benefits are eligible for in-state tuition through the Veterans In-State Tuition Act by submitting a Resident Tuition Application for Active Military, Veterans and Dependents of the US Armed Forces waiver. For further information concerning approved programs and application process, eligible persons should contact Military and Veterans Programs office.

Veteran students enrolled under the following programs are responsible for their tuition and fees in the same manner as a nonveteran student:

- Montgomery GI Bill®-Active Duty (CH30)
- Dependents (CH35)
• Montgomery GI Bill®-Selected Reserve (CH1606)
• Reserve Educational Assistance Program (REAP) Tuition and fees of students enrolled under the Vocational Rehabilitation Program (CH31) will be paid by the U.S. Department of Veterans Affairs under contract with the university.

Regulations

Note: These regulations apply to all campuses of NMSU and are effective with the publication of this catalog. Tuition amounts, fees, and similar items subject to annual review and change are all effective with the current catalog.

Credit for Military Service

New Mexico State University will award academic credit to United States military personnel for courses and Military Occupational Specialties (MOS), based on the American Council of Education Guide (ACE) as well as through national standardized tests, such as CLEP, AP, PEP, and DANTES. Credit for military training is in accordance with NMSU Faculty Senate Legislation Proposition 24-07/08, which was passed in May 2008. Military Training and Military Occupational Specialties (MOS) must have a recommendation evaluation by ACE (in the ACE Guide) for credit to be awarded. Courses accepted for transfer credit become part of the student’s official NMSU transcript and academic record. If a student wishes to appeal a decision regarding the acceptance of military training/education and/or MOS for academic credit, the student must submit a written statement of appeal to the Dean of the College to which the student has applied. The Dean will review the merits of the appeal and render a decision. The decision of the Dean is final.

Only Primary MOS (s) are eligible for academic credit in the initial review and evaluation. Credit for Duty and/or Secondary MOS may be eligible for academic credit if the student petitions the college’s Associate Dean. Primary MOS is the primary specialty of a soldier and reflects the broadest and most in-depth scope of military experience. Veterans, active-duty personnel, National Guard and Reservists who are current students or students applying for admission to New Mexico State University may be granted academic credit on a case-by-case basis upon evaluation of military transcripts - the Joint Service Transcript (jst.doded.mil) and the Community College of the Air Force transcripts. Course equivalencies and credit hours awarded for a particular NMSU degree are determined by colleges and/or academic departments. Credit hours may be awarded for specific courses toward degree requirement, or as elective credit. The number of credit hours awarded will be determined by the college and/or academic department.

NOTE: Students submitting military transcripts for credit evaluation must keep in mind the Maximum Time Frame policy. See Financial Aid Section (p. 12).

Tuition Assistance

Tuition Assistance (TA) is a benefit paid to eligible active duty members of the Air Force, Army, Coast Guard, Marines, and Navy. The Department of Defense (DoD) has given each service the ability to pay up to $250 per semester credit hour of the actual cost of tuition (no fees) during the fiscal year (Oct. 1 - Sept. 30). TA will pay for up to 13-semester hours of a bachelor’s degree and up to 39-semester hours of a master’s degree. TA must be requested and approved prior to the start date of the course.

Service members must first be admitted to NMSU before they may enroll in any classes at NMSU.

Please be aware of our admission and registration process:

1. Service members must apply online to be admitted,
2. Login to my.NMSU.edu to register for classes, and
3. Create an account and Request TA through their service online portal.
   Each service has its own criteria for eligibility, application process and restrictions. Refer to our website for service login information: http://mvp.nmsu.edu/tuition-assistance

It is important to request TA for the same class and section number as enrolled in NMSU for tuition and grading purposes. Only enrollments requested and approved through their service online portal will be eligible for TA. Refer to our website for further information at http://mvp.nmsu.edu/tuition-assistance or contact the Military Programs Coordinator for assistance at mvp@nmsu.edu or (575) 646-4524.

Military Withdrawal

The following steps must be taken by all New Mexico State University students called up for active duty who wish to withdraw from all their classes:

1. Military and Veterans Programs: VA students ordered to Active Duty must provide a copy of orders to the MVP office, Garcia Annex, room 144. To assist in reporting accurate information to the VA Regional Office, student should also provide, in writing, last day of class attendance.
2. NMSU Registrar: All students presenting their orders to the University Student Records Office, (575) 646-3411, will receive a military withdrawal from classes and a full tuition and fees refund for that semester.
3. Bookstore: Students who still have their receipts for textbooks purchased the semester in which they are called to active duty will be given a full refund for these textbook purchases when they present their orders. (575) 646-4431.

Veterans’ Attendance and Satisfactory Progress

The U.S. Department of Veterans Affairs requires all veterans receiving VA education benefits to make satisfactory progress and systematic advancement toward an educational objective or be liable for over-payments. Satisfactory progress and regular class attendance are expected of such students.

If a veteran receiving benefits is suspended for academic reasons, benefits are terminated and will be restored only after readmission to NMSU.

If the university has liability claims filed against it as a result of a veteran failing to meet compliance requirements of the U.S. Department of Veterans Affairs, the university will not release any academic records on the veteran until such time as the veteran has reimbursed the federal government for funds drawn in violation of those requirements.

A student receiving VA education benefits who is pursuing a degree program offered by New Mexico State University should adhere to the curriculum of that program. Failure to do so will result in the student being certified for less than full-time status or becoming liable for an overpayment.

Responsibility of Veteran Students

Students must be pursuing a degree in a specific program to be eligible for benefits. Admission procedures for veterans and other eligible persons are the same as for all students. Academic advisors must submit degree plans to Military and Veterans Programs prior to certification.
For continued certification, students must submit a Concise Student Schedule to the MVP office every semester.

Veterans must notify the MVP office when any of the following occurs:

- Dropping or adding course(s)
- Withdrawing from course(s)
- Discontinuing regular class attendance
- Changing programs (academic majors)

VA education benefits are payable for regular attendance in courses that are part of the veteran’s program (major) curriculum. VA educational benefits are not payable for:

- Classes not attended regularly
- Repeating a course for which a passing grade was received
- Classes for which credit is received through successful completion of a proficiency test or grade by examination
- Classes taken on an audit basis
- Classes that are dropped or withdrawn from
- Classes taken that are not part of the veteran’s program (major) curriculum

The NMSU System Academic Regulations

The following regulations are effective with the publication of all the NMSU system catalogs, this includes the Las Cruces-Academic Catalog, Alamogordo Community College, Carlsbad Community College, Dona Ana Community College, and the Grants Community College catalogs.

All regulations in this section of the catalog pertain to all the campuses housed with the NMSU System, this means that information for students pursuing Associate Degrees/Certificates, Bachelor’s Degree, and Graduate Degrees/Certificates is within the section of the catalog.

The regulations section is broken down into different areas:

- Academic Programs of Study
- Registration
- Academic Performance and Progress
- Grading
- Withdrawals
- Degree Applications, Graduation & Commencement
- Academic Standing and Probation
- Academic Misconduct and Grievances
- The University Student Records Office

NMSU offers Associate, Baccalaureate, Master’s and Doctoral degrees. NMSU also offers Certificates at the associate and graduate levels.

Requirements for specific degrees and other designations are set forth by this catalog for the NMSU-Las Cruces (main) campus and the corresponding catalogs for the NMSU Community Colleges (Alamogordo, Carlsbad, Dona Ana and Grants).

Additional Degree Designations

As part of a degree program, students may also earn additional degree designations indicating fields of study such as majors, minors or concentrations. A major is defined as a recognized area of study in which there is an extensive and well-developed curriculum offered at the university, as well as adequate library resources and support services. A minor is based on courses that encompass a recognized field of study outside the student’s major. A concentration is based on a collection of coursework in an area that is part of a major program of study. Degrees and additional designations awarded, limited to majors, minors, and concentrations, will be noted on the student’s transcript.

Catalog Effective Period

Beginning with 2020-2021 catalog each subsequent annual catalog edition is effective Summer Session I through Spring Semester and is considered active for an eight year period for all campuses. Curricular requirements (course requirements and number of credits required) for a specific degree or other designation may be met by completing all of the course requirements as set forth by the catalog in effect at first matriculation, or any subsequent catalog, provided the selected catalog is considered active when the requirements for graduation are met. For all other matters, the current catalog is controlling. NMSU reserves the right to withdraw courses at any time, change fees, rules, calendar, curriculum, degree programs, degree requirements, graduation procedures and any other requirements affecting students. Except as otherwise stated here, changes will become effective whenever the proper authorities so determine and will apply to both prospective students and those already enrolled.

Application for Degree/Graduation or Certificate

Upon completion of all requirements for degrees and certificates, students will not receive their degrees automatically. In order to receive the degree or certificate, students must submit an application and pay the required fee in the semester in which the student expects to graduate or complete the degree or certificate requirements. Specified in the academic calendar for each semester is the deadline for all applications. The application must indicate/ note all designations earned. After awarding of the degree, you cannot add any additional designations.

Students who will be completing two degrees/certificates in the same semester must apply for graduation and pay the fee for each degree separately. Students applying for graduate degrees or certificates must satisfy requirements as described in the Master’s, Certificates, and Doctoral Degree sections below.

Students who do not meet requirements or elect not to graduate after filing an application need to re-apply in a subsequent semester and pay another fee.

Multiple Degrees and Designations

A student may earn more than one degree or multiple degree designations by completing all of the requirements in an appropriate catalog for each degree or designation. Students completing requirements for more than one degree must apply for and pay the application fee for each degree to be awarded. Upon completion of all requirements, multiple majors for a single degree (e.g., B.A., Major in Art; Major in Anthropology) and multiple bachelor’s degrees (e.g., B.A. and B.S.) will be noted on the student’s academic record/transcript and may also be granted at one commencement.

Degree Revocation

The Board of Regents reserves the right to revoke a degree should it be determined upon investigation that the degree requirements were not
properly met. A degree revocation must be in accordance with NMSU policy and related rules.

**Honorary Degrees**

Ceremonial Honorary Degrees may be awarded in accordance with NMSU policy and rules as set forth in the NMSU Regents Policy Manual and the related Administrative Rules and Procedures.

**Community College Certificate**

A Community College may offer two types of certificates, the Certificate of Achievement and/or the Certificate of Completion. Certificates may be awarded independently from any degree program.

**Certificate of Achievement**

The Certificate of Achievement is a program of study less than 16 credits and is not eligible for Federal financial aid. This Certificate provides employment related and/or career enhancing skills necessary to succeed in a job or a chosen field of study. These courses can be a subset of those required for a corresponding Certificate of Completion or Applied Associates Degree. These certificates are recorded on the student's transcript. The following requirements apply to all certificates of achievements:

1. **Minimum Credit Hours**: The number of credit hours varies from certificate to certificate but must be fewer than 16 credits. Students must successfully complete the total number of credit hours as outlined in the respective catalogs and sections describing these certificates.

2. **GPA requirement**: Students must successfully complete all courses for the certificate as outlined in the catalog and have a cumulative GPA of 2.0 or greater in all courses required for the certificate, but may have a cumulative GPA of less than 2.0 for courses taken outside of the certificate.

3. **Residency**: A minimum of 6 credits earned toward the certificate must be completed at NMSU or one of its community colleges. If the certificate requires fewer than 6 credits, all credits must be completed at NMSU or one of its community colleges. Individual academic programs may have additional requirements.

**Certificate of Completion**

The Certificate of Completion requires a minimum of 16 credits (other Title IV requirements must be met to be eligible for financial aid) and has been approved through the academic review process. These courses can be a subset of those required for a corresponding Applied Associates Degree. These certificates are recorded on the student’s transcript. The following requirements apply to all certificates.

Requirements for certificates are found in the respective catalogs and sections concerning these programs. The following requirements apply to all certificates.

1. **Minimum Credit Hours**: The number of credit hours varies from certificate to certificate. Students must successfully complete the total number of credit hours as outlined in the respective catalogs and sections describing these certificates.

2. **GPA requirement**: Students must successfully complete all courses for the certificate as outlined in the catalog. In addition, students must have a cumulative GPA of 2.0 or better in all courses taken at NMSU or one of its community colleges.

3. **Residency**: A minimum of 6 credits earned toward the certificate must be completed at NMSU or one of its community colleges. If the certificate requires fewer than 6 credits, all credits must be completed at NMSU or one of its community colleges. Individual academic programs may have additional requirements.

**Associate’s Degree**

Associate’s degrees are of two types. The academic associate’s degree prepares students to transfer to a baccalaureate program and generally includes credits toward the first two years of a four-year degree. Academic associate’s degrees include the Associate of Arts, the Associate of Science, and other named degrees that link to a specific major (the Associate of Education, for example). Other associate degrees, typically called Associate of Applied Science, prepare students for entry into the workforce. Credits for these programs may or may not apply toward a four-year degree. Associate degree seeking students who are interested in a dual degree should consult with their academic advisor. The Associate of Arts and the Associate of Science degrees cannot be earned together. The Associate of General Studies degree may not be earned with other associate degrees.

Students interested in transferring to NMSU or another four-year institution should check the appropriate sections of the university catalog for more information.

Requirements for the two-year associate degrees are found in the respective catalogs and sections concerning these degrees. The following requirements apply to all associates degrees:

1. **Minimum Credit Hours**: a minimum of 60 credits (excluding “N” suffix courses). Some programs of study require coursework in excess of the 60 credit-hour minimum.

2. **New Mexico General Education** state mandated general education courses (as specified in General Education section); such course are designed with a “G”
   a. For Associates Degrees: 32-35 credits
   b. For Applied Associates Degrees: 15-18 credits

3. **GPA requirement**: Students must have a cumulative GPA of 2.0 or better in all courses taken at NMSU or one of its community colleges. In addition, students must earn a C- or better in classes they take to meet the Basic Skills requirement (ENGL 1110G and one of several math course options).

4. **Residency** - A minimum of 15 of the 60 credits for the associate’s degree must be completed at NMSU or one of its community colleges. Individual academic programs may have additional requirements.

5. **Major** - All requirements for at least one major field of study as specified in the college and departmental sections of the respective catalog.

**Associate Major**

An associate major, consisting of at least 18 credits, may include courses from more than one department. Requirements for the Associate Majors are specified in the respective Community College Catalogs.

**Baccalaureate Degree (Bachelor’s Degree)**

A baccalaureate or bachelor’s degree provides students with a broad educational base as well as knowledge in a specific major field. Each college has unique degree requirements that are listed in the college’s designated section of this catalog. In addition to the College and Department requirements, students must complete each of the following degree requirements for every Bachelor’s Degree awarded by NMSU.
1. **Minimum Credit Hours**: a minimum of 120 credits (excluding “N” suffix courses)

2. **GPA requirement**: a minimum cumulative GPA of 2.0 in all courses taken at NMSU

3. **New Mexico General Education**: 32-35 credits of state mandated general education courses (as specified in the General Education section); such course are designated with a “G”

4. **New Mexico State University’s Viewing a Wider World**: 6 credits of Viewing a Wider World courses; such courses are designated with a “V”, or alternatives as specified in the Viewing a Wider World section

5. **Upper Division Courses**: a minimum of 48 credits in courses numbered 300 or above.

6. **Residency**: of the last 36 credits earned toward award of the degree:
   a. 30 credits must be completed at NMSU
   b. 21 credits must be upper division (300 or above) and
   c. 12 of the 21 upper division credits must be within the student’s major.
   
   NOTE: colleges or departments may require that more than 12 upper division credits be within the major and they may direct that a certain number of these credits be course specific.

7. **Major**: all requirements for at least one undergraduate major field of study, other than a supplemental major, as specified in the college and departmental sections of the catalog. As an undergraduate student seeking a baccalaureate degree you are expected to declare a major prior to earning 45 credit hours toward your degree. You should complete your general education requirements within your first 90 credit hours earned.

### Bachelor’s Degree Designations

#### Undergraduate Major
An undergraduate major consists of 24 or more credits within the major field, of which 18 credits must be upper-division courses, and may include courses from more than one department. Additional requirements for majors are specified in the college and department’s designated sections of this catalog.

#### Supplemental Major
A supplemental major consists of 24 or more credits of interdisciplinary coursework, of which at least 18 credits must be upper-division (300-499), and no more than 9 credits may be from the student’s major course of study. Additional requirements for supplemental majors are specified in the catalog listing of the departmental/college sections.

#### Undergraduate Minor
An undergraduate minor consists of 18 credits of course work, of which 9 credits must be upper-division (300-499). A minor encompasses courses that may be in a single department or interdisciplinary and are in a recognized field of study outside the student’s declared major. At least 9 upper-division credits of a minor must be completed at NMSU. Additional requirements for minors are specified in the college and department’s designated sections of this catalog. Minors cannot be earned after the degree has been conferred.

#### Undergraduate Concentration
A concentration consists of 12 or more credits of coursework in a specialty area that is related to a specific major field of study. At least 9 of the 12 credits must be upper-division (300-499), and at least 9 credits must be completed at NMSU. Additional requirements for concentrations are specified in the college and department’s designated sections of this catalog.

### Distance Education Bachelor’s Degree Completion Program
A Bachelor Degree Completion Program allows students who have met the lower division requirements (100 and 200 level) of an undergraduate degree program to complete the remaining upper-division credits (300 and 400 level) through distance delivery courses offered by NMSU Las Cruces. Only selected degrees are available as degree completion programs. Students must complete all required lower-division (100 and 200 level) credits before they can be admitted to the Bachelor’s Degree Completion Programs. The program(s) normally require two years of upper division (300 and 400 level) coursework.

### Graduating with Honors
For information about graduating with Honors, please refer to the Recognition of Academic Achievement section of this catalog.

### Graduate Degrees
All graduate degrees are subject to rules and regulations of the Graduate School. Degrees will be certified by the Graduate School only upon the complete review and clearance of the candidate’s program of study.

#### Graduate Degree Designations

##### Graduate Major
A graduate major may include courses from more than one department, but as a minimum it must consist of at least 30 graduate credits. Additional requirements may be imposed by the State of New Mexico and New Mexico State University as specified in this Catalog.

##### Graduate Minor
A graduate minor is based on at least 9 graduate credits in courses that encompass a recognized field of study outside the student’s major. Departments may require certain courses be a part of a minor and may exclude other courses.

##### Graduate Concentration
A concentration is a collection of coursework in a specific area that is part of a degree program of study at NMSU. At the graduate level at least 9 of these 12 credits must be numbered 500 or above. Only approved concentrations within a students’ department or program may be noted on a transcript.

Concentrations will not be added to a transcript after a degree is awarded. In order for the approved concentration to be noted on the student’s transcript, the following conditions must be met:

1. Request the concentration at the time they file their official program of study.
2. Identify the concentration on their official Application for Degree.

### Graduate Certificates
A Graduate Certificate program requires 12-18 credits of course work that is interrelated and designed to develop a focused skill or area of expertise but does not culminate in the awarding of a degree. Courses that comprise a graduate certificate must be regular approved courses offered by the University and must be numbered 450 or above. A graduate certificate is indicated on the student’s transcript.
Master's Degree
New Mexico State University offers both academic and professional master's degrees. A link to the list of all master's degrees is provided in the Graduate School section of this catalog.

Underprepared students may be required to take additional general or discipline-specific undergraduate or graduate courses to prepare them for the advanced academic work necessary for success in graduate level courses in their chosen field. This may result in an extended graduation date.

Admissions to the Master's Degree
The admission of a student into the Graduate School does not imply admission to candidacy for an advanced degree. The major department in which the student intends to become a candidate for a master's degree must determine the student's ability to pursue studies at the graduate level. Please see the Department(s) for specific requirements.

Program of Study
After the completion of one year of enrollment each new graduate student should prepare a complete program of study in consultation with the student's advisor.

Application to Candidacy
The program of study will formally list the curriculum requirements for degree completion and is required for application to candidacy. The program of study must be approved by the advisor, department, and academic dean and submitted to the Graduate School. The Program of study may specify the Catalog at the time of graduation, as long as the catalog is considered active. Otherwise, the current Catalog will be listed.

An Application for Admission to Candidacy must be filed with the Graduate School. This must be done before the completion of 12 credits of graduate coursework. The student must have a minimum cumulative GPA of 3.0 at the time the application is submitted. The application may specify the Catalog at the time of graduation, as long as the catalog is considered active. Otherwise, the current Catalog will be listed.

The student’s program of study must:
1. Meet the requirements of the chosen catalog, including the regulations of the Graduate School and of the major department.
2. Be signed by the student, the student’s advisor, department head, minor faculty if applicable, and academic dean.
3. List each course prefix/number, short title, credit hours and grades if available.

If the program of study does not comply with the departmental requirements or the potential degree audit, the program of study must be approved by the Dean of the Graduate School. The Program of Study is not required for master’s programs if defined within the Star Degree Audit.

Credit Hour Requirement
A minimum of 30 credits is required for the master’s degree. Most master’s degrees require at least 15 credits in courses numbered 500 or above. This includes thesis credits for any master's programs that include a thesis option. Master’s programs involving a thesis, must include, either a minimum of 4 credits or a maximum of 6 credits of thesis. Please see the "Thesis" section for more information.

At least 15 credits for the master's degree must be for work in courses within the student's department. Additional credits may be selected from other fields to fit into a logical and justifiable program. However, courses that are used to remove deficiencies or satisfy prerequisites cannot be counted as requirements for a master's degree.

Coursework Requirement
Students must take coursework from a variety of faculty. Students may not take more than half of the minimum credits required for a master’s degree with the same professor, excluding thesis credits.

All graduate students are required to register for a minimum of 1 credit of graduate coursework in their final semester. Please see the Tuition, Fees and Other Expenses section for more information.

Thesis Option
A thesis in the major field is recommended and may be required at the discretion of the department. A minimum of 4 credits and a maximum of 6 credits may be counted toward the requirements for a master’s degree. The final examination shall consist of an oral defense of the student’s thesis as well as a general examination of the candidate's field of study.

- Continuous Enrollment: once registered, a student must continue to register for a minimum of 1 credit in thesis or graduate coursework each regular semester until the thesis is approved by the Graduate School and the copies have been accepted by the Branson Library binding section.

Graduate Committee for Thesis Option
The graduate committee for the master’s degree consists of a minimum of three faculty members who hold, at least, a master’s degree and meet the following criteria:

1. Committee chair:
   a. Must be from the student’s home department
   b. Must be a graduate faculty member

2. Committee member(s):
   a. May be from outside the student’s home department
   b. Student’s with a declared minor may have the representative from a related area or be appointed by the Dean of the Graduate School.
   c. Must be a graduate faculty member

3. Dean’s Representative:
   a. Must be a representative from a related area or appointed by the Dean of the Graduate School
   b. Must be a graduate faculty member

Finalizing the Master’s Thesis
After successful completion of the final examination, electronic submission of the approved thesis must be submitted to ProQuest ETD, no later than the deadline posted to the Graduate School website. The form and style of the thesis must comply with the guidelines provided in Preparing your manuscript for submission, located at https://gradschool.nmsu.edu/wp-content/uploads/sites/5/2019/02/Preparing-Your-Manuscript-for-Submission-Revised.pdf. The guidelines also contain detailed information on the thesis submission and approval process. The thesis is not complete until the Graduate School has accepted it electronically.

Professional Degree and Non-Thesis Final Examination
Each candidate will be given a final examination conducted by their graduate committee in accordance to the schedule provided by the Graduate School. It is the department's responsibility to ensure that the Report of Results for the Master's Professional or Non-Thesis Final Exam
form is submitted to the Graduate School at least ten working days after the exam.

The final examination format for the professional degrees and non-thesis option will be determined by the department, with the approval of the Dean of the Graduate School. If a department does not specify an examination format, the final examination will consist of an oral defense of the candidate's field of study.

At the time of the final examination, a graduate student must have a cumulative GPA of at least a 3.0 and must be enrolled for a minimum of one credit hour in the final semester; or if the student is writing a thesis, he or she must have completed all course work for the master's degree.

NOTE: the cumulative GPA, will be calculated from NMSU graduate coursework only.

Any candidate who fails in the final examination may either:

1. Be granted a second examination, written or oral, after a lapse of at least one semester, only with a recommendation from the student's advisor and approval from the Dean of the Graduate School.
2. Be excluded from further candidacy for the degree.
3. Failure in the second examination disqualifies a candidate from obtaining the degree.

Students in professional or non-thesis options may be required to pay a special exam fee in lieu of registering for 1 credit of graduate coursework. Please see the Tuition, Fees and Other Expenses section for more information.

Time Limit
Students must complete the master's degree program within seven years (or eight successive summers) of the start of the degree, including completion of the master's thesis or final project. Inclusion of any coursework more than seven years old at the time of the final examination will be at the discretion of the department.

Master's Accelerated Program (MAP)
The master's accelerated program provides an opportunity for academically qualified undergraduate students to begin working on a master's degree during their junior and senior years while completing a bachelor's degree. Typically, a bachelor’s degree requires four years to complete and a master’s degree requires an additional two years. The master's accelerated programs allow students the opportunity to complete a graduate program in an accelerated manner.

Undergraduate students may apply for acceptance to a Master's Accelerated Program available at New Mexico State University after completing 60 semester hours of undergraduate coursework of which a minimum of 25 semester credit hours must be completed at New Mexico State University and apply towards the undergraduate major. The grade point average must be a minimum of 3.0; departments participating in the master's accelerated program may have requirements that exceed these minimum requirements. It is the student's responsibility to meet with their financial aid advisor. Awards may be adjusted to reflect enrollment in an undergraduate/graduate program.

Graduate departments within the colleges may allow academically qualified undergraduate students to substitute a maximum of 12 graduate course credits for elective courses in an undergraduate degree program. Graduate programs have the discretion to use up to 12 credits of NMSU coursework (450 level or higher) that can logically be applied towards the completion of master's program of study. A grade of B or higher in this coursework will be required.

Program Participation Requirements:
1. Students must obtain prior approval by the graduate program
2. Student's course work must be general or discipline electives in the student's undergraduate course of study. No required courses from the undergraduate program will be accepted towards the Master's Accelerated Program.
3. Students will enroll in approved graduate level courses. If course(s) requires instructor approval, it is the students responsibility to obtain necessary approval
4. Students participating in MAP are required to submit a completed Master's Accelerated Program Referral Form to the Graduate School by the first Friday of classes, with all required signatures.
5. Students participate in the Developing New Scholars Program (DNSP) through the Graduate School. The DNSP program provides formal mentoring supporting application process to Graduate School. Upon awarding of the Bachelor's degree and formal admissions into a master's/graduate program at NMSU, the approved credits (up to 12) will be recorded on both the undergraduate and the graduate transcript.

Interdisciplinary Master's Degree
Interdisciplinary studies, at New Mexico State University, are intended for individuals specializing in programs that require the integration of more than one discipline to fully engage in the field of study. The programs provide a mechanism to address emerging scholarship, innovation and research, as well as, allow graduate students to engage in emerging technologies that optimize their education outside the traditional disciplinary boundaries. An Interdisciplinary study takes advantage of traditional academic training within specific departments and also allows students to customize their own career preparation. In these programs, a coherent common core is expected and is intended to combine existing courses across disciplines to meet unique objectives.

The interdisciplinary studies option should not be used in cases where the applicants' objectives can be realized by admission to a specific department with a degree program, and inclusion of up to two minor areas in the program of study.

Admission
Students interested in pursuing an Interdisciplinary Master's Degree (IMAS) degree must meet with the Graduate School for advisement. The advisement session will include information on completing the IMAS admission application:

1. Develop a proposal for interdisciplinary studies
2. Create the IMAS graduate committee
3. Once the student's graduate committee is designated, the committee can require additional materials such as a statement of interest, letters of recommendation, GRE or GMAT scores and a personal interview.
4. Complete the IMAS referral form and procure committee members IMAS program approval.
5. Procure academic department head IMAS referral form approval.
6. Submit IMAS referral form and proposal for interdisciplinary studies to Graduate School for admissions.
Degree(s) Awarded
Students receive a Master of Arts (MA) or a Master of Science (MS) and a concentration in the designated interdisciplinary study area.

Other conditions for being awarded a degree within the interdisciplinary studies program are:

1. The student must present a written description of the program concept consisting of the following, as well as, the designated degree being sought and a name of the interdisciplinary area:
   a. The objective of the program of study which should include, proposed areas of skill development and proposed courses in more than one graduate degree granting department at NMSU.
   b. A justification for not using an existing degree program.
2. The student's program of study must include a minimum of 30 graduate level credits and a maximum of 36 graduate level credits. Students may take six credits in departments that do not grant a graduate degree, but the courses must be numbered 450 or above and be pertinent to the program of study.
3. The majority of the departments involved in the student's program will be master's degree granting departments. The student is expected to take at least 15 credits in the primary area of study within one department. The department selected by the student will receive a copy of the student's application for admissions to the Graduate School. In addition, the student is required to select a minor area of study in another department that consists of at least 9 graduate credit hours.
4. The student will form a committee composed of members of the graduate faculty and select an advisor who will chair the committee. The chair must be from the primary department where the student has taken at least 15 credit hours listed in the proposal submitted. The other committee member must be from the department in which the student has selected a minor area of study from the approved list.
5. The student will be required to submit the Candidacy Form after they have satisfactorily completed 12 credits.
6. The program will meet all requirements of a master's degree, with the interpretation, that "major field" includes courses from two or more departments and in the designated interdisciplinary study area.
7. The program of study will include the completion of a research thesis or project. The work may be submitted in the form of a publishable manuscript, technical report, thesis or creative option.
8. The student may enroll on a part-time basis keeping in mind that coursework cannot be more than seven years old at the time of the final examination.
9. The student will be administered a final comprehensive exam that is consistent with the department selected for the primary area of study. For example, if a department requires a written exam, the student in the interdisciplinary masters will also be required to take a written exam.
10. The final oral comprehensive exam will consist of questions pertinent to the area of study and the defense of the research thesis or project. In both cases, an integrated approach to the areas of study chosen should be followed.
11. All other rules for graduate study at NMSU must be followed.

Thesis/Non-thesis Option
As with any graduate student, the student in interdisciplinary studies can select to follow a thesis or non-thesis option. Students enrolled in the thesis option register for six thesis credits. Students not wishing to follow the thesis option will be required to complete a project report. The project must reflect the interdisciplinary nature of the program which the student is pursuing.

Comprehensive Exam
Students in interdisciplinary studies take a comprehensive exam composed of questions designed by the student's committee. The committee consists of two individuals in the area of study, the dean's representative who must be outside of the department/program/interdisciplinary study option, and a committee chair.

Second Master's Degree
A student who has earned one master's degree at NMSU may be allowed to count a maximum of six semester credits earned on the first degree toward a second master's degree, if those credits fit into a logical graduate program. The number of shared credits may be increased for joint degree programs.

Teacher Licensure
Students wishing to take graduate courses for licensure, renewal of licensure or for personal enrichment must be fully admitted to a department in order to do so. Undeclared students may not register for teacher licensure classes.

Endorsement is available at both the elementary and secondary levels in bilingual education, TESOL (Teaching of English as a Second Language), reading and special education. Endorsement is also available in early childhood education at the elementary level. Contact curric-instr@nmsu.edu for more information.

Specialist in Education
The specialist in education degree is available for experienced members of the education profession who have maintained a 3.3 grade-point average while pursuing this degree or its equivalent. Programs are available in curriculum and instruction, as well as, school psychology. Emphasis is placed on the development of the competencies needed for a professional specialization in a given field. Students must complete the general application for the Graduate School and they should also check with the admitting department for specific departmental requirements.

Residency and Credit Requirements
The specialist in education degree requires a minimum of 30 credits including research, intern experiences and graduate courses. Twenty-four of these credits must be completed at NMSU to meet the campus residency requirements.

Students must maintain a 3.0 GPA, no more than 6 credits of C level work are allowed for this program.

Program of Study
After the completion of one year of enrollment each beginning graduate student should prepare a complete program of study with the student's advisor. The program of study can be tentative, should be kept in the student's file within the department, and is not considered an "Application for Admission to Candidacy."

Major Field
All course work taken for the degree should apply directly, through a logical program of study, to the specialty which candidate has selected. Each department is responsible for defining the required sequence of courses.
Candidacy
Following the successful completion of 12 credits the student is eligible for admission to candidacy. With the achievement of candidacy, a committee is appointed to work with the candidate on the remainder of the program. The committee consists of three members of the graduate faculty in the College of Education.

Internship
Each candidate will earn from three to six semester credits in an internship. This experience will consist of supervised performance of duties related to the candidate's specialty. The student's department will determine the structure of the internship and a research project will be conducted in conjunction with the internship.

Oral Examination
The oral examination committee will consist of the student's committee and a dean's representative appointed from the graduate faculty by the dean of the Graduate School. This committee will conduct an oral examination at the conclusion of the research project and no earlier than the candidate's last semester of enrollment.

The examination will consist of a defense of the project along with general questions on subject matter related to the candidate's field of study. Any candidate who fails the oral examination may upon recommendation of the advisor and with the approval of the graduate dean, be granted a second examination after a lapse of at least one semester. Failure in the second examination disqualifies the candidate from obtaining the degree.

Time Limit
The specialist in education degree must be completed within seven years following admission to the program. Inclusion of any coursework more than seven years old at the time of the final examination will be at the discretion of the department.

Doctoral Degrees
The doctoral degree requires significant scholarly study beyond the master's program.

Prospective candidates are expected to hold bachelors or master's degrees from accredited institutions, based on curricula that include the prerequisites for graduate study in the department of their subject. To be considered for admission to a doctoral program, the applicant must have a grade-point average of at least 3.0. Prospective candidates are urged to consult the department in which they wish to study for information concerning specific requirements.

Professional Doctoral Degrees
Doctor of Economic Development (DED)
Students enrolled in the Doctor of Economic Development are required to complete and pass a comprehensive examination. Since a dissertation is not required, students are expected to complete an internship experience and a project paper as defined by their program. They can embark on the project paper once they have completed and passed their comprehensive examination. Students are not required to take 700 level dissertation hours. However, they are expected to complete at least 12 credits at the 600 level including ECDV 694 Internship and ECDV 699 Doctoral Project.

Doctor of Education (Ed.D)
The degree of Doctor of Education demonstrates proficiency in a program of graduate study in which the emphasis is in preparation for performance in professional education. This program is intended primarily for students pursuing careers in which teaching, administration or school services are predominate rather than those in research. The Ed.D. degree in curriculum and instruction is offered in the Department of Curriculum and Instruction; the degree in educational administration is offered in the Department of Educational Leadership and Administration. The requirements for doctoral degrees in the two departments of the College of Education have the following distinguishing elements:

1. The qualifying examination consists of a written and an oral section, both of which are administered prior to admission to the program. Acceptance for doctoral admission is equivalent to the successful completion of the qualifying examination. Residency of at least two consecutive semesters cannot commence until the semester after the qualifying examination is successfully completed.
2. Comprehensive examinations usually are administered three times annually. The written examination tests the major and related areas of concentration and is administered after successful completion of the orals within two weeks’ time. A student who fails any part of the comprehensive examination may present him or herself for re-examination of the failed part of the exam before moving on to the next part.
3. The major area of study must be within the College of Education

A minimum of nine credits constitutes the related area. The courses can be taken in any department of the university with the approval of the student's committee. The related area must be specifically planned with the major and minor departments in order for the doctoral fields to be mutually supportive. Any transfer credit or predoctoral course work to be included in the related field must have the approval of both the major and minor department at the outset. Specified course work in both research and statistics is required for this degree. Other requirements are described in the departmental sections of this catalog.

Doctor of Nursing Practice (DNP)
Students holding a Bachelor's degree in Nursing are required to complete and pass all required course work for the DNP program, as well as, complete and pass their comprehensive examination. Since a dissertation is not required, they are expected to complete an internship experience and a project paper as defined by their program. They can embark on the project paper once they have completed and passed their comprehensive examination. They are not required to take 700 level dissertation hours. However, they are expected to complete at least 12 credits at the 600 level including NURS 698 (Advanced Clinical immersion) credits sufficient to complete the DNP Final Project.

Students who hold a Master's of Science in Nursing are required to complete the following:
1. All course work requirements
2. Their comprehensive exam (with passing marks)
3. The DNP Project.

Post-MSN DNP students must complete at least 6 credits at the 600 level, including NURS 698 credits sufficient to finish the DNP Project. Finalized projects must be uploaded to a national DNP Project repository approved by the Graduate Faculty of the School of Nursing in order to achieve the DNP degree.

Doctor of Philosophy (Ph.D.)
The Doctor of Philosophy degree requires distinguished attainment in both scholarship and original research. The doctoral degree requires significant scholarly study beyond the master's that is tailored to the needs and interests of the student. The degree is granted in recognition of the candidate's high attainments and ability in the special field, shown
by work on the required examinations covering both the general and the special fields. The individualized program of study is designed to meet the campus residency requirement, includes a minimum of 30 graduate credits, and includes the preparation of a dissertation. A candidate for the Ph.D. degree is expected to maintain a higher level of work than the grade-point average of 3.0, plus at least 18 credits of dissertation work (700-level courses).

**Interdisciplinary Doctorate**

Students interested in pursuing an Interdisciplinary Doctorate (IDOC) degree program must meet with the Graduate School for advisement. The advisement session will include information on completing the IDOC admission application.

The following requirements for admission to the interdisciplinary doctorate degree program are:

1. Students wishing to study in the interdisciplinary doctoral degree program must apply and be accepted into a doctorate-granting department.
2. A master's degree or equivalent program of study that includes at least 30 credits of graduate course work with a minimum cumulative GPA of 3.0.
3. Twelve credits of graduate course work must be completed at NMSU in order to apply for admission into the interdisciplinary doctorate degree program. Additional course work is required for degree completion.
4. Evidence of outstanding academic achievement in graduate school.
5. A written description of the program concept prepared by the student consisting of:
   a. Areas in which competency is required
   b. Purposed readings and course work and how these relate to required competencies
   c. Objectives and an outline for thesis research
   d. Justification for not using an existing departmental degree program
6. Student must select an advisor from his/her department to help structure and chair a committee consisting of at least five faculty members from the graduate faculty list who are willing to work on the interdisciplinary degree program. The committee must include at least two members from each of the two doctorate-granting departments. The committee chair will convene a meeting to review and approve the proposed program.
7. The Graduate School will send an Admission Referral document, signed by all the committee members, to the heads of all the departments from which the student proposes to use more than 8 credits of course work, or from the department which the faculty are requested to serve on the proposed committee.
8. Once the Admission Referral document has been approved by all departments, the committee chair will convene a meeting of the committee to review the student's program and make changes as necessary. In addition, the committee will set the format and date for the qualifying exam. An effort should be made to incorporate the interdisciplinary nature of the program into the qualifying exam.
9. Students have satisfied the requirements for admission to the program once the qualifying exam has been passed and the respective department heads approve the Admission Referral memorandum. Formal acceptance into a doctoral program may be required in order to receive financial assistance.

10. The number of courses required for degree completion will vary depending on the student's program of study, please see the department for more specific requirements. However, Interdisciplinary doctorate degree students must meet the requirements for residency, registration, the comprehensive examination, the Final Examination, the dissertation and the declaration of approved minor.

11. The dissertation work shall include at least 18 credits of a 700-level course.

**Completing your Doctoral Degree Program**

Any student who fails to abide by the regulations in this section will be considered withdrawn from the university. In order to resume their studies, the student must formally apply for readmission to the Graduate School and satisfy any requirements that are in effect at the time of reapplication.

**Declaration of Approved Minor**

Any doctoral applicant for candidacy may declare up to two approved minors in addition to the major area of study. Demonstration of competency in the minor area will be required at both comprehensive and final examinations.

**Qualifying Examination**

Doctoral students must pass a qualifying examination that is scheduled by the student's advisor and is administered by the major department. Its purpose is to determine the areas in which the student shows strength or weakness, as well as the ability to assimilate subject matter presented at the graduate level. A student may not register for dissertation credits prior to the successful completion of the qualifying examination.

The following conditions apply to students who wish to take the qualifying examination:

1. For students who enter the Graduate School with little or no previous graduate experience but wish to proceed directly to the doctorate, the qualifying examination should be taken after 12 credits of graduate work
2. For students who enter with a master's degree or equivalent from another university, or another department, the qualifying examination should be taken before the completion of one semester of graduate work.
3. For students who earn their master's degree at New Mexico State University and will continue in the same department, the department may allow the master's final examination to serve as the doctoral qualifying examination or may require a separate examination.

Based on the result of the qualifying examination, the department will take one or more of the following actions:

1. Admit the student to further work toward the doctorate
2. Recommend that the program be limited to the master's degree
3. Recommend a re-evaluation of the student's progress after the lapse of one semester
4. Recommend a discontinuation of graduate work

In all cases, the Graduate School shall be notified by the department of the results of the qualifying examination.

Students will be admitted to the doctoral program once the qualifying examination is passed. The student's advisor and department head will then appoint the doctoral committee to prepare the student's preliminary doctorate program of study. The student must submit the program of
study to the Graduate School immediately following admission into the doctoral program and before registering for additional coursework.

**Doctoral Graduate Committee**
The doctoral committee will be composed of at least four members of the graduate faculty who hold doctoral degrees. The following rules apply to the composition of the committee:

- The committee chair must be from a discipline within the student’s major area.
- At least one additional member of the committee must also be from a discipline within the student's major area.
- If an approved minor is declared, at least one (but no more than two) members of the committee must be from the minor area.
- At least three committee members must be members of the graduate faculty and be from a doctorate-granting department.
- Only one member may be outside of the student’s department.
- One member of the committee must serve as the dean’s representative. In programs where more than one department participates, the dean’s representative may not be from any of those departments. The dean’s representative may be one of the following:
  - the member from the related area
  - a member from the minor area
  - An independent member, not from the student’s department, that is appointed by the Dean of the Graduate School.

Departments may structure committees that include more than the minimum number of members, as long as the following conditions are satisfied. No changes can be made to the doctoral committee membership without prior approval from the Dean of the Graduate School.

Additional voting and nonvoting members may be any person approved or appointed by the Dean of the Graduate School.

All members of the committee will attend the comprehensive oral and final defense for the student’s dissertation.

**Program of Study**
Students should file the Program of Study Form once they have:

- Completed 1 year of enrollment while at NMSU that are beyond the master’s degree
- Successfully completed the qualifying examination

The Program of Study Form should be completed and submitted to the Graduate School before registering for any additional courses. The individualized program of study is designed to meet the campus residency requirement and includes a minimum of 30 graduate credits beyond the master’s.

If the Doctoral degree requires a dissertation, at least 18 credits of dissertation work must be included. The professional doctoral degree includes a practicum or special project that culminates in a written report which demonstrates a command of the relevant scholarly literature and links it to the specific clinical or practical experience.

**Comprehensive Examination**
The Graduate School should receive the Program of Study and the Committee for Doctoral Students Form and the Doctoral Qualifying Examination Form.

Students will be admitted to the comprehensive examination only after the following conditions are met:

1. Completion of adequate course work, to the satisfaction of the major department and the Graduate School
2. The graduate committee determines the student is adequately prepared for the examination
3. Successful completion of all language requirements (where applicable)

Students must be registered for 3 credits of graduate course work during the semester in which they take the comprehensive examination. A student taking an oral examination during the summer must enroll for at least one credit for that term.

The Doctorate of Philosophy Examination or Professional Doctorate Examination Form must be on file at the Graduate School at least ten working days prior to the proposed date for the examination. The examination must be part written and part oral. The results of the oral examination will be reported to the Graduate School by the Dean’s Representative of the committee.

Any student who fails the comprehensive examination may either be terminated from the doctoral program or upon recommendation of the committee and approval of the Dean of the Graduate School, be granted a second examination after a lapse of at least one semester.

NOTE: In general, there should be a time lapse of at least one year between the comprehensive and final oral examination. However, due to the type of research required and the method of administering the written comprehensive in some departments, such a time lapse is not always practical. In all cases there must be one semester between the comprehensive and the final oral examinations.

**Time Limit for the Comprehensive Examination**
If more than five years have passed since the date of the comprehensive examination, the candidate will be required to take another comprehensive examination before admission to the final examination.

**Advancement to Candidacy**
Advancement to Candidacy recognizes that the student has demonstrated the ability to sustain a level of scholarly competency commensurate with successful completion of degree requirements. Upon advancement to candidacy, the student is cleared for the final stages of the graduate program which may include a dissertation, project or written examination.

For advancement to candidacy the following criteria must be met:

1. Successful completion of the comprehensive examination
2. Recommendation of the graduate committee
3. Approval of the Dean of the Graduate School

Upon receiving advancement to candidacy, students must establish residency and follow the Dissertation Registration Requirements (see Residency Requirements below).

**Residency Requirements**
The minimum campus residency requirements for the doctoral degree include enrollment in a minimum of 9 credit hours of program course work, including a minimum of 3 credit hours of dissertation, in at least two semesters of classes taught at NMSU. In some cases the minimum credit hour enrollment for the two semesters required to establish
residency may vary based on the instructional delivery of the program, and must have prior approval from the Dean of the Graduate School.

**Dissertation Registration during Fall/Spring Sessions**

After becoming a candidate, students must continue to register for at least 3 credits of dissertation or graduate course work, each spring/ fall semester until the dissertation is approved by the Graduate School and the dissertation format review has been completed. The total number of dissertation hours must be 18 credits. The doctoral committee can impose additional requirements for courses numbered 700.

A student who fails to abide by these regulations will be considered withdrawn from the university and in order to resume studies, must formally apply for readmission and satisfy the requirements in effect at the time of reapplication.

**Dissertation Registration during Summer Sessions**

If the final examination is to be held during the summer or the dissertation is to be completed during the summer, students must register for one credit during the summer session in which the final examination will be held or the dissertation will be completed.

**Dissertation Leave of Absence**

Students may seek a leave of absence from their dissertation. A leave of absence requires that a student must get prior approval from the Dean of the Graduate School, which means the student must receive permission for the leave of absence before discontinuing their formal studies.

**Final Examination**

*NOTE:* If more than five years have elapsed since the date of the student’s passed comprehensive examination, the candidate will be required to take another comprehensive examination before admission to the final examination.

Every student working toward the doctoral degree will submit a dissertation embodying the results of original research. The dissertation is expected to demonstrate the student’s ability in independent investigation and to be a contribution to human knowledge. The dissertation shall display a mastery of the literature of the subject field, present an organized and coherent development of ideas with a clear exposition of results, and provide a critique of the limits and validity of the student’s conclusions.

When a complete draft of the dissertation has been prepared, the student’s doctoral committee (appointed after the qualifying examination) will conduct the final examination. The final examination is concerned primarily with the research work of the student as embodied in the dissertation, but it may be much broader and extend over the candidate’s entire field of study. The intention of the final examination is to verify that the candidate has a satisfactory grasp of the major subject as a whole and has a general acquaintance with the fields of knowledge represented by the course of study. The final examination is oral and is open to the public.

Every student meeting the final examination qualifications must be enrolled in a minimum of 1 credit hour in order to defend. The final examination must be completed in accordance with the schedule provided in the academic calendar. Ten working days before the examination is taken the department must submit the form requesting this examination to the Graduate School. This form may be found on the Web at http://gradschool.nmsu.edu/graduate-forms/ and is also available from the Graduate School and departmental offices.

Students must ensure that each member of the examining committee receives a copy of the dissertation, no later than seven working days before the date of the final examination.

Any candidate who fails the final oral examination may either be terminated from the doctoral program or upon recommendation of the committee and approval of the Dean of the Graduate School, be granted a second examination after a lapse of at least one semester. Failure in the second examination disqualifies the candidate from obtaining the degree.

**Finalizing the Doctoral Dissertation**

After successful completion of the final examination, electronic submission of the approved dissertation must be submitted to ProQuest ETD, no later than the deadline posted to the Graduate School website. The format review of dissertation will be performed electronically by the Graduate School. The form and style of the dissertation must comply with the regulations given in Preparing your manuscript for submission located at https://gradschool.nmsu.edu/doctoral-dissertation-students/. The dissertation is not complete until the required forms are received at the Graduate School. Required forms may be found at https://gradschool.nmsu.edu/doctoral-dissertation-students/.

Registration at NMSU is a process that includes: (1) academic advising with a faculty or staff member, (2) registering for classes, online or with your academic advisor, and (3) paying the tuition and fee bill. For first time freshman and transfer undergraduate students (at the Las Cruces campus), the registration process is through the Aggie Welcome/Transfer Student Orientations. For currently enrolled undergraduate students and all graduate students registration is through your advisor or online through the myNMSU portal. For detailed instructions and questions about registration which are not addressed on the website, please contact the University Student Records Office (USRO).

**Admission Requirement**

No person will be will be allowed to register for courses until formally admitted to NMSU through the Community College, International Programs, Undergraduate or Graduate Admissions processes.

**Course Schedule**

Each semester and summer session, the University Student Records Office provides an online course schedule which can be accessed through myNMSU or the NMSU website. Note that not all courses listed in this catalog are offered every semester.

**Registration Schedule by Classification**

Several groups of students (e.g. Crimson Scholars, Students with Disabilities, Veterans) receive priority dates for course registration. For other students, registration dates are determined by the student’s current classification at the time of registration. A student’s classification is determined by the number of credits completed, and does not include courses in progress. A student’s classification depends upon the number of credits completed toward graduation. Sophomore classification is achieved with successful completion of 28 credits; Junior classification, 60 credits; Senior classification, 90 credits.

**University Credits**

The unit of university credit is the semester hour, which is based upon one hour of lecture class or a minimum of two hours of practice/lab per week during one semester, and assumes a minimum of two hours
additional, by the student, outside of class. The number of credits associated with each course is indicated in the course schedule.

Course Load for Undergraduate Students
The full-time course load in a regular semester (fall or spring) for a main campus undergraduate student is 12-18 credits. A full-time course load for a summer term is 9 credits with a maximum of 6 credits per session, totaling no more than 12 credit hours. Some scholarships have a 15 credit course load eligibility requirement. Each student is responsible for meeting their own scholarship eligibility requirements.

An overload is classified as more than 18 credits for a regular semester and more than 12 credits for the summer term. A one-credit course in physical education or supplemental instruction will not create an overload. Registration for a course overload requires written permission from the Director of the Center for Academic Advising and Student Support or the Associate Dean for Academics in the student's college. A "Undergraduate Change of Schedule" form is required and available from the University Student Records Office or on their website. Freshmen and students with a grade of D or F, or a cumulative grade-point average of less than 2.5, in either of the last two semesters, are not eligible for overloads. Concurrent enrollment in non-NMSU courses at other post-secondary institutions requires prior approval from the Associate Dean for Academics in the student's college, and these courses are counted as part of a student's class load.

Course Load for Graduate Students
A full-time course load in a regular semester (fall or spring) is 9 credits, with a maximum of 15 graded credits. A full-time course load for a summer term is 6 credits with a maximum of 9 credits.

Course Numbering
The course numbering system at NMSU indicates the level of the course as follows:

Undergraduate courses are assigned numbers 100-499. Courses numbered 100-299 are referred to as "lower-division courses" and are primarily for Freshman and Sophomore level students. Courses numbered 300-499 are referred to as "upper-division courses" and are primarily for Junior and Senior level students.

Graduate courses are assigned numbers 500 or greater. Courses numbered 500-599 are primarily for graduate students working on a master's degree. Courses numbered 600-700 are primarily for students working on a doctoral degree.

Some graduate programs may accept courses numbered 450-499 for graduate credit. Graduate students should confirm eligibility with their program department head.

Prerequisites and Corequisites
Some courses require advance or concurrently acquired specific knowledge and skills. Prerequisite(s) and corequisite(s) for each course are indicated in the course description section of this catalog. Students must have completed (or be presently enrolled in the prerequisite(s)) courses in order to register for a course with prerequisites. Where a student was allowed to register for a course while completing the prerequisite(s), and then subsequently fails to successfully complete a prerequisite course, the student shall be dis-enrolled from the course requiring the prerequisite. In the case of a corequisite, a student must enroll in the courses during the same semester. In some instances, where a course has an enforced "pre/corequisite" the student can elect to either take the requirement before registering for the course, or take the courses at the same time.

Registration Changes
Subject to any registration "holds" and any applicable deadlines, students may change their course registration online. Caution should be exercised as registration changes may negatively impact eligibility for scholarships, financial aid or athletic participation, the student's ability to progress through their degree program in a timely manner, and the student's obligations with respect to tuition and fees.

The University Student Records Office publishes an online schedule of "Important Dates for Students" for each semester. The student is responsible for reviewing and adhering to the Important Dates, including the deadlines to add, drop or withdraw from course(s) for the relevant semester.

Adding Courses: There are two different types of deadlines for adding courses:

1. **Last day to add a class without instructor's signature** - during this period courses may be added online through myNMSU, or through your academic advisor (if necessary).
2. **Last day to add a class with instructor's signature** - during this period courses may only be added with either the "Undergraduate Change of Schedule" or the 'Graduate Change of Schedule' form signed by the instructor (available online on the University Student Records Office website).

* Students taking classes online and who do not live in the Las Cruces Area must email the instructor, using the NMSU email, in order to get permission to be added to the course. If the instructor approves the addition, the approved response must be sent to either the student's academic advisor or to registrar@nmsu.edu with the student's name, ID number and course CRN number they are wanting to add.

Withdrawing from Courses: There are two different types of deadlines for withdrawing from courses:

1. **Last day to drop without a "W" grade** – during this period the student can drop the course and not have it appear on their official transcript in any form, and the student will have no financial obligation related to the course (students will receive a 100% refund if tuition has been paid for the course).
2. **Last day to drop with a "W" grade** – during this period, the student can withdraw from the course, but the course will appear on their official transcript with the withdrawal (W) designation as the grade, and the student will be responsible for the full tuition and fees related to that course.

Students are responsible for initiating official withdrawal from any course(s) they do not intend to complete. Students who experience extraordinary circumstances that prevent timely registration changes should consult with their Academic Associate Dean or the Registrar. For more information about the process for adding or withdrawing from a course(s), please speak with your academic advisor or contact the University Student Records Office.

Any student attending under Veteran Educational Assistance must notify the Military and Veteran's Programs office before processing registration
changes to determine if changes will affect their enrollment status or benefits.

A student found insufficiently prepared for a course they are enrolled in may be transferred to a more elementary course in the same subject any day before the last day to withdraw from an individual course.

**Waitlisting**

Waitlisting is available for all courses across the NMSU system, except for labs that are linked to a specific lecture class. Waitlisting is an electronic list of students who are waiting to register for a filled course. Once students are put onto the waitlist, the process to get into that course is as follows:

1. A currently enrolled student must drop the course for a seat to become available.
2. The first student on the waitlist is notified through their NMSU email.
3. The notified student has 24 hours to login to their myNMSU and register themselves for the class.
4. If the first student fails to register within their allotted 24 hours, then the first student is dropped from the waitlist and the next student on the waitlist is notified. This continues until the empty seat is filled.

A student who fails to register for the class during their allotted 24 hours is automatically dropped from the waitlist and can add themselves back onto the bottom of the waitlist for that course.

Students cannot be added to the waitlist after the first day of classes. Instructor overrides can only be made after the second day of class, at which point the instructor’s signature is required on either the "Undergraduate Change of Schedule" or the "Graduate Change of Schedule" to add a course.

**Graduate Registration Requirements for Summer**

Students who have scheduled their final examination, or who are completing their thesis during a summer session, must be registered for one credit hour during the same summer session. In order to graduate during a summer session, the student must have filed the Application for Degree by the deadline posted on the Academic Calendar.

**Repeating Courses for A Change in Grade**

See the Grading portion of the Academic Regulations section of this catalog.

**Substitutions and Waivers**

Students registering for their final semester must have all course substitutions and waivers of required, for their degrees, courses approved before two weeks after the last date of registration for full or summer terms.

**Auditing a Course (No Credit)**

An audited course is one in which the student registers for the learning experience but does not seek to earn academic credit for the course. A student seeking to audit a course must register and pay tuition and fees for the course and have the consent of the instructor to take the class in audit form. A student who has registered to audit a course may be dis-enrolled from the course at any time before the registration deadline expires if necessary to accommodate a student taking the course for credit. After the last day to register, the student cannot change the course option from audit course to a for credit bearing course.

Audited courses are not used in determining a maximum class load (overload) for undergraduate students in good academic standing, however, the audited course will be counted as part of the maximum allowable course load for graduate students and undergraduate students who are on academic probation.

**Attendance and Student Performance**

Academic success is closely correlated to student participation and attendance. Accordingly, students are expected to regularly attend all their classes. Each course instructor will establish the specific attendance and course requirements. Only students who are currently enrolled in a course for either credit or audit are permitted to officially attend the classes. However, individual instructors may allow an occasional visitor and may allow a student who officially withdrew from the course to continue to attend for the remainder of the semester.

**Absences from Class and Failure to Complete Assignments**

Students who must miss class due to accident or illness, or due to other circumstances beyond their control should consult the course syllabus and the instructor for guidance. Students may be administratively withdrawn from a course due to excessive absences (consecutive absences in excess of the number of class meetings held within a week or any number of absences, including failing to use the online Learning Management System, which are impairing the student's performance), or for persistent failure to complete assignments. In such cases, the Instructor may recommend administrative withdrawal by providing a completed "Student Absence/Lack of Progress Report" form to the Academic Associate Dean. If the Academic Associate Dean agrees with the recommendation of the course instructor, the student will withdrawn from the course. Any student who has been administratively withdrawn from a class may appeal that decision to the Dean of the College where the course was offered within 10 days after notification of the withdrawal.

Any absences due to the student’s participation in a university sponsored event (e.g. ASNMSU president representing NMSU at legislative session, student athletes competing in NMSU scheduled athletic events, or students attending educational field trips and conferences) will be excused and deemed an “Authorized Absence". Authorized absences do not relieve the student of the course assignments or responsibilities and instructors may require students to complete course work before the absence. Prior to the student’s absence, the sponsoring department will provide the instructor with written notice of the dates of expected absence.

**Classroom Conduct**

Each instructor has the authority to establish and enforce reasonable rules of conduct in their courses. A student who engages in behavior that interferes with the educational environment of the class may be administratively dis-enrolled with the approval of the academic department head and academic associate dean for the course, and with notification to the Provost. Any student who has been administratively dis-enrolled from a class may appeal that decision to the Dean of the College where the course was offered within 10 days after notification of the dis-enrollment.
Student Performance Assessment

Individual student performance and learning outcomes in a course are measured and evaluated by the course instructor and reported to the student in the form of grades. Each instructor has the authority to establish assignments and other assessments (such as exams and quizzes) and to assign grades based on the student's performance on those assessments. Final grades for the course are determined by the instructor and reported to the University Registrar as described in grading section of this catalog. Any student who believes that their academic performance has been evaluated unfairly may appeal the grade through the University’s Academic Appeals process as provided in this Catalog.

Academic Program Assessment

New Mexico State University is committed to providing its students with a quality education and a supportive learning environment. Academic Program Assessment is a continuous improvement process achieved by identifying a program's desired learning outcomes, evaluating the extent to which those outcomes are collectively achieved by students in the program, and then implementing changes to enhance and improve the collective program outcomes. For assessment to be effective, students must be actively aware of and engaged in assessment activities.

Academic Program Assessment requires participation of students who are expected to provide feedback on personal, professional and academic development and to participate in a variety of assessment exercises. Assessment activities may be a part of regular graded course assignments, or may require students to engage in other activities. Assessments may include course projects, exams, exit interviews, standardized tests, surveys, focus groups, etc. Data gathered through these assessments is published only in aggregate form. Learn more about NMSU’s Academic Program Assessment at https://assessment.nmsu.edu/

Exam Week and Final Examinations

NMSU designates the last week of each semester as "Exam Week" during which each course has only a single 2 hour meeting time for a mandatory culminating activity which may be a final examination or some other course related activity. The University Student Records Office (USRO) establishes the Final Examination Schedule for each semester (http://registrar.nmsu.edu/final-examination-schedule/). Examinations are typically held in the course's usual lecture/lab room. Some departments hold Departmental Exams where all students for all sections of a particular course are required to take the final examination simultaneously. The date, time and location of the Departmental Exams are indicated on the Final Examination Schedule. For courses that were not scheduled to meet at the specific times listed under “Regular Class Time” on the USRO’s Final Examination Schedule, the instructor and course department coordinate examination dates, times and locations with NMSU’s Academic Scheduling office (575) 646-4790. Final exams for weekend courses are held at the regular class period on the last day of class.

The final exam or culminating activity must not be rescheduled for a different date, time or location, except with permission of the department head and the unanimous consent of the enrolled students. During the week before Exam Week, instructors are not allowed to hold examinations lasting more than one class period.

Any student having more than three examinations scheduled in any one day may, no later than the week prior to exam week, notify the instructor of the examination scheduled latest in the day to obtain an alternative date for that examination. (If the fourth exam is a departmental exam, the instructor of the third exam will make alternate arrangements for that exam upon request.)

Students who believe that their instructor(s) have not honored Exam Week requirements may appeal to the instructor's department head.

Developmental Evaluation

The academic skill level of all entering first-time students at the time of registration is evaluated based upon ACT scores, SAT test scores, and/or alternative placement assessments. The student’s eligibility to enroll in university level English and Mathematics courses is dependent upon this evaluation. Students who have not demonstrated adequate preparation for university level courses are required to take developmental courses. Developmental courses are included on the transcript and will be included in the calculation of the GPA, but the developmental course credits do not count towards a degree.

Basic Academic Skills

All undergraduate students must demonstrate Basic Academic Skills in both English and mathematics before enrolling in any upper-division course (numbered 300 or higher). These requirements ensure that each student in the upper-division courses has the ability to succeed without compromising the learning experience of other students. The completion of the Basic Academic Skills requirements does not necessarily result in the award of academic credit nor satisfaction of university general education requirements in English and mathematics. (Students should consult the General Education Courses and Requirements section in this chapter for these requirements.)

Transfer students with 45 or more credits are allowed to enroll in upper-division courses for only one semester before satisfying the Basic Academic Skills requirements. Transfer students with 45 or more credits may be satisfied in a variety of different ways as listed below:

English Basic Skill Demonstration Options (achieve one of the following):

- ACT English Score of 30
- Coursework - ENGL 1110G, or equivalent, completed with a grade of C- or higher.

Equivalents: the following are deemed equivalents to ENGL 1110G for the purpose of satisfying Basic Academic Skills in English:

- ENGL 1110H – completed with a grade of C- or higher
- ENGL 1110M - required for International students who took the TOEFL examination
- CLEP Exam score of 57 or higher in freshman college composition
- English Advanced Placement (AP) Exam score of 3, 4, or 5
- English Composition Transfer Credits - 3 or more credits with a grade of C- or above, transferred from accredited post-secondary institutions (International students may be required to take ENGL 1110M Composition I Multilingual as noted above.)

Credits from Non-accredited Institutions - As a general rule, NMSU does not accept credits from non-accredited institutions. Students with 3 or more credits of college-level English composition with a grade of C- or higher from a non-accredited institution may, however, challenge the Basic Academic Skills requirement in English and ENGL 1110G
Composition I course requirement by submitting a theme paper written under the supervision of, and demonstrating achievement of ENGL 1110G Composition I learning outcomes as determined by, the Department of English.

**Mathematics Basic Skill Demonstration Options (achieve one of the following):**

- ACT Mathematics Score of 23
- Coursework – any one of the following courses or course combinations completed with a grade of C- or higher in each course:
  - MATH 1130G Survey of Mathematics
  - MATH 1215 Intermediate Algebra
  - MATH 1220G College Algebra
  - Any mathematics course numbered 1250G or above (prefix MATH) excluding MATH 1996 Topics in Mathematics and MATH 2992 Directed Study
- Basic Skills Exam Passing Score - offered twice a semester by the Department of Mathematical Sciences
- Calculus AB, Calculus BC or Statistics Advanced Placement (AP) Exam score of 3, 4, or 5

**IMPORTANT NOTE:** Basic Academic Skills Demonstration fulfillment options may not appear on the transcript, result in the award of academic credit, or satisfy general education requirements. The Basic Academic Skills requirements are used solely for the purpose of determining eligibility for enrollment in upper-division courses. All students should seek to complete the Basic Academic Skills requirements as early in their academic program as possible. Students who postpone completion of Basic Academic Skills may be unable to progress toward degree completion in a timely manner.

**Independent Study and Directed Reading Courses**

Independent study courses and directed reading (other than those designated in the catalog with a subtitle), are for students capable of and sufficiently motivated to undertake self-directed study with limited oversight of a faculty member. Only students who have completed at least 28 credits at NMSU under traditional grading, with a cumulative GPA of 2.5 or better, are eligible to enroll independent study courses. No student is entitled to enroll in independent study and enrollment requires the consent of an instructor who agrees to supervise and evaluate the student’s learning activities in the course. Students seeking enrollment in an independent study course should prepare an independent study proposal to present to individual faculty member(s) in the relevant discipline for consideration. At a minimum, the proposal should include the topic of study, a brief survey of the literature or other resources on the topic, and a description of the proposed written product or other tangible outcome of the independent study. The relevant academic department for the discipline may have additional requirements. Each college determines the maximum number of credits that may be earned in independent study courses.

**Adjusted Credit Option**

The adjusted credit option provides eligible undergraduate students who earned a low grade-point average (less than 2.0 cumulative) during their first few semesters to reset their GPA calculation. This option may be used only once and is not reversible. These are the consequences of exercising the Adjusted Credit Option:

1. All of the student’s academic history pre-dating the request, including all NMSU course credits previously attempted or completed, transfer coursework, CLEP, ACT, advanced placement, special examination, and/or military service are included in the adjustment and designated as “ADJUSTED CREDITS” on the transcript. These credits are no longer be included in the calculation of the cumulative grade point average.
2. Courses carrying an academic grade of S, CR, C- or better, earned prior to the grading period in which the student requested this option, are treated as earned academic credit and need not be repeated, except where a higher grade is required in the student’s academic program.
3. Courses carrying an academic grade of U, CD, D or F, earned prior to the grading period in which the student requested this option, remain on the student’s transcript, but no academic credit is provided for these courses. The student must repeat these courses to obtain academic credit.
4. The student’s academic transcripts will continue to reflect all coursework, including courses falling under the adjusted credit option. In no circumstances will a transcript be issued that does not include all courses attempted at this university.
5. The student’s current academic status, eligibility for employment, and financial aid may be impacted. Probationary status and eligibility for on-campus employment are not affected by the exercise of the adjusted credit option.
6. The repeat rule for courses starts anew.
7. The student will not be eligible for award of an associate degree until earning thirty (30) or more additional credits after exercise of the Option.
8. The student is eligible for University honors at graduation upon completing a minimum of 60 academic credits at NMSU, after the adjusted credit option is exercised, with a resulting grade point average which satisfies University regulations for honors.

After carefully considering the consequences indicated above, eligible students may exercise the Adjusted Credit Option by paying a fee of $10 and submitting an adjusted credit option application to the University Student Records Office. Application forms are available on the University Student Records Office website and can be approved by the Director of the Center for Academic Advising and Student Support or the Associate Dean for Academics in the student’s college or the Academic Vice President at the Community Colleges. Only students meeting the following criteria are eligible to exercise the Option:

1. No awarded baccalaureate degree
2. Enrolled as a degree-seeking or non-degree undergraduate student
3. Cumulative grade-point average of less than 2.0 at NMSU
4. Fewer than 60 credits accumulated (including both transfer and NMSU credits)

**Credit by College Level Examination Program (CLEP)**

Prior to or during a student’s enrollment at NMSU, credits may be earned through the College Level Examination Program (CLEP) of the College Entrance Examination Board. CLEP is a national program of credit by examination that offers the opportunity to earn credits for college level achievement wherever or however the student learned. Earned CLEP credit will be treated as transfer credit without a grade, will count toward graduation, and may be used in fulfilling specific curriculum
requirements. A current NMSU CLEP policy as well as test schedule information is available through Testing Services DACC East Mesa, RM 210. Testing Services may be reached at: (575) 528-7294.

Credit by Examination

Any enrolled student with a cumulative GPA of at least 2.0 currently attending classes may, with permission of the appropriate department, challenge by examination any undergraduate course in which credit has not been previously earned except an independent study, research or reading course, or any foreign language course that precedes the final course in the lower-division sequence. The manner of administering the examination and granting permission shall be determined by the department in which the course is being challenged. Students may not enroll in a single course, challenge it by examination, and drop it during the drop/add period, unless they enroll in an additional course. In exceptional cases in which a student demonstrates outstanding ability in a course in which he is already registered, he may be permitted to challenge the course. A student desiring to apply for special examination may obtain the necessary forms from the University Student Records Office. The fee for challenging a course is the same as the approved tuition rate. Courses may not be challenged under the S/U option. The special examination privilege is based on the principle that the student, exclusively, has the responsibility for preparing for a special examination.

Credit for Military Service

New Mexico State University will award academic credit to United States military personnel for courses and Military Occupational Specialties (MOS), based on the American Council of Education Guide (ACE) as well as through national standardized tests, such as CLEP, AP, PEP and DANTES. Credit for military-training is in accordance with NMSU Faculty Senate Legislation Proposition 24-07/08, which was passed in May 2008. Military Training and Military Occupational Specialties (MOS) must have a recommendation evaluation by ACE (in the ACE Guide) for credit to be awarded. Courses accepted for transfer credit become part of the student’s official NMSU transcript and academic record. If a student wishes to appeal a decision regarding the acceptance of military training/education and/or MOS for academic credit, the student must submit a written statement of appeal to the Dean of the College to which the student has applied. The Dean will review the merits of the appeal and render a decision. The decision of the Dean is final.

Only Primary MOS (s) are eligible for academic credit in the initial review and evaluation. Credit for Duty and/or Secondary MOS may be eligible for academic credit if the student petitions the college’s Associate Dean. Primary MOS is the primary specialty of a soldier and reflects the broadest and most in-depth scope of military experience. Veterans, active-duty personnel, National Guard and Reservists who are current students or students applying for admission to New Mexico State University may be granted academic credit on a case-by-case basis upon evaluation of military transcripts - the Joint Service Transcript (jst.doded.mil) and the Community College of the Air Force transcripts. Course equivalencies and credit hours awarded for a particular NMSU degree are determined by colleges and/or academic departments. Credit hours may be awarded for specific courses toward degree requirement, or as elective credit. The number of credit hours awarded will be determined by the college and/or academic department.

NOTE: Students submitting military transcripts for credit evaluation must keep in mind the Maximum Time Frame policy. See Financial Aid Section.

Graduate Course Deficiencies

Students who have been admitted with departmental deficiencies may be required to take diagnostics tests and additional qualifying examinations. They must complete satisfactorily, in a manner specified by the major department, all undergraduate course deficiencies as prescribed by the department responsible for the graduate program. Courses taken to satisfy deficiencies will be listed on the undergraduate transcript; however, these course grades will not be calculated in the student’s graduate GPA or graduate hours. With the permission of the student’s advisor and the head of department, courses to meet undergraduate deficiencies may be taken under an S/U option (with S being a grade satisfactory to the professor), and such courses will not affect the maximum number of S/U graduate credits permitted.

Short Courses for Graduate Students

Short course(s) that are numbered 450 and above have been approved to carry graduate credit. Graduate students must be registered for the short course(s) to receive graduate credit. Concurrent enrollment of graduate students in regular and short courses for the fall/spring semesters is allowed, provided the combined total credits does not exceed 15. All short courses carrying one semester credit will be graded on an S/U basis and these credits will be counted toward the student’s limit of S/U credits.

Challenging Graduate Courses

A graduate student may challenge a graduate course by examination, please see the Graduate School for more information.

University Grading System

Each course department or instructor establishes the system for assessing student performance in achieving course learning objectives. Students should consult the course syllabus for a description of the grading system used in each course. At the conclusion of each course, instructors are required to report a final grade reflecting the instructor’s assessment of each student’s performance. Shortly after the end of the term, students can access their grades through the MyNMSU portal. No other grade notification will be issued. The final grade is reported on the student transcript. Instructors may elect whether to use fractional grading (the use of the plus and minus) in assigning final letter grades.

The NMSU system for final grades is expressed in letters, which carry grade points that are used in calculating the cumulative grade-point average, as shown in this table:

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Grade Points per Unit of Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.0</td>
</tr>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td>2.0</td>
</tr>
<tr>
<td>D+, D, D-</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
</tr>
<tr>
<td>W, Withdrawal</td>
<td>0</td>
</tr>
<tr>
<td>N, Grade not submitted</td>
<td>0</td>
</tr>
</tbody>
</table>
CR- Credit authorized, but not letter grade
IP- In progress
RR- Progress in undergraduate course
PR- Progress in graduate thesis
S- Satisfactory work
U- Unsatisfactory work
I- Incomplete work
AU- Audit

S grades are grades that are satisfactory to the professor and are normally equivalent to the letter grade of C- or higher.

Any courses for which only CR, S or PR is awarded, but no traditional letter grade is given, will be included in the total number of earned hours but is not computed in the grade-point average. Traditional letter grades are those which are used in the grade point average determination: A+, A+, A, B+, B, B-, C+, C, C-, D+, D, D- and F. In computing the overall grade-point average, the total credits in which grades of A+ through F have been assigned is divided into the total number of grade points earned.

Midterm and Six-Week Early Performance Grades

A Six-Week Early Performance Grade (sometimes referred to as Midterm Grade) for courses numbered 100-299 will be posted and available to students through the MyNMSU portal. The purpose of the early grade posting is to ensure that students have an opportunity to address any performance issues. Students should be mindful that the Six-Week Early Performance Grade reflects a students’ performance on only that portion of the total coursework that has been graded at that time. Any student who is doing poorly, or not as well as they would like, should meet with the instructor to discuss how they can improve. Students who have concerns about their progress in multiple courses or who are considering withdrawal from course(s) must meet with their academic advisor.

In courses numbered 300 or higher, the posting of Early Performance Grades is optional and may occur through the online course management system rather than the MyNMSU portal. However, prior to the last day to withdraw from a course, upon request, instructors will provide information to students about their progress in the course.

Retention of Grading Records

Individual assignments and exams that are not returned to students should be retained by the instructor or department through the end of the subsequent regular semester. The records used to compute individual final grades should be retained for two years after the completion of a course. If a final grade is appealed, these records are kept for at least two years after the completion of the appeal. Departments, colleges or the library may require that records be kept for longer periods.

Minimum Grade Requirement for Undergraduate Students

Undergraduate degrees require a cumulative GPA of 2.0 or higher for degree completion. Although D+, D, or D- can be considered passing, some departments have higher grade requirements for the courses within their program and/or their program as a whole. Students should check with their departments regarding specific course grading requirements for their particular degree program.

Minimum Grade Requirement for Graduate Students

Graduate degrees require a cumulative graduate G.P.A. of 3.0 or higher. Although B- and C grades (including C+ and C-) earned at NMSU may be counted toward the requirements for a graduate degree in some programs, this grade does not reflect acceptable graduate-level performance and may cause the cumulative G.P.A. to fall below the 3.0 required for graduate students. Some departments have higher grading requirements for courses in their programs. Students should check with their departments regarding specific course grading requirements for their particular degree program.

Courses in which a student earns a D or F grade do not ever satisfy graduate degree requirements; however these grades will be calculated in determining the students’ cumulative grade-point average. To obtain academic credit, students must retake courses in which a grade of D or F was earned.

S/U Grading

S/U grading allows the student to attempt to earn course credit without having a course grade included in their grade point average calculations. Under S/U grading, the instructor assigns an S grade for satisfactory achievement of the course learning objectives (normally equivalent to the letter grade of C- or higher) and a U grade for unsatisfactory performance in the class.

Designated S/U Courses

Each academic college may designate courses in which the grading will be on a basis of S or U for all students enrolled in the courses. Credits in designated S/U courses are not included in the limitations on the number of S/U credits a student may take, and are not subject to the student eligibility requirements described below.

Election of the S/U Grading Option - Undergraduate Students

In courses other than those designated as S/U for all students, eligible individual students may elect the S/U Grading Option, subject to the regulations stated below. To be eligible for the S/U (satisfactory/unsatisfactory) Grading Option, undergraduate students must meet the eligibility requirements and obtain approval of an academic advisor. Eligibility requires completion of 28 credits at NMSU under traditional grading, with an overall average of 2.5 or better. (Upon approval of the adjusted credit option, students must re-establish eligibility.) Non-degree seeking students may take courses under the S/U option without regard to eligibility requirements. However, these courses may not be subsequently applied toward an undergraduate degree at NMSU.

The S/U option must be elected as part of the course registration and may not be added once the course registration period closes. Other than honors courses and courses officially designated as S/U, the following limitations apply to courses in which the S/U option is elected:

1. No more than 7 credits per semester or 4 credits per summer session.
2. Not to exceed a total of 21 credits towards a degree.
3. Not a required course for the student’s major.

Students electing the S/U option should be mindful that upon a change of majors, the new major department may require a traditional grade for a course within that major that was previously completed with an S
grade. In such cases, the student may request that the original instructor process a change of grade form to apply a traditional grade, however, if more than 2 years have elapsed or if the instructor is no longer at NMSU, such a change will not be possible and the student may be required to retake the course or obtain a traditional grade through a course challenge.

**Election of the S/U Grading Option Election - Graduate Students**
With an approval from their advisor and department head, graduate students in good academic standing may elect the S/U option, at the time of registration, for courses taken outside the major department, subject to the regulations stated below:

1. No more than a total of 6 credits of elected S/U courses are permitted in the master's degree.
2. Doctoral candidates may take an additional 6 credits under the S/U option after application to candidacy.

**I Grade Designation**
The letter grade of I (incomplete) is given for passable work that could not be completed due to circumstances beyond the student's control that develop after the last day to withdraw from the course. In no case is an I grade to be used to avoid the assigning of D, F, U or RR grades for marginal or failing work. Examples of appropriate circumstances include documented illness, documented death or crisis in the student's immediate family, unexpected military deployment and similar circumstances. Other job related circumstances are generally not appropriate grounds for assigning an I grade. Students requesting an I grade are responsible for providing satisfactory evidence of such circumstances. (In the case of medical records, instructors should review the information provided, note that adequate medical documentation was provided for review, and return the documentation to the student. Under no circumstances should the instructor retain any medical records or indicate the specifics of any medical condition in the academic records.) The refusal to grant an I grade may be appealed in the same manner as any other final grade.

To assign an I grade, the instructor must complete the “I Grade Information Form” and have the form delivered to the associate dean of the course college. The instructor must indicate on the form whether the student will be given the option to complete the remaining coursework and have the I grade changed to the earned letter grade. If so, the instructor should indicate the steps necessary to complete the remaining coursework. The I grade form should either be signed by the student in person, or the associate dean must send a copy of the document to the student’s official permanent address, as recorded in the University Student Records Office, with a notation on the form that the student was not available for signature.

The I grade will be permanent in instances where (1) the instructor did not provide an option to complete the coursework, (2) the instructor left NMSU prior to completion of the coursework and grade change, or (3) the student failed to complete the coursework by the relevant deadline, and the instructor did not indicate that the I grade would be changed to the earned grade upon failure to complete. In such instances, the student will be required to re-enroll in the course to receive credit (in which case the permanent I grade and the subsequent earned letter grade will both appear on the transcript).

The student is entitled to have the I grade removed from the transcript only if, within 12 months or any earlier deadline established by the instructor on the “I Grade Information Form” and prior to graduation, the student completes the remaining coursework, as specified on the Form, in a manner satisfactory to the instructor. If the student fails to complete the coursework, the instructor may change the I grade to any appropriate grade (including D, F or U) only if the instructor stated that this would occur on the “I Grade Information Form.” The instructor should assign whatever grade was earned for the entire course.

To change the I grade, the instructor must complete a “Change of Grade Form,” obtain the signature of the associate dean for the course, and submit the form to the University Student Records Office.

**RR Grade**
The RR grade may be assigned only in undergraduate developmental courses (CCDE, CCDL, CCDM & CCDR) and indicates that the student has made substantial progress toward completing the requirements of the course. It carries neither penalty nor credit, so a student must re-enroll and successfully complete the course in order to earn credit. The grade of RR may be received only once in any given course, and is a permanent notation on the student’s transcript.

**W Grade Designation**
The W grade is assigned only in courses when the student withdraws or is administratively dis-enrolled from the course after the last day to drop the course. The W grade is permanent.

**Effect of Change of Grade**
The effect of a change of grade on a student's academic standing (academic warning, probation or suspension) depends on the date the transaction is officially recorded on the student’s academic record. If the transaction is recorded before the student begins another semester, the grade change (such as replacing the I grade with an earned grade) is included in the grade-point average calculation in order to establish the student's academic standing. If the transaction is recorded after the student begins another semester, for the purpose of calculating academic standing, the new grade is included with any other grades earned for the semester in which the grade change is processed.

**Repeating Courses for a Change in Grade**
**Undergraduate students:** may repeat courses, for a change in grade, when the original grade earned was a D or F. Once a grade of C- or better is earned, the course will then be substituted in the calculation of the grade-point average and students will no longer be able to repeat that course for change of grade purposes. Student transcripts will continue to show the grade awarded for each course attempt. If the student's original grade was a D and he/she repeats the course, but receives a F, the second grade will not be substituted for the original.

**Graduate students:** may repeat courses to achieve a higher grade, but the grade assigned for each attempt will remain on the transcript and will be counted in the grade point average calculation.

**Grade Point Average**
Grade point average (GPA) calculations are based solely on courses taken at NMSU or under an approved National Student Exchange.

**Grading in Graduate Research**
In grading both master's and doctoral research, thesis and dissertation work in progress, the instructor reports for each enrollment period the grade PR (progress) or U (unsatisfactory) rather than a traditional letter grade. These assigned grades are permanent notations on the student's
An administrative withdrawal is initiated for a student who is representing their class by means of an administrative withdrawal. The University reserves the right to remove the student from the formally withdrawing or stopped using the online Learning Management System. In order to resume obtaining a leave of absence from the Graduate School, a request should include the beginning date and the anticipated ending date for the period of absence.

If a student accumulates a total of two U (unsatisfactory) grades in courses numbered either 598, 599, 600, 699 or 700, the student will be placed on provisional status. If three U (unsatisfactory) grades are reported for these courses, the student will be dismissed from the Graduate School.

Withdrawal from a Single Course

Any student wishing to formally withdraw from a single course, after the last day to drop has passed, can do so through their Academic Advisor or the University Student Records Office. All such withdrawals will be registered on the student’s transcript with the “W” grade indication.

For students wishing to withdraw from all courses, please see the section on Withdrawal from NMSU.

Leave of Absence from the Graduate School

Students who are working on advanced degrees and plan to have an interruption in studies, for a calendar year, should request for a leave of absence through their department head. The request should include the beginning date and the anticipated ending date for the period of absence.

A graduate student on leave of absence will be expected not to use university facilities and place no demands upon the university faculty and staff, and, therefore will pay no fees. Time spent in the “leave-of-absences” status will not be counted toward the advanced degree time limits.

A graduate student who fails to register for one calendar year without obtaining a leave of absence from the Graduate School will be considered withdrawn from the university, by the Graduate School. In order to resume their studies after such absences, the student must go through the formal readmission process.

Student Medical Withdrawal

A student medical withdrawal applies to a student who becomes seriously ill, injured or hospitalized and is therefore unable to complete an academic term for which they are enrolled. This action applies to all courses a student is registered for in the affected semester(s). The student cannot select which courses they want to withdraw from and which they want to remain registered for when exercising this option. The students’ attending physician must provide a letter, on official letterhead with an original signature, stating the date(s) within the semester that the student was under medical care and must withdraw because of that medical condition. This letter must be submitted within the semester or no later than one academic year after the end of the term for which the withdrawal is being requested.

Once the information is reviewed a final determination will be made if the student is eligible for the consideration of tuition or other refunds (students receiving funds awarded by the University Financial Aid and Scholarship Services should be aware of policies regarding withdrawal from the University). At the Las Cruces campus, medical withdrawal begins and ends at the University Student Records Office. At all other campuses, medical withdrawal begins at the Student Services Office but is ultimately finalized with the University Student Records Office on the Las Cruces campus.
Medical Conditions of a Family Member Withdrawal

A student who is withdrawing because of a medical condition of an immediate family member must submit a letter from the family member’s attending physician. This action applies to all courses a student is registered for in the affected semester(s). The student cannot select which courses they want to withdraw from and which they want to remain registered for when exercising this option. It must be on official letterhead with an original signature, stating the date(s) within the semester that the student’s immediate family member was under medical care and that the student must withdraw to attend to the immediate family member’s medical condition. This letter must be submitted within the semester or no later than one academic year at the end of the term for which the withdrawal is being requested.

Immediate family member, in this instance, includes a spouse; a domestic partner, as defined in the NMSU Policy Manual 7.04; a child, parent or legal guardian; a sister or brother and a grandparents or a grandchild. Familial relationships that are created by law are also included (i.e. mother/father in law; half or step siblings); any other relationships can be considered on a case-by-case basis.

Once the information is reviewed a final determination will be made if the student is eligible for consideration of tuition or other refunds (Students receiving funds awarded by the University Financial Aid and Scholarship Services should be aware of policies regarding withdrawal from the University.) At the Las Cruces campus, medical withdrawal begins at the University Student Records Office. At all other campuses, medical withdrawal begins at the Student Services Office.

Withdrawal from NMSU

Withdrawal from any NMSU campus is an official procedure that must be:

1. Initiated by the student (using the Withdrawal form)
2. Have all necessary signatures (as indicated on the form)
3. Be approved and processed through the University Student Records Office, located on the Las Cruces Campus

Students who withdraw from all courses for the semester should do so in person through the University Student Records Office. However, students who are unable to come in person may submit an e-mail using their NMSU e-mail account to records@nmsu.edu (). Students who leave without following the official procedure are graded appropriately by the instructor.

Applicable dates for the last day to withdrawal are published on the approved university academic calendar or under important dates at: http://registration.nmsu.edu.

A student who withdraws from all classes for the semester will retain access to their NMSU account per current policy but will lose access to other services and privileges available to enrolled students.

Financial information concerning drops and withdrawals can be found at http://uar.nmsu.edu/withdrawals/. Financial Aid Recipients should contact University Financial Aid and Scholarship Services before withdrawing. Students receiving funds awarded by the University Financial Aid and Scholarship Services should be aware of policies regarding withdrawal from the University.

The Federal Higher Education Act requires the University to calculate a Return of Federal Student Aid Funds for students who withdraw (officially or unofficially) from all classes on or before the 60 percent attendance point in the semester. Using a pro-rata schedule, the percentage of the semester attended is used to calculate the amount of the student’s earned versus unearned Federal student aid funds. The unearned portion of Federal student aid funds will be returned to the appropriate aid program(s). Students withdrawing from classes are responsible for payment of any balance due after the required return of Federal student aid funds.

Graduation Requirements

For specific graduation requirements for any degree offered at NMSU please see the Degrees, Majors, Minors and Other Academic Programs of Study section, as well as the departmental sections for those requirements. These requirements will include the minimum GPA, total credits and specific course requirements for graduation.

Applying for a Degree

Any students that are in their final semester of classes are considered degree candidates and are required to submit an “Application for Degree” as well as pay graduation fees for each degree being sought. The application for Degree form is available online through the MyNMSU website. It must be completed and submitted by the designated deadline for that semester. The fees for the Las Cruces campus are all listed in the Tuition, Fees and other Expenses section of the catalog, once a student submits the application the fee will be included in the total cost for the semester or session in which the candidate anticipates completing their degree requirements.

If degree requirements are not completed during the semester/ session the student originally applied for, the student must then reapply and pay the appropriate fees. A $50 late fee applies to applications received after the application deadline, and no applications will be accepted after the posted deadline date.

A student must specify which catalog they are using for their degree requirements in order for the university to determine if the requirements are met and if a degree can be certified. The latest date for substitution or waiver of required courses for degree candidates is two weeks after the last date of registration for full or summer terms.

Attendance at the Commencement Ceremony

Commencement is a symbolic ceremony. Participation in commencement does not, in itself, mean that a student is considered an NMSU graduate. In order to be awarded a degree, a student must fulfill university requirements as determined by academic colleges. The degree will reflect the graduation date from the application for degree in which all degree requirements were determined by the academic colleges.

The academic colleges will confirm the students eligibility to participate in the commencement ceremony that is held at the close of the fall and spring semesters. Eligible candidates who are in the process of completing their final degree requirements and degree recipients from the previous summer session will participate in the fall ceremony. Students who are in the process of completing their final degree requirements in the spring must attend the spring ceremony. However, Bachelor degree candidates that wish to participate in a spring commencement, prior to completing degree requirements in summer school may do so if they meet the following conditions:
1. Receive permission from the Dean of their college
2. Show a minimum cumulative grade-point average of 2.0
3. Only need 12 or fewer credit hours to complete their degree requirements
4. These remaining credit hours must be offered in the upcoming summer schedule of classes
5. Submit a degree application and approved petition form (available in the Dean's office) by the last day to apply for a degree in the spring semester.

Academic Regalia
Each college may approve distinctive symbols to be worn by the top 10 percent of its graduates at commencement. Only one symbol may be worn by each graduate. In addition, the student with the highest honors in each college may wear a crimson-colored gown. No other symbolic additions to academic regalia are allowed without the approval of the Academic Deans Council.

Diploma
All fees and bills owed the university must be paid in full before a student may receive a diploma or official transcripts. The degree title and major(s) will be printed on the diplomas, in accordance to the degree application award, determined by the academic colleges. Academic honors will also be printed on the diplomas below the degree and major(s). The name on the diploma will reflect the student's current official NMSU records. Name changes are only processed for currently admitted students.

Diplomas will be mailed to graduates approximately eight weeks after the individual colleges certify the degree requirements and the final grades have been processed by the University Student Records Office. The diploma will be mailed to the address specified on the degree application, unless an address change was requested before the last day of the semester.

Undergraduate Academic Standing
When a student does not maintain adequate academic standing, he/she is placed in Academic Warning. If the student’s academic standing does not improve, the placement progresses to Academic Probation I. Continued unimproved academic standing moves a student into Academic Probation II, then finally, Academic Suspension. Each stage imposes more structure and limitations on the student in order to help them return to normal academic standing. The intent is not to punish, but to help the student return to normal academic standing and success. Since some of these limitations involve limitations on the number of credit hours, students on Probation or Suspension may be subject to loss of financial aid. It is the responsibility of the student to determine the impact of their changed academic standing on their financial aid. Notification to students of academic warning, probation, or suspension appears on the student's grade report at the end of each grading period.

Undergraduate Academic Warning
Issued only once, the first time a student's cumulative GPA falls below a 2.0 while in good academic standing. The University Student Records Office will send the student a notification detailing the consequences should the cumulative grade point remain below a 2.0 at the conclusion of the semester. A student on Academic Warning remains eligible for all extracurricular activities as governed by the rules of the specific activity. While under Academic Warning the following restrictions apply:

1. The student cannot enroll in more than 15 hours of coursework during the semester.
2. The student may be required to enroll in a 3-credit hour special study skills/time management course specifically designed for students on Academic Warning, or an equivalent course approved by the appropriate associate dean or CAO of their campus.
3. Students may be required to enter into a contract with their advisor, approved by their department head that places further stipulations on Academic Warning. The contract may include, but is not limited to the following:
4. The student may be required to take at least one repeat course to try to improve their GPA.
5. Except for the special study skills/time management course, the student's coursework may be restricted to their major.
6. The student may be required to get tutoring help.
7. The student may be required to see an academic counselor on a specified time schedule.
8. The number of credit hours a student may register for may be restricted (due to extenuating circumstances such as the student’s workload commitments).

The associate dean or CAO may place the student on Academic Probation I should the student not adhere to the stipulations of the contract.

If the student’s semester GPA is less than a 2.0, and the cumulative GPA remains below a 2.0 at the end of the semester on Academic Warning, the student is placed on Academic Probation I. If the semester GPA is greater than 2.0 but the cumulative GPA is still less than 2.0, the student will remain on Academic Warning. If the cumulative GPA is greater than a 2.0 at the end of the semester then the student is returned to good academic standing.

Undergraduate Academic Probation I
This occurs when a student under Academic Warning has a semester GPA less than 2.0, and the cumulative GPA remains below 2.0 at the conclusion of the semester or if the student maintains a semester GPA greater than 2.0 while on Academic Probation I but the cumulative GPA is still less than 2.0. Academic Probation I will also occur if a student falls below a 2.0 cumulative GPA from Good Academic Standing if Academic Warning already occurred in a previous term.

Under Academic Probation I the following conditions apply:

1. The student cannot enroll in more than 13 hours of coursework during the semester. **Note:** Students failing below 12 credits in any one semester will jeopardize their financial aid. Should this occur, students should see the associate dean in their college as soon as possible to try to implement corrective measures.
2. The student may enter into a contract or individualized education plan with their advisor and approved by the associate dean or CAO that place further stipulations on Academic Probation I. The associate dean or CAO may place the student on Academic Probation II or Academic Suspension should the student not adhere to the stipulations of the contract.
3. Students on Academic Probation receiving educational benefits from the Veterans’ Administration must obtain counseling from the Military & Veterans Programs Office.
4. Students admitted under special provisions whose transcripts indicate less than a 2.0 GPA are admitted on Academic Probation I.
The student must maintain a semester GPA equal to or greater than 2.0 until such time that the cumulative GPA is greater than 2.0 at which time the student goes back to good academic standing. Until the transition happens the student remains on Academic Probation I. The student will be placed on Academic Probation II if he/she is unable to maintain a 2.0 semester GPA, and the cumulative remains below 2.0 GPA, while under Academic Probation I. A student on Academic Probation I remains eligible for all extracurricular activities as governed by the rules of the specific activity.

**Undergraduate Academic Probation II**

Academic Probation II is issued in two ways.

- The first is when a student falls below a semester 2.0 GPA and the cumulative GPA remains below a 2.0 while on Academic Probation I.
- The second is when a student maintains a semester GPA greater than 2.0 while on Academic Probation II but the cumulative GPA is still less than 2.0.

The following restrictions are in place for student's in Academic Probation II:

1. The student cannot enroll in more than 7 credit hours of coursework during the semester.
2. As with rule 2 under Academic Warning and Academic Probation I and at the discretion of the associate dean or CAO, the student will be required to enter into a contract with their advisor, approved by the associate dean or CAO, to place further stipulations on Academic Probation II.

The associate dean or CAO may place the student on Academic Suspension should the student not adhere to the stipulations of the contract.

The student must maintain a semester 2.0 GPA or higher until the cumulative GPA reaches a 2.0 or higher at which time they are placed on good academic standing. A student unable to maintain a semester GPA of 2.0 or higher, and the cumulative remains below 2.0 GPA, while under Probation II will be placed on Academic Suspension. A student on Academic Probation II remains eligible for all extracurricular activities as governed by the rules of the specific activity.

**Continuing in Probationary Status**

Students may continue to enroll while on Academic Probation I or II provided they maintain a semester GPA of 2.0 or higher. If they withdraw from the university while on Academic Probation, they continue on that same level of Academic Probation.

**Removal of Academic Probation**

Such academic standing is removed when the cumulative GPA is raised to 2.0 or higher, with the following exceptions:

1. a transfer student may not remove probation by summer work alone;
2. if an I grade is removed after the student has enrolled, the new grade's effect on academic standing is based on its inclusion with grades for the term for which the student is enrolled;
3. exercise of the Adjusted Credit Option does not change academic status until subsequent grades are earned.

**Academic Suspension**

When a student does not achieve a semester 2.0 GPA or higher, and the cumulative remains below a 2.0 while under Academic Probation II, they are placed on Academic Suspension. Students under Academic Suspension are not allowed to take NMSU courses while under suspension. Students on Academic Suspension must sit out a minimum of 1 semester and apply for re-admission.

Under certain conditions, a student may be re-admitted at NMSU under regular status while under Academic Suspension when satisfactory progress has been demonstrated at another college or university (see Readmission-Degree Seeking). Credits earned at another university or college while under Academic Suspension from NMSU or another university or college will be accepted at NMSU only after the student demonstrates satisfactory progress over a period of two semesters after being re-admitted or admitted to NMSU. Acceptance of transfer credits that count toward degree requirements is still governed by the rules established by the student's respective college or campus.

**Summer Attendance Impact on Academic Standing**

A student may use summer classes to try to get warning or probationary status removed. Students suspended at the close of the spring semester may have their Academic Suspension rescinded if they attend summer session at NMSU or one of its Community College campuses. Such attendance must raise the combined spring semester and summer GPA to 2.0 or better. Under no circumstances may a student on Academic Warning or Academic Probation be allowed to register for an overload. The current academic status is continued if the student withdraws from the university and the probation or suspension status applies to all subsequent enrollments until the cumulative GPA is 2.0 or higher.

**Graduate Academic Probation and Suspension**

Graduate Academic Standing is based on both the student’s semester GPA and cumulative GPA. The student must maintain a cumulative GPA of 3.0 or higher to remain on Graduate Academic Good Standing.

**Graduate Academic Probation I**

A graduate student is placed on Graduate Academic Probation I when a graduate student’s semester GPA is above a 3.0 and the cumulative GPA drops below 3.0; or when the semester and cumulative GPA’s drop below 3.0 and the previous academic standing is Graduate Academic Good Standing.

**Graduate Academic Probation II**

Is issued when a graduate student semester GPA and the cumulative GPA drops below as 3.0 and the previous academic standing is one of Graduate Academic Probation I or Graduate Re-admit on Probation I.

**Graduate Academic Suspension**

If the graduate student is unable to maintain a semester GPA of 3.0 or higher and the cumulative remains below 3.0 GPA while under Graduate Academic Probation II, the student will then be placed on Graduate Academic Suspension.

Students on Graduate Academic Suspension are barred from enrolling in graduate level courses at NMSU while on Suspension. Graduate students on Graduate Academic Suspension must sit out a minimum of one semester. Graduate students on suspension who wish to continue Graduate School after suspension must re-apply to the department and Graduate School. The student must also petition College Academic Dean.
or the Graduate School Dean, based on the major and degree the student is pursuing to be removed from Graduate Academic Suspension. At this time the graduate academic suspension status will be evaluated for possible readmission to the department. Should the suspension be lifted, the graduate student is placed on Graduate Academic Probation II or Graduate Re-admit on Probation II until such time that the graduate cumulative GPA equals or exceeds 3.0.

If you have questions about your academic standing, please contact your department academic advisor or Graduate Dean’s office.

Student Academic Code of Conduct
The Student Academic Code of Conduct (SACC), applicable to both undergraduate and graduate students, provides procedures for the review and resolution of alleged or suspected academic misconduct within a reasonably prompt time frame. The full SACC is found in the university’s published Administrative Rules and Procedures (ARP), specifically ARP 5.10 and ARP 5.11.

While it is important to refer to the detailed governing rules in the ARP, the process is summarized as follows: An institution-wide Academic Conduct Officer is responsible for processing each case of alleged academic misconduct. The accused student is provided notice of the allegation and has the right to participate during the fact finding process. The student may contest the investigative findings or sanction before a neutral third party hearing panel member. Either party to the matter has the right to a final appeal of the findings or a Level II sanction to the Office of the Provost.

The SACC distinguishes between Level I Sanctions and Level II sanctions, depending upon the severity of the offense and other factors. The Level 1 sanction includes a formal warning. Offenses by graduate students and repeat offenses, even if less serious are subject to a Level II Sanction. Level II sanctions include a notation of academic misconduct on the student’s academic transcript.

The full policy, examples of academic misconduct, report form and a flowchart of the procedures for resolving alleged student academic misconduct is available at:

Policies
- ARP 5-10
- ARP 5-11

Examples of Academic Misconduct and Report Form
- ARP Appendix 5.10-A (Examples)
- ARP Appendix 5.11-B (Form)

Flowchart of Procedures
- ARP Appendix 5.11-A

Privacy Rights
The following information has been designated as directory information and is subject to release to the public under the Buckley Amendment (PL 98-380), “The Family Educational Rights and Privacy Act of 1974” student’s name, class level, college and major, dates of attendance, degree(s) earned, honors and awards, address, telephone number, NMSU email address, Aggie ID number, most recent previous educational institution attended, place of birth, and some information about students involved in recognized activities and sports.

Other information regarding disclosure of student data is posted on the University Student Records Office website and in the University Student Records Office (USRO), in compliance with the Act.

Requests for withholding directory information must be filed in writing with the USRO. A student may choose to hide his/her address and phone number from the campus phonebook through the myNMSU portal. This will only hide the information from the public but the records will still be officially kept within the USRO.

Social Security Numbers in Student Records
As required by law, social security numbers are collected from prospective and current students who are either applying for admission to the university or plan to seek employment on campus. The social security number is a confidential record and is maintained as such by the university in accordance with the Family Educational Rights and Privacy Act.

In addition, the university is mandated by federal tax regulations to provide tuition and fee payment information to the student and the Internal Revenue Service so that applicable educational tax credits may be computed. The social security number is required for tax reporting purposes.

Change in Demographic Information
Students wishing to make a legal name change, citizenship change, social security number update or a gender update can do so through the University Student Records Office (USRO). All students will need to fill out the “Demographic Change form” located at https://records.nmsu.edu/forms/ and provide one of the following documents to the USRO. Legal name changes will only be processed for students currently enrolled at NMSU or any of its Community Colleges.

1. Legal name change: students will need one legal documentation with the new name on it. This can be a Government Issued ID (drivers license, state card or valid passport), a Birth Certificate, a Court Order, a Marriage Certificate/Divorce Decree or a Certificate of Naturalization/I551 Card. Note: Documentation is not required to add/delete hyphen, space, apostrophe, or to abbreviate a middle name to initial.
2. Citizenship change: Certificate of Naturalization or I551 card.
3. Social Security Number Update: students will need to provide an original signed Social Security Card. Unsigned cards will not be accepted.
4. Gender Update: students will need to bring a Government Issued ID (drivers license, state ID card or valid passport) and a Revised Birth Certificate

Students may update their “preferred name”, which is the name used in lieu of a student’s legal name, on certain documents, such as, the email display name, learning management system, the phonebook, class rosters and advisee lists. This can be done by the student through the myNMSU portal and does not need to be done at the USRO.

For more information about the specific documents that are needed please contact the University Student Records Office at (575) 646-3411.
Changes in Residency Status for Tuition Purposes

The University Student Records Office (USRO) does not determine the laws and rulings for determining Residency, these are state laws that the USRO simply administers. An individual must establish legal residency in New Mexico before he or she is entitled to pay in-state tuition rates.

The student’s initial residency status is determined at the time of admission, any changes to this status must be initiated by the student through the USRO. A continuing student, classified as a non-resident, who has satisfied the requirements to establish residency may submit a Petition for In-State Residency Tuition Classification along with the required supporting documentation to the USRO Office. Petitions must be filed on or before the third Friday of the semester for which the student is requesting resident tuition.

For specific information about the process of petitioning for In-State Residency or for information about who is eligible for residency for tuition purposes please visit the https://records.nmsu.edu/residency/ website or the University Student Records Office on the Las Cruces campus.

Official Transcripts

An official transcript is the University’s certified statement of your complete NMSU academic record in chronological order by semester and year. It includes the student’s coursework, grades and any degrees that were awarded. Any credit hours earned through transfer work are listed as the equivalent course at NMSU. Grades are not transferred, nor are they used to calculate the NMSU grade point averages. Official transcripts will not be released if the student is in debt to the university.

Transcripts can either be ordered in person at the University Student Records Office or online at https://records.nmsu.edu/transcripts/, there will be a fee for these that may vary depending on the total number of transcripts ordered and the type of delivery method that is selected. A student can request two types of transcripts an electronic one, which is sent as a secured PDF or a printed hard copy that can be delivered in a sealed envelope.

The name that will appear on the student’s transcript will match the name on the student’s official NMSU record. Name changes will only be processed for students currently enrolled at NMSU or any of its Community Colleges.

Purging of Student Files

All academic files for students who attend NMSU are kept for five (5) years following the student’s final term enrolled. Only archival documentation will be retained. The files of students who do not enroll within one year after being admitted are destroyed.

Common Course Numbering Crosswalk

The Post-secondary Education Articulation Act charges the New Mexico Higher Education Department with establishing and maintaining a common course numbering system, in consultation with faculty. To this end, the common course numbering system includes both equivalent (Common) and unique courses.

- **Common Course**: is any course that is offered at multiple institutions throughout the state, has the same prefix/number combination, the same title, the same description, and at least 80% of the learning outcomes for the course are the same.
- **Unique Course**: is any course that is unique to the institution (the NMSU system), has a prefix/number combination, title, description and learning outcomes that are unique to the institution (the NMSU System).

The table below shows the previous NMSU System-wide course prefix/number combination, the future Common Course Numbering prefix/number combination, and an indicator of whether the course is deemed Common or Unique throughout the state.

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**ARCH - ARCHITECTURE**

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| ARCH 1110 | ARCT 104 | Common |
| ARCH 1112 | ARCT 124 | Unique |
| ARCH 1114 | ARCT 154 | Unique |
| ARCH 1120 | ARCT 101 | Common |
| ARCH 1121 | ARCT 170 | Unique |
| ARCH 1122 | ARCT 204 | Unique |
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| ARCH 2114 | ARCT 250 | Unique |
| ARCH 2115 | ARCT 254 | Unique |
| ARCH 2116 | ARCT 260 | Unique |
| ARCH 2122 | ARCT 274 | Unique |
| ARCH 2124 | ARCT 295 | Unique |
| ARCH 2220 | ARCT 211 | Unique |
| ARCH 2994 | ARCT 264 | Unique |
| ARCH 2995 | ARCT 291 | Unique |
| ARCH 2996 | ARCT 290 | Unique |

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| ARTH 444  | ART 444  | N/A    |
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| ARTS 1310 | ART 275 | Common |
| ARTS 1320 | ART 276 | Common |
| ARTS 1410 | ART 270 | Common |
| ARTS 1520 | ART 161 | Common |
| ARTS 1520 | ART 272 | Common |
| ARTS 1610 | ART 150 | Common |
| ARTS 1610 | ART 250 | Common |
| ARTS 1630 | ART 260 | Common |
| ARTS 1710 | ART 280 | Common |
| ARTS 1711 | ART 160 | Unique |
| ARTS 1712 | ART 163 | Unique |
| ARTS 1713 | ART 165 | Unique |
| ARTS 1810 | ART 285 | Common |
| ARTS 2010 | ART 267 | Common |
| ARTS 2355 | ART 286 | Unique |
| ARTS 2410 | OEPT 100 | Common |
| ARTS 2430 | OEPT 155 | Common |
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**THEA-THEATRE**

| THEA 1110G | THTR 101G | Common |
| THEA 1210G | THTR 105 | Common |
| THEA 1221 | THTR 110 | Unique |
| THEA 1222 | THTR 120 | Unique |
| THEA 1223 | THTR 130 | Unique |
| THEA 1310 | THTR 142 | Common |
| THEA 1310L | THTR 142 L | Unique |
| THEA 1415 | THTR 149 | Unique |
| THEA 2221 | THTR 210 | Unique |
| THEA 2310 | THTR 141 | Common |
| THEA 2310L | THTR 141 L | Unique |
| THEA 2340 | THTR 250 | Unique |
| THEA 2415 | THTR 249 | Unique |
| THEA 2421 | THTR 220 | Unique |
| THEA 2993 | THTR 200 | Unique |
| THEA 2996 | THTR 222 | Unique |
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Associate Degree and Certificate Programs

Note: Any item in this catalog is subject to modification at any time by proper administrative procedure. Check with Academic Advising or your Program Manager to inquire about potential changes between Catalog Publications.

Curricular requirements for a specific degree may be met by completing all of the course requirements for that degree as set forth in the catalog of matriculation provided that the selected catalog is not more than six years old when the requirements for graduation are met.

A

- Applied Business - Associate of Applied Business (p. 98)
- Applied Business Retail and Merchandising Services - Certificate (p. 99)
- Automotive Technology - Associate of Applied Science (p. 95)
- Automotive Technology - Certificate (p. 96)

B

- Building Trades - Woodworking Certificate (p. 98)

C

- Computer Technology - Associate of Applied Science (p. 103)
- Computer Technology - Certificate (p. 104)
- Creative Media Design - Associate of Applied Science (p. 109)
- Criminal Justice - Associate Degree (p. 110)

D

- Drafting and Graphics Technology - Certificate (p. 115)

E

- Early Childhood Education - Associate Degree (p. 117)
- Early Childhood Education - Certificate (p. 119)
- Education - Associate Degree (p. 120)
- Electronic Publishing - Associate of Applied Science (p. 127)
- Emergency Medical Services (EMS) - Basic Certificate (p. 140)
- Energy Technology - Certificate (p. 128)
Students who plan to earn a certificate in one of the Certificate programs complete ENGL 111G Rhetoric and Composition, before completing other course requirements. They are certainly of benefit to those enrolled. After completing any developmental courses, new students are advised to take the necessary English and Mathematics coursework. Students who have not taken the ACT and earned adequate scores. Some students may benefit by taking developmental coursework in English and/or Mathematics to strengthen skill levels in these areas. Although developmental courses do not meet degree requirements, they are certainly of benefit to those enrolled. After completing any developmental courses, new students are advised to take the necessary English and Mathematics coursework. Students who plan these electives to meet other requirements for their planned baccalaureate degree. Undecided students are encouraged to follow this degree program because it is flexible and will help structure their coursework. Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

The New Mexico General Education (p. 21) course list can be found here.

### Prefix | Title | Credits
--- | --- | ---
ENGL 1110G | Composition I | 4
ENGL 1110G | Composition II | 4
ENGL 2210G | Professional & Technical Communication | 3
ENGL 2221G | Writing in the Humanities and Social Science | 3
Oral Communication
COMM 1130G  Public Speaking  3
or COMM 1115G  Introduction to Communication

Area II: Mathematics
Select one MATH 1000-2000G course from the New Mexico General Education list 1, 2 3

Area III/IV: Laboratory Science and Social/Behavioral Sciences
Select one Area III: Laboratory Science Course (4 credits) 2 3
Select two Area IV: Social/Behavioral Science courses (6 credits total) 2

Area V: Humanities
Select any 3 credit course listed in the New Mexico General Education link; see link above. 2 3

Area VI: Creative and Fine Arts
Select any 3 credit course from the New Mexico General Education link; see link above. 2 3

General Education Elective 2 3-4
Other Core Requirements
OECS 105  Introduction to Information Technology 3
Electives, to bring the total credits to 60
Select a minimum of 25 credits from lower division courses, one of which must be 'G' course, and no more than 10 credits may consist of Career Technical Applied coursework and PHED credits. SPAN 1110, SPAN 1120, and ENGL 1120 are recommended for some Bachelor degree programs. 3

Total Credits 60-61

1  Student's subsequent transfer degree major should guide the selection of the math course.
A Mathematics course is required for the degree but students may need to take any prerequisites needed to enter the course first.

2  See the General Education (p. 21) section of the catalog for a full list of courses

3  Elective credit may vary based on prerequisites, dual credit, AP credit, and/or certificate coursework. The amount indicated in the requirements list is the amount needed to bring the total to 60 credits and may appear in variable form based on the degree. However, students may end up needing to complete more or less on a case-by-case basis and students should discuss elective requirements with their advisor.

See an advisor to determine which courses are considered “applied” coursework and run a degree audit.

300-400 level credits may not be applied to degree, without approval.

A Suggested Plan of Study

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<td>OECS 105</td>
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<td>Area II: Mathematics Course 1</td>
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<td>Elective 2</td>
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<td>Professional &amp; Technical Communication or Writing in the Humanities and Social Science</td>
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| Area III: Laboratory Science Course 1 | 4       |
| Area V: Humanities 1                | 3       |
| Area IV: Social/Behavioral Science Course 1 | 3       |
| Elective 2                          | 3       |

Credits 16

Second Year

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Credits 12-14

Total Credits 59-62

1  See the General Education (p. 21) section of the catalog for a full list of courses
2  Select a minimum of 25 credits from lower division courses, one of which must be 'G' course, and no more than 10 credits may consist of Career Technical Applied coursework and PHED credits. SPAN 1110, SPAN 1120, and ENGL 1120 are recommended for some Bachelor degree programs.

Name: Program Manager: Gene Romero
Office Location: McClure Hall
Phone: (505) 287-6668

Associate of Science Degree

60 credits

The Associate of Science (A.S.) degree represents the completion of the first two years of several bachelor's degree programs related to the sciences. Students pursuing the Associate of Science degree are advised to select courses that fulfill requirements for specific programs at New Mexico State University and that transfer to other four-year institutions. Many of the courses are General Education (G) courses. Students interested in the natural sciences (e.g., biology or chemistry) or fields closely related to the sciences (e.g., allied health science) are encouraged to follow this degree plan.

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

The New Mexico General Education (p. 21) course list can be found here.

Students are strongly encouraged to meet with an academic advisor for help in planning their studies and should be prepared to select their coursework from the following areas:
A Suggested Plan of Study

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<tr>
<td>OECS 105</td>
<td>Introduction to Information Technology</td>
<td>3</td>
</tr>
<tr>
<td>Area IV: Social/Behavioral Science Course</td>
<td>1</td>
<td>3</td>
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<tr>
<td><strong>Credits</strong></td>
<td></td>
<td>16</td>
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<tr>
<td><strong>Second Year</strong></td>
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<tr>
<td><strong>Fall</strong></td>
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</tr>
<tr>
<td>COMM 1130G or COMM 1115G</td>
<td>Public Speaking or Introduction to Communication</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1350G</td>
<td>Introduction to Statistics</td>
<td>3</td>
</tr>
<tr>
<td>Area V: Humanities Course</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Science Elective 2</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>Elective 2</td>
<td></td>
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</tr>
<tr>
<td><strong>Credits</strong></td>
<td></td>
<td>15-16</td>
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<tr>
<td><strong>Spring</strong></td>
<td></td>
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</tr>
<tr>
<td>Area VI: Creative and Fine Arts Course</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Science Elective 2</td>
<td></td>
<td>3-4</td>
</tr>
<tr>
<td>Electives 2</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td><strong>Credits</strong></td>
<td></td>
<td>15-16</td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td></td>
<td>60-62</td>
</tr>
</tbody>
</table>

1. ENGL 2210G Professional & Technical Communication is required for the BSN program. Note campus subtitle for preferred BSN English course.
2. Nursing students are advised to take MATH 1220G College Algebra, MATH 1430G Applications of Calculus I or higher. MATH 1130G Survey of Mathematics does not satisfy the BSN requirement.
3. See the General Education (p. 21) section of the catalog for a full list of courses.
4. Nursing students are required to complete CHEM 1120G Introduction to Chemistry Lecture and Laboratory (non majors) and BIOL 2110G Cellular Biology and BIOL 2110L Cellular Biology Lab.
5. Nursing students are required to take PSYC 1110G Introduction to Psychology and CEPY 1120G Human Growth and Behavior for the BSN.
6. Nursing students are required to complete a Statistics course; MATH 1350G Introduction to Statistics is recommended.
7. Nursing students are required to complete NUTR 2110 Human Nutrition, BIOL 2310 Microbiology & BIOL 2310L Microbiology Lab, BIOL 2210 Human Anatomy and Physiology I for the Health Sciences, and BIOL 2225 Human Anatomy and Physiology II.
AUTO 111. Automotive Mechanics Basics  
4 Credits (4)  
Basic maintenance procedures of the major components of the automobile using service repair manuals, hand and power tools, precision measurement equipment, fasteners and chemicals. Restricted to: Community Colleges only.

AUTO 112. Basic Gasoline Engines  
5 Credits (2+6P)  
Principles of gasoline engine operation. Identification, design, function of engine components; engine disassembly and reassembly; trouble shooting, and rebuilding heads.

AUTO 113. Automotive Electricity and Electronics PT I  
4 Credits (2+4P)  
Topics include mastery of DC electricity, use of digital multimeters, troubleshooting electrical problems in starting, charging and accessory systems. Restricted to Community Colleges only.

AUTO 114. Automotive Electricity and Electronics PT II  
4 Credits (2+4P)  
Advanced AC and DC automotive electronic circuits. Troubleshooting electronically controlled components including supplemental restraint systems and convenience accessories. May be repeated up to 4 credits.

Prerequisite(s)/Corequisite(s): AUTO 113. Restricted to Community Colleges campuses only.

AUTO 115. Automotive Engine Repair  
5 Credits (2+6P)  
Principles of gasoline engine operation. Identification of engine parts, operation, and function. Disassembly and reassembly. Engine problem diagnoses (cooling system, lubrication system, engine noises). Restricted to Community Colleges only.

AUTO 117. Electronic Analysis and Tune-Up of Gasoline Engines  
5 Credits (2+6P)  
Theory and operation of ignition and emission control systems and fuel system. Use of troubleshooting equipment and diagnostic equipment. 
Prerequisite: AUTO 120 or consent of instructor.

AUTO 119. Manual Transmission/Clutch  
5 Credits (2+6P)  
Manual transmission, transfer cases, and clutch operating principles. Students will diagnose problems, remove and replace, disassemble, repair, and assemble units.

AUTO 120. Electrical Systems  
4 Credits (2+4P)  
Troubleshooting and repair of starters, alternators, and associated circuits. Reading electrical diagrams, diagnosis and repair of electrical accessories. 
Prerequisite: consent of instructor.

AUTO 122. Automotive Brakes  
4 Credits (2+4P)  
Focus is on theory, diagnosis, and service of drum, disc, and anti-lock braking systems, brake component machining, hydraulic component reconditioning, friction and hardware replacement. Restricted to Community Colleges only.

AUTO 124. Automotive Heating and Air Conditioning  
4 Credits (2+4P)  
R12 and R134A air conditioning systems maintenance diagnosis and repair. R12 to R134A conversion procedures. Troubleshooting automatic temperature controls and leak detection. Restricted to Community Colleges only.

AUTO 125. Brakes  
5 Credits (2+6P)  
Theory of operation, diagnosis, repair, and maintenance of disc and drum brakes; safety and use of special tools.

AUTO 126. Suspension, Steering, and Alignment  
5 Credits (2+6P)  
Types of steering systems, suspension maintenance and repair, four-wheel alignment procedures.

AUTO 127. Basic Automatic Transmission  
4 Credits (2+4P)  
Theory and operation of the automatic transmission; maintenance, troubleshooting, diagnosis, and repair of components.

AUTO 129. Automotive Steering and Suspension  
4 Credits (2+4P)  
Diagnosis/service of suspension components including shocks, springs, ball joints, manual and power steering systems and four wheel alignment are some areas covered. Restricted to Community Colleges only.

AUTO 130. Introduction to Transportation Industry  
3 Credits (3)  
State and national traffic statutes that relate to the trucking industry. A Commercial Driver's License Learner s Permit will be obtained through successful completion of the course.

Prerequisites: Must be 18 years of age, have a current driver's license and consent of instructor.

AUTO 131. Class A CDL  
3 Credits (1+4P)  
Instruction in how to perform proper pre-trip inspection; hands-on training with a tractor-trailer unit on the backing range and street driving to develop skills necessary to pass Class A DCL exam. Restricted to Community Colleges campuses only.

Prerequisite(s): Class A CDL restricted license (permit) and either restriction of D.O.T.

AUTO 132. Automotive Air-Conditioning and Heating Systems  
4 Credits (2+4P)  
Theory and operation, reading schematic diagrams, troubleshooting, repair, and replacement operations performed.

AUTO 137. Fuel Systems and Emission Controls  
4 Credits (2+4P)  
Covers theory and operation of fuel system and emission control. Troubleshooting, vacuum diagrams, overhaul, repair and adjustment of carburetion and fuel injection. 
Prerequisites: AUTO 117 or consent of instructor.

AUTO 139. Automotive Computer Controls  
4 Credits (2+4P)  
Same as OEPM 139.

AUTO 162. Advanced Non-Structural Repair I  
4 Credits (2+4P)  
This course will involve the students in all phases of minor non-structural collision damage repairs. It will encompass sheet metal repair, advanced panel replacement and alignment. 
Prerequisite(s): AUTO 161.

AUTO 163. Advanced Non-Structural Repair II  
4 Credits (2+4P)  
This course is a continuation of AUTO 162 with emphasis in all phases of minor non-structural damage repair. The student will be instructed in sheet metal repair and panel alignment as well as the R&I of automotive glass and related components. 
Prerequisite(s): AUTO 162.
AUTO 164. Automotive Industry Collision Repair I
4 Credits (2+4P)
This advanced course is a continuation of AUTO 161, 162, and 163. This course will incorporate all areas of major non-structural collision damage repair. Through practical application the student will learn how to effectively repair all heavy collision damage using current I-CAR repair standards and procedures.
Prerequisite(s): AUTO 163.

AUTO 165. Automotive Industry Collision Repair II
4 Credits (2+4P)
This advanced course is a continuation of AUTO 164 with emphasis on time efficiency. This course will involve the student in all areas of major collision damage repair. The student will be exposed to all applicable I-CAR industry procedures and standards involved in sheet metal and composite panel repair.
Prerequisite(s): AUTO 164.

AUTO 172. Introduction to Automotive Refinishing
4 Credits (2+4P)
This course is designed to incorporate all aspects of surface preparation, paint safety, refinishing materials, and refinishing fundamentals. Students will receive instructions for the application of acrylic enamel and base coat/clear coat refinishing systems.

AUTO 174. Intermediate Automotive Refinishing
4 Credits (2+4P)
This course encompasses all areas of surface preparation, damage repair and refinishing procedures that are necessary for achieving a proper touch up. Students will also be exposed to safe work habits in the refinishing area and correct automotive detailing procedures.
Prerequisite(s): AUTO 172.

AUTO 176. Automotive Color Adjustment & Blending
4 Credits (2+4P)
This course will help develop the skills needed to match any type of paint. It will expose the student to color theory, color evaluation, color matching, and other color adjustment factors. The student will be instructed in multiple panel paint blending techniques as well.
Prerequisite(s): AUTO 174.

AUTO 178. Automotive Overall Refinishing
4 Credits (2+4P)
This course encompasses all areas of automotive refinishing. This advanced course is a continuation of AUTO 176 with emphasis in achieving industry refinishing times and standards consistent with that of I-CAR. The student will be exposed to surface preparation and refinishing techniques involved with overall coat/clear coat refinishing system.
Prerequisite(s): AUTO 176.

AUTO 181. Frame and Structural Repair
4 Credits (2+4P)
This course will involve the student in all areas of frame and structural damage repairs. Through theory and practical application, the student will learn how to diagnose and repair various types of damage include: mash, twist, sag, and side sway. This course will expose the students to safe work habits while using measuring and straightening equipment.
Prerequisite(s): AUTO 165.

AUTO 182. Structural Panel Replacement
4 Credits (2+4P)
This course is a continuation of AUTO 181 with infancies in structural panel replacement. The student will be exposed to frame and unibody measuring equipment and their proper use in sectioning procedures. Through theory and practical application the student will learn how to ID structural components, properly separate spot welds, position and weld new body panels in place.
Prerequisite(s): AUTO 181.

AUTO 201. Engine Performance I
4 Credits (2+4P)
Theory, function, service and analysis of engine related subsystems including ignition, fuel, starting, and charging systems. Focus is placed on diagnosis and operation of electronic engine control systems. Restricted to Community Colleges only.

AUTO 203. Engine Performance II
4 Credits (2+4P)
Study of engine management systems and emission control systems, their function and relationship to vehicle performance and air pollution. Emphasis is placed on the analysis and repair of non-compliant vehicles.
Restricted to Community Colleges only.

AUTO 204. Engine Performance III
4 Credits (2+4P)
Study of advanced level diagnostic test procedures and the equipment used to analyze OBD-II emission and drivability concerns. Use of Digital Storage Oscilloscopes, current ramping, Scan Tool analysis of 4 and 5 gas analyzers is mastered. Hybrid vehicles and the latest engine control systems are introduced. Restricted to Community Colleges only.

AUTO 205. Manual Drive Train and Axles
4 Credits (2+4P)
Operation, diagnosis, maintenance, repair or replacement of manual transmissions, clutch assemblies, differentials, drivelines, axles, and manual transaxles. Restricted to Community Colleges only.

AUTO 206. Automatic Transmissions
5 Credits (2+6P)
Operation, diagnosis, maintenance, and repair of automatic transmissions including rear wheel drive, front wheel drive, and electronically controlled transmissions and transaxles. Restricted to Community Colleges only.

AUTO 208. Introduction to Alternative Fueled Vehicles
3 Credits (3)
Course will familiarize student with conditions that are resulting in the alternative fueled vehicle movement as well as the design and safety precautions unique to each alternative fuel. Propulsion systems covered include electric vehicles, bio-fueled vehicles, hybrid-electric vehicles and hydrogen powered vehicles, along with other emerging technologies as appropriate. Restricted to: Community Colleges only.

AUTO 209. Hybrid Vehicle Service Techniques
3 Credits (3)
Designed for experienced automotive technicians, this course will cover safety procedures, design, operational overview and service techniques as well as minor diagnosis and repair of all classifications of hybrid-electric vehicles. Each student must possess legal Class ‘0’ high voltage gloves and liners to attend this class. Restricted to: Community Colleges only.
Prerequisite(s): AUTO 113 and AUTO 114.
AUTO 221. Cooperative Experience I  
1-6 Credits  
Supervised cooperative work program. Student is employed in an approved occupation and supervised and rated by the employer and instructor. Student will meet in a weekly class. Graded S/U.  
Prerequisite: consent of instructor.

AUTO 255. Special Problems in Automotive Technology  
1-5 Credits  
Individual studies in areas directly related to automotive technologies. May be repeated for a maximum of 12 credits.  
Prerequisite: consent of instructor.

AUTO 290. ASE Certification Preparation  
1 Credit (1)  
This is the capstone course for the Automotive Technology Program and is a requirement for graduation. Consent of Instructor required. Restricted to: AUTO majors. Restricted to Community Colleges campuses

AUTO 295. Special Topics  
1-6 Credits  
Topics to be announced in the Schedule of Classes.

Name: Program Manager: Erik Oskey  
Office Location:  
Phone: (505) 287-6635  
Website:  

Automotive Technology - Associate of Applied Science  
60 credits  
The Associate of Applied Science in Automotive Technology provides training for employment as an automotive technician or in a related field. The Automotive Technology laboratory and classroom facilities have been equipped with the most current test and training equipment available. Classroom instruction is combined with practical training in the laboratory to provide students with service and repair procedures required for ASE certification. Additional training is available for those technicians seeking to update current practices in the ASE certification areas.  

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

Program Requirements  

### General Education  
<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choose one course from four of the following six content areas for a total of 12-14 credits</td>
<td></td>
<td>12-14</td>
</tr>
</tbody>
</table>

This degree requires courses from Areas I, IV, V and IV; students do not need to select any other General Education courses to complete the requirement.

<table>
<thead>
<tr>
<th>Area I: Communications</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>ENGL 1110G</td>
<td>Composition I</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Area IV: Social/Behavioral Sciences</th>
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</thead>
<tbody>
<tr>
<td>PSYC 1110G</td>
<td>Introduction to Psychology</td>
</tr>
<tr>
<td>or SOCI 1110G</td>
<td>Introduction to Sociology</td>
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### Automotive Core Requirements  
<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 105</td>
<td>Introduction to Welding</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 112</td>
<td>Basic Gasoline Engines</td>
<td>5</td>
</tr>
<tr>
<td>AUTO 117</td>
<td>Electronic Analysis and Tune-Up of Gasoline Engines</td>
<td>5</td>
</tr>
<tr>
<td>AUTO 119</td>
<td>Manual Transmission/Clutch</td>
<td>5</td>
</tr>
<tr>
<td>AUTO 120</td>
<td>Electrical Systems</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 125</td>
<td>Brakes</td>
<td>5</td>
</tr>
<tr>
<td>AUTO 126</td>
<td>Suspension, Steering, and Alignment</td>
<td>5</td>
</tr>
<tr>
<td>AUTO 132</td>
<td>Automotive Air-Conditioning and Heating Systems</td>
<td>4</td>
</tr>
<tr>
<td>or AUTO 127</td>
<td>Basic Automatic Transmission</td>
<td></td>
</tr>
<tr>
<td>AUTO 137</td>
<td>Fuel Systems and Emission Controls</td>
<td>4</td>
</tr>
<tr>
<td>OETS 118</td>
<td>Mathematics for Technicians</td>
<td>3</td>
</tr>
<tr>
<td>or MATH 1215</td>
<td>Intermediate Algebra</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits: 59

1. Each course selected must be from a different area and students cannot take multiple courses in the same area.  
2. See the General Education (p. 21) section of the catalog for a full list of courses.

### A Suggested Plan of Study  
This roadmap assumes student placement in ENGL 1110G Composition I and demonstrates how to complete an Associate degree in two years. The contents and order of this roadmap may vary depending on initial student placement in mathematics and English. It is only a suggested plan of study for students and is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better in courses to avoid repeating courses and may consider completing General Education courses in the summer.

#### Course Title Credits

<table>
<thead>
<tr>
<th>First Year</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>Fall</td>
<td>ENGL 1110G</td>
<td>Composition I</td>
</tr>
<tr>
<td></td>
<td>WELD 105</td>
<td>Introduction to Welding</td>
</tr>
<tr>
<td></td>
<td>AUTO 112</td>
<td>Basic Gasoline Engines</td>
</tr>
<tr>
<td></td>
<td>OETS 118</td>
<td>Mathematics for Technicians</td>
</tr>
<tr>
<td>or MATH 1215</td>
<td>Intermediate Algebra</td>
<td></td>
</tr>
</tbody>
</table>

Credits: 15
Automotive Technology - Certificate

This Certificate is 100% embedded in, and leads to, the Associate of Applied Science in Automotive Technology at NMSU Grants.

Prefix | Title | Credits
--- | --- | ---
AUTO 125 | Brakes | 5
AUTO 126 | Suspension, Steering, and Alignment | 5
AUTO 112 | Basic Gasoline Engines | 5
AUTO 117 | Electronic Analysis and Tune-Up of Gasoline Engines | 5
AUTO 120 | Electrical Systems | 4
AUTO 137 | Fuel Systems and Emission Controls | 4
Select one from the following: | | 5
AUTO 119 | Manual Transmission/Clutch | 1
AUTO 127 | Basic Automatic Transmission ( & AUTO course) | 1

Total Credits | 33

1 If student takes AUTO 127 Basic Automatic Transmission for 4 cr, student will need to take other AUTO credits to reach the minimum 33 credits for the Certificate.

A Suggested Plan of Study

This roadmap is only a suggested plan of study in order to complete a Certificate in two semesters. It is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better in courses to avoid repeating courses.

Building Trades - Woodworking

Building Trades - Woodworking Certificate (p. 98)

BCT 100. Building Trades I
8 Credits (2+12P)
Equipment and general safety. Human relations, building construction surveying, footings, foundation form work, framing, sheathing, insulation. Basic electrical wiring and plumbing. Classroom instruction, on- the-job training, and problem solving.

BCT 101. Introduction to Construction I
2 Credits (2+1P)
Basic safety, including personal protective equipment, how to perform basic construction tasks safely, and what to do if an accident occurs. Includes basic construction methods. May be repeated up to 2 credits. Restricted to Community Colleges campuses only.

Corequisite(s): BCT 102, BCT 103.

BCT 102. Introduction to Construction II
2 Credits (2+1P)
Introduction to power and hand tools, blueprints, and basic rigging hardware and techniques. May be repeated up to 2 credits. Restricted to Community Colleges campuses only.

Corequisite(s): BCT 101, BCT 103.

BCT 103. Introduction to Construction Laboratory
3 Credits (3)
Provides students the opportunity to practice skills they have acquired in BCT 101 and BCT 102. It includes task-oriented projects in which students can apply many of the skills and knowledge that have been presented throughout the National Center for Construction and Education Research (NCCER) Carpentry Program. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

Corequisite(s): BCT 101, BCT 102.

BCT 104. Woodworking Skills I
3 Credits (1+4P)
Use and care of hand tools and elementary power tools, safety procedures, and supervised project construction.
BCT 105. Woodworking Skills II  
3 Credits (1+4P)  
Advanced woodworking skills to include use of advanced power tools, power tool safety, and supervised construction.  
Prerequisite: BCT 104 or consent of instructor.

BCT 106. Woodworking Theory and Practice  
3 Credits (2+2P)  
History of wood manufacturing, industrial techniques, wood characteristics, stains and finishes. Design and construction of minor wood projects.

BCT 107. Painting I  
4 Credits (2+4P)  
Types and applications of paints and clear coatings. Use of fasteners, caulks, and sealants. Restricted to: Community Colleges only.

BCT 109. Plumbing I  
3 Credits (2+3P)  
Covers orientation to the trade. Students will learn about materials used in the plumbing industry and the different types of plumbing fixtures. It includes task-oriented projects in which the students apply many of the skills and knowledge that are presented through the National Center for Construction and Education Research (NCCER) Plumbing Program. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

BCT 110. Blueprint Reading for Building Trades  
4 Credits (2+4P)  
Same as DRFT 151, OEET 101, OEPB 110.

BCT 111. Small Equipment Maintenance and Repair  
4 Credits (2+4P)  
Covers small engine theory, troubleshooting and repair, auto maintenance, hydraulic theory and repair lubricants, batteries and scheduled tool maintenance. Restricted to: Community Colleges only.

BCT 114. Basic Carpentry  
3 Credits (1+4P)  
Covers orientation to the trade; wood building materials, fasteners, and adhesives; detailed description and explanations of hand-operated and power tools, including safety; framing basics including laying out and constructing of wood floors, walls and ceilings and includes roughing in of door and window openings. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

BCT 115. Carpentry Level I  
3 Credits (1+4P)  
Describes the various kinds of roofs and provides instructions for lay out of the different roofing systems. Describes the various types of windows, skylights, and exterior doors and provides instruction for installation. May be repeated up to 3 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.

Corequisite(s): BCT 114; BCT 116.

BCT 116. Basic Carpentry Lab  
2 Credits (2)  
Provides students the opportunity to practice skills they have acquired in BCT 114 and BCT 115. It includes task-oriented projects in which students can apply many of the skills and knowledge that have been presented throughout the National Center for Construction and Education Research (NCCER) Carpentry Program. May be repeated up to 2 credits. Restricted to Community Colleges campuses only.

Corequisite(s): BCT 114; BCT 115.

BCT 117. Plumbing 1A  
3 Credits (2+2P)  
This course will introduce students to the plumbing profession. Students will become familiar with the tasks and responsibilities of plumbing professionals in the construction industry and gain a basic knowledge of the plumbing field. Restricted to Community Colleges campuses only.

BCT 118. Math for Building Trades  
3 Credits (3)  
Geometry, algebra, arithmetic, and basic trigonometry pertaining to mathematical applications in the building trades field. Same as OEET 118, DRFT 118, OEPB 118.  
Prerequisite: CCDM 103 N.

BCT 120. Building Trades II  
8 Credits (2+12P)  
Continuation of BCT 100: roofing; exterior and interior finish; masonry; door, window, and cabinet installation.

BCT 123. Residential Wiring I  
3 Credits (2+3P)  
Introduction to residential electrical wiring trade, electrical safety practices, basic electrical circuits and theory, reading and interpreting applicable construction prints/drawings, introduction to basic National Electric Code (NEC), and preparation for entry-level employment in residential electrical wiring. Restricted to Community Colleges campuses only.

BCT 130. Professional Development and Leadership  
1 Credit (1)  
As members and/or officers of various student professional organizations, students gain experience in leadership, team building, and community service. Students competing or participating in Skills USA are required to register for the course. May be repeated up to 6 credits. Consent of Instructor required. Restricted to: BCT majors. Graded: S/U Grading (S/U, Audit). Restricted to: Community Colleges only.

BCT 150. Forklift Operation  
1 Credit (1)  
Classroom instruction and hands-on practice to prepare students to operate a forklift safely in the workplace. Students will have the opportunity to earn a forklift operator’s permit. Consent of Instructor required. Restricted to Community Colleges campuses only.

BCT 200. Building Trades II  
8 Credits (2+12P)  
Continuation of BCT 100: roofing; exterior and interior finish; masonry; door, window, and cabinet installation.

BCT 206. Advanced Cabinetmaking  
3 Credits (1+3P)  
Advanced cabinetmaking skills, to include expert use of hand and power tools, professional construction and finishing techniques.  
Prerequisites: BCT 105, BCT 106, or consent of instructor.

BCT 209. Plumbing II  
3 Credits (2+3P)  
Continuation of BCT 109. Provides students the opportunity to gain more practice in the skills and knowledge learned in Plumbing I. Students will install fixtures and run the various plumbing supply lines from Plumbing Level I. The course included hands on projects in which the students apply many of the competencies that have been presented through the National Center for Construction and Education Research (NCCER) Plumbing Program. May be repeated up to 3 credits.  
Prerequisite(s)/Corequisite(s): BCT 109.
BCT 217. Building and the Environment  
3 Credits (3)  
Introduction to LEED’s, and Green Building Fundamentals, sustainability, sustainable design and green building evaluating cost implication of green building. Describes site development; managing site water runoff, improving a project’s water use efficiency. Discusses renewable energy sources, and introduces student to generating power on-site using renewable energy sources, improving a building’s indoor environment quality, improving the building industries’ environmental performance and environmental aspects of building maintenance, re-use and conservation. Restricted to: Community Colleges only.

BCT 218. Plumbing 2  
4 Credits (2+4P)  
This course builds on the skills and knowledge students have gained in previous BCT introduction to plumbing courses, focusing on installation of plumbing systems. Students will become familiar with the tasks and responsibilities of plumbing professionals in the construction industry and gain a basic knowledge of the plumbing field.  
Prerequisite(s): BCT 117 and BCT 119.

BCT 219. Weatherization in Construction  
3 Credits (2+2P)  
Introduction to industry weatherization standards and practices utilized in the construction of buildings for the purpose of energy conservation. Economic and environmental impacts of the use of energy in heating and cooling building will be examined.  
Prerequisite(s): BCT 101, BCT 102 and BCT 103.

BCT 221. Cooperative Experience I  
1-4 Credits  
Supervised cooperative work program. Student is employed in an approved occupation and is supervised and rated by the employer and instructor. Student will meet in a weekly class. Graded S/U.

Prerequisite: consent of instructor.

BCT 223. Residential Wiring II  
3 Credits (2+3P)  
Introduction to electrical raceways and fittings; electrical conductors and cables; basic electrical construction drawings, residential electrical services, and electrical test equipment. Restricted to Community Colleges campuses only.  
Prerequisite(s): BCT 123.

BCT 255. Special Topics  
1-6 Credits (1-6)  
Topics to be announced in the Schedule of Classes. May be repeated up to 12 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.

BCT 290. Special Problems in Building Technology  
1-4 Credits  
Individual studies in areas directly related to building technologies.  
Prerequisite: consent of instructor.

Name: Program Manager: Harry Sheski  
Office Location: Martinez Hall, Administrative Offices  
Phone: (505) 287-6648  
Website: Building Trades - Woodworking Certificate

The 16 credit hour certificate in Building Trades Woodworking is designed to provide an introduction to the theory and skills necessary for the construction of wood based items such as furniture and cabinets.

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCT 104</td>
<td>Woodworking Skills I</td>
<td>3</td>
</tr>
<tr>
<td>BCT 105</td>
<td>Woodworking Skills II</td>
<td>3</td>
</tr>
<tr>
<td>BCT 106</td>
<td>Woodworking Theory and Practice</td>
<td>3</td>
</tr>
<tr>
<td>BCT 206</td>
<td>Advanced Cabinetmaking</td>
<td>3</td>
</tr>
<tr>
<td>BCT 255</td>
<td>Special Topics (Furniture Making)</td>
<td>3</td>
</tr>
<tr>
<td>BCT 290</td>
<td>Special Problems in Building Technology</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td><strong>16</strong></td>
<td></td>
</tr>
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</table>

**A Suggested Plan of Study**

This roadmap is only a suggested plan of study in order to complete a Certificate in two semesters. It is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better in courses to avoid repeating courses.

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<tr>
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<tbody>
<tr>
<td><strong>First Year</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fall</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BCT 104</td>
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<td>BCT 106</td>
<td>Woodworking Theory and Practice</td>
<td>3</td>
</tr>
<tr>
<td>BCT 255</td>
<td>Special Topics</td>
<td>3</td>
</tr>
<tr>
<td><strong>Credits</strong></td>
<td><strong>9</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Spring</strong></td>
<td></td>
<td></td>
</tr>
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<td>BCT 105</td>
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<td>BCT 290</td>
<td>Special Problems in Building Technology</td>
<td>1</td>
</tr>
<tr>
<td><strong>Credits</strong></td>
<td><strong>7</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td><strong>16</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Business**

**Applied Business - Associate of Applied Business (p. 98)**

**Applied Business Retail and Merchandising (p. 99) Services Certificate (p. 99)**

Name: Program Manager: Dr. Harry Sheski  
Office Location: Martinez Hall, Administrative Offices  
Phone: (505) 287-6648  
Website: Applied Business - Associate of Applied Business

**60-62 credits**

The Associate degree in Applied Business is designed to prepare students for middle-level entry jobs in business. The general program surveys the fundamentals of business operations giving special consideration to basic accounting practices, basic business law,
economics, fundamentals of marketing, and management of human resources.

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60-62 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

### Prefix Title Credits

#### General Education

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Choose one course from four of the following six content areas for a total of 12-14 credits</td>
<td>12-14</td>
</tr>
</tbody>
</table>

This degree requires courses from Areas I, IV, V and VI; students do not need to select any other General Education courses to meet the requirement.

<table>
<thead>
<tr>
<th>Area</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>I: Communications</td>
<td>ENGL 1110G Composition I</td>
</tr>
<tr>
<td>IV: Social/Behavioral Sciences - complete both courses</td>
<td>ECON 2110G Macroeconomic Principles</td>
</tr>
<tr>
<td>V: Humanities</td>
<td>Choose one course from the following:</td>
</tr>
<tr>
<td></td>
<td>ENGL 1410G Introduction to Literature</td>
</tr>
<tr>
<td></td>
<td>HIST 1110G United States History I</td>
</tr>
<tr>
<td></td>
<td>HIST 1120G United States History II</td>
</tr>
<tr>
<td></td>
<td>HIST 1150G Western Civilization I</td>
</tr>
<tr>
<td></td>
<td>HIST 1160G Western Civilization II</td>
</tr>
<tr>
<td></td>
<td>PHIL 1115G Introduction to Philosophy</td>
</tr>
<tr>
<td>VI: Creative &amp; Fine Arts</td>
<td>Choose one course from the following:</td>
</tr>
<tr>
<td></td>
<td>ARTH 1115G Orientation in Art</td>
</tr>
<tr>
<td></td>
<td>ARTS 1145G Visual Concepts</td>
</tr>
<tr>
<td></td>
<td>MUSC 1130G Music Appreciation: Western Music</td>
</tr>
<tr>
<td></td>
<td>THEA 1110G Introduction to Theatre</td>
</tr>
</tbody>
</table>

#### Applied Business Core Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>ACCT 2110</td>
<td>Principles of Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 2120</td>
<td>Principles of Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 126</td>
<td>Retail Management</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 132</td>
<td>Principles of Selling</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 136</td>
<td>Forecasting Business Activity</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 216</td>
<td>Business Math (prerequisite CCDM 103 N) or MATH 1215 Intermediate Algebra</td>
<td>3</td>
</tr>
<tr>
<td>BMGT 221</td>
<td>Internship I</td>
<td>1</td>
</tr>
<tr>
<td>BMGT 240</td>
<td>Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>BUSA 1110</td>
<td>Intro to Business</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2120G</td>
<td>Microeconomics Principles</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2210G</td>
<td>Professional &amp; Technical Communication</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 2110</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MKTG 2110</td>
<td>Principles of Marketing</td>
<td>3</td>
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</table>

#### Other Course Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>OECS 105</td>
<td>Introduction to Information Technology</td>
</tr>
<tr>
<td>OECS 215</td>
<td>Spreadsheet Applications</td>
</tr>
</tbody>
</table>

Electives, to bring the total credits to 60

### A Suggested Plan of Study

This roadmap assumes student placement in MATH 1215 Intermediate Algebra and ENGL 1110G Composition I. The contents and order of this roadmap may vary depending on initial student placement in mathematics and English. It is only a suggested plan of study for students and is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change.

#### Course Title Credits

**First Year**

**Fall**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1110G</td>
<td>Composition I</td>
<td>4</td>
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<tr>
<td>ACCT 2110</td>
<td>Principles of Accounting I</td>
<td>3</td>
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<td>BMGT 132</td>
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<td>BMGT 216</td>
<td>Business Math or MATH 1215 Intermediate Algebra</td>
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<td>OECS 215</td>
<td>Spreadsheet Applications</td>
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</table>

Credits: 16

**Spring**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>ENGL 2210G</td>
<td>Professional &amp; Technical Communication</td>
<td>3</td>
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<tr>
<td>BUSA 1110</td>
<td>Intro to Business</td>
<td>3</td>
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<tr>
<td>ACCT 2120</td>
<td>Principles of Accounting II</td>
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<td>BMGT 216</td>
<td>Business Math or MATH 1215 Intermediate Algebra</td>
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</table>

Credits: 15

**Second Year**

**Fall**

<table>
<thead>
<tr>
<th>Course</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>AREA V: Humanities</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>AREA VI: Creative and Fine Arts</td>
<td></td>
<td>3</td>
</tr>
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<td>ECON 2120G</td>
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Credits: 15

**Spring**

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<tbody>
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<td>Internship I</td>
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</tr>
<tr>
<td>BMGT 240</td>
<td>Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>COMM 1115G or COMM 1130G</td>
<td>Introduction to Communication or Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 2110</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>MKTG 2110</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

Credits: 14

**Total Credits** 60

### Applied Business Retail and Merchandising Services - Certificate

16 credits
The Certificate in Applied Business Retail and Merchandising Services will enable students to acquire the fundamental business skills needed to manage and promote a retail sales operation. This is an applied certificate aimed at developing a student's employee performance and leading to pursuit of the Associate of Applied Business.

### Prefix Requirements

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### Contact

- **Dr. Harry Sheski**, Vice President for Academics
- **Location**: Administrative Offices, Martinez Hall
- **Telephone**: 505-287-6641

### Computer Technology

**Computer Technology - Associate of Applied Science** (p. 103)

**Computer Technology - Certificate** (p. 104)

#### Oecs 101. Computer Basics

1 Credit (1)

Hands-on instruction to introduce computer use and commonly used software. Graded S/U.

#### Oecs 105. Introduction to Information Technology

3 Credits (3)

Examination of information systems and their impact on commerce, education, and personal activities. Utilization of productivity tools for communication, data analysis, information management and decision-making. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

#### Oecs 110. Introduction to Power Point

1-3 Credits (1-3)

An introduction to Power Point software to develop business presentations. Includes concepts of basic presentation methods and graphic design principles. Students will create and deliver presentations using text, charts, digitized images, and sound. Restricted to Community Colleges campuses only.

#### Oecs 125. Operating Systems

1-3 Credits

Installation, configuration and optimization of current operating systems. Restricted to: Community Colleges only.

#### Oecs 128. Operating Systems Linux/Unix

3 Credits (3)

Installation, configuration, and use of Linux/Unix operating system software and utilities including hardware management, file management, use of command line, and scripting. Restricted to: Community Colleges only.

#### Oecs 140. Introduction to Game Production Industry

1-3 Credits (1-3)

Students explore the business behind game production, understanding how game companies are organized and funded, positions within the game industry, and what skills game producers need. Restricted to Community Colleges campuses only.

#### Oecs 141. Introduction to Interactive Game Programming

1-3 Credits (1-3)

This introductory programming class reviews the basics of programming, including the object-oriented approach. Students will de-construct existing games, develop their own code, and gain an appreciation for coding strategies. May be repeated for a maximum of 6 credits. Restricted to Community Colleges campuses only.

#### Oecs 145. Mobile Application Development

1-3 Credits (1-3)

Introduction to elements of mobile application coding including concepts, design strategies, tools needed to create, test and deploy applications for mobile devices. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

#### Oecs 155. Special Topics - Introductory Computer Technology

0.5-4 Credits (.5-4)

Topics to be announced in the Schedule of Classes. May be repeated up to 8 credits.

#### Oecs 185. PC Maintenance and Repair I

1-3 Credits

Introduction to most common types of PC configurations, installations, and failures. This course will explore troubleshooting skills for maintaining and repairing common hardware and software related problems. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

#### Oecs 192. C++ Programming I

3 Credits (3)

Development of skills in programming using the C++ programming language. Restricted to: Community Colleges only.
OECS 195. Java Programming I  
1-3 Credits  
Developing of skills in programming using the Java programming language. Restricted to: Community Colleges only.

OECS 200. Accounting on Microcomputers  
3 Credits (3)  
Fundamental accounting principles using popular microcomputer software to include G/L, A/R, A/P, purchase order, billing, inventory, and forecasting modules.  
Prerequisite: ACCT 2110 or OATS 121.

OECS 204. Linux Operating System  
1-3 Credits  
Install and configure the Linux operating system on X86 systems. Covers issues involved in maintaining operating system, networking, creating and managing users, and installing and updating software. General procedures for working with operating system includes maintaining disk space, preserving system security, and other related topics. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

OECS 205. Advanced Operating Systems: Administration  
3 Credits (3)  
Examines operating systems designed for PC, minicomputers and mainframes. Covers maintaining operating systems, creating and managing users, and installing and updating software. General procedures for working with operating system includes maintaining disk space, preserving system security, providing mail services, among other topics. May be repeated for a maximum of 6 credits.  
Prerequisite: OECS 128.

OECS 207. Windows  
0.5-3 Credits  
Covers local installation, configuration of core local services, managing users, and the general local management and maintenance of Windows workstations. May be repeated up to 6 credits.  
Prerequisite(s)/Corequisite(s): OECS 185. Restricted to Community Colleges campuses only.

OECS 208. Internet Applications  
1-3 Credits  
Survey of the Internet to include e-mail, file transfer, current search techniques, the World Wide Web and basic Web page development. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

OECS 209. Computer Graphic Arts  
1-3 Credits  
Basic graphics composition using computer programs to include editing and manipulating graphic images, clip-art, and printing of pictures. May be repeated for a maximum of 6 credits under different subtitles listed in the Schedule of Classes.  
Prerequisite: OECS 105, BCIS 1110, or OECS 101.

OECS 211. Word Processing Applications  
1-3 Credits  
Basic word processing to include composing, editing, formatting, and printing of documents. May be repeated under different subtitles listed in the Schedule of Classes for a maximum of 6 credits.  
Prerequisites: BCIS 1110 or OECS 105.

OECS 215. Spreadsheet Applications  
1-3 Credits  
Use of spreadsheets to include graphics and business applications. May be repeated for a maximum of 6 credits.  
Prerequisites: BCIS 1110 or OECS 105.

OECS 216. Programming for the Web  
3 Credits (3)  
Designing web-based applications using appropriate programming language(s) such as, but not limited to HTML, PHP, MySQL, SQL, Java, Perl, C or C++. May be repeated up to 6 credits. Restricted to: Community Colleges only.  
Prerequisite(s): One semester of any programming course.

OECS 220. Database Application and Design  
1-3 Credits  
Creating, sorting, and searching of single and multifile databases to include report generation and programming database commands. May be repeated for a maximum of 6 credits under different subtitles listed in the Schedule of Classes. Restricted to: Community Colleges only.  
Prerequisite(s): BCIS 1110 OR ET 120 OR ET 122 OR OECS 105.

OECS 221. Internship I  
1-3 Credits  
Work experience that directly relates to a student’s major field of study that provides the student an opportunity to explore career paths and apply knowledge and theory learned in the classroom. Internships may be paid or unpaid. Students are supervised/evaluated by both the employer and the instructor. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OECS majors. Graded: S/U Grading (S/U, Audit). Restricted to Community Colleges campuses only.  
Prerequisite(s): Consent of instructor.

OECS 222. Internship II  
1-3 Credits  
Continuation of OECS 221. Each credit requires specified number of hours of on-the-job work experience. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OECS majors. Graded: S/U Grading (S/U, Audit). Restricted to Community Colleges campuses only.  
Prerequisite(s): OECS 221 and consent of instructor.

OECS 227. Computer Applications for Technicians  
3 Credits (3)  
Computer applications for service technicians in various disciplines. Hardware and software applications explored. Includes operating systems, high level programming, and networking hardware and software.

OECS 230. Data Communications and Networks I  
1-3 Credits  
Definition of data communication; survey of hardware applications and teleprocessor software; examination and design of networks. May be repeated for a maximum of 6 credits.  
Prerequisite: OECS 185.

OECS 231. Data Communications and Networks II  
1-3 Credits  
Installation and application of popular microcomputer network software. May be repeated for a maximum of 6 credits.  
Prerequisite: OECS 230.
OECS 234. Linux Server
3-4 Credits (3-4)
This course addresses the implementation and support needs of IT professionals that are planning to deploy and support Linux Server(s). It provides in-depth, hands-on training for planning, implementation, management and support of Linux networking services. May be repeated up to 8 credits.
Prerequisite(s)/Corequisite(s): OECS 204. Restricted to: OECS majors. Restricted to Community Colleges campuses only.

OECS 235. Structured Query Language (SQL)
1-3 Credits
Installation, configuration, administration, and troubleshooting of SQL client/server database management system. May be repeated up to 3 credits.
Prerequisite(s)/Corequisite(s): OECS 220. Restricted to Community Colleges campuses only.

OECS 237. Windows Server
3-4 Credits (3-4)
This course addresses the implementation and support needs of IT professionals that are planning to deploy and support Microsoft Windows Server Active Directory Domain Services in medium to large businesses. It provides in-depth, hands-on training for Information Technology (IT) professionals responsible for the planning, implementation, management, and support of Windows Active Directory services. May be repeated up to 4 credits.
Prerequisite(s)/Corequisite(s): OECS 207. Restricted to Community Colleges campuses only.

OECS 245. Game Programming I
3 Credits (3)
Development of programming skills for games and animation using current programming languages and tools. May be repeated for a maximum of 6 credits.
Prerequisite: consent of instructor.

OECS 246. Game Programming II
3 Credits (3)
Continuation of OECS 245. May be repeated for a maximum of 6 credits.
Prerequisite: OECS 245.

OECS 250. Systems Analysis and Design I
3 Credits (3)
Analysis, configuration, design and testing of organizations' work flow as it relates to hardware, software, data, procedures and personnel. Systems Life Cycle approach matching end users' needs to feasible financial, technical and operational solutions. Restricted to Community Colleges campuses only.
Prerequisite(s): OECS 220.

OECS 255. Special Topics
1-4 Credits
Topics to be announced in the Schedule of Classes.

OECS 260. Hypertext Markup Language (HTML)
1-3 Credits
Coverage of HTML as used for web-page development for Internet and Intranet. Text manipulation, graphics, hypertext links, lists, and tables. May be repeated for a maximum or 3 credits.
Prerequisite: BCIS 1110 or OECS 105.

OECS 261. Introduction to Networks
3-4 Credits (3-4)
Introduction to networking principles including the practical and conceptual skills for understanding basic networking, planning and designing networks, implementing IP addressing schemes, examining the OSI and TCP/IP layers, and performing basic configurations for routers and switches. Aligns to the first course of the Cisco Networking Academy CCNA curriculum. Restricted to Community Colleges campuses only.

OECS 262. Essentials of Routing and Switching
3-4 Credits (3-4)
Examination of the architecture, components, and operations of routers and switches in a small network. Student will learn how to configure, verify and troubleshoot: routers and switches, static routing, default routing, VLANs, and ACLs. Aligns to the second course of the Cisco Networking Academy CCNA curriculum. May be repeated up to 4 credits.
Prerequisite(s)/Corequisite(s): OECS 261. Restricted to Community Colleges campuses only.

OECS 263. Network Fundamentals
3-4 Credits (3-4)
Fundamentals of networking architecture, components, and operations including practical and conceptual skills using routers and switches. Student will learn how to configure, verify and troubleshoot static routing, default routing, VLANs, and ACLs. This course aligns to the third course of the Cisco Networking Academy CCNA curriculum. May be repeated up to 4 credits.
Prerequisite(s)/Corequisite(s): OECS 262. Restricted to Community Colleges campuses only.

OECS 264. Network Routing Protocols
3-4 Credits (3-4)
Fundamentals of routing protocols for troubleshooting advanced network operations. Covers common networking issues such as RIP, OSPF, and EIGRP for IPv4 and IPv6 networks. This course aligns to the fourth course of the Cisco Networking Academy CCNA curriculum. May be repeated up to 4 credits.
Prerequisite(s)/Corequisite(s): OECS 263. Restricted to Community Colleges campuses only.

OECS 265. Network Security
3-4 Credits (3-4)
Fundamentals of design and implementation of network security solutions that will reduce the risk of system vulnerability. May be repeated up to 8 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): OECS 204 or OECS 207 or OECS 261 or consent of instructor.

OECS 275. PC Maintenance and Repair II
1-3 Credits
Continuation of OECS 185. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): OECS 185.

OECS 280. Desktop Publishing I
3 Credits (3)
Design and production of publication materials to fill the needs of business communities, using a microcomputer. May be repeated for a maximum of 6 credits. Same as OATS 280.
Prerequisites: either BCIS 1110, OECS 105.
OECs 290. Computer Technology Capstone  
1-3 Credits  
Refines skills learned in the OECs program. Culminates in a review and practice of advanced software applications. May be repeated up to 3 credits. Restricted to: OECs & OECT majors. Restricted to Community Colleges campuses only.  
Prerequisite(s): (OECs 125, OECs 128, OECs 207, OR OECs 203) AND (OECs 185 OR E T 283).

OECs 299. Independent Study  
1-3 Credits  
Specific subjects to be determined based on need. Restricted to: Community Colleges only. 

Name: Program Manager: Karen Henry  
Office Location: McClure, room 301  
Phone: (505) 287-6656  
Website: 

Computer Technology - Associate of Applied Science  

Are you looking for a high demand job in Computer Technology?  
We have a completely online program that aligns with industry certifications that will get you noticed.

Courses and their Industry Alignment  
OECs 185 PC Maintenance and Repair I = Comptia A+  
OECs 125 Operating Systems = Comptia A+  
OECs 207 Windows = Microsoft Windows 10 Exam #70-697  
OECs 204 Linux Operating System = Linux Exam LPIC-1 (101, 102)  
OECs 105 Introduction to Information Technology = Overview  
OECs 215 Spreadsheet Applications = Microsoft Office Specialist Exam #77-420  
OECs 280 Desktop Publishing I = Adobe InDesign CS5 Exam #9AO-142  
OECs 230 Data Communications and Networks I = Comptia Network +  
OECs 231 Data Communications and Networks II = Comptia Network +  
OECs 280 Desktop Publishing I = HTML 5/ CSS  

Entry-level positions usually start around $15 an hour or $30,000 a year. For more information, search job sites like Indeed for A+ certification or Computer Technician. These positions are growing rapidly with new companies moving into New Mexico all of the time.

Our program also leads into the online Bachelor of Information Communication Technology at NMSU Las Cruces.  

Feel free to contact the Program Manager, Karen Henry. See contact information under Contact tab.  

60 Credits  
The Associate of Applied Science in Computer Technology prepares students for entry-level work in the IT field. Skills include PC repair, installing and configuring operating systems, managing network systems and installing and configuring standard business software.

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60-62 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

(See also Certificate in Computer Technology) (p. 104)  

Prefixed Title Credits  
General Education  
Choose one course from four of the following six content areas for a total of 12-14 credits  
1  
This degree requires courses from Areas I, III and IV; students must select one course from the remaining areas to complete General Education requirements. 

Area I: Communications  
ENGL 1110G Composition I  

Area II: Mathematics  

Area III: Laboratory Sciences  
Select one Area III: Laboratory Sciences course  

Area IV: Social/Behavioral Sciences  
Select one of the following  
PSYC 1110G Introduction to Psychology  
or SOCI 1110G Introduction to Sociology  

Area V: Humanities  

Area VI: Creative and Fine Arts  

General Education Elective  
ENGL 2210G Professional & Technical Communication  

Core Requirements  
BCIS 1110 Introduction to Information Systems  
or OECs 105 Introduction to Information Technology  

OECs 125 Operating Systems  
or OECs 269 Network Security  

OECs 185 PC Maintenance and Repair I  
OECs 204 Linux Operating System  
OECs 207 Windows  
OECs 215 Spreadsheet Applications  
OECs 221 Internship I  
OECs 230 Data Communications and Networks I  
OECs 231 Data Communications and Networks II  
OECs 260 Hypertext Markup Language (HTML)  
or FDMA 1360 Web Design I  

Electives, to bring the total credits to 60-62  
Select 15 credits from the following:  

ARTS/FDMA/C S/OECs Electives  

Total Credits  
60-62  

1. Each course selected must be from a different area and students cannot take multiple courses in the same area.  
2. See the General Education (p. 21) section of the catalog for a full list of courses.

A Suggested Plan of Study  
This roadmap assumes student placement in ENGL 1110G Composition I. The contents and order of this roadmap may vary depending on initial student placement in mathematics and English. It is only a suggested
plan of study for students and is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>OECS 105</td>
<td>Introduction to Information Technology</td>
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<td>or BCIS 1110</td>
<td>or Introduction to Information Systems</td>
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<td>OECS 125</td>
<td>Operating Systems</td>
<td>3</td>
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<td>or OECS 269</td>
<td>or Network Security</td>
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<td>OECS 185</td>
<td>PC Maintenance and Repair I</td>
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<td>OECS 204</td>
<td>Linux Operating System</td>
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<td>OECS 207</td>
<td>Windows</td>
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<td>OECS 215</td>
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<td>OECS 230</td>
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<td>OECS 231</td>
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<tr>
<td>Any OECS/C S/FDMA/ARTS Elective Courses</td>
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<tr>
<td>If all courses are completed, apply for the Certificate in Computer Technology</td>
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<td>Credits</td>
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<th>Summer</th>
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<td>An OECS/C S/CMT Elective Course</td>
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<td>ENGL 1110G</td>
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<td>SOCI 1110G</td>
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<td>or PSYC 1110G</td>
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<tr>
<td>Select one Laboratory Science Course (4 credits from General Education list 1)</td>
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<td>OECS 260</td>
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<td>or FDMA 1360</td>
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<th>Spring</th>
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<tr>
<td>ENGL 2210G</td>
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<td>OECS 221</td>
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<tr>
<td>Choose one course from Area II, VI 1</td>
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<tr>
<td>ARTS/C S/FDMA/OECS Elective Courses</td>
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<td>Total Credits</td>
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1 See the General Education (p. 21) section of the catalog for a full list of courses.

**Creative Media Design**

Are you looking for a high demand job in Creative Media/Graphic Design? We have a completely online program that will get you noticed.

**Courses and their Industry Alignment**

- FDMA 1360 Web Design I = HTML, CSS
- FDMA 1510 Introduction to 3D Animation = 3D Studio Max
- FDMA 1120 Desktop Publishing
- FDMA 1535 Introduction to Illustrator = Adobe Illustrator
- FDMA 1515 Introduction to Digital Image Editing - Photoshop = Adobe Photoshop
- FDMA 1710 2D Animation = 3D Studio Max
- FDMA 1630 Principles of Design
- FDMA 1210 Digital Video Production I = Adobe Premiere

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**Computer Technology - Certificate**

30 credits

Students are given a variety of hands-on experiences to prepare them for computer related careers. There are opportunities for employment in a variety of settings including software support, computer repair, information management, networking and education.

This Certificate is 100% embedded in, and leads to, the Associate of Applied Science in Computer Technology at NMSU Grants.
FDMA 2360 Web Design II = Javascript
FDMA 2994 Portfolio Design & Development

Contact our Program Manager, Karen Henry, for more information. See contact tab.

Creative Media Design - Associate of Applied Science (p. 109)

FDMA 1110. Film History
3 Credits (3)
This course surveys the history of cinema -investigating the process by which the original "cinema of attractions" evolved into a globally dominant form of visual storytelling. We will explore the development of cinema both as an art form and as an industry, and consider the technological, economic, cultural factors, and key international movements that shape it.

FDMA 1120. Desktop Publishing
3 Credits (2+2P)
This course is designed to teach introductory skills for designing and creating publications and presentations with layout software. The course will focus on graphics and typographic design, fonts, and other skills for print and web publishing.

FDMA 1210. Digital Video Production I
3 Credits (2+4P)
An introduction to digital video production. Students learn camera operation, lights and audio equipment. Hands-on production is completed in the studio and on location.

FDMA 1220. Introduction to Digital Video Editing
3 Credits (3)
In this course, students learn the basics of the post-production process for non-linear video editing. Students work with multiple video formats and create short movies for multiple distribution platforms. Skills include media management and professional terminology.
Prerequisite(s)/Corequisite(s): FDMA 2382.

FDMA 1260. Introduction to Digital Media
1-3 Credits (1-3)
Explores concepts of how text, graphics, sound, images and video come together in a digital media program and researching new trends and current issues related to media applications and design. Students will be involved in teamwork, communication and workplace interaction simulation. May be repeated up to 12 credits. Restricted to Community Colleges campuses only.

FDMA 1360. Web Design I
3 Credits (2+2P)
This course provides an introduction to web development techniques, theory, and design. Students will learn HTML, CSS application, and strategies for effective site navigation and design, along with industry standard web editing software to develop various websites. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): ARTS 1520 OR FDMA 1515.

FDMA 1410. Audio Production I
3 Credits (2+2P)
Students will learn about and apply essential tools and techniques in analog and digital audio production. Topics include acoustic science, microphones, recording and mixing techniques, analog and digital audio hardware and software, including, multi-track, computer-based recording and editing systems. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 1210 and FDMA 2410.

FDMA 1415. Principles of Sound
3 Credits (2+2P)
The creation of a professional quality original media soundtrack is possible for relatively low production/post production cost. This class is designed to give the student and overview of creating sound for a variety of digital media. Topics include acoustic principles, sound design, audio hardware, recording techniques; and editing, processing, and multi-track mixing, using software applications. Restricted to: Community Colleges only.
Prerequisite(s)/Corequisite(s): FDMA 1220.

FDMA 1510. Introduction to 3D Animation
3 Credits (3)
This course provides an overview of 3D animation production processes. Students will be introduced to basic story development and the creation of computer-generated assets and cinematic sequences. The course will survey specialty areas of digital animation and various software and techniques applied in entertainment and information media. Students will review and critique other's animation, as well as plan and produce original animation for review by classmates and as part of a CGI demo reel.
Prerequisite(s): FDMA 2382 or FDMA 2381 or consent of instructor.

FDMA 1515. Introduction to Digital Image Editing - Photoshop
3 Credits (2+2P)
In this course, students will learn how to use the tools in Adobe Photoshop to create new images and edit existing images. Tools used will include selections, layers, and adjustments, among other pixel editing tools. Basic composition and output will be emphasized in all projects. May be repeated for a maximum of 6 credits.

FDMA 1531. Evolution of Electronic Games
3 Credits (2+2P)
Focus on the evolution of video games and how they have shaped mainstream entertainment. May be repeated up to 6 credits.

FDMA 1535. Introduction to Illustrator
3 Credits (2+2P)
Students receive instruction on vector graphics creation using vector illustration software. The students will create professional-quality artwork for print publishing and multimedia graphics. Instruction includes creating and manipulating basic shapes, drawing with the pen tool, using various brushes, working with type and preparing graphics for web, print, and digital publication. May be repeated for a maximum of 6 credits.

FDMA 1536. Advanced Computer Illustration
3 Credits (2+2P)
Advanced techniques in 2D vector drawing and fundamentals of 3D illustration for use in print, web, and multimedia applications. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1535.

FDMA 1545. Introduction to Photography & Digital Imaging
3 Credits (2+2P)
This course is a study of the principles and techniques of photography using digital equipment, and discusses how digital cameras, imaging editing, and technology have changed the world of photography. Students will learn about studies in resolution, lighting, software, editing, printing, and web applications. They will gain fundamental knowledge in the rapidly expanding technology of photography and imaging, and be able to incorporate the knowledge into all areas of digital graphics.
FDMA 1555. Introduction to the Creative Media Industry  
3 Credits (3)  
This class is an introductory course for students who are beginning their understanding of Media and how it affects them and our society. It offers a broad-stroked view of the entire industry including Marketing, Production, History, Jobs, Design, Architecture, New Media Literacy, and industry standards. Students will listen to experts in the field, get involved in open discussions about the industry and use new information to complete hands-on individual & group assignments.

FDMA 1630. Principles of Design  
3 Credits (2+2P)  
This course will explore how we see and use visuals to communicate information. Students will develop critical thinking skills in applying concepts of basic design principles. Students will apply the concepts with hands-on and analysis assignments. These concepts will then be applied to design for advertising, print, digital media, and web design. The business of design will also be covered with emphasis on client relations and networking Restricted to: Community Colleges only. Prerequisite(s): FDMA 1535

FDMA 1710. 2D Animation  
3 Credits (2+2P)  
Concepts and techniques in storyboarding and creating interactive 2D animations for web, multimedia and video. Prerequisite(s): FDMA 1535.

FDMA 1715. 2-D COMPOSING & FX  
3 Credits (3)  
The purpose of this course is to familiarize students with the powerful compositing and special effects tools of Adobe After Effects for 2D, traditional animation. Students will learn how to assemble an existing un-rendered animation into a final piece with advanced 3D lighting, spacing, and digital effects so that it can achieve a dynamic, professionally rendered look. Restricted to Las Cruces campus only.

FDMA 1720. 3-D Character Design  
3 Credits (2+4P)  
Focus on designing a character and then taking that design and building it in 3D using intermediate modeling techniques. May be repeated for a maximum of 6 credits. Prerequisite(s): FDMA 1510 or FDMA 2530.

FDMA 1996. Selected Topics  
1-4 Credits (1-4)  
Specific titles to be announced in the Schedule of Classes. May be repeated for a maximum of 18 credits. Restricted to Community Colleges campuses only.

FDMA 2111. Environmental Scene Design  
3 Credits (2+4P)  
Modeling design techniques used to create environments and scenes for use in animated films and games. Investigation of both natural and architectural environments to be recreated in the virtual world. Prerequisite(s): FDMA 1510 or FDMA 2530.

FDMA 2120. Film Crew I/ Introduction to Film and Media Workflow  
9 Credits (9)  
An introduction to the film industry. This class teaches film production processes, film crew hierarchy, film production set-safety and etiquette and provides hands-on training in industry standard film production equipment. Students complete the semester by participating as a below-the-line crew member on a short film. Restricted to: Community Colleges only.

FDMA 2125. Film Crew II  
9 Credits (9)  
The second course designed to train students to become working members of film crews. It will be taught by working film professionals. Content will be lecture and hands-on. Students complete the semester by working as part of an actual film crew as below-the-line and above-the-line crew members. Restricted to: Community Colleges only. Prerequisite(s): FDMA 2120.

FDMA 2144. Pre-production Management  
3 Credits (2+2P)  
Pre-production planning paperwork breakdowns, budgeting, and scheduling; taking a project from start to finish from a producers standpoint. Prerequisite(s): FDMA 1210.

FDMA 2150. Desktop Publishing II  
3 Credits (2+2P)  
This class will enhance and build upon student layout/design skills developed in the Introduction to Desktop Publishing course, incorporating intermediate to advanced concepts in typography and layout design. Upon completion of this course, students will be able to use page layout software to prepare a variety of documents for presentation and critique, including newsletters, instructional flyers, and other complex design/typographic pieces May be repeated up to 6 credits. Restricted to Community Colleges campuses only. Prerequisite(s): FDMA 1120.

FDMA 2210. Digital Video Production II  
3 Credits (2+2P)  
Advanced techniques of the tools and application of professional film making. May be repeated for a maximum of 6 credits. Prerequisite: FDMA 1210.

FDMA 2235. Music Production Master  
3 Credits (2+2P)  
Advanced digital audio post production and recording techniques using current entertainment industry-standard software and hardware. Restricted to: Community Colleges only. Prerequisite(s): FDMA 1415 and FDMA 2410.

FDMA 2241. Advanced Camera Techniques  
3 Credits (2+2P)  
Professional camera techniques and training for electronic news gathering and studio filmmaking. Utilizes high-end handheld shooting techniques, cranes, dollies, and steadicam training. May be repeated for a maximum of 6 credits. Prerequisite(s): FDMA 1210.

FDMA 2285. Digital Video Production and Editing II  
3 Credits (2+2P)  
Advanced features of digital video, audio/music, and titling production software. Included are color correction, vector scopes, motion effects, and advanced editing techniques used by filmmakers. Restricted to Community Colleges campuses only. May be repeated up to 6 credits. Restricted to Community Colleges campuses only. Prerequisite(s): FDMA 1220.

FDMA 2287. Digital Design Studio  
1-3 Credits  
A design studio environment in which students obtain real-world experience while providing service to college and non-profit associations with faculty supervision using a variety of media. Can be used with permission to fulfill cooperative requirement. May be repeated for a maximum of 6 credits. Prerequisite(s): FDMA 1630 or ARTS 1712.
FDMA 2310. History of Cinema I  
3 Credits (3)  
This course surveys the history of cinema - investigating the process by which the original "cinema of attractions" evolved into a globally dominant form of visual storytelling. We will explore the development of cinema both as an art form and as an industry, and consider the technological, economic, cultural factors, as well as many key international movements that helped shape it. Restricted to: G-CMI, DFM, ANVE majors.

FDMA 2311. History of Animation  
3 Credits (3)  
Explores the history of Animation as an art form and industry through readings, screenings, lecture and periodic guest speakers. Restricted to: G-CMI, ANVE, DFM majors. Restricted to Las Cruces campus only.

FDMA 2312. History of Media Design  
3 Credits (3)  
An introduction to the principles of design history and theory within a chronological framework of historical and emerging media.

FDMA 2325. Advanced Photoshop  
3 Credits (2+2P)  
This course expands on the Photoshop skill set to develop proficiency with selections, masking, channels, filters, color correction, painting tools, vector integration, video, special effects, and compositing techniques. The focus is on the core image-editing tools of Photoshop that can be universally applied to photography, print, film or the web. The material is covered in production-oriented projects and students develop work suitable for portfolios. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.  
Prerequisite(s): FDMA 1515.

FDMA 2326. Digital Photography and Imaging II  
3 Credits (2+2P)  
Provide understanding and skills needed for advanced digital capture, editing, optimizing and manipulating photographic images for print, web and multimedia applications. The course will prepare students to make more advanced technical and more refined aesthetic decisions relative to specific photographic applications. Restricted to: Alamogordo campus, Carlsbad campus, Dona Ana campus.  
Prerequisite(s): FDMA 1545.

FDMA 2360. Web Design II  
3 Credits (2+2P)  
In this course, students will refine their skills in coding and web graphic design as well as be introduced to methods in constructing sites that adhere to the standards of responsive web design. Students will expand their knowledge of HTML and CSS using a code editor, and they will both analyze existing websites and also construct an interactive website. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.  
Prerequisite(s): FDMA 1360.

FDMA 2365. Web Design for Small Business  
3 Credits (2+2P)  
Technology and techniques for designing and building a web presence for small business. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.  
Prerequisite(s): FDMA 1360.

FDMA 2370. Advanced Web Techniques  
3 Credits (2+2P)  
Creating and managing complex web sites using advanced techniques and tools. May be repeated for a maximum of 6 credits. Restricted to Community Colleges only.  
Prerequisite(s): FDMA 1515 and FDMA 2360.

FDMA 2381. Storyboarding  
3 Credits (3)  
Examines effective writing principles to create storyboards that communicate the overall picture of a project, timing, scene complexity, emotion and resource requirements. Further, the purpose of this course is to introduce students to the principles of visual storytelling—in film—through the use of the storyboard. In other words, to show how storyboards are critical ‘architectural component’ of the filmmaking process, used as a blueprint (or guide) to communicate the complex elements of a film story. Crosslisted with: ENGL 2381. Restricted to: DFM, ANVE, G-CMI majors. Restricted to Las Cruces campus only.

FDMA 2382. Principles of Story Across the Media  
3 Credits (3)  
The purpose of this course is to help students understand the basic elements of narrative structure (e.g. character, dramatic conflict, theme, etc.) and how these elements may be used effectively in media expression. Crosslisted with: ENGL 2382. Restricted to: G-CMI, DFM, ANVE majors. Restricted to Las Cruces campus only.

FDMA 2410. Audio Production II  
3 Credits (2+2P)  
Students will use skills developed in the Audio Production I course to produce audio projects utilizing a variety of analog and digital audio hardware and software, including continued use of multi-track, computer-based recording and editing systems, as well as exploring more advanced audio techniques and concepts. Restricted to: Community Colleges only.

FDMA 2510. Introduction to Sound Design for Film  
3 Credits (3)  
This course is an introduction to the principles, techniques and applications of sound design and film scoring. Students learn how sound affects storytelling in a film, examine the role of sound from the script to screen, and the professional process of creating a soundtrack. Students learn how to use sound equipment in a production environment and execute basic techniques used to develop a soundtrack. Crosslisted with: FDMA 1415.  
Prerequisite(s)/Corequisite(s): FDMA 2382. Restricted to: DFM, ANVE majors. Restricted to Las Cruces campus only.

FDMA 2520. Introduction to Cinematography  
3 Credits (3)  
The Director of Photography (or Cinematographer), in close collaboration with the Director and Production Designer, helps determine the look of a film. This course is designed to introduce students to the technical and aesthetic fundamentals of creating, developing, and collaborating on the visual elements of storytelling, using camera framing, lensing, and lighting fundamentals such as shadows, light and color. May be repeated up to 6 credits. only. Prerequisite(s)/Corequisite(s): FDMA 2382 (Las Cruces Campus) or FDMA 1210 (Community College Campus(es)
FDMA 2530. Introduction to 3D Modeling
3 Credits (3)
This course will introduce 3D modeling methods and current practices. Students will learn preliminary and detailed modeling techniques using industry-standard software. Methods emphasize formal and functional aspects of modeling as they apply to mechanical, organic, and sculpted topology for application in animation, games, and information media. May be repeated for a maximum of 6 credits.

FDMA 2535. Digital Illustration
3 Credits (3)
Introductory course examining traditional artistic expressions and translating visual art experiences into a digital art medium to enhance visual storytelling. Students acquire basic principles of drawing and painting through hands-on experience manipulating tonal value, composition, form development, light and shadow, color theory, rendering realism, and graphic design. Restricted to: DFM, ANVE majors. Restricted to Las Cruces campus only.

FDMA 2570. Creative Media Studio
3 Credits (2+2P)
A studio environment where students specialize in creating film-festival quality and portfolio-ready projects under the supervision of faculty. May be repeated for a maximum of 6 credits. 
Prerequisite(s): FDMA 1210 and FDMA 1220 or FDMA 2530.

FDMA 2710. Beginning 2-D Animation
3 Credits (3)
Students will learn the basics of digital 2D animation by working through a variety of exercises, creating an original storyboard, and animating five or more shots utilizing industry-standard software. Restricted to: DFM, ANVE majors. Restricted to Las Cruces campus only.

FDMA 2715. Special Effects
3 Credits (2+4P)
Creating advanced virtual special effects for both rigid and soft bodies. Using MEL, dynamic principles, mixing nodes, and advanced particle systems. How to drive particles over surfaces, add texture to flow, create surface tensions, and use collision events to drive texture. Study of integrating computer-generated images with real-life video and audio.
Prerequisite(s): FDMA 2530 or FDMA 2765.

FDMA 2720. 3-D Animation
3 Credits (3)
Overview of the essentials and principles of 3D animation; creative methods for using industry-standard tools to produce the illusion of movement for storytelling. Topics include: keyframe and curve animation, kinematics, cycle animation, camera animation, deformers, and constraints.
Prerequisite(s): FDMA 1510, FDMA 2710 or consent of instructor.

FDMA 2725. Rigging for 3D Animation
3 Credits (3)
This course will introduce principles and practices of current 3D animation rigging. Students will develop fundamental methods necessary to create character rigs. Students will learn aesthetic, technical, and optimization concepts as they apply to organic and mechanical designs. Topics will include: hierarchies, constraints, deformation rigging, skeleton creation, skinning, forward and inverse kinematics, controls, body and facial rigging. Restricted to: DFM, ANVE majors.
Prerequisite(s): FDMA 1510.

FDMA 2730. Advanced Character Animation
3 Credits (2+2P)
Focus on complex rigging techniques as well as utilizing advanced animation functions to blend multiple animations into complex animations. May be repeated for a maximum of 6 credits. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 2530.

FDMA 2735. Advanced 3D Animation Workshop A
3 Credits (2+4P)
Program capstone. Students will utilize the skills learned in the program to produce their final animation. Group integrated projects are strongly recommended to emulate a real-work animation studio environment. May be repeated for a maximum of 9 credits. Consent of instructor required.
Corequisite(s): FDMA 2740.

FDMA 2740. Advanced 3D Animation Workshop B
3 Credits (2+4P)
Program capstone. Students will utilize the skills learned in the program to produce their final animation. Group integrated projects are strongly recommended to emulate a real-work animation studio environment. May be repeated for a maximum of 9 credits. Consent of instructor is required.
Corequisite(s): FDMA 2735.

FDMA 2745. Light, Shade, Render
3 Credits (3)
This course will explore the theory and practice of 3D lighting and rendering methodologies. Techniques covered will implement cameras, lighting sources, textures, surface-mapping and algorithmic rendering to produce stylized and photo-realistic images. Topics covered will include direct and indirect lighting, shaders that simulate physical substances and effects, rendering multiple passes and simulating physical lens effects. Restricted to: DFM, ANVE majors. Restricted to Las Cruces campus only.
Prerequisite(s): FDMA 1510, FDMA 2730, or Consent of Instructor.

FDMA 2750. Digital Sculpting
3 Credits (3)
Introduce students to the 3D sculpting programs which are the industry standard sculpting programs. Students will learn how to create complex high polygon sculptures and normal maps and transfer the models into 3D studio Max and Autodesk Maya. May be repeated up to 6 credits. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 2530.

FDMA 2755. Drawing for Animation
3 Credits (3)
Introductory study of the human and animal form in relation to animation. Students learn fundamentals and exaggeration of the figure, as related to proportion, rhythm, mechanics, and motion. Areas of focus are: basic form, proportion, shape, contour, gesture, anatomy, portraiture, perspective, clothing effects and drawing from observation. Restricted to: CMT, DFM, ANVE majors.

FDMA 2770. Critical Game Studies
3 Credits (2+2P)
Focus on creating a complete design document utilizing techniques and standards used in the industry today. May be repeated for up to 6 credits. Restricted to: Community Colleges only.

FDMA 2775. Game Tools and Techniques
3 Credits (2+2P)
Focus on the different engines and gaming technologies that power the games of today. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 2770.
FDMA 2785. Level Design Concepts  
3 Credits (2+2P)  
Focus on the design and creation of video game levels. Dealing with the challenges and pitfalls of different video game genres. May be repeated for a maximum of 6 credits. Prerequisite(s): FDMA 2770

FDMA 2993. Workshops (Advanced Photography-Subtitle)  
1 Credit (1)  
This is a series of 1-credit workshops offering specialized and intense advanced skill training and upgrading applications of photography for commercial purposes and training in photographic skills and styles presented by a variety of professional lecturers. May be repeated up to 7 credits. Restricted to Community Colleges only.  
Prerequisite(s): FDMA 1545.

FDMA 2994. Portfolio Design & Development  
1-3 Credits  
Personalized design and creation of the student's professional portfolio including hard-copy, demo reel, and online. May be repeated up to 6 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.

FDMA 2995. Film Crew Cooperative Experience  
3-6 Credits (3-6)  
Industry production experience in specific craft areas for film crew technicians who have successfully completed two semesters of FTTP. Restricted to: Dona Ana campus, Carlsbad campus.  
Prerequisite(s): FDMA 2125.

FDMA 2996. Special Topics  
1-4 Credits  
Specific topics to be announced in the Schedule of Classes. May be repeated for a maximum of 18 credits.

FDMA 2997. Independent Study  
1-3 Credits  
Individual studies directed by consenting faculty with prior approval of department head. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.  
Prerequisite(s): Minimum GPA of 3.0 and sophomore standing.

FDMA 2998. Internship  
1-3 Credits  
Work experience that directly relates to a student's major field of study that provides the student an opportunity to explore career paths and apply knowledge and theory learned in the classroom. Internships may be paid or unpaid. Students are supervised/evaluated by both the employer and the instructor. May be repeated up to 9 credits. Consent of Instructor required. Graded: S/U Grading (S/U, Audit). Restricted to Community Colleges campuses only. Consent of instructor required.

Name: Program Manager: Karen Henry
Office Location: McClure, room 301  
Phone: (505) 287-6656

Creative Media Design - Associate of Applied Science

60 credits  
The Associate of Applied Science in Creative Media prepares students for entry-level work in the media industry. Skills include both above and below the line concepts including working with audio and video equipment, editing, acting, directing, and writing. Students also build skills in communications, project management and computers that are transferable to other media related jobs including education, television and gaming.

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60-61 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

Prefix Title Credits  
General Education  
Select one course from four of the following six content areas for a total of 12-14 credits.  

<table>
<thead>
<tr>
<th>Area I: Communications</th>
<th>ENGL 110G</th>
<th>Composition I</th>
<th>3</th>
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</thead>
<tbody>
<tr>
<td>Area II: Mathematics</td>
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<tr>
<td>Area III: Laboratory Sciences</td>
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<tr>
<td>Area IV: Social/Behavioral Sciences</td>
<td>PSYC 110G</td>
<td>Introduction to Psychology</td>
<td>3</td>
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<tr>
<td>or SOCI 110G</td>
<td>Introduction to Sociology</td>
<td>3</td>
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<tr>
<td>Area V: Humanities</td>
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<tr>
<td>Area VI: Creative and Fine Arts</td>
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</tbody>
</table>

General Education Elective  
ENGL 2210G Professional & Technical Communication 3

Core Requirements  
FDMA 1120 Desktop Publishing 3
FDMA 1210 Digital Video Production I 3
FDMA 1360 Web Design I 3
FDMA 1510 Introduction to 3D Animation 3
FDMA 1515 Introduction to Digital Image Editing - Photoshop 3
FDMA 1535 Introduction to Illustrator 3
FDMA 1630 Principles of Design 3
FDMA 1710 2D Animation 3
FDMA 2360 Web Design II 3
FDMA 2994 Portfolio Design & Development 3

Other Course Requirements  
OECS 105 Introduction to Information Technology 3

Electives, to bring the total credits to 60  
Select courses from the following prefixes: ARTS/ CS/FDMA/ OECS 11

Total Credits  
60-61

1 Each course selected must be from a different area and students cannot take multiple courses in the same area.
2 See the General Education (p. 21) section of the catalog for a full list of courses.
3 Elective credit may vary based on prerequisites, dual credit, AP credit, and/or certificate coursework. The amount indicated in the requirements list is the amount needed to bring the total to 60 credits and may appear in variable form based on the degree. However students may end up needing to complete more or less on a case-by-case basis and students should discuss elective requirements with their advisor.
A Suggested Plan of Study

Additional classes may be needed based on placement test results and course prerequisites. Visit with an advisor for help with creating a customized plan.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Year</strong></td>
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<tr>
<td><strong>Fall</strong></td>
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<tr>
<td>OECS 105</td>
<td>Introduction to Information Technology</td>
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<tr>
<td>FDMA 1360</td>
<td>Web Design I</td>
<td>3</td>
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<tr>
<td>FDMA 1535</td>
<td>Introduction to Illustrator</td>
<td>3</td>
</tr>
<tr>
<td>FDMA 1515</td>
<td>Introduction to Digital Image Editing - Photoshop</td>
<td>3</td>
</tr>
<tr>
<td>FDMA Elective - any FDMA course not in degree</td>
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<tr>
<td><strong>Credits</strong></td>
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<td><strong>15</strong></td>
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<tr>
<td><strong>Spring</strong></td>
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<tr>
<td>FDMA 1630</td>
<td>Principles of Design</td>
<td>3</td>
</tr>
<tr>
<td>FDMA 2360</td>
<td>Web Design II</td>
<td>3</td>
</tr>
<tr>
<td>FDMA 2994</td>
<td>Portfolio Design &amp; Development</td>
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</tr>
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<td>FDMA Elective - Any FDMA course not in degree</td>
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<tr>
<td>If all courses are completed, apply for the Certificate in Web Fundamentals</td>
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<td><strong>Credits</strong></td>
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<td><strong>Second Year</strong></td>
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<tr>
<td><strong>Fall</strong></td>
<td></td>
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</tr>
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<td>ENGL 1110G</td>
<td>Composition I</td>
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<td>GEN Ed Course - One course from Areas II, III, V, or VI</td>
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<tr>
<td>GEN Ed Course - One course from Areas II, III, V, or VI</td>
<td>3-4</td>
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</tr>
<tr>
<td>FDMA 1510</td>
<td>Introduction to 3D Animation</td>
<td>3</td>
</tr>
<tr>
<td>FDMA 1120</td>
<td>Desktop Publishing</td>
<td>3</td>
</tr>
<tr>
<td><strong>Credits</strong></td>
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<td><strong>16-18</strong></td>
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<tr>
<td><strong>Spring</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 2210G</td>
<td>Professional &amp; Technical Communication</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 1110G or SOCI 1110G</td>
<td>Introduction to Psychology or Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>FDMA 1710</td>
<td>2D Animation</td>
<td>3</td>
</tr>
<tr>
<td>FDMA 1210</td>
<td>Digital Video Production I</td>
<td>3</td>
</tr>
<tr>
<td>Any ARTS elective</td>
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<td>3</td>
</tr>
<tr>
<td>If all courses are completed, apply for the AAS in Creative Media Design degree</td>
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<tr>
<td><strong>Credits</strong></td>
<td></td>
<td><strong>15</strong></td>
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<td><strong>Total Credits</strong></td>
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<td><strong>60-62</strong></td>
</tr>
</tbody>
</table>

Criminal Justice

Criminal Justice - Associate Degree (p. 110)

**CJUS 1110G. Introduction to Criminal Justice**  
3 Credits (3)  
This course provides an overall exploration of the historical development and structure of the United States criminal justice system, with emphasis on how the varied components of the justice system intertwine to protect and preserve individual rights. The course covers critical analysis of criminal justice processes and the ethical, legal, and political factors affecting the exercise of discretion by criminal justice professionals.

**CJUS 1120. Criminal Law**  
3 Credits (3)  
This course covers basic principles of substantive criminal law including elements of crimes against persons, property, public order, public morality, defenses to crimes, and parties to crime. May be repeated up to 3 credits.

**CJUS 1996. Special Topics in Criminal Justice**  
1-3 Credits  
Specific subjects to be announced in the Schedule of Classes. May be repeated under different topics for a maximum of 6 credits.

**CJUS 2120. Criminal Courts and Procedure**  
3 Credits (3)  
This course covers the structures and functions of American trial and appellate courts, including the roles of attorneys, judges, and other court personnel, the formal and informal process of applying constitutional law, rules of evidence, case law and an understanding of the logic used by the courts.

**CJUS 2140. Criminal Investigations**  
3 Credits (3)  
This course introduces criminal investigations with in the various local, state, and federal law enforcement agencies. Emphasis is given to the theory, techniques, aids, technology, collection, and preservation procedures which insure the evidentiary integrity. Courtroom evidentiary procedures and techniques will be introduced. Community Colleges only.  
(Note: students completing CJUS 2140 may not take CJUS 321.)

**CJUS 2150. Corrections System**  
3 Credits (3)  
This course introduces the corrections system in the United States, including the processing of an offender in the system and the responsibilities and duties of correctional professionals. The course covers the historical development, theory, and practice, as well as the institutional and community-based alternatives available in the corrections process.

**CJUS 2160. Field Experience in Criminal Justice**  
3-6 Credits  
This course is designed to provide actual experience working for a criminal justice agency and the opportunity to apply criminal justice concepts and theory to a field situation. Students already working in an agency will complete an approved learning project while on the job.  
**Prerequisites:** CJUS 1110G, prior arrangement and consent of instructor and a GPA of 2.0 or better in major.

**CJUS 2220. The American Law Enforcement System**  
3 Credits (3)  
This course covers the historical and philosophical foundations of law and order, with an in-depth examination of the various local, state, and federal law enforcement agencies and how they interact within the criminal justice system.

**Name:** Program Manager: Megan Stoneking

**Office Location:** Martinez Hall

**Phone:** (505) 287-6679

**Criminal Justice - Associate Degree**  
60 credits

The Associate in Criminal Justice introduces students to three areas of the Criminal Justice system: police, courts, and corrections. This degree is interdisciplinary in nature. Studies include the humanities, law,
natural, behavioral and social sciences. The curriculum seeks to balance theoretical inquiry with applied knowledge.

This Associate degree satisfies the first two years of the Distance Education Bachelor of Criminal Justice.

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

The New Mexico General Education (p. 21) course list can be found here.

<table>
<thead>
<tr>
<th>Prefix</th>
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</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1110G</td>
<td>Composition I</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 2210G</td>
<td>Professional &amp; Technical Communication</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2211G</td>
<td>Writing in the Humanities and Social Science</td>
<td>3</td>
</tr>
<tr>
<td>COMM 1115G</td>
<td>Introduction to Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMM 1130G</td>
<td>Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 1120G</td>
<td>Human Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 1190G</td>
<td>Contemporary Problems in Biology</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 1120G</td>
<td>Introduction to Chemistry Lecture and Laboratory (non-majors)</td>
<td>3</td>
</tr>
<tr>
<td>ENVS 1110G</td>
<td>Environmental Science I</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 1110G</td>
<td>Physical Geography</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 1115G</td>
<td>Survey of Physics with Lab</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 2610G &amp; BIOL 2610L</td>
<td>Principles of Biology: Biodiversity, Ecology, and Evolution</td>
<td>3</td>
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<td>College Algebra MATH 1350G</td>
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<td>Statistical Methods</td>
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<td>PHYS 1115G</td>
<td>Survey of Physics with Lab</td>
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</tr>
<tr>
<td>ASTR 1115G</td>
<td>Introduction Astro (lec+lab)</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 2610G &amp; BIOL 2610L</td>
<td>Principles of Biology: Biodiversity, Ecology, and Evolution</td>
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<td>Principles of Biology: Biodiversity, Ecology, and Evolution</td>
<td>3</td>
</tr>
</tbody>
</table>

- **Area VI: Creative and Fine Arts**
  - Choose one from the following: 3
    - ARTH 1115G | Orientation in Art | 3
    - ARTS 1145G | Visual Concepts | 3
    - MUSC 1130G | Music Appreciation: Western Music | 3
    - MUSC 1110G | Music Appreciation: Jazz | 3
    - THEA 1110G | Introduction to Theatre | 3

- **Core Requirements**
  - CJUS 1110G | Introduction to Criminal Justice | 3

- **Major Requirements**

  - **Related Course Requirements**
    - Select 8 credits from NMSU College of Arts and Sciences second language requirements.

  - **Other Course Requirements**
    - OECS 105 | Introduction to Information Technology | 3

  - **Electives, to bring the total credits to 60**
    - Select 5 credits of electives to bring total credits to a minimum of 60. Math prerequisites may satisfy electives however developmental MATH is not included.

  - **Total Credits**
    - 60

- **Note:** A grade of C- or better is required in all Criminal Justice courses and any courses filling the Arts & Sciences Core Requirements.

  1. MATH 1220G College Algebra MATH 1350G Introduction to Statistics or MATH 2350G Statistical Methods MATH 2350G Statistical Methods are preferred but any Mathematics course that is higher level than MATH 1220G, excluding MATH 1130G, or higher than MATH 1350G is also accepted.

  2. *students may need to take any prerequisites needed to enter of the allowable Mathematics course(s) first.*

  3. CJUS 1110G Introduction to Criminal Justice is a General Education Social/Behavioral Science course; it will be counted under the CJ Core Requirements, but not as completing Area IV.
Second Language Requirements

The College of Arts & Sciences requires completion of a second language through the 2120 level for the Bachelor of Criminal Justice degree. See the NMSU Catalog for College of Arts and Sciences for additional information on how to satisfy this requirement.

Second Language Requirements:

1. Completion of a second language through the 1120 level
2. Completion through the 2130 level for native speakers

A Suggested Plan of Study

This roadmap assumes student placement into ENGL 1110G Composition I and a College level MATH, such as MATH 1220G, College Algebra, and demonstrates how to complete an Associate degree in two years. The contents and order of this roadmap may vary depending on initial student placement in mathematics and English. It is only a suggested plan of study for students and is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better in courses to avoid repeating courses.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Year</strong></td>
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<tr>
<td><strong>Fall</strong></td>
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<tr>
<td>ENGL 1110G</td>
<td>Composition I</td>
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<tr>
<td>MATH 1220G or MATH 1350G</td>
<td>College Algebra or Introduction to Statistics</td>
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<td>CJUS 1110G</td>
<td>Introduction to Criminal Justice</td>
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<td>AREA V: Humanities</td>
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<tr>
<td>ENGL 2210G</td>
<td>Professional &amp; Technical Communication</td>
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<td>AREA III: Laboratory Science</td>
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<td>AREA IV: Social/Behavioral Science</td>
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<td>CJUS 1120</td>
<td>Criminal Law</td>
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<td><strong>Credits</strong></td>
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<td><strong>Fall</strong></td>
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<tr>
<td>COMM 1115G or COMM 1130G</td>
<td>Introduction to Communication or Public Speaking</td>
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<td>AREA VI: Creative and Fine Arts</td>
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<tr>
<td>CJUS 2150</td>
<td>Corrections System</td>
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<tr>
<td>CJUS 2220</td>
<td>The American Law Enforcement System</td>
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<td>Second Language II</td>
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<tr>
<td>CJUS 2120</td>
<td>Criminal Courts and Procedure</td>
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Drafting and Graphics Technology

Drafting and Graphics Technology - Certificate (p. 115)
DRFT 115. General Construction Safety
3 Credits (3)
Overview of general construction safety related to building, highway and road construction, and surveying field work for entry-level individuals. Students will also have the opportunity to earn a 10-hour construction industry OSHA card. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

DRFT 120. Survey Equipment Fundamentals
2 Credits (2)
Introduces the application and the setup to the following surveying equipment: Automatic Level, Total station, and Global Positioning Systems. Field safety knowledge is required. Restricted to Community Colleges only.

DRFT 124. Introduction to Geometric Dimensioning and Tolerancing
3 Credits (2+2P)
Introduction to geometric dimensioning and tolerancing (GD&T) for the mechanical CAD drafting, solid modeling, mechanical engineering technology, mechanical engineering, and manufacturing industries. Related industry standard finishes and fasteners will also be introduced and explored.
Prerequisite(s)/Corequisite(s): DRFT 114. Restricted to Community Colleges campuses only.

DRFT 130. General Building Codes
3 Credits (2+2P)
Interpretation of the Building Code, local zoning codes, A.D.A. Standards and the Model Energy Code to study construction and design requirements and perform basic plan checking. Restricted to: Community Colleges only.

DRFT 135. Electronics Drafting I
3 Credits (2+2P)
Drafting as it relates to device symbols; wiring, cabling, harness diagrams and assembly drawings; integrated circuits and printed circuit boards; schematic, flow and logic diagrams; industrial controls and electric power fields. Drawings produced using various CAD software packages.
Prerequisites: DRFT 108 and DRFT 109.

DRFT 143. Civil Drafting Fundamentals
3 Credits (2+2P)
Introduction to drafting in the field of Civil Engineering. Drawings, projects, and terminologies related to topographic, contour drawings, plan and profiles, and street/highway layout. Crosslisted with: E T 143. Restricted to Community Colleges only.
Prerequisite(s): DRFT 109.

DRFT 151. Construction Principles and Print Reading
3 Credits (2+2P)
Introduction to construction materials, methods, and basic cost estimating and print reading applicable in today’s residential, commercial, and public works industry. Instruction by print reading and interpretation, field trips, and actual job-site visits and progress evaluation.

DRFT 153. Survey Drafting Applications
3 Credits (2+2P)
Introduction to drafting in the field of survey engineering. Drawings, projects and terminologies related to Point Data, topography, land/ boundary surveys, legal descriptions and plat surveys. Using the current Autodesk software. Crosslisted with: SUR 143. Restricted to: Community Colleges only.
Prerequisite(s): DRFT 109.

DRFT 160. Construction Take-Offs and Estimating
3 Credits (2+2P)
Computing and compiling materials and labor estimates from working drawings using various techniques common in general building construction and in accordance with standard specifications and estimating formats. Use of spreadsheets and estimating software introduced.
Prerequisite: DRFT 151.

DRFT 163. Civil Infrastructure Detailing
3 Credits (2+2P)
Infrastructure detailing related to civil engineering projects including: ponding, roadway, sewer, and storm-water structures; concrete foundations; and related utility details. Restricted to Community Colleges campuses
Prerequisite(s): DRFT 109.

DRFT 164. Intermediate Mechanical Drafting/Solid Modeling
3 Credits (2+2P)
Intermediate 3D mechanical parametric solid modeling and assembly creation utilizing the latest version of Autodesk Inventor software. The creation of 2D working drawings from 3D solid models will be emphasized. Geometric Dimensioning and Tolerancing (GD&T), basic material properties, and industry standard fastening and manufacturing methods will be introduced.
Prerequisite(s)/Corequisite(s): DRFT 114. Restricted to Community Colleges campuses only.

DRFT 165. Introduction to Building Information Modeling
3 Credits (2+2P)
Introduction to Building Information Modeling (BIM) in the development of virtual 3D building models, construction documents, renderings and basic animations related to architectural, structural, and mechanical/ electrical/plumbing building components. Utilizes the latest BIM technologies in the integration one, parametric BIM. Restricted to Community Colleges campuses only.

DRFT 176. Solid Modeling, Rendering and Animation
3 Credits (2+2P)
Introduction to three dimensional drafting and solid modeling, rendering and animation for architecture and engineering fields. Material application, mapping, and scene lighting will be introduced. Restricted to: Community Colleges only.
Prerequisite(s): DRFT 109.

DRFT 180. Residential Drafting
3 Credits (2+2P)
Basic residential drafting including, floor plans, foundation plans, sections, roof plans, exterior and interior elevations, and site plans. Applicable residential building and zoning codes, construction methods and materials, adaptable residential design, and drawing and sheet layout for architectural drafting will be introduced. Restricted to Community Colleges campuses only.
Prerequisite(s): DRFT 109.

DRFT 181. Commercial Drafting
3 Credits (2+2P)
Drafting principles, plan coordination, and code analysis applicable in the development of working drawings for commercial, public, and industrial building projects. Students will utilize National Cad Standards, ADA Standards, and will be introduced to modern office practice. May be repeated up to 3 credits. Restricted to Community Colleges campuses
Prerequisite(s): DRFT 109.
DRFT 190. Finding and Maintaining Employment
2 Credits (2)
Techniques in self-evaluations, resume writing, application completion, job interviewing, and job retention. Exposure to work ethics, employee attitudes, and employer expectations.

DRFT 204. Geographic Information Systems Technology
3 Credits (2+2P)
The use of digital information for which various digitized data creation methods are captured. Users will capture, store, analyze and manage spatially referenced data in a modeled mapping procedure. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

DRFT 214. Advanced Solid Modeling
3 Credits (2+2P)
Advanced 3D mechanical parametric solid modeling and assembly creation utilizing the latest version of Solidworks software. The creation of 2D working drawings from 3D solid models and the creation of 3D models for machining/manufacturing will be emphasized. Geometric Dimensioning and Tolerancing (GD&T), material properties, and industry standard fastening and manufacturing methods will be further explored.
Prerequisite(s)/Corequisite(s): DRFT 114. Restricted to Community Colleges campuses only.

DRFT 222. Surveying Fundamentals
3 Credits (2+3P)
Theory and practice of geomatics as applied to plane surveying in the areas of linear measurements, angle measurements, area determination, differential and trigonometric leveling, and topographic mapping. Crosslisted with: SUR 222. Restricted to Community Colleges campuses only.
Prerequisite(s): MATH 1250G.

DRFT 230. Building Systems Drafting
3 Credits (2+2P)
Development of working drawings for electrical, plumbing, and HVAC systems, for residential and commercial building through the applications of both 2D Drafting and 3D Building Information Modeling (BIM) techniques. Basics of project setup, National CAD Standards, ADA Standards, modern office practice, code analysis, as well as Sustainability and LEED for new construction. Restricted to Community Colleges only.
Prerequisite(s): DRFT 180 or DRFT 181.

DRFT 231. Construction Methods and Equipment
3 Credits (2+2P)
Introduction to methods and equipment utilized in the construction industry including, common construction equipment, equipment utilization, equipment operating costs, site and earthwork, applicable specifications and testing, and related planning and safety considerations. Restricted to Community Colleges campuses only.
Prerequisite(s): DRFT 151.

DRFT 240. Structural Systems Drafting
3 Credits (2+2P)
Study of foundations, wall systems, floor systems and roof systems in residential, commercial and industrial design/construction. Produce structural drawings including foundation plans, wall and building sections, floor and roof framing plans, shop drawings and details; schedules, materials lists and specifications. Use of various software. May be repeated up to 3 credits.
Prerequisite(s)/Corequisite(s): DRFT 180 or DRFT 181. Restricted to Community Colleges campuses only.

DRFT 242. Roadway Development Drafting
3 Credits (2+2P)
Advanced civil/survey technology and drafting related to roadway development. Emphasis is on relevant terminology, codes/standards, and the production of complex working drawings such as topographical grading, drainage, master utilities, roadway P P, etc., according to agency standards. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): DRFT 143.

DRFT 243. Land Development Drafting
3 Credits (2+2P)
Advanced civil/survey technology and drafting related to land development. Emphasis is on relevant terminology codes/standards, and the production of complex working drawings such as subdivision plats, local utility and drainage plans, construction details roadway P P, etc., according to local development/agency standards.
Prerequisite: DRFT 143 and DRFT 153.

DRFT 250. Principles of Detailing and Design
3 Credits (2+2P)
Advanced practice in construction documentation in the development and coordination of working drawings & specifications. In particular, will utilize Architectural Graphic Standards, National CAD Standards, and ADA standards to develop detail drawings related to Architectural, Civil, Structural and Building Mechanical systems. Will also be introduced to basic principles, factors, and process of building design such as space planning, site analysis, and basic architectural programming. May be repeated up to 3 credits.
Prerequisite(s)/Corequisite(s): DRFT 180 or DRFT 181. Restricted to Community Colleges campuses only.

DRFT 254. Spatial Data Processing
3 Credits (2+2P)
Utilizes the tools and technologies of GIS, processing volumes of geodata identifying a numerical, coded or listed map. Involves the analysis of spatial data from various diverse applications and place in a descriptive mapping process. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): DRFT 204.

DRFT 255. Independent Study
1-3 Credits (1-3)
Instructor-approved projects in drafting or related topics specific to the student’s individual areas of interest and relevant to the drafting and graphics technology curriculum. Consent of instructor required. May be repeated for a maximum of 6 credits.

DRFT 258. Introduction to Infraworks
3 Credits (2+2P)
Introduction to the utilization of Infraworks software for the conceptualization, optimization, and visualization of infrastructure projects in the context of the built and natural environment. Restricted to Community Colleges campuses
Prerequisite(s): DRFT 143.

DRFT 261. Construction Scheduling and Project Management
3 Credits (2+2P)
Introduction to construction scheduling and project management. Restricted to Community Colleges campuses only.
Prerequisite(s): DRFT 161.
**DRFT 265. Advanced Building Information Modeling Applications**  
3 Credits (2+2P)  
Advanced applications of Building Information Modeling (BIM) including the creation of, and practice in collaborative work sets, data and design analyses, energy modeling and analysis, preliminary LEED analysis, construction take-offs & estimation, and construction animation, through use of various BIM and related software. Restricted to: Community Colleges only.  
**Prerequisite(s):** DRFT 165.

**DRFT 274. GIS Theory and Analysis**  
3 Credits (2+2P)  
Analyzes the hypothesis in which location and spatial data sufficiently quantifies the appropriate statistical methodology. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.  
**Prerequisite(s):** DRFT 254.

**DRFT 276. Computer Rendering and Animation I**  
3 Credits (2+2P)  
Introduction to technical applications of computer generated renderings and animations for the architecture and engineering fields. 3D models, photo-realistic renderings, and basic animation movie files will be produced utilizing industry standard modeling and animation software.

**DRFT 278. Advanced CAD Applications**  
3 Credits (2+2P)  
Introduction to advanced CAD commands, applications, usage techniques, and user customization. the latest version of the National CAD Standards will also be explored. Restricted to: Community Colleges only.  
**Prerequisite(s):** DRFT 109.

**DRFT 288. Portfolio Development**  
3 Credits (2+2P)  
Production of a portfolio consisting of previously produced student work related to the student’s individualized degree option. Process shall include the compilation and organization of working and presentation drawings, construction documents, BIM Models, and renderings/animations. Students will learn the basics of design layout and online portfolio documentation. Job search and resume preparation activities will also be required. Production of new material and content may also be required. This course is designed as a last semester course in the Drafting & Design curricula. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.  
**Prerequisite(s):** Consent of Instructor.

**DRFT 290. Special Topics**  
1-4 Credits (1-4)  
Topics subtitled in the Schedule of Classes. May be repeated for a maximum of 12 credits.

**DRFT 291. Cooperative Experience**  
1-6 Credits (1-6)  
Supervised cooperative work program. Student is employed in an approved occupation and supervised and rated by the employer and instructor. Student meets with advisor weekly. Graded S/U.  
**Prerequisite:** consent of instructor.

**DRFT 295. Professional Development and Leadership DAGA**  
1 Credit (1)  
Students gain experience in leadership, team building, performing community service, and membership and/or leadership in a student organization. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

**Office Location:** Martinez, Room 121  
**Phone:** (505) 287-6645

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**Drafting and Graphics Technology - Certificate**

This program provides students with the education and experience needed to pursue an entry-level drafting or computer graphics position. The program includes Architectural, Civil, Mechanical and Electronics Drafting. Classes developing 3-D animated graphics used by architects, designers for simulation, lawyers for accident reconstruction, executives for presentations, and business for training videos are included.

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<thead>
<tr>
<th>Prefix</th>
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<tr>
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<td>DRFT 114</td>
<td>Introduction to Solid Modeling</td>
<td>3</td>
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<tr>
<td>DRFT 135</td>
<td>Electronics Drafting I</td>
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<tr>
<td>OETS 118</td>
<td>Mathematics for Technicians</td>
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**Total Credits:** 30

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**A Suggested Plan of Study**

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<tr>
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<td><strong>Spring</strong></td>
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<tr>
<td>DRFT 135</td>
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<td><strong>Total Credits</strong></td>
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**Early Childhood Education**

**Early Childhood Education - Associate Degree** (p. 117)

**Early Childhood Education - Certificate** (p. 119)

Name: Program Manager: Richard Gutierrez
**Prerequisite(s):**

Involving other teachers, professionals, and families in the process. Students will develop skills for evaluating the assessment process and quality of the total environment for children, families, and the community.

**ECED 1115. Health, Safety, and Nutrition**
2 Credits (2)
This course provides information related to standards and practices that promote children's physical and mental well-being, sound nutritional practices, and maintenance of safe learning environments. It includes information for developing sound health and safety management procedures for indoor and outdoor learning environments for young children. The course examines the many scheduling factors that are important for children's total development, healthy nutrition, physical activity, and rest.

**ECED 1120. Guiding Young Children**
3 Credits (3)
This course explores various theories of child guidance and the practical applications of each. It provides developmentally appropriate methods for guiding children and effective strategies and suggestions for facilitating positive social interactions. Strategies for preventing challenging behaviors through the use of environment, routines, and schedule will be presented. Emphasis is placed on helping children become self-responsible, competent, independent, and cooperative learners and including families as part of the guidance approach.

**ECED 1125. Assessment of Children and Evaluation of Programs**
3 Credits (3)
This basic course familiarizes students with a variety of culturally appropriate assessment methods and instruments, including systematic observation of typically and non-typically developing children. The course addresses the development and use of formative and summative assessment and evaluation instruments to ensure comprehensive quality of the total environment for children, families, and the community. Students will develop skills for evaluating the assessment process and involving other teachers, professionals, and families in the process.

**Prerequisite(s):** ECED 1110 and (ENGL 1110G or ENGL 1110H or ENGL 1110M).

**ECED 1130. Family and Community Collaboration**
3 Credits (3)
This beginning course examines the involvement of families and communities from diverse cultural and linguistic backgrounds in early childhood programs. Ways to establish collaborative relationships with families in early childhood settings is discussed. Families' goals and desires for their children will be supported through culturally responsive strategies.

**Prerequisite(s):** ECED 1110 and (ENGL 1110G or ENGL 1110H or ENGL 1110M).

**ECED 2110. Professionalism**
2 Credits (2)
This course provides a broad-based orientation to the field of early care and education. Early childhood history, philosophy, ethics, and advocacy are introduced. Basic principles of early childhood systems are explored. Multiple perspectives on early care and education are introduced. Professional responsibilities such as cultural responsiveness and reflective practice are examined.

**ECED 2115. Introduction to Language, Literacy, and Reading**
3 Credits (3)
This course is designed to prepare early childhood professionals for promoting children's emergent literacy and reading development. Through a developmental approach, the course addresses ways in which early childhood professionals can foster young children's oral language development, phonemic awareness, and literacy problem-solving skills, fluency, vocabulary, and comprehension. This course provides the foundation for early childhood professionals to become knowledgeable about literacy development in young children. Instructional approaches and theory-based and research-based strategies to support the emergent literacy and reading skills of native speakers and English language learners will be presented.

**Prerequisite(s):** ECED 1110 and (ENGL 1110G or ENGL 1110H, or ENGL 1110M).

**ECED 2120. Curriculum Development through Play Birth through Age 4 (PreK)**
3 Credits (3)
The beginning curriculum course places play at the center of curriculum in developmentally appropriate early childhood programs. It addresses content that is relevant for children birth through age four in developmentally and culturally sensitive ways of integrating content into teaching and learning experiences. Information on adapting content areas to meet the needs of children with special needs and the development of IFSPs is included. Curriculum development in all areas, including literacy, numeracy, the arts, health, science, social skills, and adaptive learning for children, birth through age four, is emphasized. Consent of instructor required.

**Prerequisite(s):** ECED 1110 and (ENGL 1110G or ENGL 1110H or ENGL 1110M).

**Corequisite(s):** ECED 2121.

**ECED 2121. Curriculum Development through Play Birth through Age 4 (PreK) Practicum**
2 Credits (2)
The beginning practicum course is a co-requisite with the course Curriculum Development through Play – Birth through Age 4. The field-based component of this course will provide experiences that address curriculum content that is relevant for children birth through age four in developmentally and culturally sensitive ways of integrating content into teaching and learning experiences. Information on adapting content areas to meet the needs of children with special needs and the development of IFSPs is included. Curriculum development in all areas, including literacy, numeracy, the arts, health, science, social skills, and adaptive learning for children, birth through age four, is emphasized. Consent of instructor required.

**Prerequisite(s):** ECED 1110 and (ENGL 1110G or ENGL 1110H or ENGL 1110M).

**Corequisite(s):** ECED 2120.
ECED 2130. Curriculum Development and Implementation Age 3 (PreK) through Grade 3  
3 Credits (3)  
The curriculum course focuses on developmentally appropriate curriculum content in early childhood programs, age 3 through third grade. Development and implementation of curriculum in all content areas, including literacy, numeracy, the arts, health and emotional wellness, science, motor and social skills, is emphasized. Information on adapting content areas to meet the needs of children with special needs and the development of IEP’s is included. Consent of instructor required.  
Prerequisite(s): ECED 1110 and (ENGL 1110G or ENGL 1110H or ENGL 1110M).  
Corequisite(s): ECED 2131.  

ECED 2131. Curriculum Development and Implementation Age 3 (PreK) through Grade 3 Practicum  
2 Credits (2)  
The beginning practicum course is a co-requisite with the course Curriculum Development and Implementation: Age 3 through Grade 3. The field based component of this course will provide experiences that address developmentally appropriate curriculum content in early childhood programs, age 3 through third grade. Development and implementation of curriculum in all content areas, including literacy, numeracy, the arts, health and emotional wellness, science, motor and social skills is emphasized. Information on adapting content areas to meet the needs of children with special needs and the development of IEP’s is included. Consent of instructor required. Corequisite(s): ECED 2130.  
Prerequisite(s): ECED 1110 and (ENGL 1110G or ENGL 1110H or ENGL 1110M).  

ECED 2140. Effective Program Development for Diverse Learners and their Families  
3 Credits (3)  
This course addresses the role of a director/administrator in the implementation of family-centered programming that includes individually appropriate and culturally responsive curriculum in a healthy and safe learning environment for all children and their families.  

ECED 2141. Effective Program Development for Diverse Learners and their Families Practicum  
2 Credits (2)  
Provides opportunities for students to apply knowledge gained from Curriculum for Diverse Learners and their Families in a practicum setting. Consent of instructor required. Restricted to ECED majors.  
Corequisite(s): ECED 2140.  

ECED 2215. Program Management  
3 Credits (3)  
This course emphasizes the technical knowledge necessary to develop and maintain an effective early care and education program. It focuses on sound financial management and vision, the laws and legal issues that affect programs, and state and national standards such as accreditation. Consent of instructor required.  

ECED 2220. Professional Relationships  
3 Credits (3)  
This course addresses staff relations that will foster diverse professional relationships with families, communities and boards. Topics of staff recruitment, retention, support and supervision will lay the foundation for positive personnel, family and community relationships. Consent of instructor required.  
Corequisite(s): ECED 2281.  

ECED 2281. Professional Relationships Practicum  
2 Credits (2)  
Practical experience in the development of staff relationship that will foster professional relationships with families, communities and boards. Issues of staff recruitment, retention, support and supervision will lay a foundation for positive personnel management. Consent of instructor required. Restricted to ECED majors.  
Corequisite(s): ECED 2280.  

Name: Program Manager: Kathleen O’Connor  
Office Location: Lucy Belle Ma Hall  
Phone: (505) 287-6693  

Early Childhood Education - Associate Degree  

68 credits  
The Early Childhood Education associate degree program is designed to prepare students to become highly qualified teachers, assistant teachers, or family day care providers in professional child-care for children ages birth through eight years. Students will gain a broad understanding of the specific needs of young children and develop strategies for meeting those needs. Students may choose to continue their education at any four-year institution in New Mexico. The NMSU Grants program includes the lower division courses required for entry into the Teacher Education Program (TEP), a baccalaureate program at New Mexico State University. Completion of this program does NOT guarantee admission into a Teacher Education Program at a four-year institution. Early in their second year of study at NMSU Grants, students should contact the four-year institution they have chosen to obtain application information.  

Requirements and Limitations  
1. Students in the Early Childhood Education Program are required to complete and pass a security background check in order to take practicum courses and field experiences. Past criminal violations may prevent a student from completing the degree and from being hired by school systems or other child care facilities upon graduation.  
2. Students must complete all technical requirement courses as well as the following courses with a grade of C or better:  

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<tr>
<td>CEPY</td>
<td>Human Growth and Behavior</td>
<td>3</td>
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<tr>
<td>ENGL</td>
<td>Composition I</td>
<td>4</td>
</tr>
<tr>
<td>ENGL</td>
<td>Writing in the Humanities and Social Science</td>
<td>3</td>
</tr>
<tr>
<td>MATH</td>
<td>Intermediate Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MATH</td>
<td>Fundamentals of Elementary Mathematics I</td>
<td>3</td>
</tr>
<tr>
<td>MATH</td>
<td>Fundamentals of Elementary Math II</td>
<td>3</td>
</tr>
</tbody>
</table>

3. Students must have a 2.0 GPA to graduate from this program. However, because a 2.75 GPA is required for acceptance into the Teacher Education Program at NMSU, it is highly recommended that Grants students complete the Early Childhood Education program with a 2.5 cumulative GPA.  
4. Any education course more than seven years old taken at NMSU, NMSU community colleges or other institutions will not be counted toward the student’s baccalaureate program. It is highly recommended that students request a review of their cumulative
coursework by the appropriate department at NMSU. The student must repeat any course not approved.

5. Completion of all requirements does not guarantee acceptance in the NMSU Teacher Education Program. Please see the NMSU College of Education Advising Center for more information.

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 68 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

Prefix Title Credits

General Education

Area I: Communications

ENGL 1110G Composition I 4

English Composition - Level 2

ENGL 2221G Writing in the Humanities and Social Science 3

Oral Communication

COMM 1130G Public Speaking 3

or COMM 1150 Introduction to Communication

Area II: Mathematics

MATH 2134G Fundamentals of Elementary Math II 3

Area III/IV: Laboratory Sciences and Social/Behavioral Sciences

CEPY 1120G Human Growth and Behavior 3

Select two from two departments from the following (8 credits): 8

ASTR 1120G The Planets

or ASTR 1150 Introduction Astro (lec+lab)

BIOL 1120G & BIOL 1120L Human Biology and Human Biology Laboratory

BIOL 1190G Contemporary Problems in Biology

BIOL 2110G & BIOL 2110L Principles of Biology: Cellular and Molecular Biology and Principles of Biology: Cellular and Molecular Biology Laboratory


CHEM 1120G Introduction to Chemistry Lecture and Laboratory (non majors)

CHEM 1215G General Chemistry I Lecture and Laboratory for STEM Majors

CHEM 1225G General Chemistry II Lecture and Laboratory for STEM Majors

ENVS 1110G Environmental Science I

GEOL 1110G Physical Geology

GEOG 1110G Physical Geography

PHYS 1115G Survey of Physics with Lab

PHYS 1230G & PHYS 1230L Algebra-Based Physics I and Algebra-Based Physics I Lab

PHYS 1240G & PHYS 1240L Algebra-Based Physics II and Algebra-Based Physics II Lab

Area V: Humanities

HIST 1130G World History I 3

or HIST 1140G World History II

Area VI: Creative and Fine Arts

Choose one from the following: 3

ARTH 1115G Orientation in Art

MUSC 1130G or MUSC 1110G Music Appreciation: Western Music or Jazz

THEA 1110G Introduction to Theatre

General Education Elective

HIST 1110G United States History I

or HIST 1120G United States History II 3

Core Requirements

MATH 1134 Fundamentals of Elementary Mathematics I 3

Select one from the following: 3

ANTH 1115G Introduction to Anthropology

ECON 1110G Survey of Economics

ECON 2110G Macroeconomic Principles

ECON 2120G Microeconomic Principles

GEOG 1120G World Regional Geography

POLS 1120G American National Geography

SOCI 1110G Introduction to Sociology

Major Requirements

ECED 1110 Child Growth, Development, and Learning 3

ECED 1115 Health, Safety, and Nutrition 2

ECED 1120 Guiding Young Children 3

ECED 1125 Assessment of Children and Evaluation of Programs 3

ECED 1130 Family and Community Collaboration 3

ECED 2110 Professionalism 2

ECED 2115 Introduction to Language, Literacy, and Reading 3

ECED 2120 Curriculum Development through Play Birth through Age 4 (PreK) 3

ECED 2121 Curriculum Development through Play Birth through Age 4 (PreK) Practicum 2

ECED 2130 Curriculum Development and Implementation Age 3 (PreK) through Grade 3 3

ECED 2131 Curriculum Development and Implementation Age 3 (PreK) through Grade 3 Practicum 2

Total Credits 68

1 MATH 2134G Fundamentals of Elementary Math II requires a prerequisite of a grade of C or better in MATH 1134 Fundamentals of Elementary Mathematics I. MATH 1134 requires a placement into this course, or a C or better in MATH 1215.

Additional courses may be needed based on placement test results and/ or course prerequisites. Visit with your Program Manager or advisor for help in creating a customized plan.

A Suggested Plan of Study for Students

This roadmap assumes student placement in MATH 1134 Fundamentals of Elementary Mathematics I and ENGL 1110G Composition I. The contents and order of this roadmap may vary depending on initial student placement in mathematics and English. It is only a suggested plan of study for students and is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students planning to apply to a Teacher Education Program at NMSU must have a 2.75 GPA.

Course Title Credits

First Year

Fall

ENGL 1110G Composition I 4
MATH 1134 Fundamentals of Elementary Mathematics I 3
CEPY 1120G Human Growth and Behavior 3
Choose one from the following: 3
  ARTH 1115G Orientation in Art
  MUSC 1130G or MUSC 1110G Music Appreciation: Western Music or Music Appreciation: Jazz
THEA 1110G Introduction to Theatre

Choose one from the following: 3
• ANTH 1115G Introduction to Anthropology
• ECON 1110G Survey of Economics
• ECON 2110G Macroeconomic Principles
• ECON 2120G Microeconomic Principles
• GEOG 1120G World Regional Geography
• POLS 1120G American National Government
• SOCI 1110G Introduction to Sociology

Spring

ENGL 2221G Writing in the Humanities and Social Science 3
MATH 2134G Fundamentals of Elementary Math II 3
HIST 1130G or HIST 1140G World History I or World History II
ECED 1115 Health, Safety, and Nutrition 2
ECED 1110 Child Growth, Development, and Learning 3

Credits 13

Summer

ECED 2115 Introduction to Language, Literacy, and Reading 3
ECED 1120 Guiding Young Children 3

Credits 6

Second Year

Fall

COMM 1130G or COMM 1115G Public Speaking or Introduction to Communication 3
Area III: Laboratory Science Course 2 4
HIST 1110G or HIST 1120G United States History I or United States History II 3
ECED 2120 Curriculum Development through Play Birth through Age 4 (PreK) 3
ECED 2121 Curriculum Development through Play Birth through Age 4 (PreK) Practicum 2

Credits 15

Spring

An additional Area IV: Social/Behavioral Sciences Course 3 3
Area III: Laboratory Science Course 2 4
ECED 2130 Curriculum Development and Implementation Age 3 (PreK) through Grade 3 3
ECED 2131 Curriculum Development and Implementation Age 3 (PreK) through Grade 3 Practicum 2
ECED 1125 Assessment of Children and Evaluation of Programs 3

Credits 15

Summer

ECED 1130 Family and Community Collaboration 3
ECED 2110 Professionalism 2

Credits 5

Total Credits 68

1 MATH 1220G College Algebra requires a prerequisite of a grade of C or better in MATH 1134 Fundamentals of Elementary Mathematics I. MATH 1134 requires a placement into this course, or a C or better in MATH 1215
2 See the General Education (p. 21) section of the catalog for a full list of courses.

Early Childhood Education - Certificate

The requirements for the Certificate in Early Childhood Education at NMSU Grants also meet the requirements of the one-year vocational certificate awarded by the State of New Mexico, Office of Child Development.

This Certificate is 100% embedded in, and leads to the Associate of Early Childhood Education at NMSU Grants.

Requirements and Limitations

• Students in the Early Childhood Program are required to complete and pass a security background check in order to take practicum courses and field experiences. Past criminal violations may prevent a student from completing the degree and from being hired by school systems or other childcare facilities upon graduation.
• Students must complete ENGL 1110G Composition I with a C or better.
• Students must have a 2.0 GPA to apply for this certificate. However, 2.75 GPA is required for acceptance into the Teacher Education Program at NMSU.
• Any education course more than seven years old taken at NMSU, NMSU community colleges or other institutions will not be counted toward the student’s baccalaureate program. It is highly recommended that students request a review of their cumulative coursework by the appropriate department at NMSU. The student must repeat any course not approved.

Completion of all requirements does not guarantee acceptance in the NMSU Teacher Education Program. Please see the NMSU College of Education Advising Center for more information.

Prefix Title Credits
ENGL 1110G Composition I 4
Early Childhood Requirements
ECED 1110 Child Growth, Development, and Learning 3
ECED 1115 Health, Safety, and Nutrition 2
ECED 1125 Assessment of Children and Evaluation of Programs 3
ECED 1120 Guiding Young Children 3
ECED 1130 Family and Community Collaboration 3
ECED 2110 Professionalism 2
ECED 2115 Introduction to Language, Literacy, and Reading 3
ECED 2120 Curriculum Development through Play Birth through Age 4 (PreK) 3

See the General Education (p. 21) section of the catalog for a full list of courses.
A Suggested Plan of Study

This roadmap is only a suggested plan of study in order to complete this Certificate in 2 or 3 semesters. A 3 semester completion plan may work best due to the required ENGL 1110G, Composition I as a prerequisite for the Curriculum and Practicum I and II courses. It is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better to avoid repeating courses. A 2.75 GPA is required to apply to a Teacher Education Program at NMSU. This plan presumes the student is ready for ENGL 1110G, as determined by the English Placement test, an ACT score, or passing the prerequisite course.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td><strong>First Year</strong></td>
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<tr>
<td><strong>Fall</strong></td>
<td></td>
</tr>
<tr>
<td>ENGL 1110G Composition I</td>
<td>4</td>
</tr>
<tr>
<td>ECED 1110 Child Growth, Development, and Learning</td>
<td>3</td>
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<tr>
<td>ECED 1120 Guiding Young Children</td>
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</tr>
<tr>
<td>ECED 2110 Professionalism</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td>12</td>
</tr>
<tr>
<td><strong>Spring</strong></td>
<td></td>
</tr>
<tr>
<td>ECED 2120 Curriculum Development through Play Birth through Age 4 (PreK)</td>
<td>3</td>
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<tr>
<td>ECED 2121 Curriculum Development through Play Birth through Age 4 (PreK) Practicum</td>
<td>2</td>
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<tr>
<td>ECED 1115 Health, Safety, and Nutrition</td>
<td>2</td>
</tr>
<tr>
<td>ECED 1125 Assessment of Children and Evaluation of Programs</td>
<td>3</td>
</tr>
<tr>
<td>ECED 1130 Family and Community Collaboration</td>
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<td><strong>Total Credits</strong></td>
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<tr>
<td><strong>Second Year</strong></td>
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<tr>
<td><strong>Fall</strong></td>
<td></td>
</tr>
<tr>
<td>ECED 2115 Introduction to Language, Literacy, and Reading</td>
<td>3</td>
</tr>
<tr>
<td>ECED 2130 Curriculum Development and Implementation Age 3 (PreK) through Grade 3</td>
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</tr>
<tr>
<td>ECED 2131 Curriculum Development and Implementation Age 3 (PreK) through Grade 3 Practicum</td>
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<td><strong>Total Credits</strong></td>
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<tr>
<td><strong>Total Credits</strong></td>
<td>33</td>
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</tbody>
</table>

Education

**Education - Associate Degree** (p. 120)

**EDUC 1110. Freshman Orientation**
1 Credit (1)
Introduction to the university and to the College of Education. Discussion of planning for individualized education program and field experience. Restricted to Las Cruces campus only.

**EDUC 1120. Introduction to Education**
2 Credits (2)
Introduction to the historical, philosophical, sociological foundations of education, current trends, and issues in education; especially as it relates to a multicultural environment. Students will use those foundations to develop effective strategies related to problems, issues and responsibilities in the field of education. Restricted to Las Cruces campus only.

**EDUC 1140. Math for Paraprofessionals**
3 Credits (3)
Applied math skills for paraprofessionals working with children.
**Prerequisite:** CCDM 103 N.

**EDUC 1150. Math for Paraprofessionals II**
3 Credits (3)
Applied math skills for paraprofessionals working under the direction of a teacher.
**Prerequisite(s):** EDUC 1140.

**EDUC 1185. Introduction to Secondary Education and Youth**
3 Credits (3)
Introductory course for students considering a career in secondary education. Includes historical, philosophical, and sociological foundations, program organization, critical dispositions, and understanding the context of schools and youth. Practicum required. Restricted to: Secondary Ed majors. Traditional Grading with RR.

**EDUC 1995. Field Experience I**
1 Credit (1)
Introduction to public school teaching, school visits, classroom observations and discussion seminar.

**EDUC 1996. Special Topics in Education**
1 Credit (1)
Supervised study in a specific area of interest. Each course shall be designated by a qualifying subtitle. May be repeated for a maximum of 9 credits.

**EDUC 1998. Internship I**
3 Credits (3)
Supervised experience in elementary education settings.

**EDUC 2170. Pre-Teacher Preparation**
3 Credits (3)
Assists students in developing the necessary competencies needed for acceptance to the Teacher Education Program. Course content includes basic skill development, test taking skills, and completion of teacher preparation packet. Maybe repeated for a maximum of 6 credits. Graded S/U. Community Colleges only.

**EDUC 2998. Internship II**
3 Credits (3)
Supervised experience in junior high settings.
**Prerequisite:** must be a co-op student.

Name: Program Manager: Kathleen O’Connor
Office Location: Lucy Belle Ma Hall
Phone: (505) 287-6693

**Education - Associate Degree**

60 credits

The Education associate degree program at NMSU Grants is designed to prepare students for transfer into the Teacher Education Program (TEP),
a baccalaureate program at New Mexico State University. Alternatively, students may opt to transfer to a similar program at another four-year institution. The NMSU Grants program includes the lower division courses required for entry into the TEP. Completion of this program does NOT guarantee admission into a Teacher Education Program at a four-year institution. The student will need a 2.75 GPA to be eligible to apply to the TEP. Early in their second year of study at NMSU Grants students should contact the four-year institution they have chosen to obtain application information.

NOTE: It is recommended that students check the requirements for their planned bachelor’s degree. Requirements may differ for some bachelor’s degrees. See education advisor for course selection information. NMSU Las Cruces College of Education requirements.

Requirements and Limitations

1. Students in the Education Program are required to complete and pass a security background check in order to take field-experience courses. Past criminal violations may prevent a student from completing the degree and from being hired by school systems or other childcare facilities upon graduation.

2. Students must complete all Technical Requirement courses as well as the following courses with a C- or better:

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ENGL 110G</td>
<td>Composition I</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 2221G</td>
<td>Writing in the Humanities and Social Science</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1134</td>
<td>Fundamentals of Elementary Mathematics I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2134G</td>
<td>Fundamentals of Elementary Math II</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1215</td>
<td>Intermediate Algebra</td>
<td>3</td>
</tr>
</tbody>
</table>

3. Students must have a 2.0 GPA to graduate from this program. However, a 2.5 GPA is required for acceptance into the Teacher Education Program at NMSU. For this reason, it is highly recommended that NMSU Grants students complete the Education Program with a 2.5 cumulative GPA.

4. Any education course more than seven years old taken at NMSU, NMSU community colleges, or other institutions will not be counted toward the student’s baccalaureate program. It is highly recommended that students request a review of their cumulative coursework by the appropriate department at NMSU. The student must repeat any course not approved.

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework. New Mexico General Education (p. 21) courses.

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ENGL 110G</td>
<td>Composition I</td>
<td>4</td>
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<td>ENGL 2221G</td>
<td>Writing in the Humanities and Social Science</td>
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</tr>
<tr>
<td>MATH 1134</td>
<td>Fundamentals of Elementary Mathematics I</td>
<td>3</td>
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<td>MATH 2134G</td>
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</tr>
<tr>
<td>MATH 1215</td>
<td>Intermediate Algebra</td>
<td>3</td>
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</table>

Area II: Mathematics

<table>
<thead>
<tr>
<th>Prefix</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>MATH 2134G</td>
<td>Fundamentals of Elementary Math II</td>
<td>3</td>
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</tbody>
</table>

Area III/IV: Laboratory Sciences and Social/Behavioral Sciences

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CPY 1120G</td>
<td>Human Growth and Behavior</td>
<td>3</td>
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</tbody>
</table>

Select two 4 credit courses, including lab, from two areas.

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ASTR 1115G</td>
<td>Introduction Astro (lec+lab)</td>
<td>8</td>
</tr>
<tr>
<td>BOL 1120G &amp; BOL 1120L</td>
<td>Human Biology and Human Biology Laboratory</td>
<td>3</td>
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<tr>
<td>BOL 1190G</td>
<td>Contemporary Problems in Biology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 2110G &amp; BIOL 2110L</td>
<td>Principles of Biology: Cellular and Molecular Biology and Principles of Biology: Cellular and Molecular Biology Laboratory</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 1120G</td>
<td>Introduction to Chemistry Lecture and Laboratory</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 1215G</td>
<td>General Chemistry I Lecture and Laboratory for STEM Majors</td>
<td>3</td>
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<tr>
<td>or CHEM 1225G</td>
<td>General Chemistry II Lecture and Laboratory for STEM Majors</td>
<td>3</td>
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Area V: Humanities

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>HIST 1130G</td>
<td>World History I</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 1140G</td>
<td>World History II</td>
<td>3</td>
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Area VI: Creative and Fine Arts

Select one from the following:

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ARTH 1115G</td>
<td>Orientation in Art</td>
<td>3</td>
</tr>
<tr>
<td>MUSC 1130G</td>
<td>Music Appreciation: Western Music</td>
<td>3</td>
</tr>
<tr>
<td>THEA 1110G</td>
<td>Introduction to Theatre</td>
<td>3</td>
</tr>
</tbody>
</table>

General Education Elective

<table>
<thead>
<tr>
<th>Prefix</th>
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<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>LING 2110G</td>
<td>Introduction to the Study of Language and Linguistics</td>
<td>3</td>
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</tbody>
</table>

Core Requirements

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>HIST 1110G</td>
<td>United States History I</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 1120G</td>
<td>United States History II</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1215</td>
<td>Intermediate Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1134</td>
<td>Fundamentals of Elementary Mathematics I</td>
<td>3</td>
</tr>
</tbody>
</table>

Select one course from the following:

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>GEOG 1120G</td>
<td>World Regional Geography</td>
<td>3</td>
</tr>
<tr>
<td>or GEOG 1130G</td>
<td>Human Geography</td>
<td>3</td>
</tr>
<tr>
<td>POLS 1110G</td>
<td>Introduction to Political Science</td>
<td>3</td>
</tr>
<tr>
<td>POLS 1120G</td>
<td>American National Government</td>
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</table>

Major Requirements

Professional Education Core

<table>
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<tr>
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<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BLED 2110</td>
<td>Bilingual Methods</td>
<td>3</td>
</tr>
<tr>
<td>BLED 1110</td>
<td>Introduction in Bilingual Education/ESL</td>
<td>3</td>
</tr>
<tr>
<td>CEPY 2110</td>
<td>Learning in the Classroom</td>
<td>3</td>
</tr>
<tr>
<td>EDLT 2110</td>
<td>Integrating Technology with Teaching</td>
<td>3</td>
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Electives

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<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>EDUC 1996</td>
<td>Special Topics in Education (NES Teacher Prep)</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Any Teaching Field course</td>
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</table>

Total Credits 60

1 Prerequisite: MATH 1134 Fundamentals of Elementary Mathematics I is a prerequisite to MATH 2134G. Additional prerequisites may be needed based on placement test results and/or course prerequisites. Visit with an advisor for help with creating your MATH sequence.

2 Consult with the Education Program Manager to select an elective for your teaching field.

A Suggested Plan of Study for Students

This roadmap assumes student placement in MATH 1215 Intermediate Algebra and ENGL 1110G Composition I. The contents and order of this roadmap may vary depending on initial student placement in mathematics and English. It is only a suggested plan of study for students and is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students will need a 2.75 GPA to be eligible to apply to a Teacher Education Program at NMSU.

First Year

Fall

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ENGL 1110G</td>
<td>Composition I</td>
<td>4</td>
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<tr>
<td>MATH 1215</td>
<td>Intermediate Algebra</td>
<td>3</td>
</tr>
<tr>
<td>CEPY 1120G</td>
<td>Human Growth and Behavior</td>
<td>3</td>
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Choose one from the following:

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>ARTH 1115G</td>
<td>Orientation in Art</td>
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<td>THEA 1110G</td>
<td>Introduction to Theatre</td>
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Spring

<table>
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<tr>
<th>Course</th>
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<tr>
<td>ENGL 2221G</td>
<td>Writing in the Humanities and Social Science</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1134</td>
<td>Fundamentals of Elementary Mathematics I</td>
<td>3</td>
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<tr>
<td>CEPY 2110</td>
<td>Learning in the Classroom</td>
<td>3</td>
</tr>
<tr>
<td>COMM 1115G</td>
<td>Introduction to Communication</td>
<td>3</td>
</tr>
<tr>
<td>or COMM 1130G</td>
<td>or Public Speaking</td>
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</tr>
<tr>
<td>LING 2110G</td>
<td>Introduction to the Study of Language and Linguistics</td>
<td>3</td>
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</tbody>
</table>

Credits 13

Second Year

Fall

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>HIST 1130G</td>
<td>World History I</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 1140G</td>
<td>or World History II</td>
<td></td>
</tr>
<tr>
<td>MATH 2134G</td>
<td>Fundamentals of Elementary Math II</td>
<td>3</td>
</tr>
<tr>
<td>BLED 1110</td>
<td>Introduction n Bilingual Education/ESL</td>
<td>3</td>
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</table>

Choose one from the following:

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<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>GEOG 1120G</td>
<td>World Regional Geography</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 1130G</td>
<td>Human Geography</td>
<td></td>
</tr>
<tr>
<td>POLS 1110G</td>
<td>Introduction to Political Science</td>
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</tr>
<tr>
<td>POLS 1120G</td>
<td>American National Government</td>
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Area III: Laboratory Science Course 1 4

Credits 16

Spring

<table>
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<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>HIST 1110G</td>
<td>United States History I</td>
<td>3</td>
</tr>
<tr>
<td>or HIST 1120G</td>
<td>or United States History II</td>
<td></td>
</tr>
<tr>
<td>Area III: Laboratory Science Course 1</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>BLED 2110</td>
<td>Bilingual Methods</td>
<td>3</td>
</tr>
<tr>
<td>EDLT 2110</td>
<td>Integrating Technology with Teaching</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Course (See advisor for options) 3

Credits 16

Total Credits 60

1 See the General Education (p. 21) section of this catalog for a full list of courses.

Electronic Publishing

Electronic Publishing - Associate of Applied Science (p. 127)

FDMA 1110. Film History 3 Credits (3)

This course surveys the history of cinema - investigating the process by which the original "cinema of attractions" evolved into a globally dominant form of visual storytelling. We will explore the development of cinema both as an art form and as an industry, and consider the technological, economic, cultural factors, and key international movements that shape it.

FDMA 1120. Desktop Publishing 3 Credits (2+2P)

This course is designed to teach introductory skills for designing and creating publications and presentations with layout software. The course will focus on graphics and typographic design, fonts, and other skills for print and web publishing.

FDMA 1210. Digital Video Production I 3 Credits (2+4P)

An introduction to digital video production. Students learn camera operation, lights and audio equipment. Hands-on production is completed in the studio and on location.

FDMA 1220. Introduction to Digital Video Editing 3 Credits (3)

In this course, students learn the basics of the post-production process for non-linear video editing. Students work with multiple video formats and create short movies for multiple distribution platforms. Skills include media management and professional terminology.

Prerequisite(s)/Corequisite(s): FDMA 2382.

FDMA 1260. Introduction to Digital Media 1-3 Credits (1-3)

Explores concepts of how text, graphics, sound, images and video come together in a digital media program and researching new trends and current issues related to media applications and design. Students will be involved in teamwork, communication and workplace interaction simulation. May be repeated up to 12 credits. Restricted to Community Colleges campuses only.
FDMA 1360. Web Design I
3 Credits (2+2P)
This course provides an introduction to web development techniques, theory, and design. Students will learn HTML, CSS application, and strategies for effective site navigation and design, along with industry standard web editing software to develop various websites. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): ARTS 1520 OR FDMA 1515.

FDMA 1410. Audio Production I
3 Credits (2+2P)
Students will learn about and apply essential tools and techniques in analog and digital audio production. Topics include acoustic science, microphones, recording and mixing techniques, analog and digital audio hardware and software, including, multi-track, computer-based recording and editing systems. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 1210 and FDMA 2410.

FDMA 1415. Principles of Sound
3 Credits (2+2P)
The creation of a professional quality original media soundtrack is possible for relatively low production/post production cost. This class is designed to give the student and overview of creating sound for a variety of digital media. Topics include acoustic principles, sound design, audio hardware, recording techniques; and editing, processing, and multi-track mixing, using software applications. Restricted to: Community Colleges only.
Prerequisite(s)/Corequisite(s): FDMA 1220.

FDMA 1510. Introduction to 3D Animation
3 Credits (3)
This course provides an overview of 3D animation production processes. Students will be introduced to basic story development and the creation of computer-generated assets and cinematic sequences. The course will survey specialty areas of digital animation and various software and techniques applied in entertainment and information media. Students will review and critique other's animation, as well as plan and produce original animation for review by classmates and as part of a CGI demo reel.
Prerequisite(s): FDMA 2382 or FDMA 2381 or consent of instructor.

FDMA 1515. Introduction to Digital Image Editing - Photoshop
3 Credits (2+2P)
In this course, students will learn how to use the tools in Adobe Photoshop to create new images and edit existing images. Tools used will include selections, layers, and adjustments, among other pixel editing tools. Basic composition and output will be emphasized in all projects. May be repeated for a maximum of 6 credits.

FDMA 1531. Evolution of Electronic Games
3 Credits (2+2P)
Focus on the evolution of video games and how they have shaped mainstream entertainment. May be repeated up to 6 credits.

FDMA 1535. Introduction to Illustrator
3 Credits (2+2P)
Students receive instruction on vector graphics creation using vector illustration software. The students will create professional-quality artwork for print publishing and multimedia graphics. Instruction includes creating and manipulating basic shapes, drawing with the pen tool, using various brushes, working with type and preparing graphics for web, print, and digital publication. May be repeated for a maximum of 6 credits.

FDMA 1536. Advanced Computer Illustration
3 Credits (2+2P)
Advanced techniques in 2D vector drawing and fundamentals of 3D illustration for use in print, web, and multimedia applications. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1535.

FDMA 1545. Introduction to Photography & Digital Imaging
3 Credits (2+2P)
This course is a study of the principles and techniques of photography using digital equipment, and discusses how digital cameras, imaging editing, and technology have changed the world of photography. Students will learn about studies in resolution, lighting, software, editing, printing, and web applications. They will gain fundamental knowledge in the rapidly expanding technology of photography and imaging, and be able to incorporate the knowledge into all areas of digital graphics.

FDMA 1555. Introduction to the Creative Media Industry
3 Credits (3)
This class is an introductory course for students who are beginning their understanding of Media and how it affects them and our society. It offers a broad-stroked view of the entire industry including Marketing, Production, History, Jobs, Design, Architecture, New Media Literacy, and industry standards. Students will listen to experts in the field, get involved in open discussions about the industry and use new information to complete hands-on individual & group assignments.

FDMA 1630. Principles of Design
3 Credits (2+2P)
This course will explore how we see and use visuals to communicate information. Students will develop critical thinking skills in applying concepts of basic design principles. Students will apply the concepts with hands-on and analysis assignments. These concepts will then be applied to design for advertising, print, digital media, and web design. The business of design will also be covered with emphasis on client relations and networking Restricted to: Community Colleges only. Prerequisite(s): FDMA 1535

FDMA 1710. 2D Animation
3 Credits (2+2P)
Concepts and techniques in storyboarding and creating interactive 2D animations for web, multimedia and video.
Prerequisite(s): FDMA 1535.

FDMA 1715. 2-D COMPOSING & FX
3 Credits (3)
The purpose of this course is to familiarize students with the powerful compositing and special effects tools of Adobe After Effects for 2D, traditional animation. Students will learn how to assemble an existing un-rendered animation into a final piece with advanced 3D lighting, spacing, and digital effects so that it can achieve a dynamic, professionally rendered look. Restricted to Las Cruces campus only.

FDMA 1720. 3-D Character Design
3 Credits (2+4P)
Focus on designing a character and then taking that design and building it in 3D using intermediate modeling techniques. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1510 or FDMA 2530.

FDMA 1996. Selected Topics
1-4 Credits (1-4)
Specific titles to be announced in the Schedule of Classes. May be repeated for a maximum of 18 credits. Restricted to Community Colleges campuses only.
FDMA 2111. Environmental Scene Design
3 Credits (2+4P)
Modeling design techniques used to create environments and scenes for use in animated films and games. Investigation of both natural and architectural environments to be recreated in the virtual world.
Prerequisite(s): FDMA 1510 or FDMA 2530.

FDMA 2120. Film Crew I/ Introduction to Film and Media Workflow
9 Credits (9)
An introduction to the film industry. This class teaches film production processes, film crew hierarchy, film production set-safety and etiquette and provides hands-on training in industry standard film production equipment. Students complete the semester by participating as a below-the-line crew member on a short film. Restricted to: Community Colleges only.

FDMA 2125. Film Crew II
9 Credits (9)
The second course designed to train students to become working members of film crews. It will be taught by working film professionals. Content will be lecture and hands-on. Students complete the semester by working as part of an actual film crew as below-the-line and above-the-line crew members. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 2120.

FDMA 2144. Pre-production Management
3 Credits (2+2P)
Pre-production planning paperwork breakdowns, budgeting, and scheduling; taking a project from start to finish from a producers standpoint.
Prerequisite(s): FDMA 1210.

FDMA 2150. Desktop Publishing II
3 Credits (2+2P)
This class will enhance and build upon student layout/design skills developed in the Introduction to Desktop Publishing course, incorporating intermediate to advanced concepts in typography and layout design. Upon completion of this course, students will be able to use page layout software to prepare a variety of documents for presentation and critique, including newsletters, instructional flyers, and other complex design/typographic pieces. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1210.

FDMA 2210. Digital Video Production II
3 Credits (2+2P)
Advanced techniques of the tools and application of professional film making. May be repeated for a maximum of 6 credits.
Prerequisite: FDMA 1210.

FDMA 2235. Music Production Master
3 Credits (2+2P)
Advanced digital audio post production and recording techniques using current entertainment industry-standard software and hardware. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 1415 and FDMA 2410.

FDMA 2241. Advanced Camera Techniques
3 Credits (2+2P)
Professional camera techniques and training for electronic news gathering and studio filmmaking. Utilizes high-end handheld shooting techniques, cranes, dollies, and steadicam training. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1210.

FDMA 2285. Digital Video Production and Editing II
3 Credits (2+2P)
Advanced features of digital video, audio/music, and titling production software. Included are color correction, vector scopes, motion effects, and advanced editing techniques used by filmmakers. Restricted to Community Colleges campuses only. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1220.

FDMA 2287. Digital Design Studio
1-3 Credits
A design studio environment in which students obtain real-world experience while providing service to college and non-profit associations with faculty supervision using a variety of media. Can be used with permission to fulfill cooperative requirement. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1630 or ARTS 1712.

FDMA 2310. History of Cinema I
3 Credits (3)
This course surveys the history of cinema - investigating the process by which the original "cinema of attractions" evolved into a globally dominant form of visual storytelling. We will explore the development of cinema both as an art form and as an industry, and consider the technological, economic, cultural factors, as well as many key international movements that helped shape it. Restricted to: G-CMI, DFM, ANVE majors.

FDMA 2311. History of Animation
3 Credits (3)
Explores the history of Animation as an art form and industry through readings, screenings, lecture and periodic guest speakers. Restricted to: G-CMI, ANVE, DFM majors. Restricted to Las Cruces campus only.

FDMA 2312. History of Media Design
3 Credits (3)
An introduction to the principles of design history and theory within a chronological framework of historical and emerging media.

FDMA 2325. Advanced Photoshop
3 Credits (2+2P)
This course expands on the Photoshop skill set to develop proficiency with selections, masking, channels, filters, color correction, painting tools, vector integration, video, special effects, and compositing techniques. The focus is on the core image-editing tools of Photoshop that can be universally applied to photography, print, film or the web. The material is covered in production-oriented projects and students develop work suitable for portfolios. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1515.

FDMA 2326. Digital Photography and Imaging II
3 Credits (2+2P)
Provide understanding and skills needed for advanced digital capture, editing, optimizing and manipulating photographic images for print, web and multimedia applications. The course will prepare students to make more advanced technical and more refined aesthetic decisions relative to specific photographic applications. Restricted to: Alamogordo campus, Carlsbad campus, Dona Ana campus.
Prerequisite(s): FDMA 1545.
FDMA 2360. Web Design II
3 Credits (2+2P)
In this course, students will refine their skills in coding and web graphic design as well as be introduced to methods in constructing sites that adhere to the standards of responsive web design. Students will expand their knowledge of HTML and CSS using a code editor, and they will both analyze existing websites and also construct an interactive website. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1360.
FDMA 2365. Web Design for Small Business
3 Credits (2+2P)
Technology and techniques for designing and building a web presence for small business. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1360.
FDMA 2370. Advanced Web Techniques
3 Credits (2+2P)
Creating and managing complex web sites using advanced techniques and tools. May be repeated for a maximum of 6 credits. Restricted to Community Colleges only.
Prerequisite(s): FDMA 1360.
FDMA 2381. Storyboarding
3 Credits (3)
Examines effective writing principles to create storyboards that communicate the overall picture of a project, timing, scene complexity, emotion and resource requirements. Further, the purpose of this course is to introduce students to the principles of visual storytelling—in film—the use of the storyboard. In other words, to show how storyboards are critical ‘architectural component’ of the filmmaking process, used as a blueprint (or guide) to communicate the complex elements of a film story. Crosslisted with: ENGL 2381. Restricted to: DFM,ANVE, G-CMI majors. Restricted to Las Cruces campus only.
FDMA 2382. Principles of Story Across the Media
3 Credits (3)
The purpose of this course is to help students understand the basic elements of narrative structure (e.g. character, dramatic conflict, theme, etc.) and how these elements may be used effectively in media expression. Crosslisted with: ENGL 2382. Restricted to: G-CMI, DFM, ANVE majors. Restricted to Las Cruces campus only.
FDMA 2410. Audio Production II
3 Credits (2+2P)
Students will use skills developed in the Audio Production I course to produce audio projects utilizing a variety of analog and digital audio hardware and software, including continued use of multi-track, computer-based recording and editing systems, as well as exploring more advanced audio techniques and concepts. Restricted to Community Colleges only.
FDMA 2510. Introduction to Sound Design for Film
3 Credits (3)
This course is an introduction to the principles, techniques and applications of sound design and film scoring. Students learn how sound affects storytelling in a film, examine the role of sound from the script to screen, and the professional process of creating a soundtrack. Students learn how to use sound equipment in a production environment and execute basic techniques used to develop a soundtrack. Crosslisted with: FDMA 1415.
Prerequisite(s)/Corequisite(s): FDMA 2382. Restricted to DFM,ANVE majors. Restricted to Las Cruces campus only.
FDMA 2520. Introduction to Cinematography
3 Credits (3)
The Director of Photography (or Cinematographer), in close collaboration with the Director and Production Designer, helps determine the look of a film. This course is designed to introduce students to the technical and aesthetic fundamentals of creating, developing, and collaborating on the visual elements of storytelling, using camera framing, lensing, and lighting fundamentals such as shadows, light and color. May be repeated up to 6 credits. only. Prerequisite(s)/Corequisite(s): FDMA 2382 (Las Cruces Campus) or FDMA 1210 (Community College Campus(es)
FDMA 2530. Introduction to 3D Modeling
3 Credits (3)
This course will introduce 3D modeling methods and current practices. Students will learn preliminary and detailed modeling techniques using industry standard software. Methods will emphasize formal and functional aspects of modeling as they apply to mechanical, organic, and sculpted topology for application in animation, games, and information media. May be repeated for a maximum of 6 credits.
FDMA 2535. Digital Illustration
3 Credits (3)
Introductory course examining traditional artistic expressions and translating visual art experiences into a digital art medium to enhance visual storytelling. Students acquire basic principles of drawing and painting through hands-on experience manipulating tonal value, composition, form development, light and shadow, color theory, rendering realism, and graphic design. Restricted to: DFM,ANVE majors. Restricted to Las Cruces campus only.
FDMA 2570. Creative Media Studio
3 Credits (2+2P)
A studio environment where students specialize in creating film-festival quality and portfolio-ready projects under the supervision of faculty. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1210 and FDMA 1220 or FDMA 2530.
FDMA 2710. Beginning 2-D Animation
3 Credits (3)
Students will learn the basics of digital 2D animation by working through a variety of exercises, creating an original storyboard, and animating five or more shots utilizing industry standard software. Restricted to: DFM,ANVE majors. Restricted to Las Cruces campus only.
FDMA 2715. Special Effects
3 Credits (2+4P)
Creating advanced virtual special effects for both rigid and soft bodies. Using MEL, dynamic principles, mixing nodes, and advanced particle systems. How to drive particles over surfaces, add texture to flow, create surface tensions, and use collision events to drive texture. Study of integrating computer-generated images with real-life video and audio.
Prerequisite(s): FDMA 2530 or FDMA 2765.
FDMA 2720. 3-D Animation
3 Credits (3)
Overview of the essentials and principles of 3D animation; creative methods for using industry standard tools to produce the illusion of movement for storytelling. Topics include, keyframe and curve animation, kinematics, cycle animation, camera animation, deformers, and constraints.
Prerequisite(s): FDMA 1510, FDMA 2710 or consent of instructor.
FDMA 2725. Rigging for 3D Animation  
3 Credits (3)  
This course will introduce principles and practices of current 3D animation rigging. Students will develop fundamental methods necessary to create character rigs. Students will learn aesthetic, technical, and optimization concepts as they apply to organic and mechanical designs. Topics will include: hierarchies, constraints, deformation rigging, skeleton creation, skinning, forward and inverse kinematics, controls, body and facial rigging. Restricted to: DFM, ANVE majors.  
Prerequisite(s): FDMA 1510.

FDMA 2730. Advanced Character Animation  
3 Credits (2+2P)  
Focus on complex rigging techniques as well as utilizing advanced animation functions to blend multiple animations into complex animations. May be repeated for a maximum of 6 credits. Restricted to: Community Colleges only.  
Prerequisite(s): FDMA 2530.

FDMA 2735. Advanced 3D Animation Workshop A  
3 Credits (2+4P)  
Program capstone. Students will utilize the skills learned in the program to produce their final animation. Group integrated projects are strongly recommended to emulate a real-work animation studio environment. May be repeated for a maximum of 9 credits. Consent of instructor required.  
Corequisite(s): FDMA 2740.

FDMA 2740. Advanced 3D Animation Workshop B  
3 Credits (2+4P)  
Program capstone. Students will utilize the skills learned in the program to produce their final animation. Group integrated projects are strongly recommended to emulate a real-work animation studio environment. May be repeated for a maximum of 9 credits. Consent of instructor is required.  
Corequisite(s): FDMA 2735.

FDMA 2745. Light, Shade, Render  
3 Credits (3)  
This course will explore the theory and practice of 3D lighting and rendering methodologies. Techniques covered will implement cameras, lighting sources, textures, surface-mapping and algorithmic rendering to produce stylized and photo realistic images. Topics covered will include direct and indirect lighting, shaders that simulate physical substances and effects, rendering multiple passes and simulating physical lens effects. Restricted to: DFM, ANVE majors. Restricted to Las Cruces campus only.  
Prerequisite(s): FDMA 1510, FDMA 2530, or Consent of Instructor.

FDMA 2750. Digital Sculpting  
3 Credits (3)  
Introduce students to the 3D Sculpting programs which are the industry standard sculpting programs. Students will learn how to create complex high polygon sculpts and normal maps and transfer the models into 3D studio Max and Autodesk Maya. May be repeated up to 6 credits. Restricted to: Community Colleges only.  
Prerequisite(s): FDMA 2530.

FDMA 2755. Drawing for Animation  
3 Credits (3)  
Introductory study of the human and animal form in relation to animation. Students learn fundamentals and exaggeration of the figure, as related to proportion, rhythm, mechanics, and motion. Areas of focus are: basic form, proportion, shape, contour, gesture, anatomy, portraiture, perspective, clothing effects and drawing from observation. Restricted to: CMT, DFM, ANVE majors.

FDMA 2770. Critical Game Studies  
3 Credits (2+2P)  
Focus on creating a complete design document utilizing techniques and standards used in the industry today. May be repeated for up to 6 credits. Restricted to: Community Colleges only.

FDMA 2775. Game Tools and Techniques  
3 Credits (2+2P)  
Focus on the different engines and gaming technologies that power the games of today. May be repeated for a maximum of 6 credits.  
Prerequisite(s): FDMA 2770.

FDMA 2785. Level Design Concepts  
3 Credits (2+2P)  
Focus on the design and creation of video game levels. Dealing with the challenges and pitfalls of different video game genres. May be repeated for a maximum of 6 credits. Prerequisite(s): FDMA 2770.

FDMA 2993. Workshops (Advanced Photography-Subtitle)  
1 Credit (1)  
This is a series of 1-credit workshops offering specialized and intense advanced skill training and upgrading applications of photography for commercial purposes and training in photographic skills and styles presented by a variety of professional lecturers. May be repeated up to 7 credits. Restricted to Community Colleges campuses only.  
Prerequisite(s): FDMA 1545.

FDMA 2994. Portfolio Design & Development  
1-3 Credits  
Personalized design and creation of the student's professional portfolio including hard-copy, demo reel, and online. May be repeated up to 6 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.

FDMA 2995. Film Crew Cooperative Experience  
3-6 Credits (3-6)  
Industry production experience in specific craft areas for film crew technicians who have successfully completed two semesters of FTTP. Restricted to: Dona Ana campus, Carlsbad campus.  
Prerequisite(s): FDMA 2125.

FDMA 2996. Special Topics  
1-4 Credits  
Specific topics to be announced in the Schedule of Classes. May be repeated for a maximum of 18 credits.

FDMA 2997. Independent Study  
1-3 Credits  
Individual studies directed by consenting faculty with prior approval of department head. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.  
Prerequisite(s): Minimum GPA of 3.0 and sophomore standing.

FDMA 2998. Internship  
1-3 Credits  
Work experience that directly relates to a student's major field of study that provides the student an opportunity to explore career paths and apply knowledge and theory learned in the classroom. Internships may be paid or unpaid. Students are supervised/evaluated by both the employer and the instructor. May be repeated up to 9 credits. Consent of Instructor required. Graded: S/U Grading (S/U, Audit). Restricted to Community Colleges campuses only. Consent of instructor required.

Name: Program Manager: Karen Henry  
Office Location: McClure, room 301
## Electronic Publishing - Associate of Applied Science

**60 credits**

The Associate of Applied Science in Electronic Publishing will prepare students for positions in advertising and marketing areas. Students will have a working knowledge of design principles for print media, illustrations and images used in marketing products.

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework. New Mexico General Education Requirements (p. 21)

### General Education

Select one course from four of the following six content areas for a total of 12-14 credits

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td></td>
<td>General Education</td>
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<tr>
<td>ENGL 1110G</td>
<td>Composition I</td>
<td>12-14</td>
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<tr>
<td>ASTR 1115G</td>
<td>Introduction Astro (lec+lab)</td>
<td>12-14</td>
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<tr>
<td>ASTR 1120G</td>
<td>The Planets</td>
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<td>BIOL 1120G</td>
<td>Human Biology</td>
<td>12-14</td>
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<tr>
<td>BIOL 1190G</td>
<td>Contemporary Problems in Biology</td>
<td>12-14</td>
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<tr>
<td>BIOL 2610G</td>
<td>Principles of Biology: Biodiversity, Ecology, and Evolution</td>
<td>12-14</td>
</tr>
<tr>
<td>C S 171G</td>
<td>Introduction to Computer Science</td>
<td>12-14</td>
</tr>
<tr>
<td>CHEM 1120G</td>
<td>Introduction to Chemistry Lecture and Laboratory (non majors)</td>
<td>12-14</td>
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<tr>
<td>ENVS 1110G</td>
<td>Environmental Science I</td>
<td>12-14</td>
</tr>
<tr>
<td>GEOG 1110G</td>
<td>Physical Geography</td>
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<td>GEOL 1110G</td>
<td>Physical Geology</td>
<td>12-14</td>
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<tr>
<td>PHYS 1115G</td>
<td>Survey of Physics with Lab</td>
<td>12-14</td>
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</table>

### Area III: Laboratory Sciences

Select one from the following:

- ASTR 1115G
- ASTR 1120G
- BIOL 1120G
- BIOL 1190G
- BIOL 2610G
- ENVS 1110G
- GEOG 1110G
- GEOL 1110G
- PHYS 1115G

### Area IV: Social/Behavioral Sciences

Select one from the following:

- PSYC 1110G
- PSYC 1120G

### Area V: Humanities

Select one from the following:

- HIST 1110G
- HIST 1120G
- ENGL 1410G
- ENGL 2520G
- ENGL 2650G

### General Education Elective

- ENGL 2210G

### Core Requirements

- COMM 1130G

### Other Course Requirements

<table>
<thead>
<tr>
<th>Course</th>
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<td>MATH 1215</td>
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<tr>
<td>or OETS 118</td>
<td>Mathematics for Technicians</td>
<td>3</td>
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<tr>
<td>Oecs 105</td>
<td>Introduction to Information Technology</td>
<td>3</td>
</tr>
<tr>
<td>Fdma 1260</td>
<td>Introduction to Digital Media</td>
<td>3</td>
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<tr>
<td>Fdma 1515</td>
<td>Introduction to Digital Image Editing - Photoshop</td>
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</tr>
<tr>
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<td>Introduction to Illustrator</td>
<td>3</td>
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<tr>
<td>Fdma 1630</td>
<td>Principles of Design</td>
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<tr>
<td>Fdma 2998</td>
<td>Internship</td>
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<tr>
<td>Fdma 2994</td>
<td>Portfolio Design &amp; Development</td>
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<tr>
<td>Oecs 280</td>
<td>Desktop Publishing I</td>
<td>3</td>
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</table>

Select a minimum of 13 credits from the following:

- ARTS, C S , FDMA, ENGL, MATH, Oecs

### Total Credits

60

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1. Each course selected must be from a different area and students cannot take multiple courses in the same area.

2. See the General Education (p. 21) section of the catalog for a full list of courses.

## A Suggested Plan of Study

This roadmap assumes student placement in MATH 1215 Intermediate Algebra and ENGL 1110G Composition I. The contents and order of this roadmap may vary depending on initial student placement in mathematics and English. It is only a suggested plan of study for students and is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change.

### Course Title Credits

<table>
<thead>
<tr>
<th>Year</th>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tr>
<td>Fall</td>
<td>Oecs 105</td>
<td>Introduction to Information Technology</td>
<td>3</td>
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<tr>
<td></td>
<td>Fdma 1260</td>
<td>Introduction to Digital Media</td>
<td>3</td>
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<td></td>
<td>Fdma 1535</td>
<td>Introduction to Illustrator</td>
<td>3</td>
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<tr>
<td></td>
<td>Fdma 1515</td>
<td>Introduction to Digital Image Editing - Photoshop</td>
<td>3</td>
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<td>Elective in ARTS, C S, FDMA, MATH, Oecs</td>
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<td>Spring</td>
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<td>Principles of Design</td>
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<td>Fdma 2994</td>
<td>Portfolio Design &amp; Development</td>
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<td>Oecs 280</td>
<td>Desktop Publishing I</td>
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<td>Summer</td>
<td>Any available course from Year Two (fall/spring semesters) can be taken in the Summer</td>
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<td>Second Year</td>
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<td>Engr 1110G</td>
<td>Composition I</td>
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<td>Psyc 1110G</td>
<td>Introduction to Psychology</td>
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<td>Psyc 1120G</td>
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Select one Area V: Humanities course \[^{1}\] 3

Credits 14

Spring
ENGL 2210G Professional & Technical Communication 3
COMM 1115G Introduction to Communication 3
MATH 1215 or OETS 118 Intermediate Algebra or Mathematics for Technicians 3
Any ARTS, C S, FDMA, ENGL, MATH, OECS Elective to reach 60 credits 7

Credits 16

Total Credits 60

\[^{1}\] See the General Education (p. 21) section of the catalog for a full list of courses

### Energy Technology - Certificate

This Certificate was developed in response to a local employer’s workforce needs. Outcomes include: learning the basic components, function, and role of the electric energy industry in the United States; learning the essentials of electromagnetic theory; understanding the basic units of electrical measurement and correctly calculate formulas; safely apply problem-solving strategies in a practical laboratory setting; and work cooperatively in a classroom and laboratory setting.

16-17 Credits

The Energy Technology Certificate provides basic knowledge and skills to help prepare individuals for entry level employment in the electrical generating, transmission, and distribution industry.

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
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<tr>
<td>CHEM 1111 or CHEM 1120G</td>
<td>Basic Chemistry Introduction to Chemistry Lecture and Laboratory (non majors)</td>
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<tr>
<td>OECS 105</td>
<td>Introduction to Information Technology</td>
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<tr>
<td>OEEM 101</td>
<td>CPR for the Health Care Professional</td>
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<td>OETE 110</td>
<td>Basic Electricity and Electronics</td>
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<td>OETS 118</td>
<td>Mathematics for Technicians</td>
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<tr>
<td>OETS 255</td>
<td>Special Topics Technical Studies [^{1}]</td>
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</table>

Total Credits 16-17

\[^{1}\] Student may declare the Energy Technology Certificate as their major and enroll in individual courses at any time with the exception of OETS 255 Special Topics - Escalante Generating Station. Students must successfully complete all prerequisites and/or have the consent of the instructor to enroll in OETS 255.

### A Suggested Plan of Study

This roadmap is only a suggested plan of study in order to complete a Certificate in two semesters. It is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better in courses to avoid repeating courses. Readiness for CHEM 1111 or CHEM 1120G can be assessed through a Math Placement Test, or by completing CCDM 114n Algebra with a C or higher.

### Contact

Dr. Harry Sheski, Vice President for Academics
Administrative Offices, Martinez Hall
505-287-6641

### Game Design

**Game Design - Certificate** (p. 133)

FDMA 1110. Film History
3 Credits (3)
This course surveys the history of cinema -investigating the process by which the original "cinema of attractions" evolved into a globally dominant form of visual storytelling. We will explore the development of cinema both as an art form and as an industry, and consider the technological, economic, cultural factors, and key international movements that shape it.

FDMA 1120. Desktop Publishing
3 Credits (2+2P)
This course is designed to teach introductory skills for designing and creating publications and presentations with layout software. The course will focus on graphics and typographic design, fonts, and other skills for print and web publishing.

FDMA 1210. Digital Video Production I
3 Credits (2+4P)
An introduction to digital video production. Students learn camera operation, lights and audio equipment. Hands-on production is completed in the studio and on location.

FDMA 1220. Introduction to Digital Video Editing
3 Credits (3)
In this course, students learn the basics of the post-production process for non-linear video editing. Students work with multiple video formats and create short movies for multiple distribution platforms. Skills include media management and professional terminology.

Prerequisite(s)/Corequisite(s): FDMA 2382.

FDMA 1260. Introduction to Digital Media
1-3 Credits (1-3)
Explores concepts of how text, graphics, sound, images and video come together in a digital media program and researching new trends and current issues related to media applications and design. Students will be involved in teamwork, communication and workplace interaction simulation. May be repeated up to 12 credits. Restricted to Community Colleges campuses only.
FDMA 1360. Web Design I  
3 Credits (2+2P)  
This course provides an introduction to web development techniques, theory, and design. Students will learn HTML, CSS application, and strategies for effective site navigation and design, along with industry standard web editing software to develop various websites. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.  
Prerequisite(s): ARTS 1520 OR FDMA 1515.

FDMA 1410. Audio Production I  
3 Credits (2+2P)  
Students will learn about and apply essential tools and techniques in analog and digital audio production. Topics include acoustic science, microphones, recording and mixing techniques, analog and digital audio hardware and software, including, multi-track, computer-based recording and editing systems. Restricted to: Community Colleges only.  
Prerequisite(s): FDMA 1210 and FDMA 2410.

FDMA 1415. Principles of Sound  
3 Credits (2+2P)  
The creation of a professional quality original media soundtrack is possible for relatively low production/post production cost. This class is designed to give the student and overview of creating sound for a variety of digital media. Topics include acoustic principles, sound design, audio hardware, recording techniques; and editing, processing, and multi-track mixing, using software applications. Restricted to: Community Colleges only.  
Prerequisite(s)/Corequisite(s): FDMA 1220.

FDMA 1510. Introduction to 3D Animation  
3 Credits (3)  
This course provides an overview of 3D animation production processes. Students will be introduced to basic story development and the creation of computer-generated assets and cinematic sequences. The course will survey specialty areas of digital animation and various software and techniques applied in entertainment and information media. Students will review and critique other’s animation, as well as plan and produce original animation for review by classmates and as part of a CGI demo reel.  
Prerequisite(s): FDMA 2382 or FDMA 2381 or consent of instructor.

FDMA 1515. Introduction to Digital Image Editing - Photoshop  
3 Credits (2+2P)  
In this course, students will learn how to use the tools in Adobe Photoshop to create new images and edit existing images. Tools used will include selections, layers, and adjustments, among other pixel editing tools. Basic composition and output will be emphasized in all projects. May be repeated for a maximum of 6 credits.

FDMA 1531. Evolution of Electronic Games  
3 Credits (2+2P)  
Focus on the evolution of video games and how they have shaped mainstream entertainment. May be repeated up to 6 credits.

FDMA 1535. Introduction to Illustrator  
3 Credits (2+2P)  
Students receive instruction on vector graphics creation using vector illustration software. The students will create professional-quality artwork for print publishing and multimedia graphics. Instruction includes creating and manipulating basic shapes, drawing with the pen tool, using various brushes, working with type and preparing graphics for web, print, and digital publication. May be repeated for a maximum of 6 credits.

FDMA 1536. Advanced Computer Illustration  
3 Credits (2+2P)  
Advanced techniques in 2D vector drawing and fundamentals of 3D illustration for use in print, web, and multimedia applications. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.  
Prerequisite(s): FDMA 1535.

FDMA 1545. Introduction to Photography & Digital Imaging  
3 Credits (2+2P)  
This course is an overview of photographic techniques and fundamental concepts, including film and digital image capture, digital image editing, and controls over the rendered look. Restricted to Las Cruces campus only.

FDMA 1555. Introduction to the Creative Media Industry  
3 Credits (3)  
This class is an introductory course for students who are beginning their understanding of Media and how it affects them and our society. It offers a broad-stroked view of the entire industry including Marketing, Production, History, Jobs, Design, Architecture, New Media Literacy, and industry standards. Students will listen to experts in the field, get involved in open discussions about the industry and use new information to complete hands-on individual & group assignments.

FDMA 1630. Principles of Design  
3 Credits (2+2P)  
This course will explore how we see and use visuals to communicate information. Students will develop critical thinking skills in applying concepts of basic design principles. Students will apply the concepts with hands-on and analysis assignments. These concepts will then be applied to design for advertising, print, digital media, and web design. The business of design will also be covered with emphasis on client relations and networking Restricted to: Community Colleges only. Prerequisite(s): FDMA 1535.

FDMA 1710. 2D Animation  
3 Credits (2+2P)  
Concepts and techniques in storyboard creation and interactive 2D animations for web, multimedia and video.  
Prerequisite(s): FDMA 1535.

FDMA 1715. 2-D COMPOSING & FX  
3 Credits (3)  
The purpose of this course is to familiarize students with the powerful compositing and special effects tools of Adobe After Effects for 2D, traditional animation. Students will learn how to assemble an existing un-rendered animation into a final piece with advanced 3D lighting, spacing, and digital effects so that it can achieve a dynamic, professionally rendered look. Restricted to Las Cruces campus only.

FDMA 1720. 3-D Character Design  
3 Credits (2+4P)  
Focus on designing a character and then taking that design and building it in 3D using intermediate modeling techniques. May be repeated for a maximum of 6 credits.  
Prerequisite(s): FDMA 1510 or FDMA 2530.

FDMA 1996. Selected Topics  
1-4 Credits (1-4)  
Specific titles to be announced in the Schedule of Classes. May be repeated for a maximum of 18 credits. Restricted to Community Colleges campuses only.
FDMA 2111. Environmental Scene Design
3 Credits (2+4P)
Modeling design techniques used to create environments and scenes for use in animated films and games. Investigation of both natural and architectural environments to be recreated in the virtual world.
Prerequisite(s): FDMA 1510 or FDMA 2530.

FDMA 2120. Film Crew I/ Introduction to Film and Media Workflow
9 Credits (9)
An introduction to the film industry. This class teaches film production processes, film crew hierarchy, film production set-safety and etiquette and provides hands-on training in industry standard film production equipment. Students complete the semester by participating as a below-the-line crew member on a short film. Restricted to: Community Colleges only.

FDMA 2125. Film Crew II
9 Credits (9)
The second course designed to train students to become working members of film crews. It will be taught by working film professionals. Content will be lecture and hands-on. Students complete the semester by working as part of an actual film crew as below-the-line and above-the-line crew members. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 2120.

FDMA 2144. Pre-production Management
3 Credits (2+2P)
Pre-production planning paperwork breakdowns, budgeting, and scheduling; taking a project from start to finish from a producers standpoint.
Prerequisite(s): FDMA 1210.

FDMA 2150. Desktop Publishing II
3 Credits (2+2P)
This class will enhance and build upon student layout/design skills developed in the Introduction to Desktop Publishing course, incorporating intermediate to advanced concepts in typography and layout design. Upon completion of this course, students will be able to use page layout software to prepare a variety of documents for presentation and critique, including newsletters, instructional flyers, and other complex design/typographic pieces May be repeated up to 6 credits. Restricted to: Community Colleges campuses only.
Prerequisite(s): FDMA 1120.

FDMA 2210. Digital Video Production II
3 Credits (2+2P)
Advanced techniques of the tools and application of professional film making. May be repeated for a maximum of 6 credits.
Prerequisite: FDMA 1210.

FDMA 2235. Music Production Master
3 Credits (2+2P)
Advanced digital audio post production and recording techniques using current entertainment industry-standard software and hardware. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 1415 and FDMA 2410.

FDMA 2241. Advanced Camera Techniques
3 Credits (2+2P)
Professional camera techniques and training for electronic news gathering and studio filmmaking. Utilizes high-end handheld shooting techniques, cranes, dollies, and steadicam training. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1210.

FDMA 2285. Digital Video Production and Editing II
3 Credits (2+2P)
Advanced features of digital video, audio/music, and titling production software. Included are color correction, vector scopes, motion effects, and advanced editing techniques used by filmmakers. Restricted to Community Colleges campuses only. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1220.

FDMA 2287. Digital Design Studio
1-3 Credits
A design studio environment in which students obtain real-world experience while providing service to college and non-profit associations with faculty supervision using a variety of media. Can be used with permission to fulfill cooperative requirement. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1630 or ARTS 1712.

FDMA 2310. History of Cinema I
3 Credits (3)
This course surveys the history of cinema - investigating the process by which the original "cinema of attractions" evolved into a globally dominant form of visual storytelling. We will explore the development of cinema both as an art form and as an industry, and consider the technological, economic, cultural factors, as well as many key international movements that helped shape it. Restricted to: G-CMI, DFM, ANVE majors.

FDMA 2311. History of Animation
3 Credits (3)
Explores the history of Animation as an art form and industry through readings, screenings, lecture and periodic guest speakers. Restricted to: G-CMI, ANVE, DFM majors. Restricted to Las Cruces campus only.

FDMA 2312. History of Media Design
3 Credits (3)
An introduction to the principles of design history and theory within a chronological framework of historical and emerging media.

FDMA 2325. Advanced Photoshop
3 Credits (2+2P)
This course expands on the Photoshop skill set to develop proficiency with selections, masking, channels, filters, color correction, painting tools, vector integration, video, special effects, and compositing techniques. The focus is on the core image-editing tools of Photoshop that can be universally applied to photography, print, film or the web. The material is covered in production-oriented projects and students develop work suitable for portfolios. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1515.

FDMA 2326. Digital Photography and Imaging II
3 Credits (2+2P)
Provide understanding and skills needed for advanced digital capture, editing, optimizing and manipulating photographic images for print, web and multimedia applications. The course will prepare students to make more advanced technical and more refined aesthetic decisions relative to specific photographic applications. Restricted to: Alamogordo campus, Carlsbad campus, Dona Ana campus.
Prerequisite(s): FDMA 1545.
FDMA 2360. Web Design II
3 Credits (2+2P)
In this course, students will refine their skills in coding and web graphic design as well as be introduced to methods in constructing sites that adhere to the standards of responsive web design. Students will expand their knowledge of HTML and CSS using a code editor, and they will both analyze existing websites and also construct an interactive website. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1360.

FDMA 2365. Web Design for Small Business
3 Credits (2+2P)
Technology and techniques for designing and building a web presence for small business. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1360.

FDMA 2370. Advanced Web Techniques
3 Credits (2+2P)
Creating and managing complex web sites using advanced techniques and tools. May be repeated for a maximum of 6 credits. Restricted to Community Colleges only.
Prerequisite(s): FDMA 1515 and FDMA 2360.

FDMA 2381. Storyboarding
3 Credits (3)
Examines effective writing principles to create storyboards that communicate the overall picture of a project, timing, scene complexity, emotion and resource requirements. Further, the purpose of this course is to introduce students to the principles of visual storytelling—in film—through the use of the storyboard. In other words, to show how storyboards are critical ‘architectural component’ of the filmmaking process, used as a blueprint (or guide) to communicate the complex elements of a film story. Crosslisted with: ENGL 2381. Restricted to: DFM, ANVE, G-CMI majors. Restricted to Las Cruces campus only.

FDMA 2382. Principles of Story Across the Media
3 Credits (3)
The purpose of this course is to help students understand the basic elements of narrative structure (e.g. character, dramatic conflict, theme, etc.) and how these elements may be used effectively in media expression. Crosslisted with: ENGL 2382. Restricted to: G-CMI, DFM, ANVE majors. Restricted to Las Cruces campus only.

FDMA 2410. Audio Production II
3 Credits (2+2P)
Students will use skills developed in the Audio Production I course to produce audio projects utilizing a variety of analog and digital audio hardware and software, including continued use of multi-track, computer-based recording and editing systems, as well as exploring more advanced audio techniques and concepts. Restricted to: Community Colleges only.

FDMA 2510. Introduction to Sound Design for Film
3 Credits (3)
This course is an introduction to the principles, techniques and applications of sound design and film scoring. Students learn how sound affects storytelling in a film, examine the role of sound from the script to screen, and the professional process of creating a soundtrack. Students learn how to use sound equipment in a production environment and execute basic techniques used to develop a soundtrack. Crosslisted with: FDMA 1415.
Prerequisite(s)/Corequisite(s): FDMA 2382. Restricted to: DFM, ANVE majors. Restricted to Las Cruces campus only.

FDMA 2520. Introduction to Cinematography
3 Credits (3)
The Director of Photography (or Cinematographer), in close collaboration with the Director and Production Designer, helps determine the look of a film. This course is designed to introduce students to the technical and aesthetic fundamentals of creating, developing, and collaborating on the visual elements of storytelling, using camera framing, lensing, and lighting fundamentals such as shadows, light and color. May be repeated up to 6 credits. only. Prerequisite(s)/Corequisite(s): FDMA 2382 (Las Cruces Campus) or FDMA 1210 (Community College Campus(es))

FDMA 2530. Introduction to 3D Modeling
3 Credits (3)
This course will introduce 3D modeling methods and current practices. Students will learn preliminary and detailed modeling techniques using industry standard software. Methods will emphasize formal and functional aspects of modeling as they apply to mechanical, organic, and sculpted topology for application in animation, games, and information media. May be repeated for a maximum of 6 credits.

FDMA 2535. Digital Illustration
3 Credits (3)
Introductory course examining traditional artistic expressions and translating visual art experiences into a digital art medium to enhance visual storytelling. Students acquire basic principles of drawing and painting through hands-on experience manipulating tonal value, composition, form development, light and shadow, color theory, rendering realism, and graphic design. Restricted to: DFM, ANVE majors. Restricted to Las Cruces campus only.

FDMA 2570. Creative Media Studio
3 Credits (2+2P)
A studio environment where students specialize in creating film-festival quality and portfolio-ready projects under the supervision of faculty. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1210 and FDMA 1220 or FDMA 2530.

FDMA 2710. Beginning 2-D Animation
3 Credits (3)
Students will learn the basics of digital 2D animation by working through a variety of exercises, creating an original storyboard, and animating five or more shots utilizing industry standard software. Restricted to: DFM, ANVE majors. Restricted to Las Cruces campus only.

FDMA 2715. Special Effects
3 Credits (2+4P)
Creating advanced virtual special effects for both rigid and soft bodies. Using MEL, dynamic principles, mixing nodes, and advanced particle systems. How to drive particles over surfaces, add texture to flow, create surface tensions, and use collision events to drive texture. Study of integrating computer-generated images with real-life video and audio.
Prerequisite(s): FDMA 2530 or FDMA 2765.

FDMA 2720. 3-D Animation
3 Credits (3)
Overview of the essentials and principles of 3D animation; creative methods for using industry standard tools to produce the illusion of movement for storytelling. Topics include, keyframe and curve animation, kinematics, cycle animation, camera animation, deformers, and constraints.
Prerequisite(s): FDMA 1510, FDMA 2710 or consent of instructor.
FDMA 2725. Rigging for 3D Animation
3 Credits (3)
This course will introduce principles and practices of current 3D animation rigging. Students will develop fundamental methods necessary to create character rigs. Students will learn aesthetic, technical, and optimization concepts as they apply to organic and mechanical designs. Topics will include: hierarchies, constraints, deformation rigging, skeleton creation, skinning, forward and inverse kinematics, controls, body and facial rigging. Restricted to: DFM, ANVE majors.
Prerequisite(s): FDMA 2510.
FDMA 2730. Advanced Character Animation
3 Credits (2+2P)
Focus on complex rigging techniques as well as utilizing advanced animation functions to blend multiple animations into complex animations. May be repeated for a maximum of 6 credits. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 2530.
FDMA 2735. Advanced 3D Animation Workshop A
3 Credits (2+4P)
Program capstone. Students will utilize the skills learned in the program to produce their final animation. Group integrated projects are strongly recommended to emulate a real-work animation studio environment. May be repeated for a maximum of 9 credits. Consent of instructor required.
Corequisite(s): FDMA 2740.
FDMA 2740. Advanced 3D Animation Workshop B
3 Credits (2+4P)
Program capstone. Students will utilize the skills learned in the program to produce their final animation. Group integrated projects are strongly recommended to emulate a real-work animation studio environment. May be repeated for a maximum of 9 credits. Consent of instructor is required.
Corequisite(s): FDMA 2735.
FDMA 2745. Light, Shade, Render
3 Credits (3)
This course will explore the theory and practice of 3D lighting and rendering methodologies. Techniques covered will implement cameras, lighting sources, textures, surface-mapping and algorithmic rendering to produce stylized and photo realistic images. Topics covered will include direct and indirect lighting, shaders that simulate physical substances and effects, rendering multiple passes and simulating physical lens effects. Restricted to: DFM, ANVE majors. Restricted to Las Cruces campus only.
Prerequisite(s): FDMA 1510, FDMA 2530, or Consent of Instructor.
FDMA 2750. Digital Sculpting
3 Credits (3)
Introduce students to the 3D Sculpting programs which are the industry standard sculpting programs. Students will learn how to create complex high polygon sculpts and normal maps and transfer the models into 3D studio Max and Autodesk Maya. May be repeated up to 6 credits.
Restricted to: Community Colleges only.
Prerequisite(s): FDMA 2530.
FDMA 2755. Drawing for Animation
3 Credits (3)
Introductory study of the human and animal form in relation to animation. Students learn fundamentals and exaggeration of the figure, as related to proportion, rhythm, mechanics, and motion. Areas of focus are: basic form, proportion, shape, contour, gesture, anatomy, portraiture, perspective, clothing effects and drawing from observation. Restricted to: CMT, DFM, ANVE majors.
FDMA 2770. Critical Game Studies
3 Credits (2+2P)
Focus on creating a complete design document utilizing techniques and standards used in the industry today. May be repeated for up to 6 credits. Restricted to: Community Colleges only.
FDMA 2775. Game Tools and Techniques
3 Credits (2+2P)
Focus on the different engines and gaming technologies that power the games of today. May be repeated for a maximum of 6 credits. Prerequisite(s): FDMA 2770.
FDMA 2785. Level Design Concepts
3 Credits (2+2P)
Focus on the design and creation of video game levels. Dealing with the challenges and pitfalls of different video game genres. May be repeated for a maximum of 6 credits. Prerequisite(s): FDMA 2770.
FDMA 2793. Workshops (Advanced Photography-Subtitle)
1 Credit (1)
This is a series of 1-credit workshops offering specialized and intense advanced skill training and upgrading applications of photography for commercial purposes and training in photographic skills and styles presented by a variety of professional lecturers. May be repeated up to 7 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1545.
FDMA 2794. Portfolio Design & Development
1-3 Credits
Personalized design and creation of the student's professional portfolio including hard-copy, demo reel, and online. May be repeated up to 6 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.
FDMA 2795. Film Crew Cooperative Experience
3-6 Credits (3-6)
Industry production experience in specific craft areas for film crew technicians who have successfully completed two semesters of FTTP. Restricted to: Dona Ana campus, Carlsbad campus.
Prerequisite(s): FDMA 2125.
FDMA 2796. Special Topics
1-4 Credits
Specific topics to be announced in the Schedule of Classes. May be repeated for a maximum of 18 credits.
FDMA 2797. Independent Study
1-3 Credits
Individual studies directed by consenting faculty with prior approval of department head. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): Minimum GPA of 3.0 and sophomore standing.
FDMA 2798. Internship
1-3 Credits
Work experience that directly relates to a student's major field of study that provides the student an opportunity to explore career paths and apply knowledge and theory learned in the classroom. Internships may be paid or unpaid. Students are supervised/evaluated by both the employer and the instructor. May be repeated up to 9 credits. Consent of Instructor required. Graded: S/U (S/U, Audit). Restricted to Community Colleges campuses only. Consent of instructor required.
Name: Program Manager: Karen M. Henry
Office Location: McClure, room 301
Game Design - Certificate

30 credits

Prefix | Title | Credits
--- | --- | ---
FDMA 1515 | Introduction to Digital Image Editing - Photoshop | 3
FDMA 1531 | Evolution of Electronic Games | 3
FDMA 1535 | Introduction to Illustrator | 3
FDMA 1720 | 3-D Character Design | 3
FDMA 2530 | Introduction to 3D Modeling | 3
FDMA 2715 | Special Effects | 3
FDMA 2770 | Critical Game Studies | 3
FDMA 2775 | Game Tools and Techniques | 3
FDMA 2785 | Level Design Concepts | 3

Select 3 credits from the following:

FDMA 1120 | Desktop Publishing | 3
FDMA 2730 | Advanced Character Animation | 3
FDMA 2996 | Special Topics | 3
OECS 140 | Introduction to Game Production Industry | 3
OECS 245 | Game Programming I | 3
OECS 246 | Game Programming II | 3

Total Credits: 30

A Suggested Plan of Study

This roadmap is only a suggested plan of study in order to complete a Certificate in two semesters. It is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better in courses to avoid repeating courses.

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<td>Fall</td>
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<td>FDMA 1535</td>
<td>Introduction to Illustrator</td>
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<td>FDMA 1531</td>
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<td>FDMA 2785</td>
<td>Level Design Concepts</td>
<td>3</td>
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<tr>
<td>Approved Media-related elective</td>
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<tr>
<td>Credits</td>
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<td>Spring</td>
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General Studies

General Studies - Associate Degree (p. 133)

Name: Harry Sheski

Office Location: Martinez Hall, Administration

Phone: 505-287-6641

General Studies - Associate Degree

60 credits

The Associate of General Studies degree program is intended for those wishing to tailor an Associate Degree to their own specific needs. It allows students to include courses from a variety of program areas. Any General Studies degree plan must be approved by the Vice President for Student Services.

The Associate of General Studies is not intended to be a substitute for the Associate of Arts or Associate of Science degree programs, which prepare students for transfer to Bachelor degree programs.

NOTE: The Associate of General Studies degree will not be awarded concurrently with any other Associate degree offered by NMSU.

Total Credits Required for Degree: 60

Requirements for this degree are:
- Complete a total of 60 credits (excludes noncredit courses such as any "N" suffix course);
- Complete ENGL 1110G Composition I with a C or better;
- Achieve a 2.0 cumulative GPA;
- Complete the last 15 hours from NMSU.

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

A Suggested Plan of Study

This roadmap is only a suggested plan of study in order to complete an Associate degree within two years. It is not intended as a contract. The degree requires a C or better in ENGL 1110G and a total of any college level credits to reach 60 credits.

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Second Year

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Spring

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</table>
Health Careers

Health Careers - Certificate (p. 135)

Nursing Assistant - Certificate (p. 136)

NA 101. Nursing Assistant Theory and Lab
6 Credits (S+3P)
Nurse aide skills with emphasis on a bio-psychosocial-cultural approach to client care. Practice of these skills is provided in the laboratory as well as at a clinical site. Successful completion of the course prepares and qualifies the student to take the NACES certification examination. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): (CCDR 110N with C or better OR appropriate placement score) and (CCDE 110N with C or better OR appropriate placement score) and (CCDM 103N with C or better OR appropriate placement score).

NA 102. Sterile Processing Technician
4 Credits (S+3P)
This course will prepare the student to work as a Sterile Processing Technician, performing critical functions that support both the hospital and Operating Room. The student will learn about infection control, instrument reprocessing, decontamination, disinfection, and sterilization. All critical aspects of sterile processing will be covered to include applicable standards and regulations. This field is constantly evolving and those desiring to work in this profession must ensure that they stay abreast of the science behind the discipline. Restricted to Community Colleges campuses
Prerequisite(s): CCDE 110 N General Composition Placement exam scores, or specific course work.

NA 104. Nursing Assistant Fundamentals
3 Credits (S)
This course prepares students for employment as a Nursing Assistant in a Long Term Care Facility. Theory and basic nursing care skills will be taught with an emphasis being placed on the psychosocial-cultural approach to client care. Students will learn communication skills, basic anatomy and physiology, growth and development, infection control, body mechanics, basic nutrition, client/resident elimination needs, the client/resident unit, vital signs, range of motion exercises, bed making, rehabilitation and restorative care, client admission and discharge, common health problems, dealing with death and dying, and basic medical terminology. NA 104 and NA 104L (laboratory) must be successfully completed with a C- or better in order to continue to NA 105 Nursing Assistant Clinical. NA 105 must also be successfully completed with a C- or better to be eligible to take the state certification competency examination. Attendance is required to meet the federal requirements for training hours and content prior to direct contact with a patient/resident and the state competency examination. Students must test out of all CCDE and CCDR courses and eligible to take ENGL 1110G to enroll in this course. Restricted to Community Colleges campuses only.
Corequisite(s): NA 104 L.

NA 104 L. Nursing Assistant Fundamentals Lab
1 Credit (3P)
This course prepares students for employment as a Nursing Assistant in a Long Term Care Facility. Students will learn and demonstrate personal care skills including bathing, grooming, dressing, toileting, assisting with eating and hydration, skin care, transfers and positioning. Students will also learn and demonstrate the use of assistive devices, and how to maintain resident safety, dignity and privacy. NA 104 & NA 104L must be successfully completed with a C- or greater in order to continue to NA 105 Clinical. NA 105 must be successfully completed with a C- or greater to be eligible to take the state certification competency examination.
Prerequisite(s)/Corequisite(s): NA 104. Prerequisite(s): English COMPASS score of 35 or greater or CCDE 110N, and reading COMPASS score of 55 or greater or CCDR 105N. Restricted to Community Colleges campuses only.

NA 105. Nursing Assistant Clinicals
4 Credits (S+3P)
Extension of basic fundamentals of personal care, including theory, skills and clinical experience leading to the certified Nursing Assistant Examination at the conclusion of the semester. Continuation of NA 104. Requires a C or better to pass. Restricted to: Community Colleges only.
Prerequisite(s): C or better in NA 104 or consent of instructor.

NA 109. Phlebotomist Basic
4 Credits (2+4P)
This course provides the latest information, techniques, skills, and equipment for blood and specimen collection based on the standards of the Clinical and Laboratory Standards Institute, Needlestick Prevention Act, Joint Commission 2008 National Patient Safety Goals, OSHA and CDC. An advanced skills lab is included in the course to provide a 'hands-on' practice experience and a 30 hour practicum in a supervised work environment collecting blood and specimens on actual patients for laboratory tests. Attendance is mandatory. Prepares students for employment as a phlebotomist in health care settings. Requires a 'C' or better to pass. Upon successful completion of the course, student has the opportunity to test for National Healthcareer Certification. Consent of Instructor required.
Prerequisite(s)/Corequisite(s): BIOL 1130 or BIOL 2225. Restricted to Community Colleges campuses only.

NA 110. Electrocardiogram Technician Basic
4 Credits (S+3P)
Prepares students for employment as an Electrocardiogram Technician. Includes basic theory of the cardiovascular system, cardiac rhythm interpretation, 12 lead ECG lead placement, and ECG equipment trouble shooting. The course includes an advanced skills laboratory for 'hands-on' practice and 16 hours of supervised clinical in the work environment assisting with ECG testing. Attendance is mandatory. Course requires a grade of ‘C’ or better to pass. Upon successful completion of the course, student has the opportunity to test for National Healthcareer Certification. Restricted to Community Colleges campuses only.
Prerequisite(s): BIOL 1130 OR BIOL 2210 & BIOL 2225.

NA 111. Alzheimer/Dementia Care Focus
3 Credits (S)
Students will learn respectful care of Alzheimer/Dementia persons while ensuring their dignity, maximizing safe independence focusing on strengths and abilities.
Prerequisite(s)/Corequisite(s): NA 104 or NA 101. Restricted to: Community Colleges only.
NA 113. Sterile Processing Practicum
5 Credits (1+4P)
This course will allow students to get hands on training in the Sterile Processing Department. They will perform critical functions learned in the Sterile Processing Technician course. They will apply principles of medical asepsis and infection control and by the end of the practicum be able to independently function in all work areas of the Sterile Processing Department. This field is constantly evolving and those desiring to work in this profession must ensure that they stay abreast of the science behind the discipline. Restricted to Community Colleges campuses
Prerequisite(s)/Corequisite(s): NA 102. Prerequisite(s): CCDE 110 N.

NA 115. Phlebotomist Technician
6 Credits (3+6P)
Basic theory and skills of phlebotomy following OSHA and Center for Disease Control guidelines. Prepares students for the requirements of testing for the ASCP certification exam and employment in a healthcare organization as a phlebotomist in licensed settings. Laboratory hours include infection control skills & practice, patient assessment & teaching, and practice in venipuncture. Clinical time includes clinical laboratory processes and operations, patient assessment, venipuncture, and exposure to clinical policies and procedures. Upon successful completion students are workforce ready.
Prerequisite(s)/Corequisite(s): OEEM 101. Restricted to Community Colleges campuses only.

NA 204. Patient Care Technician
4 Credits (3+3P)
This course will prepare Certified Nursing Assistants (CNAs) to work in the acute care setting through an expansion of their existing basic skill set. Students will acquire expanded acute care skills, critical thinking skills, and knowledge in caring for patients of all ages. Currently CNA certified. Restricted to Community Colleges campuses only.
Prerequisite(s): (NA 104, NA 105, NA 109, NA 110, AHS 120, and (BIOL 1130 or (BIOL 2210 & BIOL 2225)).
Corequisite(s): NA 205.

NA 205. Patient Care Technicians Practicum
4 Credits (1+9P)
This course will prepare Certified Nursing Assistants (CNAs) to work in the acute care setting through an expansion of their existing basic skill set. Students will acquire expanded acute care skills, critical thinking skills, and knowledge in caring for patients of all ages. Students will go to acute care settings to practice newly acquired skills. Must have a ‘C’ or better to pass. Restricted to Community Colleges campuses only.
Prerequisite(s): (NA 104, NA 105, NA 109, NA 110, AHS 120, & (BIOL 1130 or (BIOL 2210 & BIOL 2225)) Currently CNA Certified.
Corequisite(s): NA 204.

NA 209. Phlebotomy Laboratory Technician
4 Credits (2+4P)
A continuation of NA 109, Phlebotomy Basic. This course furthers the experience, knowledge and skills of the phlebotomist by providing advanced specimen collection techniques, skills to assist with lab management, patient data processing, quality control measures, and customer service. Completion of thirty clinical hours and fifty successful venipunctures are required. Attendance in mandatory. Requires a final grade of ‘C’ or better to pass. Consent of Instructor required. Restricted to Community Colleges campuses
Prerequisite(s)/Corequisite(s): ENGL 1110G or ENGL 1110H or ENGL 1110M. Prerequisite(s): (BIOL 1130 or BIOL 2310 & BIOL 2225), and AHS 120, and NA 109.

NA 210. Administrative Procedures for Medical Assistants
4 Credits (4)
This course will provide students with the administrative procedures needed for a medical assistant. Skills will include creating a welcoming environment, cultural considerations, office safety, opening and closing procedures, computer operation and management, written and telephonic communications, financial procedures, patient scheduling, medical record management, and medical insurance, billing, and coding. Restricted to Community Colleges campuses
Prerequisite(s)/Corequisite(s): NA 212. Prerequisite(s): MATH 1215, and ENGL 1110G, and AHS 120, and BIOL 1130 or BIOL 2225.

NA 212. Medical Assistant Capstone Course
6 Credits (6)
This course provides the student with entry-level theory and limited ‘hands-on’ training in basic and routine clinical office tasks. The course will equip the Medical Assistant (MA) student with the competencies required to perform in a medical office under the direct supervision of a physician. The graduate will be able to assist the physician with physical exams, ECGs, phlebotomy, and minor surgical procedures. CNA Certification within the last 5 years.
Prerequisite(s): NA 105, NA 110, NA 109, AHS 120, BIOL 1130, BOT 208, HIT 228, HIT 248.

NA 214. Medical Assistant Practicum
6 Credits (1+6P)
This course is the practicum for NA 212 Medical Assistant Fundamentals Capstone Course. Students will prepare for a career as a medical assistant in medical offices and clinics. During practicum students will observe and participate in 180 hours in a supervised work environment using knowledge and skills learned in NA 212. This course includes weekly post-practicum conferences with the instructor. The student will be evaluated by both the employer and the instructor. Requires a ‘C’ or better to pass. Upon successful completion the student may be eligible to test for National Certification. Students who have been CNA Certified within the last 5 years can use this to enroll into this course. Consent of Instructor required.
Prerequisite(s)/Corequisite(s): NA 212. Prerequisite(s): NA 105, NA 110, NA 109, AHS 120, BIOL 1130, BOT 208, HIT 228, HIT 248. Restricted to Las Cruces campus only.

Name: Program Manager: Neal Gallagher
Office Location: McClure, room 308
Phone: (505) 287-6654

Health Careers - Certificate
30 credits
The Health Careers 30 credit hour certificate is designed to prepare an individual for entry level employment in healthcare services as well as help build a strong foundation that supports additional education and training in more specialized healthcare related fields. Students are strongly encouraged to meet with the Program Manager and/or the advisor representing the college to which the student will be transferring, for help planning their studies.

<table>
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<th>Prefix</th>
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<td>PHLS 1111</td>
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<td>OEEM 101</td>
<td>CPR for the Health Care Professional</td>
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<td>FYEX 1110</td>
<td>First-year Seminar</td>
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BCIS 1110 or OECS 105: Introduction to Information Systems or Introduction to Information Technology 3
COMM 1115G: Introduction to Communication 3
AHS 116: Math for Health Occupations 3
AHS 120: Medical Terminology 3
Select one from the following: 4
AHS 153: Introduction to Anatomy and Physiology I
BIOL 1120G & BIOL 1120L: Human Biology and Human Biology Laboratory
BIOL 2210: Human Anatomy and Physiology I for the Health Sciences
PHLS 1110G: Personal Health & Wellness 3

Electives
Select a minimum of 6 credits from the following: 6
- NUTR 2110: Human Nutrition
- NA 101: Nursing Assistant Theory and Lab
- NA 104: Nursing Assistant Fundamentals
- NA 104 L: Nursing Assistant Fundamentals Lab
- NA 105: Nursing Assistant Clinicals
- OEEM 115: First Responder Prehospital Professional
- OEEM 120: Emergency Medical Technician Basic
- OEEM 120 L: Emergency Medical Technician Basic Lab

Total Credits: 30

A Suggested Plan of Study: One Semester

Course Title Credits
First Year
Fall
PHLS 1111: Introduction to Health Science 1
OEEM 101: CPR for the Health Care Professional 1
FYEX 1110: First-year Seminar 3
OECS 105 or BCIS 1110: Introduction to Information Technology or Introduction to Information Systems 3
AHS 116: Math for Health Occupations 3
Electives from approved list 3

Credits 11

Spring
COMM 1115G: Introduction to Communication 3
AHS 120: Medical Terminology 3
PHLS 1110G: Personal Health & Wellness 3
BIOL 1120G & BIOL 1120L or AHS 153: Human Biology or Introduction to Anatomy and Physiology I 4
Elective from approved list 3

Credits 16

Total Credits 16

A Suggested Plan of Study: Two Semesters

The C.N.A program may be completed with dual/concurrent enrollment by high school students completing it over multiple semesters. There is no mandatory sequence when completing the required courses, but a strong recommendation that the NA 105 Clinical and OEEM 101 CPR be completed in the students’ LAST semester.

Course Title Credits
Freshman
Fall
NA 104: Nursing Assistant Fundamentals 3
NA 104 L: Nursing Assistant Fundamentals Lab 1
NA 105: Nursing Assistant Clinicals 4
AHS 120: Medical Terminology 3
AHS 153: Introduction to Anatomy and Physiology I 4
OEEM 101: CPR for the Health Care Professional 1

Credits 16

Total Credits 16

Spring
NA 105: Nursing Assistant Clinicals 4

Nursing assistants perform basic nursing functions and procedures involving patient care. They work under the supervision of a registered nurse, licensed practical nurse, or physician. Nursing assistants tend to matters relating to personal hygiene, safety, nutrition, exercise, and elimination where maintaining patient comfort is a priority. Nursing assistants may be called upon to lift, move, or observe patients, as well as measure temperatures, pulses, respirations, and blood pressures. They may assist with patient admissions and discharges as well. The scope of their responsibilities, however, varies considerably depending upon the type of organization in which they are employed.

NOTE: Admission to the Nursing Assistant program requires Placement scores. Speak with an adviser regarding English and Math requirements and refer to course descriptions (p. 154).

Prefix Title Credits
Requirements
AHS 120: Medical Terminology 3
AHS 153: Introduction to Anatomy and Physiology I 4
NA 104: Nursing Assistant Fundamentals 3
NA 104 L: Nursing Assistant Fundamentals Lab 1
NA 105: Nursing Assistant Clinicals 4
OEEM 101: CPR for the Health Care Professional 1

Total Credits 16

Nursing Assistant - Certificate
16 credits
Pre-Business

Pre-Business - Associate Degree (p. 137)

Name: Program Manager: Dr. Harry Sheski
Office Location: Martinez, Administration Offices
Phone: (505) 287-6641

Pre-Business - Associate Degree

60 credits

The Associate degree in Pre-Business provides basics in accounting and economics. Students who earn this degree will have completed the first two years of any four-year business degree offered at NMSU Las Cruces. Students are advised to complete the NM General Education Common Core to meet NMSU College of Business requirements.

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

Prefix Title Credits

General Education

Area I: Communications

English Composition - Level 1
ENGL 1110G Composition I 4

English Composition - Level 2
ENGL 2210G Professional & Technical Communication 3

Oral Communication
COMM 1115G Introduction to Communication 3
or COMM 1130G Public Speaking


Area II: Mathematics

MATH 1220G College Algebra 3

Area III/IV: Laboratory Sciences and Social/Behavioral Sciences 10

ECON 2110G Macroeconomic Principles (Grade of C- or better required) 3
ECON 2120G Microeconomic Principles (Grade of C- or better required)

Area III: Laboratory Science Course (4 credits)
Select one from the following:
ASTR 1115G Introduction Astro (lec+lab) 3
or ASTR 1120G The Planets
BIOL 1120G Human Biology 3
& BIOL 1120L and Human Biology Laboratory
BIOL 1190G Contemporary Problems in Biology
BIOL 2610G Principles of Biology: Biodiversity, Ecology, and Evolution 3
& BIOL 2610L and Principles of Biology: Biodiversity, Ecology, and Evolution Laboratory
C S 171G Introduction to Computer Science
CHEM 1120G Introduction to Chemistry Lecture and Laboratory (non majors)

Total Credits 60

1 Students may be required to take MATH 1215 Intermediate Algebra depending on their math placement. MATH 1220G College Algebra, MATH 1430G Applications of Calculus I, or MATH 1350G Introduction to Statistics fulfills the general education requirement in math.

2 See the General Education (p. 21) section of the catalog for a full list of courses.

A Suggested Plan of Study for Students

This roadmap assumes student placement in MATH 1215 Intermediate Algebra and ENGL 1110G Composition I. The contents and order of this roadmap may vary depending on initial student placement in mathematics and English. It is only a suggested plan of study for students and is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change.
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<tr>
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<td>ACCT 2110</td>
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<td>OECS 105</td>
<td>Introduction to Information Technology</td>
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<td>BUSA 1110</td>
<td>Intro to Business</td>
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<tr>
<td>ENGL 2210G</td>
<td>Professional &amp; Technical Communication</td>
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<td>ACCT 2120</td>
<td>Principles of Accounting II</td>
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<td>MGMT 2110</td>
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<td><strong>Fall</strong></td>
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<tr>
<td>ECON 2110G</td>
<td>Macroeconomic Principles</td>
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<td>Introduction to Statistics</td>
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<td>COMM 1115G</td>
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<tr>
<td>or COMM 1130G</td>
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<td>Area VI: Creative and Fine Arts</td>
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<td>Area III: Laboratory Science Course</td>
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<td>ECON 2120G</td>
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<td>MATH 1430G</td>
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1. Select from the following Subject, minimum 10 credits to reach minimum 60 credits: ACCT, BLAW, BMGT, OATS, BUSA, C S, ECON, BFNM, MATH, MGMT, OECS

2. Students may be required to take MATH 1215 Intermediate Algebra, depending on their math placement. MATH 1220G, MATH 1430G, or MATH 1350G fulfills the general education requirement in math.

3. See the General Education (p. 21) section of the Catalog for a full list of courses.

Region 1 Emergency Medical Services (EMS) Basic

Emergency Medical Services (EMS) - Basic Certificate (p. 140)

OEEM 101. CPR for the Health Care Professional
1 Credit (1)
Students learn identification and response to airway and circulation emergencies, including use of a SAED and accessing the EMS system. This course is taught using the American Heart Association guidelines for course completion. Required: grade of C or better.

OEEM 103. Heartsaver First Aid/CPR
1 Credit (1)
Students learn how to identify and respond to airway, circulation and basic first aid emergencies, to include using a SAED and accessing the EMS system. This course is intended for students who are not Allied Health Majors and utilizes the American Heart Association guidelines for course completion. Restricted to: Community Colleges only.

OEEM 106. Advanced First Aid
2 Credits (2)
Theory and advanced first aid skills taught emphasizing recognition and providing care for injury or sudden illness until professional medical help arrives. Course meets and/or exceeds the Red Cross or National Safety Council standards. Corequisite(s): OEEM 101

OEEM 115. First Responder Prehospital Professional
3 Credits (2+3P)
Provides training in prehospital medical and traumatic emergencies. Consent of instructor required. Requires a C or better to pass. Restricted to majors.

Corequisite(s): OEEM 101.

OEEM 120. Emergency Medical Technician Basic
6 Credits (6)
EMT-Basic skills to include care of soft tissue and muscular/skeletal injuries, circulatory, nervous, general medical and respiratory emergencies. Requires a ‘C’ or better to pass. May be repeated up to 6 credits. Consent of Instructor required.

Corequisite(s): OEEM 101, OEEM 120L, OEEM 121.

Prerequisite(s)/Corequisite(s): OEEM 153. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 120 L. Emergency Medical Technician Basic Lab
2 Credits (6P)
EMT-Basic skills development with emphasis on assessment, skills competency and team-work in patient care in the prehospital setting. May be repeated up to 2 credits.

Corequisite(s): OEEM 101, OEEM 120, OEEM 121.

Prerequisite(s)/Corequisite(s): OEEM 153. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 121. Emergency Medical Technician Basic Field/Clinical
1 Credit (3P)
Covers the patient care experience provided through assigned shifts in the hospital and/or ambulance setting. Requires a ‘C’ or better to pass. May be repeated up to 1 credits. Consent of Instructor required.

Prerequisite(s)/Corequisite(s): OEEM 101, OEEM 120, OEEM 120L OEEM 153. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 122. Emergency Medical Technician Basic Advanced Field/Internship
2 Credits (6P)
Expanded patient care experience provided through assigned shifts in the hospital and/or ambulance setting. May be repeated up to 2 credits. Consent of Instructor required. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

Prerequisite(s): Current EMT-basic license and consent of instructor.
OEEM 150. Emergency Medical Technician Intermediate
5 Credits (5)
Theory of the roles, responsibilities and scope of practice of the EMT-Intermediate. Assessment and management of respiratory, cardiac, trauma, environmental, behavior, reproduction, and childhood emergencies. May be repeated up to 5 credits. Consent of Instructor required. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): Current EMT-basic license, pretest and consent of instructor.

OEEM 150 L. Emergency Medical Technician Intermediate Lab
2 Credits (6P)
EMT-Intermediate skills development with an emphasis on assessment, skills competency, and team work in patient care in the prehospital setting. Requires a C or better to pass.
Prerequisite(s)/Corequisite(s): OEEM 150, OEEM 151. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 151. Emergency Medical Technician Intermediate Field/Clinical
2 Credits (6P)
Patient care experience provided through assigned shifts in the hospital and/or ambulance setting.
Prerequisite(s)/Corequisite(s): OEEM 150, OEEM 150 L. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 153. Introduction to Anatomy and Physiology for the EMS Provider
3 Credits (3)
To properly assess and manage a patient, a prehospital provider must have a solid foundation in human anatomy and physiology. This course provides a systematic approach to building this foundation. Grade of 'C' or better is required to pass the course. Consent of Instructor required. Restricted to Community Colleges campuses only.

OEEM 155. Special Topics
1-6 Credits
Specific topics to be listed in Schedule of Classes. May be repeated for a maximum of 10 credits.

OEEM 158. Emergency Medical Technician-Combination Refresher
2 Credits (2)
A comprehensive review of prehospital medicine for the prehospital care provider from the first responder level through the EMT Intermediate. New material relevant to recertification of the New Mexico First Responder, EMT Basic and EMT Intermediate licensure included. Graded S/U.

OEEM 177. Emergency Medical Services Instructor
4 Credits (4)
Theory of student learning, methodology, instructional components, evaluation, and course coordination for the EMS profession. May be repeated up to 4 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.
Prerequisite(s): Minimum of an EMT-Basic License required.

OEEM 201. Human Pathophysiology
3 Credits (2+3P)
Overview of anatomy and physiology. Emphasis on human body pathophysiology including a medical illness component. Requires a 'C' or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEMS, OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 120, OEEM 120 L.

OEEM 202. EMT-Paramedic Respiratory Emergencies
3 Credits (2+3P)
Review anatomy, physiology and pathophysiology of the respiratory system. Assessment and management of respiratory emergencies and acute respiratory failure in the prehospital setting. Requires a 'C' or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEMS, OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 212.

OEEM 203. EMT-Paramedic Trauma Emergencies
3 Credits (2+3P)
Study of the effects of trauma on the human body. Assessment and management of trauma patients and scenes, including vehicular extrication. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 212.

OEEM 206. Introduction to Advanced Prehospital Care
3 Credits (2+3P)
Overview of prehospital care including roles and responsibilities of EMT-P, EMS systems, medical, legal, ethical issues, stress management, medical terminology, medical report writing and communication. Includes ride-along with ambulance and dispatch observation. Requires a C or better to pass. Restricted to majors. Consent of instructor required. Restricted to Community Colleges only. Restricted to OEEM majors.
Prerequisite(s): OEEM 120.

OEEM 207. Introduction to Pharmacology
3 Credits (2+3P)
Drug actions, factors modifying drugs and dosages: characteristics of drug effects, and drug history and dosages. Prehospital protocol, transport, and common patient prescription medications. Restricted to majors. Requires a C or better to pass. Restricted to: Community Colleges only. Restricted to OEEM majors.
Prerequisite(s): OEEM 120.

OEEM 210. Cardiac Rhythm Interpretation
3 Credits (2+3P)
Cardiac conduction system: electrophysiology, electrocardiogram, monitor, atrial, sinus, ventricular and junctional dysrhythmias, multiple lead EKG and 12 lead EKG interpretation. Requires a 'C' or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEMS, OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 201, OEEM 206, OEEM 207.

OEEM 212. EMT-Paramedic Cardiovascular Emergencies
3 Credits (2+3P)
Review anatomy, physiology, and pathophysiology of cardiovascular system. Assessment and management of cardiovascular emergencies in the prehospital setting. Requires a 'C' or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEMS, OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 210.

OEEM 213. EMT-Paramedic: Medical Emergencies I
3 Credits (2+3P)
Study of the disease process; assessment and management of neurological, endocrine, gastrointestinal, renal emergencies and infectious disease. Requires a 'C' or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEEM, OEMS majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 212.
OUEM 214. EMT--Paramedic: Medical Environmental Emergencies II
3 Credits (2+3P)
Study of disease process, assessment, and management of poisoning, drug and alcohol abuse, environmental, behavioral and geriatric emergencies. Requires a "C" or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEMS, OUEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OUEM 213.

OUEM 216. EMT-Paramedic: Reproductive and Childhood Emergencies
3 Credits (2+3P)
Covers anatomy, physiology, disease processes, assessment and management of male and female reproductive system emergencies, childhood emergencies and growth and development. Restricted to majors. Requires a C or better to pass. Restricted to: Community Colleges only.
Prerequisite(s): OUEM 214 and consent of instructor.

OUEM 218. Pediatric Advance Life Support for the Healthcare Professional
1 Credit (1)
Identify and respond to life threatening pediatric emergencies. Taught using the American Heart Association guidelines for course completion. Graded S/U.
Prerequisite: OUEM 101.

OUEM 219. Advance Cardiac Life Support for the Healthcare Provider
1 Credit (1)
Identify and respond to life threatening cardiac emergencies. Taught using the American Heart Association guidelines for course completion. Graded S/U.
Prerequisite: OUEM 101.

OUEM 230. EMT-Paramedic Clinical Experience I
3 Credits (9P)
Assigned clinical experiences in patient assessment and specific management techniques. Successful completion includes minimum required hours and completion of course objectives. Restricted to majors. Requires a C or better to pass.
Prerequisite: consent of instructor.

OUEM 231. EMT-Paramedic Clinical Experience II
3 Credits (9P)
Assigned clinical experiences in patient assessment and specific management techniques. Successful completion includes minimum required hours and completion of course objectives. Requires a "C" or better to pass. May be repeated up to 3 credits. Consent of Instructor required.
Prerequisite(s)/Corequisite(s): OUEM 230. Restricted to: OUEM majors. Restricted to Community Colleges campuses only.

OUEM 240. EMT-Paramedic Field Experience I
3 Credits (9P)
Advanced prehospital skills and knowledge. Successful completion of at least the minimum required hours and course objectives. Restricted to majors. Requires a C or better to pass.
Prerequisite: consent of instructor.

OUEM 241. EMT-Paramedic Field Experience II
3 Credits (9P)
Continued focus on advanced prehospital skills and knowledge, with increasing responsibility for patient care. Successful completion includes meeting at least the minimum required hours and course objectives.
Prerequisite(s)/Corequisite(s): OUEM 240. Requires a C- or better to pass.

OUEM 242. EMT-Paramedic Field Internship
3 Credits (9P)
Emphasis on total patient care responsibility and team leadership skills. Successful completion includes meeting the minimum hours required and course objectives. Pre/ Consent of Instructor required. Restricted to: OUEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OUEM 231, OUEM 241.

OUEM 243. EMT-Paramedic Preparation for Practice
2 Credits (2)
Comprehensive final program testing to prepare for licensing examination. Requires a "C" or better to pass. May be repeated up to 2 credits. Consent of Instructor required. Restricted to: OEMS, OUEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OUEM 242.

OUEM 247. Emergency Medical Technician - Paramedic Refresher
2 Credits (1+3P)
A comprehensive review of prehospital emergency medicine for the EMT Paramedic. New material relevant to recertiﬁcation of the New Mexico and Nationally Registered Paramedic licensure. Graded S/U.

OUEM 253. Critical Care Emergency Medical Transport Program
6 Credits (5+6P)
This course will provide further education to Paramedics, Registered Nurses and Registered Respiratory Therapists who wish to function as part of a critical care transport team. Consent of instructor required. Restricted to: Community Colleges only.
Prerequisite(s): Licensed Paramedic, Registered Nurse or Registered Respiratory Therapist with one or more years experience.

Name: Program Manager: Neal Gallagher
Office Location: Lucy Belle Ma Hall
Phone: (505) 287-6654

Emergency Medical Services (EMS) - Basic Certificate

This Certificate leads to the Associate of Applied Science in Region 1 EMS Intermediate.

30 Credits

Prefix | Title | Credits
--- | --- | ---
| | General Education Requirement |
| ENGL 110G | Composition I | 4
| COMM 1130G | Public Speaking | 3
| MATH 1215 | Intermediate Algebra | 3
| | EMS Core Requirements |
| OUEM 101 | CPR for the Health Care Professional | 1
| OUEM 115 | First Responder Prehospital Professional | 3
| OUEM 120 | Emergency Medical Technician Basic | 6
| OUEM 120 L | Emergency Medical Technician Basic Lab | 2
| OUEM 121 | Emergency Medical Technician Basic Field/ Clinical | 1
| | Required Courses |
| FYEX 1110 | First-year Seminar | 3
| BIOL 2210 | Human Anatomy and Physiology I for the Health Sciences | 4
or AHS 153 Introduction to Anatomy and Physiology I

Total Credits 30

Note: It is highly recommended that students who plan to transfer to a Bachelor’s degree program complete the BIOL 2210 Human Anatomy and Physiology I for the Health Sciences/BIOL 2225 Human Anatomy and Physiology II course sequence to maximize the credit transfer.

A Suggested Plan of Study

This roadmap is only a suggested plan of study in order to complete a Certificate in two semesters. It is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better to avoid repeating courses. This Plan assumes a student is ready for ENGL 1110G, Composition I and MATH 1215, Intermediate Algebra. Placement is determined by an English and Math Placement Test, ACT scores, or completing the course prerequisites.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<td>OEEM 101</td>
<td>CPR for the Health Care Professional</td>
<td>1</td>
</tr>
<tr>
<td>OEEM 120</td>
<td>Emergency Medical Technician Basic</td>
<td>6</td>
</tr>
<tr>
<td>OEEM 120 L</td>
<td>Emergency Medical Technician Basic Lab</td>
<td>2</td>
</tr>
<tr>
<td>OEEM 121</td>
<td>Emergency Medical Technician Basic Field/ Clinical</td>
<td>1</td>
</tr>
<tr>
<td>FYEX 1110</td>
<td>First-year Seminar</td>
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</tr>
<tr>
<td>ENGL 1110G</td>
<td>Composition I</td>
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<td>COMM 1130G</td>
<td>Public Speaking</td>
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<td>MATH 1215</td>
<td>Intermediate Algebra</td>
<td>3</td>
</tr>
<tr>
<td>OEEM 115</td>
<td>First Responder Prehospital Professional</td>
<td>3</td>
</tr>
<tr>
<td>AHS 153 or BIOL 2210</td>
<td>Introduction to Anatomy and Physiology I or Human Anatomy and Physiology I for the Health Sciences</td>
<td>4</td>
</tr>
</tbody>
</table>

Credits 17
Total Credits 30

Region 1 Emergency Medical Services (EMS) Intermediate

Region 1 Emergency Medical Services (EMS) Intermediate - Associate of Applied Science (p. 143)

OEEM 101. CPR for the Health Care Professional
1 Credit (1)
Students learn identification and response to airway and circulation emergencies, including use of a SAED and accessing the EMS system. This course is taught using the American Heart Association guidelines for course completion. Required: grade of C or better.

OEEM 103. Heartsaver First Aid/CPR
1 Credit (1)
Students learn how to identify and respond to airway, circulation and basic first aid emergencies, to include using a SAED and accessing the EMS system. This course is intended for students who are not Allied Health Majors and utilizes the American Heart Association guidelines for course completion. Restricted to: Community Colleges only.

OEEM 106. Advanced First Aid
2 Credits (2)
Theory and advanced first aid skills taught emphasizing recognition and providing care for injury or sudden illness until professional medical help arrives. Course meets and/or exceeds the Red Cross or National Safety Council standards. Corequisite(s): OEEM 101

OEEM 115. First Responder Prehospital Professional
3 Credits (2+3P)
Provides training in prehospital medical and traumatic emergencies. Consent of instructor required. Requires a C or better to pass. Restricted to majors. Corequisite(s): OEEM 101.

OEEM 120. Emergency Medical Technician Basic
6 Credits (6)
EMT-Basic skills to include care of soft tissue and muscular/skeletal injuries, circulatory, nervous, general medical and respiratory emergencies. Requires a ‘C’ or better to pass. May be repeated up to 6 credits. Consent of instructor required. Corequisite(s): OEEM 101, OEEM 120L, OEEM 121. Prerequisite(s)/Corequisite(s): OEEM 153. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 120 L. Emergency Medical Technician Basic Lab
2 Credits (6P)
EMT-Basic skills development with emphasis on assessment, skills competency and team-work in patient care in the prehospital setting. May be repeated up to 2 credits. Corequisite(s): OEEM 101, OEEM 120, OEEM 121. Prerequisite(s)/Corequisite(s): OEEM 153. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 121. Emergency Medical Technician Basic Field/ Clinical
1 Credit (3P)
Covers the patient care experience provided through assigned shifts in the hospital and/or ambulance setting. Requires a ‘C’ or better to pass. May be repeated up to 1 credits. Consent of Instructor required. Prerequisite(s)/Corequisite(s): OEEM 101, OEEM 120, OEEM 120L, OEEM 153. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 122. Emergency Medical Technician Basic Advanced Field/ Internship
2 Credits (6P)
Expanded patient care experience provided through assigned shifts in the hospital and/or ambulance setting. May be repeated up to 2 credits. Consent of Instructor required. Restricted to: OEEM majors. Restricted to Community Colleges campuses only. Prerequisite(s): Current EMT-basic license and consent of instructor.

OEEM 150. Emergency Medical Technician Intermediate
5 Credits (5)
Theory of the roles, responsibilities and scope of practice of the EMT-Intermediate. Assessment and management of respiratory, cardiac, trauma, environmental, behavior, reproduction, and childhood emergencies. May be repeated up to 5 credits. Consent of instructor required. Restricted to: OEEM majors. Restricted to Community Colleges campuses only. Prerequisite(s): Current EMT-basic license, pretest and consent of instructor.
OEEM 150 L. Emergency Medical Technician Intermediate Lab
2 Credits (6P)
EMT-Intermediate skills development with an emphasis on assessment, skills competency, and team work in patient care in the prehospital setting. Requires a ‘C’ or better to pass.
Prerequisite(s)/Corequisite(s): OEEM 150, OEEM 151. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 151. Emergency Medical Technician Intermediate Field/Clinical
2 Credits (6P)
Patient care experience provided through assigned shifts in the hospital and/or ambulance setting.
Prerequisite(s)/Corequisite(s): OEEM 150, OEEM 150 L. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 153. Introduction to Anatomy and Physiology for the EMS Provider
3 Credits (3)
To properly assess and manage a patient, a prehospital provider must have a solid foundation in human anatomy and physiology. This course provides a systematic approach to building this foundation. Grade of ‘C’ or better is required to pass the course. Consent of Instructor required. Restricted to Community Colleges campuses only.

OEEM 155. Special Topics
1-6 Credits
Specific topics to be listed in Schedule of Classes. May be repeated for a maximum of 10 credits.

OEEM 158. Emergency Medical Technician-Combination Refresher
2 Credits (2)
A comprehensive review of prehospital medicine for the prehospital care provider from the first responder level through the EMT Intermediate. New material relevant to recertification of the New Mexico First Responder, EMT Basic and EMT Intermediate licensure included. Graded S/U.

OEEM 177. Emergency Medical Services Instructor
4 Credits (4)
Theory of student learning, methodology, instructional components, evaluation, and course coordination for the EMS profession. May be repeated up to 4 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.
Prerequisite(s): Minimum of an EMT-Basic License required.

OEEM 201. Human Pathophysiology
3 Credits (2+3P)
Overview of anatomy and physiology. Emphasis on human body pathophysiology including a medical illness component. Requires a ‘C’ or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEMS, OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 120, OEEM 120 L.

OEEM 202. EMT-Paramedic Respiratory Emergencies
3 Credits (2+3P)
Review anatomy, physiology and pathophysiology of the respiratory system. Assessment and management of respiratory emergencies and acute respiratory failure in the prehospital setting. Requires a ‘C’ or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEMS,OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 212.

OEEM 203. EMT-Paramedic Trauma Emergencies
3 Credits (2+3P)
Study of the effects of trauma on the human body. Assessment and management of trauma patients and scenes, including vehicular extrication. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 216.

OEEM 206. Introduction to Advanced Prehospital Care
3 Credits (2+3P)
Overview of prehospital care including roles and responsibilities of EMT-P, EMS systems, medical, legal, ethical issues, stress management, medical terminology, medical report writing and communication. Includes ride-along with ambulance and dispatch observation. Requires a C or better to pass. Restricted to majors. Consent of instructor required. Restricted to: Community Colleges only. Restricted to OEEM majors.
Prerequisite(s): OEEM 120.

OEEM 207. Introduction to Pharmacology
3 Credits (2+3P)
Drug actions, factors modifying drugs and dosages: characteristics of drug effects, and drug history and dosages. Prehospital protocol, transport, and common patient prescription medications. Restricted to majors. Requires a C or better to pass. Restricted to: Community Colleges only. Restricted to OEEM majors.
Prerequisite(s): OEEM 120.

OEEM 210. Cardiac Rhythm Interpretation
3 Credits (2+3P)
Cardiac conduction system: electrophysiology, electrocardiogram, monitor, atrial, sinus, ventricular and junctional dysrhythmias, multiple lead EKG and 12 lead EKG interpretation. Requires a ‘C’ or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEEM, OEMS majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 120.

OEEM 212. EMT-Paramedic Cardiovascular Emergencies
3 Credits (2+3P)
Review anatomy, physiology, and pathophysiology of cardiovascular system. Assessment and management of cardiovascular emergencies in the prehospital setting. Requires a ‘C’ or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEMS,OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 210.

OEEM 213. EMT-Paramedic: Medical Emergencies I
3 Credits (2+3P)
Study of the disease process, assessment and management of neurological, endocrine, gastrointestinal, renal emergencies and infectious disease. Requires a ‘C’ or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEEM, OEMS majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 212.

OEEM 214. EMT--Paramedic: Medical Environmental Emergencies II
3 Credits (2+3P)
Study of disease process, assessment, and management of poisoning, drug and alcohol abuse, environmental, behavioral and geriatric emergencies. Requires a ‘C’ or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEMS, OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 213.
OEEM 216. EMT-Paramedic: Reproductive and Childhood Emergencies
3 Credits (2+3P)
Covers anatomy, physiology, disease processes, assessment and management of male and female reproductive system emergencies, childhood emergencies and growth and development. Restricted to majors. Requires a C or better to pass. Restricted to: Community Colleges only.
Prerequisite(s): OEEM 214 and consent of instructor.

OEEM 218. Pediatric Advance Life Support for the Healthcare Professional
1 Credit (1)
Identify and respond to life threatening pediatric emergencies. Taught using the American Heart Association guidelines for course completion. Graded S/U.
Prerequisite: OEEM 101.

OEEM 219. Advance Cardiac Life Support for the Healthcare Provider
1 Credit (1)
Identify and respond to life threatening cardiac emergencies. Taught using the American Heart Association guidelines for course completion. Graded S/U.
Prerequisite: OEEM 101.

OEEM 230. EMT-Paramedic Clinical Experience I
3 Credits (9P)
Assigned clinical experiences in patient assessment and specific management techniques. Successful completion includes minimum required hours and completion of course objectives. Restricted to majors. Requires a C or better to pass.
Prerequisite: consent of instructor.

OEEM 231. EMT-Paramedic Clinical Experience II
3 Credits (9P)
Assigned clinical experiences in patient assessment and specific management techniques. Successful completion includes minimum required hours and completion of course objectives. Requires a ‘C’ or better to pass. May be repeated up to 3 credits. Consent of Instructor required.
Prerequisite(s)/Corequisite(s): OEEM 230. Restricted to: OEMS, OEEM majors. Restricted to Community Colleges campuses only.

OEEM 240. EMT-Paramedic Field Experience I
3 Credits (9P)
Advanced prehospital skills and knowledge. Successful completion of at least the minimum required hours and course objectives. Restricted to majors. Requires a C or better to pass.
Prerequisite: consent of instructor.

OEEM 241. EMT-Paramedic Field Experience II
3 Credits (9P)
Continued focus on advanced prehospital skills and knowledge, with increasing responsibility for patient care. Successful completion includes meeting at least the minimum required hours and course objectives.
Prerequisite(s)/Corequisite(s): OEEM 240. Requires a C- or better to pass.

OEEM 242. EMT-Paramedic Field Internship
3 Credits (9P)
Emphasis on total patient care responsibility and team leadership skills. Successful completion includes meeting the minimum hours required and course objectives. Pre/ Consent of Instructor required. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 231, OEEM 241.

OEEM 243. EMT-Paramedic Preparation for Practice
2 Credits (2)
Comprehensive final program testing to prepare for licensing examination. Requires a "C" or better to pass. May be repeated up to 2 credits. Consent of Instructor required. Restricted to: OEMS, OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 242.

OEEM 247. Emergency Medical Technician - Paramedic Refresher
2 Credits (1+3P)
A comprehensive review of prehospital emergency medicine for the EMT Paramedic. New material relevant to recertification of the New Mexico and Nationally Registered Paramedic licensure. Graded S/U.

OEEM 253. Critical Care Emergency Medical Transport Program
6 Credits (5+6P)
This course will provide further education to Paramedics, Registered Nurses and Registered Respiratory Therapists who wish to function as part of a critical care transport team. Consent of instructor required. Restricted to: Community Colleges only.
Prerequisite(s): Licensed Paramedic, Registered Nurse or Registered Respiratory Therapist with one or more years experience.

Name: Program Manager: Neal Gallagher
Office Location: McClure, 308
Phone: (505) 287-6654

Region 1 Emergency Medical Services (EMS) Intermediate - Associate of Applied Science
60 credits

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework. New Mexico General Education (p. 21)

Prefix | Title | Credits
-------|-------|-------

General Education

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ENGL 1110G</td>
<td>Composition I</td>
<td>12-14</td>
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This degree requires courses from Areas I, III, IV and V; students do not need to take additional courses to complete General Education requirements.

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<tr>
<th>Area I: Communications</th>
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<tr>
<td>ENGL 1110G</td>
<td>Composition I</td>
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<tr>
<th>Area III: Laboratory Sciences</th>
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<tbody>
<tr>
<td>Select one 4 credit course from the following:</td>
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<tr>
<td>BIOL 1120G &amp; BIOL 1120L</td>
<td>Human Biology and Human Biology Laboratory</td>
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<tr>
<td>BIOL 2110G &amp; BIOL 2110L</td>
<td>Principles of Biology: Cellular and Molecular Biology and Principles of Biology: Cellular and Molecular Biology Laboratory</td>
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<tr>
<td>CHEM 1120G</td>
<td>Introduction to Chemistry Lecture and Laboratory (non majors) (or higher CHEM)</td>
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Area IV: Social/Behavioral Sciences

1, 2
Select one from the following:

ANTH 1115G Introduction to Anthropology
CEPY 1120G Human Growth and Behavior
PSYC 1110G Introduction to Psychology
SOCI 1110G Introduction to Sociology
or SOCI 2310G Contemporary Social Problems

Area V: Humanities.

Select one from the following:

HIST 1110G United States History I
or HIST 1120G United States History II
PHIL 1115G Introduction to Philosophy
or PHIL 2110G Introduction to Ethics
ENGL 1410G Introduction to Literature
ENGL 2520G Film as Literature
ENGL 2650G World Literature I

General Education Elective
COMM 1130G Public Speaking
or COMM 1115G Introduction to Communication

Core Requirements
OEEM 101 CPR for the Health Care Professional 1
OEEM 120 Emergency Medical Technician Basic 6
OEEM 120 L Emergency Medical Technician Basic Lab 2
OEEM 121 Emergency Medical Technician Basic Field/Clinical 1
OEEM 150 Emergency Medical Technician Intermediate 5
OEEM 150 L Emergency Medical Technician Intermediate Lab 2
OEEM 151 Emergency Medical Technician Intermediate Field/Clinical 2

Other Required Courses
OECS 105 Introduction to Information Technology 3

Electives, to bring the total credits to 60
Select up to a minimum of 21 recommended elective credits to reach 60 credits.

AHS 120 Medical Terminology
BIOL 2210 Human Anatomy and Physiology I for the Health Sciences
or AHS 153 Introduction to Anatomy and Physiology I
BIOL 2225 Human Anatomy and Physiology II
NA 104 & 104 L Nursing Assistant Fundamentals and Nursing Assistant Fundamentals Lab
NA 105 Nursing Assistant Clinicals
NAV 111 Elementary Navajo I
OEME 115 First Responder Prehospital Professional
SPAN 1110 Spanish I
SPAN 1120 Spanish II

Total Credits 60

1 Each course selected must be from a different area and students cannot take multiple courses in the same area.
2 See the General Education (p. 21) section of the catalog for a full list of courses.

Note: It is highly recommended that students who plan to transfer to a Bachelor’s degree program complete the BIOL 2210 and BIOL 2225 course sequence. Please consult the University Catalog of your choice for program details.

A Suggested Plan of Study

This roadmap is only a suggested plan of study in order to complete an Associate degree in two years. It is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better to avoid repeating courses. This Plan assumes a student is ready for ENGL 1110G, Composition I and MATH 1215, Intermediate Algebra. Placement is determined by an English and Math Placement Test, ACT scores, or completing the course prerequisites.

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<td>OEEM 101 CPR for the Health Care Professional</td>
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</tr>
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<tr>
<td>OEEM 120 L Emergency Medical Technician Basic Lab</td>
<td>2</td>
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<tr>
<td>OEEM 121 Emergency Medical Technician Basic Field/Clinical</td>
<td>1</td>
</tr>
<tr>
<td>OECS 105 Introduction to Information Technology</td>
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<td>Electives from recommended list</td>
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<tr>
<td><strong>Credits</strong></td>
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<td><strong>Spring</strong></td>
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<tr>
<td>ENGL 1110G Composition I</td>
<td>4</td>
</tr>
<tr>
<td>AREA III: Select one from the following</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 1120G &amp; BIOL 1120L Human Biology and Human Biology Laboratory</td>
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</tr>
<tr>
<td>BIOL 2110G &amp; BIOL 2110L Principles of Biology: Cellular and Molecular Biology Laboratory</td>
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</tr>
<tr>
<td>CHEM 1120G Introduction to Chemistry Lecture and Laboratory (non majors)</td>
<td>3</td>
</tr>
<tr>
<td>AREA IV: Social/Behavioral Science</td>
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<td>AREA V: Humanities</td>
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<td><strong>Fall</strong></td>
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<tr>
<td>COMM 1130G Public Speaking or COMM 1115G Introduction to Communication</td>
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<tr>
<td><strong>Credits</strong></td>
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<td>OEEM 150 Emergency Medical Technician Intermediate</td>
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<td>OEEM 150 L Emergency Medical Technician Intermediate Lab</td>
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<td>OEEM 151 Emergency Medical Technician Intermediate Field/Clinical</td>
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<tr>
<td><strong>Total Credits</strong></td>
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</tr>
</tbody>
</table>

Social Services

Social Services - Associate Degree (p. 145)

Name: Program Manager: Megan Stoneking

Office Location: Martinez
Phone: (505) 287-6679

Social Services - Associate Degree

60 credits

The Associate degree in Social Services prepares students for entry-level positions in a social services setting. Courses taken for this degree may be used to transfer to NMSU Las Cruces for students wishing to pursue a bachelor's degree in Social Work or Sociology.

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 60 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

The New Mexico General Education (p. 21) course list an be found here.

### Prefix Title Credits

<table>
<thead>
<tr>
<th>Prefix</th>
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<tbody>
<tr>
<td>General Education</td>
<td>Area I: Communications</td>
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</tr>
<tr>
<td>ENGL 1110G</td>
<td>Composition I</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 2210G</td>
<td>Professional &amp; Technical Communication</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2221G</td>
<td>Writing in the Humanities and Social Science</td>
<td></td>
</tr>
<tr>
<td>Oral Communication</td>
<td>COMM 1115G</td>
<td>Introduction to Communication</td>
</tr>
<tr>
<td>Area II: Mathematics</td>
<td>MATH 1350G</td>
<td>Introduction to Statistics</td>
</tr>
<tr>
<td>or MATH 1130G</td>
<td>Survey of Mathematics</td>
<td></td>
</tr>
<tr>
<td>Area III/IV: Laboratory Science and Social/Behavioral Sciences</td>
<td>BIOL 1120G</td>
<td>Human Biology</td>
</tr>
<tr>
<td>or BIOL 1120L</td>
<td>and Human Biology Laboratory</td>
<td></td>
</tr>
<tr>
<td>CEPY 1120G</td>
<td>Human Growth and Behavior</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 1110G</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Area V: Humanities</td>
<td>Select one from the following:</td>
<td></td>
</tr>
<tr>
<td>ENGL 2650G</td>
<td>World Literature I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1110G</td>
<td>United States History I</td>
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<tr>
<td>or HIST 1120G</td>
<td>United States History II</td>
<td></td>
</tr>
<tr>
<td>HIST 1150G</td>
<td>Western Civilization I</td>
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<tr>
<td>or HIST 1160G</td>
<td>Western Civilization II</td>
<td></td>
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<tr>
<td>PHIL 1115G</td>
<td>Introduction to Philosophy</td>
<td></td>
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<tr>
<td>or PHIL 2230G</td>
<td>Philosophical Thought</td>
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</tr>
<tr>
<td>Area VI: Creative and Fine Arts</td>
<td>Select one from the following:</td>
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</tr>
<tr>
<td>ARTH 1115G</td>
<td>Orientation in Art</td>
<td>3</td>
</tr>
<tr>
<td>or ARTS 1145G</td>
<td>Visual Concepts</td>
<td></td>
</tr>
<tr>
<td>MUSC 1130G</td>
<td>Music Appreciation: Western Music</td>
<td></td>
</tr>
<tr>
<td>or MUSC 1110G</td>
<td>Music Appreciation: Jazz</td>
<td></td>
</tr>
<tr>
<td>THEA 1110G</td>
<td>Introduction to Theatre</td>
<td></td>
</tr>
<tr>
<td>General Education Elective</td>
<td>SOWK 2110G</td>
<td>Introduction to Human Services &amp; Social Work</td>
</tr>
</tbody>
</table>

**Total Credits** 60

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1. MATH 1350G Introduction to Statistics is required for the NMSU Las Cruces Bachelor of Social Work. If students are not planning to pursue a Bachelor's degree, MATH 1130G Survey of Mathematics is acceptable but does not prepare the student for higher level MATH/STAT.

2. Elective credit may vary based on prerequisites, dual credit, AP credit, and/or certificate coursework. The amount indicated in the requirements list is the amount needed to bring the total to 60 credits and may appear in variable form based on the degree. However, students may end up needing to complete more or less on a case-by-case basis and students should discuss elective requirements with their advisor.

### Paraprofessional Option

Select two from the following: 6

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 1115G</td>
<td>Introduction to Anthropology</td>
<td></td>
</tr>
<tr>
<td>or ANTH 1140G</td>
<td>Introduction to Cultural Anthropology</td>
<td></td>
</tr>
<tr>
<td>CJUS 2120</td>
<td>Criminal Courts and Procedure</td>
<td></td>
</tr>
<tr>
<td>GNDR 2110G</td>
<td>Introduction to Women, Gender, and Sexuality Studies</td>
<td></td>
</tr>
<tr>
<td>or GNDR 2120G</td>
<td>Representing Women Across Cultures</td>
<td></td>
</tr>
<tr>
<td>HMSV 2110</td>
<td>Case Management</td>
<td></td>
</tr>
<tr>
<td>PHLS 1110G</td>
<td>Personal Health &amp; Wellness</td>
<td></td>
</tr>
<tr>
<td>POLS 1120G</td>
<td>American National Government</td>
<td></td>
</tr>
<tr>
<td>or POLS 1110G</td>
<td>Introduction to Political Science</td>
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**Total Credits** 6

### NMSU School of Social Work Option

**Cultural Emphasis Requirement**

Select two from the following: 6

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Title</th>
<th>Credits</th>
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<tr>
<td>SPAN 2110</td>
<td>Spanish III</td>
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<tr>
<td>SPAN 2120</td>
<td>Spanish IV</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits** 6

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**A Suggested Plan of Study**

This roadmap assumes student placement into ENGL 1110G Composition I and a College level MATH, such as MATH 1220G, College Algebra, and demonstrates how to complete an Associate degree in two years. The contents and order of this roadmap may vary depending on initial student placement in mathematics and English. It is only a
suggested plan of study for students and is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better in courses to avoid repeating courses. Students may take a Spanish Language test and begin at that point, but must be proficient through the first year. Students select either the Paraprofessional Option or the NMSU School of Social Work Option, with the Cultural Emphasis Requirement. This Plan follows the Paraprofessional Option; students wanting the Cultural Emphasis need to plan their language courses earlier in the sequence.

Course Title Credits
First Year Fall
ENGL 1110G Composition I 4
MATH 1350G or MATH 1130G Introduction to Statistics or Survey of Mathematics 3
OECS 105 Introduction to Information Technology 3
PSYC 1110G Introduction to Psychology 3
SOWK 2110G Introduction to Human Services & Social Work 3

Credit 16
Spring
ENGL 2210G or ENGL 2221G Professional & Technical Communication or Writing in the Humanities and Social Science 3
COMM 1115G Introduction to Communication or Public Speaking 3
COMM 2230 Introduction to Communication or Public Speaking 3
PSYC 2311 Introduction to Psychology or A Study of Substance Abuse through Learning 3
SOCI 2810G Introduction to Sociology 3

Credits 15
Second Year Fall
BIOL 1120G Human Biology 4
& BIOL 1120L Human Biology Laboratory 2
CEPY 1120G Human Growth and Behavior 3

Second Language I 4
Select course from Paraprofessional Option 3

AREA VI: Creative and Fine Arts 3

Credits 17
Spring
Second Language II 4
Select course from Paraprofessional Option 3
E lectives 5

Credits 12
Total Credits 60

Southwest Heritage Studies - Certificate
33-37 Credits

The Certificate in Southwest Heritage Studies will prepare students for service in local museums, parks, visitor centers, historical centers, and cultural facilities to work as interpreters, tour guides, docents, technicians, or in any other capacity. The certificate also will enhance employment prospects for local students applying to hotel front desks, restaurants, travel agencies, realtors, retail outlets and other businesses with a tourist clientele. The curriculum focuses on New Mexico’s rich cultural and natural heritage. Students will gain first-hand knowledge of local culture and tourist attractions which will improve their ability to communicate with a diverse public. The capstone event is either an internship with a local tourist-oriented center or an independent study requiring students to visit at least 10 local tourist sites as well as web sites of other major attractions.

This Certificate is 100% embedded in, and leads to, the Associate of Arts at NMSU Grants.

Prefix Title Credits
Requirements
ENGL 1110G Composition I 4
COMM 1115G Introduction to Communication 3
COMM 1130G Public Speaking 3
MATH 121S Intermediate Algebra 3
Select 3-4 credits from the following: 3-4
BIOL 2610G Principles of Biology: Biodiversity, Ecology, and Evolution 3
& BIOL 2610L Principles of Biology: Biodiversity, Ecology, and Evolution Laboratory 3

BIOL 2996 Special Topics 4
Select one from the following: 4
ASTR 1115G Introduction Astro (lec+lab)
GEOL 1110G Physical Geology
ANTH 1140G Introduction to Cultural Anthropology 3
GEOG 1120G World Regional Geography 3
& GEOG 1130G Human Geography 3

Grants Required Course
BCIS 1110 Introduction to Information Systems 3
or OECS 105 Introduction to Information Technology 3

Local History Requirements
HIST 2110 Survey of New Mexico History 3
HIST 2996 Special Topics 1-3

Electives
Select at least one from the following: 3-4
ANTH 2150 Indigenous Peoples of the American Southwest
BIOL 2996 Special Topics
ENGL 1410G Introduction to Literature
& ENGL 2650G World Literature I
& GEOL 2996 Special Topics
NAV 101 Introduction to Navajo Studies
NAV 111 Elementary Navajo I
SPAN 1110 Spanish I & SPAN 1120 Spanish II

Southwest Heritage Studies - Certificate (p. 146)

Name: Program Manager, Gene Romero
Office Location: McClure Hall
Phone: (505) 287-6668

Southwest Heritage Studies

Southwest Heritage Studies - Certificate (p. 146)

Name: Program Manager, Gene Romero
Office Location: McClure Hall
Phone: (505) 287-6668
A Suggested Plan of Study

This roadmap is only a suggested plan of study in order to complete this Certificate in two semesters. It is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better to avoid repeating courses. This plan presumes the student is ready for ENGL 1110 and MATH 1215 as determined by the English and Math Placement test, an ACT score, or passing the prerequisite course.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ENGL 1110G Composition I</td>
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<tr>
<td>MATH 1215 Intermediate Algebra</td>
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</tr>
<tr>
<td>BIOL 2610G Principles of Biology: Biodiversity, Ecology, and Evolution</td>
<td>4</td>
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<tr>
<td>&amp; BIOL 2610L</td>
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<tr>
<td>OECS 105 or BCIS 1110 Introduction to Information Technology or Introduction to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2110 Survey of New Mexico History</td>
<td>3</td>
</tr>
<tr>
<td>ASTR 1115G or GEOL 1110G Introduction Astro (lec+lab) or Physical Geology</td>
<td>4</td>
</tr>
<tr>
<td>GEOG 1120G or GEOG 1130G World Regional Geography or Human Geography</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2996 Special Topics</td>
<td>1-3</td>
</tr>
<tr>
<td>COMM 1115G Introduction to Communication</td>
<td>3</td>
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<tr>
<td>ANTH 1140G Introduction to Cultural Anthropology</td>
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<td>Elective from Certificate list</td>
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Credits: 17-20

Total Credits: 34-37

Three semester Plan of Study

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<tr>
<td>ENGL 1110G Composition I</td>
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</tr>
<tr>
<td>MATH 1215 Intermediate Algebra</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 2610G Principles of Biology: Biodiversity, Ecology, and Evolution</td>
<td>4</td>
</tr>
<tr>
<td>&amp; BIOL 2610L</td>
<td></td>
</tr>
<tr>
<td>OECS 105 or BCIS 1110 Introduction to Information Technology or Introduction to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2110 Survey of New Mexico History</td>
<td>3</td>
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<tr>
<td>ASTR 1115G or GEOL 1110G Introduction Astro (lec+lab) or Physical Geology</td>
<td>4</td>
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<tr>
<td>COMM 1115G Introduction to Communication</td>
<td>3</td>
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<tr>
<td>ANTH 1140G Introduction to Cultural Anthropology</td>
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</tbody>
</table>

Credits: 14

Total Credits: 34-37

Web Fundamentals

Web Fundamentals - Certificate (p. 151)

FDMA 1110. Film History
3 Credits (3)
This course surveys the history of cinema -investigating the process by which the original “cinema of attractions” evolved into a globally dominant form of visual storytelling. We will explore the development of cinema both as an art form and as an industry, and consider the technological, economic, cultural factors, and key international movements that shape it.

FDMA 1120. Desktop Publishing
3 Credits (2+2P)
This course is designed to teach introductory skills for designing and creating publications and presentations with layout software. The course will focus on graphics and typographic design, fonts, and other skills for print and web publishing.

FDMA 1210. Digital Video Production I
3 Credits (2+4P)
An introduction to digital video production. Students learn camera operation, lights and audio equipment. Hands-on production is completed in the studio and on location.

FDMA 1220. Introduction to Digital Video Editing
3 Credits (3)
In this course, students learn the basics of the post-production process for non-linear video editing. Students work with multiple video formats and create short movies for multiple distribution platforms. Skills include media management and professional terminology.

Prerequisite(s)/Corequisite(s): FDMA 2382.

FDMA 1260. Introduction to Digital Media
1-3 Credits (1-3)
Explores concepts of how text, graphics, sound, images and video come together in a digital media program and researching new trends and current issues related to media applications and design. Students will be involved in teamwork, communication and workplace interaction simulation. May be repeated up to 12 credits. Restricted to Community Colleges campuses only.

Prerequisite(s): ARTS 1520 OR FDMA 1515.
FDMA 1410. Audio Production I
3 Credits (2+2P)
Students will learn about and apply essential tools and techniques in analog and digital audio production. Topics include acoustic science, microphones, recording and mixing techniques, analog and digital audio hardware and software, including, multi-track, computer-based recording and editing systems. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 1210 and FDMA 2410.

FDMA 1415. Principles of Sound 
3 Credits (2+2P)
The creation of a professional quality original media soundtrack is possible for relatively low production/post production cost. This class is designed to give the student and overview of creating sound for a variety of digital media. Topics include acoustic principles, sound design, audio hardware, recording techniques; and editing, processing, and multi-track mixing, using software applications. Restricted to: Community Colleges only.
Prerequisite(s)/Corequisite(s): FDMA 1200.

FDMA 1510. Introduction to 3D Animation
3 Credits (3)
This course provides an overview of 3D animation production processes. Students will be introduced to basic story development and the creation of computer-generated assets and cinematic sequences. The course will survey specialty areas of digital animation and various software and techniques applied in entertainment and information media. Students will review and critique other's animation, as well as plan and produce original animation for review by classmates and as part of a CGI demo reel.
Prerequisite(s): FDMA 2382 or FDMA 2381 or consent of instructor.

FDMA 1515. Introduction to Digital Image Editing - Photoshop
3 Credits (2+2P)
In this course, students will learn how to use the tools in Adobe Photoshop to create new images and edit existing images. Tools used will include selections, layers, and adjustments, among other pixel editing tools. Basic composition and output will be emphasized in all projects. May be repeated for a maximum of 6 credits.

FDMA 1531. Evolution of Electronic Games
3 Credits (2+2P)
Focus on the evolution of video games and how they have shaped mainstream entertainment. May be repeated up to 6 credits.

FDMA 1535. Introduction to Illustrator
3 Credits (2+2P)
Students receive instruction on vector graphics creation using vector illustration software. The students will create professional-quality artwork for print publishing and multimedia graphics. Instruction includes creating and manipulating basic shapes, drawing with the pen tool, using various brushes, working with type and preparing graphics for web, print, and digital publication. May be repeated for a maximum of 6 credits.

FDMA 1536. Advanced Computer Illustration
3 Credits (2+2P)
Advanced techniques in 2D vector drawing and fundamentals of 3D illustration for use in print, web, and multimedia applications. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1535.

FDMA 1545. Introduction to Photography & Digital Imaging
3 Credits (2+2P)
This course is a study of the principles and techniques of photography using digital equipment, and discusses how digital cameras, imaging editing, and technology have changed the world of photography. Students will learn about studies in resolution, lighting, software, editing, printing, and web applications. They will gain fundamental knowledge in the rapidly expanding technology of photography and imaging, and be able to incorporate the knowledge into all areas of digital graphics.

FDMA 1555. Introduction to the Creative Media Industry
3 Credits (3)
This class is an introductory course for students who are beginning their understanding of Media and how it affects them and our society. It offers a broad-stroked view of the entire industry including Marketing, Production, History, Jobs, Design, Architecture, New Media Literacy, and industry standards. Students will listen to experts in the field, get involved in open discussions about the industry and use new information to complete hands-on individual & group assignments.

FDMA 1630. Principles of Design
3 Credits (2+2P)
This course will explore how we see and use visuals to communicate information. Students will develop critical thinking skills in applying concepts of basic design principles. Students will apply the concepts with hands-on and analysis assignments. These concepts will then be applied to design for advertising, print, digital media, and web design. The business of design will also be covered with emphasis on client relations and networking Restricted to: Community Colleges only. Prerequisite(s): FDMA 1535

FDMA 1710. 2D Animation
3 Credits (2+2P)
Concepts and techniques in storyboarding and creating interactive 2D animations for web, multimedia and video. 
Prerequisite(s): FDMA 1535.

FDMA 1715. 2-D COMPOSING & FX
3 Credits (3)
The purpose of this course is to familiarize students with the powerful compositing and special effects tools of Adobe After Effects for 2D, traditional animation. Students will learn how to assemble an existing unrendered animation into a final piece with advanced 3D lighting, spacing, and digital effects so that it can achieve a dynamic, professionally rendered look. Restricted to Las Cruces campus only.

FDMA 1720. 3-D Character Design
3 Credits (2+4P)
Focus on designing a character and then taking that design and building it in 3D using intermediate modeling techniques. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1510 or FDMA 2530.

FDMA 1996. Selected Topics
1-4 Credits (1-4)
Specific titles to be announced in the Schedule of Classes. May be repeated for a maximum of 18 credits. Restricted to Community Colleges campuses only.

FDMA 2111. Environmental Scene Design
3 Credits (2+4P)
Modeling design techniques used to create environments and scenes for use in animated films and games. Investigation of both natural and architectural environments to be recreated in the virtual world. 
Prerequisite(s): FDMA 1510 or FDMA 2530.
FDMA 2120. Film Crew I/ Introduction to Film and Media Workflow
9 Credits (9)
An introduction to the film industry. This class teaches film production processes, film crew hierarchy, film production set-safety and etiquette and provides hands-on training in industry standard film production equipment. Students complete the semester by participating as a below-the-line crew member on a short film. Restricted to: Community Colleges only.

FDMA 2125. Film Crew II
9 Credits (9)
The second course designed to train students to become working members of film crews. It will be taught by working film professionals. Content will be lecture and hands-on. Students complete the semester by working as part of an actual film crew as below-the-line and above-the-line crew members. Restricted to: Community Colleges only.

Prerequisite(s): FDMA 2120.

FDMA 2144. Pre-production Management
3 Credits (2+2P)
Pre-production planning paperwork breakdowns, budgeting, and scheduling; taking a project from start to finish from a producers standpoint.

Prerequisite(s): FDMA 1210.

FDMA 2150. Desktop Publishing II
3 Credits (2+2P)
This class will enhance and build upon student layout/design skills developed in the Introduction to Desktop Publishing course, incorporating intermediate to advanced concepts in typography and layout design. Upon completion of this course, students will be able to use page layout software to prepare a variety of documents for presentation and critique, including newsletters, instructional flyers, and other complex design/typographic pieces. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

Prerequisite(s): FDMA 1120.

FDMA 2210. Digital Video Production II
3 Credits (2+2P)
Advanced techniques of the tools and application of professional film making. May be repeated for a maximum of 6 credits.

Prerequisite: FDMA 1210.

FDMA 2235. Music Production Master
3 Credits (2+2P)
Advanced digital audio post production and recording techniques using current entertainment industry-standard software and hardware. Restricted to: Community Colleges only.

Prerequisite(s): FDMA 1415 and FDMA 2410.

FDMA 2241. Advanced Camera Techniques
3 Credits (2+2P)
Professional camera techniques and training for electronic news gathering and studio filmmaking. Utilizes high-end handheld shooting techniques, cranes, dollies, and steadicam training. May be repeated for a maximum of 6 credits.

Prerequisite(s): FDMA 1210.

FDMA 2285. Digital Video Production and Editing II
3 Credits (2+2P)
Advanced features of digital video, audio/music, and titling production software. Included are color correction, vector scopes, motion effects, and advanced editing techniques used by filmmakers. Restricted to Community Colleges campuses only. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

Prerequisite(s): FDMA 1220.

FDMA 2287. Digital Design Studio
1-3 Credits
A design studio environment in which students obtain real-world experience while providing service to college and non-profit associations with faculty supervision using a variety of media. Can be used with permission to fulfill cooperative requirement. May be repeated for a maximum of 6 credits.

Prerequisite(s): FDMA 1630 or ARTS 1712.

FDMA 2310. History of Cinema I
3 Credits (3)
This course surveys the history of cinema - investigating the process by which the original “cinema of attractions” evolved into a globally dominant form of visual storytelling. We will explore the development of cinema both as an art form and as an industry, and consider the technological, economic, cultural factors, as well as many key international movements that helped shape it. Restricted to: G-CMI, DFM, ANVE majors.

FDMA 2311. History of Animation
3 Credits (3)
Explores the history of Animation as an art form and industry through readings, screenings, lecture and periodic guest speakers. Restricted to: Las Cruces campus only.

FDMA 2312. History of Media Design
3 Credits (3)
An introduction to the principles of design history and theory within a chronological framework of historical and emerging media.

FDMA 2325. Advanced Photoshop
3 Credits (2+2P)
This course expands on the Photoshop skill set to develop proficiency with selections, masking, channels, filters, color correction, painting tools, vector integration, video, special effects, and compositing techniques. The focus is on the core image-editing tools of Photoshop that can be universally applied to photography, print, film or the web. The material is covered in production-oriented projects and students develop work suitable for portfolios. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

Prerequisite(s): FDMA 1515.

FDMA 2326. Digital Photography and Imaging II
3 Credits (2+2P)
Provide understanding and skills needed for advanced digital capture, editing, optimizing and manipulating photographic images for print, web and multimedia applications. The course will prepare students to make more advanced technical and more refined aesthetic decisions relative to specific photographic applications. Restricted to: Alamogordo campus, Carlsbad campus, Dona Ana campus.

Prerequisite(s): FDMA 1545.

FDMA 2360. Web Design II
3 Credits (2+2P)
In this course, students will refine their skills in coding and web graphic design as well as be introduced to methods in constructing sites that adhere to the standards of responsive web design. Students will expand their knowledge of HTML and CSS using a code editor, and they will both analyze existing websites and also construct an interactive website. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

Prerequisite(s): FDMA 1360.
FDMA 2365. Web Design for Small Business
3 Credits (2+2P)
Technology and techniques for designing and building a web presence for small business. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1360.

FDMA 2370. Advanced Web Techniques
3 Credits (2+2P)
Creating and managing complex web sites using advanced techniques and tools. May be repeated for a maximum of 6 credits. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 1515 and FDMA 2360.

FDMA 2381. Storyboarding
3 Credits (3)
Examines effective writing principles to create storyboards that communicate the overall picture of a project, timing, scene complexity, emotion and resource requirements. Further, the purpose of this course is to introduce students to the principles of visual storytelling—in film—through the use of the storyboard. In other words, to show how storyboards are critical ‘architectural component’ of the filmmaking process, used as a blueprint (or guide) to communicate the complex elements of a film story. Crosslisted with: ENGL 2381. Restricted to: DFM,ANVE, G-CMI majors. Restricted to Las Cruces campus only.

FDMA 2382. Principles of Story Across the Media
3 Credits (3)
The purpose of this course is to help students understand the basic elements of narrative structure (e.g. character, dramatic conflict, theme, etc.) and how these elements may be used effectively in media expression. Crosslisted with: ENGL 2382. Restricted to: DFM,ANVE, G-CMI majors. Restricted to Las Cruces campus only.

FDMA 2410. Audio Production II
3 Credits (2+2P)
Students will use skills developed in the Audio Production I course to produce audio projects utilizing a variety of analog and digital audio hardware and software, including continued use of multi-track, computer-based recording and editing systems, as well as exploring more advanced audio techniques and concepts. Restricted to: Community Colleges only.

FDMA 2510. Introduction to Sound Design for Film
3 Credits (3)
This course is an introduction to the principles, techniques and applications of sound design and film scoring. Students learn how sound affects storytelling in a film, examine the role of sound from the script to screen, and the professional process of creating a soundtrack. Students learn how to use sound equipment in a production environment and execute basic techniques used to develop a soundtrack. Crosslisted with: FDMA 1415.
Prerequisite(s)/Corequisite(s): FDMA 2382. Restricted to: DFM,ANVE majors. Restricted to Las Cruces campus only.

FDMA 2520. Introduction to Cinematography
3 Credits (3)
The Director of Photography (or Cinematographer), in close collaboration with the Director and Production Designer, helps determine the look of a film. This course is designed to introduce students to the technical and aesthetic fundamentals of creating, developing, and collaborating on the visual elements of storytelling, using camera framing, lensing, and lighting fundamentals such as shadows, light and color. May be repeated up to 6 credits. only. Prerequisite(s)/Corequisite(s): FDMA 2382 (Las Cruces Campus) or FDMA 1210 (Community College Campus(es)

FDMA 2530. Introduction to 3D Modeling
3 Credits (3)
This course will introduce 3D modeling methods and current practices. Students will learn preliminary and detailed modeling techniques using industry standard software. Methods will emphasize formal and functional aspects of modeling as they apply to mechanical, organic, and sculpted topology for application in animation, games, and information media. May be repeated for a maximum of 6 credits.

FDMA 2535. Digital Illustration
3 Credits (3)
Introductory course examining traditional artistic expressions and translating visual art experiences into a digital art medium to enhance visual storytelling. Students acquire basic principles of drawing and painting through hands-on experience manipulating tonal value, composition, form development, light and shadow, color theory, rendering realism, and graphic design. Restricted to: DFM,ANVE majors. Restricted to Las Cruces campus only.

FDMA 2570. Creative Media Studio
3 Credits (2+2P)
A studio environment where students specialize in creating film-festival quality and portfolio-ready projects under the supervision of faculty. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1210 and FDMA 1220 or FDMA 2530.

FDMA 2710. Beginning 2-D Animation
3 Credits (3)
Students will learn the basics of digital 2D animation by working through a variety of exercises, creating an original storyboard, and animating five or more shots utilizing industry standard software. Restricted to: DFM,ANVE majors. Restricted to Las Cruces campus only.

FDMA 2715. Special Effects
3 Credits (2+2P)
Creating advanced virtual special effects for both rigid and soft bodies. Using MEL, dynamic principles, mixing nodes, and advanced particle systems. How to drive particles over surfaces, add texture to flow, create surface tensions, and use collision events to drive texture. Study of integrating computer-generated images with real-life video and audio.
Prerequisite(s): FDMA 2530 or FDMA 2765.

FDMA 2720. 3-D Animation
3 Credits (2+4P)
Overview of the essentials and principles of 3D animation; creative methods for using industry standard tools to produce the illusion of movement for storytelling. Topics include, keyframe and curve animation, kinematics, cycle animation, camera animation, deformers, and constraints.
Prerequisite(s): FDMA 1510, FDMA 2710 or consent of instructor.

FDMA 2725. Rigging for 3D Animation
3 Credits (3)
This course will introduce principles and practices of current 3D animation rigging. Students will develop fundamental methods necessary to create character rigs. Students will learn aesthetic, technical, and optimization concepts as they apply to organic and mechanical designs. Topics will include: hierarchies, constraints, deformation rigging, skeleton creation, skinning, forward and inverse kinematics, controls, body and facial rigging. Restricted to: DFM, ANVE majors.
Prerequisite(s): FDMA 1510.
FDMA 2730. Advanced Character Animation
3 Credits (2+2P)
Focus on complex rigging techniques as well as utilizing advanced animation functions to blend multiple animations into complex animations. May be repeated for a maximum of 6 credits. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 2530.

FDMA 2735. Advanced 3D Animation Workshop A
3 Credits (2+4P)
Program capstone. Students will utilize the skills learned in the program to produce their final animation. Group integrated projects are strongly recommended to emulate a real-work animation studio environment. May be repeated for a maximum of 9 credits. Consent of instructor required.
Corequisite(s): FDMA 2740.

FDMA 2740. Advanced 3D Animation Workshop B
3 Credits (2+4P)
Program capstone. Students will utilize the skills learned in the program to produce their final animation. Group integrated projects are strongly recommended to emulate a real-work animation studio environment. May be repeated for a maximum of 9 credits. Consent of instructor is required.
Corequisite(s): FDMA 2735.

FDMA 2745. Light, Shade, Render
3 Credits (3)
This course will explore the theory and practice of 3D lighting and rendering methodologies. Techniques covered will implement cameras, lighting sources, textures, surface-mapping and algorithmic rendering to produce stylized and photo realistic images. Topics covered will include direct and indirect lighting, shaders that simulate physical substances and effects, rendering multiple passes and simulating physical lens effects. Restricted to: DFM,ANVE majors. Restricted to Las Cruces campus only.
Prerequisite(s): FDMA 2770.

FDMA 2750. Digital Sculpting
3 Credits (3)
Introduce students to the 3D Sculpting programs which are the industry standard sculpting programs. Students will learn how to create complex high polygon sculpts and normal maps and transfer the models into 3D studio Max and Autodesk Maya. May be repeated up to 6 credits. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 2530.

FDMA 2755. Drawing for Animation
3 Credits (3)
Introductory study of the human and animal form in relation to animation. Students learn fundamentals and exaggeration of the figure, as related to proportion, rhythm, mechanics, and motion. Areas of focus are: basic form, proportion, shape, contour, gesture, anatomy, portraiture, perspective, clothing effects and drawing from observation. Restricted to: CMT,DFM,ANVE majors.

FDMA 2770. Critical Game Studies
3 Credits (2+2P)
Focus on creating a complete design document utilizing techniques and standards used in the industry today. May be repeated for up to 6 credits. Restricted to: Community Colleges only.

FDMA 2775. Game Tools and Techniques
3 Credits (2+2P)
Focus on the different engines and gaming technologies that power the games of today. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 2770.

FDMA 2785. Level Design Concepts
3 Credits (2+2P)
Focus on the design and creation of video game levels. Dealing with the challenges and pitfalls of different video game genres. May be repeated for a maximum of 6 credits. Prerequisite(s): FDMA 2770

FDMA 2993. Workshops (Advanced Photography-Subtitle)
1 Credit (1)
This is a series of 1-credit workshops offering specialized and intense advanced skill training and upgrading applications of photography for commercial purposes and training in photographic skills and styles presented by a variety of professional lecturers. May be repeated up to 7 credits. Restricted to Community Colleges only.
Prerequisite(s): FDMA 1545.

FDMA 2994. Portfolio Design & Development
1-3 Credits
Personalized design and creation of the student's professional portfolio including hard-copy, demo reel, and online. May be repeated up to 6 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.

FDMA 2995. Film Crew Cooperative Experience
3-6 Credits (3-6)
Industry production experience in specific craft areas for film crew technicians who have successfully completed two semesters of FTTP. Restricted to: Dona Ana campus, Carlsbad campus.
Prerequisite(s): FDMA 2125.

FDMA 2996. Special Topics
1-4 Credits
Specific topics to be announced in the Schedule of Classes. May be repeated for a maximum of 18 credits.

FDMA 2997. Independent Study
1-3 Credits
Individual studies directed by consenting faculty with prior approval of department head. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): Minimum GPA of 3.0 and sophomore standing.

FDMA 2998. Internship
1-3 Credits
Work experience that directly relates to a student's major field of study that provides the student an opportunity to explore career paths and apply knowledge and theory learned in the classroom. Internships may be paid or unpaid. Students are supervised/evaluated by both the employer and the instructor. May be repeated up to 9 credits. Consent of Instructor required. Graded: S/U Grading (S/U, Audit). Restricted to Community Colleges campuses only. Consent of instructor required.

Name: Program Manager: Karen Henry
Office Location: McClure, 301
Phone: (505) 287-6656

Web Fundamentals - Certificate

This Certificate is 100% embedded and leads to the Associate of Applied Science in Creative Media Design at NMSU Grants.

30 credits

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### Welding Technology - Associate of Applied Science (p. 153)

Welding Technology - Certificate (p. 154)

**WELD 100. Structural Welding I**  
6 Credits (3+6P)  
Development of basic skills in SMAW, OFC, and OFW in accordance with the AWS entry-level welder program.

**WELD 101. Fundamentals of Welding**  
3 Credits (3)  
Set-up and adjustment of ARC and oxyacetlylene equipment. Welding safety procedures and terminology. Skill development in laying weld beads with various patterns, positions, and processes.

**WELD 102. Welding Fundamentals**  
3 Credits (2+2P)  
Survey of welding and cutting processes for nonmajors. Classroom instruction and laboratory work with OFC/OFW, SMAW, GMAW, FCAW, and plasma arc cutting.

**WELD 105. Introduction to Welding**  
3 Credits (3)  
Welding practices, procedures, and terminology. Welding safety, equipment types, electrode types in usage, joint design and testing procedures.

**WELD 110. Blueprint Reading (Welding)**  
3 Credits (3)  
Interpretation of prints related to welding. Emphasis on AWS standard symbols for welding, brazing, and nondestructive examination.

**WELD 115. Structural Welding II**  
6 Credits (3+6P)  
Continuation of WELD 100. Emphasis on AWS entry and advanced level welder skills with SMAW, including all-position welding with mild and stainless steel electrodes. Plasma arc and air-carbon arc cutting, metallurgy, heat treatment, and weld defects.  
**Prerequisite:** WELD 100.

**WELD 120. Basic Metallurgy**  
3 Credits (3)  
Properties of ferrous and nonferrous materials. Service conditions and heat treatment of metals related to welding trade.  
**Prerequisites:** WELD 100 or consent of instructor.

**WELD 125. Introduction to Pipe Welding**  
3 Credits (2+2P)  
Pipe fit-up and welding techniques for pipe fitting and pipe weld joint using SMAW, GMAW, GTAW, and FCAW, 2G welding of pipe. Restricted to: Community Colleges only.  
**Prerequisite(s):** WELD 100, WELD 130, and WELD 140, or consent of instructor.

**WELD 130. Introduction to GMAW MIG)**  
3 Credits (2+2P)  
Development of basic skills with gas metal arc welding (MIG) in accordance with AWS entry-level welder objectives. Wire electrodes, shielding/purge gases, and modes of metal transfer.

**WELD 140. Introduction to GTAW TIG)**  
3 Credits (2+2P)  
Development for basic skills with gas tungsten arc welding (TIG) in accordance with AWS entry/advanced welder objectives. Welding mild steel, tungsten electrode preparation, filler wire selection, and equipment set-up.

**WELD 150. Pipe Welding II**  
3 Credits (2+2P)  
Continuation of WELD 125; with fillet and groove welded joints in a horizontal fixed and 45-degree fixed positions (5-F, 5-G, 6-F, 6-G).  
**Prerequisite:** WELD 125.

**WELD 151. Industrial Pipe Welding II**  
3 Credits (3)  
**Prerequisite(s):** WELD 125 and WELD 126.  
**Corequisite(s):** WELD 150.
WELD 160. Introduction to SAW and FCAW
3 Credits (2+2P)
Submerged arc and flux-cored arc welding. Demonstrations and practice with machine travel submerged arc welding (SAW), flux-cored arc welding (FCAW-G, FCAW-S) on mild steel plate and pipe. Restricted to: Community Colleges only.

WELD 170. Welded Fabrication
3 Credits (1+4P)
Development of fabrication skills including basic layout, measuring, and utilization of various welding processes including out-of-position welding. Use of common shop tools.
Prerequisites: WELD 100, WELD 110, WELD 130, and OETS 104 or OETS 118.

WELD 180. GTAW II
3 Credits (2+2P)
Continuation of WELD 140. Development of more advanced GTAW skills. Emphasis on pipe welding with mild steel, stainless steel, and aluminum.
Prerequisite: WELD 140 or consent of instructor.

WELD 190. Welded Art
3 Credits (1+4P)
Students explore the possibilities of welded art in the form of sculpture, jewelry, furniture and as a framework to support other art media. Offered as an elective for students who wish to create art using welding. May be repeated up to 12 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): WELD 102.

WELD 211. Welder Qualification
6 Credits (3+6P)
Laboratory and classroom instruction on AWS and ASME Welder Performance Qualification Tests. All position plate and pipe techniques and tests for SMAW, GMAW, GTAW, FCAW, and SAW. Nondestructive and destructive examination methods. Basics of welding codes. Restricted to majors.
Prerequisites: OETS 104 or OETS 118; and WELD 100, WELD 110, WELD 120, WELD 130, WELD 140, WELD 160 and WELD 180 or consent of instructor.

WELD 221. Cooperative Experience I
1-6 Credits
Supervised cooperative work program. Student is employed in an approved occupation and supervised and rated by the employer and instructor. Student will meet in a weekly class. Graded S/U. Restricted to majors.
Prerequisites: WELD 100 or WELD 101 and consent of instructor.

WELD 255. Special Problems in Welding Technology
1-6 Credits
Individual studies in areas of welding technology. May be repeated for a maximum of 12 credits.
Prerequisite: consent of instructor.

WELD 295. Special Topics
1-4 Credits
Topics to be announced in the Schedule of Classes. May be repeated for a maximum of 12 credits.

Name: Program Manager. Richard Gutierrez
Office Location: Martinez, 121
Phone: (505) 287-6645

Welding Technology - Associate of Applied Science
61 credits

The Associate of Applied Science in Welding Technology teaches students how to set up and use various types of welding equipment.

Students also will learn how to weld pipe and plate in various positions: flat, horizontal, vertical, and overhead.

Students must complete all University degree requirements, which include: General Education requirements and elective credits to total at least 61 credits. Developmental coursework will not count towards the degree requirements and/or elective credits, but may be needed in order to take the necessary English and Mathematics coursework.

(See also Welding Technology Certificate (p. 154))

Prefix Title Credits
General Education
Select one course from four of the following six content areas for a total of 12-14 credits. 1, 2
12-14
Area I: Communications
ENGL 1110G Composition I
Area IV: Social/Behavioral Sciences
PSYC 1110G Introduction to Psychology
or SOCI 1110G Introduction to Sociology
Area V: Humanities
Select one from the following:
HIST 1110G United States History I
or HIST 1120G United States History II
PHIL 1115G Introduction to Philosophy
PHIL 2110G Introduction to Ethics
PHIL 2230G Philosophical Thought
Area VI: Creative and Fine Arts
Select one from the following:
ARTH 1115G Orientation in Art
or ARTS 1145G Visual Concepts
THEA 1110G Introduction to Theatre
General Education Elective
ENGL 2210G Professional & Technical Communication
Welding Core Requirements
WELD 100 Structural Welding I
6
WELD 110 Blueprint Reading (Welding)
3
WELD 120 Basic Metallurgy
3
WELD 125 Introduction to Pipe Welding
3
WELD 130 Introduction to GMAW MIG)
3
WELD 140 Introduction to GTAW TIG)
3
WELD 150 Pipe Welding II
3
WELD 170 Welded Fabrication
3
WELD 180 GTAW II
3
WELD 190 Welded Art
3
WELD 211 Welder Qualification
6
Other Course Requirements
DRFT 114 Introduction to Solid Modeling
or DRFT 109 Computer Drafting Fundamentals
3
A Suggested Plan of Study

This roadmap assumes student placement in ENGL 1110G Composition I and demonstrates how to complete an Associate degree in two years. The contents and order of this roadmap may vary depending on initial student placement in mathematics and English. It is only a suggested plan of study for students and is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better in courses to avoid repeating courses and may consider completing General Education courses in the summer.

Course Title Credits
First Year
Fall
WELD 100 Structural Welding I 6
WELD 130 Introduction to GMAW MIG) 3
WELD 140 Introduction to GTAW TIG) 3
OETS 118 Mathematics for Technicians 3
Credits 15
Spring
WELD 110 Blueprint Reading (Welding) 3
WELD 150 Pipe Welding II 3
ENGL 1110G Composition I 4
PSYC 1110G Introduction to Psychology or Introduction to Sociology 3
Credits 13
Summer
DRFT 109 Computer Drafting Fundamentals or Introduction to Solid Modeling 3
Credits 3
Second Year
Fall
WELD 120 Basic Metallurgy 3
WELD 125 Introduction to Pipe Welding 3
WELD 180 GTAW II 3
ENGL 2210G Professional & Technical Communication 3
WELD 170 Welded Fabrication 3
Credits 15
Spring
WELD 211 Welder Qualification 6
WELD 190 Welded Art 3
AREA V: Humanities 3
AREA VI: Creative and Fine Arts 3
Credits 15
Total Credits 30

Welding Technology - Certificate

This Certificate is 100% embedded in, and leads to the Associate of Applied Science in Welding Technology.

30 credits

A Suggested Plan of Study

This roadmap is only a suggested plan of study in order to complete a Certificate in two semesters. It is not intended as a contract. Course availability may vary from fall to spring semester and may be subject to modification or change. Students are advised to earn a C or better in courses to avoid repeating courses.

Course Title Credits
First Year
Fall
WELD 100 Structural Welding I 6
WELD 125 Introduction to Pipe Welding 3
WELD 180 GTAW II 3
WELD 110 Blueprint Reading (Welding) 3
Credits 15
Spring
WELD 130 Introduction to GMAW MIG) 3
WELD 150 Pipe Welding II 3
WELD 211 Welder Qualification 6
Credits 15
Total Credits 30

Courses Descriptions

A

- A S-ARTS AND SCIENCES (p. 157)
- ACCT-ACCOUNTING (p. 157)
- ACES-AGRI, CONSUMER & ENV SCIE (p. 157)
- AEEC-AGRICULTURAL ECON/ECON (p. 158)
- AERO-AEROSPACE STUDIES (p. 158)
- AERT-AEROSPACE TECHNOLOGY (p. 159)
- ANSC-ANIMAL SCIENCE (p. 160)
- ANTH-ANTHROPOLOGY (p. 161)
- ART-ART (p. 164)
- ARTH-ART HISTORY (p. 164)
- ARTS-ART STUDIO (p. 164)
- ASTR-ASTRONOMY (p. 166)
- AUTO-AUTOMOTIVE TECHNOLOGY (p. 166)
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New Mexico State University is currently undergoing a renumbering initiative to align with a State regulatory change. While this process is occurring courses will appear in two ways, a four-digit number or a three-digit number.

Course Numbering:

Four-digit Course

ASTR 1120G The Planets (4 credits (3+3P))

- Course Prefix- the four letter code that represents the subject of the course and where the course can be located in the Courses A-Z list below.
- Course number- (1120) indicates the course is a freshman course.
- Course Title- will appear after the prefix and number
- Suffix- will appear at the end of the number
  - Suffix (G) - indicates a New Mexico statewide General Education course.
  - Suffix (V) - indicates a Viewing a Wider World course.
  - Suffix (H) - indicates a Honors courses outside of the Honors prefix.
  - Suffix (L) - indicates a Laboratory course.
  - Suffix (M) - indicates a Multicultural course.
- Credits - The unit of university credit is the semester hour. In the example the course can be taken and will be charged for 4 credits. The numbers that appear in the parenthesis indicate the number of credits for lecture hours (3) and the number of credits for practicum/laboratory hours (3).

Three-digit Course

AERT 105 Aerospace Engineering PLTW (4 credits (2+4P))

- Course Prefix- the four letter code that represents the subject of the course and where the course can be located in the Courses A-Z list below.
- Course number- (105) indicates the course is a freshman course.
- Course Title- will appear after the prefix and number
- Suffix- will appear at the end of the number
  - Suffix (G) - indicates a New Mexico statewide General Education course.
  - Suffix (V) - indicates a Viewing a Wider World course.
  - Suffix (H) - indicates a Honors courses outside of the Honors prefix.
  - Suffix (L) - indicates a Laboratory course.
  - Suffix (M) - indicates a Multicultural course.
  - Suffix (N) - indicates when the course credits are not applicable to the baccalaureate and specified associate degrees and is only added to developmental coursework.
- Credits - The unit of university credit is the semester hour. In the example the course can be taken and will be charged for 4 credits.
The numbers that appear in the parenthesis indicate the number of credits for lecture hours (2) and the number of credits for practicum/laboratory hours (4).

**Designation**
- 100-299/1000-2999 – Lower Division (Las Cruces and Community College Campuses)
- 300-499/3000-4999 – Upper Division (Las Cruces Campus)
  - 450-499/4500-4999 – Senior and graduate courses (Las Cruces Campus)
- 500-799/5000-7999 – Graduate courses (Las Cruces Campus)

All undergraduate students must demonstrate Basic Academic Skills in both English and mathematics before enrolling in any upper-division course (numbered 300/3000 or higher). These requirements ensure that each student in the upper-division courses has the ability to succeed without compromising the learning experience of other students.

**Course Descriptions:**
The course description will follow the prefix, number and credit hours. The description will explain what the course entails and will display any restrictions that the course may have that will be enforced during the registration process.

**ASTR 1115G. Introduction Astro (lec+lab)**
4 Credits (3+2P)
This course surveys observations, theories, and methods of modern astronomy. The course is predominantly for non-science majors, aiming to provide a conceptual understanding of the universe and the basic physics that governs it. Due to the broad coverage of this course, the specific topics and concepts treated may vary. Commonly presented subjects include the general movements of the sky and history of astronomy, followed by an introduction to basic physics concepts like Newton's and Kepler's laws of motion. The course may also provide modern details and facts about celestial bodies in our solar system, as well as differentiation between them – Terrestrial and Jovian planets, exoplanets, the practical meaning of “dwarf planets”, asteroids, comets, and Kuiper Belt and Trans-Neptunian Objects. Beyond this we may study stars and galaxies, star clusters, nebulae, black holes, and clusters of galaxies. Finally, we may study cosmology—the structure and history of the universe. The lab component of this course includes hands-on exercises that work to reinforce concepts covered in the lecture, and may include additional components that introduce students to the night sky.

**A S-ARTS AND SCIENCES (A S)**

**A S 100. Insights: University Experience for Future Careers**
1 Credit (1)
Research and investigation of college majors and career opportunities.

**A S 101. Success Seminar**
1 Credit (1)
Academic and personal strategies and campus resources to enhance scholastic achievement. May be repeated up to 1 credits.

**A S 103. Quantitative Foundations**
3 Credits (3)
Course is designed to prepare students for College level mathematics. Initial assessments generate individualized paths to mastery of fundamental skills. Course also covers strategies and campus resources to enhance scholastic achievement. Traditional Grading with RR. May be repeated up to 6 credits. Traditional Grading with RR. Restricted to Las Cruces campus only.

**A S 200. Interdisciplinary Topics**
1-4 Credits
An interdisciplinary approach to subject matter cutting across departmental fields. Specific subjects to be announced in the Schedule of Classes.

**ACCT-ACCOUNTING (ACCT)**

**ACCT 101. Supplemental Instruction to ACCT 221**
1 Credit (1)
Collaborative workshop for students in ACCT 221 – Financial Accounting. Course does not count toward departmental degree requirements. May be repeated up to 2 credits. Restricted to Las Cruces campus only.

**ACCT 103. Quantitative Foundations**
3 Credits (3)
Course is designed to prepare students for College level mathematics. Initial assessments generate individualized paths to mastery of fundamental skills. Course also covers strategies and campus resources to enhance scholastic achievement. Traditional Grading with RR. May be repeated up to 6 credits. Traditional Grading with RR. Restricted to Las Cruces campus only.

**ACCT 200. A Survey of Accounting**
3 Credits (3)
Emphasis on financial statement interpretation and development of accounting information for management. For engineering, computer science, and other non-business majors. Community Colleges only.

**Prerequisite:** one C S course or consent of instructor.

**ACCT 2110. Principles of Accounting I**
3 Credits (3)
An introduction to financial accounting concepts emphasizing the analysis of business transactions in accordance with generally accepted accounting principles (GAAP), the effect of these transactions on the financial statements, financial analysis, and the interrelationships of the financial statements.

**ACCT 2120. Principles of Accounting II**
3 Credits (3)
An introduction to the use of accounting information in the management decision making processes of planning, implementing, and controlling business activities. In addition, the course will discuss the accumulation and classification of costs as well as demonstrate the difference between costing systems.

**Prerequisite(s):** ACCT 2110.

**ACES-AGRI, CONSUMER & ENV SCIE (ACES)**

**ACES 1120. Freshman Orientation**
1 Credit (1)
Orientation to University life, including the understanding and utilization of resources that promote University success. Designed to promote success in achieving a career objective and perseverance for degree completion. Promotes a recognition of changes required in moving from high school to the University. Eight weeks in length, required for all freshmen in the College of Agricultural, Consumer and Environmental Science.
ACES 1210. Financial Fitness for College Students
1 Credit (1)
An introduction to personal financial practices in post high school and/or college lives. Emphasis is placed on budgeting, savings, investment, college debt, student loans, credit cards, scams and consumer protection.

ACES 1220. Academic Excellence
1-3 Credits (1-3)
Academic curriculum of excellence that includes the development of collaborative learning and student success environment, learning diverse learning styles and multiple intelligences, and developing multi-contextual academic communication styles. Restricted to: Open to all ACES majors. Restricted to Las Cruces campus only.

AEEC-AGRICULTURAL ECON/ECON

AEEC 1110. Introduction to Agricultural Economics and Business
3 Credits (3)
Orientation to agricultural economics and business through the discovery process for the consumer in the food, fiber and natural resource sectors of the global economy. The course will discuss the application of micro- and macro-economic principles as they relate to agricultural economics and business. May be repeated up to 3 credits.

AEEC 1120. Careers in Food and Agribusiness
1 Credit (1)
Orientation to agribusiness management. Students will learn about agricultural production and marketing in New Mexico, the United States, and the world. Students will be introduced to faculty and staff within the department, learn about career opportunities available to AEAB graduates, and develop a greater appreciation of agricultural management issues. May be repeated up to 1 credits. Restricted to Las Cruces campus only.

Prerequisite(s): Freshman status only or obtain consent of instructor.

AEEC 2110. Principles of Food and Agribusiness Management
3 Credits (3)
Description and application of management and financial principles, market planning, and organization theory in small business situations. May be repeated up to 3 credits.

AEEC 2120. Introduction to Food and Agribusiness Accounting
3 Credits (3)
Purpose and methods of keeping and analyzing farm and ranch records. Net worth and income statements, efficiency measures, analysis of the business, and tax computations. May be repeated up to 3 credits.

AEEC 2130G. Survey of Food and Agricultural Issues
3 Credits (3)
Survey of food and agricultural issues, including: geography of food production and consumption; human-agricultural-natural resource relations; agriculture in the United States and abroad; modern agribusiness; food safety; food, agriculture, and natural resources policy; ethical questions; role and impact of technology. Crosslisted with: FSTE 2130G.

AEEC 2140. Technology and Communication for Business Management
3 Credits (2+2P)
Understanding and improving skills for data analysis, information management and communication is the focus of this course. Drawing examples from a variety of management, business, technological and research situations, students discover the versatility and variety of uses of computer applications such as spreadsheet, database, presentation and document software. Emphasizing a "hands-on" approach students learn the foundations of these tools and their use.

AEEC 2996. Special Topics
1-4 Credits
Specific subjects and credits to be announced in the Schedule of Classes. Maximum of 4 credits per semester. No more than 9 credits toward a degree. Consent of instructor required.

AERO-AEROSPACE STUDIES (AERO)

AERO 121. Heritage and Values
2 Credits (1.25+2P)
‘Heritage and Values of the United States Air Force,’ is a survey course designed to introduce students to the United States Air Force and provides an overview of the basic characteristics, missions, and organization of the Air Force. Includes Leadership Lab practicum. May be repeated up to 2 credits. Restricted to Las Cruces campus only.

AERO 122. Heritage and Values II
2 Credits (1.25+2P)
‘Heritage and Values of the United States Air Force,’ is a survey course designed to introduce students to the United States Air Force and provides an overview of the basic characteristics, and organization of the Air Force. Includes Leadership Lab practicum. May be repeated up to 2 credits. Restricted to Las Cruces campus only.

AERO 221. Team and Leadership Fundamentals
2 Credits (1.25+2P)
‘Teams and Leadership Fundamentals,’ focuses on laying the foundation for teams and leadership. The topics include skills that allow cadets to improve their leadership on a personal level and within a team. The courses will prepare cadets for their field training experience where they will be able to put the concepts learned into practice. The purpose is to instill a leadership mindset and to motivate sophomore students to transition from AFROTC cadet to AFROTC officer candidate. Includes Leadership Lab practicum. May be repeated up to 2 credits. Restricted to Las Cruces campus only.

AERO 222. Team and Leadership Fundamentals II
2 Credits (1.25+2P)
‘Team and Leadership Fundamentals,’ focuses on laying the foundation for teams and leadership. The topics include skills that will allow cadets to improve their leadership on a personal level and within a team. The courses will prepare cadets for their field training experience where they will be able to put the concepts learned into practice. The purpose is to instill a leadership mindset and to motivate sophomore students to transition from AFROTC cadet to AFROTC officer candidate. Includes Leadership Lab practicum. May be repeated up to 2 credits. Restricted to Las Cruces campus only.

AERO 223. Air Force Leadership Development
1 Credit (2P)
This course prepares cadets to excel in field training. Cadets are prepared in all facets of field training, including: leadership competency evaluations, the Cadet’s Guide to Field Training, individual drill evaluations, attention to detail, dining hall procedures, maintenance of living areas, and the group problem solving process. Restricted to: Main campus only.
AERT-AEROSPACE TECHNOLOGY

(AERT)

AERT 105. Aerospace Engineering PLTW
4 Credits (2+4P)
Introduce the student to Aerospace Engineering (AE) concepts and history. Studied topics include History of Flight, Aerodynamics, Rocket Science, Orbital Physics, Systems Engineering and Life Support/Environmental Systems. Restricted to: Community Colleges only.

AERT 111. Basic Electricity and Electronics
3 Credits (2+2P)
Fundamentals of electricity and electronics, basic circuit devices, meters, transistors, integrated fiber optics, and industrial application topics. Minimum math proficiency of CCDM 103 or CCDM 104 required or math placement into CCDM 114 or higher. Restricted to: Community Colleges only. Crosslisted with: ELT 105

AERT 121. Introduction to the Aerospace Workplace
4 Credits (2+4P)
The course covers space history, regulations, controls, aerospace industry terminology and acronyms as well as hands-on activities related to tools, procedures, and standard practices. Restricted to: Community Colleges only.

AERT 122. Aerospace Safety and Quality
3 Credits (2+2P)
Covers identification of hazards, personal protective equipment, safe practices, and protection of personnel, property, and equipment in the aerospace environment. Basic principles of quality assurance engineering and quality control relating to work processes will be discussed. Restricted to: Community Colleges only.

AERT 211. Electromechanical Devices
4 Credits (2+4P)
Theory and application of electromechanical devices and digital control circuits. Includes AD and DA converters, pneumatics, hydraulics, programmable logic controllers, DC, AC and stepper motors, and servomechanisms. Crosslisted with: MAT 240. Prerequisite(s): ELT 160.

AERT 221. Materials and Processes (Basic Metallurgy)
3 Credits (2+2P)

AERT 222. Electromechanical Systems
3 Credits (2+2P)
Principles and applications of preventive and corrective maintenance procedures on industrial production machines using systems technical and maintenance manuals to develop troubleshooting procedures using systems block and schematic diagrams. Crosslisted with: MAT 245. Prerequisite(s)/Corequisite(s): AERT 221 or MAT 240. Prerequisite(s): ELT 160.

AERT 224. Aerospace Tests and Measurements
3 Credits (2+2P)
This course covers electrical and mechanical testing procedures (primarily non-destructive testing), equipment, measurements, and instrumentation involved in aerospace systems. Verification of tool and equipment calibration is also covered. Prerequisite(s)/Corequisite(s): AERT 221. Restricted to: Community Colleges only.

AGRO-AGRONOMY (AGRO)

AGRO 1110G. Introduction to Plant Science (Lecture & Lab)
4 Credits (3+2P)
This is an introductory course for understanding plant science. Basic biological, chemical, and physical principles of various plants are covered. The focus of this course is on plants/crops used in agriculture production of food and fiber as well as pasture and range plants. Plant taxonomy and soil properties will also be discussed. Same as HORT 1115G.

AGRO 2160. Plant Propagation
3 Credits (2+2P)
Practical methods of propagating horticultural plants by seed, cuttings, layering, grafting, division and tissue culture. Examination of relevant physiological processes involved with successful plant propagation techniques. Crosslisted with HORT 2160.

AGRO 2996. Special Topics
1-4 Credits (1-4)
Specific subjects and credits to be announced in the Schedule of Classes. Maximum of 4 credits per semester. No more than 9 credits toward a degree. May be repeated up to 9 credits. Consent of Instructor required.
AHS-ALLIED HEALTH SCIENCE (AHS)

AHS 102. Careers in the Health Fields
1-3 Credits (1-3)
This course will provide students with a broad understanding of health careers as well as emerging issues in health. This will also include the study of the functional roles of practice, education, administration, and research in health fields. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

AHS 115. Dietary Guidelines & Meal Planning
4 Credits (4)
A combination of the science of nutrition and the current Dietary Guidelines for Americans with practical application to meal planning and preparation. Strategies and techniques used to plan and prepare healthful and appetizing meals are explored. Evidenced-based dietary guidelines are provided to meet the needs of individuals and groups with chronic diseases. Menu development, modification and analysis are reviewed. Restricted to Community Colleges campuses only.

AHS 116. Math for Health Occupations
3 Credits (3)
Principles of math and pharmacology necessary for administration of medications. Restricted to: Community Colleges only.
Prerequisite(s): CCDM 114N or equivalent.

AHS 120. Medical Terminology
3 Credits (3)
The study and understanding of medical terminology as it relates to diseases, their causes and effects, and the terminology used in various medical specialties. Emphasis will be placed on learning the basic construction of medical words, appropriate spelling, use of medical terms, and use of medical abbreviations. Same as HIT 150. May be repeated up to 3 credits. Crosslisted with: NURS 150, BOT 150 and HIT 150. Restricted to Community Colleges campuses only.

AHS 140. Essentials of Anatomy and Physiology
4 Credits (3+3P)
Essentials of anatomy and physiology for those considering a career in health as well as those interested in understanding their own body and the basics of health.

AHS 153. Introduction to Anatomy and Physiology I
4 Credits (3+3P)
Survey of human anatomy and physiology.
Prerequisite: high school biology or high school chemistry, or CHEM 1120G, or consent of instructor.

AHS 155. Special Topics
1-6 Credits
Topics to be announced in the Schedule of Classes. May be repeated for a maximum of 6 credits.

AHS 190. Clinical Skills & Concepts for Medical Assisting I
6 Credits (3+6P)
A core course designed to provide an introduction to the theory, concepts, and skills needed for entry-level medical assisting positions. Content includes basic theory and concepts designed to support safe and effective practice as a medical assistant in ambulatory care settings. Includes a skills laboratory for hands-on practice and 96 hours of supervised clinical in the work environment. Restricted to Community Colleges campuses

AHS 202. Legal and Ethical Issues in Health Care
3 Credits (3)
Consideration of legal and ethical issues in modern health care delivery.

AHS 250. Spanish for Health Professionals
3 Credits (3)
Spanish for Health Professionals is a 3 credit course geared toward individuals working or majoring in health related areas. The course focus is on conversation and vocabulary needed for the workplace and task based practical skills. Restricted to: Community Colleges only.

AHS 280. Medical Office Administration & Management
4 Credits (2+4P)
A core course designed to provide the theory, concepts, and skills needed in preparation for entry-level medical assisting positions. Content includes theory and concepts related to medical office administration. The course includes skills, hands-on practice, and 40 hours of supervised clinical in the work environment in ambulatory care settings. Restricted to Community Colleges campuses only.

AHS 290. Clinical Skills & Concepts for Medical Assisting II
6 Credits (3+6P)
A core course designed to provide the theory, concepts, and skills needed in preparation for entry-level medical assisting positions. Content includes theory and concepts related to specialty areas of healthcare practice, as well as consideration for conditions affecting persons throughout the life span. The course includes a skills laboratory for hands-on practice and 96 hours of supervised clinical in the work environment with specialized populations and procedures in both ambulatory and acute care settings. Restricted to Community Colleges campuses

ANSC-ANIMAL SCIENCE (ANSC)

ANSC 1110. Animal Science Careers
1 Credit (1)
Introduction to scientific disciplines and career options in animal-agriculture career skill development, including resume preparation, networking, importance of internships, and leadership experiences in animal agriculture.

ANSC 1120. Introduction to Animal Science
3 Credits (3)
This course is designed to provide an introduction to nutrients and their function in livestock animals. Basic feed identification, evaluation, and diet formulation will be discussed. The anatomy of the digestive tract of animals and their ability to utilize feedstuffs is presented. Classification, digestion, absorption, transport and metabolism of major nutrients required by animals are studied.

ANSC 1120H. Introduction to Animal Science Honors
3 Credits (3)
This course is designed to provide an introduction to nutrients and their function in livestock animals. Basic feed identification, evaluation, and diet formulation will be discussed. The anatomy of the digestive tract of animals and their ability to utilize feedstuffs is presented. Classification, digestion, absorption, transport and metabolism of major nutrients required by animals are studied. Additional course work will be required. Restricted to Las Cruces campus only.
Prerequisite(s): Eligibility for membership in honors college.

ANSC 1120L. Introduction to Animal Science Lab
1 Credit (2P)
Students will observe and participate in activities related to farm animal management and will include areas of livestock selection, nutrition, reproductive physiology, animal ID and animal health. This lab is required for animal science majors.
Prerequisite(s)/Corequisite(s): ANSC 1120.
ANSC 1130. Western Equitation I
2 Credits (4P)
Basic principles of Western riding, including care and management of the
riding horse, equitation equipment, and development of riding skills.

ANSC 1140. Introduction to Dairy Science
3 Credits (3)
Introduction to the basic aspects of dairy science and how to apply
key concepts to the practical feeding and management of dairy cattle
and production of dairy products. Students should also obtain an
appreciation for the size and diversity of the dairy industry.
Prerequisite(s)/Corequisite(s): ANSC 1120. Restricted to Las Cruces
campus only.

ANSC 1160. Introductory Horse Science
3 Credits (2+2P)
The light horse industry; breeds; introduction to feeding, breeding,
marketing and management; handling and selecting horses for breeding
and performance.

ANSC 1170. Introduction to Animal Metabolism
3 Credits (3)
Principles underlying the mechanisms of animal metabolism as they
relate to production, maintenance, and health of animals.
Prerequisite: CHEM 1215G.

ANSC 1180. Companion Animal in Society
3 Credits (3)
Examination of the historical, current, and potential future roles
of companion animals in human society. Topics include animal
domestication, breeds, exotic companion animals, the companion animal
industry, and competitions and sports involving companion animals.
Emphasis is on canine and feline species. May be repeated up to 3
credits. Restricted to Las Cruces campus only.

ANSC 2120. Equine Management
3 Credits (3)
Introduction and application of the business skills necessary to
effectively manage the equine operation. Students will learn how to use
strategic thinking and sound business management practices to succeed
in the demanding equine industry.
Prerequisite: ANSC 1160.

ANSC 2130. Western Equitation II
2 Credits (4P)
Intermediate principles of Western riding, including reading horse
behavior, limbering-up exercises, and developing riding skills. Introduction
to rollbacks, turnarounds and stops.
Prerequisite: consent of instructor.

ANSC 2140. Introduction to Companion Animal Science
3 Credits (3)
Introduction to the care of common companion animal species. Species
specific housing and nutrition are covered in the context of maximizing
animal health and well-being and reducing disease. May be repeated up
to 3 credits.

ANSC 2150. Management of Equine Operations
3 Credits (3)
Introduction and application of business skills necessary to effectively
manage the equine operation. Students will learn how to use strategic
thinking and sound business management practices to succeed in the
demanding equine industry.
Prerequisite(s): ANSC 1160.

ANSC 2160. Team Competition in Animal Science
1-2 Credits
Training in team competition in the animal sciences. May be repeated up
to 6 credits. Consent of Instructor required.

ANSC 2310. Introduction to Meat Science
3 Credits (2+3P)
Fundamental aspects of the red meat industry. Lecture topics
and laboratory exercises include the nutrient value of meat, meat
preservation, meat safety, muscle structure and contraction, slaughter
and processing of beef, lamb and pork, sausage manufacture, meat
curing, meat cookery, and muscle and bone anatomy.

ANSC 2330. Animal Production
3 Credits (2+2P)
Production and utilization of beef cattle, sheep, and swine; emphasis on
feeding, breeding, management problems and marketing; selection of
animals for breeding and market

ANSC 2340. Genetics in Animal Science
3 Credits (3)
Introduction to genetics and inheritance relative to livestock production.
Introduction to procedures for collection and use of performance
information in livestock improvement programs.
Prerequisites: BIOL 2610G.

ANSC 2996. Special Topics
1-4 Credits
Specific subjects and credits to be announced in the Schedule of Classes.
Maximum of 4 credits per semester. No more than 9 credits toward a
degree.

ANTH-ANTHROPOLOGY (ANTH)

ANTH 1115G. Introduction to Anthropology
3 Credits (3)
Anthropology is the systematic study of the humanity both past
and present. The course introduces students to the four subfields of
anthropology, which include archaeology, biological, linguistic and
cultural anthropology. Students will learn about the concepts and
methods that anthropologists use to study our species and gain a
broader perspective on the human experience.

ANTH 1135G. Introduction to Biological Anthropology
3 Credits (3)
This course provides a basic introduction to the broad field of biological
anthropology. The research interests of biological anthropologists include
the history and development of modern evolutionary biology, molecular
and population genetics, modern primates, the primate and human fossil
record, and modern human biological diversity.
Corequisite(s): ANTH 1135L.

ANTH 1135L. Introduction to Biological Anthropology Lab
1 Credit (2P)
This laboratory course expand on the topics covered in lecture course
and uses scientific methods and principles to examine evidence for
the process of evolution, the nature of heredity, human evolutionary
history and family tree relationships, primate ecology and behavior, and
modern human diversity. Hands-on experience with fossil and skeletal
material will be an important part of the learning process. Corequisite(s):
ANTH 1135G
ANTH 1136. Introduction to Historic Preservation
3 Credits (3)
Introduction to historic preservation, its history, goals, methods, legal basis, and economic importance. Explores public role in decision-making. Community Colleges only.

ANTH 1137G. Human Ancestors
3 Credits (3)
Evolutionary history of the human species from its origin in the primate order, with primary emphasis on the evolution of humankind during the past three million years. Examination of the social lives of apes and consideration of similarities to and differences from them. Biological foundations of human behavior, emphasizing thought, movement, and interaction.

ANTH 1140G. Introduction to Cultural Anthropology
3 Credits (3)
This is an introductory course that provides an overview of cultural anthropology as a subfield within the broader discipline of anthropology and as a research approach within the social sciences more generally. The course presents core concepts and methods of cultural anthropology that are used to understand the ways in which human beings organize and experience their lives through distinctive cultural practices. More specifically, this course explores social and cultural differences and similarities around the world through a variety of topics such as: language and communication, economics, ways of making a living, marriage and family, kinship and descent, race, ethnicity, political organization, supernatural beliefs, sex and gender, and globalization. This course ultimately aims to present a broad range of perspectives and practices of various cultural groups from across the globe.

ANTH 1160G. World Archaeology
3 Credits (3)
This course is an exploration of human evolution and cultural development throughout the world. Students will be introduced to basic anthropological methods and theories and will learn how anthropological research has contributed to our understanding of major themes in human prehistory, including human evolution, the origins of culture, migration and colonization, animal and plant domestication, and the rise and fall of civilizations.

ANTH 2140G. Indigenous Peoples of North America
3 Credits (3)
This course is a general survey of the history and ethnohistory of indigenous groups in North America. The course is designed to give students a comprehensive view of major issues pertaining to the indigenous cultures of North America, such as family structure, social organization, subsistence and contemporary economies, environmental adaptation, Indian-White relations, religious practices, and contemporary issues.

ANTH 2150. Indigenous Peoples of the American Southwest
3 Credits (3)
This course is a study of indigenous cultural groups of the American Southwest. Students will explore historical and contemporary cultural and social patterns of American Indian, Hispanic and Anglo-American groups.

ANTH 2996. Special Topics
1-4 Credits
Specific subjects to be announced in the Schedule of Classes. May be repeated for a maximum of 12 credits.

ARCH-ARCHITECTURE

ARCH 1105. Orientation and Mentoring in Architecture-Construction-Engineering (ACE)
1-6 Credits (1-6)
This course is intended for high school dual credit students and college/university students wishing to explore careers in Architecture, Construction, and Engineering (ACE), which includes the specific fields of Architectural, Civil, Mechanical, Structural, Interior, Landscape, Sustainability, and Environmental. Students receive one-on-one mentoring, attend field trips, and engage in hands-on activities. May be repeated up to 6 credits. Restricted to Community Colleges campuses.

ARCH 1110. Architectural Drawing
4 Credits (2+4P)
This course is designed as an introduction to architectural drawing and design for students without prior experience in the fine arts. Students are guided through a series of spatial and analytical exercises that focus attention on not only how architects draw, but also the reasoning and processes embedded within the technique. Students are provided exposure to a wide range of interconnected architectural concepts and to manual and digital drawing, as well as modeling techniques for architectural and interior design. Students will learn how to represent composition, form, and space by orthographic drawing, paraline and perspective views, and freehand sketching. Three-dimensional model building techniques will also be introduced.

ARCH 1112. Global Issues and Sustainability
3 Credits (3)
Introduction to global environmental issues (historic, present, and future), and the impact on tomorrow’s design and construction professions. Issues will include, but shall not be limited to global warming, energy consumption, population, natural resource consumption, air and water quality, waste management, facilities operation management, politics, and facilities design & construction. The impact on the design and construction industry, including ‘Green Building’ and ‘LEED Accreditation and Certification/Criteria’ will also be addressed. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

ARCH 1114. Introduction to Architectural Design
3 Credits (2+2P)
This course provides students who possess a basic background in architecture and architectural drawing with an introduction to architectural design. Students are guided through a series of spatial and analytical exercises that focus attention on two dimensional, three dimensional, and four dimensional design. This course will build on direct linkages to ARCH 1120 and ARCH 1110 to further students’ exposure to interconnected architectural concepts of process, organizational strategies, and analysis of material methodology while utilizing abstract and practiced graphical architectural conventions. Consent of Instructor required. Restricted to Community Colleges campuses only.

Prerequisite(s): ARCH 1120 and ARCH 1110.

ARCH 1120. Introduction to Architecture
3 Credits (2+2P)
This course provides students the tools and vocabulary to analyze, interpret and discuss the built environment from the social, historical, perceptual and technical determinants. Students are introduced to elements, principles, and theories of architecture through their social, historical, and technical determinants. The course seeks to lay a foundation in architectural studies, including introducing students to fundamental vocabulary and concepts.
ARCH 111. Computers in Architecture
3 Credits (2+2P)
Explore various software and photography techniques widely used in the architectural field. In addition to using industry standard CAD program as primary 2-d drafting tool, focus is to produce digital architectural models and renderings, presentation boards, and animations. Digital images will be produced and enhanced through basic techniques in photography and integration of various software. Both individual and group work will be required.

ARCH 112. Architectural Design Studio I
5 Credits (1+8P)
Enhancement of general graphic communication skills and introduction to fundamental design including exploration, development and defense of design concepts; structural order; 2D and 3D processes in manual and digital architectural graphic expression; model building; general communication and presentation techniques; and development of course portfolio. Course is Studio/critique-based with considerable amount of work/hours required. This course is designed to be taken during student’s last year in the Pre-Architecture program at DACC. Consent of Instructor required. Restricted to Community Colleges only.
Prerequisite(s): Grade of B- or better in both ARCH 1120 and ARCH 1110.

ARCH 120. Architecture World History I
3 Credits (2+2P)
A survey of the development of world architecture from the ancient era to the advent of the enlightenment in Europe. Major emphasis is on the visual, intellectual, cultural and technological aspects of the ancient and indigenous cultures of the classical and pre-modern world. Community Colleges only. Restricted to Alamogordo, Dona Ana and Grants campuses.

ARCH 131. Introduction to Architecture, Engineering, & Construction
3 Credits (3)
Introduction to and exploration of careers in the fields of architecture, engineering, and construction. Specific fields to include: architecture, civil engineering, mechanical engineering, structural engineering, engineering technology, residential construction, commercial construction, geographical information systems (GIS), surveying, sustainable design, and green building Crosslisted with: DRFT 109.

ARCH 211. Architectural Delineation I
3 Credits (2+2P)
Introduction to visual literacy, architectural graphic communication, & basic analytical skills. Architectural concepts primarily explored through the application of technical drawing, descriptive geometry, & material manipulation; primarily black & white media. Use of digital tools and media as applicable. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

ARCH 2113. Sustainable Design in Architecture
3 Credits (3)
This course provides students with hands-on opportunity to increase their awareness in, and respond to the issues of responsible environmentally friendly building design by engaging in an integrated design process combining 'Traditional Design Process' with 'Sustainable Environmental Design' strategies. Students will expand their awareness of global environmental impacts due to design and construction, and gain knowledge in the industry’s leading design ‘tool’ LEED (Leadership in Energy and Environmental Design) green building design rating system. LEED strategies will be utilized in the design of individual projects apply LEED in practical, individual design development, and develop an integrated building model utilizing the concept of BIM (Building Information Modeling). Such project development will require learning a basic design process and specific sequence including conceptual design, schematic design, design development and BIM (utilizing a BIM software such as REVIT, or AutoCad Architecture). May be repeated up to 3 credits.
Prerequisite(s): DRFT 109 or DRFT 165 or ARCH 2114.

ARCH 2114. Construction Documents
3 Credits (2+2P)
Basic use of CAD to produce residential, commercial, and industrial architectural working drawings, including floor plans, sections, foundation plans and details, exterior and interior elevations, framing plans, and site plans. Use and application of building and zoning codes, typical construction methods and materials, and accessibility requirements. Basic 3-D modeling, AIA layering standards, sheet layout, and construction document coordination. Restricted to: Community Colleges only.
Prerequisite(s)/Corequisite(s): DRFT 109.

ARCH 2115. Architecture Design Studio II
5 Credits (1+8P)
Advanced graphic communication, design, and 3D physical model representation. Focus on site analysis, programming and fundamental design issues of context, environment, program development and space planning, 2D and 3D design and presentation techniques. Course is 'Studio/critique-based' with considerable amount of outside work/hours required. This course is designed to be taken during student’s last year in the Pre-Architecture program at DACC. Restricted to Alamogordo, Dona Ana and Grants campuses.
Prerequisite(s): Grade of C- or better in ARCH 1122.

ARCH 2116. Architectural Delineation
3 Credits (2+2P)
Continuation of ARCH 2111 with an emphasis in color media.
Prerequisites: ARCH 2111.

ARCH 2122. LEED Accreditation Exam Prep
3 Credits (3)
This course is intended for anyone in the construction or architectural design fields who is interested in learning more about green building and the LEED (Leadership in Energy and Environmental Design) strategies, and are also interested in learning about how to become LEED accredited. Overview of the LEED rating systems utilized in the design and operation of buildings, the various LEED building certifications, and accreditation requirements for professionals. Highlights include interpretation of the LEED Reference Guides, accepted strategies for meeting LEED certification, sample practice exams, integrated project delivery methods, and a practical approach to problem solving through the use of design problems. Restricted to Community Colleges only.
ARCH 2124. Professional Development and Leadership-AIAS
1-3 Credits
As members and/or officers of student professional organizations, architecture students gain experience through undertaking leadership roles, participating in team building, and becoming involved in service to the community. Students can also gain actual work experience involving skills related to their field of study. Graded S/U.

ARCH 2220. Architectural World History II
3 Credits (2+2P)
A survey of the development of world architecture from the enlightenment in Europe to the present. Community Colleges only. Restricted to Alamogordo, Dona Ana and Grants campuses.

Prerequisite(s): ARCH 1220 or consent of instructor.

ARCH 2994. Portfolio Design in Architecture
3 Credits (3)
This course is intended for Pre-Architecture students in their last semester of the program. Students develop a comprehensive portfolio that compiles, organizes, and showcases their most accomplished coursework produced in Architecture courses at DACC, in preparation for application to a 4 yr. Architecture program. Skills and techniques in architectural photography, scanning, and design layout using graphic software. Restricted to Community Colleges only.

Corequisite(s): ARCT 2115.

ARCH 2995. Cooperative Experience
1-6 Credits
Supervised cooperative work program. Student employed in approved occupation; supervised and evaluated by employer and instructor. Student meets weekly with instructor. Graded S/U.

Prerequisite: consent of instructor.

ARCH 2996. Special Topics
1-6 Credits
Topics subtitled in the Schedule of Classes. May be repeated for a maximum of 12 credits.

Prerequisite: consent of instructor.

ART-ART (ART)

ART 125. Foundations in Art
3 Credits (2+4P)
The Foundations course will focus on a deceptively simple question. 'What is Contemporary Art, and how can we make it?' Through the exploration of basic visual design concepts, collaborative learning, and interdisciplinary studio production, this course will help us to discover what it means to be an artist in the 21st century. Restricted to Las Cruces campus only.

ARTH-ART HISTORY

ARTH 1115G. Orientation in Art
3 Credits (2+3P)
A multicultural examination of the principles and philosophies of the visual arts and the ideas expressed through them.

ARTH 2110G. History of Art I
3 Credits (3)
This survey course explores the art and architecture of ancient pre-historic cultures through the end of the fourteenth century. While focused primarily on the art of the Western civilizations, this course will also provide insights into the works of other major cultures in order to provide alternate views of art and history. Emphasis will be placed on the relationship of artworks to political, social, spiritual, intellectual, and cultural movements that affect and are affected by their creation and development.

ARTH 2120G. History of Art II
3 Credits (3)
This survey course will explore the architecture, sculpture, ceramics, paintings, drawings, and glass objects from the 14th century to the modern era. While focused primarily on the art of the Western civilizations, this course will also provide insights into the works of other major cultures in order to provide alternate views of art and history. Emphasis will be placed on the relationship of artworks to political, social, spiritual, intellectual, and cultural movements that affect and are affected by their creation and development. May be repeated up to 3 credits.

ARTS-ART STUDIO

ARTS 1145G. Visual Concepts
3 Credits (2+4P)
Visual Concepts is an introduction to the philosophies of art, visual thinking, and principles of visual organization. Designed to give students a broad view of aesthetic traditions, ideologies, and techniques basic to the creation and evaluation of art. Principles and concepts are taught in a common lecture and applied in parallel small studio sections. For non-art majors only.

ARTS 1212. Color Theory
3 Credits (2+4P)
Various color theories as they relate to compositional organization. Required for art education majors.

ARTS 1240. Design I
3 Credits (3)
This course introduces the fundamentals of two-dimensional design as it applies to fine art and commercial contexts. Emphasis will be on basic color theory, elements of dynamic composition, vocabulary of visual arts and design, and development of visual conceptual skills. Students will use a variety of materials and techniques. Restricted to Community Colleges campuses only.

ARTS 1250. Design II
3 Credits (3)
This course introduces the basic formal (aesthetic), spatial, and physical aspects of 3-D form as they can be applied to sculptural and functional design. Techniques that explore structure, mass, volume, scale, surface, form, and function are covered, along with various media, which may include paper, wood, clay, and/or metal. Restricted to Community Colleges campuses only.

ARTS 1310. Introduction to Ceramics
3 Credits (2+4P)
This course introduces the technical processes and conceptual concerns of working with ceramic material. Various methods of forming functional and expressive works out of clay are explored. Methods used include handbuilding and throwing, basic clay bodies, slip and glaze, and atmospheric firing.
ARTS 1320. Ceramics I
3 Credits (2+4P)
An introduction to the medium of clay incorporating hand building and wheel throwing to introduce the student to both the sculptural and utilitarian uses of clay. The student will also be introduced to a variety of glazing and firing techniques.

ARTS 1410. Introduction to Photography
3 Credits (2+4P)
This course introduces the making of photographic images from a broad viewpoint to consider both as an art practice and as a cultural practice. The course covers technical information on camera use and functionality, composition and visual design, digital workflow and editing, professional functions of manipulating and enhancing images, and printing correctly and effectively. The historical aspects of photography are also covered. May be repeated up to 3 credits.

ARTS 1520. Digital Media I
3 Credits (2+4P)
This course provides an introduction to two of Adobe’s major software applications, Illustrator and Photoshop, which are essential in creating artwork, designing promotional materials, websites and more. Part of the course deals with creating a variety of documents using the major tools of each program, and gaining an understanding of the contemporary graphic design industry and basic elements and principles of design. Community Colleges only.

ARTS 1610. Drawing I
3 Credits (2+4P)
This course introduces the basic principles, materials, and skills of observational drawing. Emphasis is placed on rendering a 3-D subject on a 2-D surface with visual accuracy. Other topics include historical and contemporary references as well as an investigation of linear perspective, line, value, shape, space & composition. May be repeated up to 3 credits.

ARTS 1630. Painting I
3 Credits (2+4P)
This course introduces the tradition of painting as a medium for artistic expression. Students will investigate materials, tools, techniques, history and concepts of painting. Emphasis is placed on developing descriptive and perceptual skills, color theory, and composition. May be repeated up to 3 credits.

Prerequisite(s): ARTS 1610.

ARTS 1710. Introduction to Printmaking
3 Credits (2+4P)
This course provides direct experience of exploring basic printmaking processes, including relief, intaglio, and monoprint processes, as well as the investigation of materials/media, tools, techniques, history, and concepts of printmaking. Emphasis is given to solving problems through thematic development while producing a portfolio of prints.

ARTS 1711. Computer-Based Illustration
3 Credits (2+4P)
Introduction to the principles of computerized drawing and design. Using the basic concepts, drawing tools, and vocabulary of Adobe Illustrator.

Prerequisite: ARTS 1610, ARTS 1240, or consent of instructor.

ARTS 1712. Digital Graphics
3 Credits (2+4P)
Importing and exporting images and text into various desktop publishing formats. Exploring imaging, drawing, and page layout applications. Introduction to typography.

Prerequisite: ARTS 1520.

ARTS 1713. Web Page Design
3 Credits (2+4P)
Introduction to the creation of well-designed and organized Web sites. Emphasis on building creative but functional user-friendly sites. Introduction to HTML, Flash, Java Script, and Web-authoring software. Community Colleges only.

Prerequisite: ARTS 1520.

ARTS 1810. Jewelry and Small Metal Construction I
3 Credits (2+4P)
This course introduces the basic techniques, materials, and tools traditionally used in the creation of jewelry and/or small-scale sculptural objects.

ARTS 2010. Portfolio Development
3 Credits (2+4P)
This course presents the practicalities of building an art career with emphasis on developing a professional portfolio through visual aids, resumes, statements, and presentations. It covers professional practices of the studio artist including self-promotion, contracts, research tools for exhibition venues and other art related opportunities.

Prerequisites: ARTS 1712, ARTS 2611, and ARTS 1520, or consent of instructor.

ARTS 2355. Stained Glass
3 Credits (2+4P)
Instruction in the fundamental fabrication and design techniques for stained glass. Introduction to visual decision making skills, historical, and critical issues of the medium. Community Colleges only.

ARTS 2410. Black & White Photography
3 Credits (2+2P)
This course introduces the fundamental techniques of black and white photography, which includes camera functions and use, exposure techniques and film processing, traditional darkroom printing, and presentation of work. Same as ARTS 1410.

ARTS 2430. Photographic Portraiture
3 Credits (2+2P)
This course covers the study of professional photography that involves people, including studio and environmental portraits. Topics include studio and exterior lighting techniques, and selecting lighting equipment and supplies. Restricted to: Community Colleges only.

Prerequisite(s): ARTS 1410 or FDMA 1545.

ARTS 2431. Introduction to Graphic Design
3 Credits (2+4P)
Introduction to the principles of visual communication and digital media, letterforms, typography and identity marks. Projects produced using conventional and digital tools.

ARTS 2440. Photo Finishing & Presentation
2 Credits (1+2P)
Use of visual language for personal expression. Freelance photography; care of original photos; preparation of portfolios, photographic markets, exhibitions and judging, galleries and copyrights. Students will prepare a photographic portfolio. Restricted to: Community Colleges only.

Prerequisite(s): FDMA 1545.

ARTS 2610. Drawing II
3 Credits (2+4P)
This course introduces color and colored media as an element of composition while emphasizing descriptive and perceptual drawing skills and conceptual approaches to contemporary drawing. Restricted to ART and ANVE/DFM majors.

Prerequisite(s): ARTS 1610.
ARTS 2611. Advanced Computer-Base Illustration  
3 Credits (2+4P)  
Design custom graphics and create special effects with filtering, special effects on type, graphing, technical illustrations, and three-dimensional drawing using Adobe Illustrator.  
Prerequisites: ARTS 1212, ARTS 1711, and ARTS 1520, or consent of instructor.

ARTS 2616. Aspects of Drawing  
2-3 Credits  
Continued work in drawing with emphasis on personal creative endeavor. Community Colleges only.  
Prerequisites: ARTS 1610 and ARTS 2610.

ARTS 2630. Painting II  
3 Credits (2+4P)  
This course focuses on the expressive and conceptual aspects of painting, building on the observational, compositional, technical, and critical skills gained previously. Students will investigate a variety of approaches to subject matter, materials, and creative processes through in-class projects, related out-of-class assignments, library research or museum/gallery attendance, written responses, and critiques. Prerequisite(s): ARTS 1610 and ARTS 1630

ARTS 2635. Painting III  
2-3 Credits  
Continuation of ARTS 2630.  
Prerequisites: ARTS 1610, ART 1240 (for art majors), ART 1630, or consent of instructor.

ARTS 2671. Writing in Art  
3 Credits (3)  
This reading- and writing-intensive course will introduce students to various approaches of writing about historical art.

ARTS 2839. Introduction to Sculpture  
3 Credits (2+4P)  
Beginning sculpture students "explore space" while learning new processes and skills, including mold making, welding and woodworking.

ARTS 2993. Art Workshop  
0.5 Credits (.5)  
Required for all freshman and sophomore Art majors for four semesters, this workshop is designed to build professional student cohorts within the Department of Art; incorporate visiting artist and scholar lectures into the curriculum; and actively involve students in exhibitions and gallery and departmental events. May be repeated up to 4 credits. Crosslisted with: ARTS 308. Restricted to: BA Studio Art, BA Art History BFA Studio Art, BFA Museum Conservation majors. Restricted to Las Cruces campus only.

ARTS 2996. Special Topics in Studio  
1-3 Credits  
Specific subjects and credits to be announced in the Schedule of Classes. No more than 9 credits toward a degree.  
Prerequisite: consent of instructor.

ASTR-ASTRONOMY (ASTR)

ASTR 1115G. Introduction Astro (lec+lab)  
4 Credits (3+2P)  
This course surveys observations, theories, and methods of modern astronomy. The course is predominantly for non-science majors, aiming to provide a conceptual understanding of the universe and the basic physics that governs it. Due to the broad coverage of this course, the specific topics and concepts treated may vary. Commonly presented subjects include the general movements of the sky and history of astronomy, followed by an introduction to basic physics concepts like Newton's and Kepler's laws of motion. The course may also provide modern details and facts about celestial bodies in our solar system, as well as differentiation between them – Terrestrial and Jovian planets, exoplanets, the practical meaning of "dwarf planets", asteroids, comets, and Kuiper Belt and Trans-Neptunian Objects. Beyond this we may study stars and galaxies, star clusters, nebulae, black holes, and clusters of galaxies. Finally, we may study cosmology--the structure and history of the universe. The lab component of this course includes hands-on exercises that work to reinforce concepts covered in the lecture, and may include additional components that introduce students to the night sky.

ASTR 1116. Introduction to Astronomy Lab, Special  
1 Credit (1)  
This lab-only listing exists only for students who may have transferred to NMSU having taken a lecture-only introductory astronomy class, to allow them to complete the lab requirement to fulfill the general education requirement. Consent of Instructor required. Restricted to Las Cruces campus only.  
Prerequisite(s): Must have passed Introduction to Astronomy lecture-only.

ASTR 1120G. The Planets  
4 Credits (3+2P)  
Comparative study of the planets, moons, comets, and asteroids which comprise the solar system. Emphasis on geological and physical processes which shape the surfaces and atmospheres of the planets. Laboratory exercises include analysis of images returned by spacecraft. Intended for non-science majors, but some basic math required.

AUTO-AUTOMOTIVE TECHNOLOGY (AUTO)

AUTO 102. Electrical Measuring Instruments  
2 Credits (1+2P)  
Selection, operation, and care of electrical measuring instruments.

AUTO 111. Automotive Mechanics Basics  
4 Credits (4)  
Basic maintenance procedures of the major components of the automobile using service repair manuals, hand and power tools, precision measurement equipment, fasteners and chemicals. Restricted to: Community Colleges only.

AUTO 112. Basic Gasoline Engines  
5 Credits (2+6P)  
Principles of gasoline engine operation. Identification, design, function of engine components; engine disassembly and reassembly; trouble shooting, and rebuilding heads.
AUTO 113. Automotive Electricity and Electronics PT I
4 Credits (2+4P)
Topics include mastery of DC electricity, use of digital multimeters, troubleshooting electrical problems in starting, charging and accessory systems. Restricted to Community Colleges only.

AUTO 114. Automotive Electricity and Electronics PT II
4 Credits (2+4P)
Advanced AC and DC automotive electronic circuits. Troubleshooting electronically controlled components including supplemental restraint systems and convenience accessories. May be repeated up to 4 credits.
Prerequisite(s)/Corequisite(s): AUTO 113. Restricted to Community Colleges campuses only.

AUTO 115. Automotive Engine Repair
5 Credits (2+6P)
Principles of gasoline engine operation. Identification of engine parts, operation, and function. Disassembly and reassembly. Engine problem diagnoses (cooling system, lubrication system, engine noises). Restricted to Community Colleges only.

AUTO 117. Electronic Analysis and Tune-Up of Gasoline Engines
5 Credits (2+6P)
Theory and operation of ignition and emission control systems and fuel system. Use of troubleshooting equipment and diagnostic equipment.
Prerequisite: AUTO 120 or consent of instructor.

AUTO 119. Manual Transmission/Clutch
5 Credits (2+6P)
Manual transmission, transfer cases, and clutch operating principles. Students will diagnose problems, remove and replace, disassemble, repair, and assemble units.

AUTO 120. Electrical Systems
4 Credits (2+4P)
Troubleshooting and repair of starters, alternators, and associated circuits. Reading electrical diagrams, diagnosis and repair of electrical accessories.
Prerequisite: consent of instructor.

AUTO 122. Automotive Brakes
4 Credits (2+4P)
Focus is on theory, diagnosis, and service of drum, disc, and anti-lock braking systems, brake component machining, hydraulic component reconditioning, friction and hardware replacement. Restricted to Community Colleges only.

AUTO 124. Automotive Heating and Air Conditioning
4 Credits (2+4P)
R12 and R134A air conditioning systems maintenance diagnosis and repair. R12 to R134A conversion procedures. Troubleshooting automatic temperature controls and leak detection. Restricted to Community Colleges only.

AUTO 125. Brakes
5 Credits (2+6P)
Theory of operation, diagnosis, repair, and maintenance of disc and drum brakes; safety and use of special tools.

AUTO 126. Suspension, Steering, and Alignment
5 Credits (2+6P)
Types of steering systems, suspension maintenance and repair; four-wheel alignment procedures.

AUTO 127. Basic Automatic Transmission
4 Credits (2+4P)
Theory and operation of the automatic transmission; maintenance, troubleshooting, diagnosis, and repair of components.

AUTO 129. Automotive Steering and Suspension
4 Credits (2+4P)
Diagnosis/service of suspension components including shocks, springs, ball joints, manual and power steering systems and four wheel alignment are some areas covered. Restricted to Community Colleges only.

AUTO 130. Introduction to Transportation Industry
3 Credits (3)
State and national traffic statutes that relate to the trucking industry. A Commercial Driver’s License Learner’s Permit will be obtained through successful completion of the course.
Prerequisites: Must be 18 years of age, have a current driver’s license and consent of instructor.

AUTO 131. Class A CDL
3 Credits (1+4P)
Instruction in how to perform proper pre-trip inspection; hands-on training with a tractor-trailer unit on the backing range and street driving to develop skills necessary to pass Class A DCL exam. Restricted to Community Colleges campuses only.
Prerequisite(s): Class A CDL restricted license (permit) and either restriction of D.O.T.

AUTO 132. Automotive Air-Conditioning and Heating Systems
4 Credits (2+4P)
Theory and operation, reading schematic diagrams, troubleshooting, repair, and replacement operations performed.

AUTO 137. Fuel Systems and Emission Controls
4 Credits (2+4P)
Covers theory and operation of fuel system and emission control. Troubleshooting, vacuum diagrams, overhaul, repair and adjustment of carburetion and fuel injection.
Prerequisites: AUTO 117 or consent of instructor.

AUTO 139. Automotive Computer Controls
4 Credits (2+4P)
Same as OEPM 139.

AUTO 161. Advanced Non-Structural Repair I
4 Credits (2+4P)
This course will involve the students in all phases of minor non-structural collision damage repairs. It will encompass sheet metal repair, advanced panel replacement and alignment.
Prerequisite(s): AUTO 161.

AUTO 163. Advanced Non-Structural Repair II
4 Credits (2+4P)
This course is a continuation of AUTO 162 with emphasis in all phases of minor non-structural damage repair. The student will be instructed in sheet metal repair and panel alignment as well as the R&I of automotive glass and related components.
Prerequisite(s): AUTO 162.

AUTO 164. Automotive Industry Collision Repair I
4 Credits (2+4P)
This advanced course is a continuation of AUTO 161, 162, and 163. This course will incorporate all areas of major non-structural collision damage repair. Through practical application the student will learn how to effectively repair all heavy collision damage using current I-CAR repair standards and procedures.
Prerequisite(s): AUTO 163.
AUTO 165. Automotive Industry Collision Repair II  
4 Credits (2+4P) 
This advanced course is a continuation of AUTO 164 with emphasis on time efficiency. This course will involve the student in all areas of major collision damage repair. The student will be exposed to all applicable I-CAR industry procedures and standards involved in sheet metal and composite panel repair. 
Prerequisite(s): AUTO 164.

AUTO 172. Introduction to Automotive Refinishing  
4 Credits (2+4P) 
This course is designed to incorporate all aspects of surface preparation, paint safety, refinishing materials, and refinishing fundamentals. Students will receive instructions for the application of acrylic enamel and base coat/clear coat refinishing systems.

AUTO 174. Intermediate Automotive Refinishing  
4 Credits (2+4P) 
This course encompasses all areas of surface preparation, damage repair and refinishing procedures that are necessary for achieving a proper spot repair. Students will also be exposed to safe work habits in the refinishing area and correct automotive detailing procedures. 
Prerequisite(s): AUTO 172.

AUTO 176. Automotive Color Adjustment & Blending  
4 Credits (2+4P) 
This course will help develop the skills needed to match any type of paint. It will expose the student to color theory, color evaluation, color matching, and other color adjustment factors. The student will be instructed in multiple panel paint blending techniques as well. 
Prerequisite(s): AUTO 174.

AUTO 178. Automotive Overall Refinishing  
4 Credits (2+4P) 
This course encompasses all areas of automotive refinishing. This advanced course is a continuation of AUTO 176 with emphasis in achieving industry refinishing times and standards consistent with that of I-CAR. The student will be exposed to surface preparation and refinishing techniques involved with overall coat/clear coat refinishing system. 
Prerequisite(s): AUTO 176.

AUTO 181. Frame and Structural Repair  
4 Credits (2+4P) 
This course will involve the student in all areas of frame and structural damage repairs. Through theory and practical application, the student will learn how to diagnose and repair various types of damage include: mash, twist, sag, and side sway. This course will expose the students to safe work habits while using measuring and straightening equipment. 
Prerequisite(s): AUTO 165.

AUTO 182. Structural Panel Replacement  
4 Credits (2+4P) 
This course is a continuation of AUTO 181 with infancies in structural panel replacement. The student will be exposed to frame and unibody measuring equipment and their proper use in sectioning procedures. Through theory and practical application the student will learn how to inspect structural components, properly separate spot welds, position and weld new body panels in place. 
Prerequisite(s): AUTO 181.

AUTO 201. Engine Performance I  
4 Credits (2+4P) 
Theory, function, service and analysis of engine related subsystems including ignition, fuel, starting, and charging systems. Emphasis is placed on diagnosis and operation of electronic engine control management systems. Restricted to Community Colleges only.

AUTO 203. Engine Performance II  
4 Credits (2+4P) 
Study of engine management systems and emission control systems, their function and relationship to vehicle performance and air pollution. Emphasis is placed on the analysis and repair of non-compliant vehicles. Restricted to Community Colleges only.

AUTO 204. Engine Performance III  
4 Credits (2+4P) 
Study of advanced level diagnostic test procedures and the equipment used to analyze OBD-II emission and drivability concerns. Use of Digital Storage Oscilloscopes, current ramping, Scan Tool analysis of 4 and 5 gas analyzers is mastered. Hybrid vehicles and the latest engine control systems are introduced. Restricted to Community Colleges only.

AUTO 205. Manual Drive Train and Axles  
4 Credits (2+4P) 
Operation, diagnosis, maintenance, repair or replacement of manual transmissions, clutch assemblies, differentials, drivelines, axles, and manual transaxles. Restricted to Community Colleges only.

AUTO 206. Automatic Transmissions  
5 Credits (2+6P) 
Operation, diagnosis, maintenance, repair of automatic transmissions including rear wheel drive, front wheel drive, and electronically controlled transmissions and transaxles. Restricted to Community Colleges only.

AUTO 208. Introduction to Alternative Fueled Vehicles  
3 Credits (3) 
Course will familiarize student with conditions that are resulting in the alternative fueled vehicle movement as well as the design and safety precautions unique to each alternative fuel. Propulsion systems covered include electric vehicles, bio-fueled vehicles, hybrid-electric vehicles and hydrogen powered vehicles, along with other emerging technologies as appropriate. Restricted to: Community Colleges only. 
Prerequisite(s): AUTO 113 and AUTO 114.

AUTO 209. Hybrid Vehicle Service Techniques  
3 Credits (3) 
Designed for experienced automotive technicians, this course will cover safety procedures, design, operational overview and service techniques as well as minor diagnosis and repair of all classifications of hybrid-electric vehicles. Each student must possess legal Class ‘0’ high voltage gloves and liners to attend this class. Restricted to: Community Colleges only. 
Prerequisite(s): AUTO 113 and AUTO 114.

AUTO 211. Cooperative Experience I  
1-6 Credits 
Supervised cooperative work program. Student is employed in an approved occupation and supervised and rated by the employer and instructor. Student will meet in a weekly class. Graded S/U. Prerequisite: consent of instructor.

AUTO 255. Special Problems in Automotive Technology  
1-5 Credits 
Individual studies in areas directly related to automotive technologies. May be repeated for a maximum of 12 credits. Prerequisite: consent of instructor.

AUTO 290. ASE Certification Preparation  
1 Credit (1) 
This is the capstone course for the Automotive Technology Program and is a requirement for graduation. Consent of Instructor required. Restricted to: AUTO majors. Restricted to Community Colleges campuses
AVIM - AVIATION MAINTENANCE

AVIM 101. Aviation Science
3 Credits (3)
Provides students with basic technical mathematics skills, an overview of general physics as applied to the work of an Airframe and Powerplant (A&P) technician, and instruction in the reading and interpreting of aircraft drawings. Restricted to Alamogordo campus only.
Prerequisite(s): Appropriate Math placement score.

AVIM 102. Shop Practices
3 Credits (3)
Introduces students to specialty tools, shop safety, workplace practices, basic aviation materials and processes. Students also learn to fabricate fluid lines and fittings, identify type fasteners, and processes for nondestructive testing. Restricted to Alamogordo campus only.

AVIM 103. Ground Operations
3 Credits (3)
Identifies aircraft fuels, cleaning procedures and corrosion removal, as well as ground operation procedures including safety, fueling, and start-up of aircraft. Restricted to Alamogordo campus only.

AVIM 104. Federal Regulations
2 Credits (2)
Instruction on how to read, comprehend, and apply all FAA maintenance forms and publications as related to aircraft maintenance. Also describes all rights and privileges of A & P technicians. Restricted to Alamogordo campus only.

AVIM 105. Weight and Balance
2 Credits (2)
Describes proper procedures for weighing and loading aircraft and center of gravity (C.G.) safety and procedures for jacking aircraft. Restricted to Alamogordo campus only.

AVIM 106. Basic Electricity
3 Credits (3)
Explains theories and principles of electricity related to aircraft circuitry. Restricted to Alamogordo campus only.

AXED - AGRICULTURAL EXTN EDUC (AXED)

AXED 1110. Introduction to Agricultural, Extension, and Technology Education
3 Credits (3)
Orientation to programs, philosophies, competencies and leadership skills needed by professionals in agricultural and technology education, extension education, agricultural communications, and related career opportunities in industry, governmental agencies, and international organizations.

AXED 1130. Techniques in Agricultural Mechanization
3 Credits (2+P)
Development of competencies in agricultural mechanics including safety, tool identification, operation and maintenance of hand and power tools, cold metal, drafting, and plumbing procedures. Designed for any major wishing to improve mechanical skills needed in agriculturally related occupations in education and industry.

AXED 2110. Metal Fabrication
3 Credits (2+4P)
Instruction and skill development in process and procedures of metal fusion, including gas and electric welding techniques, safety, and oxy-acetylene cutting and welding. Designed to improve mechanical skills needed in agriculturally related occupations in education and industry.

AXED 2120G. Effective Leadership and Communication in Agriculture
3 Credits (2+2P)
Theory and practice in leadership and communication for professionals who must work effectively in leadership and supervisory roles with people in agricultural business, industry, government agencies, and education. Course focuses on contemporary leadership theories. Oral communication skills in informative and persuasive speaking, parliamentary procedure, and for small groups are developed.

AXED 2130. Early Field-Based Experience
2 Credits (2)
First Hand view of the roles of professional educators through field experiences in a secondary agricultural or technology education setting. Includes 4 weeks of classroom instruction and 30 hours of observation in a work setting. Consent of Instructor required. Restricted to Las Cruces campus only.

AXED 2140. Early Field-Based Experience in Agricultural and Technology Education
2 Credits (2)
First-hand view of the roles of professional educators through field experiences in a secondary agricultural or technology education setting. Includes 4 weeks of classroom instruction and 30 hours of observations in a classroom setting. Consent of Instructor required.

AXED 2996. Special Topics
1-4 Credits
Specific subjects and credits to be announced in the Schedule of Classes. Maximum of 4 credits per semester. No more than 6 credits toward degree.

B A-BUSINESS ADMINISTRATION (B A)

B A 104. Introduction to Business
3 Credits (3)
Survey and integration of functions in business organizations within their social and economic environment. Community Colleges only.

B A 105. Special Topics
1-3 Credits
Current topics in business and economics.

B A 202. Small Business Enterprise
3 Credits (3)
Appraisal of business functions within the framework of a small business organization.

B A 291. Business Administration and Economics Internship and Cooperative Education I
1-3 Credits
Introduction and applications of the principles of business administration and economics. Registration in one course allowed per co-op work phase; a minimum of 12 work weeks is required. Open only to students in the College of Business. Option of S/U or a grade. The amount of academic credit (1-3 cr.) will be determined by the academic experience, and not by the work experience.
BCHE-BIOCHEMISTRY (BCHE)

BCHE 140. Introduction to Biochemistry
1 Credit (1)
A description of the nature of inquiry in biochemistry, especially with respect to the interaction of chemistry and biology. Both historical development and topics of current interest will be discussed. Graded S/U.

BCHE 241. Introduction to Research in Biochemistry
1-3 Credits
Techniques and procedures of biochemical research. May be repeated for a maximum of 3 credits. Prerequisites: 8 credits of chemistry and 3.0 GPA in chemistry.

BCIS-BUSINESS COMPUTER SYSTEMS (BCIS)

BCIS 1110. Introduction to Information Systems
3 Credits (3)
Examination of information systems and their impact on commerce, education, and personal activities. Utilization of productivity tools for communications, data analysis, information management and decision-making.

BCT-BUILDING CONSTRUCTION TECH (BCT)

BCT 100. Building Trades I
8 Credits (2+12P)
Equipment and general safety. Human relations, building construction surveying, footings, foundation form work, framing, sheathing, insulation. Basic electrical wiring and plumbing. Classroom instruction, on-the-job training, and problem solving.

BCT 101. Introduction to Construction I
2 Credits (2+1P)
Basic safety, including personal protective equipment, how to perform basic construction tasks safely, and what to do if an accident occurs. Includes basic construction methods. May be repeated up to 2 credits. Restricted to Community Colleges campuses only. Corequisite(s): BCT 102; BCT 103.

BCT 102. Introduction to Construction II
2 Credits (2+1P)
Introduction to power and hand tools, blueprints, and basic rigging hardware and techniques. May be repeated up to 2 credits. Restricted to Community Colleges campuses only. Corequisite(s): BCT 101; BCT 103.

BCT 103. Introduction to Construction Laboratory
3 Credits (3)
Provides students the opportunity to practice skills they have acquired in BCT 101 and BCT 102. It includes task-oriented projects in which students can apply many of the skills and knowledge that have been presented throughout the National Center for Construction and Education Research (NCCER) Carpentry Program. May be repeated up to 3 credits. Restricted to Community Colleges campuses only. Corequisite(s): BCT 101; BCT 102.

BCT 104. Woodworking Skills I
3 Credits (1+4P)
Use and care of hand tools and elementary power tools, safety procedures, and supervised project construction.

BCT 105. Woodworking Skills II
3 Credits (1+4P)
Advanced woodworking skills to include use of advanced power tools, power tool safety, and supervised construction. Prerequisite: BCT 104 or consent of instructor.

BCT 106. Woodworking Theory and Practice
3 Credits (2+2P)
History of wood manufacturing, industrial techniques, wood characteristics, stains and finishes. Design and construction of minor wood projects.

BCT 107. Painting I
4 Credits (2+4P)
Types and applications of paints and clear coatings. Use of fasteners, caulks, and sealants. Restricted to: Community Colleges only.

BCT 109. Plumbing I
3 Credits (2+3P)
Covers orientation to the trade. Students will learn about materials used in the plumbing industry and the different types of plumbing fixtures. It includes task-oriented projects in which the students apply many of the skills and knowledge that are presented through the National Center for Construction and Education Research (NCCER) Plumbing Program. May be repeated up to 3 credits. Prerequisite(s)/Corequisite(s): BCT 101, BCT 102. Restricted to Community Colleges campuses only.

BCT 110. Blueprint Reading for Building Trades
4 Credits (2+4P)
Same as DRFT 151, OEET 101, OEPB 110.

BCT 111. Small Equipment Maintenance and Repair
4 Credits (2+4P)
Covers small engine theory, troubleshooting and repair, auto maintenance, hydraulic theory and repair lubricants, batteries and scheduled tool maintenance. Restricted to: Community Colleges only.

BCT 114. Basic Carpentry
3 Credits (1+4P)
Covers orientation to the trade; wood building materials, fasteners, and adhesives; detailed description and explanations of hand-operated and power tools, including safety; framing basics including laying out and constructing of wood floors, walls and ceilings and includes roughing in of door and window openings. May be repeated up to 3 credits. Restricted to Community Colleges campuses only. Corequisite(s): BCT 115; BCT 116.

BCT 115. Carpentry Level I
3 Credits (1+4P)
Describes the various kinds of roofs and provides instructions for layout of the different roofing systems. Describes the various types of windows, skylights, and exterior doors and provides instruction for installation. May be repeated up to 3 credits. Consent of Instructor required. Restricted to Community Colleges campuses only. Corequisite(s): BCT 114; BCT 116.

BCT 116. Basic Carpentry Lab
2 Credits (2)
Provides students the opportunity to practice skills they have acquired in BCT 114 and BCT 115. It includes task-oriented projects in which students can apply many of the skills and knowledge that have been presented throughout the National Center for Construction and Education Research (NCCER) Carpentry Program. May be repeated up to 2 credits. Restricted to Community Colleges campuses only. Corequisite(s): BCT 114; BCT 115.
Prerequisites:
BCT 105, BCT 106, or consent of instructor.

BCT 109.
3 Credits (2+3P)
Introduction to plumbing systems, focusing on installation of plumbing systems. Students will become familiar with the tasks and responsibilities of plumbing professionals in the construction industry and gain a basic knowledge of the plumbing field.

Prerequisite(s): BCT 101, BCT 102, and BCT 103.

BCT 218. Plumbing 2
4 Credits (2+4P)
This course builds on the skills and knowledge students have gained in previous BCT introduction to plumbing courses, focusing on installation of plumbing systems. Students will become familiar with the tasks and responsibilities of plumbing professionals in the construction industry and gain a basic knowledge of the plumbing field.

Prerequisite(s): BCT 117 and BCT 119.

BCT 219. Weatherization in Construction
3 Credits (2+2P)
Introduction to industry weatherization standards and practices utilized in the construction of buildings for the purpose of energy conservation. Economic and environmental impacts of the use of energy in heating and cooling building will be examined.

Prerequisite(s): BCT 101, BCT 102, and BCT 103.

BCT 221. Cooperative Experience I
1-4 Credits
Supervised cooperative work program. Student is employed in an approved occupation and is supervised and rated by the employer and instructor. Student will meet in a weekly class. Graded S/U.

Prerequisite: consent of instructor.

BCT 222. Residential Wiring II
3 Credits (2+3P)
Introduction to electrical raceways and fittings; electrical conductors and cables; basic electrical construction drawings, residential electrical services, and electrical test equipment. Restricted to Community Colleges campuses only.

Prerequisite(s): BCT 123.

BCT 255. Special Topics
1-6 Credits (1-6)
Topics to be announced in the Schedule of Classes. May be repeated up to 12 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.

BCT 290. Special Problems in Building Technology
1-4 Credits
Individual studies in areas directly related to building technologies.

Prerequisite: consent of instructor.

BFIN-BUSINESS FINANCE

BFIN 2110. Introduction to Finance
3 Credits (3)
Introduces tools and techniques of financial management. Includes time value of money; financial planning, diversification and risk; debt and equity investment decisions; and financial statement analysis.

Prerequisite(s): OATS 106 or higher; OATS 120 or ACCT 2110; ECON 1110G or ECON 2110G.
BIOL-BIOLOGY (BIOL)

BIOL 1120G. Human Biology
3 Credits (3)
This course is an introduction to modern biological concepts with an emphasis on the relevance to humans and their relationships with the environment.

BIOL 1120L. Human Biology Laboratory
1 Credit (3P)
This course introduces exercises, experiences, and activities exploring biological concepts and theories relevant to humans and their relationship to the environment in a laboratory setting.

Prerequisite(s)/Corequisite(s):
- BIOL 1120G.

BIOL 1130G. Introductory Anatomy & Physiology (non-majors)
4 Credits (3+3P)
This course introduces the anatomy (structure) and physiology (function) of the human body, which includes the study of basic chemistry, molecules, cells, tissues, organs, organ systems, and terminology related to these concepts. May be repeated up to 4 credits. Restricted to Community Colleges campuses.

BIOL 1190G. Contemporary Problems in Biology
4 Credits (3+3P)
Fundamental concepts of biology will be presented using examples from relevant problems in ecology, medicine and genetics. For nonscience majors only. Community Colleges only.

BIOL 1996. Topics in Biology
1-3 Credits (1-3)
Introductory level coverage of biological topics. May be repeated up to 9 credits.

BIOL 2110G. Principles of Biology: Cellular and Molecular Biology
3 Credits (3)
This course introduces students to major topics in general biology. This course focuses on the principles of structure and function of living things at the molecular, cellular and organismic levels of organization. Major topics included are introduction to the scientific process, chemistry of cells, organization of cells, cellular respiration, photosynthesis, cell division, DNA replication, transcription, and translation. Must be taken with BIOL 2110L to meet general education requirements. May be repeated up to 3 credits.

Prerequisite(s): a C- or better in MATH 1215 or higher and a C- or better in CHEM 1120G or CHEM 1215G or CHEM 1216.

BIOL 2110L. Principles of Biology: Cellular and Molecular Biology Laboratory
1 Credit (3P)
This course introduces students to major topics in general biology. This course focuses on the principles of structure and function of living things at the molecular, cellular and organismic levels of organization. Major topics included are introduction to the scientific process, chemistry of cells, organization of cells, cellular respiration, photosynthesis, cell division, genetics, DNA replication, transcription, and translation. May be repeated up to 1 credits.

Prerequisite/Corequisite(s): BIOL 2110G; Prerequisite(s): MATH 1215 or higher, and a C- or better in CHEM 1120G or CHEM 1215G or CHEM 1216.

BIOL 2210. Human Anatomy and Physiology I for the Health Sciences
4 Credits (3+3P)
This course is the first of two that serve as an introduction to human anatomy and physiology for biology majors and allied health students. The course entails describing, explaining, and analyzing structure and function from the submicroscopic to the organismal level with emphasis on anatomical, directional, and sectional terminology, basic cellular structure and metabolism, tissue differentiation and characteristics, and organ system structure and function; specifically the integumentary, skeletal, muscular, and nervous systems.

Prerequisite(s)/Corequisite(s):
- CHEM 1120G or CHEM 1215G.
- Restricted to: Community Colleges only.

BIOL 2221. Human Physiology
3 Credits (3)
Physical and chemical operation of the organs and systems of the human body. Not open to students who have passed BIOL 354 or BIOL 381.

Prerequisite(s):
- Grade of at least C- in BIOL 2110G; BIOL 2110L; CHEM 1215G or CHEM 1120G.

BIOL 2225. Human Anatomy and Physiology II
4 Credits (3+3P)
This course is the second of two that serve as an introduction to human anatomy and physiology for biology majors and allied health students. The course entails describing, explaining, and analyzing structure and function from the submicroscopic to the organismal level with emphasis on specific cellular, tissue, and organ structure and physiology, and organ system structure and function; specifically the endocrine, cardiovascular, respiratory, urinary, and reproductive systems. Additionally, an analysis of these concepts is included: fluid and electrolyte balance, pregnancy, growth and development from zygote to newborn, and heredity.

Restricted to: Community Colleges only.

Prerequisite(s):
- BIOL 2210, CHEM 1120G or CHEM 1215G.

BIOL 2310. Microbiology
3 Credits (3P)
Introduction to the basic principles of microbiology, microbial pathogenesis, host defenses and infectious diseases. The course will emphasize concepts related to the structure and function of microorganisms, including their mechanisms of metabolism and growth. Host parasite interactions will also be emphasized, including mechanisms of microbial pathogenesis and mechanisms of host defenses against infectious diseases. Restricted to Community Colleges campuses only.

Prerequisite(s):
- CHEM 1120G or CHEM 1215G or CHEM 1225G.

Corequisite(s):
- BIOL 2310L.

BIOL 2310L. Microbiology Lab
1 Credit (3P)
This course will emphasize both the theory and hands-on application of techniques used in a microbiology laboratory for the growth and identification of bacterial species. Students will learn microscopy skills and staining techniques for the observation of bacteria. Students will also learn aseptic techniques used for isolation of bacteria, inoculation of cultures, and interpretation of selective and differential growth media for the identification of bacterial species.

Prerequisite:
- BIOL 2310 or BIOL 2320 or concurrent enrollment.
BIOL 2320. Public Health Microbiology  
3 Credits (3)  
This course introduces microbiology on the health profession level. It incorporates cell structure, metabolism, growth, controls of growth, infectious epidemiology, etiology, pathogenicity, and relative virulence of pathogens. It will lead to students assessing a clinical infection scenario from the microbiological perspective that includes making diagnoses based on data from appropriate diagnostic tests, investigating appropriate treatment options, and making recommendations for prevention.  
Prerequisite: BIOL 2110G and BIOL 2110L.  

BIOL 2505. Pathophysiology  
3 Credits (3)  
This course is designed to provide the conscientious student with a solid foundation for understanding the pathophysiological processes of the human organism. Successful completion of this course will promote the general student learning outcomes listed below. Corequisite/Prerequisites(s): AHS 154 or BIOL 2225. Restricted to: Community Colleges only.  
Prerequisite(s): AHS 153 or BIOL 2210.  

BIOL 2511. Human Pathophysiology  
3 Credits (3)  
The first in a two-course sequence that covers changes in body physiology that result from disease or injury. Includes a general introduction to pathophysiology as well as an overview of altered cellular and tissue biology, injury, inflammation, and neoplasia. Students will also explore deviation from fluid, hemodynamic, and endocrinologic balance. Topics related to the science of pathophysiology, including pathology, pathogenesis, etiology, epidemiology, and clinical manifestations, are also discussed throughout the course where relevant. Grade of C- or higher in microbiology is recommended. Restricted to Community Colleges campuses only.  
Prerequisite(s): Grade of C- or higher in BIOL 2210 and BIOL 2225.  

BIOL 2512. Human Pathophysiology I  
3 Credits (3)  
The second in a two-course sequence that covers changes in body physiology that result from disease or injury. This course focuses on the pathophysiology of the nervous, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems. Topics related to the science of pathophysiology, including pathology, pathogenesis, etiology, epidemiology, and clinical manifestations, are also discussed throughout the course where relevant. Grade of C- or higher in microbiology is recommended. Restricted to Community Colleges campuses only.  
Prerequisite(s): Grade of C- or higher in BIOL 2210, BIOL 2225, and BIOL 2511.  

BIOL 2610G. Principles of Biology: Biodiversity, Ecology, and Evolution  
3 Credits (3)  
This course is an introduction to the dynamic processes of living things. Major topics include the mechanisms of evolution, biological diversity, Mendelian genetics, and ecology. May be repeated up to 3 credits.  
Prerequisite(s)/Corequisite(s): grade of C- or better in MATH 1215 or higher, or a Math Placement Exam score adequate to enroll in mathematics courses beyond MATH 1215.  

BIOL 2610L. Principles of Biology: Biodiversity, Ecology, and Evolution Laboratory  
1 Credit (3P)  
This laboratory course is an introduction to the dynamic processes of living things. This course introduces students to the methods used in the study of Mendelian genetics, evolution, ecology, and biological diversity. Designed for students continuing in life sciences. May be repeated up to 1 credit.  
Prerequisite(s): BIOL 2610G; grade of C- or better in MATH 1215 or higher, or a Math Placement Exam score adequate to enroll in mathematics courses beyond MATH 1215.  

BIOL 2996. Special Topics  
1-3 Credits  
Specific subjects to be announced in the Schedule of Classes. May be repeated for a maximum of 6 credits. Community Colleges only.

**BLAW-BUSINESS LAW (BLAW)**

**BLAW 2110. Business Law I**  
3 Credits (3)  
Survey of the legal environment of business and common legal principles including: the sources of law, dispute resolution and the U.S. court systems, administrative law, tort law, contract law, agency and employment law, business structure and governance, ethics and corporate social responsibility. Explores sources of liability and presents strategies to minimize legal risk. Offered at all NMSU Community Colleges except Dona Ana Community College. Credit may not be earned in both BLAW 2110 and BLAW 317.

**BLAW 2610G. Principles of Biology: Biodiversity, Ecology, and Evolution Laboratory**  
1 Credit (3P)  
This laboratory course is an introduction to the dynamic processes of living things. This course introduces students to the methods used in the study of Mendelian genetics, evolution, ecology, and biological diversity. Designed for students continuing in life sciences. May be repeated up to 1 credit.  
Prerequisite(s): BIOL 2610G; grade of C- or better in MATH 1215 or higher, or a Math Placement Exam score adequate to enroll in mathematics courses beyond MATH 1215.  

**BIOL 2996. Special Topics**  
1-3 Credits  
Specific subjects to be announced in the Schedule of Classes. May be repeated for a maximum of 6 credits. Community Colleges only.

**BLAW-BUSINESS LAW (BLAW)**

**BLAW 2110. Business Law I**  
3 Credits (3)  
Survey of the legal environment of business and common legal principles including: the sources of law, dispute resolution and the U.S. court systems, administrative law, tort law, contract law, agency and employment law, business structure and governance, ethics and corporate social responsibility. Explores sources of liability and presents strategies to minimize legal risk. Offered at all NMSU Community Colleges except Dona Ana Community College. Credit may not be earned in both BLAW 2110 and BLAW 317.

**BLED-BILINGUAL EDUCATION**

**BLED 1110. Introduction to Bilingual Education/ESL**  
3 Credits  
An overview of the American Education system with emphasis on organization, governance, law, demographics, and professional practice. Will include supervised experience in bilingual education/ESL elementary settings for prospective bilingual education/ESL teachers.

**BLED 2110. Bilingual Methods**  
3 Credits (3)  
This course provides a historical overview of bilingual and ESL education including an emphasis on present trends and practices. Discussions of the aspects of bilingualism at both an individual and a societal level are included.

**BMGT-BUSINESS MANAGEMENT (BMGT)**

**BMGT 112. Banks and Your Money**  
3 Credits (3)  
Banking in today's economy: language and documents of banking, check processing, teller functions, deposit function, trust services, bank bookkeeping, loans, and investments. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

**BMGT 126. Retail Management**  
3 Credits (3)  
Phases of retailing, including types of retail outlets and basic problems of organizing and operating a retail store. Restricted to: Community Colleges only.
BMGT 132. Principles of Selling
3 Credits (3)
Analysis of customer behavior, persuasive communication, process of the sales interview. Restricted to: Community Colleges only.

BMGT 136. Forecasting Business Activity
3 Credits (3)
Course covers the important elements of forecasting all types of business activities including inventory control, revenue forecasts, staffing, and other industry specific activities using metrics and data analysis processes. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): BUSA 1110.

BMGT 138. Advertising
3 Credits (3)
Psychological approach to non-personal consumer persuasion; applied techniques in media selection, layout mechanics, production methods, and campaign structures. Restricted to: Community Colleges only.

BMGT 140. Principles of Supervision I
3 Credits (3)
Principles of supervision emphasizing planning, organization, rating of employees and procedures to develop good morale. Introduction to interpretation of case studies. Restricted to: Community Colleges only.

BMGT 150. Income Taxation
3 Credits (3)
Federal income taxation of individuals, sole proprietorships, partnerships, corporations, trusts, and estates with particular reference to CLU, life insurance and annuities. Restricted to: Community Colleges only.

BMGT 155. Special Topics I
1-3 Credits (1-3)
Introductory special topics of lower division level work that provides a variety of timely subjects and content material. May be repeated up to 9 credits. Restricted to Community Colleges campuses only.

BMGT 160. Self-Presentation and Etiquette
3 Credits (3)
Introduction to business etiquette based on tradition, social expectations, and professional behavior standards. Restricted to: Community Colleges only.

BMGT 201. Work Readiness and Preparation
3 Credits (3)
Instruction in methods of selection, seeking, acquiring and retaining employment. Addresses work success skills, business etiquette, employer expectation and workplace norms. Restricted to Community Colleges campuses only.

BMGT 205. Customer Service in Business
3 Credits (3)
Establishes concepts of service quality in relationship to business success and maximization of returns to the organization. Explores techniques for delivering quality and service in a variety of business settings. Restricted to: Community Colleges only.

BMGT 208. Business Ethics
3 Credits (3)
The course examines the underlying dimensions of ethics in business, investigating ethics in relationship to the organization, the stakeholders, and society. Exploration of ethical issues from a historical context, analyzing actual events through the lens of business decision making, including legal/political, sociocultural, economic, and environmental considerations will be undertaken. Restricted to Community Colleges campuses only.

BMGT 216. Business Math
3 Credits (3)
Application of basic mathematical procedures to business situations, including percentage formula applications, markup, statement analysis, simple and compound interest, and annuities. Restricted to: Community Colleges only.
Prerequisite(s): CCDM 103 N or satisfactory math score on ACT.

BMGT 221. Internship I
1-3 Credits (1-3)
Work experience that directly relates to a student’s major field of study that provides the student an opportunity to explore career paths and apply knowledge and theory learned in the classroom. Internships may be paid or unpaid. Students are supervised/evaluated by both the employer and instructor. May be repeated up to 3 credits. Consent of instructor required. Restricted to: BMGT majors. Graded: S/U Grading (S/U, Audit). Restricted to Community Colleges campuses only.

BMGT 225. Introduction to Commercial Lending
3 Credits (3)
Commercial lending overview, the lending process, portfolio management, and regulation and business development. Restricted to: Community Colleges only.
Prerequisite(s): BMGT 112.

BMGT 232. Personal Finance
3 Credits (3)
Budgeting, saving, credit, installment buying, insurance, buying vs. renting a home, income tax statement preparation, investment, and estate disposal through will and trust. Restricted to: Community Colleges only.

BMGT 236. Small Business Start-Up
3 Credits (3)
Starting a small business is a complex endeavor that requires specialized knowledge. This course prepares students to take the first step in business ownership and operations. Restricted to Community Colleges campuses

BMGT 237. Managing Small Businesses
3 Credits (3)
Managing a small business requires the owner/operator to be proficient in a number of skills and technical areas. This course provides small business owners/operators with the training and essential knowledge to manage a small business. Restricted to Community Colleges campuses

BMGT 240. Human Relations
3 Credits (3)
Human interactions in business and industrial settings. Motivation and learning experiences as related to problems of the worker and supervisor. Practical applications of human behavior. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

BMGT 247. Customer Relationship Management
3 Credits (3)
The course addresses the application of positive customer relationship practices and demonstrates the connection between managing excellent customer experiences and business success. Customer related decision making processes through the use of data based decision matrices are introduced. Restricted to Community Colleges campuses

BMGT 248. Introduction to Quality Management
3 Credits (3)
Introductory practices of total quality management practices aimed at all levels of an organization to continually improve performance to include competitiveness in today’s business world. Restricted to: Community Colleges only.
BMGT 250. Diversity in the Workplace
3 Credits (3)
Concepts of culture, diversity, prejudice, and discrimination within the domestic workforce/society. Restricted to Community Colleges campuses only.
Prerequisite(s): BUSA 1110.

BMGT 250. Real Estate Practice
3 Credits (3)
This course is a requirement for licensure in real estate for the state of New Mexico. Topics covered include: real estate finance, settlement, foreclosure, federal taxation, valuation and appraisal, land descriptions and math skills. These topics are requirements of the New Mexico Real Estate Commission. Restricted to: Community Colleges only.

BMGT 264. Real Estate Law
3 Credits (3)
This course is a requirement for licensure in real estate for the state of New Mexico. Topics covered include: ownership of real estate, real estate brokerage relationships, contracts, environmental concerns and federal laws that affect real estate. These topics are requirements of the New Mexico Real Estate Commission. Restricted to: Community Colleges only. Crosslisted with: PL S 264

BMGT 272. E-Commerce Operations
3 Credits (3)
Includes the many forms of e-commerce and emerging technologies that will impact the business of tomorrow. Restricted to Community Colleges campuses only.
Prerequisite(s): OECS 105 or BCIS 1110.

BMGT 277. Entrepreneurship II - Small Business Management
3 Credits (3)
This course is designed to acquaint the student with the opportunities encountered in the management and operations of a small business enterprise. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): ENTR 1110.

BMGT 280. Introduction to Human Resources
3 Credits (3)
Personnel functions encompassing job analysis, recruitment, selection, training, appraisals, discipline, and terminations. Prerequisite(S): BUSA 1110 or B A 104. Restricted to Community Colleges campuses only.

BMGT 282. Introduction to International Business Management
3 Credits (3)
Overview of the social, economic and cultural environment of international business transactions. Restricted to Community Colleges only.
Prerequisite(s): BUSA 1110.

BMGT 285. Introduction to Manufacturing Operations
3 Credits (3)
Introduction to issues related to manufacturing, including an overview of the production function, product design and development, location, layout, forecasting, planning, purchasing, materials/inventory, and quality management. Restricted to Community Colleges campuses only.
Prerequisite(s): BUSA 1110 and (BMGT 140 or MGMT 2110).

BMGT 286. Introduction to Logistics
3 Credits (3)
Overview on the planning, organizing, and controlling of transportation, inventory maintenance, order processing, purchasing, warehousing, materials, handling, packaging, customer service standards, and product scheduling. Restricted to: Community Colleges only.

BMGT 287. Introduction to Export/Import
3 Credits (3)
Procedures and documentation for exporting and importing products. Emphasis on NAFTA regulations and other U.S. border operations crossings. Restricted to Community Colleges only.
Prerequisite(s): BUSA 1110.

BMGT 290. Applied Business Capstone
3 Credits (3)
Refines skills and validates courses taken in BMGT program. Business simulations, case studies and projects used to test and improve business practices. Student must be within 25 credits of graduation. May be repeated up to 3 credits. Restricted to: BMGT majors. Restricted to Community Colleges campuses only.
Prerequisite(s): BUSA 1110, and (BMGT 140 or MGMT 2110), and (BMGT 240 or SOCI 1110G or PSYC 1110G), and MKTG 2110 and BFIN 2110.

BMGT 298. Independent Study
3 Credits (3)
Individual studies directed by consenting faculty with prior approval of department chair. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): Sophomore standing with 3.0 GPA.

BOT - BUSINESS OFFICE TECHNOLOGY (BOT)

BOT 298. Independent Study
1-3 Credits
Individual studies directed by consenting faculty with prior approval of department head. May be repeated for a maximum of 3 credits.
Prerequisite: Sophomore standing with 3.0 GPA.

BUSA - BUSINESS ADMINISTRATION (BUSA)

BUSA 1110. Intro to Business
3 Credits (3)
Fundamental concepts and terminology of business including areas such as management, marketing, accounting, economics, personnel, and finance; and the global environment in which they operate.

C E - CIVIL ENGINEERING (C E)

C E 109. Computer Drafting Fundamentals
3 Credits (2+2P)
Same as DRFT 109, E T 109, SUR 109.

C E 151. Introduction to Civil Engineering
3 Credits (3)
Problem solving and use of computer software for civil engineering applications. May be repeated up to 3 credits.
Prerequisite(s)/Corequisite(s): MATH 1220G.

C E 198. Special Topics
1-3 Credits
May be repeated for a maximum of 6 credits.
Prerequisite: Consent of department head.
Prerequisite(s):

impact that computing has achieved, and it reveals how a new student in
Internet have revolutionized computing and demonstrates the global
algorithms, and programming. It looks into how connectivity and the
and investigates the key foundations of computing: abstraction, data,
aspect of life. It focuses on exploring computing as a creative activity
computer science and the impact that computation has today on every

This course provides a broad and exciting introduction to the field of

4 Credits (3+2P)

C S 111. Computer Science Principles
3 Credits (3)
This course provides a broad and exciting introduction to the field of
computer science and the impact that computation has today on every aspect of life. It focuses on exploring computing as a creative activity and investigates the key foundations of computing: abstraction, data, algorithms, and programming. It looks into how connectivity and the Internet have revolutionized computing and demonstrates the global impact that computing has achieved, and it reveals how a new student in computer science might become part of the computing future.
Prerequisite(s): MATH 1215 or higher.

C S 117. Introduction to Computer Animation
3 Credits (3)
Introductory course for learning to program with computer animation as well as learning basic concepts in computer science. Students create interactive animation projects such as computer games and learn to use software packages for creating animations in small virtual worlds using 3D models. Recommended for students considering a minor/major in computer science or simply interested in beginning computer animation or programming.
Prerequisite(s): MATH 1215 or higher.

C S 151. C++ Programming
3 Credits (2+2P)
Introduction to object-oriented programming in the C++ language. May be repeated up to 3 credits.
Prerequisite(s): MATH 1215 or higher.

C S 152. Java Programming
3 Credits (2+2P)
Programming in the Java language. May be repeated up to 3 credits.
Prerequisite(s): MATH 1215 or higher.

C S 153. Python Programming I
3 Credits (3)
This course is an introduction to programming in the Python language, covering fundamental scripts, data types and variables, functions, and simple object creation and usage. The focus will be on preparing students to use Python in their own areas. No prior programming experience is required.
Prerequisite(s): MATH 1215 or higher.

C S 154. Python Programming II
3 Credits (3)
This course covers advanced Python programming, including classes, objects, and inheritance, embedded programming in domain applications, database interaction, and advanced data and text processing. The focus will be on preparing students to use Python in their own areas.
Prerequisite(s): C S 153 or C S 453.

C S 157. Topics in Software Programming and Applications
3 Credits (2+2P)
Current topics in computer programming and software applications. Topic announced in the Schedule of Classes. May be repeated if subtitle is different.

C S 158. R Programming I
3 Credits (3)
This course is an introduction to data processing in the R language, covering fundamental script configuration, data types and data collections, R control structures, and basic creation of graphs and data visualizations. This course will not focus on the statistical capabilities of R, though some basic statistical computations will be used.
Prerequisite(s): MATH 1220G.

C S 171G. Introduction to Computer Science
4 Credits (3+2P)
Computers are now used widely in all area of modern life. This course provides understanding of the theoretical and practical foundations for how computers work, and provides practical application and programming experience in using computers to solve problems efficiently and effectively. The course covers broad aspects of the hardware, software, and mathematical basis of computers. Weekly labs stress using computers to investigate and report on data-intensive scientific problems. Practical experience in major software applications includes an introduction to programming, word processing, spreadsheets, databases, presentations, and Internet applications.
Prerequisite(s): MATH 1130G or MATH 1215 or higher.

C S 172. Computer Science I
4 Credits (3+2P)
Computational problem solving; problem analysis; implementation of algorithms using Java. Object-oriented concepts, arrays, searching, sorting, and recursion. May be repeated up to 4 credits. Crosslisted with: C S 460.
Prerequisite(s): (A C or better in either MATH 1250G or MATH 1430G) OR (A C or better in MATH 1220G and a 1 or better in the CS Placement Test).

C S 209. Special Topics.
1-3 Credits
May be repeated for a maximum of 12 credits.
C S 271. Object Oriented Programming
4 Credits (3+2P)
Introduction to problem analysis and problem solving in the object-oriented paradigm. Practical introduction to implementing solutions in the C++ language. Pointers and dynamic memory allocation. Hands-on experience with useful development tools. May be repeated up to 4 credits.
Prerequisite(s): At least a C- in C S 172 or E E 112.

C S 272. Introduction to Data Structures
4 Credits (3+2P)
Design, implementation, use of fundamental abstract data types and their algorithms: lists, stacks, queues, deques, trees; imperative and declarative programming. Internal sorting; time and space efficiency of algorithms.
Prerequisite(s): At least a C- in C S 172, or placement.

C S 273. Machine Programming and Organization
4 Credits (3+2P)
Computer structure, instruction execution, addressing techniques; programming in machine and assembly languages. May be repeated up to 4 credits.
Prerequisite(s): At least a C- in C S 172 or E E 112.

C S 278. Discrete Mathematics for Computer Science
4 Credits (3+2P)
Discrete mathematics required for Computer Science, including the basics of logic, number theory, methods of proof, sequences, mathematical induction, set theory, counting, and functions.
Prerequisite(s): At least a C- in C S 172.

CCDE-DEVELOPMENTAL ENGLISH (CCDE)

CCDE 105 N. Effective Communication Skills
4 Credits (3+2P)
Instruction and practice in basic communication, to include written and oral presentations. Develops thinking, writing, speaking, reading, and listening skills necessary for successful entry to college and university classes. Provides laboratory. RR applicable.

CCDE 110 N. General Composition
4 Credits (3+2P)
Instruction and practice in preparation for college-level writing. Students will develop and write short essays. Provides laboratory. May be repeated up to 4 credits. Traditional Grading with RR. Restricted to Community Colleges campuses only.

CCDM-DEVELOPMENTAL MATHEMATICS (CCDM)

CCDM 100 N. Mathematics Preparation for College Success
1-4 Credits
Mathematics skills course designed for college students with math skills insufficient for success in CCDM 103N. May be repeated for a maximum of 4 credits. RR applicable.

CCDM 103 N. Pre-Algebra
4 Credits (3+2P)
Fundamental mathematics operations and arithmetic computations. Introduction to algebra and applied geometry. Provides laboratory and individualized instruction. RR applicable.

CCDM 105 N. Mathematics Preparation and Pre-Algebra
5 Credits (4+2P)
A total immersion course that combines CCDM 100N and CCDM 103N using tutorials, manipulatives, and classroom instruction. Completion of this class is equivalent to the completion of CCDM 100N and CCDM 103N. Restricted to: Community Colleges only.

CCDM 107 N. Pre-Algebra Fast-Track
1 Credit (1)
Prerequisite(s): Math Placement Exam.

CCDM 108 N. Beginning Algebra Fast-Track
1 Credit (1)
An intensive review of fundamental algebra topics including algebraic expressions, solving linear and quadratic equations, factoring, radicals, exponents. Students must meet eligibility requirements (math placement exam or completion of CCDM 107N). Graded: S/U Grading (S/U, Audit). Restricted to Community Colleges campuses only.
Prerequisite(s): Math Placement Exam; or passing score in CCDM 105 N or CCDM 103 N, or CCDM 107 N.

CCDM 112 N. Developmental Algebra I
4 Credits (3+2P)
Fundamental algebra operations, algebraic expressions, solving linear equations, systems of equations and applications of linear equations. Introduction to exponents and polynomials. Provides laboratory instruction. Completion of CCDM 112N and CCDM 113N is equivalent to completion of CCDM 114N. Graded: Traditional with RR. Traditional Grading with RR. Restricted to Community Colleges campuses only.
Prerequisite(s): Grade of C or better in CCDM 103N or CCDM 105N or adequate placement score.

CCDM 113 N. Developmental Algebra II
4 Credits (3+2P)
Fundamental algebra operations, polynomials, factoring, solving quadratics by factoring, rational expressions, exponents and radical expressions (continuation of CCDM 112N). Provides laboratory instruction. Completion of CCDM 112N and CCDM 113N is equivalent to completion of CCDM 114N. Graded: Traditional with RR. Restricted to: Community Colleges only.
Prerequisite(s): Grade of C or better in CCDM 112N or consent of instructor.

CCDM 114 N. Algebra Skills
4 Credits (3+2P)
Fundamental algebra operations: algebraic expressions, solving linear and quadratic equations, factoring, radicals, exponents. Provides laboratory and individualized instruction. Completion of CCDM 114N meets basic skills requirement. Graded: Traditional with RR. Traditional Grading with RR. Restricted to Community Colleges campuses only.
Prerequisite(s): C or better in CCDM 103N or CCDM 105N or adequate placement score.
CCDR-DEVELOPMENTAL READING (CCDR)

CCDR 103 N. Comprehensive Reading Development
4 Credits (3+2P)
Provides integration of basic reading skills, including vocabulary development, text comprehension, and critical reading skills. Course earns institutional credit but will not count towards degree requirements. May be repeated up to 4 credits. Traditional Grading with RR. Restricted to Community Colleges campuses only.
Prerequisite(s): Appropriate placement score.

CCDR 105 N. Fundamentals of Academic Reading.
3 Credits (2+2P)
Fundamentals of academic reading skills. Emphasis on vocabulary development and text comprehension through literature based instruction. Course earns institutional credit but will not count towards degree requirements. Graded: Traditional with RR. May be repeated up to 3 credits. Traditional Grading with RR. Restricted to Community Colleges campuses only.
Prerequisite(s): Appropriate placement score.

CCDR 110 N. Effective College Reading
3 Credits (2+2P)
Provides a variety of strategies for effective reading and studying at the college level. Emphasis on reading across disciplines. Course earns institutional credit but will not count towards degree requirements. Graded: Traditional with RR. May be repeated up to 3 credits. Traditional Grading with RR. Restricted to Community Colleges campuses only.
Prerequisite(s): Appropriate placement score.

CCDS-DEVELOPMENTAL SKILLS (CCDS)

CCDS 109 N. Study Skills for Reading
1-3 Credits
Individualized reading skill strategies necessary for success in college classroom. May be repeated for a maximum of 3 credits. Graded traditional or S/U.

CCDS 111 N. Study Skills for Math
1-3 Credits
Individualized study skill strategies necessary for success in the math classroom. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

CCDS 113 N. Study Skills for English
1-3 Credits
Individualized study skill strategies necessary for success in the composition classroom. May be repeated for a maximum of 3 credits.

CCDS 119 N. College Reading and Writing
4 Credits (4)
Instruction and practice in preparation for college-level reading and writing. Students will develop and write essays, work on the writing process, and learn to read and analyze college-level texts. Traditional Grading with RR.
Prerequisite(s): Appropriate placement test score.

CEPY-COUNSELING & EDUCATIONAL PSYCHOLOGY

CEPY 1120G. Human Growth and Behavior
3 Credits (3)
Introduction to the principles of human growth and development throughout the life span.

CEPY 1150. Career Development
1 Credit (1)
Professional career curriculum to assist students in developing an understanding and ability to articulate who they are as emerging professionals through personal assessment activities. The focus will be on providing students with tools and strategies for reflection, planning, and goal-setting. Course does not count toward CEP minor. Spring only course offering. Restricted to: College of Education Majors only majors. Restricted to Las Cruces campus only.

CEPY 1160. Academic Development
1 Credit (1)
The course is designed to provide you students with a foundation in their personal academic process. The course will assist students in developing an understanding and ability to articulate who they are as beginning college students through personal assessment activities. The focus will be on providing students with tools and strategies for reflection, planning, and goal-setting. Topics discussed will include time management, study skills, test taking skills, stress management, motivational and academic discipline skills, interpersonal skills and college survival skills. We intend for this to be a supportive, respectful and collaborative environment where everyone can learn and grow. Fall only course offering. Restricted to: College of Education majors.

CEPY 2110. Learning in the Classroom
3 Credits (3)
This class introduces you to the basic principles of learning, including cognition, motivation, and assessment. You will examine the relationships between theory, research, and practice in learning, memory, child development, motivation, and educational assessment for the school setting. This course will provide the student with concepts and principles of educational psychology that will form a framework for thinking about learning and instruction and how theories of learning are connected to classroom situations

CEPY 2120. The Preschool Child
3 Credits (3)
Survey of psychological development from conception to age five.

CEPY 2130. Adolescence - School Setting
3 Credits (3)
This course is designed to present the student with an introduction to the area of adolescent development with an emphasis on the positive aspects of this life stage. Students will be encouraged to be reflective on the topics presented in class that will include issues on diversity, culture, health, and well-being, emerging adulthood and suggestions for improving the lives of adolescents.

CEPY 2140. Explorations of Counseling & Community Psychology
3 Credits (3)
An introduction and exploration of various career options and functions within the mental health disciplines to aid in professional development. Emphasis will be placed on depth and scope of the choices available including research, teaching, community work, public policy, and clinical work and prevention (e.g. counseling, psychotherapy, assessment, consultation). May be repeated up to 6 credits.
An exploration of careers, activities, & techniques in counseling, school, and community psychology. Taught with CEPY 2140 with differentiated instruction and/or independent project to be determined. Restricted to Las Cruces campus only.

**CHEF-CULINARY ARTS (CHEF)**

**CHEF 101. Culinary Arts Kitchen Orientation**
3 Credits (3)
Provides students with basic information and skills necessary for success in the Culinary Arts program. Students learn basic kitchen routines, safety and sanitation, professional conduct and deportment, standard kitchen calculations, knife handling, and are introduced to the laboratories for initial cooking experiences. Restricted to Community Colleges campuses only.

**CHEF 125. Introductory Cake Decorating**
1 Credit (2P)
Introduction to the professional cake decorating techniques used by pastry chefs. Basic skills of piping a variety of icings into different patterns are taught. Restricted to Community Colleges campuses only.
**Prerequisite(s):** CHEF 125.

**CHEF 126. Intermediate Cake Decorating**
1 Credit (2P)
Introduction to more advanced professional cake decorating techniques used by pastry chefs. Fondant work and more complex decorating schemes are taught. Restricted to Community Colleges campuses only.
**Prerequisite(s):** CHEF 125.

**CHEF 127. Chocolate Work**
1 Credit (2P)
Introduction to working with chocolate utilizing a variety of methods. Tempering, forming, molding, and other professional techniques will be taught. Restricted to Community Colleges campuses only.
**Prerequisite(s):** Consent of Instructor.

**CHEF 128. Advanced Chocolate Work**
1 Credit (2P)
More advanced treatments of chocolate are explored and professional techniques for the chocolatier are developed. Restricted to Community Colleges campuses only.
**Prerequisite(s):** CHEF 127.

**CHEF 129. Wedding Cake Design and Construction**
1 Credit (2P)
Basic skills in designing wedding (or other specialty event) cakes. Includes shaping, icing selection, decorating scheme, presentation, transportation, and remote set up. Restricted to Community Colleges campuses only.
**Prerequisite(s):** CHEF 125 and CHEF 126.

**CHEF 155. Special Topics**
1-3 Credits (1-3)
Specific subjects to be announced in the Schedule of Classes. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

**CHEF 156. Math for Kitchen Operations**
3 Credits (3)
Fundamental mathematical concepts and computations, including measurement, recipe scaling and conversions, metric unit conversion, ingredient yield calculations, ratios and cost extensions are covered. Examples of basic mathematical calculations use kitchen and food service functions, as well as situations to demonstrate principles.

**CHEF 211. Food Production Management I**
3 Credits (2+2P)
Introduction to kitchen design, workflow, and commercial equipment. Techniques, methods, and application of basic food production principles. Practical experience in cooking processes from a managerial viewpoint. Crosslisted with: HOST 211. Restricted to Community Colleges only.

**CHEF 212. Food Production Management II**
3 Credits (2+2P)
**Prerequisite(s):** CHEF 211 or consent of instructor.

**CHEF 213. Bakery Management I**
3 Credits (2+2P)

**CHEF 214. Bakery Management II**
3 Credits (2+2P)
Advanced techniques and management of bakery operations are explored. Students learn classical forms and techniques. Modern methods of preparing traditional pastry and baked goods are introduced. Crosslisted with: HOST 218. Restricted to Community Colleges only.
**Prerequisite(s):** CHEF 213 or consent of instructor.

**CHEF 233. Culinary Arts Fundamentals I**
4 Credits (1+9P)
Introduction to the basics of culinary arts, including ingredients recognition, cooking methods and techniques, knife usage, preparation of basic stocks, mother sauces, starchy vegetables and fruits. Students will participate in laboratory work designed to create an understanding of the professional role of the culinarian. Preparation and production of food products integral to service to guests is incorporated in the course. May be repeated up to 4 credits. Consent of Instructor required. Restricted to: CHEF, HOST, HSMG, HOCH majors. Restricted to Community Colleges campuses only.

**CHEF 234. Culinary Arts Fundamentals II**
4 Credits (1+9P)
Continuation of introductory course focusing on meat cookery, sausage, cold food preparation, poultry and seafood. Safe use of equipment is emphasized while experiencing differing methods of preparation and cooking. Preparation and production of food products integral to service of guests is incorporated in this course. May be repeated up to 4 credits. Restricted to: HOST, HSMG, CHEF majors. Restricted to Community Colleges campuses only.
**Prerequisite(s):** CHEF 233 with a grade of 'C-' or better.
CHEF 235. Advanced Culinary Arts I
4 Credits (1+9P)
Exploration and experience in preparation techniques beyond the basic level. Nutritional components of food are discussed, as in the application of good nutrition practices in recipe design. Students are encouraged to use creative methods to expand the individual's culinary expressions. Prepares food products for service to guests in both bulk feeding and individual service settings. Plans, prepares, serves and critiques meals provided for students, faculty and staff. May be repeated up to 4 credits.
**Prerequisite(s)/Corequisite(s):** CHEF 234 with a grade of 'C' or better if course has been previously taken. Restricted to: CHEF majors. Restricted to Community Colleges campuses only.

CHEF 236. Advanced Culinary Arts II
4 Credits (1+9P)
Advanced techniques and experimental use of food combinations to enhance the student's repertoire of skills and abilities. Utilizes knowledge to develop recipes for unique products. Plans, prepares, serves and critiques meals provided for students, faculty and staff. Restricted to: CHEF majors. Restricted to Community Colleges campuses only.
**Prerequisite(s):** CHEF 235 with a grade of 'C' or better.

CHEF 237. Banquet/Catering Production
3 Credits (1+6P)
Planning and implementation of the culinary aspects of catered functions. Development of time schedules, work assignments and service plans for catered events and banquet functions. Production of food items in appropriate quantities for catered events. Costing and control functions are covered. May be repeated up to 6 credits. Restricted to: CHEF, HOST majors. Restricted to Community Colleges campuses only.
**Prerequisite(s):** Grade of 'C' or above in CHEF 233.

CHEF 240. Baking Fundamentals I
4 Credits (1+9P)
Introduction to baking techniques, measurement and use of ingredients; equipment use and chemical reactions inherent in the baking process. Production of simple desserts and baked goods. Introduction to working with bread doughs. Restricted to: HOST,CHEF majors. Restricted to Community Colleges campuses only.
**Corequisite(s):** CHEF 233.

CHEF 241. Baking Fundamentals II
4 Credits (1+9P)
More advanced baking and bread making techniques are covered in this course with emphasis on the more advanced elements of quantity production. Students work with a variety of products and ingredients. Restricted to: HOST, CHEF majors. Restricted to Community Colleges campuses only.
**Prerequisite(s):** grade of 'C' or above in CHEF 240.

CHEF 242. Intermediate Baking I
4 Credits (1+9P)
More advanced baking and pastry techniques are covered in this course with emphasis on the basic elements of patisserie production. Focus is on preparing students to work in a pastry kitchen. Restricted to: HOST, CHEF majors. Restricted to Community Colleges campuses only.
**Prerequisite(s):** Grade of 'C' or above in CHEF 241.

CHEF 243. Intermediate Baking II
4 Credits (1+9P)
Continuation of work with basic elements of patisserie products including laminated doughs and filled products. Students prepare creams, custards, fillings and are introduced to cake assembly procedures. Restricted to: CULI majors. Restricted to Community Colleges campuses only.
**Prerequisite(s):** Grade of 'C' or above in CHEF 242.

CHEF 255. Special Topics
3 Credits (3)
Specific subjects to be announced in the Schedule of Classes. May be repeated up to 6 credits. Restricted to: CULI, HOST, HSMG majors. Restricted to Community Colleges campuses only.

CHEF 256. International Cuisine
3 Credits (1+6P)
Exploration into a variety of international cuisines is undertaken, including the cultural and historical backgrounds of the foods being prepared. Students work on developing themed menus and production plans for meals utilizing a single international cuisine. May be repeated up to 6 credits. Restricted to: CHEF, HOST majors. Restricted to Community Colleges campuses only.
**Prerequisite(s):** Grade of 'C' or above in CHEF 233.

CHEF 257. Garde Manger
3 Credits (1+6P)
Traditional garde manger skills are taught, including plated salads, cold foods, entremets, pates, forcemeat, terrines, charcuterie and chaud froid work. The art and craft of food design, preparation and service are emphasized. May be repeated up to 3 credits. Restricted to: CHEF, HOST majors. Restricted to Community Colleges campuses only.
**Prerequisite(s):** Grade of 'C' or above in CHEF 233.

CHEF 260. Nutrition for Chefs
3 Credits (3)
Aspects of basic human nutritional requirements are covered as are the applications of the standards to the cooking and baking. Meeting the USDA nutrient guidelines while preparing good tasting food is discussed, calorie, fat and sodium reduction techniques are explored.

**CHEM-CHEMISTRY (CHEM)**

CHEM 1111. Basic Chemistry
3 Credits (3)
For students whose preparatory science or math training has been deficient. Does not meet the chemistry requirement in any curriculum.
**Prerequisite:** Enhanced ACT composite score of at least 18 or a grade of C- or better in CCDM 114 N.

CHEM 1120G. Introduction to Chemistry Lecture and Laboratory (non majors)
4 Credits (3+3P)
This course covers qualitative and quantitative areas of non-organic general chemistry for non-science majors and some health professions. Students will learn and apply principles pertaining, but not limited to, atomic and molecular structure, the periodic table, acids and bases, mass relationships, and solutions. The laboratory component introduces students to techniques for obtaining and analyzing experimental observations pertaining to chemistry using diverse methods and equipment.
**Prerequisite:** CCDM 114N or A S 103 or MATH 1215 or higher.
CHEM 1121. General Supplemental Instruction I
1 Credit (1)
Collaborative workshop for students in General Chemistry I. Course does not count toward departmental degree requirements. May be repeated for a maximum of 2 credits.
Corequisite(s): CHEM 1215G.

CHEM 1122. General Supplemental Instruction II
1 Credit (1)
Collaborative workshop for students in General Chemistry II. Course does not count toward departmental degree requirements. May be repeated for a maximum of 2 credits.
Corequisite(s): CHEM 1225G.

CHEM 1123. Principles of Supplemental Instruction III
1 Credit (1)
Collaborative workshop for students in CHEM 1120G, Principles and Applications of Chemistry. Course does not count toward departmental degree requirements. May be repeated for a maximum of 2 credits.
Corequisite(s): CHEM 1120G.

CHEM 1215G. General Chemistry I Lecture and Laboratory for STEM Majors
4 Credits (3+3P)
This course covers descriptive and theoretical chemistry.
Prerequisite: (1) grade of C- or better in MATH 1215 or higher, or a Mathematics Placement Exam Score adequate to enroll in mathematics courses beyond MATH 1215.

CHEM 1216. General Chemistry I Lecture and Laboratory for CHEM Majors
4 Credits (3+3P)
As the first of a two-semester sequence, this course teaches fundamental concepts in chemistry, including the electronic structure of atoms, chemical periodicity, nature of chemical bonds, molecular structure, the three phases of matter, etc. Designed for majors in chemical and other physical sciences, including engineering. May be appropriate for the life science major. It is assumed that the students are familiar with college algebra, chemical nomenclature, stoichiometry, and scientific measurements. The laboratory component is designed to complement the theory and concepts presented in lecture, and will introduce students to techniques for obtaining and analyzing experimental observations pertaining to chemistry using diverse methods and equipment.
Prerequisite(s): C- or better in CHEM 1215.

CHEM 2115. Survey of Organic Chemistry and Laboratory
4 Credits (3+3P)
This course is a one-semester survey of organic and biological chemicals. Students will be introduced to nomenclature, molecular structure, properties, and reactions of hydrocarbons, alcohols, carbonyls, organic acids and bases, carbohydrates, lipids, and proteins. The handling of organic chemicals, simple organic reactions, tests for functional groups, and synthesis will be learned in the laboratory component of this course. May be repeated up to 4 credits.
Prerequisite(s): CHEM 1225G.

CHEM 2120. Integrated Organic Chemistry and Biochemistry
3 Credits (3)
This course is a one-semester introduction to Organic Chemistry and Biochemistry designed for students in health and environmental occupations. The course surveys organic compounds in terms of structure, physical, and chemical properties, followed by coverage of the chemistry of specific classes of organic compounds in the biological environment. Students will apply course concepts to everyday organic and biological chemistry problems in preparation for careers in health and environmental fields.
Prerequisite: CHEM 1120G or CHEM 1215G.

CHEM 2226. General Chemistry II Lecture and Laboratory for CHEM Majors
4 Credits (3+3P)
As the second of a two-semester sequence, this course teaches fundamental concepts in chemistry, including solutions, equilibria, electrochemistry, thermodynamics and kinetics. Designed for majors in chemical and other physical sciences, including engineering. May be appropriate for the life science major. It is assumed that the students are familiar with college algebra, chemical nomenclature, stoichiometry, and scientific measurements. The laboratory component is designed to complement the theory and concepts presented in lecture, and will introduce students to techniques for obtaining and analyzing experimental observations pertaining to chemistry using diverse methods and equipment.
Prerequisite(s): C- or better in CHEM 1216.

CHEM 2226. General Chemistry II Lecture and Laboratory for CHEM Majors
1 Credit (1)
The major intent of this course is to deepen your interest in chemistry and make you aware of research and career opportunities in the field. During this semester we hope to discuss both old and new developments in chemistry that impact our lives. We also want to build our communication skills that are so necessary in our profession. Graded S/U.

CHEM 2991. Introduction to Research
1-3 Credits (3+9P)
Techniques and procedures of chemical research. May be repeated for a maximum of 3 credits.
Prerequisites: 8 credits of chemistry and a 3.0 GPA in chemistry.
CHME 2996. Special Topics in Chemistry  
1-6 Credits (1-6)  
Specific subjects in Chemistry. These subjects will be announced in the 'Schedule of Classes'. It may be repeated under different topics for a maximum of 12 credits.

CHIN-CHINESE (CHIN)

CHIN 1110. Mandarin Chinese I  
4 Credits (4)  
This is the first semester of a two-semester sequence in first year modern standard Chinese ("Mandarin"). This course is recommended for students who have had little or no experience in the Chinese language. A beginning Mandarin Chinese course is designed to introduce the Mandarin sound system ("pinyin"), basic vocabulary, Chinese characters (either in Simplified or Traditional characters), and basic grammatical concepts and structures. In order to help beginners develop their communicative competence in the four basic skills, the 5Cs (Communication, Cultures, Comparisons, Connections, and Communities) will be integrated consistently into the content and exercises in the course.

Prerequisite(s): C or better in CHIN 1110.

CHIN 1120. Mandarin Chinese II  
4 Credits (4)  
This is the second semester of a two-semester sequence in first year modern standard Chinese ("Mandarin"). This course is designed for students who have taken 1st Semester Mandarin Chinese, and focuses on enhancing pronunciation and expanding the vocabulary and grammar dealing with daily activities. In order to help beginners develop their communicative competence in the four basic skills, the 5Cs (Communication, Cultures, Comparisons, Connections, and Communities) will be integrated consistently into the content and exercises in the course.

Prerequisite(s): C or better in CHIN 1110.

CHIN 2110. Mandarin Chinese III  
3 Credits (3)  
This is the first semester of a two-semester sequence in second year modern standard Chinese ("Mandarin"). This course is designed for students who have taken 1st and 2nd Semester Mandarin Chinese (or equivalence), and have a basic foundation on Chinese phonetics, characters, and grammars. In order to help students develop their communicative competence in the four basic skills, the 5Cs (Communication, Cultures, Comparisons, Connections, and Communities) will be integrated consistently into the content and exercises in the course. Restricted to Las Cruces campus only.

Prerequisite(s): C or better in CHIN 1120.

CHIN 2120. Mandarin Chinese IV  
3 Credits (3)  
This is the second semester of a two-semester sequence in second year modern standard Chinese ("Mandarin"). This course is designed for students who have taken 1st, 2nd, and 3rd Semester Mandarin Chinese (or equivalence), and have a good foundation on Chinese phonetics, characters, and grammars. In order to help students develop their communicative competence in the four basic skills, the 5Cs (Communication, Cultures, Comparisons, Connections, and Communities) will be integrated consistently into the content and exercises in the course. Restricted to Las Cruces campus only.

Prerequisite(s): C or better in CHIN 2110.

CHME-CHEMICAL & MATERIALS ENGR (CHME)

CHME 101. Introduction to Chemical Engineering Calculations  
2 Credits (2)  
Introduction to the discipline of chemical engineering, including: an overview of the curriculum; career opportunities; units and conversions; process variables; basic data treatments; and computing techniques including computer programming and use of spreadsheets.

Prerequisite(s)/Corequisite(s): MATH 1250G.

CHME 102. Material Balances  
2 Credits (2)  
Perform material balances in single- and multi-phase, reacting and non-reacting systems under isothermal conditions.

Prerequisite(s)/Corequisite(s): CHEM 1215G or CHEM 1265.  
Prerequisite(s): MATH 1250G, CHME 101.

CHME 201. Energy Balances & Basic Thermodynamics  
3 Credits (3)  
Chemical Engineering energy balances; combined energy and material balances including those with chemical reaction, purge and recycle; thermochemistry; application to unit operations. Introduction to the first and second laws of thermodynamics and their applications. May be repeated up to 3 credits.

Prerequisite(s): CHME 102, CHEM 1216 or CHEM 1215G, and MATH 1521G or MATH 1521H.

CHME 294. Communicating in Chemical Engineering  
2 Credits (2)  
Students will master the fundamentals of communicating as an engineer, with focus on both written and oral communication, both independently and collaboratively, including development of the skills of gathering information and making decisions.

Corequisite(s): ENGL 1110G, COMM 1115G.

CHSS - COMM HEALTH/SOC SRVCS (CHSS)

CHSS 1110. Intro to Health & Community Services  
3 Credits (3)  
This course offers a holistic and multidisciplinary approach towards health promotion, wellness and a healthy lifestyle. Emphasis is placed on the major problems/issues that have the greatest significance to personal and community health. Topics to be discussed include: nutrition, fitness, stress management, sexuality, drug education and others.

CHSS 2110. Ethical & Research Issues in Human & Comm Service  
3 Credits (3)  
Ethical and legal responsibilities of health personnel with an emphasis on research applications. May not receive credit for both CHSS 2110 and CHSS 316. Community Colleges only.

CHSS 2510. Service Learning  
1-4 Credits (1-4)  
Service Learning Experience in Human and Community Service: Exploration of contemporary social, civil, economic and ethical problems that require student participation in collaborative efforts within the community

Prerequisite(s)/Corequisite(s): PHLS 1110G, CHSS 1110, and PHLS 2120.  
Prerequisite(s): PHLS 2110. Restricted to Community Colleges campuses only.
CHSS 2511. Leadership/Mentorship Training for the CHSS Ambassadors Program
1 Credit (1)
Leadership development for volunteers serving as CHSS ambassadors. Focus on public relations and CHSS undergraduate degree programs. Graded S/U.
Prerequisite: consent of instructor.

CJUS-CRIMINAL JUSTICE

CJUS 1110G. Introduction to Criminal Justice
3 Credits (3)
This course provides an overall exploration of the historical development and structure of the United States criminal justice system, with emphasis on how the varied components of the justice system intertwine to protect and preserve individual rights. The course covers critical analysis of criminal justice processes and the ethical, legal, and political factors affecting the exercise of discretion by criminal justice professionals.

CJUS 1120. Criminal Law
3 Credits (3)
This course covers basic principles of substantive criminal law including elements of crimes against persons, property, public order, public morality, defense to crimes, and parties to crime. May be repeated up to 3 credits.

CJUS 1996. Special Topics in Criminal Justice
1-3 Credits
Specific subjects to be announced in the Schedule of Classes. May be repeated under different topics for a maximum of 6 credits.

CJUS 2120. Criminal Courts and Procedure
3 Credits (3)
This course covers the structures and functions of American trial and appellate courts, including the roles of attorneys, judges, and other court personnel, the formal and informal process of applying constitutional law, rules of evidence, case law and an understanding of the logic used by the courts.

CJUS 2140. Criminal Investigations
3 Credits (3)
This course introduces criminal investigations with in the various local, state, and federal law enforcement agencies. Emphasis is given to the theory, techniques, aids, technology, collection, and preservation procedures which insure the evidentiary integrity. Courtroom evidentiary procedures and techniques will be introduced. Community Colleges only. (Note: students completing CJUS 2140 may not take CJUS 321.)

CJUS 2150. Corrections System
3 Credits (3)
This course introduces the corrections system in the United States, including the processing of an offender in the system and the responsibilities and duties of correctional professionals. The course covers the historical development, theory, and practice, as well as the institutional and community-based alternatives available in the corrections process.

CJUS 2160. Field Experience in Criminal Justice
3-6 Credits
This course is designed to provide actual experience working for a criminal justice agency and the opportunity to apply criminal justice concepts and theory to a field situation. Students already working in an agency will complete an approved learning project while on the job.
Prerequisites: CJUS 1110G, prior arrangement and consent of instructor and a GPA of 2.0 or better in major.

CJUS 2220. The American Law Enforcement System
3 Credits (3)
This course covers the historical and philosophical foundations of law and order, with an in-depth examination of the various local, state, and federal law enforcement agencies and how they interact within the criminal justice system.

COMM-COMMUNICATION (COMM)

COMM 1115G. Introduction to Communication
3 Credits (3)
This survey course introduces the principles of communication in the areas of interpersonal, intercultural, small group, organizational, public speaking, and mass and social media.

COMM 1130G. Public Speaking
3 Credits (3)
This course introduces the theory and fundamental principles of public speaking, emphasizing audience analysis, reasoning, the use of evidence, and effective delivery. Students will study principles of communication theory and rhetoric and apply them in the analysis, preparation and presentation of speeches, including informative, persuasive, and impromptu speeches.

COMM 2110. Communication Theory
3 Credits (3)
This course provides an exploration of major theories, concepts and methods of research in the study of human communication.

COMM 2111. Introduction to the Communication Major
1 Credit (1)
This is a one-credit course for new Communication Studies majors. It helps them get acquainted with the department, the department head (professor for this course, the professors, other students, and the department student organizations. It also deals with degree mapping and career mapping and any problems the students are having in their first year. Finally, the students learn about the the Communication Studies discipline and various communication careers they can pursue with their degree. The class meets one day each week for one hour. Restricted to: Communication Studies majors. Restricted to Las Cruces campus only.

COMM 2996. Special Topics
1-3 Credits
Specific subjects and credits to be announced in the Schedule of Classes. May be repeated for a maximum of 12 credits.

COMM 2997. Independent Study
1-3 Credits
Individualized, self-paced projects for students with a special interest in communication topics. May be repeated for a maximum of 6 credits.
Prerequisites: COMM 1115G and sophomore standing.

CSEC - CYBERSECURITY (CSEC)

CSEC 110. Principles of Cybersecurity
3 Credits (3)
Course covers contemporary trends in cybersecurity including understanding characteristics of security vulnerabilities as they relate to hardware, software, data, procedures, and user actions. Restricted to Community Colleges campuses
CSEC 275. Introductory to Cryptography
3 Credits (3)
Introduction to the foundation of cryptography, principles behind cryptographic design, and cryptographic applications. Topics include encryption techniques, common cryptographic protocols and security functions.
Prerequisite(s)/Corequisite(s): MATH 1215 or above. Restricted to Las Cruces campus only.

CSEC 280. Introduction to Cyber Defense
3 Credits (3)
Introduction to the foundation of cryptography, principles behind cryptographic design, and cryptographic applications. Topics include encryption techniques, common cryptographic protocols and security functions.
Prerequisite(s)/Corequisite(s): MATH 1215. Restricted to Las Cruces campus only.

CSEC 285. Introduction to Managing Information Security
3 Credits (3)
Managerial aspects of information security and assurance including access control models, information security governance, accountability metrics, legal responsibilities, and information security program assessment.
Prerequisite(s)/Corequisite(s): CTEC 290 or OECS 269. Restricted to Las Cruces campus only.

CTEC - CYBER TECHNOLOGY

CTEC 105. Introduction to Information Technology
3 Credits (3)
Examination of information systems and their impact on commerce, education, and personal activities. Utilization of productivity tools for communication, data analysis, information management, and decision-making. Restricted to Community Colleges campuses only.

CTEC 110. Software Applications for Technicians
1-3 Credits (1-3)
Introduction to software applications for communication, information management, and data analysis. Students will utilize presentation, word processing, spreadsheet, database, and utility software to simulate real-world activities experienced by help desk technicians. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

CTEC 115. TOPICS IN IT
1-3 Credits (1-3)
Topics to be announced in the Schedule of Classes. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

CTEC 120. IT Infrastructure Support I
1-3 Credits (1-3)
Introduction to most common types of PC configurations, installations, and failures. This course will explore troubleshooting skills for maintaining and repairing common hardware and software related problems. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

CTEC 122. IT Infrastructure Support II
1-3 Credits (1-3)
Continuation of CTEC 120. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): CTEC 120 or OECS 185.

CTEC 127. Introduction to Internet of Things
1-3 Credits (1-3)
Exploration of the importance of IoT in society, components of typical IoT devices and future trends. IoT design considerations, constraints, interfacing and key components of networking will also be covered. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

CTEC 130. Linux Workstation
1-3 Credits (1-3)
Installation, configuration, and maintenance of the Linux operating system. Covers file organization, user management, and system security. Addresses general procedures for working with and modifying the operating system. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

CTEC 135. Windows Workstation
1-3 Credits (1-3)
Installation, configuration, and maintenance of the Windows operating system. Covers file organization, user management, and system security. Addresses general procedures for working with and modifying the operating system. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

CTEC 140. Introduction to Database Design
1-3 Credits (1-3)
Introduction to basic relational database concepts including terminology, tables, queries, forms, and reports. The course teaches data modeling concepts, building Entity Relationship Diagrams (ERDs), mapping ERDs, and use of data management system applications. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

CTEC 145. Introduction to Database Management
1-3 Credits (1-3)
Use of SQL to analyze complex business scenarios as well as to design and create, and manage databases. Course includes exposure to Application Express (APEX) to provide practical, hands-on activities. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): CTEC 140 or OECS 220.

CTEC 150. Mobile Application Programming
1-3 Credits (1-3)
Introduction to elements of mobile application coding including concepts, design strategies, and tools needed to create, test, and deploy applications for mobile devices. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

CTEC 152. JAVA Programming
1-3 Credits (1-3)
Introduction to concepts of programming in the Java language. Topics include data types, control structures, functions, arrays, files, and the mechanics of running, testing, and debugging code. This is a hands-on course that does not require students to have prior programming experience. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

CTEC 154. C++ Programming
1-3 Credits (1-3)
Introduction to concepts of programming in the C++ language. Topics include data types, control structures, functions, arrays, files, and the mechanics of running, testing, and debugging code. This is a hands-on course that does not require students to have prior programming experience. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
CTEC 156. Python Programming  
1-3 Credits (1-3)  
Introduction to concepts of programming in the Python language. Topics include data types, control structures, functions, arrays, files, and the mechanics of running, testing, and debugging code. This is a hands-on course that does not require students to have prior programming experience. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

CTEC 158. Visual Basic Programming  
1-3 Credits (1-3)  
Introduction to concepts of programming in the Visual Basic language. Topics include data types, control structures, functions, arrays, files, and the mechanics of running, testing, and debugging code. This is a hands-on course that does not require students to have prior programming experience. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

CTEC 180. Introduction to Networking  
3-4 Credits (3-4)  
This course introduces the architecture, structure, functions, components, and models of the Internet and computer networks. Course includes the principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations to build simple LANs, perform basic configurations for routers and switches. May be repeated up to 8 credits. Restricted to Las Cruces campus only.

CTEC 185. Routing and Switching Essentials  
3-4 Credits (3-4)  
This course covers the architecture, components, and operations of routers and switches in a small network. Students learn how to configure routers and switches for basic functionality. Course demonstrates how to configure and troubleshoot routers and switches to resolve common issues with RIPv1, RIPng, single area and multi-area OSPF, virtual LANs, and inter-VLAN routing in both IPv4 and IPv6 networks. May be repeated up to 8 credits.  
Prerequisite(s)/Corequisite(s): CTEC 180 or OECS 261. Restricted to Las Cruces campus only.

CTEC 220. Internship  
1-3 Credits (1-3)  
Work experience, directly related to a student’s field of study, that provides an opportunity to explore career options while experiencing hands-on application, knowledge, and theory learned in the classroom. May be repeated up to 6 credits. Consent of Instructor required. Graded: S/U Grading (S/U, Audit). Restricted to Las Cruces campus only.  
Prerequisite(s): (CTEC 120 or OECS 185) AND (CTEC 130 or OECS 204), AND (CTEC 180 or OECS 261).

CTEC 230. Introduction to Linux Server Administration  
1-3 Credits (1-3)  
This course addresses the implementation and support needs of IT professionals that are planning to deploy and support Linux Server(s). It provides in-depth, hands-on training for IT professionals responsible for the planning, implementation, management, and support of Linux Server operating system(s). May be repeated up to 6 credits.  
Prerequisite(s)/Corequisite(s): CTEC 130 or OECS 204. Restricted to Community Colleges campuses only.

CTEC 235. Introduction to Windows Server Administration  
3 Credits (3)  
This course addresses the implementation and support needs of IT professionals that are planning to deploy and support Window Server(s). It provides in-depth, hands-on training for IT professionals responsible for the planning, implementation, management, and support of Windows Server operating system(s).  
Prerequisite(s)/Corequisite(s): CTEC 135 or OECS 207. Restricted to Las Cruces campus only.

CTEC 240. Fundamentals of Database Management  
3 Credits (3)  
Exploration of database management using SQL and PL/SQL to extend and automate SQL in administering database systems. Students will create and work with projects which challenge them to enhance the SQL of a database solution for a business or organization. May be repeated up to 6 credits.  
Prerequisite(s): CTEC 145.

CTEC 245. Fundamentals of Cloud Based Data Systems  
1-3 Credits (1-3)  
Introduction to the techniques and tools required to develop database driven web applications. The course teaches students how to design, develop, and deploy efficient and responsive, database-driven web applications using Oracle Application Express. May be repeated up to 6 credits.  
Prerequisite(s)/Corequisite(s): CTEC 240. Restricted to Community Colleges campuses only.

CTEC 255. Special Topics  
1-3 Credits (1-3)  
Topics to be announced in the Schedule of Classes. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

CTEC 280. Scaling Networks  
3-4 Credits (3-4)  
This course covers the architecture, components, and operations of routers and switches in WLANs and complex networks. Students learn how to configure routers and switches for advanced functionality and to resolve common issues with OSPF, EIGRP, and STP in both IPv4 and IPv6 networks. May be repeated up to 8 credits.  
Prerequisite(s)/Corequisite(s): CTEC 185 or OECS 262. Restricted to Las Cruces campus only.

CTEC 285. Connecting Networks  
3-4 Credits (3-4)  
This course covers WAN technologies and network services required by converged applications in a complex network. Students learn about selection criteria of network devices, VLANs and WAN technologies to meet network requirements to resolve common issues with data link protocols. May be repeated up to 8 credits.  
Prerequisite(s)/Corequisite(s): CTEC 280 or OECS 263. Restricted to Las Cruces campus only.

CTEC 290. Network Security  
3-4 Credits (3-4)  
Fundamentals of design and implementation of network security solutions that will reduce the risk of system vulnerability. Topics include: threats, attacks, vulnerabilities, tools, architecture, design, access management, risk management, and cryptography. May be repeated up to 8 credits.  
Prerequisite(s)/Corequisite(s): (CTEC 120 or OECS 185), AND (CTEC 180 or OECS 261). Restricted to Las Cruces campus only.
CTEC 299. Independent Study
1-4 Credits (1-4)
Specific subject to be determined based upon student need. May be repeated up to 8 credits. Restricted to Community Colleges campuses only.

CTFM-CLTHNG/TXTLS/FSHN MRCHDSG (CTFM)

CTFM 1110. Fundamentals of Fashion
3 Credits (3)
Survey of the fashion business from fiber to end product.

CTFM 2120. Fashion Illustration
3 Credits (1+4P)
This course explores aspects of fashion illustration, from drawing basic fashion figures to producing finished professional illustrations in color. This course provides the opportunity for students to integrate their fashion design development with computer-aided systems. The emphasis is on fashion innovation and concept design exploration enhanced by computer applications. May be repeated up to 3 credits.. Prerequisites: ARTS 1145G and CTFM 1110

CTFM 2130. Concepts in Apparel Construction
3 Credits (1+4P)
Students are introduced to professional standard sewing techniques and apparel construction. The techniques learned are applied to produce finished garments. Restricted to: FCSE,CTFM majors. Restricted to Las Cruces campus only.

CTFM 2990. Fashion Practicum
1-3 Credits (1-3)
Applied field experience in the related areas of apparel design, fashion merchandising, and textile science. May be repeated up to 3 credits. Restricted to: CTFM majors. Restricted to Las Cruces campus only.

DANC-DANCE (DANC)

DANC 1110G. Dance Appreciation
3 Credits (3)
This course introduces the student to the diverse elements that make up the world of dance, including a broad historic overview, roles of the dancer, choreographer and audience, and the evolution of the major genres. Students will learn the fundamentals of dance technique, dance history, and a variety of dance aesthetics. Restricted to: Main campus only.

DANC 1130. Ballet I
1 Credit (1)
This course is the beginning level of ballet technique. Students learn the basic fundamentally and performance skills of ballet techniques, which may include flexibility, strength, body alignment, coordination, range of motion, vocabulary, and musicality. May be repeated for a maximum of 2 credits.

DANC 1131. Introduction to Ballroom Dance
1 Credit (1)
Introduction to ballroom dance for non dance majors. Students will learn basic ballroom technique and partnering work. May be repeated up to 2 credits. Restricted to Las Cruces campus only.

DANC 1135. Introduction to Argentine Tango
1 Credit (1)
Introduction to skills and techniques of Argentine Tango.

DANC 1140. Flamenco I
1 Credit (1)
This course introduces the student to the art of flamenco and its cultural features and significance. Students will learn the fundamentals of this art form and introductory techniques and skills, which may include handwork, footwork, postures, and specific dances. May be repeated for a maximum of 2 credits.

DANC 1150. Modern Dance I
1 Credit (1)
Modern Dance techniques and styles. Students are introduced to proper warm-up techniques, body alignment, control and flexibility. Students work with various rhythms and combinations of movements. The course emphasizes dance technique and creative experience. The history, terminology and philosophy of Modern Dance are also discussed. May be repeated for a maximum of 2 credits.

DANC 1155. Introduction to Hip-Hop Dance
1 Credit (1)
This course provides an atmosphere of safety and encouragement in which students can express creativity and individuality through hip-hop dance. No previous dance experience required. May be repeated up to 4 credits. Restricted to Las Cruces campus only.

DANC 1185. Beginning Country Western Dance
1 Credit (1)
Beginning Country Western dance, including Country Western two-step, nightclub two-step, polka, and Country Western line dance. May be repeated up to 2 credits. Restricted to Las Cruces campus only.

DANC 1220. Introduction Latin Social Dance
1 Credit (1)
Introduction to Latin social dance for non dance majors. Students will learn basic Latin dance technique and partnering work. May be repeated up to 2 credits. Restricted to Las Cruces campus only.

DANC 1235. Intro to West Coast Sw
1 Credit (1)
Students will learn to dance the smooth style of Swing. The West Coast Swing may be danced to ANY style of music that has a beat (Country, R&B, Hip Hop, Disco, House). Also featured is the Hustle (fast paced and exhilarating). May be repeated up to 4 credits. Restricted to Las Cruces campus only.

DANC 1460. Dance for Musical Theater I
1 Credit (1)
This course provides students with an understanding of the Tap and Jazz Dance technique for use in Musical Theater and other performance genres at the beginning level. This course is designed for students to gain knowledge and understanding of Tap and Jazz Dance as art forms. May be repeated up to 2 credits.

DANC 2114. Dance Sport I
1 Credit (1)
Performance-based, team formation dance in a variety of Latin and ballroom dances. May be repeated up to 4 credits. Consent of Instructor required. Restricted to Las Cruces campus only.

DANC 2130. Ballet II
2 Credits (2)
Intermediate level of ballet technique; Introduction of more advanced Ballet vocabulary at barre/center work; increase flexibility, strength, body alignment, and coordination for practice of steps/combinations with variations in timing and changes of facing. Restricted to Las Cruces campus only. May be repeated up to 4 credits.
DANC 2140. Flamenco II
2 Credits (2)
The structure of flamenco through choreographies that represent the basic flamenco dance forms: Fandangos de Huelva, Alegrias, Solea par Bulerias, and Tientos/Tangos. The course will also cover intermediate flamenco technique including footwork, palm as (hand claps), braceo (movement of the arms), and floreo (movement of the hands). May be repeated up to 8 credits. Restricted to Las Cruces campus only.
Prerequisite(s): DANC 1140.

DANC 2140L. Flamenco Dance II Lab
1 Credit (1)
This course is designed for the acquisition of intermediate level Flamenco dance technique and skill development. May be repeated up to 2 credits. Consent of Instructor required. Restricted to Las Cruces campus only.
Prerequisite(s): DANC 1140 or instructor permission.

DANC 2142. Classical Spanish II
2 Credits (1+3P)
The study of theory, techniques, and practice of Classical Spanish at the intermediate level. Includes historical and cultural contexts of this art form. May be repeated up to 8 credits. Consent of Instructor required. Restricted to Las Cruces campus only.
Prerequisite(s): DANC 1140.

DANC 2142L. Spanish Dance II Lab
1 Credit (1P)
This course is designed for the acquisition of intermediate level Spanish dance technique and skill development. May be repeated up to 2 credits. Restricted to Las Cruces campus only.

DANC 2150. Modern Dance II
2 Credits (2)
Modern II is designed to further the student’s abilities in modern dance technique, to enhance efficient use of weight and momentum, to release held patterns in the body’s mechanics, to enrich spatial awareness, and to begin work on performance techniques. May be repeated up to 4 credits.

DANC 2150L. Modern Dance Technique II Lab
1 Credit (1P)
This course is designed for the acquisition of intermediate level modern dance technique and skill development. May be repeated up to 2 credits. Consent of Instructor required. Restricted to Las Cruces campus only.

DANC 2155. Hip Hop Dance Ensemble I
1 Credit (1)
Performance-based instruction for students pursuing a career in hip hop dance. Instruction includes dance repertory and choreography for stage, commercial/industry, and competitive dance areas. May be repeated up to 4 credits. Consent of Instructor required.

DANC 2157. Intermediate Hip-Hop Dance
2 Credits (2)
This course is for students who have experience in Hip-Hop dance. The movement material will cover West coast and Southern styles with the inclusion of the history and evolution of Hip-Hop dance. May be repeated up to 8 credits. Restricted to Las Cruces campus only.
DANC 2460. Dance for Musical Theater II
2 Credits (2)
This course provides students with an understanding of the Tap and Jazz Dance technique for use in Musical Theater and other performance genres at the intermediate level. This course is designed for students to gain knowledge and understanding of Tap and Jazz Dance as art forms. May be repeated up to 4 credits. Consent of Instructor required.
Prerequisite(s): DANC 1460 or consent of instructor.

DAS-DENTAL ASSISTING (DAS)

DAS 101. Introduction to Dental Assisting
2 Credits (2)
An introduction to the duties and responsibilities of a dental assistant. Includes brief lessons on head and neck anatomy, chair side assisting, sterilization techniques, dental office emergencies, and dental office management. Restricted to: Community Colleges only.

DAS 111. Bio-Dental Science
4 Credits (3+3P)
An introduction to biomedical and dental sciences with emphasis on head and neck anatomy and tooth morphology. Includes microbiology, general anatomy and physiology, histology and embryology of the oral cavity, pathology and pharmacology as they relate to dentistry.
Corequisite(s): DAS 113, DAS 115, and DAS 117.
Prerequisite(s)/Corequisite(s): PSYC 1110G, PHLS 1110G, and NUTR 2110. Prerequisite(s): ENGL 1110G, BIOL 1130, and (COMM 1130G or COMM 1115G). Restricted to: OEDA majors. Restricted to Alamogordo, Carlsbad and Dona Ana campuses.

DAS 113. Dental Assisting I
4 Credits (2+6P)
Introduction to chair side assisting procedures, instrumentation, infection control, equipment safety and maintenance, dental office emergencies, and management of pain and anxieties.
Corequisite(s): DAS 111, DAS 115, and DAS 117.
Prerequisite(s)/Corequisite(s): PSYC 1110G, PHLS 1110G, and NUTR 2110. Prerequisite(s): ENGL 1110G, BIOL 1130, and (COMM 1130G or COMM 1115G). Restricted to: OEDA majors. Restricted to Alamogordo, Carlsbad and Dona Ana campuses.

DAS 115. Dental Radiology
3 Credits (2+3P)
Corequisite(s): DAS 111, DAS 113, and DAS 117.
Prerequisite(s)/Corequisite(s): PSYC 1110G, PHLS 1110G, and NUTR 2110. Prerequisite(s): ENGL 1110G, BIOL 1130, and (COMM 1130G or COMM 1115G). Restricted to: OEDA majors. Restricted to Alamogordo, Carlsbad and Dona Ana campuses.

DAS 117. Dental Materials
3 Credits (2+3P)
Composition, chemical and physical properties, manipulation and uses of dental materials. Laboratory experiences include the application and manipulation of various materials used in dentistry.
Corequisite(s): DAS 111, DAS 113, and DAS 115.
Prerequisite(s)/Corequisite(s): PSYC 1110G, PHLS 1110G, and NUTR 2110. Prerequisite(s): ENGL 1110G, BIOL 1130, and (COMM 1130G or COMM 1115G). Restricted to: OEDA majors. Restricted to Alamogordo, Carlsbad and Dona Ana campuses.

DAS 123. Dental Assisting Practicum
6 Credits (1+15P)
This course is the clinical component of the program that combines general practice and experiences in the work place. Seminar topics focus on the practicum experiences and critique of performance. Restricted to Alamogordo, Carlsbad and Dona Ana campuses.
Prerequisite(s): DAS 111, DAS 113, DAS 115, and DAS 117.
Corequisite(s): DAS 125, DAS 127, and DAS 129.

DAS 125. Professional Concepts
3 Credits (3)
Emphasis on the development of professionalism for the dental office. Includes oral communication, psychology, patient relations, problem-solving skills, stress management, and employability in addition to dental jurisprudence and ethics. Restricted to Alamogordo, Carlsbad and Dona Ana campuses.
Prerequisite(s): DAS 111, DAS 113, DAS 115, and DAS 117.
Corequisite(s): DAS 123, DAS 127, and DAS 129.

DAS 127. Dental Office Management
2 Credits (2)
This capstone course is an introduction to business office procedures, including telephone management, appointment control, accounts payable, completion of third party reimbursement forms, inventory control data entry for charges and payments, management recall, basic dental computer software and operating basic business equipment. Restricted to: OEDA majors. Restricted to Alamogordo, Carlsbad and Dona Ana campuses.
Prerequisite(s): DAS 111, DAS 113, DAS 115, and DAS 117.
Corequisite(s): DAS 123, DAS 125, and DAS 129.

DAS 129. Preventive Dentistry
2 Credits (2)
Prevention of dental diseases, oral hygiene instruction, fluoride, community dental health, and nutrition. Development, implementation and evaluation of a community dental health project. Restricted to Alamogordo, Carlsbad and Dona Ana campuses.
Prerequisite(s): DAS 111, DAS 113, DAS 115, and DAS 117.
Corequisite(s): DAS 123, DAS 125, and DAS 127.

DAS 130. Dental Assisting II
4 Credits (2+6P)
Continuation of chair side assisting skills and techniques with a major emphasis on four-handed dentistry. This capstone course includes specialties within dentistry and expanded chair side functions. Restricted to Alamogordo, Carlsbad and Dona Ana campuses.
Prerequisite(s): DAS 111, DAS 113, DAS 115, and DAS 117.
Corequisite(s): DAS 123, DAS 125, and DAS 127.

DAS 131. Dental Office Management I
3 Credits (3)
Introduction to the field of dental office management with emphasis placed on professional verbal and written communication skills utilized within the dental office. Content includes dental terminology, charting, and back office experience as they relate to dental reception and management.
Prerequisite(s)/Corequisite(s): DAS 101, AHS 120, and AHS 202. Prerequisite(s): ENGL 1110G. Restricted to Alamogordo, Carlsbad and Dona Ana campuses.
DAS 133. Dental Office Management II  
3 Credits (3)  
Places emphasis on computer programs specifically designed for dental office management (Dentrix, Sof Dent, etc.) Expanded course content on oral communication and telephone skills, appointment scheduling, patient relations, stress management solutions, and comprehensive critical thinking/problem solving skills.  
Prerequisite(s)/Corequisite(s): AHS 202. Prerequisite(s): ENGL 1110G, DAS 101, and AHS 120. Restricted to Alamogordo, Carlsbad and Dona Ana campuses.

DAS 155. Special Topics  
1-6 Credits  
Specific subjects to be announced in the Schedule of Classes. May be repeated for a maximum of 12 credits.  
Prerequisite: consent of instructor.

**DHYG - DENTAL HYGIENE/HYGIENIST (DHYG)**

**DHYG 110. Preclinical Dental Hygiene**  
3 Credits (3)  
Basic scientific principles and current theory, prevention of disease transmission, ethical and professional treatment of patients, clinical learning preparation, and introduction to comprehensive patient care. Offered concurrently with DHYG 112 to provide dental hygiene students with introductory knowledge, skills and attitudes to function in the clinical setting. May be repeated up to 3 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

**DHYG 112. Preclinical Dental Hygiene Lab**  
3 Credits (12P)  
Clinical application to basic theories and procedures used in dental hygiene practice. Techniques of instrumentation used in performing diagnostic, preventive and therapeutic services utilized when providing comprehensive patient care. Student will practice these techniques on manikins and student partners in the clinic. May be repeated up to 3 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

**DHYG 114. Oral Histology and Embryology**  
2 Credits (2)  
Introduction and description of general histology and embryology with emphasis on the microscopic structures of enamel, dentin, pulp, cementum, periodontal ligament, bone, oral mucosa, epithelial attachment and development of orofacial structures. May be repeated up to 2 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

**DHYG 116. Head and Neck Anatomy**  
3 Credits (3)  
Comprehensive study of the anatomy of the head and neck regions, including skeletal, nervous, circulatory, lymphatic, and muscular systems. May be repeated up to 3 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

**DHYG 117. Dental Anatomy**  
2 Credits (2+1P)  
A detailed study of nomenclature, morphologic characteristics, and physiologic relationships of human primary and permanent teeth as related to the clinical practice of dental hygiene. Laboratory activities develop observation and dexterity skills. May be repeated up to 2 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

**DHYG 118. Dental Radiology**  
3 Credits (3+4P)  
Study of radiation physics, hygiene and safety theories. Fundamentals of oral radiographic techniques and interpretation of radiographs. Includes exposure of intra-oral radiographs, quality assurance, radiographic interpretation, patient selection criteria, ancilliary radiographic techniques and application to dental hygiene treatment. May be repeated up to 3 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

**DHYG 120. Dental Hygiene Theory I**  
3 Credits (3)  
Continuation of the theoretical basis for dental hygiene clinical practice. Emphasis on emergency care, planning dental hygiene care, health promotion and disease prevention, oral rehabilitation and care of appliances, modifications of dental hygiene care through the life-span, and an introduction to medically comprised patients. May be repeated up to 3 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

**DHYG 122. Clinical Dental Hygiene I**  
3 Credits (16P)  
Application of dental hygiene procedures on a variety of clinical patients under direct supervision of faculty. Emphasis on patient assessment and diagnosis, treatment procedures, appointment planning and prevention techniques. Theory is simultaneously related to practical experience. Offered concurrently with DHYG 120. May be repeated up to 3 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

**DHYG 124. General and Oral Pathology**  
3 Credits (3)  
Introduction to general pathology with focused study of diseases and disorders of the oral cavity and their interrelationship with body systems; developmental anomalies of the teeth and jaws; manifestations of disease in the oral cavity, head and neck. May be repeated up to 3 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

**DHYG 126. Periodontology**  
3 Credits (3)  
Study of normal and diseased periodontium to include the structural, functional and environmental factors. Emphasis on etiology, pathology, evaluation of disease, treatment modalities, and therapeutic and preventative periodontics relative to the hygienist’s role as a co-therapist in a contemporary practice setting. May be repeated up to 3 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

**DHYG 132. Clinical Dental Hygiene II**  
2 Credits (2)  
Continuation of clinical skills, patient assessment and diagnosis, treatment and appointment planning, preventive techniques and application of dental hygiene procedures at an intermediate level under the direct supervision of faculty. Clinical-based instruction helps students synthesize new knowledge, apply previous knowledge, and gain experience managing the workflow. Theory is simultaneously related to practical experience. May be repeated up to 2 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.  
Prerequisite(s): ‘C’ or above in DHYG 120, DHYG 122, DHYG 124, DHYG 126, DHYG 134.  
Corequisite(s): DHYG 218.
DHYG 134. Dental Materials
3 Credits (2+2P)
Study of the composition, chemical and physical properties, manipulations, and uses of dental materials. Emphasis on materials and procedures for which the dental hygienist is directly responsible. Laboratory experiences include application and manipulation of various materials used in dentistry. May be repeated up to 3 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

DHYG 210. Dental Hygiene Theory III
2 Credits (2)
Advanced theory of dental hygiene and information on periodontal therapies relative to the hygienist’s role as a co-therapist in clinical practice. Continuation of the study of dental hygiene care for medically comprised patients and an introduction to special needs patients. May be repeated up to 2 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

DHYG 212. Clinical Dental Hygiene III
4 Credits (16P)
Continuation of clinical skills, patient assessment and diagnosis, treatment and appointment planning, preventive techniques and applications of dental hygiene procedures at the intermediate to competent level under supervision of faculty. Emphasis on dental hygiene treatment for the medically compromised and periodontally involved patients. Theory is simultaneously related to practical experience. Offered concurrently with DHYG 210. May be repeated up to 4 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

DHYG 214. Dental Pharmacology
3 Credits (3)
Study of the pharmacologic aspects of drugs and drug groups with which the dentist and dental hygienist are directly and indirectly concerned. Emphasis is placed on nomenclature, origin, physical and chemical properties, preparation, modes of administration and effects of drugs upon the body systems. May be repeated up to 3 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

DHYG 215. Medical and Dental Emergencies
2 Credits (2)
This course provides an overview of medical and dental emergencies encountered most frequently in the dental setting. It also provides the student with knowledge and techniques on how to address those emergencies should they occur. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

DHYG 217. Research Methodology
2 Credits (2)
This course provides an introduction to the principles and application of research methods in social, behavioral and medical research. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

DHYG 218. Pain and Anxiety Management
2 Credits (2)
Study of the application of various physical, chemical, and psychological modalities to the prevention and treatment of preoperative and postoperative patient anxiety and pain. Emphasis on administration of local anesthesia and nitrous oxide. May be repeated up to 2 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

DHYG 219. Pain and Anxiety Management Clinical
1 Credit (4P)
Clinical application of concepts learned in DHYG 218. Emphasis on the administration and techniques of local anesthesia and monitoring nitrous oxide. Restricted to: DHYG majors. Restricted to Community Colleges campuses only. 
Prerequisite(s): DHYG 218.

DHYG 220. Dental Hygiene Theory IV
3 Credits (3)
Theoretical preparation for advanced clinical practice. In-depth study of dental hygiene care for patients with special needs. Case Study presentations and a Board Review are utilized to demonstrate the synthesis of comprehensive dental hygiene knowledge, skills and attitudes. The most current dental and dental hygiene technology will be reviewed as it related to clinical practice. May be repeated up to 3 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

DHYG 222. Clinical Dental Hygiene IV
4 Credits (16P)
Clinical sessions combine basic and advanced dental hygiene skills with time management techniques essential for private practice. Comprehensive patient care to include assessment, dental hygiene diagnosis, treatment planning, implementation and evaluation of dental care, nonsurgical periodontal therapy, adjunct clinical procedures, ultrasonic instrumentation, patient management, sealants, and comprehensive programs for control of oral diseases will be emphasized. Theory is simultaneously related to practical experience. Students are encouraged to develop independent decision-making with minimal faculty supervision. May be repeated up to 4 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

DHYG 224. Principles of Practice
2 Credits (2)
Examination of the dental hygienist’s role in both traditional and non-traditional employment settings. Career planning, resume preparation and interviewing are practices. An understanding of the law, professional ethics of dental hygiene and the need for lifelong learning are emphasized. Future roles of the dental hygienist and emerging issues in dental hygiene will be explored. May be repeated up to 2 credits. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

DHYG 225. Dental Public Health Education
3 Credits (3)
Study of principles and concepts of community public health and dental health education. Emphasis on dental epidemiology and statistical methods, community assessment, educational planning, implementation, and evaluation, scientific review of literature, and classroom presentation. Restricted to: DHYG majors. Restricted to Community Colleges campuses only.

DHYG 255. Special Topics in Dental Hygiene
1-6 Credits (1-6)
Study of special topics related to the advanced practice of dental hygiene. May include educational methodology as well as applications in clinical practice, research, or community service. Consent of instructor required. Restricted to: Community Colleges only. Restricted to DHYG majors.
DMS-DIAGNOSTIC MED SONOGRAPHY (DMS)

DMS 100. Introduction to Clinical Practicum
1 Credit (1)
Introduction to working in the medical environment. Includes preparation for clinical internship and observation hours in the ultrasound department. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 101. Introduction Sonography/Patient Care
2 Credits (2)
Introduction to the careers in sonography, terminology, medical ethics, scanning planes, applications of ultrasound, professional standards and patient care. May be repeated up to 2 credits. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 116. Vascular Technology I
2 Credits (2)
Review of basic ultrasound physics and principles, peripheral vascular anatomy, hemodynamics, Doppler evaluation, peripheral vascular scanning techniques, physiologic testing and the carotid arteries and the peripheral vascular system. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 116 L. Vascular Technology I Lab
1 Credit (2P)
Includes protocol development, scanning techniques, recognition of anatomical relationships and the normal ultrasound appearance of the carotid arteries and peripheral vasculature utilizing real-time sonographic equipment including Doppler. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 130. Pelvic Sonography
1 Credit (1)
Includes the anatomy, sectional anatomy and normal physiology of the pelvic structures; including the uterus, ovaries, prostate, pelvic muscles, lower GI, appendix and vessels as well as scanning techniques, sonographic appearance and Doppler evaluation of the pelvis. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 130 L. Pelvic Sonography Lab
1 Credit (2P)
Includes protocol development, scanning techniques, recognition of anatomical relationships and the normal ultrasound appearance of the pelvic structures including the uterus, ovaries, prostate, lower gastrointestinal system, appendix and pelvic muscles utilizing real-time sonographic equipment including Doppler. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 140. Abdominal Sonography
3 Credits (3)
Includes the anatomy, sectional anatomy and normal physiology of prevertebral vessels, liver, biliary system, pancreas, upper gastrointestinal system, kidneys, adrenals, and spleen as well as scanning techniques, sonographic appearance and Doppler evaluation of the deep abdominal organs. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 140 L. Abdominal Sonography Lab
1 Credit (4P)
Includes protocol development, scanning techniques, recognition of anatomical relationships and the normal ultrasound appearance of prevertebral vessels, liver, biliary system, pancreas, upper gastrointestinal system, kidneys and spleen utilizing real-time sonographic equipment including Doppler. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 150. Sonographic Principles and Instrumentation I
1 Credit (1)
Includes the fundamental properties and mathematical relationships between variables of wave parameters, acoustic variables, attenuation, pulsed wave operation, transducers, system operation, Doppler, and artifacts utilizing real-time sonographic equipment. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 160. 1st Trimester Obstetric Sonography
1 Credit (1)
Includes the embryology, anatomy, sectional anatomy, normal physiology, biometrics, assessment, and sonographic appearance of the 1st trimester fetus, placenta, uterus and adnexa as well as scanning techniques according to recognized protocols. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 165. 2nd/3rd Trimester Obstetric Sonography
1 Credit (1)
Includes the anatomy, sectional anatomy, normal physiology, biometrics, assessment, and sonographic appearance of the 2nd and 3rd trimester fetus, placenta, uterus, and adnexa as well as scanning techniques according to recognized protocols. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 170. Clinical Practicum I
2 Credits (8-10P)
Development of technical and professional aspects of diagnostic ultrasound in a hospital or clinical setting at the developmental level. Ongoing reinforcement and broadening of knowledge base related to hospital procedures and policies. Continued observation, assistance and performance of patient care and sonographic duties under direct supervision. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 180. Clinical Practicum II
5 Credits (30P)
Development of technical and professional aspects of diagnostic ultrasound in a hospital or clinical setting at the beginner level. Ongoing reinforcement and broadening of knowledge base related to hospital procedures and policies. Continue observation, assistance and performance of patient care and sonographic duties under direct supervision. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 201. Applied Sonographic Procedures
1 Credit (8P)
Advances scanning skills, system optimization, anatomic recognition of abdominal and pelvic structures utilizing real-time sonographic equipment including Doppler. Includes sonographic evaluation of the first trimester pregnancy and normal fetus. Restricted to: DMS majors. Restricted to Las Cruces campus only.
DMS 216. Vascular Technology II
2 Credits (2)
Includes the pathology and pathophysiology of the vascular system, scanning techniques, clinical presentation, ultrasound appearance and Doppler evaluation seen with pathological conditions of the carotid arteries, deep and peripheral vascular systems. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 216 L. Vascular Technology II Lab
1 Credit (2P)
Includes progressive development of skills following recognized protocols, scanning techniques, recognition of anatomical relationships with differentiation of normal and abnormal ultrasound appearance of the carotid arteries, deep and peripheral vascular systems utilizing real-time sonographic equipment including Doppler. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 226. Sonographic Case Studies I
1 Credit (1)
Includes integration of didactic knowledge, clinical presentation, laboratory values, sonographic appearance and related medical imaging of a variety of pathological conditions through a variety of case analysis and presentations. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 227. Sonographic Case Studies II
1 Credit (1)
Continuation of DMS 226, integration of didactic knowledge, clinical presentation, laboratory values, sonographic appearance and related medical imaging of a variety of pathological conditions through a variety of case analysis and presentations. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 230. Gynecologic Pathology
2 Credits (2)
Includes the pathology and pathophysiology of the female reproductive system, scanning techniques, clinical presentation, ultrasound appearance and Doppler evaluation seen with pathological conditions of the uterus, ovaries, and adnexa. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 240. Abdominal Pathology I
2 Credits (2)
Includes the pathology and pathophysiology of abdominal structures of the prevertebral vessels, liver, biliary system, pancreas, spleen and gastrointestinal system; scanning techniques, ultrasound appearance, clinical presentation and Doppler evaluation seen with pathological conditions. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 245. Abdominal Pathology II
2 Credits (2)
Includes the pathology and pathophysiology of abdominal structures of the genitourinary system, spleen, retroperitoneum, adrenal glands, abdominal wall and prostate; scanning techniques, ultrasound appearance, clinical presentation and Doppler evaluation seen with pathological conditions. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 248. Pediatric Sonography
2 Credits (2)
Includes the anatomy of the brain, skull, spine, hips, and normal developmental changes as well as pathology and pathophysiology of specific conditions that affect the premature infant, newborn and pediatric population across a variety of body systems. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 250. Sonographic Principles and Instrumentation II
3 Credits (3)
Includes properties of sound and its use in diagnostic imaging, artifacts, system operation, Doppler, basic hemodynamics, image optimization, bio effects, quality assurance, and new technologies in ultrasound imaging. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 255. Vascular Physics
2 Credits (2)
Includes a review of sound properties and its use in diagnostic imaging, artifacts, system operation, Doppler, image optimization, bio effects, quality assurance, and in-depth application of fluid properties and hemodynamics in vascular ultrasound imaging. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 260. High Risk Obstetric Sonography
3 Credits (3)
Includes congenital malformations of the developing fetus, high risk pregnancies, multiple gestation, maternal conditions and invasive procedures. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 270. Clinical Practicum III
5 Credits (20P)
Continued development of technical and professional aspects of diagnostic ultrasound in a hospital or clinical setting at an intermediate level. Ongoing reinforcement and broadening of knowledge base related to hospital procedures and policies. Continued observation, assistance and performance of patient care and sonographic duties under limited supervision. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 280. Clinical Practicum IV
5 Credits (20P)
Application of technical and professional aspects of diagnostic ultrasound in a hospital or clinical setting at a proficient level. Ongoing reinforcement and broadening of knowledge base related to hospital procedures and policies. Continued observation, assistance and performance of patient care and sonographic duties under limited supervision. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 290. Small Parts & Superficial Structures
2 Credits (2)
Includes anatomy, pathology and pathophysiology, protocol development, scanning techniques, recognition of anatomical structures and the normal and pathological ultrasound appearance of the breast, thyroid, neck, scrotum, non-cardiac chest and musculoskeletal ultrasound. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 291. Registry Preparation: OB/GYN
1 Credit (1)
Registry preparation mock examinations over materials covered in Obstetric and Gynecological ultrasound. Students must pass this course with a 74% or better OR pass national certification in OB/GYN Sonography. Restricted to: DMS majors. Restricted to Community Colleges campuses only.
DMS 292. Registry Preparation: Abdomen
1 Credit (1)
Registry preparation mock examinations over materials covered in abdominal ultrasound including small parts and superficial structures. Students must pass this course with a 74% or better OR pass ARDMS national certification exam in Abdominal Sonography. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DMS 293. Registry Preparation: Vascular
1 Credit (1)
Registry preparation mock examinations over materials covered in vascular ultrasound. Students must pass this course with a 74% or better OR pass national certification in Vascular Technology. Restricted to: DMS majors. Restricted to Community Colleges campuses only.

DRFT-DRAFTING (DRFT)

DRFT 100. Introduction to Architecture, Engineering, & Construction
3 Credits (3)
Introduction to and exploration of careers in the fields of architecture, engineering, and construction. Specific fields to include: architecture, civil engineering, mechanical engineering, structural engineering, engineering technology, residential construction, commercial construction, geographical information systems (GIS), surveying, sustainable design, and green building. Crosslisted with: ARCH 1310. Restricted to Community Colleges campuses

DRFT 101. Introduction to Drafting and Design Technologies
1 Credit (1)
Professional and student organizations associated with the Drafting and Design Technologies program, degree requirements, employment skills and work habits, and university and college policies and procedures will be explored. Students will be introduced to the current learning management system and career-readiness certification. Restricted to Community Colleges only.

DRFT 105. Technical Drawing for Industry
3 Credits (2+2P)
Technical sketching, basic CAD, and interpretation of drawings with visualization, speed and accuracy highly emphasized. Areas of focus include various trades such as machine parts, welding, heating and cooling, and general building sketches/plan interpretation.

DRFT 108. Drafting Concepts/Descriptive Geometry
2 Credits (1+2P)
Basic manual drafting skills, sketching, terminology and visualization. Graphical solutions utilizing applied concepts of space, planar, linear and point analyses. Metric and S.I. units introduced.

DRFT 109. Computer Drafting Fundamentals
3 Credits (2+2P)
Introduction to principles and fundamentals of drafting using both manual drawing techniques and computer-aided drafting (CAD) applications. May be repeated up to 3 credits. Crosslisted with: E T 109 and C E 109. Restricted to Community Colleges campuses only.

DRFT 112. Drafting Concepts/Computer Drafting Fundamentals I
4 Credits (2+4P)
Basic drafting skills, terminology, and visualization. Introduction to principles and fundamentals of computer-aided drafting. Same as E T 106.
Prerequisites: O ECS 207, O ECS 125 or consent of instructor.

DRFT 113. Drafting Concepts/Computer Drafting Fundamentals II
4 Credits (2+4P)
Drafting for mechanical/industrial applications; machine part detailing, assemblies in orthographic, isometric, auxiliary, oblique, and sectional views. Two-dimensional AutoCAD with introduction to 3-D AutoCAD. Same as E T 216. Restricted to: Community Colleges only.
Prerequisite: DRFT 112.

DRFT 114. Introduction to Solid Modeling
3 Credits (2+2P)
2D mechanical drafting and 3D mechanical solid modeling utilizing the latest version of AutoCAD software. Industry dimensioning and annotation standards will be emphasized. 2D multi-view working drawings, 3D solid models, and basic 3D model assemblies will be introduced. Restricted to Community Colleges campuses only.
Prerequisite(s): DRFT 109.

DRFT 115. General Construction Safety
3 Credits (3)
Overview of general construction safety related to building, highway and road construction, and surveying field work for entry-level individuals. Students will also have the opportunity to earn a 10-hour construction industry OSHA card. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

DRFT 120. Survey Equipment Fundamentals
2 Credits (2)
Introduces the application and the setup to the following surveying equipment: Automatic Level, Total station, and Global Positioning Systems. Field safety knowledge is required. Restricted to Community Colleges only.

DRFT 124. Introduction to Geometric Dimensioning and Tolerancing
3 Credits (2+2P)
Introduction to geometric dimensioning and tolerancing (GD&T) for the mechanical CAD drafting, solid modeling, mechanical engineering technology, mechanical engineering, and manufacturing industries. Related industry standard finishes and fasteners will also be introduced and explored.
Prerequisite(s)/Corequisite(s): DRFT 114. Restricted to Community Colleges campuses only.

DRFT 130. General Building Codes
3 Credits (2+2P)
Interpretation of the Building Code, local zoning codes, A.D.A. Standards and the Model Energy Code to study construction and design requirements and perform basic plan checking. Restricted to: Community Colleges only.

DRFT 135. Electronics Drafting I
3 Credits (2+2P)
Drafting as it relates to device symbols; wiring, cabling, harness diagrams and assembly drawings; integrated circuits and printed circuit boards; schematic, flow and logic diagrams; industrial controls and electric power fields. Drawings produced using various CAD software packages.
Prerequisites: DRFT 108 and DRFT 109.

DRFT 143. Civil Drafting Fundamentals
3 Credits (2+2P)
Introduction to drafting in the field of Civil Engineering. Drawings, projects, and terminologies related to topographic, contour drawings, plan and profiles, and street/highway layout. Crosslisted with: E T 143. Restricted to Community Colleges only.
Prerequisite(s): DRFT 109.
DRFT 151. Construction Principles and Print Reading  
3 Credits (2+2P)  
Introduction to construction materials, methods, and basic cost estimating and print reading applicable in today’s residential, commercial, and public works industry. Instruction by print reading and interpretation, field trips, and actual job-site visits and progress evaluation.

DRFT 153. Survey Drafting Applications  
3 Credits (2+2P)  
Introduction to drafting in the field of survey engineering. Drawings, projects and terminologies related to Point Data, topography, land/ boundary surveys, legal descriptions and plat surveys. Using the current Autodesk software. Crosslisted with: SUR 143. Restricted to: Community Colleges campuses only.  
Prerequisite(s): DRFT 109.

DRFT 160. Construction Take-Offs and Estimating  
3 Credits (2+2P)  
Computing and compiling materials and labor estimates from working drawings using various techniques common in general building construction and in accordance with standard specifications and estimating formats. Use of spreadsheets and estimating software introduced.  
Prerequisite: DRFT 151.

DRFT 163. Civil Infrastructure Detailing  
3 Credits (2+2P)  
Infrastructure detailing related to civil engineering projects including: ponding, roadway, sewer, and storm-water structures; concrete foundations; and related utility details. Restricted to Community Colleges campuses.  
Prerequisite(s): DRFT 109.

DRFT 164. Intermediate Mechanical Drafting/Solid Modeling  
3 Credits (2+2P)  
Intermediate 3D mechanical parametric solid modeling and assembly creation utilizing the latest version of Autodesk Inventor software. The creation of 2D working drawings from 3D solid models will be emphasized. Geometric Dimensioning and Tolerancing (GD&T), basic material properties, and industry standard fastening and manufacturing methods will be introduced.  
Prerequisite(s)/Corequisite(s): DRFT 114. Restricted to Community Colleges campuses only.

DRFT 165. Introduction to Building Information Modeling  
3 Credits (2+2P)  
Introduction to Building Information Modeling (BIM) in the development of virtual 3D building models, construction documents, renderings and basic animations related to architectural, structural, and mechanical/ electrical/plumbing building components. Utilizes the latest BIM technologies in the integration one, parametric BIM. Restricted to Community Colleges campuses only.

DRFT 176. Solid Modeling, Rendering and Animation  
3 Credits (2+2P)  
Introduction to three dimensional drafting and solid modeling, rendering and animation for architecture and engineering fields. Material application, mapping, and scene lighting will be introduced. Restricted to: Community Colleges only.  
Prerequisite(s): DRFT 109.

DRFT 180. Residential Drafting  
3 Credits (2+2P)  
Basic residential drafting including, floor plans, foundation plans, sections, roof plans, exterior and interior elevations, and site plans. Applicable residential building and zoning codes, construction methods and materials, adaptable residential design, and drawing and sheet layout for architectural drafting will be introduced. Restricted to Community Colleges campuses only.  
Prerequisite(s): DRFT 109.

DRFT 181. Commercial Drafting  
3 Credits (2+2P)  
Drafting principles, plan coordination, and code analysis applicable in the development of working drawings for commercial, public, and industrial building projects. Students will utilize National Cad Standards, ADA Standards, and will be introduced to modern office practice. May be repeated up to 3 credits. Restricted to Community Colleges campuses.  
Prerequisite(s): DRFT 109.

DRFT 190. Finding and Maintaining Employment  
2 Credits (2)  
Techniques in self-evaluations, resume writing, application completion, job interviewing, and job retention. Exposure to work ethics, employee attitudes, and employer expectations.

DRFT 204. Geographic Information Systems Technology  
3 Credits (2+2P)  
The use of digital information for which various digitized data creation methods are captured. Users will capture, store, analyze and manage spatially referenced data in a modeled mapping procedure. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

DRFT 214. Advanced Solid Modeling  
3 Credits (2+2P)  
Advanced 3D mechanical parametric solid modeling and assembly creation utilizing the latest version of Solidworks software. The creation of 2D working drawings from 3D solid models and the creation of 3D models for machining/manufacturing will be emphasized. Geometric Dimensioning and Tolerancing (GD&T), material properties, and industry standard fastening and manufacturing methods will be further explored.  
Prerequisite(s)/Corequisite(s): DRFT 114. Restricted to Community Colleges campuses only.

DRFT 222. Surveying Fundamentals  
3 Credits (2+3P)  
Theory and practice of geomatics as applied to plane surveying in the areas of linear measurements, angle measurements, area determination, differential and trigonometric leveling, and topographic mapping. Crosslisted with: SUR 222. Restricted to Community Colleges campuses only.  
Prerequisite(s): MATH 1250G.

DRFT 230. Building Systems Drafting  
3 Credits (2+2P)  
Development of working drawings for electrical, plumbing, and HVAC systems, for residential and commercial building through the applications of both 2D Drafting and 3D Building Information Modeling (BIM) techniques. Basics of project setup, National CAD Standards, ADA Standards, modern office practice, code analysis, as well as Sustainability and LEED for new construction. Restricted to: Community Colleges only.  
Prerequisite(s): DRFT 180 or DRFT 181.
DRFT 231. Construction Methods and Equipment  
3 Credits (2+2P)  
Introduction to methods and equipment utilized in the construction industry including, common construction equipment, equipment utilization, equipment operating costs, site and earthwork, applicable specifications and testing, and related planning and safety considerations. Restricted to Community Colleges campuses only.  
Prerequisite(s): DRFT 151.

DRFT 240. Structural Systems Drafting  
3 Credits (2+2P)  
Study of foundations, wall systems, floor systems and roof systems in residential, commercial and industrial design/construction. Produce structural drawings including foundation plans, wall and building sections, floor and roof framing plans, shop drawings and details; schedules, materials lists and specifications. Use of various software. May be repeated up to 3 credits.  
Prerequisite(s)/Corequisite(s): DRFT 180 or DRFT 181. Restricted to Community Colleges campuses only.

DRFT 242. Roadway Development Drafting  
3 Credits (2+2P)  
Advanced civil/survey technology and drafting related to roadway development. Emphasis is on relevant terminology, codes/standards, and the production of complex working drawings such as topographical/grading, drainage, master utilities, roadway P P/details/etc., according to agency standards. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.  
Prerequisite(s): DRFT 143.

DRFT 243. Land Development Drafting  
3 Credits (2+2P)  
Advanced civil/survey technology and drafting related to land development. Emphasis is on relevant terminology codes/standards, and the production of complex working drawings such as subdivision plats, local utility and drainage plans, construction details roadway P P, etc., according to local development/agency standards.  
Prerequisite: DRFT 143 and DRFT 153.

DRFT 250. Principles of Detailing and Design  
3 Credits (2+2P)  
Advanced practice in construction documentation in the development and coordination of working drawings & specifications. In particular, will utilize Architectural Graphic Standards, National CAD Standards, and ADA standards to develop detail drawings related to Architectural, Civil, Structural and Building Mechanical systems. Will also be introduced to basic principles, factors, and process of building design such as space planning, site analysis, and basic architectural programming. May be repeated up to 3 credits.  
Prerequisite(s)/Corequisite(s): DRFT 180 or DRFT 181. Restricted to Community Colleges campuses only.

DRFT 254. Spatial Data Processing  
3 Credits (2+2P)  
Utilizes the tools and technologies of GIS, processing volumes of geodata identifying a numerical, coded or listed map. Involves the analysis of spatial data from various diverse applications and place in a descriptive mapping process. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.  
Prerequisite(s): DRFT 204.

DRFT 255. Independent Study  
1-3 Credits (1-3)  
Instructor-approved projects in drafting or related topics specific to the student's individual areas of interest and relevant to the drafting and graphics technology curriculum. Consent of instructor required. May be repeated for a maximum of 6 credits.

DRFT 258. Introduction to Infraworks  
3 Credits (2+2P)  
Introduction to the utilization of Infraworks software for the conceptualization, optimization, and visualization of infrastructure projects in the context of the built and natural environment. Restricted to Community Colleges campuses.  
Prerequisite(s): DRFT 143.

DRFT 261. Construction Scheduling and Project Management  
3 Credits (2+2P)  
Introduction to construction scheduling and project management. Restricted to Community Colleges campuses only.  
Prerequisite(s): DRFT 161.

DRFT 265. Advanced Building Information Modeling Applications  
3 Credits (2+2P)  
Advanced applications of Building Information Modeling (BIM) including the creation of, and practice in collaborative work sets, data and design analyses, energy modeling and analysis, preliminary LEED analysis, construction take-offs & estimation, and construction animation, through use of various BIM and related software. Restricted to: Community Colleges only.  
Prerequisite(s): DRFT 165.

DRFT 274. GIS Theory and Analysis  
3 Credits (2+2P)  
Analyzes the hypothesis in which location and spatial data sufficiently quantifies the appropriate statistical methodology. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.  
Prerequisite(s): DRFT 254.

DRFT 276. Computer Rendering and Animation I  
3 Credits (2+2P)  
Introduction to technical applications of computer generated renderings and animations for the architecture and engineering fields. 3D models, photo-realistic renderings, and basic animation movie files will be produced utilizing industry standard modeling and animation software.

DRFT 278. Advanced CAD Applications  
3 Credits (2+2P)  
Introduction to advanced CAD commands, applications, usage techniques, and user customization. the latest version of the National CAD Standards will also be explored. Restricted to: Community Colleges only.  
Prerequisite(s): DRFT 109.

DRFT 288. Portfolio Development  
3 Credits (2+2P)  
Production of a portfolio consisting of previously produced student work related to the student’s individualized degree option. Process shall include the compilation and organization of working and presentation drawings, construction documents, BIM Models, and renderings/animations. Students will learn the basics of design layout and online portfolio documentation. Job search and resume preparation activities will also be required. Production of new material and content may also be required. This course is designed as a last semester course in the Drafting & Design curricula. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.  
Prerequisite(s): Consent of Instructor.
DRFT 290. Special Topics  
1-4 Credits (1-4)  
Topics subtitled in the Schedule of Classes. May be repeated for a maximum of 12 credits.

DRFT 291. Cooperative Experience  
1-6 Credits (1-6)  
Supervised cooperative work program. Student is employed in an approved occupation and supervised and rated by the employer and instructor. Student meets with advisor weekly. Graded S/U.  
Prerequisite: consent of instructor.

DRFT 295. Professional Development and Leadership DAGA  
1 Credit (1)  
Students gain experience in leadership, team building, performing community service, and membership and/or leadership in a student organization. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

E E-ELECTRICAL ENGINEERING (E E)

E E 100. Introduction to Electrical and Computer Engineering  
4 Credits (3+3P)  
Introduction to analog (DC) and digital electronics. Includes electric component descriptions and equations, Ohm’s law, Kirchhoff’s voltage and current laws, ideal op-amp circuits, Boolean algebra, design of combinational and sequential logic circuits and VHDL or VERILOG. May be repeated up to 4 credits.  
Prerequisite(s)/Corequisite(s): C- or better in MATH 1250G.

E E 112. Embedded Systems  
4 Credits (3+3P)  
Introduction to programming through microcontroller-based projects. Extensive practice in writing computer programs to solve engineering problems with microcontrollers, sensors, and other peripheral devices.  
Prerequisite(s)/Corequisite(s): E E 100.

E E 200. Linear Algebra, Probability and Statistics Applications  
4 Credits (3+3P)  
The theory of linear algebra (vectors and matrices) and probability (random variables and random processes) with application to electrical engineering. Computer programming to solve problems in linear algebra and probability.  
Prerequisite(s): C- or better in E E 112 and MATH 1521G or MATH 1521H.

E E 212. Introduction to Computer Organization  
4 Credits (3+3P)  
Concepts of modern computer organization, CPU control, pipelining, memory hierarchies, memory mapping, hardware-software interface, and operating systems.  
Prerequisite(s)/Corequisite(s): E E 112. Prerequisite(s): C- or better in E E 100 and MATH 1250G.

E E 230. Circuit Analysis and Introduction to Electronics  
4 Credits (3+3P)  
Circuit analysis techniques, RLC transients, phasors, filter response, and an introduction to discrete electronic devices.  
Prerequisite(s)/Corequisite(s): PHYS 1320G. Prerequisite(s): C- or better in E E 100 and MATH 1521G or MATH 1521H.

E E 240. Multivariate and Vector Calculus Applications  
3 Credits (3)  
Vector algebra, cylindrical and spherical coordinates, partial derivatives, multiple integrals. Calculus of vector functions through electrostatic applications. Divergence, gradient, curl, divergence theorem, Stokes’s theorem, Coulomb’s Law, Gauss’s Law, electric field, electric potential. Applications in Matlab.  
Prerequisite(s): C- or better in MATH 1521G or MATH 1521H and E E 112.

E T-ENGINEERING TECHNOLOGY (E T)

E T 104. Soldering Techniques  
1 Credit (3P)  
Fundamentals of soldering, desoldering, and quality inspection of printed circuit boards.

E T 106. Drafting Concepts/Computer Drafting Fundamentals I  
4 Credits (2+4P)  
Basic drafting skills, terminology, and visualization. Introduction to principles and fundamentals of computer-aided drafting. Community Colleges only. Same as DRFT 112.  
Prerequisite: OECS 125, OECS 207, or consent of instructor.

E T 109. Computer Drafting Fundamentals  
3 Credits (3+2P)  
Crosslisted with: DRFT 109, C E 109 and SUR 109

E T 110. Introduction to 3-D Modeling (Solid Works)  
3 Credits (2+3P)  
Introduction to SolidWorks, a 3-D modeling software. The foundation for designing mechanical parts and assemblies.

E T 120. Computation Software  
2-3 Credits (2-3)  
The use of spreadsheet software in the field of engineering technology.

E T 125. Introduction to Renewable Energy  
3 Credits (3)  
Renewable energy systems, including topics in thermal-solar photovoltaic, wind, geothermal systems, and other current topics. Theory, practical applications, safety considerations and the economics of alternative renewable energy systems compared to conventional systems.

E T 153. Introduction to Computer Networks  
3 Credits (3)  
Introduction to basic computer network fundamentals including International Open Systems Interconnect (OSI), the seven-layer model, and various networking hardware devices. Community Colleges only.

E T 154. Construction Methods and Communications  
3 Credits (3)  
Blueprint reading, specifications, and introduction to materials used in construction.

E T 155. Network Operating Systems I  
3 Credits (3+1P)  
Introduction to a computer network operating system. May not be used as part of an E T degree program on main campus. Restricted to: Community Colleges only.  
Prerequisite(s): E T 120 or E T 122.
ET 156. Introduction to Information Security
2 Credits (2)
This course introduces information security terminology, historical evolution of digital security, types of PC and network system vulnerabilities and types of information loss. In addition, methods of information protection and integrity, intrusion detection, and recovery of data are introduced.
Prerequisite(s)/Corequisite(s): E T 120. Restricted to Community Colleges campuses only.

ET 160. Windows Fundamentals for IET
3 Credits (3)
Fundamental review of the Windows operating system including installation and upgrades as well as managing applications, files, folders, devices and maintenance.

ET 182. Digital Logic
3 Credits (3)
The use of truth tables, Boolean equations, and diagrams to define, simplify, and implement logic-valued functions.

ET 183. Applied DC Circuits
3 Credits (2+2P)
Application of Ohm’s law, Kirchhoff’s laws, Thevenin’s, and Norton’s theorems to the analysis of DC passive circuits. Embedded Lab.
Prerequisite(s)/Corequisite(s): MATH 1220G.

ET 183 L. Applied DC Circuits Lab
1 Credit (2P)
DC applied circuits lab.
Corequisite(s): E T 183.

ET 184. Applied AC Circuits
3 Credits (2+2P)
Application of circuit laws and theorems to analysis of AC passive circuits. Resonant circuit, polyphase circuit and magnetic circuit topics are introduced. Embedded Lab.
Prerequisite(s)/Corequisite(s): MATH 1250G. Prerequisite(s): E T 183.

ET 184 L. Applied AC Circuits Lab
1 Credit (2P)
AC applied circuits lab.
Corequisite(s): E T 184.

ET 190. Applied Circuits
4 Credits (3+2P)
Application of Ohm’s law, Kirchhoff’s laws, and Thevenin’s theorems to the analysis of AC and DC passive circuits. Electronic circuit topics are introduced. Embedded lab.
Prerequisite(s)/Corequisite(s): MATH 1250G.

ET 191. Applied Circuits Laboratory
1 Credit (2P)
Applied Circuits Lab

ET 200. Special Topics
1-3 Credits
Directed study or project. May be repeated for a maximum of 6 credits.
Prerequisite: consent of department head.

ET 203. Computational Foundations
3 Credits (3)
Fundamental concepts of various proof techniques. These concepts will be applied to the use of computer algorithms, programming languages and other engineering and technology applications.
Prerequisite(s): MATH 1250G and E T 262.

ET 210. Intermediate 3-D Modeling (Solid Works)
3 Credits (3)
Intermediate 3-D modeling. Applied modeling of techniques to prepare for SolidWorks certification (CSWA).
Prerequisite(s): E T 110.

ET 217. Manufacturing Processes
3 Credits (3)
Introduction to manufacturing and processing, including: casting, forming, and machining. Emphasis on creating products with the appropriate techniques. Crosslisted with: IE 217.
Prerequisite(s)/Corequisite(s): E T 217L. Prerequisite(s): E T 110 and MATH 1220G.

ET 217 L. Manufacturing Processes Lab
1 Credit (3P)
Hands-on laboratory in machine shop to apply topics from E T 217, including: casting, forming, and machining.
Prerequisite(s)/Corequisite(s): E T 217.

ET 220. Internship
1-6 Credits
Internship requiring an approved number of hours of varied and progressive experience in the field of study. The scope and other requirements of the internship are stated in an individualized syllabus and through a memorandum of understanding between the faculty mentor and the industry partner. May be repeated up to 6 credits. Consent of Instructor required.
Prerequisite(s): E T 283.

ET 230. Introduction to Servo Systems
1 Credit (2P)
Introduction to Servo Systems. Topics include uses of servos in the industry, servo types, lop gains and frequency response, software control systems, damping, feedback, encoders, synchros and resolvers. Restricted to Community Colleges campuses only.
Prerequisite(s): E T 246.

ET 240. Applied Statics
3 Credits (3)
Fundamental topics of applied statics, including force system analysis, equilibrium, free body diagrams, methods of joints and sections, distributed loads, friction, centroids, area moments, and shear and moment diagrams.
Prerequisite(s)/Corequisite(s): MATH 1430G or MATH 1511G. Prerequisite(s): E T 240.

ET 241. Applied Dynamics
3 Credits (3)
The foundation for understanding particles and bodies in motion and the forces involved, including: projectile motion, Newton’s Laws of Motion, conservation of energy, and impulse and momentum.
Prerequisite(s)/Corequisite(s): (MATH 1140 or MATH 1521G or MATH 1521H). Prerequisite(s): E T 240.

ET 245. Computer Hardware Fundamentals
3 Credits (2+2P)
Computer hardware fundamentals including architecture, interfacing, peripherals, troubleshooting, system upgrades, and maintenance. Restricted to Las Cruces campus only.
E T 246. Electronic Devices I
4 Credits (3+3P)
Solid-state devices including diodes, bipolar-transistors, and field effect transistors. Use of these devices in rectifier circuits, small signal and power amplifiers.
Prerequisite(s): E T 190 or E T 184.

E T 253. Networking Operating Systems II
3 Credits (3+1P)
Introduction to a computer network operating system. May not be used as part of an E T degree program on main campus. Restricted to Community Colleges campuses only.
Prerequisite(s): E T 155.

E T 254. Concrete Technology
3 Credits (2+2P)
Fundamentals of aggregates, Portland cement, and asphalt used in design and construction.

E T 255. Linux System Administration
3 Credits (3)
A system administration view of the Linux operating system covering various distributions with a focus on managing the operating system and enterprise applications that run on Linux.

E T 256. Networking Operating Systems III
3 Credits (3+1P)
Introduction to a computer network operating system. May not be used as part of an E T degree program on main campus. Restricted to Community Colleges campuses only.
Prerequisite(s): E T 253.

E T 257. Computer Networking I for IET
3 Credits (2+2P)
Computer network design and applications for LAN, TCP/IP networks, routing and switching technologies, VLANs, and the OSI layers from physical to transport.
Prerequisite(s): E T 182.

E T 258. Multimedia Tools and Support
3 Credits (3)
Introduction to video, audio and other digital presentation methods. Addresses the latest multimedia technology advances and how they apply to the information and communication technology fields. Sample tools like ffmpeg, and Audacity are covered.

E T 259. Digital Electronics
4 Credits (3+3P)
Applications of digital integrated circuits, multiplexers, counters, arithmetic circuits, and microprocessors.
Prerequisite(s)/Corequisite(s): E T 190 or E T 184. Prerequisite(s): E T 182.

E T 260. Advanced Information Security
3 Credits (3)
The course covers detailed analysis of network security, including security operations and policy adherence; internal and external vulnerabilities; methods of identifying, controlling and managing system access, and the protection of system information.
Prerequisite(s)/Corequisite(s): E T 283. Prerequisite(s): E T 156.

E T 261. Information Security Certification Preparation
4 Credits (4)
The course covers the examination objectives and detailed preparation for a certification in information security.
Prerequisite(s): E T 285.

E T 262. Software Technology I
3 Credits (2+2P)
An introduction to computer programming concepts as applied to engineering technology. Includes basic logic design, algorithm development, debugging and documentation. History and use of computers and their impact on society.
Prerequisite(s)/Corequisite(s): E T 182 or MATH 1250G.

E T 263. Electronic Devices II
4 Credits (3+3P)
Operational amplifiers, positive and negative feedback, computer aided circuit analysis. In addition circuits include integrator, differentiators and phase shift networks.
Prerequisite(s)/Corequisite(s): MATH 1430G or MATH 1511G. Prerequisite(s): E T 246.

E T 264. Fundamentals of Networking Communications I
4 Credits (2+4P)
Introduction to networking basics, including computer hardware and software, electricity, networking terminology, protocols, LANs, WANs, OSI model, IP addressing, and design and documentation of basic network and structure cabling. Community Colleges only. May be repeated up to 4 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): E T 1153.

E T 265. Electronics Communication
3 Credits (2+2P)
Antennas, transmission devices, A-M and F-M transmission and detection, pulse systems, microwave systems.
Prerequisite(s): E T 246.

E T 266. Computer Networking I
3 Credits (2+2P)
Computer network design and applications for LAN, TCP/IP networks, routing and switching technologies, VLANs, and the OSI layers from physical to transport.
Prerequisite(s): E T 182.

E T 267. Multimedia Tools and Support
3 Credits (3)
Introduction to video, audio and other digital presentation methods. Addresses the latest multimedia technology advances and how they apply to the information and communication technology fields. Sample tools like ffmpeg, and Audacity are covered.

E T 268. Digital Electronics
4 Credits (3+3P)
Applications of digital integrated circuits, multiplexers, counters, arithmetic circuits, and microprocessors.
Prerequisite(s)/Corequisite(s): E T 190 or E T 184. Prerequisite(s): E T 182.

E T 269. Advanced Information Security
3 Credits (3)
The course covers detailed analysis of network security, including security operations and policy adherence; internal and external vulnerabilities; methods of identifying, controlling and managing system access, and the protection of system information.
Prerequisite(s)/Corequisite(s): E T 283. Prerequisite(s): E T 156.

E T 270. Information Security Certification Preparation
4 Credits (4)
The course covers the examination objectives and detailed preparation for a certification in information security.
Prerequisite(s): E T 285.

E T 271. Networking Wireless Communication
3 Credits (3+1P)
This course provides an introduction to wireless networking and communications. Some of the topics covered are protocols, transmission methods, and IEEE 802.11 standards. Wireless LAN (WLAN) fundamentals, devices, and security, cellular telephony, broadband, and satellite communications.
Prerequisite: E T 273.

E T 272. Electronic Devices II
4 Credits (3+3P)
Operational amplifiers, positive and negative feedback, computer aided circuit analysis. In addition circuits include integrator, differentiators and phase shift networks.
Prerequisite(s)/Corequisite(s): MATH 1430G or MATH 1511G. Prerequisite(s): E T 246.

E T 273. Fundamentals of Networking Communications I
4 Credits (2+4P)
Introduction to networking basics, including computer hardware and software, electricity, networking terminology, protocols, LANs, WANs, OSI model, IP addressing, and design and documentation of basic network and structure cabling. Community Colleges only. May be repeated up to 4 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): E T 1153.

E T 274. Electronics Communication
3 Credits (2+2P)
Antennas, transmission devices, A-M and F-M transmission and detection, pulse systems, microwave systems.
Prerequisite(s): E T 246.

E T 275. Computer Networking I
3 Credits (2+2P)
Computer network design and applications for LAN, TCP/IP networks, routing and switching technologies, VLANs, and the OSI layers from physical to transport.
Prerequisite(s): E T 182.

E T 276. Networking Operating Systems II
3 Credits (3+1P)
Introduction to a computer network operating system. May not be used as part of an E T degree program on main campus. Restricted to Community Colleges campuses only.
Prerequisite(s): E T 155.

E T 277. Networking Operating Systems III
3 Credits (3+1P)
Introduction to a computer network operating system. May not be used as part of an E T degree program on main campus. Restricted to Community Colleges campuses only.
Prerequisite(s): E T 253.

E T 278. Software Technology I
3 Credits (2+2P)
An introduction to computer programming concepts as applied to engineering technology. Includes basic logic design, algorithm development, debugging and documentation. History and use of computers and their impact on society.
Prerequisite(s)/Corequisite(s): E T 182 or MATH 1250G.

E T 279. Electronic Devices II
4 Credits (3+3P)
Operational amplifiers, positive and negative feedback, computer aided circuit analysis. In addition circuits include integrator, differentiators and phase shift networks.
Prerequisite(s)/Corequisite(s): MATH 1430G or MATH 1511G. Prerequisite(s): E T 246.

E T 280. Networking Wireless Communication
3 Credits (3+1P)
This course provides an introduction to wireless networking and communications. Some of the topics covered are protocols, transmission methods, and IEEE 802.11 standards. Wireless LAN (WLAN) fundamentals, devices, and security, cellular telephony, broadband, and satellite communications.
Prerequisite: E T 273.

E T 281. PC Forensics and Investigation
3 Credits (3)
Introduction to computer forensics and investigative fundamentals. Topics include understanding computer forensic and investigation law and requirements, processing crime and incident scenes, and the extraction, preservation, analysis and presentation of computer-related evidence.
Prerequisite(s): E T 120 or E T 122.
ECED-EARLY CHILDHOOD EDUCATION (ECED)

ECED 1110. Child Growth, Development, and Learning
3 Credits (3)
This basic course in the growth, development, and learning of young children, prenatal through age eight, provides students with the theoretical foundation for becoming competent early childhood professionals. The course includes knowledge of how young children grow, develop and learn. Major theories of child development are integrated with all domains of development, including biological-physical, social, cultural, emotional, cognitive and language. The adult's role in supporting each child's growth, development and learning is emphasized.

ECED 1115. Health, Safety, and Nutrition
2 Credits (2)
This course provides information related to standards and practices that promote children's physical and mental well-being sound nutritional practices, and maintenance of safe learning environments. It includes information for developing sound health and safety management procedures for indoor and outdoor learning environments for young children. The course examines the many scheduling factors that are important for children's total development, healthy nutrition, physical activity, and rest.

ECED 1120. Guiding Young Children
3 Credits (3)
This course explores various theories of child guidance and the practical applications of each. It provides developmentally appropriate methods for guiding children and effective strategies and suggestions for facilitating positive social interactions. Strategies for preventing challenging behaviors through the use of environment, routines and schedule will be presented Emphasis is placed on helping children become self-responsible, competent, independent, and cooperative learners and including families as part of the guidance approach.

ECED 1125. Assessment of Children and Evaluation of Programs
3 Credits (3)
This basic course familiarizes students with a variety of culturally appropriate assessment methods and instruments, including systematic observation of typically and non-typically developing children. The course addresses the development and use of formative and summative assessment and evaluation instruments to ensure comprehensive quality of the total environment for children, families, and the community. Students will develop skills for evaluating the assessment process and involving other teachers, professionals and families in the process.

Prerequisite(s): ECED 1110 and (ENGL 1110G or ENGL 1110H or ENGL 1110M).

ECED 1130. Family and Community Collaboration
3 Credits (3)
This beginning course examines the involvement of families and communities from diverse cultural and linguistic backgrounds in early childhood programs. Ways to establish collaborative relationships with families in early childhood settings is discussed. Families' goals and desires for their children will be supported through culturally responsive strategies.

Prerequisite(s): ECED 1110 and (ENGL 1110G or ENGL 1110H or ENGL 1110M).

ECED 2110. Professionalism
2 Credits (2)
This course provides a broad-based orientation to the field of early care and education. Early childhood history, philosophy, ethics and advocacy are introduced. Basic principles of early childhood systems are explored. Multiple perspectives on early care and education are introduced. Professional responsibilities such as cultural responsiveness and reflective practice are examined.

ECED 2115. Introduction to Language, Literacy, and Reading
3 Credits (3)
This course is designed to prepare early childhood professionals for promoting children's emergent literacy and reading development. Through a developmental approach, the course addresses ways in which early childhood professionals can foster young children's oral language development, phonemic awareness, and literacy problem solving skills, fluency, vocabulary, and comprehension. This course provides the foundation for early childhood professionals to become knowledgeable about literacy development in young children. Instructional approaches and theory-based and research based strategies to support the emergent literacy and reading skills of native speakers and English language learners will be presented.

Prerequisite(s): ECED 1110 and (ENGL 1110G or ENGL 1110H, or ENGL 1110M).

ECED 2120. Curriculum Development through Play Birth through Age 4 (PreK)
3 Credits (3)
The beginning curriculum course places play at the center of curriculum in developmentally appropriate early childhood programs. It addresses content that is relevant for children birth through age four in developmentally and culturally sensitive ways of integrating content into teaching and learning experiences. Information on adapting content areas to meet the needs of children with special needs the development of IFSPs is included. Curriculum development in all areas, including literacy, numeracy, the arts, health, science, social skills, and adaptive learning for children, birth through age four, is emphasized. Consent of instructor required.

Prerequisite(s): ECED 1110 and (ENGL 1110G or ENGL 1110H or ENGL 1110M).

Corequisite(s): ECED 2121.

ECED 2121. Curriculum Development through Play Birth through Age 4 (PreK) Practicum
2 Credits (2)
The beginning practicum course is a co-requisite with the course Curriculum Development through Play – Birth through Age 4. The field based component of this course will provide experiences that address curriculum content that is relevant for children birth through age four in developmentally and culturally sensitive ways of integrating content into teaching and learning experiences. Information on adapting content areas to meet the needs of children with special needs and the development of IFSPs is included. Curriculum development in all areas, including literacy, numeracy, the arts, health, science, social skills, and adaptive learning for children, birth through age four, is emphasized. Consent of instructor required.

Prerequisite(s): ECED 1110 and (ENGL 1110G or ENGL 1110H or ENGL 1110M).

Corequisite(s): ECED 2120.
ECED 2130. Curriculum Development and Implementation Age 3 (PreK) through Grade 3  
3 Credits (3)  
The curriculum course focuses on developmentally appropriate curriculum content in early childhood programs, age 3 through third grade. Development and implementation of curriculum in all content areas, including literacy, numeracy, the arts, health and emotional wellness, science, motor and social skills, is emphasized. Information on adapting content areas to meet the needs of children with special needs and the development of IEP’s is included. Consent of instructor required.  
Corequisite(s): ECED 1110 and (ENGL 1110G or ENGL 1110H or ENGL 1110M).  
Corequisite(s): ECED 2131.

ECED 2131. Curriculum Development and Implementation Age 3 (PreK) through Grade 3 Practicum  
2 Credits (2)  
The beginning practicum course is a co-requisite with the course Curriculum Development and Implementation: Age 3 through Grade 3. The field based component of this course will provide experiences that address developmentally appropriate curriculum content in early childhood programs, age 3 through third grade. Development and implementation of curriculum in all content areas, including literacy, numeracy, the arts, health and emotional wellness, science, motor and social skills is emphasized. Information on adapting content areas to meet the needs of children with special needs and the development of IEPs is included. Consent of instructor required. Corequisite(s): ECED 2130  
Prerequisite(s): ECED 1110 and (ENGL 1110G or ENGL 1110H or ENGL 1110M).

ECED 2140. Effective Program Development for Diverse Learners and their Families  
3 Credits (3)  
This course addresses the role of a director/administrator in the implementation of family-centered programming that includes individually appropriate and culturally responsive curriculum in a healthy and safe learning environment for all children and their families.  

ECED 2141. Effective Program Development for Diverse Learners and their Families Practicum  
2 Credits (2)  
Provides opportunities for students to apply knowledge gained from Curriculum for Diverse Learners and their Families in a practicum setting. Consent of instructor required. Restricted to ECED majors.  
Corequisite(s): ECED 2140.

ECED 2215. Program Management  
3 Credits (3)  
This course emphasizes the technical knowledge necessary to develop and maintain an effective early care and education program. It focuses on sound financial management and vision, the laws and legal issues that affect programs, and state and national standards such as accreditation. Consent of instructor required.

ECED 2220. Professional Relationships  
3 Credits (3)  
This course addresses staff relations that will foster diverse professional relationships with families, communities and boards. Topics of staff recruitment, retention, support and supervision will lay the foundation for positive personnel, family and community relationships. Consent of instructor required.  
Corequisite(s): ECED 2281.

ECED 2281. Professional Relationships Practicum  
2 Credits (2)  
Practical experience in the development of staff relationship that will foster professional relationships with families, communities and boards. Issues of staff recruitment, retention, support and supervision will lay a foundation for positive personnel management. Consent of instructor required. Restricted to ECED majors.  
Corequisite(s): ECED 2280.

ECON-ECONOMICS (ECON)  

ECON 1110G. Survey of Economics  
3 Credits (3)  
This course will develop students’ economics literacy and teaches students how economics relates to the everyday life of individuals, businesses and society in general. The course will also introduce students to the roles different levels of governments play in influencing the economy. At the conclusion of the course, students will be able to identify economic causes for various political and social problems at national and international levels, and have a better understanding of everyday economic issues that are reported in media and public forums.

ECON 2110G. Macroeconomic Principles  
3 Credits (3)  
Macroeconomics is the study of national and global economies. Topics include output, unemployment and inflation; and how they are affected by financial systems, fiscal and monetary policies.

ECON 2110H. Principles of Macroeconomics Honors  
3 Credits (3)  
Macroeconomic theory and public policy designed: national income concepts, unemployment, inflation, economic growth and international payment problems. Must be a Crimson Scholar.  
Prerequisite(s): MATH 1220G.

ECON 2120G. Microeconomics Principles  
3 Credits (3)  
This course will provide a broad overview of microeconomics. Microeconomics is the study of issues specific to households, firms, or industries with an emphasis on the role of markets. Topics discussed will include household and firm behavior, demand and supply, government intervention, market structures, and the efficient allocation of resources.

ECON 2120H. Principles of Microeconomics Honors  
3 Credits (3)  
Microeconomic theory and public policy: supply and demand, theory of the firm, market allocation of resources, income distribution, competition and monopoly, governmental regulation of businesses and unions. Must be a Crimson Scholar.  
Prerequisite(s): MATH 1220G.

EDLT-EDUCATIONAL TECHNOLOGY  

EDLT 2110. Integrating Technology with Teaching  
3 Credits (3)  
Considers impact of technology on communication and knowledge development; engages students in the design of technology-integrated lessons with a constructivist approach.
EDUC-EDUCATION (EDUC)

EDUC 1110. Freshman Orientation
1 Credit (1)
Introduction to the university and to the College of Education. Discussion of planning for individualized education program and field experience. Restricted to Las Cruces campus only.

EDUC 1120. Introduction to Education
2 Credits (2)
Introduction to the historical, philosophical, sociological foundations of education, current trends, and issues in education, especially as it relates to a multicultural environment. Students will use those foundations to develop effective strategies related to problems, issues and responsibilities in the field of education. Restricted to Las Cruces campus only.

EDUC 1140. Math for Paraprofessionals
3 Credits (3)
Applied math skills for paraprofessionals working with children.
Prerequisite: CCDM 103 N.

EDUC 1150. Math for Paraprofessionals II
3 Credits (3)
Applied math skills for paraprofessionals working under the direction of a teacher.
Prerequisite(s): EDUC 1140.

EDUC 1185. Introduction to Secondary Education and Youth
3 Credits (3)
Introductory course for students considering a career in secondary education. Includes historical, philosophical, and sociological foundations, program organization, critical dispositions, and understanding the context of schools and youth. Practicum required. Restricted to: Secondary Ed majors. Traditional Grading with RR.

EDUC 1995. Field Experience I
1 Credit (1)
Introduction to public school teaching, school visits, classroom observations and discussion seminar.

EDUC 1996. Special Topics in Education
1 Credit (1)
Supervised study in a specific area of interest. Each course shall be designated by a qualifying subtitle. May be repeated for a maximum of 9 credits.

EDUC 1998. Internship I
3 Credits (3)
Supervised experience in elementary education settings.

EDUC 2710. Pre-Teacher Preparation
3 Credits (3)
Assists students in developing the necessary competencies needed for acceptance to the Teacher Education Program. Course content includes basic skill development, test taking skills, and completion of teacher preparation packet. Maybe repeated for a maximum of 6 credits. Graded S/U. Community Colleges only.

EDUC 2998. Internship II
3 Credits (3)
Supervised experience in junior high settings.
Prerequisite: must be a co-op student.

ELAD-EDUCATIONAL LEADERSHIP ADMINISTRATION

ELAD 2210. Leadership and Change in Education
3 Credits (3)
This course will introduce students to the challenges and key strategies in initiating, implementing, and sustaining educational change and reform. In the first part of the course, participants will learn about the challenges of educational change in the United States and the role that they as school leaders play in facilitating change and reform. The course continues with an examination of how culture, micro-politics, and power structures support or impede national and global change initiatives. The last part of the course offers suggestions for change agents including community organizing, culture building, and embracing sustainable leadership practices. Participants will learn how to apply the change theories and concepts introduced in the course to practice through course readings, online discussions with the instructor and colleagues, group work, active examination of daily practice in schools, and personal reflection.

ELAD 2340. Multicultural Leadership in Education
3 Credits (3)
Introduction to the social and cultural constructions of gender, class, and race. Students will critically apply theoretical constructs to everyday life and discuss the intersection of gender and race with class inequality in national and global contexts. Using a social justice framework, readings, and assignments integrate a variety of racial/ethnic groups while considering the effects of historically uneven resource distribution, unearned privilege, forms of domination and subordination, immigration status, and cultural representation and ideologies. Participants will learn how to apply the change theories and concepts introduced in the course to practice through course readings, online discussions with the instructor and colleagues, group work, active examination of daily practice in schools, and personal reflection.

ELAD 2996. Special Topics in Educational Leadership
1-3 Credits (1-3)
Special topics course in education for undergraduate students. Course will be identified by a subtitle. May be repeated up to 12 credits. Restricted to Las Cruces campus only.

ELT - ELECTRONICS TECHNOLOGY (ELT)

ELT 103. Math Study Skills for Electronics
1 Credit (1)
Covers specific math study skills and critical thinking processes to reinforce practical applications of math and its use with electronics. The student will be introduced to electronic mathematical formulas during the problem-solving steps required for circuit analysis. May be repeated up to 4 credits.
Prerequisite(s)/Corequisite(s): E T 183 OR E T 184. Restricted to Community Colleges only.

ELT 105. Basic Electricity and Electronics
3 Credits (2+2P)
Fundamentals of electricity and electronics, basic circuit devices, meters, transistors, integrated circuits and other solid state devices, computers, fiber optics, and industrial application topics. Minimum math proficiency of CCDM 103 or CCDM 104 required or math placement into CCDM 114 or higher. Restricted to: Community Colleges only. Crosslisted with: AERT 111
ELT 110. Electronics I
4 Credits (3+3P)
Fundamentals of electronics including: components, schematics, Ohm’s law, Thevenin’s and Norton’s theorems, and series/parallel circuits incorporating passive, active and magnetic elements. Introduction to AC circuits. Crosslisted with: AERT 123. Restricted to: Community Colleges only.

ELT 120. Mathematics for Electronics
4 Credits (4)
Includes fundamental mathematics, algebra, sine, cosine, and other elementary functions as they specifically apply to the operation, manipulation, and evaluation of direct current (DC) and alternating current (AC) circuits. Minimum math proficiency of CCDM 114 required or math placement into MATH 1215 or higher. Restricted to: Community Colleges only. 
Prerequisite(s): ELT 110 and ELT 120.

ELT 135. Electronics II
4 Credits (3+3P)
Analysis of AC circuits, filters, and resonance. Introduction to solid state fundamentals including diodes and rectifier circuits, voltage regulators, various transistors and transistor characteristics, amplification and amplifiers, photoelectric effects, gates and timing circuits. Restricted to Community Colleges campuses only. 
Prerequisite(s): ELT 110 and ELT 120.

ELT 155. Electronics CAD and PCB Design
3 Credits (2+2P)
Introduction to the use of commercially available CAD software covering schematic representation of electronic components and circuits. Printed circuit board layout techniques including proper schematic capture, netlist generation, design rule checking and manual routing covered. 
Prerequisite(s): ELT 110 and ELT 120 or MATH 1215.

ELT 160. Digital Electronics I
4 Credits (3+3P)
Number systems, codes, Boolean algebra, logic gates, Karnaugh maps, combination circuits, flip-flops, and digital troubleshooting techniques. Restricted to: Community Colleges only. 
Prerequisite(s): ELT 110 and ELT 120 or MATH 1215.

ELT 175. Soldering Practices
3 Credits (2+2P)
Methods and techniques of hand soldering in the production of high quality and reliable soldering connections. Restricted to: Community Colleges only. 
Prerequisite(s): ELT 110 and ELT 135.

ELT 215. Microprocessor Applications I
4 Credits (3+2P)
Fundamentals of microprocessor architecture and assembly language with an emphasis on hardware interfacing applications. 
Prerequisite(s)/Corequisite(s): ELT 235. Prerequisite(s): ELT 160. 
Restricted to: Community Colleges only.

ELT 220. Electronic Communication Systems
4 Credits (3+2P)
Principles and applications of circuits and devices used in the transmission, reception, and processing of RF, microwave, digital and telecommunications systems. 
Prerequisite(s)/Corequisite(s): ELT 205. Prerequisite(s): ELT 135. 
Restricted to: Community Colleges only.

ELT 221. Cooperative Experience I
1-6 Credits
Supervised cooperative work program. Student is employed in an approved occupation and supervised and rated by the employer and instructor. Student will meet in a weekly class. Graded S/U. 
Prerequisite: consent of instructor.

ELT 222. Cooperative Experience II
1-6 Credits
Continuation of ELT 221. Maximum of 6 credits. Graded S/U. 
Prerequisite: consent of instructor.

ELT 225. Computer Applications for Technicians
3 Credits (2+2P)
An overview of computer hardware, software applications, operating systems, high level programming languages and networking systems. 

ELT 230. Microprocessor Applications II
4 Credits (3+2P)
Advanced microprocessor interfacing techniques. Topics in A/D and D/ A conversion, I/O port address decoding, direct memory accessing, and peripheral device interfacing applications. 
Prerequisite: ELT 215.

ELT 235. Digital Electronics II
3 Credits (2+2P)
Sequential logic circuits, latches, counters, shift-registers, fault analysis and troubleshooting of digital ICs, multiplexers, timers, encoders/ decoders, arithmetic circuits, pulse shaping, and memory devices. 
Prerequisite(s): ELT 160.

ELT 240. Introduction to Photonics
4 Credits (3+2P)
Nature of light, light emitters, lasers, detectors, fiber optics communications systems, and other applications of light to electronics. 
Prerequisite: ELT 135 or consent of instructor.

ELT 250. Electronics Systems Analysis
2 Credits (1+3P)
Capstone course emphasizing a systems approach to troubleshooting and maintaining complex electronics systems. Includes program review in preparation for technician certification. 
Prerequisite: consent of instructor.

ELT 260. Instrumentation Control and Signal Conditioning
4 Credits (3+2P)
Introduction to sensors and transducers, signal conditioning and transmission for measuring and process control systems. Includes AD, DA converter, small servos and actuators. Prerequisite: ELT 205.

ELT 265. Special Topics
1-6 Credits
Topic to be announced in the Schedule of Classes.
ELT 270. Biomedical Equipment Instrumentation
4 Credits (3+2P)
Principles and applications of electronic circuits and devices used in biomedical equipment. Skills taught to include evaluating, troubleshooting and repairing various types of medical equipment.
Prerequisite(s)/Corequisite(s): ELT 260. Prerequisite(s): ELT 205.
Restricted to: Community Colleges only.

**ELWK - ELECTRICAL LINEWORKER**

ELWK 130. Introduction to Electrical Power Systems
2 Credits (2)
An overview of electrical power systems, equipment, safety practices, first aid and CPR. May be repeated up to 2 credits. Students must be accepted into the electrical lineworker program before enrolling in this course. Restricted to: OEET majors. Restricted to Community Colleges campuses only.
Corequisite(s): OEET 110, OEET 131.

ELWK 131. Electrical Lineworker Lab I
6 Credits (12P)
Climbing and work on utility poles using ropes and rigging, pole setting and an introduction to transmission and distribution line construction. Maintenance and troubleshooting to include the use of hot sticks. May be repeated up to 6 credits. Students must be accepted into the electrical lineworker program before enrolling in this course. Restricted to: OEET majors. Restricted to Community Colleges campuses only.
Corequisite(s): OEET 110, OEET 130.

ELWK 140. Electrical Power Systems II
3 Credits (2+2P)
Theory of power generation and distribution with emphasis on three phase systems to include transformers, voltage regulators, surge arrestors. Includes troubleshooting, underground systems procedures, and pole-top rescue. May be repeated up to 3 credits. Students must be accepted into the electrical lineworker program before enrolling in this course. Restricted to: OEET majors. Restricted to Community Colleges campuses only.
Corequisite(s): OEET 141.

ELWK 141. Electrical Lineworker II
6 Credits (12P)
Practice in the installation of electrical power lines including transformers, voltage regulators, and surge arrestors. Also advanced hot sticking procedures, troubleshooting, underground systems procedures, and pole-top rescue. May be repeated up to 6 credits. Students must be accepted into the electrical lineworker program before enrolling in this course. Restricted to: OEET majors. Restricted to Community Colleges campuses only.
Corequisite(s): OEET 140.

ELWK 221. Cooperative Experience I
1-4 Credits (1-4)
Supervised cooperative work program. Student is employed in an approved occupation and is supervised and rated by the employer and instructor. Student will meet in a weekly class. May be repeated up to 4 credits. Consent of Instructor required. Graded: S/U Grading (S/U, Audit).
Restricted to Community Colleges campuses only.
Prerequisite(s): Consent of instructor.

**ENGL-ENGLISH (ENGL)**

ENGL 1105M. Intermediate ESL Composition and Grammar Review
3 Credits (3)
Development of fluent academic writing skills, with an emphasis on grammar review for editing purposes. May be repeated up to 3 credits. Restricted to Las Cruces campus only.
Prerequisite(s): Placement based on English language screening test, and either a minimum TOEFL score of 500 or consent of instructor.

ENGL 1110G. Composition I
4 Credits (4)
In this course, students will read, write, and think about a variety of issues and texts. They will develop reading and writing skills that will help with the reading required in their fields of study and other personal and professional contexts. Students will learn to analyze rhetorical situations in terms of audience, contexts, purpose, mediums, and technologies and apply this knowledge to their reading and writing. They will also gain an understanding of how writing and other modes of communication work together for rhetorical purposes. Students will learn to analyze the rhetorical context of any writing task and compose with purpose, audience, and genre in mind. Students will reflect on their own writing processes, learn to workshop drafts with other writers, and practice techniques for writing, revising, and editing.
Prerequisite(s): ACT standard English score of 25 or higher, or an SAT score of 400 or higher or ACCDE 1110 N.

ENGL 1110H. Composition I Honors
4 Credits (4)
In this course, students will read, write, and think about a variety of issues and texts. They will develop reading and writing skills that will help with the reading required in their fields of study and other personal and professional contexts. Students will learn to analyze rhetorical situations in terms of audience, contexts, purpose, mediums, and technologies and apply this knowledge to their reading and writing. They will also gain an understanding of how writing and other modes of communication work together for rhetorical purposes. Students will learn to analyze the rhetorical context of any writing task and compose with purpose, audience, and genre in mind. Students will reflect on their own writing processes, learn to workshop drafts with other writers, and practice techniques for writing, revising, and editing. Individualized assignments and independent study.
Prerequisite: ACT standard English score of 25 or higher, or an SAT score of 550 or higher.
ENGL 1110M. Composition I Multilingual
4 Credits (4)
In this course, students will read, write, and think about a variety of issues and texts. They will develop reading and writing skills that will help with the writing required in their fields of study and other personal and professional contexts. Students will learn to analyze rhetorical situations in terms of audience, contexts, purpose, mediums, and technologies and apply this knowledge to their reading and writing. They will also gain an understanding of how writing and other modes of communication work together for rhetorical purposes. Students will learn to analyze the rhetorical context of any writing task and compose with purpose, audience, and genre in mind. Students will reflect on their own writing processes, learn to workshop drafts with other writers, and practice techniques for writing, revising, and editing. For international and multilingual students. Your instructor and classmates will serve as your readers and will give you helpful and constructive criticism, which will in turn assist you in becoming a more fluent and engaging communicator in English. Restricted to Las Cruces campus only.
Prerequisite(s): CBT/PB score of 500, or IBT score of 61, or SPCD 110, or consent of instructor.

ENGL 1120. Composition II
2 Credits (2)
In this course, students will explore argument in multiple genres. Research and writing practices emphasize summary, analysis, evaluation, and integration of secondary sources. Students will analyze rhetorical situations in terms of audience, contexts, purpose, mediums, and technologies and apply this knowledge to their reading, writing, and research. Students will sharpen their understanding of how writing and other modes of communication work together for rhetorical purposes. The emphasis of this course will be on research methods.
Prerequisite: successful completion of ENGL 1110G or ENGL 1110H or ENGL 1110M.

ENGL 1410G. Introduction to Literature
3 Credits (3)
In this course, students will examine a variety of literary genres, including fiction, poetry, and drama. Students will identify common literary elements in each genre, understanding how specific elements influence meaning.

ENGL 2130G. Advanced Composition
3 Credits (3)
This course is for students who are striving for fluency, maturity, clarity and significance in their writing. It is an intermediate writing course that builds on and refines writing skills acquired in previous courses. It focuses on non-fiction writing for the professions, business, science, technical fields, academe and/or the popular press. Short works of master writers are studied for ideas, style, and structure.

ENGL 2210G. Professional & Technical Communication
3 Credits (3)
Professional and Technical Communication will introduce students to the different types of documents and correspondence that they will create in their professional careers. This course emphasizes the importance of audience, document design, and the use of technology in designing, developing, and delivering documents. This course will provide students with experience in professional correspondence and communicating technical information to a non-technical audience.
Prerequisite(s): Grade of C- or better in ENGL 1110G or ENGL 1110H or ENGL 1110M.

ENGL 2210H. Professional and Technical Communication Honors
3 Credits (3)
Professional and Technical Communication writing for Crimson Scholars/Honors students will introduce students to the different types of documents and correspondence that they will create in their professional careers. This course emphasizes the importance of audience, document design, and the use of technology in designing, developing, and delivering documents. This course will provide students with experience in professional correspondence and communicating technical information to a non-technical audience. 3.5 GPA is also required. Restricted to Las Cruces campus only.
Prerequisite(s): grade of C- or better in ENGL 1110G or the equivalent; approval of the honors college.

ENGL 2215G. Advanced Technical and Professional Communication
3 Credits (3)
Theory and practice of writing in technical and professional fields, individualized to each student's field. Emphasizes efficient writing processes and effective written products. May be repeated up to 3 credits. Restricted to Las Cruces campus only.
Prerequisite(s): Junior or above standing, or consent of instructor.

ENGL 2221G. Writing in the Humanities and Social Science
3 Credits (3)
Theory and practice in interpreting texts from various disciplines in the humanities and social sciences. Strategies for researching, evaluating, constructing, and writing researched arguments. Course subtitled in the Schedule of Classes. May be repeated up to 3 credits.
Prerequisite(s): Grade of C- or better in ENGL 1110G or ENGL 1110H, or ENGL 1110M.

ENGL 2280. History of Argument
3 Credits (3)
Investigates the major figures and movements in rhetoric from the classical period to modern rhetorical theory, examining relations between rhetorical teaching and practice, culture, epistemology, and ideology. Main campus only. Prerequisite(s): ENGL 1110G, or ENGL 1110H, or ENGL 1110M.

ENGL 2310G. Introduction to Creative Writing
3 Credits (3)
This course will introduce students to the basic elements of creative writing, including short fiction, poetry, and creative nonfiction. Students will read and study published works as models, but the focus of this 'workshop' course is on students revising and reflecting on their own writing. Throughout this course, students will be expected to read poetry, fiction, and nonfiction closely, and analyze the craft features employed. They will be expected to write frequently in each of these genres.
Prerequisite(s): ENGL 1110G or ENGL 1110H or ENGL 1110M.

ENGL 2381. Script Development and Storyboarding
3 Credits (3)
Examines effective writing principles for creating storyboards that communicate the overall picture of a project, timing, scene complexity, emotion and resource requirements. Crosslisted with: FDMA 2381.

ENGL 2382. Narrative: Principles of Story Across the Media
3 Credits (3)
Examines the various strategies of written and visual storytelling, narrative structure and its principal components (plot, theme, character, imagery, symbolism, point of view) with an attempt to connect them to elements of contemporary forms of media expression, including screenwriting, playwriting, writing for documentaries and animation, etc. Crosslisted with: FDMA 2382.
ENGL 2520G. Film as Literature
3 Credits (3+3P)
The purpose of this course is to teach students how to analyze film as a visual text. Students will learn to analyze films, film techniques, eras, and genres. Students will also identify significant trends and developments in film-making, examining the ways in which film reflects and creates cultural trends and values.

ENGL 2521. The Bible as Literature
3 Credits (3)
Develops informed readings of Hebrew and Christian scriptures. Emphasizes understanding Biblical literary forms, techniques, themes; historical, cultural contexts for interpretation; authorship, composition, audience for individual books; development of Biblical canon.

ENGL 2610. American Literature I
3 Credits (3)
This course surveys American literature from the colonial period to the mid-nineteenth century. This course provides students with the contexts and documents necessary to understand the origins of American Literature and the aesthetic, cultural, and ideological debates central to early American culture.

ENGL 2620. American Literature II
3 Credits (3)
This course surveys American literature from the mid-nineteenth-century to the contemporary period. This course provides students with the contexts and documents necessary to understand American literature and the aesthetic, cultural, and ideological debates central to American culture.

ENGL 2630. British Literature I
3 Credits (3)
This course offers a study of British literature from its origins in Old English to the 18th century. This course covers specific literary works--essays, short stories, novels, poems, and plays--as well as the social, cultural, and intellectual currents that influenced the literature.

ENGL 2640. British Literature II
3 Credits (3)
This course offers a study of British literature from the 18th century to the present. This course covers specific literary works--essays, short stories, novels, poems, and plays--as well as the social, cultural, and intellectual currents that influenced the literature.

ENGL 2650G. World Literature I
3 Credits (3)
In this course, students will read representative world masterpieces from ancient, medieval and Renaissance literature. Students will broaden their understanding of literature and their knowledge of other cultures through exploration of how literature represents individuals, ideas and customs of the world cultures. The course focuses strongly on examining the ways literature and culture intersect and define each other.

ENGL 2996. Special Topics
1-3 Credits
Emphasis on a literary and/or writing subject chosen for the semester. Repeatable for an unlimited credit under different subtitles.

ENGR-ENGINEERING (ENGR)

ENGR 100G. Introduction to Engineering
3 Credits (2+3P)
An introduction to the various engineering disciplines, the engineering approach to problem solving, and the design process. Projects emphasize the importance of teamwork, written & oral communication skills, as well as ethical responsibilities. May be repeated up to 3 credits.
Prerequisite(s)/Corequisite(s): MATH 1220G or above.

ENGR 100GH. Introduction to Engineering Honors
3 Credits (2+3P)
An introduction to the various engineering disciplines, the engineering approach to problem solving, and the design process. Projects emphasize the importance of teamwork, written & oral communication skills, as well as ethical responsibilities. May be repeated up to 3 credits. Crosslisted with: ENGR 100.
Prerequisite(s)/Corequisite(s): MATH 1220G or above.

ENGR 110. Introduction to Engineering Design
3 Credits (2+3P)
Sketching and orthographic projection. Covers detail and assembly working drawings, dimensioning, tolerance specification, and design project

ENGR 111. Mathematics for Engineering Applications
3 Credits (3)
An introduction to engineering mathematics and basic programming skills needed to perform elementary data manipulation and analysis. Consent of Instructor required.
Prerequisite(s)/Corequisite(s): MATH 1250G. Prerequisite(s): MATH 1220G.

ENGR 198. Special Topics in Engineering
1-3 Credits
Directed individual study of topics in engineering. Written reports covering work required. May be repeated for a maximum of 6 credits. Restricted to engineering majors. Graded S/U.
Prerequisite: consent of academic dean.

ENGR 233. Engineering Mechanics I
3 Credits (3)
Engineering mechanics using vector methods. Force systems, resultants, equilibrium, distributed forces, area moments, and friction.
Prerequisite(s)/Corequisite(s): PHYS 1310G. Prerequisite(s): MATH 1521G or MATH 1521H.

ENGR 234. Engineering Mechanics II
3 Credits (3)
Kinetics of particles, kinematics and kinetics rigid bodies, systems of particles, energy and momentum principles, and kinetics of rigid bodies in three dimensions.
Prerequisite(s)/Corequisite(s): MATH 2530G. Prerequisite(s): M E 236, C E 233, or ENGR 233.

ENTR-ENTREPRENEURSHIP

ENTR 1110. Entrepreneurship
3 Credits (3)
Introduces students to the concept of entrepreneurship and to the process of business startups.
Prerequisite(s): BUSA 1110.
ENVS-ENVIRONMENTAL SCIENCE

ENVS 1110G. Environmental Science I
4 Credits (3+2P)
Introduction to environmental science as related to the protection, remediation, and sustainability of land, air, water, and food resources. Emphasis on the use of the scientific method and critical thinking skills in understanding environmental issues.

ENVS 2111. Environmental Engineering and Science
3 Credits (3)
Principles in environmental engineering and science: physical chemical systems and biological processes as applied to pollution control. Restricted to: Main campus, Alamogordo campus, Grants campus, Carlsbad campus. Crosslisted with: C E 256. Prerequisite(s): CHEM 1215G and MATH 1511G or higher

ENVS 2111L. Environmental Science Laboratory
1 Credit (1)
Laboratory experiments associated with the material presented in ENVS 2111. Same as C E 256 L. Corequisite(s): ENVS 2111.

EPWS-ETMLGY/PLNT PTHLGY/WD SCI (EPWS)

EPWS 1110. Applied Biology
3 Credits (3)
Introduction to applied biology and ecology focusing on insects, plants and pathogens in natural areas, crops and urban settings. EPWS 1110L is strongly recommended to take in the same semester. May be repeated up to 3 credits. Restricted to Las Cruces campus only.

EPWS 1110L. Applied Biology Lab
1 Credit (1)
Study of applied biology and ecology of insects, plants and pathogens in natural areas, crops, and urban settings. EPWS 1110 strongly recommended to take in the same semester. May be repeated up to 1 credits. Restricted to Las Cruces campus only.

EPWS 2996. Special Topics
1-4 Credits
Specific subjects and credits to be announced in the Schedule of Classes. Maximum of 4 credits per semester and a grand total of 9 credits.

FCST-FAMILY AND CHILD STUDIES

FCST 1130. Interpersonal Skills in Intimate Relationships
3 Credits (3)
Developing social skills within friendships, dating relationships, marriage, parenting, and families. May be repeated up to 3 credits. Restricted to Las Cruces and Dona Ana campuses.

FCST 2110. Infancy and Early Childhood in the Family
3 Credits (3)
Research and theory relevant to prenatal development and the physical, mental, and socio-emotional development of the child from birth to age five. Attitudes, knowledge, and skills needed for working with young children and their families. Restricted to Las Cruces campus only.

FCST 2120. Middle Childhood Development in the Family
3 Credits (3)
Research and theory relevant to the physical, mental, social, and emotional development of the child from age five to age twelve. Attitudes, knowledge, and skills related to working with school-age children in the family system. Observation in a variety of settings may be required. Restricted to Las Cruces campus only.

FCST 2135. Adolescent Development and the Family
3 Credits (3)
Research and theory relevant to the physical, mental, social, and emotional development of children ages 12 to 18. Attitudes, knowledge, and skills related to working with adolescents in the family system. Observation in a variety of settings may be required. Restricted to Las Cruces campus only.

FCST 2140. Adult Development and Aging
3 Credits (3)
Research and theory related to the physical, mental, social, and emotional development of older adults. Attitudes, knowledge, and skills related to working with older adults in the family system, including normative, and nonnormative transitions. Restricted to Las Cruces campus only.

FDMA-FILM & DIGITAL MEDIA ARTS

FDMA 1110. Film History
3 Credits (3)
This course surveys the history of cinema -investigating the process by which the original “cinema of attractions” evolved into a globally dominant form of visual storytelling. We will explore the development of cinema both as an art form and as an industry, and consider the technological, economic, cultural factors, and key international movements that shape it.

FDMA 1120. Desktop Publishing
3 Credits (2+2P)
This course is designed to teach introductory skills for designing and creating publications and presentations with layout software. The course will focus on graphics and typographic design, fonts, and other skills for print and web publishing.

FDMA 1210. Digital Video Production I
3 Credits (2+4P)
An introduction to digital video production. Students learn camera operation, lights and audio equipment. Hands-on production is completed in the studio and on location.
FDMA 1220. Introduction to Digital Video Editing
3 Credits (3)
In this course, students learn the basics of the post-production process for non-linear video editing. Students will work with video formats and create short movies for multiple distribution platforms. Skills include media management and professional terminology.
Prerequisite(s)/Corequisite(s): FDMA 2382.

FDMA 1260. Introduction to Digital Media
1-3 Credits (1-3)
Explores concepts of how text, graphics, sound, images and video come together in a digital media program and researching new trends and current issues related to media applications and design. Students will be involved in teamwork, communication and workplace interaction simulation. May be repeated up to 12 credits. Restricted to Community Colleges campuses only.

FDMA 1360. Web Design I
3 Credits (2+2P)
This course provides an introduction to web development techniques, theory, and design. Students will learn HTML, CSS application, and strategies for effective site navigation and design, along with industry standard web editing software to develop various websites. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): ARTS 1520 OR FDMA 1515.

FDMA 1410. Audio Production I
3 Credits (2+2P)
Students will learn about and apply essential tools and techniques in analog and digital audio production. Topics include acoustic science, microphones, recording and mixing techniques, analog and digital audio hardware and software, including, multi-track, computer-based recording and editing systems. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 1210 and FDMA 2410.

FDMA 1415. Principles of Sound
3 Credits (2+2P)
The creation of a professional quality original media soundtrack is possible for relatively low production/post production cost. This class is designed to give the student and overview of creating sound for a variety of digital media. Topics include acoustic principles, sound design, audio hardware, recording techniques; and editing, processing, and multi-track mixing, using software applications. Restricted to: Community Colleges only.
Prerequisite(s)/Corequisite(s): FDMA 1220.

FDMA 1510. Introduction to 3D Animation
3 Credits (3)
This course provides an overview of 3D animation production processes. Students will be introduced to basic story development and the creation of computer-generated assets and cinematic sequences. The course will survey specialty areas of digital animation and various software and techniques applied in entertainment and information media. Students will review and critique other’s animation, as well as plan and produce original animation for review by classmates and as part of a CGI demo reel.
Prerequisite(s): FDMA 2382 or FDMA 2381 or consent of instructor.

FDMA 1515. Introduction to Digital Image Editing - Photoshop
3 Credits (2+2P)
In this course, students will learn how to use the tools in Adobe Photoshop to create new images and edit existing images. Tools used will include selections, layers, and adjustments, among other pixel editing tools. Basic composition and output will be emphasized in all projects. May be repeated for a maximum of 6 credits.

FDMA 1531. Evolution of Electronic Games
3 Credits (2+2P)
Focus on the evolution of video games and how they have shaped mainstream entertainment. May be repeated up to 6 credits.

FDMA 1535. Introduction to Illustrator
3 Credits (2+2P)
Students receive instruction on vector graphics creation using vector illustration software. The students will create professional-quality artwork for print publishing and multimedia graphics. Instruction includes creating and manipulating basic shapes, drawing with the pen tool, using various brushes, working with type and preparing graphics for web, print, and digital publication. May be repeated for a maximum of 6 credits.

FDMA 1536. Advanced Computer Illustration
3 Credits (2+2P)
Advanced techniques in 2D vector drawing and fundamentals of 3D illustration for use in print, web, and multimedia applications. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1535.

FDMA 1545. Introduction to Photography & Digital Imaging
3 Credits (2+2P)
This course is a study of the principles and techniques of photography using digital equipment, and discusses how digital cameras, imaging editing, and technology have changed the world of photography. Students will learn about studies in resolution, lighting, software, editing, printing, and web applications. They will gain fundamental knowledge in the rapidly expanding technology of photography and imaging, and be able to incorporate the knowledge into all areas of digital graphics.

FDMA 1555. Introduction to the Creative Media Industry
3 Credits (3)
This class is an introductory course for students who are beginning their understanding of Media and how it affects them and our society. It offers a broad-stroked view of the entire industry including Marketing, Production, History, Jobs, Design, Architecture, New Media Literacy, and industry standards. Students will listen to experts in the field, get involved in open discussions about the industry and use new information to complete hands-on individual & group assignments.

FDMA 1630. Principles of Design
3 Credits (2+2P)
This course will explore how we see and use visuals to communicate information. Students will develop critical thinking skills in applying concepts of basic design principles. Students will apply the concepts with hands-on and analysis assignments. These concepts will then be applied to design for advertising, print, digital media, and web design. The business of design will also be covered with emphasis on client relations and networking Restricted to: Community Colleges only. Prerequisite(s): FDMA 1535

FDMA 1710. 2D Animation
3 Credits (2+2P)
Concepts and techniques in storyboarding and creating interactive 2D animations for web, multimedia and video.
Prerequisite(s): FDMA 1535.
FDMA 1715. 2-D COMPOSING & FX
3 Credits (3)
The purpose of this course is to familiarize students with the powerful compositing and special effects tools of Adobe After Effects for 2D, traditional animation. Students will learn how to assemble an existing un-rendered animation into a final piece with advanced 3D lighting, spacing, and digital effects so that it can achieve a dynamic, professionally rendered look. Restricted to Las Cruces campus only.

FDMA 1720. 3-D Character Design
3 Credits (2+4P)
Focus on designing a character and then taking that design and building it in 3D using intermediate modeling techniques. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1510 or FDMA 2530.

FDMA 1996. Selected Topics
1-4 Credits (1-4)
Specific titles to be announced in the Schedule of Classes. May be repeated for a maximum of 18 credits. Restricted to Community Colleges campuses only.

FDMA 2111. Environmental Scene Design
3 Credits (2+4P)
Modeling design techniques used to create environments and scenes for use in animated films and games. Investigation of both natural and architectural environments to be recreated in the virtual world.
Prerequisite(s): FDMA 1510 or FDMA 2530.

FDMA 2120. Film Crew I/ Introduction to Film and Media Workflow
9 Credits (9)
An introduction to the film industry. This class teaches film production processes, film crew hierarchy, film production set-safety and etiquette and provides hands-on training in industry standard film production equipment. Students complete the semester by participating as a below-the-line crew member on a short film. Restricted to: Community Colleges only.

FDMA 2125. Film Crew II
9 Credits (9)
The second course designed to train students to become working members of film crews. It will be taught by working film professionals. Content will be lecture and hands-on. Students complete the semester by working as part of an actual film crew as below-the-line and above-the-line crew members. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 1510.

FDMA 2144. Pre-production Management
3 Credits (2+2P)
Pre-production planning paperwork breakdowns, budgeting, and scheduling; taking a project from start to finish from a producers standpoint.
Prerequisite(s): FDMA 1210.

FDMA 2150. Desktop Publishing II
3 Credits (2+2P)
This class will enhance and build upon student layout/design skills developed in the Introduction to Desktop Publishing course, incorporating intermediate to advanced concepts in typography and layout design. Upon completion of this course, students will be able to use page layout software to prepare a variety of documents for presentation and critique, including newsletters, instructional flyers, and other complex design/typographic pieces. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1120.

FDMA 2210. Digital Video Production II
3 Credits (2+2P)
Advanced techniques of the tools and application of professional film making. May be repeated for a maximum of 6 credits.
Prerequisite: FDMA 1210.

FDMA 2235. Music Production Master
3 Credits (2+2P)
Advanced digital audio post production and recording techniques using current entertainment industry-standard software and hardware. Restricted to: Community Colleges only.
Prerequisite(s): FDMA 1415 and FDMA 2410.

FDMA 2241. Advanced Camera Techniques
3 Credits (2+2P)
Professional camera techniques and training for electronic news gathering and studio filmmaking. Utilizes high-end handheld shooting techniques, cranes, dollies, and steadicam training. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1210.

FDMA 2285. Digital Video Production and Editing II
3 Credits (2+2P)
Advanced features of digital video, audio/music, and titling production software. Included are color correction, vector scopes, motion effects, and advanced editing techniques used by filmmakers. Restricted to Community Colleges campuses only. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1220.

FDMA 2287. Digital Design Studio
1-3 Credits
A design studio environment in which students obtain real-world experience while providing service to college and non-profit associations with faculty supervision using a variety of media. Can be used with permission to fulfill cooperative requirement. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1630 or ARTS 1712.

FDMA 2310. History of Cinema I
3 Credits (3)
This course surveys the history of cinema - investigating the process by which the original "cinema of attractions" evolved into a globally dominant form of visual storytelling. We will explore the development of cinema both as an art form and as an industry, and consider the technological, economic, cultural factors, as well as many key international movements that helped shape it. Restricted to: G-CMI, DFM, ANVE majors.

FDMA 2311. History of Animation
3 Credits (3)
Explores the history of Animation as an art form and industry through readings, screenings, lecture and periodic guest speakers. Restricted to: G-CMI, ANVE, DFM majors. Restricted to Las Cruces campus only.

FDMA 2312. History of Media Design
3 Credits (3)
An introduction to the principles of design history and theory within a chronological framework of historical and emerging media.
FDMA 2325. Advanced Photoshop
3 Credits (2+2P)
This course expands on the Photoshop skill set to develop proficiency with selections, masking, channels, filters, color correction, painting tools, vector integration, video, special effects, and compositing techniques. The focus is on the core image-editing tools of Photoshop that can be universally applied to photography, print, film or the web. The material is covered in production-oriented projects and students develop work suitable for portfolios. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1515.

FDMA 2326. Digital Photography and Imaging II
3 Credits (2+2P)
Provide understanding and skills needed for advanced digital capture, editing, optimizing and manipulating photographic images for print, web and multimedia applications. The course will prepare students to make more advanced technical and more refined aesthetic decisions relative to specific photographic applications. Restricted to: Alamogordo campus, Carlsbad campus, Dona Ana campus.
Prerequisite(s): FDMA 1545.

FDMA 2360. Web Design II
3 Credits (2+2P)
In this course, students will refine their skills in coding and web graphic design as well as be introduced to methods in constructing sites that adhere to the standards of responsive web design. Students will expand their knowledge of HTML and CSS using a code editor, and they will both analyze existing websites and also construct an interactive website. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1360.

FDMA 2365. Web Design for Small Business
3 Credits (2+2P)
Technology and techniques for designing and building a web presence for small business. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): FDMA 1360.

FDMA 2370. Advanced Web Techniques
3 Credits (2+2P)
Creating and managing complex web sites using advanced techniques and tools. May be repeated for a maximum of 6 credits. Restricted to Community Colleges only.
Prerequisite(s): FDMA 1515 and FDMA 2360.

FDMA 2381. Storyboarding
3 Credits (3)
Examines effective writing principles to create storyboards that communicate the overall picture of a project, timing, scene complexity, emotion and resource requirements. Further, the purpose of this course is to introduce students to the principles of visual storytelling—in film—through the use of the storyboard. In other words, to show how storyboards are critical ‘architectural component’ of the filmmaking process, used as a blueprint (or guide) to communicate the complex elements of a film story. Crosslisted with: ENGL 2381. Restricted to: DFM,ANVE, G-CMI majors. Restricted to Las Cruces campus only.

FDMA 2382. Principles of Story Across the Media
3 Credits (3)
The purpose of this course is to help students understand the basic elements of narrative structure (e.g. character, dramatic conflict, theme, etc.) and how these elements may be used effectively in media expression. Crosslisted with: ENGL 2382. Restricted to: G-CMI, DFM, ANVE majors. Restricted to Las Cruces campus only.

FDMA 2410. Audio Production II
3 Credits (2+2P)
Students will use skills developed in the Audio Production I course to produce audio projects utilizing a variety of analog and digital audio hardware and software, including continued use of multi-track, computer-based recording and editing systems, as well as exploring more advanced audio techniques and concepts. Restricted to: Community Colleges only.

FDMA 2510. Introduction to Sound Design for Film
3 Credits (3)
This course is an introduction to the principles, techniques and applications of sound design and film scoring. Students learn how sound affects storytelling in a film, examine the role of sound from the script to screen, and the professional process of creating a soundtrack. Students learn how to use sound equipment in a production environment and execute basic techniques used to develop a soundtrack. Crosslisted with: FDMA 1415.
Prerequisite(s)/Corequisite(s): FDMA 2382. Restricted to: DFM,ANVE majors. Restricted to Las Cruces campus only.

FDMA 2520. Introduction to Cinematography
3 Credits (3)
The Director of Photography (or Cinematographer), in close collaboration with the Director and Production Designer, helps determine the look of a film. This course is designed to introduce students to the technical and aesthetic fundamentals of creating, developing, and collaborating on the visual elements of storytelling, using camera framing, lensing, and lighting fundamentals such as shadows, light and color. May be repeated up to 6 credits. only. Prerequisite(s)/Corequisite(s): FDMA 2382 (Las Cruces Campus) or FDMA 1210 (Community College Campus(es)

FDMA 2530. Introduction to 3D Modeling
3 Credits (3)
This course will introduce 3D modeling methods and current practices. Students will learn preliminary and detailed modeling techniques using industry standard software. Methods will emphasize formal and functional aspects of modeling as they apply to mechanical, organic, and sculpted topology for application in animation, games, and information media. May be repeated for a maximum of 6 credits.

FDMA 2535. Digital Illustration
3 Credits (3)
Introductory course examining traditional artistic expressions and translating visual art experiences into a digital art medium to enhance visual storytelling. Students acquire basic principles of drawing and painting through hands-on experience manipulating tonal value, composition, form development, light and shadow, color theory, rendering realism, and graphic design. Restricted to: DFM,ANVE majors. Restricted to Las Cruces campus only.

FDMA 2570. Creative Media Studio
3 Credits (2+2P)
A studio environment where students specialize in creating film-festival quality and portfolio-ready projects under the supervision of faculty. May be repeated for a maximum of 6 credits.
Prerequisite(s): FDMA 1210 and FDMA 1220 or FDMA 2530.
FDMA 2710. Beginning 2-D Animation
3 Credits (3)
Students will learn the basics of digital 2D animation by working through a variety of exercises, creating an original storyboard, and animating five or more shots utilizing industry standard software. Restricted to: DFM,ANVE majors. Restricted to Las Cruces campus only.

FDMA 2715. Special Effects
Prerequisite(s): FDMA 2710 or consent of instructor.
Creating advanced virtual special effects for both rigid and soft bodies. Using MEL, dynamic principles, mixing nodes, and advanced particle systems. How to drive particles over surfaces, add texture to flow, create surface tensions, and use collision events to drive texture. Study of integrating computer-generated images with real-life video and audio. Prerequisite(s): FDMA 2530 or FDMA 2765.

FDMA 2720. 3-D Animation
3 Credits (3)
Overview of the essentials and principles of 3D animation; creative methods for using industry standard tools to produce the illusion of movement for storytelling. Topics include, keyframe and curve animation, kinematics, cycle animation, camera animation, deformers, and constraints. Prerequisite(s): FDMA 1510, FDMA 2710 or consent of instructor.

FDMA 2725. Rigging for 3D Animation
3 Credits (3)
This course will introduce principles and practices of current 3D animation rigging. Students will develop fundamental methods necessary to create character rigs. Students will learn aesthetic, technical, and optimization concepts as they apply to organic and mechanical designs. Topics will include: hierarchies, constraints, deformation rigging, skeleton creation, skinning, forward and inverse kinematics, controls, body and facial rigging. Restricted to: DFM, ANVE majors. Prerequisite(s): FDMA 1510.

FDMA 2730. Advanced Character Animation
3 Credits (2+2P)
Focus on complex rigging techniques as well as utilizing advanced animation functions to blend multiple animations into complex animations. May be repeated for a maximum of 6 credits. Restricted to: Community Colleges only. Prerequisite(s): FDMA 2530.

FDMA 2735. Advanced 3D Animation Workshop A
3 Credits (2+4P)
Program capstone. Students will utilize the skills learned in the program to produce their final animation. Group integrated projects are strongly recommended to emulate a real-work animation studio environment. May be repeated for a maximum of 9 credits. Consent of instructor required. Corequisite(s): FDMA 2740.

FDMA 2740. Advanced 3D Animation Workshop B
3 Credits (2+4P)
Program capstone. Students will utilize the skills learned in the program to produce their final animation. Group integrated projects are strongly recommended to emulate a real-work animation studio environment. May be repeated for a maximum of 9 credits. Consent of instructor is required. Corequisite(s): FDMA 2735.

FDMA 2745. Light, Shade, Render
3 Credits (3)
This course will explore the theory and practice of 3D lighting and rendering methodologies. Techniques will implement cameras, lighting sources, textures, surface-mapping and algorithmic rendering to produce stylized and realistic images. Topics will include direct and indirect lighting, shaders that simulate physical substances and effects, rendering multiple passes and simulating physical lens effects. Restricted to: DFM,ANVE majors. Restricted to Las Cruces campus only. Prerequisite(s): FDMA 1510, FDMA 2530, or Consent of Instructor.

FDMA 2750. Digital Sculpting
3 Credits (3)
Introduce students to the 3D Sculpting programs which are the industry standard sculpting programs. Students will learn how to create complex high polygon sculpts and normal maps and transfer the models into 3D studio Max and Autodesk Maya. May be repeated up to 6 credits. Restricted to: Community Colleges only. Prerequisite(s): FDMA 2530.

FDMA 2755. Drawing for Animation
3 Credits (3)
Introductory study of the human and animal form in relation to animation. Students learn fundamentals and exaggeration of the figure, as related to proportion, rhythm, mechanics, and motion. Areas of focus are: basic form, proportion, shape, contour, gesture, anatomy, portraiture, perspective, clothing effects and drawing from observation. Restricted to: Community Colleges only. Prerequisite(s): FDMA 2770.

FDMA 2770. Critical Game Studies
3 Credits (2+2P)
Focus on creating a complete design document utilizing techniques and standards used in the industry today. May be repeated for up to 6 credits. Restricted to: Community Colleges only. Prerequisite(s): FDMA 2770.

FDMA 2775. Game Tools and Techniques
3 Credits (2+2P)
Focus on the different engines and gaming technologies that power the games of today. May be repeated for a maximum of 6 credits. Prerequisite(s): FDMA 2770.

FDMA 2785. Level Design Concepts
3 Credits (2+2P)
Focus on the design and creation of video game levels. Dealing with the challenges and pitfalls of different video game genres. May be repeated for a maximum of 6 credits. Prerequisite(s): FDMA 2770

FDMA 2993. Workshops (Advanced Photography-Subtitle)
1 Credit (1)
This is a series of 1-credit workshops offering specialized and intense advanced skill training and upgrading applications of photography for commercial purposes and training in photographic skills and styles presented by a variety of professional lecturers. May be repeated up to 7 credits. Restricted to Community Colleges only. Prerequisite(s): FDMA 1545.

FDMA 2994. Portfolio Design & Development
1-3 Credits
Personalized design and creation of the student’s professional portfolio including hard-copy, demo reel, and online. May be repeated up to 6 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.
FIRE 101. Firefighter I
8 Credits (6+6P)
This course will train the student to the Firefighter I level as outlined in NFPA 1001, Standard for Firefighter Professional Qualifications. Firefighter I certification issued through the New Mexico Firefighter’s Training Academy upon successful completion (IFSAC accredited). May be repeated up to 8 credits. Consent of Instructor required. Prerequisite(s): Minimum GPA of 3.0 and sophomore standing.

FIRE 102. Firefighter I and II
12 Credits (12)
This course will train the student as outlined in NFPA 1001, Fire Fighter Professional Qualifications. Firefighter I & II Certification issued through the New Mexico Firefighter’s Training Academy (NMFTA) upon successful completion [International Fire Service Accreditation Congress (IFSAC) & Pro Board accredited]. Consent of Instructor required. Prerequisite(s)/Corequisite(s): FIRE 115, FIRE 252, OEEM 103. Restricted to Dona Ana campus only.

FIRE 104. Firefighter II
8 Credits (6+6P)
This course will train the student to the Firefighter II level as outlined in NFPA 1001, Standard for Firefighter Professional Qualifications. Firefighter II certification issued through the New Mexico Firefighter’s Training Academy upon successful completion (IFSAC accredited). May be repeated up to 8 credits. Consent of Instructor required. Prerequisite(s)/Corequisite(s): FIRE 252. Prerequisite(s): FIRE 101. Restricted to Community Colleges campuses only.

FIRE 105. Advanced Firefighter
8 Credits (6+6P)
This course will train the student as outlined in NFPA 1001, Fire Fighter Professional Qualifications. Firefighter III certification issued through the New Mexico Firefighter’s Training Academy (NMFTA) upon successful completion [International Fire Service Accreditation Congress (IFSAC) & Pro Board accredited]. Consent of Instructor required. Prerequisite(s)/Corequisite(s): FIRE 252. Prerequisite(s): FIRE 102. Restricted to Community Colleges campuses only.

FIRE 106. Fire Apparatus Crew/Driver
8 Credits (6+6P)
This course will train the student as outlined in NFPA 1001, Fire Fighter Professional Qualifications. Firefighter III certification issued through the New Mexico Firefighter’s Training Academy (NMFTA) upon successful completion [International Fire Service Accreditation Congress (IFSAC) & Pro Board accredited]. Consent of Instructor required. Prerequisite(s): FIRE 252. Prerequisite(s): FIRE 104. Restricted to Community Colleges campuses only.

FIRE 108. Fire Investigation
1-4 Credits
Specific topics to be announced in the Schedule of Classes. May be repeated for a maximum of 18 credits.

FIRE 109. Fire Prevention
1-3 Credits
Individual studies directed by consenting faculty with prior approval of department head. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

FIRE 110. Fire Protection Hydraulics and Water Supply
3 Credits (3)
This course provides an overview to fire protection and emergency services including career opportunities in fire protection and related fields. The organization and function of public and private fire protection services is studied including how fire departments fit as part of local government. An overview of laws and regulations affecting the fire service is explored along with specific fire protection functions and responsibilities including basic fire chemistry and physics, introduction to fire strategy and tactics and life safety initiatives. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

FIRE 111. Fire Behavior and Combustion
3 Credits (3)
This course explores the theories and fundamentals of how and why fires start, spread, and are controlled. Restricted to: Community colleges only.

FIRE 112. Principles of Emergency Services
3 Credits (3)
This course provides an overview to fire protection and emergency services including career opportunities in fire protection and related fields. The organization and function of public and private fire protection services is studied including how fire departments fit as part of local government. An overview of laws and regulations affecting the fire service is explored along with specific fire protection functions and responsibilities including basic fire chemistry and physics, introduction to fire strategy and tactics and life safety initiatives. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

FIRE 113. Hazardous Materials Awareness and Operations
3 Credits (3)
This course will train the student to the Hazardous Materials Awareness and Operations level as outlined in NFPA 472, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents and OSHA 29 CFR 1910.120. Hazardous Materials Awareness and Operations certification issued through the New Mexico Firefighter’s Training Academy upon successful completion (IFSAC accredited). May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

FIRE 114. Fire Inspector and Plan Examiner
3 Credits (3)
This course will train students on skill requirements for becoming a safe and effective fire apparatus driver/operator. The focus will be on pump operation, construction, testing, and mathematical calculation required for effective pump operation and fire control. Responsibilities of the driver/operator will be taught and assessed consistent with applicable NFPA standards and the New Mexico Firefighters’ Training Academy (NMFTA) guidelines. Students who meet all course requirements will be eligible for International Fire Service Accreditation Congress (IFSAC) certification through the NMFTA. Consent of Instructor required. Restricted to Community Colleges campuses.

FIRE 115. Hazardous Materials Awareness and Operations
3 Credits (3)
This course will train the student to the Hazardous Materials Awareness and Operations level as outlined in NFPA 472, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents and OSHA 29 CFR 1910.120. Hazardous Materials Awareness and Operations certification issued through the New Mexico Firefighter’s Training Academy upon successful completion (IFSAC accredited). May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

FIRE 116. Fire Apparatus Driver/Operator
3 Credits (3)
This course will train students on skill requirements for becoming a safe and effective fire apparatus driver/operator. The focus will be on pump operation, construction, testing, and mathematical calculation required for effective pump operation and fire control. Responsibilities of the driver/operator will be taught and assessed consistent with applicable NFPA standards and the New Mexico Firefighters’ Training Academy (NMFTA) guidelines. Students who meet all course requirements will be eligible for International Fire Service Accreditation Congress (IFSAC) certification through the NMFTA. Consent of Instructor required. Restricted to Community Colleges campuses.

FIRE 117. Fire Investigation
3 Credits (3)
This course will train the student to the Hazardous Materials Awareness and Operations level as outlined in NFPA 472, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents and OSHA 29 CFR 1910.120. Hazardous Materials Awareness and Operations certification issued through the New Mexico Firefighter’s Training Academy upon successful completion (IFSAC accredited). May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

FIRE 118. Fire Protection Hydraulics and Water Supply
3 Credits (3)
This course will train the student to the Hazardous Materials Awareness and Operations level as outlined in NFPA 472, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents and OSHA 29 CFR 1910.120. Hazardous Materials Awareness and Operations certification issued through the New Mexico Firefighter’s Training Academy upon successful completion (IFSAC accredited). May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

FIRE 119. Fire Behavior and Combustion
3 Credits (3)
This course explores the theories and fundamentals of how and why fires start, spread, and are controlled. Restricted to: Community colleges only.

FIRE 120. Fire Protection Hydraulics and Water Supply
3 Credits (3)
This course will train students on skill requirements for becoming a safe and effective fire apparatus driver/operator. The focus will be on pump operation, construction, testing, and mathematical calculation required for effective pump operation and fire control. Responsibilities of the driver/operator will be taught and assessed consistent with applicable NFPA standards and the New Mexico Firefighters’ Training Academy (NMFTA) guidelines. Students who meet all course requirements will be eligible for International Fire Service Accreditation Congress (IFSAC) certification through the NMFTA. Consent of Instructor required. Restricted to Community Colleges campuses.

FIRE 121. Fire Investigation
3 Credits (3)
This course will train the student to the Hazardous Materials Awareness and Operations level as outlined in NFPA 472, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents and OSHA 29 CFR 1910.120. Hazardous Materials Awareness and Operations certification issued through the New Mexico Firefighter’s Training Academy upon successful completion (IFSAC accredited). May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

FIRE 122. Fire Behavior and Combustion
3 Credits (3)
This course explores the theories and fundamentals of how and why fires start, spread, and are controlled. Restricted to: Community colleges only.
FIRE 128. Apparatus and Equipment
2 Credits (2)
The course will train students on attitude and skill requirements for becoming a safe and effective fire apparatus driver/operator. The focus will be on apparatus inspection, operation, maintenance, and specification. Responsibilities of the driver/operator will be taught and assessed consistent with applicable NFPA standards and the New Mexico Firefighter's Training Academy (NMFTA) guidelines. Students pursuing certification must possess a current and valid New Mexico driver's license. Students who meet all course requirements will be eligible for International Fire Service Accreditation Congress (IFSAC) certification through the NMFTA. Restricted to Community Colleges campuses only.

FIRE 130. Principles of Fire and Emergency Services Safety and Survival
3 Credits (3)
This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services. Consent of instructor required. Restricted to: Community colleges only.

FIRE 200. Special Topics
1-12 Credits (1-12)
Specific subjects to be announced in the Schedule of Classes. Course may be repeated for credit as topics change. May be repeated up to 12 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.

FIRE 201. Independent Study
1-3 Credits
Research on an approved topic to meet graduation requirements. Meets or exceeds NFPA standards. May be repeated for total of 9 credits. Prerequisite: consent of instructor.

FIRE 202. Wildland Fire Control
1-3 Credits
Focuses on factors affecting wildland fire control and prevention, fire behavior, control techniques, command structure and other operations including Standards for Survival I-100, S-130 and S-190 Meets or exceeds NWCG Training Curriculum and NFPA 1051 standards. Restricted to: Community Colleges Only.

FIRE 203. Fire and Emergency Services Administration
3 Credits (3)
This course will provide students entry-level training in company operations and administration at the first-line supervisory level. The student will learn how to effectively manage human resources and community/public relations. Students will learn about fire department organization and administration; including budgets, reports, and planning. Students will learn the process involved in fire inspection, investigation, public education, emergency service delivery, and safety, per NFPA Standard 1021, Fire Officer Professional Qualifications. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

3 Credits (3)
This course provides the components of building construction related to firefighter and life safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at emergencies. Restricted to: Community colleges only.

FIRE 220. Cooperative Experience I
1-3 Credits
Supervised cooperative work program. Student is employed in an approved occupation and rated by the employer and instructor. May be repeated for a maximum of 6 credits. Graded S/U. Prerequisite: consent of instructor.

FIRE 221. Cooperative Experience II
3 Credits (3)
Apply advanced firefighting knowledge and skills while working with fire protection agencies. Meets or exceeds NFPA standards. Consent of instructor required. Graded: S/U. Restricted to: Community Colleges only. Prerequisite(s): FIRE 220.

FIRE 223. Fire Investigations I
3 Credits (3)
This course meets the requirements set forth in NFPA 1033 Professional Qualifications for Fire Investigator. This course will give a comprehensive understanding of the principles of fire investigation, scene examination, documentation, evidence collection/preservation, interview techniques, and post-incident investigations. Student who meet all course requirements are eligible for International Fire Service Accreditation Congress (IFSAC) certification through New Mexico Firefighters' Training Academy (NMFTA). Restricted to Community Colleges campuses only.

FIRE 224. Strategy and Tactics
3 Credits (3)
Provides an in-depth analysis of the principles of fire control through utilization of personnel, equipment and extinguishing agents on the fire ground. Covers the development of systematic action plans for emergency situations. Includes recognizing and prioritizing emergency scene needs and developing related strategies, tactics and contingencies. Educates students on how resources should be deployed to implement those plans. Restricted to Community Colleges campuses only.

FIRE 225. Fire Protection Systems
3 Credits (3)
This course provides information relating to the features and design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers. Restricted to: Community Colleges only.

FIRE 230. Fire Service Instructor
3 Credits (3)
Provides the instructor candidate with methods and techniques of instruction including oral communications, preparing lesson plans, writing performance objectives, use of audio and other training aids, and the selection, evaluation and preparation of performance tests. Meets and exceeds NFPA 1041 Level I standards. Restricted to: Community Colleges only.

FIRE 232. Firefighter Internship
3 Credits (3)
Application of knowledge, skills and abilities in a fire service department, as a firefighter intern and integrated member of a fire affiliated agency. Restricted to majors. Prerequisites: FIRE 101, FIRE 102, FIRE 115, FIRE 202 and EMT-B and consent of instructor.
FIRE 233. Practical Approach to Terrorism
3 Credits (3)
Gives responder an overall safety approach in recognizing and responding to incidents involving terrorism. Presents an overview in types of harm, explosive weapons, chemical weapons, biological weapons and radiological weapons. Restricted to: Community Colleges only. Crosslisted with: LAWE 233

FIRE 252. Vehicle Extrication
2 Credits (1+2P)
This course will train the student to the Vehicle & Machinery Extrication level I as outlined in NFPA 1006, Standard for Technical Rescuer Professional Qualifications. Vehicle & Machinery Extrication certification issued through the New Mexico Firefighter’s Training Academy upon successful completion (IFSAC accredited). May be repeated up to 2 credits. Restricted to Community Colleges campuses only.

FREN-FRENCH (FREN)

FREN 1110. French I
4 Credits (4)
Intended for students with no previous exposure to French, this course develops basic listening, speaking, reading, and writing skills aiming toward the ACTFL novice-high level. This is an introductory course designed to teach the student to communicate in French in everyday situations and to develop an understanding of French and Francophone cultures through the identification of cultural products and practices, of cultural perspectives, and the ability to function at a survival level in an authentic cultural content. This course will also develop the student’s sense of personal and social responsibility through the identification of social issues.

FREN 1120. French II
4 Credits (4)
A continuation of French 1, students will develop a broader foundation in skills gained during the first semester, including understanding, speaking, reading and writing French aiming toward the ACTFL intermediate-low level. This course is designed to increase student fluency in French as applied to everyday situations. Students will also learn to recognize and understand various French and Francophone products, practices, and perspectives, identifying common cultural patterns, describing basic cultural viewpoints, and further developing their sense of personal and social responsibility through the investigation of cultural issues. 
Prerequisite(s): C or better in FREN 1110.

FREN 2110. French III
3 Credits (3)
In this third semester course, students will continue to develop a broader foundation in skills gained during the first year, including understanding, speaking, reading and writing French aiming toward the ACTFL intermediate-mid level. This course is designed to teach the student to communicate in a more sustained way in areas of personal interest and in everyday situations. Students will engage in and analyze various French and Francophone products, practices, and perspectives, as well as continue to develop their sense of personal and social responsibility through comparison and contrast of cultural perspectives.
Prerequisite(s): C or better in FREN 1120.

FREN 2120. French IV
3 Credits (3)
In this fourth semester course, students will continue to broaden and refine skills gained during previous semesters, including understanding, speaking, reading and writing French aiming at the ACTFL intermediate-high level. This course is designed to teach the student to communicate in a more sustained way in situations that go beyond the everyday. Students will evaluate various French and Francophone products, practices, and create ways to demonstrate their sense of personal and social responsibility through participation in cultural interaction.
Prerequisite(s): C or better in FREN 2110.

FSTE-FOOD SCIENCE & TECHNOLOGY
(FSTE)

FSTE 1110G. Introduction to Food Science and Technology
4 Credits (3+2P)
An introductory course in the scientific study of the nature and composition of foods and their behavior during all aspects of their conversion from raw materials to consumer food products.

FSTE 1120. ACES in the Hole Foods I
4 Credits (4)
Food production activities related to operation of ACES in the Hole Foods, a student-run food company that will give FSTE majors hands-on experience in all aspects of developing, producing and marketing food products Restricted to Las Cruces campus only.
Prerequisite(s): Students enrolled in this class must possess A Food Handler Card.

FSTE 2110G. Food Science I
4 Credits (3+2P)
The scientific study of the principles involved in the preparation and evaluation of foods. May be repeated up to 4 credits.

FSTE 2120. ACES in the Hole Foods II
4 Credits (3+2P)
Food production activities related to operation of ACES in the Hole Foods, a student-run food company that will give FSTE majors hands-on experience in all aspects of developing, producing and marketing food products. May be repeated up to 4 credits.
Prerequisite(s): FSTE 1120 and Have a Food Handler Card.

FSTE 2130G. Survey of Food and Agricultural Issues
3 Credits (3)
Survey of food and agricultural issues, including: geography of food production and consumption; human-agricultural-natural-resource relations; agriculture in the United States and abroad; modern agribusiness; food safety; food, agriculture, and natural resources policy; ethical questions; role and impact of technology. Crosslisted with AEEC 2130G.

FSTE 2996. Special Topics
1-4 Credits
Specific topics and credits to be announced in the Schedule of Classes. Maximum of 4 credits per semester and a grand total of 9 credits.
FWCE-FISH,WILDLF,CONSERV ECOL (FWCE)

FWCE 1110G. Introduction to Natural Resources Management
4 Credits (3+2P)
This class covers historical and current issues affecting the management of renewable natural resources with an emphasis on water, soil, rangeland, forest, fish, and wildlife resources. An emphasis is placed on the scientific method and critical thinking. In the laboratory students collect and analyze field data on topics covered above and write up each unit as a laboratory report.

FWCE 1120. Contemporary Issues in Wildlife and Natural Resources Management
3 Credits (3)
Ecological, socioeconomic, and political issues surrounding the management of our natural resources with an emphasis on fish and wildlife resources.

FWCE 2110. Principles of Fish and Wildlife Management
3 Credits (3)
Basic principles of fish and wildlife management including history, ecology, economics, and policy. Emphasis on wildlife and fisheries. Uses an ecosystem approach integrating living and nonliving resources.
Prerequisite(s): FWCE 1110G.

FYEX-FIRST YEAR EXPERIENCE

FYEX 1110. First-year Seminar
1-3 Credits
This course is designed to help students achieve greater success in college and in life. Students will learn many proven strategies for creating greater academic, professional, and personal success. Topics may include career exploration, time management, study and test-taking strategies to adapt to different learning environments, interpersonal relationships, wellness management, financial literacy, and campus and community resources.

FYEX 1112. The Freshman Year Experience
3 Credits (3)
An introduction to the university and its resources; emphasis on development of academic and personal skills that enable freshmen to become successful learners. Restricted to: Main campus only.
Prerequisite(s): Freshman Standing Only.

FYEX 1116. Managing Your Money
1 Credit (1)
Principles and strategies for effective money management. Includes financial goal setting, both short and long term. Explores the relationship between career and income earning potential. Explores issues of credit and debt management and prevention of identity theft.

FYEX 1117. Financial Literacy Money Matters
2 Credits (2)
This course will cover a variety of financial literacy topics ranging from budgeting to student loan repayment. This course is designed to assist students in becoming more financially literate. Restricted to Las Cruces campus only.

FYEX 1130. Academic Skills for Mathematics
1-3 Credits (1-3)
Emphasis on study skills for success in math, up to the calculus level, tailored to meet individual student needs. Topics include test preparation strategies, efficient time management and practice methods, and introduction to and practice with learning software. Consent of instructor required.

FYEX 1131. Personal Learning Skills I
1-3 Credits
Individualized programs for self-improvement in skill areas necessary for academic success in the university environment. Each course to bear an appropriate subtitle. May be repeated up to 3 credits. Graded S/U.

FYEX 1132. Academic and Personal Effectiveness
2 Credits (2)
Learn academic self-analysis skills through the application of study and learning techniques to current course demands. Exposure to a variety of topics which enhance university and life-long learning.

FYEX 1133. Academic Reading and Study Skills
1-4 Credits
Introduction to and practice with strategies for effective reading and studying at the college level. Provides laboratory.

FYEX 1134. Speed Reading
1 Credit (1)
Introduction to strategies and techniques for increasing reading rate and comprehension related to academic areas.

FYEX 1140. Career Exploration
1 Credit (1)
Survey of careers possible with community college associate degrees. Information on how to make a career choice.

FYEX 1141. Career Explorations and Planning
1 Credit (1)
This course is designed to increase the likelihood that individuals will successfully navigate the challenges they face when making college major and related career choices. Restricted to Las Cruces campus only.

FYEX 1160. Tutorial
1-3 Credits
Development of specific skills required for college courses, such as note-taking, listening, and test-taking. To be taken in conjunction with a regular designated college course.

FYEX 1170. NMSU Gospel Choir
1 Credit (1)
Students will gain performance experience and exposure to urban contemporary gospel music. Open to all majors. May be taken for unlimited credit. Restricted to: Main campus only.
FYEX 1995. Preparing for Cooperative Education & Internship
1 Credit (1)
The Cooperative Education Course provides students with a comprehensive overview of career-related topics designed to assist with securing Cooperative Education and Internship employment. Students learn about philosophies and approaches to resumes, cover letters, interviewing, job searching, networking, and professionalism. A primary focus of the course is on experiential learning where students have opportunities to practice and implement course concepts including interviewing, networking, job searching, and document creation. In addition to exploring topics related to Cooperative Education and Internship, the course is designed to provide students with tools and strategies for successfully navigating the transition from student to employee. Graded: S/U Grading (S/U, Audit). Restricted to Las Cruces campus only.

FYEX 1996. Special Topics
1-4 Credits
Covers specific study skills and critical thinking topics. Specific sub-titles to be listed in the Schedule of Classes. May be repeated for a maximum of 8 credits.

FYEX 2111. Critical Thinking Skills
3 Credits (3)
Introduction to critical thinking processes. Develops higher order thinking necessary to evaluate clearly, logically, and accurately one's academic and life experiences. Practical emphases on expressive thinking and perspectives. Prerequisite(s): CCDE 110 N

FYEX 2994. Prior Learning: Professional Portfolio
1-6 Credits
Creating a portfolio that outlines professional and educational experiences. Life skills and education learned through workplace training and non-traditional education experiences will be evaluated for consideration of awarding college credit. Students will draft a life history paper, prepare a professional resume, assemble supporting documentation and evidence in support of their petition to receive college credit for prior learning. CULminating activities will include an oral presentation of the portfolio contents. Graded S/U. Prerequisite(s): CCDE 110 N or equivalent.

GENE-GENETICS (GENE)
GENE 1110. Experimental Systems in Genetics
1 Credit (1)
Survey of molecular, biochemical, organismal, and computer science based approaches to investigate how genes determine important traits. Historical development and topics of current interest will be discussed.

GEOG-GEOGRAPHY (GEOG)
GEOG 1110G. Physical Geography
4 Credits (3+3P)
This course introduces the physical elements of world geography through the study of climate and weather, vegetation, soils, plate tectonics, and the various types of landforms as well as the environmental cycles and the distributions of these components and their significance to humans.

GEOG 1120G. World Regional Geography
3 Credits (3)
Overview of the physical geography, natural resources, cultural landscapes, and current problems of the world's major regions. Students will also examine current events at a variety of geographic scales.

GEOG 1130G. Human Geography
3 Credits (3)
This course serves as an introduction to the study of human geography. Human geography examines the dynamic and often complex relationships that exist between people as members of particular cultural groups and the geographical 'spaces' and 'places' in which they exist over time and the world today.

GEOG 2130. Map Use and Analysis
3 Credits (2+3P)
Exploration of the cartographic medium. Development of critical map analysis and interpretation skills, and map literacy. Comprised of traditional lecture, labs, and map use projects.

GEOG 2996. Special Topics
1-3 Credits
Specific subjects to be announced in the Schedule of Classes. May be repeated for a maximum of 12 credits.

GEOL-GEOLOGY (GEOL)
GEOL 1110G. Physical Geology
4 Credits (3+3P)
Physical Geology is an introduction to our dynamic Earth introducing students to the materials that make up Earth (rocks and minerals) and the processes that create and modify the features of our planet. The course will help students learn how mountains are formed, how volcanoes erupt, where earthquakes occur, and how water, wind, and ice can shape landscapes. Students will also develop a basic understanding of the ways humans have altered the planet including our impact on natural resources and global climate change.

GEOL 1150. Introduction to Rocks and Minerals
3 Credits (2+3P)
This course is an introduction to the characteristics and the formation of the three main types of rocks, the rock-forming minerals, and important ore minerals. An outline of Plate Tectonics will give students the basis to understand how many of these rocks and minerals form. In laboratory exercises, students will gain practice in describing and identifying hand-samples of the main types of rocks and minerals. Prerequisite(s)/Corequisite(s): GEOL 1110G.

GEOL 2120. Introduction to Oceanography
4 Credits (3+3P)
This course covers aspects of geology, chemistry, physics, climatology, environmental science, and biology as they apply to the oceans. Oceanography explores the ocean in the Earth system with special emphasis on the flow and transformation of weather and energy into and out of the ocean, the physical and chemical properties of seawater, ocean circulation, marine life and its adaptations, interactions between the ocean and the other components of the Earth, and the human/societal impacts on and response to those interactions. This course provides a foundation needed for students to intelligently participate in important societal discussions that involve environmental issues. Community Colleges only. Consent of Instructor required

GEOL 2130. Introduction to Meteorology
4 Credits (3+3P)
Introduction to Earth's atmosphere and the dynamic world of weather as it happens. Working with current meteorological data delivered via the Internet and coordinated with learning investigations keyed to the current weather; and via study of select archives.
GEOL 2996. Special Topics
1-3 Credits
Specific subjects to be announced in the Schedule of Classes.
Community Colleges only. May be repeated for a maximum of 12 credits.

GNDR-WOMEN’S STUDIES

GNDR 2110G. Introduction to Women, Gender, and Sexuality Studies
3 Credits (3)
This course introduces students to key concepts, debates, and analytical tools informing Women’s, Gender, and Sexuality Studies. As an interdisciplinary field of study, Women’s, Gender, and Sexuality Studies employs academic perspectives from a range of disciplines and theoretical approaches. It also incorporates lived experience and social location into its object of analysis. Though content will vary according to the expertise and focus of the instructor, this course will develop tools through readings and assignments that critically analyze how gender and sexuality are shaped by different networks of power and social relations and demonstrate how the intersections of race, class, disability, national status, and other categories identity and difference are central to their understanding and deployment. In addition to feminist thought, areas of focus might include gender and sexuality in relation to social, cultural, political, creative, economic, or scientific discourses. This class is recommended for those with a general interest in the topic area as well as for those seeking a foundational course for further study.

GNDR 2120G. Representing Women Across Cultures
3 Credits (3)
Historical and critical examination of women’s contributions to the humanities, with emphasis on the issues of representation that have contributed to exclusion and marginalization of women and their achievements.

GRMN-GERMAN

GRMN 1110. German I
4 Credits (4)
Intended for students with no previous exposure to German, this course develops basic listening, speaking, reading, and writing skills aiming toward the ACTFL novice-mid level. This is an introductory course designed to teach the student to communicate in German in everyday situations and to develop an understanding of German cultures through the identification of cultural products and practices, of cultural perspectives, and the ability to function at a survival level in an authentic cultural content. This course will also develop the student’s sense of personal and social responsibility through the identification of social issues.

GRMN 1120. German II
4 Credits (4)
A continuation of German I, students will develop a broader foundation in skills gained during the first semester, including understanding, speaking, reading and writing German aiming toward the ACTFL novice-high level. This course is designed to increase student fluency in German as applied to everyday situations. Students will also learn to recognize and understand various German products, practices, and perspectives, identifying common cultural patterns, describing basic cultural viewpoints, and further developing their sense of personal and social responsibility through the investigation of cultural issues. 

GRMN 2110. German III
3 Credits (3)
In this third semester course, students will continue to develop a broader foundation in skills gained during the first two semesters, including understanding, speaking, reading and writing German aiming toward the ACTFL intermediate-low level. This course is designed to teach the student to communicate in a more sustained way in areas of personal interest and in everyday situations. Students will engage in and analyze various German products, practices, and perspectives, as well as continue to develop their sense of personal and social responsibility through comparison and contrast of cultural perspectives.

Prerequisite(s): C or better in GRMN 1120.

GRMN 2120. German IV
3 Credits (3)
In this fourth semester course, students will continue to broaden and refine skills gained during previous semesters, including understanding, speaking, reading and writing German aiming at the ACTFL intermediate-mid level. This course is designed to teach the student to communicate in a more sustained way in situations that go beyond the everyday. Students will evaluate various German products, practices, and create ways to demonstrate their sense of personal and social responsibility through participation in cultural interaction.

Prerequisite(s): C or better in GRMN 2110.

HIST-HISTORY

HIST 1105G. Making History
3 Credits (3)
General introduction to history: how historians carry out research and develop interpretations about the past.

HIST 1110G. United States History I
3 Credits (3)
The primary objective of this course is to serve as an introduction to the history of the United States from the pre-colonial period to the immediate aftermath of the Civil War. The elements of this course are designed to inform students on the major events and trends that are essential in the understanding of the development of the United States within the context of world societies.

HIST 1120G. United States History II
3 Credits (3)
The primary objective of this course is to serve as an introduction to the history of the United States from reconstruction to the present. The elements of this course are designed to inform students on the major events and trends that are essential in the understanding of the development of the United States within the context of world societies.

HIST 1130G. World History I
3 Credits (3)
The primary objective of this course is to serve as an introduction to global history from the 16th century to the present. The elements of this course are designed to inform students on the major events and trends that are essential in the understanding of the development of world societies.

HIST 1140G. World History II
3 Credits (3)
The primary objective of this course is to serve as an introduction to global history from ancient times to the 16th century. The elements of this course are designed to inform students on the major events and trends that are essential in the understanding of the development of world societies.
HIST 1150G. Western Civilization I
3 Credits (3)
This course is a chronological treatment of the history of the western world from ancient times to the early modern era. The elements of this course are designed to inform students on the major events and trends that are essential in the understanding of the development of western civilization within the context of world societies. Selective attention will be given to 'non-western' civilizations which impact and influence the development of 'western' civilization.

HIST 1160G. Western Civilization II
3 Credits (3)
This course is a chronological treatment of the history of the western world from the early modern era to the present. The elements of this course are designed to inform students on the major events and trends that are essential in the understanding of the development of western civilization within the context of world societies. Selective attention will be given to 'non-western' civilizations which impact and influence the development of 'western' civilization.

HIST 1170. Survey of Early Latin America
3 Credits (3)
The primary objective of this course is to serve as a survey of the history of Latin America from pre-Columbian times through independence. This course will explore the contributions of Indigenous peoples, Africans, and Europeans to the creation of Latin America's diverse societies. The elements of this course are designed to inform students on the major events and trends that are essential to the understanding of the history of Latin America within the context of world societies.

HIST 1180. Survey of Modern Latin America
3 Credits (3)
The primary objective of this course is to serve as a survey of the history of Latin America from independence to the present. This course will explore the contributions of Indigenous peoples, Africans, and Europeans to the creation of Latin America's diverse societies. The elements of this course are designed to inform students on the major events and trends that are essential to the understanding of the history of Latin America within the context of world societies.

HIST 2110. Survey of New Mexico History
3 Credits (3)
The primary objective of this course is to serve as an introduction to the history of New Mexico from the pre-Columbian times to the present day. The elements of this course are designed to inform students on the major events and trends that are essential in the understanding of the development of New Mexico within the context of the Americas.

HIST 2245G. Islamic Civilizations to 1800
3 Credits (3)
History of Islamic civilizations to 1800.

HIST 2246G. Islamic Civilizations since 1800
3 Credits (3)
History of Islamic civilizations since 1800.

HIST 2250G. East Asia to 1600
3 Credits (3)
History of China, Korea, Vietnam, and Japan from earliest times through the sixteenth century. Emphasis on cultural and political developments and their social and economic contexts, and the interaction between East Asian societies.

HIST 2251G. East Asia since 1600
3 Credits (3)
History of China, Korea, Vietnam, and Japan from the sixteenth through the twentieth centuries. Emphasis on internal development of each country, as well as the social and political impact of Western Imperialism, and the emergence of each country's unique version of modern society.

HIST 2996. Special Topics
1-3 Credits
Specific subjects to be announced in the Schedule of Classes. Community Colleges only. May be repeated for a maximum of 12 credits.

HIT - HEALTH INFO TECHNOLOGY (HIT)

HIT 110. Electronic Health Records
3 Credits (3)
This course will train students on skill requirements for becoming a safe and effective fire apparatus driver/operator. The focus will be on pump operation, construction, testing, and mathematical calculation required for effective pump operation and fire control. Responsibilities of the driver/operator will be taught and assessed consistent with applicable NFPA standards and the New Mexico Firefighters' Training Academy (NMFTA) guidelines. Students who meet all course requirements will be eligible for International Fire Service Accreditation Congress (IFSA) certification through the NMFTA. Consent of Instructor required. Restricted to Community Colleges campuses

Prerequisite(s)/Corequisite(s): FIRE 128.

HIT 120. Health Information Introduction to Pharmacology
3 Credits (3)
Introduction to the principles of pharmacology, including drug terminology; drug origins, forms, and actions; routes of administration; as well as the use of generic name drugs, trade name drugs and categories of drugs to treat multiple and specific body systems. May be repeated up to 3 credits. Crosslisted with: NURS 120. Restricted to Community Colleges campuses only.

HIT 130. Health Information Technology Anatomy & Physiology
3 Credits (3)
An introductory course in the basics of human structure and function. Body systems are examined as to how they relate to proper code selection and as part of the functioning of the body as a whole. Restricted to Community Colleges campuses only.

HIT 140. Health Information Introduction to Pathophysiology
3 Credits (3)
Introduction to the nature of disease and its effect on body systems. Disease processes affecting the human body via an integrated approach to specific disease entities will be presented including a review of normal functions of the appropriate body systems. Diseases will be studied in relation to their etiology, pathology, physical signs and symptoms, diagnostic procedures, complications, treatment modalities and prognosis.

HIT 150. Introduction to Medical Terminology
3 Credits (3)
The study and understanding of medical terminology as it relates to diseases, their causes and effects, and the terminology used in various medical specialties. Emphasis will be placed on learning the basic elements of medical words, appropriate spelling and use of medical terms, and use of medical abbreviations. May be repeated up to 3 credits. Crosslisted with: NURS 150, AHS 120 and BOT 150. Restricted to Community Colleges campuses only.
HIT 158. Advanced Medical Terminology
3 Credits (3)
Builds upon the concepts covered in HIT 150 or AHS 120 providing greater understanding of how to properly use and apply medical terminology used in the various health fields. Medical terminology associated with the body system's anatomy and physiology, pathology, diagnostic and therapeutic procedures, pharmacology, and abbreviations will be emphasized. Restricted to Community Colleges campuses only.
Prerequisite(s): HIT 150 or AHS 120.

HIT 221. Internship I
3 Credits (3)
Work experience that directly relates to a student's major field of study that provides the student an opportunity to explore career paths and apply knowledge and theory learned in the classroom. Internships may be paid or unpaid. Students are supervised/evaluated by both the employer and the instructor. C- or better is required for this course. Consent of Instructor required. Restricted to BOT/HIT majors. Restricted to Community Colleges campuses

HIT 228. Medical Insurance Billing
3 Credits (3)
Comprehensive overview of the insurance specialist's roll and responsibilities. Concepts and applications that will assist the student in understanding the steps necessary for successfully completing the insurance claim filing and reimbursement processes for various insurance carriers, both private and government, will be emphasized. Restricted to Carlsbad campus only.
Prerequisite(s): HIT/NURS 150 or BOT 208.

HIT 240. Health Information Quality Management
3 Credits (3)
Introduction to basic concepts of quality improvement and performance improvement as they apply to health record systems and the health care industry. Quality assessment and improvement standards and requirements of licensing, accrediting fiscal and other regulatory agencies will be presented.

HIT 248. Medical Coding I
3 Credits (2+2P)
Comprehensive overview of the fundamentals, coding conventions, and principles of selecting the most appropriate ICD-10-CM/PCS diagnostic and procedure codes. The most recent version of ICD-10-CM/PCS and an in depth study of current Official Coding Guidelines for coding and reporting will be emphasized. May be repeated up to 3 credits. Restricted to Carlsbad campus only.
Prerequisite(s): BOT 228.

HIT 255. Special Topics
3 Credits (3)
Specific topics to be announced in the Schedule of Classes. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

HIT 258. Medical Coding II
3 Credits (2+2P)
Continuation of Medical Coding I. Comprehensive overview of the coding and reporting guidelines, fundamentals, coding conventions, and principles of selecting the most appropriate CPT and HCPCS procedural codes for all medical specialties. The most recent version of CPT and a continued study of the ICD-10-CM/PCS coding conventions and principles will be emphasized. Designed as a medical coding capstone course. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): HIT 248.

HIT 268. Health Information Systems
3 Credits (3)
Overview of health data management, work planning, and organization principles; an introduction to health care information systems; and review of the fundamentals of information systems for managerial, clinical support, and information systems.

HLED-HEALTH EDUCATION

HLED 1154. Lifeguarding
2 Credits (2)
Skills training for a non-surf lifeguard. Course will include Standard First Aid and CPR certification. May be repeated up to 2 credits. Students must be able to Swim 500 yards, dive to 9-foot depth and retrieve a 10-pound brick, surface dive to 5 feet then swim underwater 15 yards, tread water one minute.

HMSV-HUMAN SERVICES

HMSV 2110. Case Management
3 Credits (3)
This course introduces students to the concept of case management, how it is used in human services, and skills necessary to function effectively as case managers. The emphasis is on the client assessment process, service planning and delivery, and client advocacy. Topics introduced include observation, data collection, documentation, and reporting of client behaviors, identification and referral to appropriate services, monitoring, planning, and evaluation. This course provides student with basic knowledge and beginning case management skills.
Prerequisite(s): PSYC 1110G and SOWK 2110G.

HNRS-HONORS

HNRS 1110. Journeys of Discovery
1 Credit (1)
Weekly conversations among students and a faculty member; organized around a particular subject and a small selection of readings. The seminars illuminate the many paths of discovery explored by the New Mexico State University faculty.
Prerequisite(s): Honors eligible.

HNRS 2110G. The Present in the Past: Contemporary Issues and their Historical Roots
3 Credits (3)
This course will take today's concerns, trends, and customs and contextualize them in the past, explaining their historical origins and development. As an example, we will examine the history of celebrity and how celebrities -- from Lord Byron to the Kardashians’ made an impact on their contemporaries and the broader society of their time. This reading- and writing-intensive course will help students develop skills related to critical thinking, logical argumentation, and written and oral communication.

HNRS 2111. Successful Fellowship Writing
1 Credit (1)
Provides scholars with hands-on skills to complete proposals for fellowships, and awards, such as the Truman, Rhodes, Marshall, Goldwater, Udall, and others. Other skills include how to write resumes, develop general research skills, and find grant and foundation sources. For freshmen and sophomores. 5 or higher
Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.
HNRS 2114G. Music in Time and Space
3 Credits (3)
Introduction to all forms of Music. Through our auditory senses and intellectual faculties music is an ideal means for intelligent and humanistic examination of peoples and cultures, and for the enhancement of life. Types of music covered include classical, jazz, rock and roll, and world music. Music videos, live in-class performances, evening concerts, and lectures will be used as a basis for discussions and research. May be repeated up to 3 credits. Restricted to Las Cruces campus only.

HNRS 2115G. Encounters with Art
3 Credits (3)
A multicultural examination of the principles and philosophies of the visual arts and the ideas expressed through them. 5 or higher
Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2116G. Earth, Time and Life
4 Credits (3+3P)
Covers how the earth's materials form, processes involved in changing the earth's configuration, and extent of people's dependence upon the earth's resources. Includes mineral and energy resources, development of landscapes, environmental problems, evolution of the earth and life forms. May be taken in place of GEOL 1110. 5 or higher
Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2117G. The World of the Renaissance: Discovering the Modern
3 Credits (3)
An introduction to the literature and thought of Renaissance Europe. Humanism and the Reformation will be approached through the intensive study of major writers such as Petrarch, Machiavelli, Luther, Erasmus, Montaigne, and Shakespeare. Restricted to Las Cruces campus only. 5 or higher
Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2120G. Foundations of Western Culture
3 Credits (3)
Critical reading of seminal texts relating to the foundations of culture and values in Western civilization, from ancient Greece to about 1700. Focus on the development of concepts of nature, human nature, and the state. 5 or higher
Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2121G. Shakespeare on Film
3 Credits (3)
How do Shakespeare's plays continue to speak to us through the medium of film? Written in a time of rapid social change, Shakespeare's plays invited audiences to think critically about the relationship between the self and others and to question conventions. Performances of Shakespeare have long been used to call out social injustice, from western anti-Semitism prior to World War II (The Merchant of Venice), to civil rights-era white supremacy in the US and apartheid in South African (Othello), and authoritarianism in the Arab Spring (Richard III). This course focuses on post-1980 Hollywood film versions of Shakespeare's plays and a few prior landmark adaptations around the world, examining how they use Shakespeare as a medium for debate and even a catalyst for social change.

HNRS 2140G. Plato and the Discovery of Philosophy
3 Credits (3)
Examines arguments and theories found in the Platonic dialogues with a view to determining the nature and value of philosophy both from Plato's point of view and absolutely. 5 or higher
Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2141G. Bamboo and Silk: The Fabric of Chinese Literature
3 Credits (3)
Introductory survey of traditional and modern Chinese prose and poetry in translation with emphasis on genre, theme, and social/historical context. 5 or higher
Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2145G. Celtic Literature
3 Credits (3)
This course provides an overview of the most important early literary works of the so-called Celtic nations, principally Ireland and Wales, from a literary and historical approach. This literature stems from the period 600-1200 and ends with the development of the Romances under influence from the French

HNRS 2160G. New Testament as Literature
3 Credits (3)
Literature of the New Testament examined from a literary perspective. Emphasis on translation history of the New Testament, generic features of gospel, epistle and apocalypse, precedent literary models, problems of authorship, classification of New Testament texts. 5 or higher
Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2161G. Window of Humanity
3 Credits (3)
Anthropology is the most humanistic of the sciences, and the most scientific of the humanities. This course will use anthropological perspectives to examine the human experience from our earliest origins, through the experiences of contemporary societies. We will gain insights into the influence of both culture and biology on shaping our shared human universals, and on the many ways in which human groups are diverse. Restricted to Las Cruces campus only. 5 or higher
Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2165. Humanities in the 21st Century
3 Credits (3)
An exploration of the humanities, of their intrinsic and extrinsic values, and of the skills and habits of mind they cultivate.

HNRS 2170G. The Human Mind
3 Credits (3)
The primary course objective is to develop an appreciation of the variety and complexity of problems that are solved by the human mind. The course explores how problems are solved by a combined computational analysis (computational theory of mind), and evolutionary (evolution by natural selection) perspective. The mind is what the brain does (i.e. information processing) and the brain is a computational device that is a product of evolution by natural selection. Note that this is not a neuroscience course, we will be focusing on the mind (what the brain does) rather than on the brain. Restricted to Las Cruces campus only.
HNRS 2171G. The Worlds of Arthur
3 Credits (3)
Arthurian texts and traditions from medieval chronicles to contemporary literature. Emphasis on both the continuities of the Arthurian tradition and the diversity of genres, media, and cultures that have given expression to the legend. May be repeated up to 3 credits. Restricted to Las Cruces campus only.

HNRS 2172G. Archaeology: Search for the Past
3 Credits (3)
A critical evaluation of various approaches to understanding prehistory and history. The methods and theories of legitimate archaeology are contrasted with fantastic claims that invoke extraterrestrials, global catastrophes, transoceanic voyages, and extra-sensory perception. May be repeated up to 3 credits. Restricted to Las Cruces campus only.

HNRS 2173G. Middle Ages
3 Credits (3)
Intensive, interdisciplinary introduction to the thought and culture of medieval Europe. Core texts will include works by St. Augustine, Marie de France, and Dante, as well as anonymous works such as Sir Gawain and the Green Knight, all supplemented by study of medieval art, architecture, philosophy, and social history. 5 or higher

Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2174G. American Politics in a Changing World
3 Credits (3)
American politics and policies examined from a historical and global perspective. Philosophical underpinnings of American national government, the structure of government based on that philosophy, and the practical implications of both the philosophical and structural base. How American government influences and is influenced by the world community. 5 or higher

Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2175G. Introduction to Communications Honors
3 Credits (3)
Study and practice of interpersonal, small group, and presentational skills essential to effective social, business, and professional interaction. 5 or higher

Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2176. Acting for Everyone
3 Credits (3)
To provide fundamental training in acting techniques, including stage voice and movement, improvisation, ensemble building, characterization, emotion exploration and basic performance analysis. The course will provide a correlation between theatre skills and everyday ‘life’ skills and seek to encourage an appreciation for the art of theatre.

HNRS 2178G. Theatre: Beginnings to Broadway
3 Credits (3)
Intercultural and historical overview of live theatre production and performance, including history, literature and professionals. Students attend and report on stage productions. 5 or higher

Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2180G. Citizen and State Great Political Issues
3 Credits (3)
The fundamental questions of politics: why and how political societies are organized, what values they express, and how well they satisfy those normative goals and the differing conceptions of citizenship, representation, and freedom. 5 or higher

Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2185G. Democracies, Despots and Daily Life
3 Credits (3)
This course will offer students the chance to read firsthand accounts of ordinary citizens’ lives under different political systems, from the earliest age to the present day. This reading- and writing-intensive course will help students develop skills related to critical thinking, logical argumentation, and written and oral communication.

HNRS 2190G. Claiming a Multiracial Past
3 Credits (3)
Survey of history of the United States in the nineteenth and twentieth centuries, with an emphasis on multicultural social and cultural history. Focus on understanding American history from the point of view of dispossessed, impoverished, and disenfranchised Americans who have fought to claim both their rights as Americans and American past. 5 or higher

Prerequisite(s): An ACT score of 26 or higher; or a combination of an ACT score of 24-25 with a High School GPA of 3.75; or a NMSU cumulative GPA of 3.

HNRS 2996. Special Topics
1-3 Credits (1-3)
Special course offerings, with unique titles listed in Schedule of Classes. May be repeated up to 6 credits.

HORT-HORTICULTURE (HORT)

HORT 1115G. Introductory Plant Science
4 Credits (3+2P)
Introduction to the physical, biological, and chemical principles underlying plant growth and development in managed ecosystems. In the laboratory portion of the class, students perform experiments demonstrating the principles covered in lecture. The course uses economic plants and agriculturally relevant ecosystems to demonstrate basic principles. Appropriate for nonscience majors. Same as AGRO 1110G.

HORT 2110. Ornamental Plants I
4 Credits (2+3P)
Covers identification, botanical characteristics, culture, and landscape uses of woody plants. Emphasis on deciduous trees, native shrubs, and evergreens.
HORT 2120. Ornamental Plants II
4 Credits (2+3P)
Identification, botanical characteristics, culture, and landscape uses of woody plants. Emphasis on flowering trees, cacti, and members of the pea and rose families.

HORT 2130. Floral Quality Evaluation and Design
2 Credits (1+2P)
Critical hands-on evaluation of the quality of cut and potted floral and tropical foliage crops, their specific merits and faults, and fundamentals of floral design.

HORT 2160. Plant Propagation
3 Credits (2+2P)
Practical methods of propagating horticultural plants by seed, cuttings, layering, grafting, division and tissue culture. Examination of relevant physiological processes involved with successful plant propagation techniques. Same as AGRO 2160.

HORT 2990. Floriculture Field Practicum
1 Credit (1)
Participation as team member in the National Intercollegiate Floral Quality Evaluation and Design Competition. Intensive week-long travel for competition, networking with industry, academia, and floriculture tours. May be repeated for a maximum of 3 credits.
Prerequisite(s): HOST 2130 or consent of instructor.

HORT 2996. Special Topics
1-4 Credits
Specific subjects and credits as announced. Maximum of 4 credits per semester and a grand total of 9 credits. May be repeated up to 9 credits. Consent of Instructor required.

HOST-HOSPITALITY AND TOURISM (HOST)

HOST 155. Special Topics
1-3 Credits (1-3)
Specific subjects to be announced in the Schedule of Classes. Restricted to: Community Colleges only.

HOST 201. Introduction to Hospitality Industry
3 Credits (3)
Overview of hospitality industry; organization and operation of lodging, food and beverage, and travel and tourism segments; focus on career opportunities and future trends of hospitality industry. Restricted to: Community College campuses only.

HOST 202. Front Office Operations
3 Credits (3)
Hotel/motel front office procedures detailing flow of business, beginning with reservations and extending to the night audit process. Restricted to: Community College campuses only.

HOST 203. Hospitality Operations Cost Control
3 Credits (3)
Management of Food & Beverage facilities using cost control techniques. Functional training in menu analysis and development with all phases of product flow through a Food & Beverage organization explored. Restricted to: Community Colleges only.

HOST 204. Promotion of Hospitality Services
3 Credits (3)
Organization of hotel marketing functions; developing a marketing plan to sell the varied services of the hotel/motel property. Restricted to: Community College campuses only.

HOST 205. Housekeeping, Maintenance, and Security
3 Credits (3)
Function of housekeeping departments, including personnel, sanitation, maintenance, and materials. A survey of security procedures to include guest protection and internal security of hotel/motel assets. Restricted to: Community College campuses only.

HOST 206. Travel and Tourism Operations
3 Credits (3)
Transportation, wholesale and retail operations, attractions, the traveler, tourism development, and operational characteristics of tourism business. Restricted to: Community College campuses only.

HOST 207. Customer Service for the Hospitality Industry
3 Credits (3)
Concepts of service and the customer, integrating the need for service quality, and the continuing efforts to maximize returns for the operation. Classic service styles as well as more modern service techniques are covered. Students gain in-depth managerial knowledge, planning skills, and hands-on techniques for consistently delivering quality and service in a variety of operations. Restricted to: Community College campuses only.

HOST 208. Hospitality Supervision
3 Credits (3)
Strategies for directing, leading, managing change and resolving conflict. Prepares students to meet expectations of management, guests, employees, and governmental agencies. Restricted to: Community College campuses only.

HOST 209. Managerial Accounting for Hospitality
3 Credits (3)
Prepares students to make effective business decisions based on financial report information; forecasting, budgeting, cost analysis. Restricted to: Community College campuses only.
Prerequisite(s): BOT 120 or ACCT 2110.

HOST 210. Catering and Banquet Operations
3 Credits (3)
Teaches the basics of catering and banquet operations, including computer coordination, planning, set up, service, and completion. Restricted to Community Colleges campuses only.

HOST 214. Purchasing and Kitchen Management
3 Credits (3)
Technical purchasing concepts, product selection, and specifications. Safety and sanitation as they relate to food service establishments. Prepares student for work with HACCP programs. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): HOST 203.

HOST 216. Event, Conference and Convention Operations
3 Credits (3)
The ability to successfully plan, organize, arrange, and execute special events is critical to the success of many hospitality organizations. This course gives the student a grounding in the skills necessary to achieve success in this area. A variety of events are discussed and the similarities and differences with conferences and conventions are explored. Students are taught to organize and plan events of varying type and durations. Sales, logistics, and organizing skills are emphasized. Restricted to: Community College campuses only.
HOST 219. Safety, Security and Sanitation in Hospitality Operations  
3 Credits (3) 
It is the responsibility of the manager to provide appropriate security, sanitation, and safety precautions in hospitality operations. Preparation for internal and external disasters is an important task for the Hospitality Manager. This course uses the National Restaurant Association ServSafe training material. Restricted to: Community College campuses only.

HOST 220. Experiential Travel  
1-3 Credits (1-3) 
Course provides an opportunity for students to plan, prepare for and experience travel to destinations they might not otherwise have visited. Students experience local culture and peoples. May be repeated up to 9 credits. Restricted to Community Colleges campuses only. 

Prerequisite(s): HOST 201 or consent of instructor.

HOST 221. Internship I  
1-3 Credits (1-3) 
Work experience that directly relates to a student’s major field of study that provides the student an opportunity to explore career paths and apply knowledge and theory learned in the classroom. Internships may be paid or unpaid. Students are supervised/evaluated by both the employer and the instructor. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEHS, HOST majors. Graded: S/U Grading (S/U, Audit). Restricted to Community Colleges campuses only.

HOST 222. Cooperative Experience II  
3 Credits (3) 
Continuation of HOST 221. Restricted to majors. Graded: S/U. Restricted to: Community College campuses only. Restricted to HOST majors. 

Prerequisite(s): HOST 221.

HOST 229. Introduction to Hotel Management  
3 Credits (3) 
This course covers basic management functions in hotels, resorts, Boutique Hotels, Bed & Breakfast establishments, and other lodging operations. All aspects of the operation are covered including guest management, operations, and sales and marketing. Restricted to: Branch campuses only.

HOST 255. Special Topics  
3 Credits (3) 
Specific subjects to be announced in the Schedule of Classes. May be repeated up to 9 credits. Restricted to Community Colleges campuses only.

HOST 298. Independent Study  
1-3 Credits (1-3) 
Individual studies directed by consenting faculty with prior approval of department chair. May be repeated for a maximum of 3 credits. Restricted to: Community College campuses only. 

Prerequisite(s): Minimum 3.0 GPA and sophomore standing.

HRTM-HOTEL/RESTRNT/TOURISM MGT (HRTM)  

HRTM 110. Freshman Orientation  
1 Credit (1) 
Orientation to university life, including available resources and methods to promote success at NMSU. Open to all freshmen and transfer students. Graded S/U.

HRTM 1120. Introduction to Tourism  
3 Credits (3) 
Survey of travel and tourism development and operating characteristics.

HRTM 1130. Introduction to Hospitality Management  
3 Credits (3) 
Overview of the major segments of the hospitality industry, with a focus on basic management principles.

HRTM 2110. Safety, Sanitation and Health in the Hospitality Industry  
1 Credit (1) 
Addresses public health, HACCP, and food safety responsibilities in the hospitality industry. Sanitation certification test allows students to receive national ServSafe Food Protection Manager Certification. Restricted to Las Cruces campus only.

HRTM 2120. Food Production and Service Fundamentals  
3 Credits (1+4P) 
Basic overview of food service systems including menu management, purchasing and production. The course includes basic principles of food fabrication and production. Topics include knife skills, culinary terminology, product identification, quality standards, nutritional cooking theory and application of food preparation techniques. The course includes laboratory aspects and demonstration of basic food production techniques, service styles, practices and procedures in food service operations including culinary math. This course provides students with an understanding of food service sanitation and culinary nutrition. Completion of a national certification examination is required. Students who have not completed HRTM 2110 before enrolling in the course must have proof of valid ServSafe Food Protection Manager certificate. Restricted to Las Cruces campus only. Prerequisite(s)/Corequisite(s): HRTM 2110 

Prerequisite(s): HRTM 1130 or FSTE 2110G.

HRTM 2130. Hotel Operations I  
3 Credits (3) 
Analysis of hotel operations to include: guest services, reservations, reception, guest/city ledger and the night audit. May be repeated up to 3 credits. Restricted to Las Cruces campus only. 

Prerequisite(s): HRTM 1130.

HRTM 235. Hotel Operations I  
3 Credits (3) 
Analysis of hotel operations to include: guest services, reservations, reception, guest/city ledger and the night audit. May be repeated up to 3 credits. Restricted to Las Cruces campus only. 

Prerequisite(s): HOST 221.

HRTM 2996. Special Topics  
1-4 Credits 
Specific subjects and credits to be assigned on a semester basis for both lecture and laboratory assignments. May be repeated for a maximum of 4 credits. 

Prerequisite: consent of instructor.

HVAC-HEATING/AC/REFRIGERATION (HVAC)  

HVAC 100. EPA Clean Air Act: Section 608  
1 Credit (1) 
Refrigerant certification preparation to include basics of refrigerant bearing equipment, ozone depletion and the new legislation, technician categories covered and the certification examination.
HVAC 101. Fundamentals of Refrigeration
4 Credits (3+2P)
Refrigeration cycle and the various mechanical components. Use of special tools, equipment, and safety precautions.

HVAC 102. Fundamentals of Electricity
4 Credits (3+2P)
Introduction to electricity theory, OHM's Law, circuits, AC/DC, and practical applications.

HVAC 103. Electrical and Mechanical Controls I
4 Credits (3+2P)
Applications of basic electrical and mechanical controls. Reading and drawing diagrams of simple refrigerating equipment. Safe use of testing equipment.
Prerequisites: HVAC 101 and HVAC 102, or consent of instructor.

HVAC 110. Professional Development and Leadership
1 Credit (1)
As members and/or officers of various student professional organizations, students gain experience in leadership, team building, and community service. Students competing in Skills USA are required to register for the course. May be repeated up to 6 credits. Consent of Instructor required. Restricted to: HVAC majors. Graded: S/U Grading (S/U, Audit). Restricted to: Community Colleges only.

HVAC 113. Job Shadowing
1 Credit (1)
Course will expose students to actual HVAC/R field work and provide them knowledge of the expectations of field work as they shadow an HVAC/R technician. Consent of instructor required. Restricted to: Community colleges only.

HVAC 205. Commercial Refrigeration Systems
4 Credits (3+2P)
Service and maintenance of commercial refrigeration equipment to include evacuation and charging procedures, electrical diagrams, and compressors and accessories.
Prerequisites: HVAC 103 or consent of instructor.

HVAC 207. Residential Air Conditioning Systems
4 Credits (3+2P)
Applications and types of equipment used in comfort cooling. Preventive maintenance, service, and repairs common to evaporative coolers and refrigerated air conditioning systems. Air properties and psychometrics.
Prerequisite: HVAC 103 or consent of instructor.

HVAC 209. Residential Heating Systems
4 Credits (3+2P)
Gas and electric systems used in comfort heating. Maintenance procedures, safety, troubleshooting, and servicing malfunctions in equipment.
Prerequisite: HVAC 103 or consent of instructor.

HVAC 210. Commercial Air Conditioning and Heating Systems
4 Credits (3+3P)
Covers troubleshooting mechanical and electrical problems associated with HVAC equipment in commercial buildings. Includes gas, electric, and heat pump systems. Restricted to Community Colleges campuses only.
Prerequisite(s): HVAC 103 or consent of instructor.

HVAC 211. Heat Pump Systems
4 Credits (3+2P)
Reverse cycle refrigeration systems utilized in comfort heating and cooling. Troubleshooting mechanical electrical problems associated with heat pumps. HVAC 103 or consent of instructor.

HVAC 213. Practicum
3 Credits (3)
Working in the field with journeymen service technicians. Develop and apply job skills. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: HVAC majors. Restricted to Community Colleges campuses only.
Prerequisite(s): HVAC 113 and Consent of instructor.

HVAC 220. Introduction to Sheet Metal Fabrication
4 Credits (3+2P)
Introduction to sheet metal fabrication to include hands-on practical laboratory applications, cutting and forming procedures, identifying types and gauges. Design and layout techniques.
Prerequisite: OETS 118 or equivalent math or consent of instructor.

HVAC 225. New Mexico Mechanical Codes: HVAC
1-4 Credits
Principles and regulations developed for HVAC, sheet metal, and plumbing occupations to include terminology, ventilation air supply, exhaust systems, duct systems, combustion air, chimneys and vents, boilers/water heaters, refrigeration, panel and hydronic panel heating, fuel gas piping, storage systems, solar systems, and workmanship standards. May be repeated for a maximum of 12 credits.

HVAC 255. Special Topics
1-6 Credits
Topics to be announced in the Schedule of Classes. May be repeated for a maximum of 12 credits.
Prerequisite: consent of instructor.

HVAC 290. Special Problems
1-4 Credits
Individual studies related to heating, air conditioning, and refrigeration.
Prerequisites: HVAC 101, HVAC 102, and consent of instructor.

I E-INDUSTRIAL ENGINEERING (I E)

I E 151. Computational Methods in Industrial Engineering
3 Credits (3)
History, social implications, and application of computers and an introduction to computer programming, word processing, and database management systems. Satisfies General Education computer science requirement.
Prerequisite: MATH 1220G.

I E 200. Special Problems-Sophomore
1-3 Credits
Directed individual projects. May be repeated for a total of 3 credits.
Prerequisite: consent of faculty member.

I E 217. Manufacturing Processes
2 Credits (2)
Manufacturing methods and industrial processes which include casting, forming and machining. May be repeated up to 2 credits. Crosslisted with: E T 217. E T 110.
Prerequisite(s): MATH 1220G.

I E 217 L. Manufacturing Processes Laboratory
1 Credit (3P)
Laboratory associated with I E 217. May be repeated up to 1 credits.
Prerequisite(s): I E 217.
Corequisite(s): I E 217.
INMT - INDUSTRIAL MAINTENANCE (INMT)

INMT 133. Process Technology and Systems  
4 Credits (4)  
Provides instruction in the use of common process equipment. Students will use appropriate terminology and identify process equipment components such as piping and tubing, valves, pumps, compressors, turbines, motors, engines, heat exchangers, heaters, furnaces, boilers, filters dryers and other miscellaneous vessels. Included are the basic functions, scientific principles and symbols. Students will identify components on typical Process Flow Diagrams and Process and Instrument Diagrams. Restricted to Carlsbad campus only.

INMT 134. Maintenance Principles  
4 Credits (4)  
The course is an introduction to the maintenance of equipment utilizing mechanical, electrical and instrumentation concepts. Topics include: hand tools, bearing fundamentals, equipment lubrication, material handling, electrical safety, battery systems, diagrams, electrical production and distribution, transformers, breakers, switches, AC and DC motors, motor controllers and operations, and introduction to automation and instrumentation control. Restricted to Carlsbad campus only.

INMT 165. Equipment Processes  
4 Credits (4)  
This course introduces power transmission equipment and machinery components, including belt/chain driven equipment, speed reducers, variable speed drives, couplings, clutches, and conveying equipment. Students will learn the operation, maintenance, and troubleshooting for these types of equipment. The course also includes Overhead Crane Certification and Safety. Restricted to Carlsbad campus only.  
Prerequisite(s): BCIS 1110.

INMT 223. Electrical Repairs  
4 Credits (4)  
This course outlines for students the types of problems that occur in electrical machinery and systems. The course covers trouble-shooting and diagnosis, preventative maintenance, and how to make necessary repairs. Restricted to Carlsbad campus only.

INMT 235. Mechanical Drives I  
4 Credits (4)  
This course teaches the fundamentals of mechanical transmission systems used in industrial, agricultural, and mobile applications. Students will learn industrial relevant skills including how to: operate, install and analyze performance, and design basic transmission systems using chains, feed-belts, spur gears, bearings, and couplings. Vibration analysis will be used to determine when to perform maintenance of power transmission components. The course also covers power transmission safety, and introduction to belt and chain drives (applications, installations, and tensioning), and introduction to gear drives, coupling, and bearing, basic troubleshooting, blueprint and print reading, learning the basics of electrical drives and PDM and PM. Restricted to Carlsbad campus only.

INMT 236. Lubrication Process  
3 Credits (3)  
This course teaches the technical skills needed to operate, install, tune, maintain and troubleshoot automatic lubrication systems. Lubrication concepts, setup and tuning, pneumatic pumps, series-progressive valve systems and microprocessor based lubrication controllers will be covered. The course covers the principles of and importance of lubrication, oils and grease types and applications, lube management (storage, handling, and purity), and PDM and PM. Restricted to Carlsbad campus only.

INMT 237. Hydraulics I  
2 Credits (2)  
This course teaches fundamentals of hydraulic systems used in industry mobile application. Students learn the basic theory of application of hydraulic and electricity as it applies to hydraulics. Covered in the course are basic systems, principles of flow, pressure, viscosity, filtration, and cooling. Also covered are basic components such as motor, pumps, cylinders, piping and control and relief valves. Troubleshooting strategies are discussed, along with blueprint and print reading, and PDM and PM. Industry, relevant skills including how to operate, install, analyze performance, and design basic hydraulic systems, reviewing intermediate hydraulic components and system applications. Restricted to Carlsbad campus only.

INMT 261. Pump Operations I  
4 Credits (4)  
This course teaches how to select, operate, install, maintain and repair the many types of pumps used by industry. Students learn the theory and practical application of all types of process pumps and pipe systems. It covers types, components, and systems operation. It also covers troubleshooting for flow loss and cavitation. Students learn how to select, operate, install, maintain and repair the many types of pumps used by industry. Other topics covered include: Net Positive Suction Head, pump flow/head measurement, pressure head conversion, pressure flow characteristics, cavitation, series/parallel pump operation, mechanical seal/stuffing box maintenance, multi stage operation and construction, positive displacement pumps, turbine, diaphragm, peristaltic, piston, gear, and magnetic pump systems. Restricted to Carlsbad campus only.

INMT 262. Piping Systems  
2 Credits (2)  
This course teaches students how to install, maintain and troubleshoot fluid systems such as how to select, size, identify, install a variety of types of piping, fittings, and valves. Measurement techniques from basic to precision measurement, gauging, including the fundamentals of dimensioning and tolerancing will taught. Restricted to Carlsbad campus only.

INMT 263. Mechanical Drives II  
4 Credits (4)  
This course teaches the bearings and gears used in heavy duty mechanical transmission systems. This course will emphasize linear access drives, clutches, and brakes. In addition, this course teaches how to set up, operate and apply laser shaft alignment to a variety of industrial applications. This course is a study of the basic concepts and procedures for the maintenance and operations of pumps, turbines, seals, bearings, and compressors. The course will provide the student with the knowledge and skills necessary to perform proper maintenance, repair, replacement and selection of pumps, turbines, seals, bearings and compressors. Also covered are advanced gearbox, coupling and bearings, precision alignment (shaft, flange, and sheave), as well as basic vibration analysis and thermography as troubleshooting and RCA aids. Restricted to Carlsbad campus only.
INMT 264. Rigging
2 Credits (2)
This course teaches how to safely move loads of different shapes and sizes using a variety of different methods. Students will lift loads and demonstrate how to move it. Students will use hoists, slings, ropes and fittings to learn how to safely lift a wide variety of loads. Included are weight estimation, lifting rules, load ratings (slings, wire, ropes and hoists). Restricted to Carlsbad campus only.

INMT 265. Hydraulics II
2 Credits (2)
This course teaches advanced hydraulics systems. The student will learn operation of advanced hydraulic systems applications, equipment installation, performance analysis of motors and pumps, accumulators, control, relief and check valve, equipment maintenance, and system design. The course covers accumulators, sequence valves, pilot circuits and unloader valves. Students learn more troubleshooting, hydraulic drives and other applications. Restricted to Carlsbad campus only.

INMT 266. Pump Operations II
2 Credits (2)
This course teaches the student the disassembly, inspection and reassembly of centrifugal and positive displacement pumps. This course allows the student to identify and replace worn or broken components of pumps, and learn predictive and preventive maintenance principles. Lockout of the pump will be performed in addition to measurements and alignment. Restricted to Carlsbad campus only.

INTEGRATED NATURAL SCIENCES (NSC)

NSC 131. General Sciences
3 Credits (2+2P)
Designed for Allied Health students to explore the fundamentals of physical and life sciences.

JAPN-JAPANESE

JAPN 1110. Japanese I
4 Credits (4)
This course focuses on the basics of the Japanese language with a balanced approach to the development of four skills: listening, speaking, reading and writing. The course is designed to teach students to communicate with Japanese socially and to utilize culturally appropriate manners to engage in Japanese daily life. While conversational skills are emphasized, the student will also be introduced to the various Japanese scripts.

JAPN 1120. Japanese II
4 Credits (4)
This course focuses on building upon the basics of the Japanese language with a balanced approach to the development of four skills: listening, speaking, reading and writing. The course is designed to teach students to communicate with Japanese socially and to utilize culturally appropriate manners to engage in Japanese daily life. Along with further developing conversational skills, the student will also continue to learn about and utilize various Japanese scripts.

JAPN 2110. Japanese III
3 Credits (3)
This course is designed for students who have completed 12 credit hours or the equivalent of Japanese study. This course continues to expand vocabulary, grammar and 209 Kanji to deal with daily activities. Its objective is to teach students to communicate in a meaningful way using all four language skills: speaking, listening comprehension, reading and writing. Students will be able to manage not-complicated daily situation. Students will attain ACTFL intermediate-low level in four skills.

Prerequisite: grade of C or better in JPNS 1120 or consent of instructor.

JAPN 2120. Japanese IV
3 Credits (3)
This course is designed for students who have completed 15 credit hours or the equivalent of Japanese study. This course continues to expand vocabulary, grammar and 271 Kanji to deal with not-complicated daily situation with ease. Also students acquire a competence for Japanese pragmatic usage. This course follows ACTFL language guidelines, integrating the five C's: communication, cultures, connections, comparisons and communities, to offer the student a well-rounded classroom experience. Students will attain ACTFL intermediate-mid level in four skills.

Prerequisite: grade of C or better in JPNS 2110 or consent of instructor.

JOUR-JOURNALISM (JOUR)

JOUR 102. Grammar for Journalists
2 Credits (2)
Instruction of basic grammar, spelling and punctuation. Required for all journalism students with an ACT English score below 25, SAT Verbal below 570, or students who have not taken ACT/SAT tests. Restricted to Las Cruces campus only.

JOUR 105G. Media and Society
3 Credits (3)
Functions and organization of the mass media system in the United States; power of the mass media to affect knowledge, opinions, and social values; and the impact of new technologies.

JOUR 110. Introduction to Media Writing
3 Credits (2+2P)
Preparation of copy for broadcasting, print, advertising, and public relations. Introduction to Web applications. May be repeated up to 3 credits.

Prerequisite(s): JOUR 102 or ACT score of 25 and above or SAT score of 570 and above.

JOUR 201. Introduction to Multimedia
3 Credits (3)
Provide students with the basic skills to produce multimedia packages using text, photos, audio and video, as well as social media for professional purposes. Intensive hands-on class using editing software such as Adobe Premiere, Adobe Audition and Photoshop. May be repeated up to 3 credits.

JOUR 210. Newswriting & Reporting
3 Credits (2+2P)
Intensive laboratory practice in writing and field reporting news for print and Internet. May be repeated up to 3 credits. Restricted to Las Cruces campus only.

Prerequisite(s): JOUR 102 or ACT score of 25 and above or SAT score of 570 and above and JOUR 110.
L SC-LIBRARY SCIENCE (L SC)

L SC 100. Introduction to Libraries
3 Credits (3)
Overview of libraries, including history and development, responsibilities of library personnel, types of libraries and services, and technology and trends. Restricted to Dona Ana campus only.

L SC 110. Reference and Information Resources I
3 Credits (3)
Overview of reference services. Introduction to, and evaluation of, basic types of information resources (both print and electronic) and their application in libraries.

L SC 111. Introduction to Information Literacy in an Electronic Environment
3 Credits (3)
Introduction to the basics of the research process; the organization, location and evaluation of information using print, non-print and electronic resources. Restricted to: Community Colleges only.

L SC 112. Introduction to Consumer Health Information Literacy in an Electronic Environment
3 Credits (3)
Introduction to consumer health information literacy; the process and organization, location, and evaluation of online information. Restricted to: Community Colleges only.

L SC 120. Cataloging Basics I: Descriptive Cataloging
3 Credits (3)
Introduction to descriptive cataloging. Restricted to: Dona Ana campus only.

L SC 130. Introduction to Technical Services in Libraries
3 Credits (3)
Introduction to technical services in libraries, including acquisitions, bindery, cataloging, gifts, and serials. Restricted to Dona Ana campus only.

L SC 140. Multimedia Materials and Presentations in Libraries
3 Credits (3)
Overview of media formats and equipment. Introduction to desktop publishing, presentations, and web-page creation applications in libraries. Restricted to: Community Colleges only.

L SC 150. Library Services for Children and Young Adults
3 Credits (3)
Library services for children and young adults with an overview of materials, programs, and services for this population. Restricted to: Dona Ana campus only.

L SC 154. State Children's Book Awards
1 Credit (1)
Students will explore the state book award offered by their state. Students will read some of the books and plan library programs to promote the award. Restricted to: Dona Ana campus only.

L SC 160. Introduction to Public Services in Libraries
3 Credits (3)
Introduction to public services in libraries, including circulation, inter-library loan, reference, media services, special collections, and government documents. Restricted to Dona Ana campus only.

L SC 175. Civic Involvement in Library Science
1-3 Credits
Involvement in an organized community service project or group with a library or information technology component. Promotes awareness of volunteer and community service opportunities. May be repeated for a maximum of 6 credits. Graded: S/U. Restricted to: Dona Ana campus only.

L SC 191. Children's Books and their Movie Adaptations
1 Credit (1)
For almost as long as there have been popular books for children in the United States, there have been dramatic adaptations of them. What is gained, and lost, when children's books are adapted for the big screen? What is the relationship-or what should the connection be-between works of children's literature and their seemingly inevitable film adaptations? Students will be expected to read several children's books and view the movies based on them and make comparisons. Restricted to: Community Colleges only.

L SC 192. Myths and Legends in Children's Literature
1 Credit (1)
The student will explore myths and legends from diverse cultures; from European and Asian to those who have their roots in Africa and the Americas. Myths which are similar across several cultures will be compared.

L SC 195. Mysteries for Children
1 Credit (1)
In this course the student will become familiar with a wide variety of mysteries for children. Ways to use mysteries in the classroom and school library will also be covered. Restricted to Community Colleges campuses only.

L SC 196. Historical Fiction for Children
1 Credit (1)
This course looks at historical fiction as a genre. Topics include: fiction vs. history, American history in children's literature, world history in children's literature, activities for using historical fiction in a school setting. Restricted to: Community Colleges only.

L SC 200. Collection Management and Development in Libraries
3 Credits (3)
Principles of identifying, selecting, acquiring, managing, and evaluating resources for libraries. Restricted to Dona Ana campus only.

L SC 201. Public Libraries
3 Credits (3)
A study of the American public library and its place in communities. Topics may include history, philosophy, and standards, operations and procedures, governance, funding, personnel materials, user services, outreach and advocacy. Restricted to: Dona Ana campus only.

L SC 203. School Library Media Specialist
3 Credits (3)
Principles and practice of managing the school library media center, with an emphasis on its specific educational mission. Topics may include collection development, classes and lesson plans, public relations, administrative procedures, and use of technology. Restricted to Dona Ana campus only.

L SC 210. Technology Planning in Libraries
3 Credits (3)
Overview of computer applications in libraries. Topics may include automated systems and electronic resources, introduction to evaluation of technology, and writing a technology plan. Restricted to Dona Ana campus only.
L SC 220. Innovative Technology Applications for Libraries
3 Credits (3)
A look at uses for innovative technologies in libraries. Topics may include blogs, wikis, podcasting and virtual reality libraries. Restricted to Dona Ana campus only.

L SC 221. Experiential Learning I
1-3 Credits
Student is employed (paid or non-paid) in an approved work site and evaluated by their supervisor. Each credit requires a specified number of hours of on-the job work experience. Consent of Instructor required. Graded: S/U Grading (S/U, Audit). Restricted to Dona Ana campus only.
Prerequisite(s): Consent of instructor.

L SC 230. Issues and Ethics in Libraries
3 Credits (3)
Discussions of current and continuing challenges to effective library service. Topics may include copyright, censorship, intellectual freedom, Internet filtering, problem patrons, security, or other current issues. Restricted to Dona Ana campus only.

L SC 240. Internet Resources and Research Strategies
3 Credits (3)
Introduction to retrieving and evaluating information found on the Internet and in selected Internet-accessible databases. Restricted to: Dona Ana campus only.

L SC 250. Reference and Information Resources II
3 Credits (3)
Evaluation and use of specialized information resources to offer reference services. Emphasis is on virtual reference and other innovative techniques. Restricted to: Dona Ana campus only.

L SC 255. Special Topics
1-3 Credits
Special topics to be announced in Schedule of Classes. May be repeated for a maximum of 12 credits. Restricted to: Dona Ana campus only.

L SC 270. Library Science Capstone
3 Credits (3)
A culmination of all technical courses that are required to receive an Associate of Applied Science from the program centering around the completion of a library related project. Discussions on the role of paraprofessionals in libraries. Restricted to: Dona Ana campus only.

L SC 275. Fundamentals of Library Supervision
3 Credits (3)
An introduction to supervision of library employees, including student assistants, to create a productive workplace. Restricted to: Dona Ana campus only.

L SC 280. Children's Literature and the Primary Curriculum
3 Credits (3)
The student will research the use of picture books and other children's literature across the curriculum with students in kindergarten through second grade. Topics include: using literature to teach writing, using literature to teach science, using literature to teach math, using literature to teach social studies. Restricted to: Community Colleges only.

L SC 291. Southwestern Children's Literature
1 Credit (1)
This course will introduce students to books which can teach the children visiting your library more about the people and places of the southwest. Restricted to: Dona Ana campus only.

L SC 295. Introduction to Young Adult Literature
3 Credits (3)
The course will expose students to quality adolescent literature available for reading and study in middle and high school classes. It provides a broad survey of young adult literature and focuses on building an appreciation of literature, encouraging student reading, developing lifelong readers, and developing activities for critical thinking. Restricted to: Community Colleges only.

L SC 296. Multicultural Books for Children and Youth
3 Credits (3)
This course explores a wide range of multicultural children's literature including: African American, Native American, Latino, Asian, Jewish, and Middle Eastern. Topics covered include: nonfiction of the cultures, historical fiction of the cultures, and contemporary literature of the cultures. Restricted to: Community Colleges only.

L SC 298. Independent Study
1-3 Credits
Individual studies directed by consenting faculty with prior approval of department chair. May be repeated for a maximum of 12 credits. Restricted to: Dona Ana campus only.

LANG-LANGUAGE (LANG)

LANG 111. Beginning Language I
4 Credits (4)
Developing language skills through study abroad for languages not offered at NMSU main campus. Specific languages to be identified with course subtitles. Main campus only.
Prerequisite: Language placement exam or consent of the instructor.

LAWE-LAW ENFORCEMENT (LAWE)

LAWE 180. Public Safety First Line Supervisor
3-6 Credits (3-6)
This course is designed to enhance public safety personnel's human resource management and reduce organizational liability. Consent of Instructor required. Restricted to Community Colleges campuses.

LAWE 201. Introduction to Juvenile Delinquency
3 Credits (3)
An introductory overview of the juvenile justice system of due process, custody, detention and release. Note: course does not meet upper division requirements towards completion of Bachelor of Science in Criminal Justice. Restricted to: Community Colleges Only.

LAWE 202. Police Patrol Procedures
3 Credits (3)
A critical review of police procedures and the influences on police behavior; policy development, including the police role; discretion; police community interaction and arrest, search and seizure. Restricted to: Community Colleges only.

LAWE 203. Introduction to Police Supervision
3 Credits (3)
An introductory overview of police supervision and concerns as it applies to law enforcement. (Note: Course does not meet upper division requirements toward completion of Bachelor of Science in Criminal Justice.) Restricted to: Community Colleges only.
LAWE 204. Introduction to Homeland Security
3 Credits (3)
A historical perspective of international and domestic terrorist threats and the need to develop cohesive response policies and practices in the interest of National Security. [Course does not meet requirements towards completion of Bachelor of Science in Criminal Justice.]
Restricted to: Community Colleges only.
Prerequisite(s): CJUS 1110G.

LAWE 205. Practical Field Investigations
4 Credits (3+3P)
Incorporates the current methods and techniques for the management of the crime scene, includes documentation, collection and preservation of evidence and case presentations. [Course does not meet requirements towards completion of Bachelor of Science in Criminal Justice.]
Restricted to Community Colleges campuses only.
Prerequisite(s): CJUS 1110G and CJUS 2140.

LAWE 206. Traffic Enforcement and Crash Investigations
3 Credits (3)
History and development of traffic laws and regulations, including basic elements of traffic violations, detection, apprehension, impaired drivers and guidelines and procedures for effective crash investigations and reporting. Restricted to: Community Colleges only.

LAWE 207. Legal Aspects of Law Enforcement
3 Credits (3)
An evaluation of police authority including responsibilities, civil liability, liability implications, legal obligations, legal restraints, laws of arrest, and search and seizure. Restricted to: Community Colleges only.

LAWE 221. Law Enforcement Internship
3 Credits (3)
Application of knowledge, skills and abilities, in an agency as an intern and integrated member of a law enforcement affiliated agency.
Prerequisite: consent of instructor.

LAWE 233. Practical Approach to Terrorism
3 Credits (3)
Gives responders an overall safety approach in recognizing and responding to incidents involving terrorism. Presents and overview in types of harm, explosive weapons, chemical weapons, biological weapons and radiological weapons. [Course does not meet requirements towards completion of Bachelor of Science in Criminal Justice.]
Restricted to: Dona Ana campus only. Crosslisted with: FIRE 233

LAWE 255. Special Topics
1-3 Credits (1-3)
Introductory special topics of lower division level work that provides a variety of timely subjects and content material. Specific subjects to be announced in the Schedule of Classes. A passing grade of C- or better is required. May be repeated up to 6 credits. Consent of Instructor required. Restricted to Community Colleges campuses

LAWE 298. Independent Study
3 Credits (3)
Individual studies directed by the consenting faculty with prior approval of the department chair. A passing grade of C- or better is required. May be repeated up to 6 credits. Consent of Instructor required. Restricted to Community Colleges campuses
Prerequisite(s): Sophomore standing with a 3.0 or better GPA.

LIBR-LIBRARY SCIENCE

LIBR 1110. Introduction to Research
1 Credit (1)
The goal of this course is to provide students with techniques and tools to become better researchers. This course introduces students to the research process, and the organization, location, and evaluation of information.

LIBR 1111. Introduction to Information Literacy in an Electronic Environment
3 Credits (3)
Introduction to the basics of the research process; the organization, location and evaluation of information using print, non-print and electronic resources; and techniques of effective personal information management in a computerized setting. Uses a combination of active and hands-on learning methods as well as lectures.

LING-LINGUISTICS (LING)

LING 2110G. Introduction to the Study of Language and Linguistics
3 Credits (3)
This course presents an introduction to the study of language through the basic aspects of linguistic analysis: the sound system (phonetics and phonology), the structure of words and sentences (morphology and syntax), and the ways in which language is used to convey meaning (semantics and pragmatics). In addition, the course will investigate how language is acquired and stored in the brain, and how differences in speech styles and dialects reflect different social and cultural backgrounds of individual speakers.

M E-MECHANICAL ENGINEERING (M E)

M E 159. Graphical Communication and Design
2 Credits (1+3P)
Sketching and orthographic projection. Covers detail and assembly working drawings, dimensioning, tolerance specification, and design projects.
Prerequisite(s)/Corequisite(s): MATH 1250G.

M E 201. Supplemental Instruction to Dynamics
1 Credit (1)
Optional workshop for students in M E 237. The workshop focuses on problem solving skills associated with M E 237. Course does not count toward departmental degree requirements. May be repeated up to 1 credits. Restricted to Las Cruces campus only.
Corequisite(s): M E 237.

M E 202. Supplemental Instruction to Thermodynamics
1 Credit (1)
Optional workshop for students in M E 240. The workshop focuses on problem solving skills associated with M E 240. Course does not count toward departmental degree requirements. Restricted to Las Cruces campus only.
Corequisite(s): M E 240.
M E 210. Electronics and System Engineering
3 Credits (2+3P)
Introduction to microcontrollers, measurement systems, motion actuators, sensors, electric circuits, and electronic devices and interfacing. Students required to work individually and in teams to design and test simple electromechanical systems. May be repeated up to 3 credits. Restricted to Las Cruces campus only.
Prerequisite(s): MATH 1521G or MATH 1521H.

M E 222. Introduction to Product Development
3 Credits (2+3P)
Introduction to modern methods used in the realization of products. Traditional manufacturing processes, such as metal stamping, turning, milling, and casting are reviewed. Modern methods of rapid prototyping and model making are discussed in context of computer-aided design. Techniques for joining metals, plastics, and composites are discussed. Role of quality control is introduced. May be repeated up to 3 credits. Restricted to: exclude majors.
Prerequisite(s): M E 159 or E T 110.

M E 228. Engineering Analysis I
3 Credits (3)
Introduction to engineering analysis with emphasis on engineering applications. Topics include ordinary differential equations, linear algebra, and vector calculus with focus on analytical methods. Restricted to Las Cruces campus only.
Prerequisite(s): MATH 2530G.

M E 234. Mechanics-Dynamics
3 Credits (3)
Kinematics and dynamic behavior of solid bodies utilizing vector methods.
Prerequisite(s)/Corequisite(s): MATH 2530G. Prerequisite(s): C E 233.

M E 236. Engineering Mechanics I
3 Credits (3)
Force systems, resultants, equilibrium, distributed forces, area moments, friction, and kinematics of particles. May be repeated up to 3 credits.
Prerequisite(s)/Corequisite(s): PHYS 1310G. Prerequisite(s): MATH 1521G or MATH 1521H.

M E 237. Engineering Mechanics II
3 Credits (3)
Kinetics of particles, kinematics and kinetics rigid bodies, systems of particles, energy and momentum principles, and kinetics of rigid bodies in three dimensions. May be repeated up to 3 credits.
Prerequisite(s)/Corequisite(s): MATH 2530G. Prerequisite(s): M E 236.

M E 240. Thermodynamics
3 Credits (3)
First and second laws of thermodynamics, irreversibility and availability, applications to pure substances and ideal gases.
Prerequisite: PHYS 1310G.

M E 261. Mechanical Engineering Problem Solving
3 Credits (2+3P)
Introduction to programming syntax, logic, and structure. Numerical techniques for root finding, solution of linear and nonlinear systems of equations, integration, differentiation, and solution of ordinary differential equations will be covered. Multi function computer algorithms will be developed to solve engineering problems. May be repeated up to 3 credits.
Prerequisite(s): MATH 1521G or MATH 1521H.

M SC-MILITARY SCIENCE (M SC)

M SC 110. Introduction to Military Science
2 Credits (2+1P)
Introduction to the Army, the Profession of Arms, and critical thinking. Students will examine the Army Profession and what it means to be a professional in the U.S. Army. The overall focus is on developing basic knowledge and comprehension of the Army Leadership Requirements Model while gaining a complete understanding of the Reserve Officers’ Training Corps (ROTC) program, its purpose in the Army, and its advantages for the student. Cadets also learn how resiliency and fitness supports their development as an Army leader. Includes a weekly lab facilitated by MSL III Cadets and supervised by Cadre. May be repeated up to 2 credits. Restricted to Las Cruces campus only.

M SC 110 L. Introduction to Military Science Lab
1 Credit (1P)
Planning, coordination, execution and evaluation of training and activities in a collaborative training environment with both basic and advanced course students from within the ROTC program. Students develop and refine leadership skills in positions of responsibility. Restricted to Las Cruces campus only.
Prerequisite(s): MSC 110.

M SC 111. Introduction to Leadership
2 Credits (2+1P)
Introduction to the personal challenges and competencies that are critical for effective leadership. Students learn how the personal development of life skills such as critical thinking, time management, goal setting, and communication contribute to effective leadership. Students learn the basics of the communications process and the importance for leaders to develop the essential skills to effectively communicate in the Army. Students will begin learning the basics of squad level tactics that will be reinforced during a weekly lab facilitated by MSL III Cadets and supervised by Cadre. May be repeated up to 2 credits. Restricted to Las Cruces campus only.

M SC 111 L. Introduction to Leadership Lab
1 Credit (1P)
Planning, coordination, execution and evaluation of training and activities in a collaborative training environment with both basic and advanced course students from within the ROTC program. Students develop and refine leadership skills in positions of responsibility. Restricted to Las Cruces campus only.
Prerequisite(s): MSC 111.

M SC 210. Self/Team Development
3 Credits (3+1P)
A focus on leadership and decision making. The course adds depth to the student’s understanding of the Adaptability Army Learning Area. Outcomes are demonstrated through Critical and Creative Thinking and the ability to apply Troop Leading Procedures (TLP) to apply Innovative Solutions to Problems. The Army Profession is also stressed through leadership forums and a leadership self-assessment. Students are then required to apply their knowledge outside the classroom in a hands-on performance-oriented environment during a weekly lab facilitated by MSL III Cadets and supervised by Cadre and three physical fitness sessions per week. Restricted to Las Cruces campus only.
M SC 210 L. Self/Team Development Lab
1 Credit (1P)
Planning, coordination, execution, and evaluation of training activities in a collaborative training environment with both basic and advanced course students from within the ROTC program. Students develop and refine leadership skills in positions of responsibility. Restricted to Las Cruces campus only.
Prerequisite(s): MSC 210.

M SC 211. Leadership in Action and Team Building
3 Credits (3+1P)
A focus on Army doctrine and team development. The course begins the journey to understand and demonstrate competencies as they relate to Army doctrine. Army Values, Teamwork, and Warrior Ethos and their relationship to the Law of Land Warfare and philosophy of military service are also stressed. The ability to lead and follow is also covered through Team Building exercises at squad level. Students are then required to apply their knowledge outside the classroom in a hands-on performance-oriented environment during a weekly lab facilitated by MSL III Cadets and supervised by cadre and three physical fitness sessions per week. Restricted to Las Cruces campus only.

M SC 211 L. Leadership in Action and Team Building Lab
1 Credit (1P)
Planning, coordination, execution and evaluation of training and activities in a collaborative training environment with both basic and advanced course students from within the ROTC program. Students develop and refine leadership skills in positions of responsibility. Restricted to Las Cruces campus only.
Prerequisite(s): MSC 211.

M SC 225. Directed Studies
1-3 Credits
Individual directed studies under supervision of the Professor of Military Science. May be repeated up to 12 credits. Restricted to Las Cruces campus only.
Prerequisite(s): GPA 2.5 or better.

MAT-AUTOMATION & MANUFACTURING (MAT)

MAT 102. Print Reading for Industry
3 Credits (2+2P)
Reading, interpretation, and revisions of industrial technical drawings common to manufacturing, Aerospace, machine parts, electrical, hydraulic, and Pneumatic drawings. Interpretation of engineering drawings and related shop calculations. Introduction Crosslisted with: AERT 115. Restricted to: Community Colleges only.

MAT 105. Introduction to Manufacturing
3 Credits (2+2P)
Introduction to manufacturing evolution from basic assembly process to modern automated processes. Covers history, employability, soft skills, quality measurements, teamwork concept, production requirements, and considerations in plan layout and design. Minimum math proficiency of CCDM 114 required or math placement into MATH 1215 or higher. Restricted to: Community Colleges only. Crosslisted with: AERT 112

MAT 106. Applied Manufacturing Practices
3 Credits (2+2P)
Course will illustrate how various products are manufactured along with associated process. Mechanical behavior such as bending, cold worked, strained, work hardened, and heat transfer will be emphasized as well. In lab, students will learn how to make selected products starting from prints to complete projects including quality control. Crosslisted with: AERT 114. Restricted to: Community Colleges only.

MAT 108. Metrology, Safety and Quality Control for Manufacturing
3 Credits (2+2P)
Use of measuring tools in manufacturing process and quality control. These tools include: vernier and digital micrometers, calipers, height gauges, hole gauges, pin gauges, electrical pressure/flow, temperature measuring, stress/strain measurements, and non-destructive testing (eddy currents, magnetic particle, ultrasonic, bubble emission, x-ray, Gamma ray, radiography, visual inspection, ring test, taping & Zygro). Instruction to use of coordinate machine while covering the safety issues that pertains to these types of tools and equipment. Restricted to: Community Colleges only.

MAT 110. Machine Operation and Safety
3 Credits (2+2P)
Introduction to the operation and safety aspects of various types of machinery and equipment, including both mechanical and electrical machines, Rigid Tubing, and Flexible Lines. Maintenance and safety operation of industrial equipment will also be covered. Restricted to: Community Colleges only. Crosslisted with: AERT 115

MAT 130. Applied Industrial Electricity I
4 Credits (3+2P)
Electrical safety, AC and DC circuits, use and care of common measuring instrumentation, schematic and wiring diagrams, electromagnetism, National Electric Code branch circuits. Restricted to: Community Colleges only.
Prerequisite(s): MATH 1215 or ELT 120 or OETS 118.

MAT 135. Applied Industrial Electricity II
4 Credits (3+2P)
Relationship between motor power, speed, and torque, basic application of relay circuits, motor control circuits, inductance and capacitance factors, transformers, solid state devices circuits and applications. Restricted to: Community Colleges only.
Prerequisite(s): MAT 130.

MAT 145. Electromechanical Systems for Non-Majors
4 Credits (3+3P)
Electromechanical system interfacing. Principles and applications of preventive and corrective maintenance procedures on automated industrial production machines using system technical and maintenance manuals to develop troubleshooting procedures using systems block and schematic diagrams.
Prerequisite: consent of instructor.

MAT 221. Cooperative Experience I
1-6 Credits
Supervised cooperative work program. Student is employed in an approved occupation and rated by employer and instructor. Student meets in a weekly class. Graded S/U.
Prerequisite: consent of instructor.
MAT 234. Industrial Electricity Maintenance
3 Credits (2+2P)
Introduction into electrical systems, theory and uses for the different types of motors used in the industry and related industrial safety practices. DC, AC stepper and servo motors, motor speed and torque, motor performance, and efficiency, motor control fundamentals using variable frequency drives, vector controls, servo and stepper drives. Restricted to: Community Colleges only.

MAT 265. Special Topics
1-6 Credits
Course subtitled in the Schedule of Classes. May be repeated for a maximum of 12 credits.

Prerequisite: consent of instructor.

MATH-MATHEMATICS (MATH)

A student may not receive credit for a lower-division mathematics course if it serves as a prerequisite to a lower-division math course that the student had previously passed with a grade of C- or better.

Students without adequate placement to enroll in MATH 1134, MATH 1215 or MATH 1130G can gain admission to the course by earning a C- or better in CCDM 114 N at an NMSU Community College campus, or in A S 103.

Students wishing to enroll in MATH 1220G, MATH 1430G, MATH 1511G, MATH 1521G, or MATH 1350G must satisfy one of the following:

1. have passed the stated prerequisite course or an equivalent transfer course with a C- or better
2. have placed into the course with an adequate ACT Math score or through the Mathematics Placement Examination (MPE), the results of which will be made available to the student’s advisor. The MPE is given daily in Walden Hall when school is in session and during new student orientation programs.

MATH 1130G. Survey of Mathematics
3 Credits (3)
This course will develop students’ ability to work with and interpret numerical data, to apply logical and symbolic analysis to a variety of problems, and/or to model phenomena with mathematical or logical reasoning. Topics include financial mathematics used in everyday life situations, statistics, and optional topics from a wide array of authentic contexts. Prerequisite(s): adequate scoring on the Mathematics Placement Exam, or any ACT/SAT and GPA combination that is considered equivalent, or a C- or better in CCDM 113 N or CCDM 114 N or A S 103 or higher

MATH 1134. Fundamentals of Elementary Mathematics I
3 Credits (3)
Numbers and the four operations of arithmetic. Understanding and comparing multiple representations of numbers and operations, in particular how these representations build from whole numbers to integers to fractions and decimals. Applying properties of numbers and operations in contextual situations. Reasoning, communicating, and problem solving with numbers and operations. Applications to ratio, and connections with algebra. Taught primarily through student activities and investigations. Restricted to: EDUC,EDEC,E ED,EDC six majors. Prerequisite(s): adequate scoring on the Mathematics Placement Exam, or any ACT/SAT and GPA combination that is considered equivalent, or a C- or better in MATH 1215 or higher

MATH 1215. Intermediate Algebra
3 Credits (3)
A study of linear and quadratic functions, and an introduction to polynomial, absolute value, rational, radical, exponential, and logarithmic functions. A development of strategies for solving single-variable equations and contextual problems. Prerequisite(s): adequate scoring on the Mathematics Placement Exam, or any ACT/SAT and GPA combination that is considered equivalent, or a C- or better in CCDM 113 N or CCDM 114 N or A S 103 or higher

MATH 1217. General Supplemental Instruction I
1 Credit (2P)

MATH 1220G. College Algebra
3 Credits (3)
The study of equations, functions and graphs, reviewing linear and quadratic functions, and concentrating on polynomial, rational, exponential and logarithmic functions. Emphasizes algebraic problem solving skills and graphical representation of functions. Prerequisite(s): adequate scoring on the Mathematics Placement Exam, or any ACT/SAT and GPA combination that is considered equivalent, or a C- or better in MATH 1215 or higher

MATH 1221. General Supplemental Instruction II
1 Credit (1+2P)
Collaborative workshop for students enrolled in College Algebra. Graded: S/U Grading (S/U, Audit). Corequisite(s): MATH 1220G.

MATH 1250G. Trigonometry & Pre-Calculus
4 Credits (3+2P)
Trigonometry & Pre-Calculus includes the study of functions in general with emphasis on the elementary functions: algebraic, exponential, logarithmic, trigonometric and inverse trigonometric functions. Topics include rates of change, limits, systems of equations, conic sections, sequences and series, trigonometric equations and identities, complex number, vectors, and applications. Prerequisite(s): adequate scoring on the Mathematics Placement Exam, or any ACT/SAT and GPA combination that is considered equivalent, or a C- or better in MATH 1220G or higher

MATH 1350G. Introduction to Statistics
3 Credits (3)
This course discusses the fundamentals of descriptive and inferential statistics. Students will gain introductions to topics such as descriptive statistics, probability and basic probability models used in statistics, sampling and statistical inference, and techniques for the visual presentation of numerical data. These concepts will be illustrated by examples from a variety of fields. Prerequisite(s): adequate scoring on the Mathematics Placement Exam, or any ACT/SAT and GPA combination that is considered equivalent, or a C- or better in MATH 1215 or higher

MATH 1430G. Applications of Calculus I
3 Credits (3)
An algebraic and graphical study of derivatives and integrals, with an emphasis on applications to business, social science, economics and the sciences. Prerequisite(s): adequate scoring on the Mathematics Placement Exam, or any ACT/SAT and GPA combination that is considered equivalent, or a C- or better in MATH 1220G or higher

MATH 1435. Applications of Calculus I
3 Credits (3)
Intuitive differential calculus with applications to engineering. Prerequisite(s): C- or better in MATH 1250G.
MATH 1440. Applications of Calculus II 3 Credits (3)
Topics in this second course of Applications of Calculus include functions of several variables, techniques of integration, an introduction to basic differential equations, and other applications.
Prerequisites: C or better in MATH 1430G or in MATH 1521G, or in MATH 1521H.

MATH 1511G. Calculus and Analytic Geometry I 4 Credits (4)
Limits and continuity, theory and computation of derivatives, applications of derivatives, extreme values, critical points, derivative tests, L'Hopital's Rule. Prerequisite(s): adequate scoring on the Mathematics Placement Exam, or any ACT/SAT and GPA combination that is considered equivalent, or a C- or better in MATH 1250G or higher.

MATH 1521G. Calculus and Analytic Geometry II 4 Credits (4)
Riemann sums, the definite integral, antiderivatives, fundamental theorems, techniques of integration, applications of integrals, improper integrals, Taylor polynomials, sequences and series, power series and Taylor series. Prerequisite(s): C or better in MATH 1511G.

MATH 1521H. Calculus and Analytic Geometry II Honors 4 Credits (3+1P)
A more advanced treatment of the material of MATH 1521G with additional topics. Consent of Instructor required. Restricted to Las Cruces campus only. Consent of Department.

MATH 1531. Introduction to Higher Mathematics 3 Credits (3)
Logic, sets, relations, and functions; introduction to mathematical proofs. Prerequisite(s): C or better in MATH 1521G or MATH 1521H.

MATH 1996. Topics in Mathematics 1-3 Credits (1-3)
Topics to be announced in the Schedule of Classes. Maximum of 3 credits per semester. Total credit not to exceed 6 credits. Community Colleges only. Prerequisite: consent of instructor.

MATH 2134G. Fundamentals of Elementary Math II 3 Credits (3)
Geometry and measurement. Multiple approaches to solving problems and understanding concepts in geometry. Analyzing and constructing two- and three-dimensional shapes. Measurable attributes, including angle, length, area, and volume. Understanding and applying units and unit conversions. Transformations, congruence, and symmetry. Scale factor and similarity. Coordinate geometry and connections with algebra. Reasoning and communicating about geometric concepts. Taught primarily through student activities and investigations. Prerequisite(s): C or better in MATH 1134.

MATH 2234. Fundamentals of Elementary Mathematics III 3 Credits (3)
Probability, statistics, ratios, and proportional relationships. Experimental and theoretical probability. Collecting, analyzing, and displaying data, including measurement data. Multiple approaches to solving problems involving proportional relationships, with connections to number and operation, geometry and measurement, and algebra. Understanding data in professional contexts of teaching. Taught primarily through student activities and investigations. Prerequisite(s): C or better in MATH 2134G.

MATH 2350G. Statistical Methods 3 Credits (3)
Exploratory data analysis. Introduction to probability, random variables and probability distributions. Concepts of Central Limit Theorem and Sampling Distributions such as sample mean and sample proportion. Estimation and hypothesis testing single population parameter for means and proportions and difference of two population parameters for means and proportions. Analysis categorical data for goodness of fit. Fitting simple linear regression model and inference for regression parameters. Analysis of variance for several population means. Techniques in data analysis using statistical packages. Prerequisite(s): adequate scoring on the Mathematics Placement Exam, or any ACT/SAT and GPA combination that is considered equivalent, or a C- or better in MATH 1215 or higher.

MATH 2415. Introduction to Linear Algebra 3 Credits (3)
Systems of equations, matrices, vector spaces and linear transformations. Applications to computer science. Prerequisite(s): Grade of C- or better in MATH 1521G or MATH 1521H.

MATH 2530G. Calculus III 3 Credits (3)
The purpose of this course, which is a continuation of Calculus II, is to study the methods of calculus in more detail. The course will cover the material in the textbook from Chapters 10-14. Vectors in the plane and 3-space, vector calculus in two-dimensions, partial differentiation, multiple integration, topics in vector calculus, and complex numbers and functions. Prerequisite(s): Grade of C- or better in MATH 1521G or MATH 1521H.

MATH 2992. Directed Study 1-3 Credits (1-3)
May be repeated for a maximum of 6 credits. Graded S/U. Prerequisite: consent of the instructor.

MGMT-MANAGEMENT

MGMT 2110. Principles of Management 3 Credits (3)
An introduction to the basic theory of management including the functions of planning, organizing, staffing, leading, and controlling; while considering management’s ethical and social responsibilities.

MKTG-MARKETING (MKTG)

MKTG 180. Level 1, PGA's PGM Education Program (Part 1) 3 Credits (3)
Level 1 Part 1 of the PGA PGM Education Program. Introduction to the Policies and Procedures of the PGA Golf Mgt. Program and the PGA of America. Students will complete the PGA Qualifying Level. Facility Management 1A (Tournament Ops A, Rules of Golf B, and Career Enhancement B), and the corresponding Work Experience Activities. Additional course fee required. Consent of Instructor required. Restricted to: MKTG majors.

MKTG 181. Level 1, PGA's PGM Education Program (Part 2) 3 Credits (3)
Level 1 Part 2 of the PGA PGM Education Program. This class will focus on Teaching and Coaching 1, the corresponding PGA Work Experience Activities, and PGA Teaching Seminars. Additional course fee required. Consent of Instructor required. Restricted to: MKTG majors.
MKTG 2110. Principles of Marketing
3 Credits (3)
Survey of modern marketing concepts and practices focusing on the marketing mix: product, pricing, promotion, and distribution strategies. Topics include: the marketing environment, consumer behavior, marketing research, target marketing, and the ethical and social responsibilities of marketers. May be repeated up to 3 credits.

Prerequisite(s): BUSA 1110.

MKTG 280. Level 1, PGA’s PGM Education Program (Part 3)
3 Credits (3)
Level 1 Part 3 of the PGA PGM Education Program. This class will focus on Facility Management 1B (Business Planning A, Customer Relations A, Golf Car A, Merchandising A, Turfgrass A), Level 1 Checkpoint Exams, and the corresponding PGA Work Experience Activities. Students will also be required to provide an internship evaluation report. Additional course fee required. Consent of Instructor required. Restricted to: MKTG majors.

MKTG 281. Level 2, PGA’s PGM Education Program (Part 1)
3 Credits (3)
Level 2 Part 1 of the PGA PGM Education Program. This class will focus on Teaching and Coaching 2, Teaching and Coaching Seminars, and the corresponding PGA Work Experience Activities. Additional course fee required. Consent of Instructor required. Restricted to: MKTG majors.

MUSC-MUSIC

MUSC 110G. Music Appreciation: Jazz
3 Credits (3)
This course explores the ideas of music in society and its cultural relevance and is designed to increase the students’ appreciation of music as well as to enhance their listening skills. Students are introduced to various periods, styles, and composers of music and become acquainted with knowledge and appreciation of Jazz from various cultures and times.

MUSC 113G. Music Appreciation: Western Music
3 Credits (3)
This course explores the ideas of music in society and its cultural relevance and is designed to increase the students’ appreciation of music as well as to enhance their listening skills. Students are introduced to various periods, styles, and composers of music and become acquainted with knowledge and appreciation of Western music from various cultures and times.

MUSC 1210. Fundamentals of Music for Non-majors
3 Credits (3)
A beginning course in the fundamentals of music, this course includes notation, scales, key signatures and intervals. Aural comprehension is introduced through singing intervals, scales and triads and dictating simple rhythmic and melodic patterns and students explore the basic components of music. Traditional Grading with RR.

MUSC 1310. Recital Attendance
0.5 Credits (.5+1P)
This course is for music students to attend and participate in a good number of convocation, concert, and recital performances, creating a wider appreciation for the performing arts. May be repeated up to 4 credits. Restricted to: Music and Music Education majors. S/U Grading with RR. Restricted to Las Cruces campus only.

MUSC 1410. Introduction to Music Education
2 Credits (2)
This course is an overview of teaching in the music classroom through readings and observations. Students will be introduced to the skills needed to become a reflective educator, develop observation techniques, and demonstrate knowledge of the current state of the profession. Restricted to Las Cruces campus only.

MUSC 1440. Class Voice I
1 Credit (1)
To develop the ability to accurately hear, identify, sing and notate musical elements including rhythm, melody, intervals and harmony Traditional Grading with RR. Restricted to Las Cruces campus only.

Prerequisite(s): MUSC 1450 or consent of instructor.

MUSC 1450. Ear Training I
1 Credit (1)
To develop the ability to accurately hear, identify, sing and notate musical elements including rhythm, melody, intervals and harmony Restricted to Las Cruces campus only.

Prerequisite(s): Passing the Theory Placement exam or making a C or better in MUSC 1210.

MUSC 1451. Ear Training II
1 Credit (1)
To develop the ability to accurately hear, identify, sing and notate musical elements including rhythm, melody, intervals and harmony Restricted to Las Cruces campus only.

Prerequisite(s): Passing the Theory Placement exam or making a C or better in MUSC 1210.

MUSC 1460. Music Theory I
3 Credits (3)
Introduction to vocabulary and syntax of 4-voice 18th c. chorale music through study and harmonic analysis.

Prerequisite(s): Passing the Theory Placement exam or making a C or better in MUSC 1210.

MUSC 1461. Music Theory II
3 Credits (3)
Expansion of vocabulary and syntax of 4-voice 18th c. chorale music through study, harmonic analysis, and part writing.

Prerequisite(s): Grade of C or better in MUSC 1460.

MUSC 1470. Functional Piano I
2 Credits (2)
Scales, chords, memorization. Harmonization of simple melodies with the ability to play simple melodies and rhythms. May be taken for unlimited credit. Restricted to music majors. No S/U option.

MUSC 1471. Functional Piano II
2 Credits (2)
Scales, chords, memorization. Harmonization of simple melodies with the ability to play simple melodies and rhythms. May be taken for unlimited credit. Restricted to music majors. No S/U option.

Prerequisite: MUSC 1470 or consent of instructor.

MUSC 1472. Functional Piano III
2 Credits (2)
For music majors preparing for the Piano Proficiency Examination. May be taken for unlimited credit. Restricted to music majors. No S/U option.

Prerequisite: MUSC 1471 or consent of instructor.
1-2 Credits
Private or group instruction for non-music majors, secondary instruments, and music majors preparing for 200-level applied music. May be taken for unlimited credit.

MUSC 2110. Chamber Ensemble
1 Credit (1)
This course is an exploration of chamber ensembles, allowing students to develop their abilities with their instruments in a group setting. Students will gain a broader understanding of chamber ensemble through study of musical history, as well as various practice exercises and performances. May be repeated up to 16 credits. Restricted to Las Cruces campus only.
Prerequisite(s): by audition only.

MUSC 2120. Major Ensemble
1 Credit (1)
This course is an exploration of major ensembles, allowing students to develop their abilities with their instruments in a group setting. Students will gain a broader understanding of major ensemble through study of musical history, as well as various practice exercises and performances. May be repeated up to 10 credits. Restricted to Las Cruces campus only.
Prerequisite(s): by audition only.

MUSC 2130. Jazz Ensemble
1 Credit (1)
This course is an exploration of jazz ensembles, allowing students to develop their abilities with their instruments in a group setting. Students will gain a broader understanding of jazz ensemble through study of musical history, as well as various practice exercises and performances. May be repeated up to 10 credits. Restricted to Las Cruces campus only.
Prerequisite(s): by audition only.

MUSC 2132. Percussion Ensemble
1 Credit (1)
Study and performance of contemporary percussion ensemble literature. May be repeated up to 5 credits. Restricted to Las Cruces campus only.
Prerequisite(s): by audition only.

MUSC 2151. An Introduction to World Music, Jazz and Music Research
3 Credits (3)
Introduces world music and jazz within a historical and cultural context, considering significant musical figures, forms, genres, styles, and representative works. A major component will be the development of effective research and scholarly writing skills for the music major or minor. May be repeated up to 3 credits. Restricted to: Music majors and minors; majors. Restricted to Las Cruces campus only.

MUSC 2210. Diction I
2 Credits (2)
This course is designed to prepare students for singing in multiple languages using concepts of the International Phonetic Alphabet. Students will work to master the basics of phonetic singing to improve their overall musical abilities. Restricted to Las Cruces campus only.
Prerequisite: MUSC 2210 or consent of instructor.

MUSC 2220. Diction II
2 Credits (2)
This course serves as a continuing study in the concepts of the International Phonetic Alphabet. Students will continue to improve and practice their diction to develop their singing and musical abilities in order to begin the mastery of lyric diction. Restricted to music majors. Restricted to Las Cruces campus only.

MUSC 2240. Music History and Literature: Antiquity through Baroque
3 Credits (3)
Surveys Western art music within a historical and cultural context, considering significant musical figures, forms, genres, styles, and representative works from antiquity through the end of the Baroque era. An additional emphasis will be given to effective research and scholarly writing skills. Restricted to: M ED,MUSC majors.
Prerequisite(s): A grade of C- or better in MUSC 1450, 1460, and 2151.

MUSC 2310. Sound and Music Technology
1 Credit (1)
This course serves as an overview of current technologies and principles for the recording and production of sound, and the use of computer-based technologies for the production of music. Restricted to: MUSC,M ED majors. Traditional Grading with RR. Restricted to Las Cruces campus only.
Prerequisite(s): MUSC 1460.

MUSC 2451. Ear Training III
1 Credit (1)
Continuation of MUSC 1451, advanced sight singing, dictation. Restricted to Las Cruces campus only.
Prerequisite(s): Grade of C- or better in MUSC 1451.

MUSC 2452. Ear Training IV
1 Credit (1)
Continuation of MUSC 2451, advanced sight singing, dictation. Restricted to Las Cruces campus only.
Prerequisite(s): Grade of C or better in MUSC 1451.

MUSC 2453. Music Theory III
3 Credits (3)
Analysis of Romantic, Post-Romantic, Impressionist, and Twelve-Tone Music. Vocabulary and syntax of 18th and 19th c. Western art music through study, chordal/formal analysis, and composition. Restricted to Las Cruces campus only.
Prerequisite(s): Grade of C or better in MUSC 1461.

MUSC 2461. Music Theory IV
3 Credits (3)
Analysis of Romantic, Post-Romantic, Impressionist, and Twelve-Tone Music. Vocabulary and syntax of late 19th and early 20th c. Western art music through study, micro/macro analysis, and composition. Restricted to Las Cruces campus only.
Prerequisite(s): Grade of C or better in MUSC 2460.

MUSC 2470. Functional Piano IV
2 Credits (2)
For music majors preparing for Piano Proficiency Examination. May be taken for unlimited credit. Restricted to music majors. No S/U option.
Prerequisite: MUSC 1472 or consent of instructor.

MUSC 2510. Applied Music I
1-4 Credits
Individual instruction to develop technique, musicianship, performance and improvisational skills, as well as knowledge of significant repertoire. May be repeated up to 16 credits. Consent of Instructor required. Restricted to: Music and Music Education majors. Traditional Grading with RR. Restricted to Las Cruces campus only.
Prerequisite(s): Audition.

MUSC 2993. Opera Workshop
1 Credit (1)
Study, translation, analysis, rehearsal and performance of opera. May be repeated up to 10 credits. Restricted to Las Cruces campus only.
Prerequisite(s): by audition only.
MUSC 2996. Special Topics I
1-3 Credits
Emphasis on special areas of music; designed for highly motivated students. May be taken for unlimited credit.

NA - NURSING ASSISTANT (NA)

NA 101. Nursing Assistant Theory and Lab
6 Credits (5+3P)
Nurse aide skills with emphasis on a bio-psychosocial-cultural approach to client care. Practice of these skills is provided in the laboratory as well as at a clinical site. Successful completion of the course prepares and qualifies the student to take the NACES certification examination. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): (CCDR 110N with C or better OR appropriate placement score) and (CCDE 111N with C or better OR appropriate placement score) and (CCDM 103N with C or better OR appropriate placement score).

NA 102. Sterile Processing Technician
4 Credits (3+3P)
This course will prepare the student to work as a Sterile Processing Technician, performing critical functions that support both the hospital and Operating Room. The student will learn about infection control, instrument reprocessing, decontamination, disinfection, and sterilization. All critical aspects of sterile processing will be covered to include applicable standards and regulations. This field is constantly evolving and those desiring to work in this profession must ensure that they stay abreast of the science behind the discipline. Restricted to Community Colleges campuses
Prerequisite(s): CCDE 110 N General Composition Placement exam scores, or specific course work.

NA 104. Nursing Assistant Fundamentals
3 Credits (3)
This course prepares students for employment as a Nursing Assistant in a Long Term Care Facility. Theory and basic nursing care skills will be taught with an emphasis being placed on the psychosocial-cultural approach to client care. Students will learn communication skills, basic anatomy and physiology, growth and development, infection control, body mechanics, basic nutrition, client/resident elimination needs, the client/resident unit, vital signs, range of motion exercises, bed making, rehabilitation and restorative care, client admission and discharge, common health problems, dealing with death and dying, and basic medical terminology. NA 104 and NA 104L (laboratory) must be successfully completed with a C- or greater in order to continue to NA 105 Nursing Assistant Clinical. NA 105 must also be successfully completed with a C- or greater to be eligible to take the state certification competency examination. Attendance is required to meet the federal requirements for training hours and content prior to direct contact with a patient/resident and the state competency examination. Students must test out of all CCDE and CCDR courses and eligible to take ENGL 1110G to enroll in this course. Restricted to Community Colleges campuses only.
Corequisite(s): NA 104 L.

NA 104 L. Nursing Assistant Fundamentals Lab
1 Credit (3P)
This course prepares students for employment as a Nursing Assistant in a Long Term Care Facility. Students will learn and demonstrate personal care skills including bathing, grooming, dressing, toileting, assisting with eating and hydration, skin care, transfers and positioning. Students will also learn and demonstrate the use of assistive devices, and how to maintain resident safety, dignity and privacy. NA 104 & NA 104L must be successfully completed with a C- or greater in order to continue to NA 105 Clinical. NA 105 must be successfully completed with a C- or greater to be eligible to take the state certification competency examination.
Prerequisite(s)/Corequisite(s): NA 104. Prerequisite(s): English COMPASS score of 35 or greater or CCDE 110N, and reading COMPASS score of 55 or greater or CCDR 105N. Restricted to Community Colleges campuses only.

NA 105. Nursing Assistant Clinicals
4 Credits (3+3P)
Extension of basic fundamentals of personal care, including theory, skills and clinical experience leading to the certified Nursing Assistant Examination at the conclusion of the semester. Continuation of NA 104.
Prerequisite(s): A C or better to pass. Restricted to: Community Colleges only.

NA 109. Phlebotomist Basic
4 Credits (2+4P)
This course provides the latest information, techniques, skills, and equipment for blood and specimen collection based on the standards of the Clinical and Laboratory Standards Institute, Needlestick Prevention Act, Joint Commission 2008 National Patient Safety Goals, OSHA and CDC. An advanced skills lab is included in the course to provide a ‘hands-on’ practice experience and a 30 hour practicum in a supervised work environment collecting blood and specimens on actual patients for laboratory tests. Attendance is mandatory. Prepares students for employment as a phlebotomist in health care settings. Requires a ‘C’ or better to pass. Upon successful completion of the course, student has the opportunity to test for National Healthcareer Certification. Consent of Instructor required.
Prerequisite(s)/Corequisite(s): BIOL 1130 or BIOL 2225. Restricted to Community Colleges campuses only.

NA 110. Electrocardiogram Technician Basic
4 Credits (3+3P)
Prepares students for employment as an Electrocardiogram Technician. Includes basic theory of the cardiovascular system, cardiac rhythm interpretation, 12 lead ECG lead placement, and ECG equipment trouble shooting. The course includes an advanced skills laboratory for ‘hands-on’ practice and 16 hours of supervised clinical in the work environment assisting with ECG testing. Attendance is mandatory. Course requires a grade of ’C’ or better to pass. Upon successful completion of course, student has the opportunity to test for National Healthcareer Certification. Restricted to Community Colleges campuses only.
Prerequisite(s): BIOL 1130 OR BIOL 2210 & BIOL 2225.

NA 111. Alzheimer/Dementia Care Focus
3 Credits (3)
Students will learn respectful care of Alzheimer/Dementia persons while ensuring their dignity, maximizing safe independence focusing on strengths and abilities.
Prerequisite(s)/Corequisite(s): NA 104 or NA 101. Restricted to: Community Colleges only.
NA 113. Sterile Processing Practicum
5 Credits (1+4P)
This course will allow students to get hands on training in the Sterile Processing Department. They will perform critical functions learned in the Sterile Processing Technician course. They will apply principles of medical asepsis and infection control and by the end of the practicum be able to independently function in all work areas of the Sterile Processing Department. This field is constantly evolving and those desiring to work in this procession must ensure that they stay abreast of the science behind the discipline. Restricted to Community Colleges campuses
Prerequisite(s)/Corequisite(s): NA 102. Prerequisite(s): CCDE 110 N.

NA 115. Phlebotomist Technician
6 Credits (3+6P)
Basic theory and skills of phlebotomy following OSHA and Center for Disease Control guidelines. Prepares students for the requirements of testing for the ASCP certification exam and employment in a healthcare organization as a phlebotomist in licensed settings. Laboratory hours include infection control skills & practice, patient assessment & teaching, and practice in venipuncture. Clinical time includes clinical laboratory processes and operations, patient assessment, venipuncture, and exposure to clinical policies and procedures. Upon successful completion students are workforce ready.
Prerequisite(s)/Corequisite(s): OEEM 101. Restricted to Community Colleges campuses only.

NA 204. Patient Care Technician
4 Credits (3+3P)
This course will prepare Certified Nursing Assistants (CNAs) to work in the acute care setting through an expansion of their existing basic skill set. Students will acquire expanded acute care skills, critical thinking skills, and knowledge in caring for patients of all ages. Currently CNA certified. Restricted to Community Colleges campuses only.
Prerequisite(s): (NA 104, NA 105, NA 109, NA 110, AHS 120, and (BIOL 1130 or (BIOL 2210 & BIOL 2225)).
Corequisite(s): NA 205.

NA 205. Patient Care Technicians Practicum
4 Credits (1+9P)
This course will prepare Certified Nursing Assistants (CNAs) to work in the acute care setting through an expansion of their existing basic skill set. Students will acquire expanded acute care skills, critical thinking skills, and knowledge in caring for patients of all ages. Students will go to acute care settings to practice newly acquired skills. Must have a ‘C’ or better to pass. Restricted to Community Colleges campuses only.
Prerequisite(s): (NA 104, NA 105, NA 109, NA 110, AHS 120, & (BIOL 1130 or (BIOL 2210 & BIOL 2225)). Currently CNA Certified.
Corequisite(s): NA 204.

NA 209. Phlebotomy Laboratory Technician
4 Credits (2+4P)
A continuation of NA 109, Phlebotomy Basic. This course furthers the experience, knowledge and skills of the phlebotomist by providing advanced specimen collection techniques, skills to assist with lab management, patient data processing, quality control measures, and customer service. Completion of thirty clinical hours and fifty successful venipunctures are required. Attendance in mandatory. Requires a final grade of ‘C’ or better to pass. Consent of Instructor required. Restricted to Community Colleges campuses
Prerequisite(s)/Corequisite(s): ENGL 1110G or ENGL 1110H or ENGL 1110M. Prerequisite(s): (BIOL 1130 or BIOL 2310 & BIOL 2225), and AHS 120, and NA 109.

NA 210. Administrative Procedures for Medical Assistants
4 Credits (4)
This course will provide students with the administrative procedures needed for a medical assistant. Skills will include creating a welcoming environment, cultural considerations, office safety, opening and closing procedures, computer operation and management, written and telephonic communications, financial procedures, patient scheduling, medical record management, and medical insurance, billing, and coding. Restricted to Community Colleges campuses
Prerequisite(s)/Corequisite(s): NA 212. Prerequisite(s): MATH 1215, and ENGL 1110G, and AHS 120, and BIOL 1130 or BIOL 2225.

NA 212. Medical Assistant Capstone Course
6 Credits (6)
This course provides the student with entry-level theory and limited ‘hands-on’ training in basic and routine clinical office tasks. The course will equip the Medical Assistant (MA) student with the competencies required to perform in a medical office under the direct supervision of a physician. The graduate will be able to assist the physician with physical exams, ECGs, phlebotomy, and minor surgical procedures. CNA Certification within the last 5 years.
Prerequisite(s): NA 105, NA 110, NA 109, AHS 120, BIOL 1130, BOT 208, HIT 228, HIT 248.

NA 214. Medical Assistant Practicum
6 Credits (1+6P)
This course is the practicum for NA 212 Medical Assistant Fundamentals Capstone Course. Students will prepare for a career as a medical assistant in medical offices and clinics. During practicum students will observe and participate in 180 hours in a supervised work environment using knowledge and skills learned in NA 212. This course includes weekly post-practicum conferences with the instructor. The student will be evaluated by both the employer and the instructor. Requires a ‘C’ or better to pass. Upon successful completion the student may be eligible to test for National Certification. Students who have been CNA Certified within the last 5 years can use this to enroll into this course. Consent of Instructor required.
Prerequisite(s)/Corequisite(s): NA 212. Prerequisite(s): NA 105, NA 110, NA 109, AHS 120, BIOL 1130, BOT 208, HIT 228, HIT 248. Restricted to Las Cruces campus only.

NAV-NAVAJO (NAV)

NAV 101. Introduction to Navajo Studies
3 Credits (3)
Covers geography, demography, institutions of modern Navajo society with historical overview. Restricted to: Community Colleges only.

NAV 111. Elementary Navajo I
4 Credits (4)
Navajo for beginners with emphasis on speaking skills.
Prerequisite: not open to Navajo-speaking students except by consent of instructor.

NGEC-NATURAL GAS ENGINE COMP

NGEC 133. Natural Gas Engine Repair Technology
5 Credits (5)
This course will cover the engine fundamentals, cylinder head and valve trains, engine block, engine servicing, lubrication and cooling Systems. Restricted to: Natural Gas Engine Compression majors. Restricted to Carlsbad campus only.
NGEC 175. Natural Gas Compression Technology I
4 Credits (4)
This course delivers an introduction to the theory, application, rotary, and centrifugal natural gas compressor including operating principles, maintenance, and repair of the reciprocating, identification of the component parts and their functions, methods of balancing, and lubrication systems, and design characteristics. This course will also include calculations of gas flow, compressor sizing, rod loads, compressor analysis charts and horsepower ratings. In addition, this course will cover safety, precision measurement, use of the manuals, use of tools, and proper adjustments will be included with overhaul exercises. Restricted to: Natural Gas Engine Compression majors. Restricted to Carlsbad campus only.

NGEC 185. Natural Gas Compression Technology II
4 Credits (4)
This course delivers the principles of operation for natural gas engines and compressors. It includes process of startup and shutdown of natural gas compressor skid. Restricted to: Natural Gas Engine Compression majors. Restricted to Carlsbad campus only.

Prerequisite(s): Grade of C or better in NGEC 175.

NGEC 245. Natural Gas Engine Management and Control Technology
5 Credits (5)
This course delivers operational and application studies of Engine Management System Fundamentals, Sensors, Engine Inspection, and Engine Management Fault Investigation. Restricted to: Natural Gas Engine Compression majors. Restricted to Carlsbad campus only.

NGEC 246. Fuel and Emissions Technology
5 Credits (5)
This course delivers operational and application studies of fuel components and emissions control system. Restricted to: Natural Gas Engine Compression majors. Restricted to Carlsbad campus only.

NGEC 295. Special Topics
2 Credits (2)
Topics are to be announced in the Schedule of Classes. The topic and project are to be discussed and implemented between faculty member and student. Student gives presentation to class at the end of the term of study. All-Natural Gas Compression Technology classes in the NGEC Program must be completed or in progress before enrolling in this course. Restricted to: Natural Gas Engine Compression majors. Restricted to Carlsbad campus only.

NURS-NURSING (NURS)

NURS 110. Independent Study
1 Credit (1)
This Freshman seminar provides an introduction to the university and its resources, an orientation to the pre-nursing curriculum, and overview of concepts for professional nursing practice. Emphasis is placed on exploring the nurse’s role as an integral member of the healthcare team across multiple contexts and settings, and developing a professional identity. Consent of Instructor required.

NURS 120. Introduction to Pharmacology
3 Credits (3)
General principles of pharmacology including methods of administration, effect on the body, interactions with other drugs, and classification of drugs. Focus on the health care provider’s role in safe pharmacologic intervention. May be repeated up to 3 credits. Crosslisted with: HIT 120. Restricted to Community Colleges campuses only.

NURS 130. Foundations of Pharmacology
3 Credits (3)
This course provides the nursing student with an introduction to the foundations of pharmacology including: science of drug action, principles of medication administration, accurate calculation of drug doses, medication therapy across the lifespan, application of medications to treat health alterations, normal and adverse responses by the client to medication therapy, medication safety, medication regulation, national patient safety goals, and appropriate nursing interventions to achieve the desired goals of medication therapy. Only students who have been admitted to the nursing program may enroll in this course. Students must be admitted into the Nursing Program to enroll in this course. Restricted to: Community Colleges only.

Corequisite(s): NURS 147 & NURS 149. Restricted to: NUR majors.

NURS 134. Foundation of Nursing Skills and Assessment
3 Credits (1+6P)
This course provides nursing students with introductory nursing knowledge related to performance of nursing skills and assessment including: techniques of fundamental nursing care, basic and intermediate nursing skills, and foundational physical assessment techniques associated with care across the lifespan. Open to students who have been accepted into the nursing program. Students must be admitted into the Nursing Program to enroll in this course. Restricted to: NUR majors. Restricted to: Community Colleges only.

Corequisite(s): NURS 136 & NURS 137 or permission of the Program Director.

NURS 136. Foundations of Nursing Practice
6 Credits (4+6P)
This course will introduce the nursing student to foundational theoretical concepts of professional nursing practice, the nursing process, and foundational nursing skills. It includes developmental concepts related to clients across the lifespan. Clinical experiences in the simulation lab, long-term care, the community, and rehabilitation settings will provide the student with the opportunity to apply learned skills to provide total care to meet needs of one adult client and to develop care planning skills related to actual problems. Students must be concurrently enrolled in both the lecture and lab sections of the course. Only students who have been admitted to the nursing program may enroll in this course. Students must be admitted into the Nursing Program to enroll in this course. Restricted to: NUR majors. Restricted to: Community Colleges only.

Corequisite(s): NURS 134, NURS 137.

NURS 137. Care of Geriatric Patient
3 Credits (3)
This course will introduce the nursing student to foundational concepts of age-appropriate/specific care of the older adult who represents the largest population of individuals placing demands on the healthcare system. It includes basic and complex concepts and issues related to care of the older client across the care continuum, provision of cost-effective care in a resource sparse environment. Only students who have been admitted to the nursing program may enroll in this course. Students must be admitted into the nursing program to enroll in this course. Restricted to: NURS majors. Restricted to Community Colleges campuses only.

Corequisite(s): NURS 134 & NURS 136.
NURS 140. Pathophysiology for Allied Health Professionals
3 Credits (3)
Introduction to the nature of disease and its effect on body systems. Deals with the disease processes affecting the human body via an integrated approach to specific disease entities. Includes a review of normal functions of the appropriate body systems. Diseases are studied in relationship to their etiology, pathology, physical signs and symptoms, diagnostic procedures, complication, treatment modalities, and prognosis. Restricted to Allied Health and Health Information Technology majors. Restricted to: Community Colleges only.

NURS 146. Common Health Deviations
6 Credits (4+6P)
Common health deviations and the manner by which they alter various body functions are explored. The role of the licensed practical nurse in assisting clients with common health deviations is presented. Ethical and legal implications and the role of the practical nurse are also considered. The licensed practical nursing student will utilize the application of knowledge to client care situation both in the subacute and acute care settings. The nursing process is presented as guide for coordinating client care. Grade of C or better. May be repeated up to 6 credits. Restricted to: NURSING majors. Restricted to Carlsbad campus only. Prerequisite(s): NURS 153, NURS 156, NURS 154, NURS 157, and NURS 210 or consent of program director.

NURS 147. Adult Health I
6 Credits (4+6P)
This course focuses on application of the nursing process and theoretical concepts of care for adults with commonly occurring health problems. Selected clinical learning experiences in the simulation lab, acute care, and community settings will allow the student to continue development of: prioritization skills, proficiency in performance of nursing skills, collaborative skills with clients, families, peers and health care team members, care planning skills related to patient actual, psychosocial, and potential problems in the delivery of total nursing care to meet needs of one adult client. Students must be concurrently enrolled in both the lecture and lab sections of the course. Only students who have been admitted to the nursing program may enroll in this course. Students must be admitted into the Nursing Program in order to enroll in this course. Restricted to: NUR majors. Restricted to: Community Colleges only. Corequisite(s): NURS 130, NURS 147, & NURS 149L.

NURS 150. Medical Terminology
3 Credits (3)
Understanding of the basic elements of medical words. Use of medical abbreviations. Same as OEHO 120 and BOT 150. May be repeated up to 3 credits. Crosslisted with: BOT 150, AHS 120 and HIT 150.

NURS 153. Medication and Dosage Calculation
1 Credit (1)
Techniques of dosage calculation for medication and fluid administration. RR applicable. Students must meet NMSU basic skills requirement in mathematics to enroll in this course. Corequisite(s): NURS 156 and NURS 154.

NURS 154. Physical Assessment
2 Credits (2)
Beginning techniques of physical assessment by systems will be presented using the nursing process as a guide for providing safe client centered care throughout the life span. Grade of C or better is required. May be repeated up to 2 credits. Restricted to: NURSING majors. Restricted to Carlsbad campus only. Prerequisite(s): BIOL 1130 or BIOL 2210. Corequisite(s): NURS 153,NURS 156.

NURS 155. Special Topics
1-4 Credits
Specific subjects to be announced in the Schedule of Classes.

NURS 156. Basic Nursing Theory and Practice
6 Credits (4+6P)
Introduction to the nursing profession and the beginning skills of nursing practice as it relates to normalcy. The nursing process is presented as a means of guiding the student in providing safe client centered care. Ethical and legal aspects of nursing practice are also included. Basic clinical nursing skills will be presented and practiced in the nursing lab. The student will perform these skills with clients in an actual health care setting. May be repeated up to 6 credits. Consent of Program Director requires. Restricted to: NURSING majors. Restricted to Carlsbad campus only. Corequisite(s): NURS 153,NURS 154.
NURS 157. Maternal/Child Health Deviations
8 Credits (6+6P)
The concepts and principles of nursing care of the family from conception to adolescence. Utilizing the nursing process, the student provides safe client centered care to diverse clients and families. Theoretical instruction is applied to client care situation. Students collaborate with clients, families and the interdisciplinary team in meeting health care needs. Experiences may occur in any of the regional health care facilities. Grade of C or better required. May be repeated up to 8 credits. Restricted to: NURSING majors. Restricted to Carlsbad campus only.
Prerequisite(s): NURS 156, NURS 153, and NURS 154.
Corequisite(s): NURS 210.
NURS 201. Special Topics
1-4 Credits
Specific topics to be announced in the Schedule of Classes. May be repeated for a maximum of 10 credits. Restricted to: Community Colleges only.
Prerequisite: admission to the nursing program.
NURS 209. Independent Study
1-4 Credits
Individual studies to meet identified student needs. May be repeated for a maximum of 10 credits. Restricted to: Community Colleges only.
Prerequisite: admission to the nursing program.
NURS 210. Pharmacological Requisites of the Childbearing Family
1 Credit (1)
Basic concepts of pharmacology including pharmacokinetics, pharmacodynamics, and pharmacotherapeutics, and their relationship to nursing care will be discussed focusing on medications commonly utilized with the childbearing family. Medication classes to be discussed include labor and delivery, analgesic, vitamins, respiratory, gynecological, endocrine, and anti-microbial/anti-infective drugs. Grade of C or better required. Restricted to: Carlsbad campus only.
Prerequisite(s): BIOL 2210 and BIOL 2225 and NURS 153, NURS 154 and NURS 156.
Corequisite(s): NURS 157.
NURS 211. Pharmacological Requisites of Simple Health Deviations
1 Credit (1)
Basic concepts of pharmacology including pharmacokinetics, pharmacodynamics, and pharmacotherapeutics, and their relationship to nursing care are addressed focusing on medications related to the psychiatric, gastrointestinal, musculoskeletal, gynecological, hematological, and anti-neoplastic client. Grade of C or better required. Restricted to: Carlsbad campus only.
Prerequisite(s): BIOL 2210 and BIOL 2225 and NURS 153, NURS 154 and NURS 156, NURS 157 and NURS 210.
Corequisite(s): NURS 246 and NURS 258.
NURS 212. Pharmacological Requisites of Complex Health Deviations
1 Credit (1)
Basic concepts of pharmacology including pharmacokinetics, pharmacodynamics, and pharmacotherapeutics, and their relationship to nursing care is examined focusing on medications related to complex health deviations. Drug classes to be discussed include cardiovascular, renal, endocrine, and neurological. Grade of C or better required. Restricted to: Carlsbad campus only.
Prerequisite(s): BIOL 2210 and BIOL 2225, and NURS 153, NURS 154, NURS 156, NURS 157, NURS 246, NURS 258, NURS 210 and NURS 211.
Corequisite(s): NURS 256 and NURS 260.
NURS 224. Maternal Child Nursing
5 Credits (4+3P)
This course provides the intermediate nursing student with an in-depth review of care of the childbearing woman, family structures and roles, and nursing care of the child from birth through adolescence. Emphasis includes the care of pre-partum, intra-partum and postpartum clients, the neonate and health deviations in pediatric clients. Clinical experiences in the simulation lab, the community, and acute care settings will provide the student with the opportunity to apply learned skills to provide total care to meet needs of up to two adult, neonatal, or pediatric clients and to apply care planning skills related to actual, psychosocial and potential problems. Students must be concurrently enrolled in both the lecture and lab sections of the course. Only students who have been admitted to the nursing program may enroll in this course. Students must be admitted into the Nursing Program to enroll in this course. Restricted to: NUR majors. Restricted to: Community Colleges only.
Corequisite(s): NURS 235, & NURS 236.
NURS 226. Adult Health II
6 Credits (4+6P)
This course focuses on application of nursing process and theoretical concepts of care for adults with complex health alterations. Selected clinical learning experiences in the simulation lab, acute care, and community settings will allow the student to apply prioritization skills, maintain proficiency in performance of nursing skills, collaborative skills with clients, families, peers and health care team members, and care planning skills related to patient actual, psychosocial, and potential problems in the delivery of nursing care to meet needs of three adult clients. Students must be concurrently enrolled in both the lecture and lab sections of the course. Only students who have been admitted to the nursing program may enroll in this course. Students must be admitted into the Nursing Program to enroll in this course. Restricted to: NUR majors. Restricted to: Community Colleges only.
Corequisite(s): NURS 224 & NURS 235.
NURS 235. Nursing Leadership and Management
1 Credit (1)
This course introduces the intermediate nursing student to professional practice principles of nursing leadership and management including: health policy and politics, fiscal management & budgeting, conflict management, decision making, interdisciplinary practice, working with teams, roles in disaster planning and management, application of standards of care to risk management, organization of care delivery, health care systems, processes, and practice environments. May be repeated up to 1 credits. Students must be admitted into the Nursing Program to enroll in this course. Restricted to: NUR majors. Restricted to Community Colleges campuses only.
Corequisite(s): NURS 224, NURS 226.
NURS 236. Nursing Preceptorship - Adult Health III
6 Credits (2+12P)
This course is the final course involving care of the patient with acute or chronic illness. It focuses on care of patients with complex or multi-system problems allowing the graduating nursing student to discuss and apply all the skills learned in previous nursing courses. After successfully passing the HESI exam, students have clinical practice with preceptor in various health care settings. Selected clinical learning experiences in the simulation lab, acute care, and community settings will allow the student to: organize care of a group of clients, maintain proficiency in performance of nursing skills, collaborate with clients, families, peers and health care team members, and support care planning skills related to patient actual, psychosocial, and potential problems in the delivery of nursing care to meet needs of the preceptors group of clients. Students must be concurrently enrolled in both the lecture and lab sections of the course. Only students who have been admitted to the nursing program and have successfully completed all level 1, 2 and 3 nursing courses may enroll in this course. Clinical may include inpatient or outpatient care, days, evenings, nights, or weekend experiences. Students are required to work the preceptors assigned schedule. NCLEX Review must be done. Students must be admitted into the Nursing Program to enroll in this course. Restricted to: NUR majors. Restricted to: Community Colleges only.
Corequisite(s): NURS 201.

NURS 246. Health Deviations I
7 Credits (4+9P)
Introduction to medical/surgical clients, whose health care needs are routine and predictable. Focus is on simple health deviations, including concepts relative to health promotion and maintenance. The nursing process is utilized to provide evidenced based, safe client centered care. Students are expected to apply clinical judgment, communicate and collaborate with clients and the interdisciplinary team in providing care for a group of two to three clients. Grade of C or better required. May be repeated up to 7 credits. Restricted to: Nursing majors. Restricted to Carlsbad campus only.
Prerequisite(s): NURS 153, NURS 156, NURS 154, NURS 157 and NURS 210.
Corequisite(s): NURS 211,NURS 258.

NURS 256. Health Deviations II
8 Credits (4+12P)
Concepts and principles applied to clients with complex health deviations. Building upon knowledge gained in NURS 246, focus will be on acutely ill clients. The nursing process continues to serve as a guide to provide safe, client centered care. The student collaborates with the interdisciplinary team in all aspects of client care. Student experiences the role of the staff nurse under the guidance and direction of the nursing instructor. Grade of C or better required. May be repeated up to 8 credits. Restricted to: Nursing majors. Restricted to Carlsbad campus only.
Prerequisite(s): NURS 153, NURS 154, NURS 156, NURS 157, NURS 210, NURS 211, NURS 246, and NURS 258.
Corequisite(s): NURS 212,NURS 260.

NURS 258. Psychosocial Requisites: A Deficit Approach
3 Credits (2+3P)
Nursing theory and practice as it relates to the care of the client experiencing psychosocial health deviations. The role of the nurse is discussed along with the ethical and legal aspects of care for the client with psychosocial disorders. Building upon the communication skills of listening and responding, the student develops the therapeutic skills of interpersonal relationships. Grade of C or better is required. May be repeated up to 3 credits. Restricted to: Nursing majors. Restricted to Carlsbad campus only.
Prerequisite(s): NURS 153, NURS 154, NURS 156, NURS 157, NURS 210, and NURS 246.
Corequisite(s): NURS 211,NURS 246.

NURS 260. Management of Patients with Health Deviations
2 Credits (2)
A capstone course to the nursing program in which principles in management and delegation to less prepared personnel is explored. A review of leadership roles, legal issues, quality initiatives, informatics and scope of practice is included. Preparation for the NCLEX is an integral portion of the course. Grade of C or better is required. May be repeated up to 2 credits. Restricted to: Nursing majors. Restricted to Carlsbad campus only.
Prerequisite(s): NURS 153, NURS 154, NURS 156, NURS 157, NURS 210, NURS 211, NURS 246, and NURS 258.
Corequisite(s): NURS 212,NURS 256.

NUTR-NUTRITION

NUTR 2110. Human Nutrition
3 Credits (3)
This course provides an overview of nutrients, including requirements, digestion, absorption, transport, function in the body and food sources. Dietary guidelines intended to promote long-term health are stressed.

NUTR 2120. Seminar I - Becoming a Nutrition Professional
1 Credit (1)
This course will introduce students to the field experience, careers, and professions in nutrition. This course is required for students pursuing a Didactic Program in Dietetics verification statement. May be repeated up to 1 credits. Consent of Instructor required. Restricted to: HNDS majors.

OATS-OFFICE ADMINISTRATION TECHNOLOGY SYSTEMS

OATS 101. Keyboarding Basics
3 Credits (2+2P)
Covers the skills necessary to touch type on the computer keyboard using correct techniques. This includes the development of speed, accuracy, and formatting of basic business documents. May be repeated up to 3 credits. Restricted to Community Colleges campuses

OATS 102. Keyboarding: Document Formatting
3 Credits (2+2P)
Designed to improve keyboarding speed and accuracy; introduce formats of letters, tables and reports. A speed and accuracy competency requirement must be met.
Prerequisite: OATS 101 or consent of instructor.
OATS 105. Business English
3 Credits (3)
Training and application of the fundamentals of basic grammar, capitalization, punctuation, basic writing, sentence structure, and editing skills. May be repeated up to 3 credits. Restricted to Community Colleges campuses

OATS 106. Business Mathematics
3 Credits (2+2P)
Mathematical applications for business. May be repeated up to 3 credits. Restricted to Community Colleges campuses
Prerequisite(s): CCDM 103 N or adequate score on math placement exam.

OATS 110. Records Management
3 Credits (3)
Principles, methods and procedures for the selection, operation and control of manual and automated records systems.

OATS 120. Accounting Procedures I
3 Credits (2+2P)
Business accounting principles and procedures. Use of special journals, cash control, and merchandising concepts. Reports for sole proprietorships.

OATS 121. Accounting Procedures II
3 Credits (2+2P)
Continuation of OATS 120, emphasizing accounting principles and procedures for notes and interest, depreciation, partnerships and corporations, cash flow and financial statement analysis. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): OATS 120 or ACCT 2110.

OATS 140. Payroll Accounting
3 Credits (2+2P)
Payroll procedures including payroll tax forms and deposits. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): ACCT 2110 or OATS 120.

OATS 150. Medical Terminology
3 Credits (3)
Understanding of the basic elements of medical words. Use of medical abbreviations. Same as NURS 150 and OEH 120. May be repeated up to 3 credits. Crosslisted with: NURS 150, AHS 120 and HIT 150. Restricted to Community Colleges campuses only.

OATS 169. Spanish Grammar for Business Administration
3 Credits (3)
Introductory course in Spanish grammar and practical business terms required for the proper application of fundamental oral and written business communication skills for Spanish speakers in the field of business administration. Restricted to Community Colleges campuses only.
Prerequisite(s): Spanish-speaking ability and computer keyboarding ability.

OATS 170. Office Communications in Spanish I
3 Credits (3)
Develop oral and written communications skills of native or near-native speakers of Spanish. The student will learn basic letter writing skills, customer service techniques, and telephone etiquette in Spanish. Spanish speaking ability is required to enroll in this course. May be repeated up to 3 credits. Consent of Instructor required. Restricted to Community Colleges campuses

OATS 171. Office Communications in Spanish II
3 Credits (3)
Develop oral and written communications skills of native or near-native speakers of Spanish. Emphasis placed on learning the office assistant’s role within the office environment. Compose complex business correspondence and learn to make international travel arrangements. May be repeated up to 3 credits. Consent of Instructor required. Restricted to Community Colleges campuses
Prerequisite(s): OATS 170, Spanish speaking ability.

OATS 191. Taking Minutes & Proofreading
3 Credits (3)
Preparation and practice producing minutes suited for different meeting types and purposes. Provides strategies to prepare for meetings, to record proceedings, and to transcribe minutes while incorporating proofreading skills practice. Topics include legal requirements, meeting types, minute formats, and duties/expectations of the minute taker and the meeting chair. Graded: S/U. May be repeated up to 3 credits. Restricted to Community Colleges campuses

OATS 202. Keyboarding Document Production
3 Credits (2+2P)
Further development of keyboarding speed and accuracy. Production of complex letters, memos, tables, reports and business forms. A speed and accuracy competency requirement must be met. Restricted to Community Colleges campuses

OATS 203. Office Equipment and Procedures I
3 Credits (2+2P)
Office organization, telephone techniques, equipment and supplies, handling meetings, human relations, mail procedures, and travel. May be repeated up to 3 credits. Restricted to Community Colleges campuses

OATS 205. Accounting Software I
3 Credits (2+2P)
Introduction to accounting software. May be repeated up to 3 credits.
Restricted to Community Colleges campuses only.
Prerequisite(s): Working knowledge of computers and accounting or consent of instructor.

OATS 206. Accounting Software II
3 Credits (2+2P)
Accounting software and office applications. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): OATS 121 or OATS 215.

OATS 207. Machine Transcription
3 Credits (2+2P)
Creating office documents using transcribing equipment and word processing software. Emphasis on proofreading, editing and grammar. May be repeated up to 3 credits. Restricted to Community Colleges campuses
Prerequisite(s): BOT 105.

OATS 208. Medical Office Procedures
3 Credits (2+2P)
Current computerized and traditional administrative medical office procedures will be introduced. Practical knowledge on managing required record keeping in a medical office environment will be emphasized. May be repeated up to 3 credits. Restricted to Community Colleges campuses
Prerequisite(s): HIT 150 or AHS 120, and computer keyboarding ability or consent of instructor.
OATS 209. Business and Technical Communications
3 Credits (3)
Effective written communication skills and techniques for career success in the work place. Composition of letters, memos, short reports, forms, and proposals, and technical descriptions and directions.
Prerequisites: ENGL 1110G and computer keyboarding ability or consent of instructor.

OATS 211. Information Processing I
3 Credits (2+2P)
Defining and applying fundamental information processing concepts and techniques using the current version of leading software. May be repeated up to 6 credits. Restricted to Community Colleges campuses.

OATS 213. Word Processing I
3 Credits (2+2P)
Operation and function of a word processor. Specific equipment to be announced in the Schedule of Classes.
Prerequisite: OATS 101 or keyboarding proficiency.

OATS 215. Spreadsheet Applications
1-3 Credits
Use of spreadsheets to include graphics and business applications. Same as OECS 215. May be repeated under different subtitles listed in the Schedule of Classes.

OATS 217. Powerpoint Presentation
3 Credits (3)
Comprehensive, hands-on approach to learning and applying basic and advanced features of PowerPoint. These include text enhancements, objects, fills, colors, animation, charts, sound, video, and hyperlinks. Students demonstrate appropriate audience and communication tools to deliver presentations.
Prerequisites: OATS 211 or ability to demonstrate keyboarding and Windows proficiency.

OATS 218. Information Processing II
3 Credits (2+2P)
Advanced information processing techniques using current version of leading software. May be repeated for a maximum of 6 credits.
Prerequisite: OATS 211 or consent of instructor.

OATS 220. Internship in Business Office Technology
2 Credits (2)
Experience in a supervised office position. Student must work at least eight hours per week. May be repeated for a maximum of 4 credits.
Prerequisites: sophomore standing and consent of instructor.

OATS 221. Internship I
1-3 Credits
Work experience that directly relates to a student’s major field of study that provides the student an opportunity to explore career paths and apply knowledge and theory learned in the classroom. Internships may be paid or unpaid. Students are supervised/evaluated by both the employer and the instructor. C- or better in the course is required. Consent of Instructor required. Restricted to: BOT, HIT majors. Restricted to Community Colleges campuses

OATS 222. Internship II
1-3 Credits
Continuation of OATS 221. May be repeated up to 6 credits. Consent of Instructor required. Restricted to: OATS & HIT majors. Graded: S/U Grading (S/U, Audit). Restricted to Community Colleges campuses only.
Prerequisite(s): OATS 221 and consent of instructor.

OATS 223. Medical Transcription I
3 Credits (2+2P)
Concepts in medical transcription are introduced on how to produce a variety of reports required in a medical office or facility utilizing accurate medical terminology, spelling, grammar, and document formatting. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): HIT 150 or AHS 120.

OATS 228. Medical Insurance Billing
3 Credits (2+2P)
Comprehensive overview of the insurance concepts and applications required for successfully and accurately completing and submitting insurance claims and reimbursement processes for various insurance carriers, both private and government, will be emphasized. May be repeated up to 3 credits. Restricted to Community Colleges campuses.
Prerequisite(s): OATS 223 and OATS 228.

OATS 229. Personal Development
3 Credits (3)
Development of a marketable, employable office systems person, to include interview, voice, manners, and apparel.

OATS 233. Advanced Medical Transcription
3 Credits (2+2P)
Builds upon the concepts introduced in Medical Transcription I providing greater understanding of how to produce advanced reports dictated by physicians with increasing speed and accuracy. Emphasis will be on proofreading and editing of operative reports, patient history and physicals, office notes, labor and delivery reports, consultation reports, discharge summaries, and other medical reports. May be repeated up to 3 credits. Consent of Instructor required. Restricted to Community Colleges campuses.

OATS 239. Advanced Medical Transcription
3 Credits (2+2P)
Builds upon the concepts introduced in Medical Transcription I providing greater understanding of how to produce advanced reports dictated by physicians with increasing speed and accuracy. Emphasis will be on proofreading and editing of operative reports, patient history and physicals, office notes, labor and delivery reports, consultation reports, discharge summaries, and other medical reports. May be repeated up to 3 credits. Consent of Instructor required. Restricted to Community Colleges campuses.

OATS 240. Introduction to Individual Taxation
3 Credits (3)
Overview of Individual Federal Taxation; awareness of tax problems and pitfalls and planning opportunities; focus on individual personal financial concerns and tax planning. One semester of accounting principles/procedures is recommended.

OATS 241. Auditing and Business Issues
3 Credits (3)
Introduction to basic auditing concepts, the purpose for the auditing process, and requirements of persons assisting with the audit process. The course will also deal with issues of business law including contracts, sales, torts, strict liability, and business ethics. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): OATS 120 or ACCT 2110.

OATS 244. Tax Preparation
3 Credits (3)
Introduces basic federal and state tax codes for preparing individual income tax returns. Emphasis on use of tax software.
Prerequisite: keyboarding proficiency.
OATS 250. Electronic Office Systems
3 Credits (2+2P)
Management of the electronic office. Office use of computers, printers, fax machines, copiers, and scanner concepts will be covered.
Prerequisite: OATS 211.

OATS 255. Special Topics
1-4 Credits
Specific subjects to be announced in the Schedule of Classes.

OATS 260. Bookkeeping Simulation Capstone
3 Credits (2+2P)
Refines the professional and technical skills students have learned while completing the Bookkeeping Assistant Option curriculum by demonstrating how coursework ties together. Designed as a bookkeeping assistant capstone course.
Prerequisite(s): OATS 121 or ACCT 2110, OATS 140, OATS 205, and OATS 244, or consent of instructor.

OATS 270. Office Administration Technology Capstone
3 Credits (2+2P)
Refines professional skills learned in the BOT program and ties all BOT coursework together. May be repeated up to 3 credits. Consent of Instructor required. Restricted to Community Colleges campuses
Prerequisite(s): OATS 102 or OATS 129; and OATS 120; and OAT S 209 or ENGL 22106; and OATS 211 or OEC S 211.

OEBM-BIOMEDICAL TECHNOLOGY (OEBM)

OEBM 140. Applied Human Biology for Biomedical Technology
3 Credits (3)
Essential human biology, anatomy, physiology and medical terminology for biomedical equipment technicians. Focus on the vocabulary necessary for effective communication in the hospital environment as part of the health care team. Restricted to: Community Colleges only.

OEBM 141. Medical Electronics and Safety in Healthcare
3 Credits (3)
Introduction to the biomedical equipment technology field. Operation of common biomedical equipment to include pressure and temperature systems, infusion devices, patient monitors, and other physiologic and patient systems. Hospital safety and health regulations explained. Restricted to Community Colleges campuses only.
Prerequisite(s): OEBM 140.

OEBM 200. Biomedical Internship
1-4 Credits (3-12P)
Practice working in industry as a biomedical electronics technologist. Students work on a variety of medical equipment and job tasks. An employer evaluation, student report, and a minimum of 100 work hours are required. May be repeated up to 8 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.
Prerequisite(s): OEBM 140 and OEBM 141.

OEBM 211. CBET Exam Preparation
1 Credit (1)
An overview of the Certified Biomedical Equipment Technician exam. Topics include anatomy and physiology, electronics principles, safety issues, equipment operation, and equipment troubleshooting.
Prerequisite(s)/Corequisite(s): OEBM 241 AND OEBM 240. Restricted to Community Colleges campuses only.

OEBM 240. Medical Imaging Systems
3 Credits (3)
The fundamentals of diagnostic radiography equipment will be explored. Principles of an x-ray system will be explained including the x-ray generation, image formation and film processing. Focus will be on both safety and quality. Restricted to Community Colleges campuses only.
Prerequisite(s): OEBM 140.

OEBM 241. Advanced Medical Electronics
3 Credits (3+1P)
Advanced study in biomedical equipment to include cardiovascular, pulmonary, telemetry and other critical life support systems. Restricted to Community Colleges campuses only.
Prerequisite(s): OEBM 141.

OEC S-COMPUTER TECHNOLOGY (OEC S)

OEC S 101. Computer Basics
1 Credit (1)
Hands-on instruction to introduce computer use and commonly used software. Graded S/U.

OEC S 105. Introduction to Information Technology
3 Credits (3)
Examination of information systems and their impact on commerce, education, and personal activities. Utilization of productivity tools for communication, data analysis, information management and decision-making. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

OEC S 110. Introduction to Power Point
1-3 Credits (1-3)
An introduction to Power Point software to develop business presentations. Includes concepts of basic presentation methods and graphic design principles. Students will create and deliver presentations using text, charts, digitized images, and sound. Restricted to Community Colleges campuses only.

OEC S 125. Operating Systems
1-3 Credits
Installation, configuration and optimization of current operating systems. Restricted to: Community Colleges only.

OEC S 128. Operating Systems Linux/Unix
3 Credits (3)
Installation, configuration, and use of Linux/Unix operating system software and utilities including hardware management, file management, use of command line, and scripting. Restricted to: Community Colleges only.

OEC S 140. Introduction to Game Production Industry
1-3 Credits (1-3)
Students explore the business behind game production, understanding how game companies are organized and funded, positions within the game industry, and what skills game producers need. Restricted to Community Colleges campuses only.

OEC S 141. Introduction to Interactive Game Programming
1-3 Credits (1-3)
This introductory programming class reviews the basics of programming, including the object-oriented approach. Students will de-construct existing games, develop their own code, and gain an appreciation for coding strategies. May be repeated for a maximum of 6 credits. Restricted to Community Colleges campuses only.
OECS 145. Mobile Application Development
1-3 Credits (1-3)
Introduction to elements of mobile application coding including concepts, design strategies, tools needed to create, test and deploy applications for mobile devices. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

OECS 155. Special Topics - Introductory Computer Technology
0.5-4 Credits (.5-4)
Topics to be announced in the Schedule of Classes. May be repeated up to 8 credits.

OECS 185. PC Maintenance and Repair I
1-3 Credits
Introduction to most common types of PC configurations, installations, and failures. This course will explore troubleshooting skills for maintaining and repairing common hardware and software related problems. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

OECS 192. C++ Programming I
3 Credits (3)
Development of skills in programming using the C++ programming language. Restricted to: Community Colleges only.

OECS 195. Java Programming I
1-3 Credits
Developing of skills in programming using the Java programming language. Restricted to: Community Colleges only.

OECS 200. Accounting on Microcomputers
3 Credits (3)
Fundamental accounting principles using popular microcomputer software to include G/L, A/R, A/P, purchase order, billing, inventory, and forecasting modules.
Prerequisite: ACCT 2110 or OATS 121.

OECS 204. Linux Operating System
1-3 Credits
Install and configure the Linux operating system on X86 systems. Covers issues involved in maintaining operating system, networking, creating and managing users, and installing and updating software. General procedures for working with operating system includes maintaining disk space, preserving system security, and other related topics. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.

OECS 205. Advanced Operating Systems: Administration
3 Credits (3)
Examines operating systems designed for PC, minicomputers and mainframes. Covers maintaining operating systems, creating and managing users, and installing and updating software. General procedures for working with operating systems will include maintaining disk space, preserving system security, providing mail services, among other topics. May be repeated for a maximum of 6 credits.
Prerequisite: OECS 128.

OECS 207. Windows
0.5-3 Credits
Covers local installation, configuration of core local services, managing users, and the general local management and maintenance of Windows workstations. May be repeated up to 6 credits.
Prerequisite(s)/Corequisite(s): OECS 185. Restricted to Community Colleges campuses only.

OECS 208. Internet Applications
1-3 Credits
Survey of the Internet to include e-mail, file transfer, current search techniques, the World Wide Web and basic Web page development. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

OECS 209. Computer Graphic Arts
1-3 Credits
Basic graphics composition using computer programs to include editing and manipulating graphic images, clip-art, and printing of pictures. May be repeated for a maximum of 6 credits under different subtitles listed in the Schedule of Classes.
Prerequisite: OECS 105, BCIS 1110, or OECS 101.

OECS 211. Word Processing Applications
1-3 Credits
Basic word processing to include composing, editing, formatting, and printing of documents. May be repeated under different subtitles listed in the Schedule of Classes for a maximum of 6 credits.
Prerequisites: BCIS 1110 or OECS 105.

OECS 215. Spreadsheet Applications
1-3 Credits
Use of spreadsheets to include graphics and business applications. May be repeated for a maximum of 6 credits.
Prerequisites: BCIS 1110 or OECS 105.

OECS 216. Programming for the Web
3 Credits (3)
Designing web-based applications using appropriate programming language(s) such as, but not limited to HTML, PHP, MySQL, SQL, Java, Perl, C or C++. May be repeated up to 6 credits. Restricted to: Community Colleges only.
Prerequisite(s): One semester of any programming course.

OECS 220. Database Application and Design
1-3 Credits
Creating, sorting, and searching of single and multfile databases to include report generation and programming database commands. May be repeated for a maximum of 6 credits under different subtitles listed in the Schedule of Classes. Restricted to: Community Colleges only.
Prerequisite(s): BCIS 1110 OR E T 120 OR E T 122 OR OECS 105.

OECS 221. Internship I
1-3 Credits
Work experience that directly relates to a student's major field of study that provides the student an opportunity to explore career paths and apply knowledge and theory learned in the classroom. Internships may be paid or unpaid. Students are supervised/evaluated by both the employer and the instructor. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OECS majors. Graded: S/U Grading (S/U, Audit). Restricted to Community Colleges campuses only.
Prerequisite(s): Consent of instructor.

OECS 222. Internship II
1-3 Credits
Continuation of OECS 221. Each credit requires specified number of hours of on-the-job work experience. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OECS majors. Graded: S/U Grading (S/U, Audit). Restricted to Community Colleges campuses only.
Prerequisite(s): OECS 221 and consent of instructor.
OECS 227. Computer Applications for Technicians
3 Credits (3)
Computer applications for service technicians in various disciplines. Hardware and software applications explored. Includes operating systems, high level programming, and networking hardware and software.

OECS 230. Data Communications and Networks I
1-3 Credits
Definition of data communication; survey of hardware applications and teleprocessor software; examination and design of networks. May be repeated for a maximum of 6 credits.
Prerequisite: OECS 185.

OECS 231. Data Communications and Networks II
1-3 Credits
Installation and application of popular microcomputer network software. May be repeated for a maximum of 6 credits.
Prerequisite: OECS 230.

OECS 234. Linux Server
3-4 Credits (3-4)
This course addresses the implementation and support needs of IT professionals that are planning to deploy and support Linux Server(s). It provides in-depth, hands-on training for planning, implementation, management and support of Linux networking services. May be repeated up to 8 credits.
Prerequisite(s)/Corequisite(s): OECS 204. Restricted to: OECS majors. Restricted to Community Colleges campuses only.

OECS 235. Structured Query Language (SQL)
1-3 Credits
Installation, configuration, administration, and troubleshooting of SQL client/server database management system. May be repeated up to 3 credits.
Prerequisite(s)/Corequisite(s): OECS 220. Restricted to Community Colleges campuses only.

OECS 237. Windows Server
3-4 Credits (3-4)
This course addresses the implementation and support needs of IT professionals that are planning to deploy and support Microsoft Windows Server Active Directory Domain Services in medium to large businesses. It provides in-depth, hands-on training for Information Technology (IT) professionals responsible for the planning, implementation, management, and support of Windows Active Directory services. May be repeated up to 4 credits.
Prerequisite(s)/Corequisite(s): OECS 207. Restricted to Community Colleges campuses only.

OECS 250. Systems Analysis and Design I
3 Credits (3)
Analysis, configuration, design and testing of organizations’ work flow as it relates to hardware, software, data, procedures and personnel. Systems Life Cycle approach matching end users’ needs to feasible financial, technical and operational solutions. Restricted to Community Colleges campuses only.
Prerequisite(s): OECS 220.

OECS 255. Special Topics
1-4 Credits
Topics to be announced in the Schedule of Classes.

OECS 260. Hypertext Markup Language (HTML)
1-3 Credits
Coverage of HTML as used for web-page development for Internet and Intranet. Text manipulation, graphics, hypertext links, lists, and tables. May be repeated for a maximum or 3 credits.
Prerequisite: BCIS 1110 or OECS 105.

OECS 261. Introduction to Networks
3-4 Credits (3-4)
Introduction to networking principles including the practical and conceptual skills for understanding basic networking, planning and designing networks, implementing IP addressing schemes, examining the OSI and TCP/IP layers, and performing basic configurations for routers and switches. Aligns to the first course of the Cisco Networking Academy CCNA curriculum. Restricted to Community Colleges campuses only.

OECS 262. Essentials of Routing and Switching
3-4 Credits (3-4)
Examination of the architecture, components, and operations of routers and switches in a small network. Student will learn how to configure, verify and troubleshoot: routers and switches, static routing, default routing, VLANs, and ACLs. Aligns to the second course of the Cisco Networking Academy CCNA curriculum. May be repeated up to 4 credits.
Prerequisite(s)/Corequisite(s): OECS 261. Restricted to Community Colleges campuses only.

OECS 263. Network Fundamentals
3-4 Credits (3-4)
Fundamentals of networking architecture, components, and operations including practical and conceptual skills using routers and switches. Student will learn how to configure, verify and troubleshoot static routing, default routing, VLANs, and ACLs. This course aligns to the third course of the Cisco Networking Academy CCNA curriculum. May be repeated up to 4 credits.
Prerequisite(s)/Corequisite(s): OECS 262. Restricted to Community Colleges campuses only.

OECS 264. Network Routing Protocols
3-4 Credits (3-4)
Fundamentals of routing protocols for troubleshooting advanced network operations. Covers common networking issues such as RIP, OSPF, and EIGRP for IPv4 and IPv6 networks. This course aligns to the fourth course of the Cisco Networking Academy CCNA curriculum. May be repeated up to 4 credits.
Prerequisite(s)/Corequisite(s): OECS 263. Restricted to Community Colleges campuses only.
OECS 269. Network Security
3-4 Credits (3-4)
Fundamentals of design and implementation of network security solutions that will reduce the risk of system vulnerability. May be repeated up to 8 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): OECS 204 or OECS 207 or OECS 261 or consent of instructor.

OECS 275. PC Maintenance and Repair II
1-3 Credits
Continuation of OECS 185. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): OECS 185.

OECS 280. Desktop Publishing I
3 Credits (3)
Design and production of publication materials to fill the needs of business communities, using a microcomputer. May be repeated for a maximum of 6 credits. Same as OATS 280.
Prerequisite(s): either BCIS 1110, OECS 105.

OECS 290. Computer Technology Capstone
1-3 Credits
Refines skills learned in the OECS program. Culminates in a review and practice of advanced software applications. May be repeated up to 3 credits. Restricted to: OECS & OECT majors. Restricted to Community Colleges campuses only.
Prerequisite(s): (OECS 125, OECS 128, OECS 207, OR OECS 203) AND (OECS 185 OR ET 283).

OECS 299. Independent Study
1-3 Credits
Specific subjects to be determined based on need. Restricted to: Community Colleges only.

OEEM- PARAMEDIC (OEEM)

OEEM 101. CPR for the Health Care Professional
1 Credit (1)
Students learn identification and response to airway and circulation emergencies, including use of a SAED and accessing the EMS system. This course is taught using the American Heart Association guidelines for course completion. Required: grade of C or better.

OEEM 103. Heartsaver First Aid/CPR
1 Credit (1)
Students learn how to identify and respond to airway, circulation and basic first aid emergencies, to include using a SAED and accessing the EMS system. This course is intended for students who are not Allied Health Majors and utilizes the American Heart Association guidelines for course completion. Restricted to: Community Colleges only.

OEEM 106. Advanced First Aid
2 Credits (2)
Theory and advanced first aid skills taught emphasizing recognition and providing care for injury or sudden illness until professional medical help arrives. Course meets and/or exceeds the Red Cross or National Safety Council standards. Corequisite(s): OEEM 101

OEEM 115. First Responder Prehospital Professional
3 Credits (2+3P)
Provides training in prehospital medical and traumatic emergencies. Consent of instructor required. Requires a C or better to pass. Restricted to majors.
Corequisite(s): OEEM 101.

OEEM 120. Emergency Medical Technician Basic
6 Credits (6)
EMT-Basic skills to include care of soft tissue and muscular/skeletal injuries, circulatory, nervous, general medical and respiratory emergencies. Requires a ‘C’ or better to pass. May be repeated up to 6 credits. Consent of Instructor required.
Corequisite(s): OEEM 101,OEEM 120L,OEEM 121.
Prerequisite(s)/Corequisite(s): OEEM 153. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 120 L. Emergency Medical Technician Basic Lab
2 Credits (6P)
EMT-Basic skills development with emphasis on assessment, skills competency and team-work in patient care in the prehospital setting. May be repeated up to 2 credits.
Corequisite(s): OEEM 101, OEEM 120, OEEM 121.
Prerequisite(s)/Corequisite(s): OEEM 153. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 121. Emergency Medical Technician Basic Field/Clinical Internship
1 Credit (3P)
Covers the patient care experience provided through assigned shifts in the hospital and/or ambulance setting. Requires a ‘C’ or better to pass. May be repeated up to 1 credits. Consent of Instructor required.
Prerequisite(s)/Corequisite(s): OEEM 101, OEEM 120, OEEM 120L OEEM 153. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 122. Emergency Medical Technician Basic Advanced Field/Clinical Internship
2 Credits (6P)
Expanded patient care experience provided through assigned shifts in the hospital and/or ambulance setting. May be repeated up to 2 credits. Consent of Instructor required. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): Current EMT-basic license and consent of instructor.

OEEM 150. Emergency Medical Technician Intermediate
5 Credits (5)
Theory of the roles, responsibilities and scope of practice of the EMT-Intermediate. Assessment and management of respiratory, cardiac, trauma, environmental, behavior, reproduction, and childhood emergencies. May be repeated up to 5 credits. Consent of Instructor required. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): Current EMT-basic license, pretest and consent of instructor.

OEEM 150 L. Emergency Medical Technician Intermediate Lab
2 Credits (6P)
EMT-Intermediate skills development with an emphasis on assessment, skills competency, and team work in patient care in the prehospital setting. Requires a C or better to pass.
Prerequisite(s)/Corequisite(s): OEEM 150,OEEM 151. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.

OEEM 151. Emergency Medical Technician Intermediate Field/Clinical Internship
2 Credits (6P)
Patient care experience provided through assigned shifts in the hospital and/or ambulance setting.
Prerequisite(s)/Corequisite(s): OEEM 150, OEEM 150 L. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.
OEEM 153. Introduction to Anatomy and Physiology for the EMS Provider
3 Credits (3)
To properly assess and manage a patient, a prehospital provider must have a solid foundation in human anatomy and physiology. This course provides a systematic approach to building this foundation. Grade of ‘C’ or better is required to pass the course. Consent of Instructor required. Restricted to Community Colleges campuses only.

OEEM 155. Special Topics
1-6 Credits
Specific topics to be listed in Schedule of Classes. May be repeated for a maximum of 10 credits.

OEEM 158. Emergency Medical Technician-Combination Refresher
2 Credits (2)
A comprehensive review of prehospital medicine for the prehospital care provider from the first responder level through the EMT Intermediate. New material relevant to recertification of the New Mexico First Responder, EMT Basic and EMT Intermediate licensure included. Graded S/U.

OEEM 177. Emergency Medical Services Instructor
4 Credits (4)
Theory of student learning, methodology, instructional components, evaluation, and course coordination for the EMS profession. May be repeated up to 4 credits. Consent of Instructor required. Restricted to Community Colleges campuses only.
Prerequisite(s): Minimum of an EMT-Basic License required.

OEEM 201. Human Pathophysiology
3 Credits (2+3P)
Overview of anatomy and physiology. Emphasis on human body pathophysiology including a medical illness component. Requires a 'C' or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEMS, OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 120, OEEM 120 L.

OEEM 202. EMT-Paramedic Respiratory Emergencies
3 Credits (2+3P)
Review anatomy, physiology and pathophysiology of the respiratory system. Assessment and management of respiratory emergencies and acute respiratory failure in the prehospital setting. Requires a ‘C’ or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEMS,OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 212.

OEEM 203. EMT-Paramedic Trauma Emergencies
3 Credits (2+3P)
Study of the effects of trauma on the human body. Assessment and management of trauma patients and scenes, including vehicular extrication. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 216.

OEEM 206. Introduction to Advanced Prehospital Care
3 Credits (2+3P)
Overview of prehospital care including roles and responsibilities of EMT-P; EMS systems, medical, legal, ethical issues; stress management, medical terminology, medical report writing and communication. Includes ride-along with ambulance and dispatch observation. Requires a C or better to pass. Restricted to majors. Consent of instructor required. Restricted to: Community Colleges only. Restricted to OEEM majors.
Prerequisite(s): OEEM 120.

OEEM 207. Introduction to Pharmacology
3 Credits (2+3P)
Drug actions, factors modifying drugs and dosages: characteristics of drug effects, and drug history and dosages. Prehospital protocol, transport, and common patient prescription medications. Restricted to majors. Requires a C or better to pass. Restricted to: Community Colleges only. Restricted to OEEM majors.
Prerequisite(s): OEEM 120.

OEEM 210. Cardiac Rhythm Interpretation
3 Credits (2+3P)
Cardiac conduction system: electrophysiology, electrocardiogram, monitor, atrial, sinus, ventricular and junctional dysrhythmias, multiple lead EKG and 12 lead EKG interpretation. Requires a ‘C’ or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEEM, OEMS majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 201, OEEM 206, OEEM 207.

OEEM 212. EMT-Paramedic Cardiovascular Emergencies
3 Credits (2+3P)
Review anatomy, physiology, and pathophysiology of cardiovascular system. Assessment and management of cardiovascular emergencies in the prehospital setting. Requires a ‘C’ or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OMEM, OMEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 210.

OEEM 213. EMT-Paramedic: Medical Emergencies I
3 Credits (2+3P)
Study of the disease process; assessment and management of neurological, endocrine, gastrointestinal, renal emergencies and infectious disease. Requires a 'C' or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OEEM, OMEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 212.

OEEM 214. EMT-Paramedic: Medical Environmental Emergencies II
3 Credits (2+3P)
Study of disease process, assessment, and management of poisoning, drug and alcohol abuse, environmental, behavioral and geriatric emergencies. Requires a ‘C’ or better to pass. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: OMEM, OMEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 213.

OEEM 216. EMT-Paramedic: Reproductive and Childhood Emergencies
3 Credits (2+3P)
Covers anatomy, physiology, disease processes, assessment and management of male and female reproductive system emergencies, childhood emergencies and growth and development. Restricted to majors. Requires a C or better to pass. Restricted to: Community Colleges only.
Prerequisite(s): OEEM 214 and consent of instructor.

OEEM 218. Pediatric Advance Life Support for the Healthcare Professional
1 Credit (1)
Identify and respond to life threatening pediatric emergencies. Taught using the American Heart Association guidelines for course completion. Graded S/U.
Prerequisite: OEEM 101.
OEEM 219. Advance Cardiac Life Support for the Healthcare Provider
1 Credit (1)
Identify and respond to life threatening cardiac emergencies. Taught using the American Heart Association guidelines for course completion. Graded S/U.
Prerequisite: OEEM 101.

OEEM 230. EMT-Paramedic Clinical Experience I
3 Credits (9P)
Assigned clinical experiences in patient assessment and specific management techniques. Successful completion includes minimum required hours and completion of course objectives. Restricted to majors. Requires a C or better to pass.
Prerequisite: consent of instructor.

OEEM 231. EMT-Paramedic Clinical Experience II
3 Credits (9P)
Assigned clinical experiences in patient assessment and specific management techniques. Successful completion includes minimum required hours and completion of course objectives. Requires a ‘C’ or better to pass. May be repeated up to 3 credits. Consent of Instructor required.
Prerequisite(s)/Corequisite(s): OEEM 230. Restricted to: OEMS,OEEM majors. Restricted to Community Colleges campuses only.

OEEM 240. EMT-Paramedic Field Experience I
3 Credits (9P)
Advanced prehospital skills and knowledge. Successful completion of at least the minimum required hours and course objectives. Restricted to majors. Requires a C or better to pass.
Prerequisite: consent of instructor.

OEEM 241. EMT-Paramedic Field Experience II
3 Credits (9P)
Continued focus on advanced prehospital skills and knowledge, with increasing responsibility for patient care. Successful completion includes meeting at least the minimum required hours and course objectives.
Prerequisite(s)/Corequisite(s): OEEM 240. Requires a C- or better to pass.

OEEM 242. EMT-Paramedic Field Internship
3 Credits (9P)
Emphasis on total patient care responsibility and team leadership skills. Successful completion includes meeting the minimum hours required and course objectives. Pre/ Consent of Instructor required. Restricted to: OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 231, OEEM 241.

OEEM 243. EMT-Paramedic Preparation for Practice
2 Credits (2)
Comprehensive final program testing to prepare for licensing examination. Requires a ‘C’ or better to pass. May be repeated up to 2 credits. Consent of Instructor required. Restricted to: OEMS, OEEM majors. Restricted to Community Colleges campuses only.
Prerequisite(s): OEEM 242.

OEEM 247. Emergency Medical Technician - Paramedic Refresher
2 Credits (1+3P)
A comprehensive review of prehospital emergency medicine for the EMT Paramedic. New material relevant to recertification of the New Mexico and Nationally Registered Paramedic licensure. Graded S/U.

OEEM 253. Critical Care Emergency Medical Transport Program
6 Credits (5+6P)
This course will provide further education to Paramedics, Registered Nurses and Registered Respiratory Therapists who wish to function as part of a critical care transport team. Consent of instructor required. Restricted to: Community Colleges only.
Prerequisite(s): Licensed Paramedic, Registered Nurse or Registered Respiratory Therapist with one or more years experience.

OEET- ELECTRICAL TRADES (OEET)

OEET 110. Basic Electricity and Electronics
4 Credits (3+3P)
An introduction to electricity theory and practice, including electron theory, Ohm’s law, construction of electrical circuits, direct and alternating currents, magnetism, transformers, and practical applications. Same as HVAC 102, ELT 105, OEPB 102.

OEET 120. Basic Motor Controls
5 Credits (2+6P)
Developing schematics and wiring simple manual and electromechanical control devices.
Prerequisite: OEET 110 or consent of instructor.

OEET 151. Electrical Apprenticeship I
6 Credits (6)
Apprenticeship responsibilities and benefits as well as first aid and CPR will be covered. Hand tools, electrical theory, and the regulations imposed by national codes and OSHA. Students will apply theory taught in their jobs.
Prerequisite: consent of instructor.

OEET 152. Electrical Apprenticeship II
6 Credits (6)
OHM’s law circuit sizing and service panel sizing will be covered in detail. Other topics include low voltage systems, heating and air conditioning circuits, alarm systems and smoke detectors.
Prerequisites: OEET 151 and consent of instructor.

OEET 153. Electrical Apprenticeship III
6 Credits (6)
Various electrical measuring devices will be covered in detail. Inductance, transformers, capacitance, and simple motors will be studied.
Prerequisites: OEET 152 and consent of instructor.

OEET 154. Electrical Apprenticeship IV
6 Credits (6)
Theory and application of three-phase transformers and autotransformers. Electrical distribution using switchboards, panelboards, and circuit breakers.
Prerequisites: OEET 153 and consent of instructor.

OEET 205. National Electric Code
3 Credits (3)
Interpretation and application of the National Electric Code.
Prerequisite: OEET 110.

OEET 210. Intermediate Electricity
5 Credits (3+4P)
Introduction to inductance, capacitance, reactances, and power factor correction.
Prerequisite: OEET 110.
OEET 251. Electrical Apprenticeship V
6 Credits (6)
Commercial/industrial applications for electricians. Blueprint interpretation, commercial construction types and processes, wiring methods, wiring materials, and motor controls.
Prerequisites: OEET 154 and consent of instructor.

OEET 252. Electrical Apprenticeship VI
6 Credits (6)
In-depth commercial applications to include commercial/industrial service calculations, mobile home parks, multi-family dwellings, and commercial fire/security systems.
Prerequisites: OEET 251 and consent of instructor.

OEET 253. Electrical Apprenticeship VII
6 Credits (6)
Control devices in commercial/industrial applications; emphasis on logic in-line diagrams, time delay starters, reversing starters, and manual/magnetic solenoids.
Prerequisites: OEET 252 and consent of instructor.

OEET 254. Electrical Apprenticeship VIII
6 Credits (6)
Miscellaneous topics for the journeyperson electrician to include power distribution/transmission, solid state controls and relays, photoelectric and proximity controls and programmable controllers.
Prerequisites: OEET 253 and consent of instructor.

OEET 295. Special Topics
1-6 Credits
Topics to be announced in the Schedule of Classes.

OEGR-DIGITAL GRAPHIC TECH
(OEGR)

OEGR 221. Cooperative Experience I
1-3 Credits
Student employed in approved work site; supervised and rated by employer and instructor. Each credit requires specified number of hours of on-the-job work experience. Restricted to majors. Graded S/U.
Prerequisite: consent of instructor.

OEGS-GEOGRAPHIC INFO SYS
(OEGS)

OEGS 181. Introduction to Principles of Geographic Information Systems
4 Credits (3+3P)
This course will introduce students to fundamental software capabilities of geographic information systems (GIS), along with the underlying conceptual framework. Topics include origins, development, and methods of cartography, components of a GIS, the nature and characteristics of spatial data, methods of data capture and sources of data, review of typical GIS operations and applications. Producing useful, aesthetically pleasing maps will be an integral part of the course. ArcGIS software will be used for this course. May be repeated up to 4 credits.

OEGS 187. GIS Data Acquisition and Management
4 Credits (3+3P)
An introduction to defining data needs and evaluating whether a given dataset matches those needs. Students will explore some common geographic data formats used in ArcGIS and learn about sources of data and maps that can be incorporated into a GIS project. The student will learn the advanced functionality and versatility of using geodatabases. The student will demonstrate how to design and build a geodatabase, migrate existing data to a geodatabase and edit data stored in a geodatabase. Methods for georeferencing scanned maps, aerial photos and computer aided drafting files will be explored and discussed. May be repeated up to 4 credits.
Prerequisite(s): OEGS 181.

OEGS 291. Special Topics in Geographic Information Systems
1-3 Credits (1-3)
Topics to be announced in the Schedule of Classes. May be repeated up to 12 credits. Restricted to Community Colleges campuses only.

OETS-TECHNICAL STUDIES (OETS)

OETS 100. Industrial/Construction Safety
2 Credits (2)
Covers safety issues such as PPE, BBP, ladder safety, RTK, HazCom, MSDS and information about safety organizations such as OSHA, NIOSH, NFPA, National Safety Council. Community Colleges only. Restricted to Dona Ana and Carlsbad campuses.

OETS 102. Career Readiness Certification Preparation
1 Credit (1)
This course is designed to prepare students to successfully obtain Career Readiness Certifications in all areas and at the appropriate levels for their program of study. Graded: S/U Grading (S/U, Audit). May be repeated up to 3 credits. S/U Grading (S/U, Audit).

OETS 103. Technical Career Skills
4 Credits (4)
This course will be project-based and will encompass writing, presentation, math, reading, and critical thinking skills applied in a technical environment. Restricted to: Community Colleges only.

OETS 104. Basic Mathematics for Technicians
4 Credits (4)
Fundamental mathematical concepts and computations including measurement, ratio and proportions, and pre-algebra as it relates to technical programs.
Prerequisite: appropriate placement test score.

OETS 117. Writing for Technicians
3 Credits (3)
Instruction in the skills for developing clear, written descriptions of processes and procedures used by technicians in various fields. Emphasis on correct grammar, logical organization, and receiving audience. Focuses on clarity, structure, and concise writing methods. Does not substitute for ENGL 111G. Restricted to: Community Colleges only.

OETS 118. Mathematics for Technicians
3 Credits (2+2P)
Analysis and problem solving of technical problems using measuring instruments and techniques of arithmetic, algebra, geometry, and trigonometry. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): Grade of 'C-' or better in OETS 104 or CCDM 103 N, or appropriate placement test score.
OETS 120. Business Fundamentals
3 Credits (3)
Instruction in the skills for basic business concepts used by technicians in various fields. Emphasis placed on basic business concepts; business ownership including marketing, management, accounting, and customer services; interpersonal communication; and basic computer concepts including word processing, spreadsheets, and presentation software. Restricted to Community Colleges campuses only.

OETS 255. Special Topics Technical Studies
1-6 Credits
Topics to be announced in the Schedule of Classes. Restricted to: Community Colleges only.
Prerequisite(s): Consent of instructor.

PHED-PHYSICAL EDUCATION

PHED 1110. Dance:
1 Credit (1)
Individual sections vary based on topic content; “audience”; type or level of participation. May be repeated up to 6 credits.

PHED 1230. Individual Sport:
1 Credit (1)
Individual sections vary based on topic content; “audience”; type or level of participation. May be repeated up to 6 credits.

PHED 1290. Team Sport:
1 Credit (1)
Individual sections vary based on topic content; “audience”; type or level of participation. May be repeated up to 6 credits.

PHED 1310. Swim I:
1 Credit (1)
Individual sections vary based on topic content; “audience”; type or level of participation. May be repeated up to 6 credits.

PHED 1320. Aqua Fit:
1 Credit (1)
Individual sections vary based on topic content; “audience”; type or level of participation. May be repeated up to 6 credits.

PHED 1410. Yoga:
1 Credit (1)
Individual sections vary based on topic content; “audience”; type or level of participation. May be repeated up to 6 credits.

PHED 1430. Pilates:
1 Credit (1)
Individual sections vary based on topic content; “audience”; type or level of participation. May be repeated up to 6 credits.

PHED 1510. Training:
1 Credit (1)
Individual sections vary based on topic content; “audience”; type or level of participation. May be repeated up to 6 credits.

PHED 1570. Aerobics:
1 Credit (1)
Individual sections vary based on topic content; “audience”; type or level of participation. May be repeated up to 6 credits.

PHED 1710. Martial Arts:
1 Credit (1)
Individual sections vary based on topic content; “audience”; type or level of participation. May be repeated up to 6 credits.

PHED 1830. Running:
1 Credit (1)
Individual sections vary based on topic content; “audience”; type or level of participation.

PHED 1910. Outdoor Experience
1 Credit (1)
Individual sections vary based on topic content; “audience”; type or level of participation. May be repeated up to 6 credits.

PHED 2996. Special Topics
1-3 Credits
Specific subjects to be announced in the Schedule of Classes. Each offering will carry appropriate subtitle. May be repeated for a maximum of 6 credits.

PHIL-PHILOSOPHY (PHIL)

PHIL 1115G. Introduction to Philosophy
3 Credits (3)
In this course, students will be introduced to some of the key questions of philosophy through the study of classical and contemporary thinkers. Some of the questions students might consider are: Do we have free will? What is knowledge? What is the mind? What are our moral obligations to others? Students will engage with and learn to critically assess various philosophical approaches to such questions.

PHIL 1120G. Logic, Reasoning, & Critical Thinking
3 Credits (3)
The purpose of this course is to teach students how to analyze, critique, and construct arguments. The course includes an introductory survey of important logical concepts and tools needed for argument analysis. These concepts and tools will be used to examine select philosophical and scholarly texts.

PHIL 1140G. Quest for God
3 Credits (3)
An effort to understand the religious life; a consideration of some of the traditional approaches to God and what it means to be religious.

PHIL 1145G. Philosophy, Law, and Ethics
3 Credits (3)
An introduction to practical problems in moral, social, political, and legal philosophy. Topics to be discussed may include ecology, animal rights, pornography, hate speech on campus, same-sex marriage, justice, abortion, terrorism, treatment of illegal immigrants, and New Mexican Aboriginal Peoples’ land claims.

PHIL 1155G. Philosophy of Music
3 Credits (3)
This is an introductory course in the philosophy of music. This course will survey three questions: What is music? Why is music important? How can we distinguish good music from bad music? We will draw examples from a wide variety of musical genres, from classical music, jazz and blues to punk and rap. Students will be encouraged to apply philosophical theorizing to think about their preferred musical form.
PHIL 2110G. Introduction to Ethics

3 Credits (3)
This course introduces students to the philosophical study of morality and will explore questions concerning our human obligations to others and related issues. Students may be asked to relate various approaches to ethics to present-day ethical debates and their own lives.

PHIL 2230G. Philosophical Thought

3 Credits (3)
In this course, students will grapple with some of the key questions of philosophy through the study of classical and contemporary thinkers. Students will become familiar with the perennial problems in subfields of philosophy such as metaphysics, epistemology, ethics, and aesthetics. They will learn to approach these problems both critically and sympathetically.

PHLS-PUBLIC HEALTH SCIENCES (PHLS)

PHLS 1110G. Personal Health & Wellness

3 Credits (3)
A holistic and multi-disciplinary approach towards promoting positive lifestyles. Special emphasis is placed on major problems that have greatest significance to personal and community health. Topics to include nutrition, stress management, fitness, aging, sexuality, drug education, and others.

PHLS 1111. Introduction to Health Science

1 Credit (1)
An overview of professional career opportunities in the realm of health science as well as the functional roles of practice, education, administration, and research. Some field trips will be required.

PHLS 2110. Foundations of Health Education

3 Credits (3)
Role and responsibility of the health educator with emphasis on small group dynamics, oral and written communication skills, building community coalitions and introduction to grant writing. Taught with PHLS 375. Cannot receive credit for both PHLS 2110 and PHLS 375. May be repeated up to 3 credits.
Prerequisite(s): PHLS 1110G, or consent of instructor.

PHLS 2120. Essentials of Public Health

3 Credits (3)
The course will focus on principles and major areas if public health, including ecological and total personal concept of health care system, epidemiological approaches to disease prevention and control. Consent of Instructor required.

PHYS-PHYSICS (PHYS)

PHYS 1111. Introductory Computational Physics

3 Credits (2+2P)
Introduction to computational techniques for the solution of physics-related problems.
Prerequisite(s): a C- or better in MATH 1220G or MATH 1250G or MATH 1511G.

PHYS 1112. Introductory Physics for the Health Sciences

3 Credits (3)
Algebra-level introduction to topics required for the Health Sciences including basic mechanics (including sound, mechanical waves and fluids), heat and thermodynamics, electricity and magnetism, optics and electromagnetic waves, atomic and nuclear physics and applications to medical imaging. Restricted to Community Colleges campuses only.
Prerequisite(s): PHYS 1230G.

PHYS 1115G. Survey of Physics with Lab

4 Credits (3+3P)
Overview of the concepts and basic phenomena of physics. This course provides a largely descriptive and qualitative treatment with a minimum use of elementary mathematics to solve problems. No previous knowledge of physics is assumed. Includes laboratory.

PHYS 1125G. Physics of Music

4 Credits (3+2P)
Introduction for non-science majors to basic concepts, laws, and skills in physics, in the context of a study of sound, acoustics, and music.

PHYS 1230G. Algebra-Based Physics I

3 Credits (3)
An algebra-based treatment of Newtonian mechanics. Topics include kinematics and dynamics in one and two dimensions, conservation of energy and momentum, rotational motion, equilibrium, and fluids.

PHYS 1230L. Algebra-Based Physics I Lab

1 Credit (1)
A series of laboratory experiments associated with the material presented in PHYS 1230G.
Prerequisite(s)/Corequisite(s): PHYS 1230G.

PHYS 1240G. Algebra-Based Physics II

3 Credits (3)
The second half of a two semester algebra-based introduction to Physics. This course covers electricity, magnetism and optics.
Prerequisite(s): a C- or better in PHYS 1230G or PHYS 2230G.

PHYS 1240L. Algebra-Based Physics II Lab

1 Credit (1)
A series of laboratory experiments associated with the material presented in PHYS 1240
Prerequisite(s)/Corequisite(s): PHYS 1240G.

PHYS 1241. Problems in Algebra-Based Physics II

1 Credit (1)
This is a supplemental course for Algebra-based Physics II. Corequisite(s): PHYS 1240G.

PHYS 1310G. Calculus-Based Physics I

3 Credits (3)
A calculus level treatment of classical mechanics and waves, which is concerned with the physical motion concepts, forces, energy concepts, momentum, rotational motion, angular momentum, gravity, and static equilibrium. May be repeated up to 3 credits.
Prerequisite(s): a C- or better in MATH 1511G or MATH 1511G.

PHYS 1310L. Calculus-Based Physics I Lab

1 Credit (3P)
A series of laboratory experiments associated with the material presented in Calculus-based Physics I. Students will apply the principles and concepts highlighting the main objectives covered in coursework for Calculus-based Physics I.
Prerequisite(s)/Corequisite(s): PHYS 1310G.
PHYS 1311. Problems in Calculus-Based Physics I
0.5-1 Credits (.5-1)
This is a supplemental course for Calculus-based Physics I. May be repeated up to 1 credits.
Corequisite(s): PHYS 1310G.

PHYS 1320G. Calculus-Based Physics II
3 Credits (3)
A calculus level treatment of classical electricity and magnetism. It is strongly recommended that this course is taken at the same time as Calculus-based Physics II laboratory. May be repeated up to 3 credits.
Prerequisite(s): a C- or better in PHYS 2110 or PHYS 1310G and MATH 1521G or higher.

PHYS 1320L. Calculus-Based Physics II Lab
1 Credit (3P)
A series of Laboratory experiments associated with the material presented in Calculus-Based Physics II. Students will apply the principles and concepts highlighting the main objectives covered in coursework for Calculus-Based Physics II.
Prerequisite(s)/Corequisite(s): PHYS 1320G. Prerequisite(s): a C- or better in PHYS 2110L or PHYS 1310L.

PHYS 1321. Problems in Calculus-Based Physics II
0.5-1 Credits (.5-1)
This is a supplemental course for Calculus-based Physics II.
Corequisite(s): PHYS 1320G.

PHYS 2110. Mechanics
3 Credits (3)
Newtonian mechanics.
Prerequisite(s)/Corequisite(s): MATH 1511G or higher.

PHYS 2110L. Experimental Mechanics
1 Credit (3P)
Laboratory experiments associated with the material presented in PHYS 2110. Science majors.
Prerequisite(s)/Corequisite(s): PHYS 2110.

PHYS 2111. Supplemental Instruction to PHYS 2110
0.5-1 Credits (.5-1)
This Optional workshop as a supplement to PHYS 2110. The tutorial sessions focus on reasoning and hands-on problem solving. May be repeated up to 1 credits.
Corequisite(s): PHYS 2110.

PHYS 2120. Heat, Light, and Sound
3 Credits (3)
Calculus-level treatment of thermodynamics, geometrical and physical optics, and sound. May be repeated up to 3 credits.
Prerequisite(s): a C- or better in PHYS 2110 or PHYS 1310G, and MATH 1511G or higher.

PHYS 2120L. Heat, Light, and Sound Laboratory
1 Credit (3P)
Laboratory experiments associated with the material presented in PHYS 2120. Science majors.
Prerequisite(s)/Corequisite(s): PHYS 2120. Prerequisite(s): a C- or better in PHYS 2110L or PHYS 1310L.

PHYS 2121. Supplemental Instruction to PHYS 2120
0.5-1 Credits (.5-1)
This optional workshop supplements PHYS 2120 'Heat, Light, and Sound'. Students actively apply concepts and methods introduced in PHYS 2120 to problem solving and quantitative analysis. May be repeated up to 1 credits.
Corequisite(s): PHYS 2120.

PHYS 2140. Electricity and Magnetism
3 Credits (3)
Charges and matter, the electric field, Gauss law, the electric potential, the magnetic field, Ampere's law, Faraday's law, electric circuits, alternating currents, Maxwell's equations, and electromagnetic waves. May be repeated up to 3 credits.
Prerequisite(s)/Corequisite(s): MATH 1521G. Prerequisite(s): a C- or better in PHYS 2110 or PHYS 1310G, and MATH 1511G or higher.

PHYS 2140L. Electricity & Magnetism Laboratory
1 Credit (3P)
Laboratory experiments associated with the material presented in PHYS 2140.
Prerequisite(s)/Corequisite(s): PHYS 2140. Prerequisite(s): a C- or better in PHYS 2110 or PHYS 1310G.

PHYS 2230G. General Physics for Life Science I
3 Credits (3)
This algebra-based introduction to general physics covers mechanics, waves, sound, and heat. Special emphasis is given to applications in the life sciences. This course is recommended for students in the life sciences and those preparing for the physics part of the MCAT. May be repeated up to 3 credits.
Prerequisite(s): A C or better in MATH 1215 or higher.

PHYS 2230L. Laboratory to General Physics for Life Science I
1 Credit (1)
Laboratory experiments in topics associated with material presented in PHYS 2230G.
Prerequisite(s)/Corequisite(s): PHYS 2230G. Restricted to Las Cruces campus only.

PHYS 2231. Supplemental Instruction to General Physics for Life Sciences I
1 Credit (1)
This optional workshop supplements Physics for Life Sciences I. The tutorial sessions focus on reasoning and hands-on problem solving. May be repeated up to 1 credits.
Corequisite(s): PHYS 2230G.

PHYS 2240G. General Physics for Life Science II
3 Credits (3)
This algebra-based course covers electricity, magnetism, light, atomic physics, and radioactivity. Special emphasis is given to applications in the life sciences. This course is recommended for students in the life sciences and those preparing for the physics part of the MCAT. May be repeated up to 3 credits.
Prerequisite(s): a C- or better in PHYS 1230G or PHYS 2230G, and MATH 1220G or higher.

PHYS 2240L. Laboratory to General Physics for Life Science II
1 Credit (1)
Laboratory experiments in topics associated with material presented in PHYS 2240.
Prerequisite(s)/Corequisite(s): PHYS 2240G. Restricted to Las Cruces campus only.
**PL-S-PARALEGAL SERVICES (PL S)**

**PL S 160. Legal System for the Paralegal**  
3 Credits (3)  
Introduction to the court system, administrative agencies, functions of law offices, and professional conduct and legal ethics. Restricted to: Community Colleges only.  
**Prerequisite(s):** ACT standard score in English of 16 or higher or a Compass score 76 or higher; for those scoring 13-15 in English on ACT or 35-75 on Compass, successful completion of CCDE 105N or CCDE 110N; for those scoring 12 or below on the ACT standard score in English or 34 or below on the Compass, successful completion of CCDE 105N & CCDE 110N.

**PL S 161. Legal Terminology**  
3 Credits (3)  
Survey of the language of the law that will serve either as an introductory course or as a review course to prepare students for the certification test.  
**Prerequisite(s):** Community Colleges only.

**PL S 162. The Virtual Law Office**  
3 Credits (3)  
The Virtual Law Office class is a 'hands-on', project oriented course designated to provide the student with the basic law office skills needed to function successfully in a law office setting. The student will gain a practical, working knowledge of the procedures necessary to work in a law office. The skills learned in the class will directly translate to real life situations. Restricted to: Community Colleges only.  
**Prerequisite(s):** PL S 160.

**PL S 180. Constitutional Law for the Paralegal**  
3 Credits (3)  
Case standing of the law of the Constitution and Bill of Rights with regard to day-to-day applications in the law practice. Documents dealing with constitutional problems in both civil and criminal areas of law will be drafted and discussed.  
**Prerequisite:** PL S 160.

**PL S 190. Criminal Law for the Paralegal**  
3 Credits (3)  
Introduction to federal and state criminal law; criminal proceedings, prosecution and defense, sentencing and appeal.  
**Prerequisite:** PL S 160.

**PL S 200. Legal Ethics for the Paralegal**  
3 Credits (3)  
Introduction to ethical dilemmas faced in the workforce and the rules of ethics developed by the American Bar Association, various national paralegal organizations, and the Supreme Court of New Mexico. Restricted to: Community Colleges only.  
**Prerequisite(s):** PL S 160.

**PL S 203. Immigration Law**  
3 Credits (3)  
Survey of the basics of immigration law including the rights and obligations of citizenship and the naturalization process.  
**Prerequisite:** PL S 160.

**PL S 221. Internship I**  
2-4 Credits  
Work experience that directly relates to a student's major field of study that provides the student an opportunity to explore career paths and apply knowledge and theory learned in the classroom. Internships can be paid or unpaid. Students are supervised/evaluated by both the employer and the instructor. Restricted to Community Colleges campuses only.  
**Prerequisite(s):** PL S 274.

**PL S 222. Internship II**  
1-3 Credits  
Continuation of PL S 221. Each credit requires specified number of hours of on-the-job work experience. Restricted to Community Colleges campuses only.  
**Prerequisite(s):** PL S 221.

**PL S 231. The Law of Commerce for the Paralegal**  
3 Credits (3)  
Law of contracts, negotiable instruments, bank transfers, secured transactions, debtor-creditor relations, agency, and business types and their formation. Students will study the relevant statutes as well as draft documents associated with these types of legal practice. Restricted to: Community Colleges only.  
**Prerequisite:** PL S 160.

**PL S 272. Bankruptcy Law for the Paralegal**  
3 Credits (3)  
Individual and corporate bankruptcy; the basic principles and processes of bankruptcy law as a system of debtor relief and debt collection.  
**Prerequisite:** PL S 160.

**PL S 274. Legal Research and Writing for the Paralegal I**  
3 Credits (3)  
Legal memoranda, briefs, and pleadings will be prepared and written based on the student's original research. Research materials and techniques will be identified and studied; introduction of computer usage in legal research.  
**Prerequisite:** PL S 160 and ENGL 1110G.

**PL S 275. Tort and Insurance for the Paralegal**  
3 Credits (3)  
Primary legal principles of tort and insurance law and means of establishing insurance plans, types of torts and insurance, as well as use of specific forms and procedures relating to these areas.  
**Prerequisite:** PL S 160.

**PL S 276. Wills, Trusts, and Probate for the Paralegal**  
3 Credits (3)  
Cases and statutes dealing with wills, trusts, and probate. Emphasis on preparation and drafting of documents and the application of the law and documents to the client's problems.  
**Prerequisite:** PL S 160.
PL S 277. Family Law for the Paralegal
3 Credits (3)
Methods of conducting client interviews and drafting of pleadings and research relative to families. Laws relating to marriage, divorce, custody, support, adoption, name change, guardianship, and paternity.
Prerequisite: PL S 160.

PL S 278. Litigation for the Paralegal
3 Credits (3)
The law of procedure and evidence will be considered through rules and cases. Case situations will be used to identify and solve problems.
Prerequisite: PL S 160.

PL S 279. Legal Research and Writing for the Paralegal II
3 Credits (3)
Continuation of PL S 274. Advanced training in legal research problems with a focus on analysis, writing, and preparation of sophisticated legal memoranda and documents.
Prerequisite: PL S 274.

PL S 280. Interviewing and Investigation for the Paralegal
3 Credits (3)
Techniques of legal interviewing and investigation with emphasis on development of human relations and communication skills.
Prerequisite: PL S 160.

PL S 298. Independent Study
1-3 Credits (1-3)
Individual studies directed by consenting faculty with prior approval by department head. Restricted to Community Colleges campuses only.
Prerequisite(s): PL S 160.

POLS-POLITICAL SCIENCE

POLS 1110G. Introduction to Political Science
3 Credits (3)
This course covers fundamental concepts in political science, such as political theories, ideologies, and government systems.

POLS 1111. Introductory Government Seminar
1 Credit (1)
Introduction to the government major. Designed to assist students in planning college experience and preparing for professional or advanced educational opportunities upon graduation. Graded: S/U. Restricted to: Main campus only.

POLS 1120G. American National Government
3 Credits (3)
This course explains the role of American national government, its formation and principles of the Constitution; relation of state to the national government; political parties and their relationship to interest groups. This course also explains the structure of the legislative, executive, and judicial branches.

POLS 1130G. Issues in American Politics
3 Credits (3)
This course is designed to introduce the students to the contemporary study of American political issues. The course analysis of government policies, examining various approaches to the economy, democracy and the structure and the function of American political institutions.

POLS 2120G. International Relations
3 Credits (3)
This course covers the analysis of significant factors in world politics, including nationalism, national interest, political economy, ideology, international conflict and collaboration, balance of power, deterrence, international law, and international organization.

POLS 2996. Special Topics
3 Credits (3)
Specific topics to be announced in Schedule of Classes. Community Colleges only. May be repeated for a maximum of 12 credits.

PORT-PORUGUESE (PORT)

PORT 1110. Portuguese I
3 Credits (3)
Designed for students with no previous exposure to Portuguese, this course develops basic listening, speaking, reading, and writing skills. This is an introductory course aimed at teaching the student to communicate in Portuguese in everyday situations.

PORT 1120. Portuguese II
3 Credits (3)
A continuation of Portuguese I, students will develop a broader foundation in skills gained during the first semester, including understanding, speaking, reading and writing Portuguese. Students will also gain more in-depth knowledge of Portuguese-speaking cultures.
Prerequisite: C or better in PORT 1110 or consent of instructor.

PSYC-PSYCHOLOGY

PSYC 1110G. Introduction to Psychology
3 Credits (3)
This course will introduce students to the concepts, theories, significant findings, methodologies, and terminology that apply to the field of psychology.

PSYC 2221. Applied Psychology
3 Credits (3)
Explanation of the psychological principles of everyday living. Emphasizes motivation, learning of intelligent behavior, and applications of psychology to social issues. Community Colleges only.

PSYC 2230. Psychology of Adjustment
3 Credits (3)
This course focuses on the individual's adjustment to society, and the application of psychological principles to the understanding of adjustment.

PSYC 2311. A Study of Substance Abuse through Learning
3 Credits (3)
Physiological and psychological impact of drug use on human behavior. Emphasizes practical applications of intervention and prevention in the community. Community Colleges only.

RADT-RADIOLOGIC TECHNOLOGY (RADT)

RADT 100. Introduction to Radiologic Technology and Patient Care
2 Credits (2)
Overview of the profession, including ethics, terminology, and basic radiation protection. Addresses basic and specialized procedures and topics related to the care of the patient. Restricted to: Community Colleges only. Restricted to Majors.
RADT 101. Radiographic Positioning I
4 Credits (2+6P)
Covers radiographic procedure and positioning concepts, techniques, terminology, and mechanics related to the thorax, abdomen, extremities, spine and pelvis. Includes positioning lab and clinical observation.

RADT 102. Radiographic Positioning II
4 Credits (2+6P)
Continuation of RADT 101. Includes skull, gastrointestinal, urinary, reproductive, biliary systems, and more advanced skeletal positions. Includes positioning lab and clinical observation. Restricted to: Community Colleges only. Restricted to Majors.

Prerequisite: RADT 101.

RADT 103. Introduction to Radiographic Imaging
3 Credits (2+2P)
Provides the student with an in-depth knowledge of radiographic exposure technique and the factors affecting radiographic film quality. Includes lab experiments. Restricted to majors.

RADT 104. Special Radiologic Modalities
2 Credits (2)
Discussion of various special procedures used in medical imaging such as, angiography, ultrasound, computerized tomography, magnetic resonance imaging, digital imaging, nuclear medicine, radiation therapy, etc. Includes guest lectures and field trips.

Prerequisite: RADT 103.

RADT 105. Radiographic Physics and Equipment
3 Credits (3)
Fundamentals of rad physics. Includes electromagnetism, x-ray production and interactions, x-ray circuitry, tubes, grids, screens, AES, fluoroscopic and portable units, beam restricting devices, calibration and quality assurance/control. Overview of mammography, US, CT, MRI, and digital radiography. Restricted to: Community Colleges only. Restricted to Majors.

Prerequisite: RADT 103 or consent of instructor.

RADT 110. Radiographic Pathology
1 Credit (1)
Overview of pathology demonstrated by radiographic procedures. Restricted to majors.

Prerequisite: RADT 154.

RADT 154. Radiographic Anatomy and Physiology
3 Credits (3)
Basic A&P for radiographic application. Includes a systems approach to body structures and organs as they relate to anatomical projections, radiographic identification, and various imaging modalities. Restricted to: RADT majors. Restricted to: Community Colleges only.

Prerequisite(s): AHS 153 or AHS 140 or BIOL 2210 or BIOL 1130, or consent of instructor.

RADT 156. Independent Study
1-6 Credits (1-6)
Individual studies/research on topics related to the radiological sciences. May be repeated for a maximum of 6 credits. Restricted to: Community Colleges only.

RADT 190. CT Equipment and Methodology
3 Credits (3)
Skill development in the operation of computed tomographic equipment, focusing on routine protocols, image quality, and quality assurance and radiation protection. May be repeated up to 3 credits. Restricted to: CTOM or RADT majors. Restricted to Community Colleges campuses only.

RADT 200. Radiation Biology and Protection
2 Credits (2)
Biological effects of ionizing radiation on cells and tissues. Includes radiation measurements, policies and protection measures for self, patients, and others. Restricted to majors. Restricted to: Community Colleges only.

Prerequisite(s): RADT 103.

RADT 201. Clinical Education I
7 Credits (32P)
Supervised practice in a radiology department under direct supervision of a registered technician. Includes film critiques. Community Colleges only. Restricted to: RADT, OERT majors. Restricted to Community Colleges campuses only.

Prerequisite(s): RADT 105.

RADT 202. Clinical Education II
11 Credits (33P)
Continuation of RADT 201. Student will work under indirect supervision of registered personnel. May be repeated up to 11 credits. Restricted to: OERT, RADT majors. Restricted to Community Colleges campuses only.

Prerequisite(s): OERT 201.

RADT 203. Clinical Education III
11 Credits (33P)
Continuation of RADT 202. May be repeated up to 11 credits. Restricted to: RADT, OERT majors. Restricted to Community Colleges campuses only.

Prerequisite(s): RADT 202.

RADT 205. Radiographic Image Critique
1 Credit (1)
Review of radiographs produced in clinical settings to evaluate anatomy and technical issues. Restricted to majors.

Prerequisite: RADT 201.

RADT 206. Applied Radiographic Procedures
2 Credits (1+3P)
Advanced course which integrates the principles and techniques of radiologic technology. Restricted to majors.

Prerequisite: RADT 202.

RADT 207. Cross Sectional Anatomy for Medical Imaging
3 Credits (3)
Anatomic relationships that are present under various sectional orientations as depicted by computed tomography or magnetic resonance imaging. May be repeated up to 3 credits. Restricted to: CTOM or RADT majors. Restricted to Community Colleges campuses only.

RADT 208. Clinical I (Computed Tomography)
3 Credits (9P)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. Direct supervision is provided by the clinic professional. May be repeated up to 3 credits. Restricted to: RADT or CTOM majors. Restricted to Community Colleges campuses only.

RADT 209. Clinical II (Computed Tomography)
3 Credits (9P)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. Direct supervision is provided by the clinic professional. (Capstone Course). May be repeated up to 3 credits. Restricted to: CTOM or RADT majors. Restricted to Community Colleges campuses only.
RESP - RESPIRATORY THERAPY (RESP)

RESP 110. Respiratory Therapy I
3 Credits (3)
Introduction to basic respiratory care techniques. Includes history, professional organizations, medical gas administration, oxygen therapy, cardiopulmonary AP, patient assessments, and medical terminology. Requires a C or better to remain in program. Restricted to: Community Colleges only. Restricted to DA-RESP-AA majors.

RESP 110 L. Respiratory Therapy I Lab
2 Credits (2)
Laboratory practice of basic respiratory care procedures. Requires a C or better to remain in program. Restricted to Community Colleges only. Restricted to DA-RESP-AA majors.

RESP 115. Respiratory Therapy Pharmacology
3 Credits (3)
Concepts of physics as they apply to the physiology of the lungs. Requires a C or better to remain in program. Restricted to: Community Colleges only. Restricted to DA-RESP-AA majors.

RESP 120. Respiratory Therapy II
4 Credits (4)
Advanced respiratory care techniques. Emphasis on airway management, aerosol treatment, chest physiotherapy, pharmacology, posture pressure breathing, and pulmonary rehabilitation. Requires a C or better to remain in program. May be repeated up to 4 credits. Students must be admitted into program to enroll in this course. Restricted to Community Colleges campuses only.
Prerequisite(s): RESP 110.
Corequisite(s): RESP 120 L.

RESP 120 L. Respiratory Therapy II Lab
2 Credits (2)
Continuation of RESP 120. Respiratory Care II, using equipment and simulations. Requires a C or better to remain in program. Students must be admitted to the program to enroll in this course. Corequisite(s): RESP 120. Restricted to: Community Colleges only. Restricted to DA-RESP-AA majors.
Prerequisite(s): RESP 110, RESP 110L and RESP 112.

RESP 124. Respiratory Therapy II Clinical
3 Credits (9P)
Supervised practice and application in a hospital setting. Requires a C or better to remain in program. Students must be admitted into program to enroll in this course. Restricted to Community Colleges only. Restricted to RESP majors.
Prerequisite(s): RESP 110, RESP 110L and RESP 112.
Corequisite(s): RESP 120 and RESP 120L.

RESP 155. Respiratory Therapy Special Topics
1-4 Credits
Topics to be announced in the Schedule of Classes. May be repeated for a maximum of 10 credits. Consent of instructor required. Restricted to: Community Colleges only. Restricted to RESP majors.
Prerequisite(s): Admission to program.
RESP 240 L. Respiratory Therapy VI Lab
2 Credits (6P)
Advanced laboratory practice and procedures. Requires a C or better to remain in program. Students must be admitted into program to enroll in this course. Restricted to: Community Colleges only. Restricted to RESP majors.
Prerequisite(s): RESP 230, RESP 230L, RESP 233 and RESP 234.
Corequisite(s): RESP 240.

RESP 242. Pediatric Advanced Life Support (PALS)
1 Credit (1)
Etiology, diagnosis, clinical manifestations, and management of cardiopulmonary disorders related to respiratory care. Restricted to majors.
Corequisite(s): RESP 230.

RESP 243. Respiratory Therapy Neonatal Resuscitation
1 Credit (1)
Advanced practice of the neonatal resuscitation and certification. Students must be admitted into program to enroll in this course. Restricted to: Community Colleges only. Restricted to RESP majors.
Prerequisite(s): RESP 230, RESP 230L, RESP 233 and RESP 234.
Corequisite(s): RESP 240 and RESP 244.

RESP 244. Respiratory Therapy VI Clinical
3 Credits (9P)
Clinical experience on special modalities. Requires a C or better to remain in program. Students must be admitted into program to enroll in this course. Restricted to: Community Colleges only. Restricted to RESP majors.
Prerequisite(s): RESP 230, RESP 230L, RESP 233 and RESP 234.
Corequisite(s): RESP 240.

RESP 255. Respiratory Therapy Special Topics
1-4 Credits
Specific subjects to be announced in the Schedule of Classes. May be repeated for a maximum of 4 credits. Consent of instructor required. Restricted to: Community Colleges only. Restricted to RESP majors.
Prerequisite(s): Admission to program.

SIGN-SIGN LANGUAGE
SIGN 1110. American Sign Language I
3 Credits (3)
American Sign Language I is an introductory level language course in the language of the American Deaf Culture. Content includes ASL vocabulary and conversational skills; linguistic features of ASL; and skills in narrative/storytelling. In-class activities, comprehesion and expressive examinations, narrative and storytelling assignments in addition to semester projects are venues for students to demonstrate their learning. In addition, Deaf Culture and Deaf Community issues are addressed.
Prerequisite: SIGN 1110 or consent of instructor.

SIGN 1120. American Sign Language II
3 Credits (3)
American Sign Language II is a continuation course that builds on concepts and skills developed in American Sign Language I. Students gain further exposure to ASL structure and grammar, and Deaf Culture and the Deaf community. Emphasis is on increasing students’ ability to comprehend other signers and express themselves with more elaboration when conversing or presenting in ASL.
Prerequisite: SIGN 1110 or consent of instructor.

SIGN 2110. American Sign Language III
3 Credits (3)
This is an intermediate level course in American Sign Language (ASL). Expected areas of intermediate skill and knowledge development include: language comprehension and production, conversational use, narratives, ASL language features and further knowledge of and interaction with Deaf culture and the Deaf community.
Prerequisite: SIGN 1120.

SMET-SCIENCE/MATH/ENG/TECH (SMET)
SMET 201. Research for Visiting Community College Students
1 Credit (1)
Research experience for visiting community college students. Consent of instructor required. Restricted to: Main campus only.

SOCI-SOCIOLOGY
SOCI 1110G. Introduction to Sociology
3 Credits (3)
This course will introduce students to the basic concepts and theories of sociology, as well as to the methods utilized in sociological research. The course will address how sociological concepts and theories can be utilized to analyze and interpret our social world, and how profoundly our society and the groups to which students belong influence them. Students will be given the opportunity to challenge their “taken-for-granted” or “common sense” understandings about society, social institutions, and social issues. Special attention will also be paid to the intimate connections between their personal lives and the larger structural features of social life. In addition, the implications of social inequalities, such as race/ethnicity, gender, and social class will be central to the course's examination of social life in the United States.
SOCI 2230. Sociology of Sexuality
3 Credits (3)
This course explores all aspects of human sexuality from a sociological perspective. Topics include, but are not limited to, sex work, intimate relationships, sexual response, political movements, power, and the social construction of sexuality. The course also considers how various social statuses such as ethnicity, gender, and social class intersect with sexuality.

SOCI 2240. Sociology of Intimate Relationships and Family
3 Credits (3)
This course provides an overview of contemporary intimate relationships and families from sociological perspectives. We will examine intimate relationships and families as social constructions whose meanings have changed over time and from place to place. This course will aid students in developing a greater understanding of intimate relationships and families as institutions in contemporary U.S. society. Intersections of race, class, gender, sexual orientation, nationality, and other factors within these institutions will be addressed. Community Colleges only.

SOCI 2261. Issues in Death and Dying
3 Credits (3)
Major personal and social issues related to the process of dying in our culture. Community Colleges only.

SOCI 2310G. Contemporary Social Problems
3 Credits (3)
This course studies the nature, scope, and effects of social problems and their solutions. The course will concentrate on sociological perspectives, theories, and key concepts when investigating problems, such as inequality, poverty, racism, alienation, family life, sexuality, gender, urbanization, work, aging, crime, war and terrorism, environmental degradation, and mass media. This course is designed to build students' sociological understanding of how sociological approaches attempt to clarify various issues confronting contemporary life, as well as how sociologists view solutions to these problems.

SOIL-SOIL (SOIL)

SOIL 2110. Introduction to Soil Science
3 Credits (3)
An overview of fundamental concepts in soil science and soils as a natural resource. Students will be introduced to the physical, chemical, and biological properties as it relates to soil management in environmental science, conservation, and agronomy. Prerequisite: CHEM 1120G or MATH 1215 or higher or CHEM 1215G.

SOIL 2110L. Introduction to Soil Science Laboratory
1 Credit (1)
Morphological, chemical, physical and biological properties of soil in the laboratory and field. Corequisite(s): SOIL 2110.

SOIL 2996. Special Topics
1-4 Credits
Specific subjects and credits to be announced in the Schedule of Classes. Maximum of 4 credits per semester. No more than 9 credits toward a degree. May be repeated up to 9 credits. Consent of instructor required.

SOWK-SOCIAL WORK

SOWK 2110G. Introduction to Human Services & Social Work
3 Credits (3)
This course is for students who are interested in social welfare issues and/or are considering entering a social service profession. The course presents an overview of social problems, issues and trends, and the network of social agencies developed to address these concerns. The course examines the influence of personal and professional values and ethics on the helping relationship. The concept of social welfare will be discussed from a social work perspective (with an emphasis on social justice), and students will gain a basic understanding of social work in the U.S. society, social work career opportunities, and contemporary issues facing social workers. Approaches relevant to work with individuals, families, groups and communities are presented, with special emphasis on Hispanic and Indigenous populations of New Mexico and the Southwest.

SOWK 2111. Women's Issues in Social Work
3 Credits (3)
Examines gender-specific social problems and their identification and resolution through the use of social agencies and community resources. Community Colleges only.

SPAN-SPANISH (SPAN)

SPAN 1110. Spanish I
4 Credits (4)
Designed for students with little exposure to Spanish, this course develops basic listening, speaking, reading, and writing skills and basic intercultural competence in interpretive, interpersonal and presentational modes of communication at the Novice Level of proficiency based on ACTFL guidelines. During this course, students perform better and stronger in the Novice Mid Level while some abilities emerge in the Novice High Range. This is an introductory course aimed at helping the student to communicate in Spanish in everyday familiar situations via recognition and production of practiced or memorized words, phrases, and simple sentences. Prerequisite(s): language placement and/or assessment by departmental examination.

SPAN 1120. Spanish II
4 Credits (4)
Designed for students with some degree of exposure to Spanish in high school and/or at home, this course continues to develop basic listening, speaking, reading, and writing skills and basic intercultural competence in interpretive, interpersonal and presentational modes of communication based at the Novice High Level of proficiency based on ACTFL guidelines, although a few abilities may emerge in the Intermediate Low Level. Students in this course communicate in Spanish in familiar topics using a variety of words, phrases, simple sentences and questions that have been highly practiced and memorized. Prerequisite: language placement and/or assessment by departmental examination or a C- or better in SPAN 1110.
SPAN 1210. Elementary Spanish for Heritage Learners I  
3 Credits (3)  
This is a beginning-level Spanish course designed for students who have a cultural connection to the Spanish language. Some students have had very little exposure to the language and enter the class to develop beginning-level skills. Other students may have grown up hearing the heritage language in the community and may understand some Spanish and speak at a basic level as a result. The objective is to draw upon the connection to the heritage language as a source of motivation and engagement for our learning communities. At the same time, we build upon the language base that students may already have as a result of their heritage learner experience in order to develop new proficiencies in Spanish and reactivate the Spanish that students have learned previously. By the end of this course, students will be able to describe their home, campus surroundings and common activities including cultural traditions. At the same time, students gain cultural competency and develop a critical understanding of their linguistic and cultural background. Students who have previously earned a C or better in SPAN 1110 or SPAN 1120 may not receive credit for this course.

SPAN 1220. Spanish for Heritage Learners II  
3 Credits (3)  
Spanish as a Heritage Language II is a second semester class designed for students who have developed some basic Spanish proficiency from previous classes and/or from community experiences. This course provides students with the opportunity to develop their proficiency in the four language skills (speaking, listening, reading, and writing). Class activities are designed to strengthen oral communication skills (speaking and listening) through a variety of group activities. By the end of the course students will be able to understand and produce narrations of past events in oral and written Spanish. In order to foster a desire to revitalize and maintain the Spanish language in the US context we attempt to raise students’ critical awareness of what it means to be part of a specific speech community.

SPAN 2110. Spanish III  
3 Credits (3)  
This course is based on the integration of learning outcomes across Interpersonal, Interpretive, and Presentational Modes of Communication at the Intermediate Low Level of proficiency based on ACTFL guidelines. Students accomplish real-world communicative tasks in culturally appropriate ways as they gain familiarity with the target culture(s). This is an intermediate course aimed at helping the student to communicate in Spanish on familiar topics about self, others and everyday life at the same time that they recognize and handle short social interactions in interactions in everyday situations by asking and answering a variety of questions.  
Prerequisite: language placement and assessment by departmental examination or C or better in SPAN 1120.

SPAN 2120. Spanish IV  
3 Credits (3)  
This course is based on the integration of learning outcomes across Interpersonal, Interpretive, and Presentational Modes of Communication at the Intermediate Low Level of proficiency based on ACTFL guidelines. Students accomplish real-world communicative tasks in culturally appropriate ways as they gain familiarity with the target culture(s). This is an intermediate course aimed at helping the student to communicate in Spanish on familiar topics about self, others and everyday life at the same time that they recognize and handle short social interactions in interactions in everyday situations by asking and answering a variety of questions.  
Prerequisite: language placement and assessment by departmental examination or C or better in SPAN 2110.

SPAN 2210. Spanish for Heritage Learners III  
3 Credits (3)  
Intermediate Spanish for Heritage Speakers I is a third semester course designed for students who have been raised in a Spanish-speaking environment and speak, or understand, some Spanish as a result of hearing it in the home, and in the community by family, friends, and neighbors. Students in this course will continue to develop their ability to narrate events in the past and will be able to describe hypothetical situations. Students will also develop their ability to express wishes, desires, and necessities. This course will help the student build confidence in their Spanish abilities and expand the language use in the areas of writing, reading, oral production and listening comprehension. In order to foster a desire to revitalize and maintain the Spanish language we attempt to raise students’ critical awareness of wider issues facing Spanish speakers in the US context.

SPED-SPECIAL EDUCATION (SPED)  
SPED 2130. Society  
3 Credits (3)  
Development of culturally responsive learning strategies, skills and utilization of support services, to enhance academic achievement. Restricted to: Main campus only.

SPED 2996. Topics  
3 Credits (3)  
Offered under various subtitles that indicate the subject matter to be covered. May be repeated 3 times for a maximum of 9 credits.

SPHS-SPEECH & HEARING SCIENCE  
SPHS 2110. Introduction to Communication Disorders  
3 Credits (3)  
This introductory course provides an overview of common speech, language, and hearing disorders in children and adults including etiologies, characteristics, prevention, identification, assessment and intervention. The course provides an overview of the field of speech-language pathology and audiology.

SPMD-SPORTS MEDICINE  
SPMD 1110. Introduction to Athletic Training  
3 Credits (3)  
Introduction to the principles of athletic training. May be repeated up to 3 credits. Consent of Instructor required. Restricted to Las Cruces campus only.
SPMD 1120. Medical Terminology
3 Credits (3)
Study of the structure of medical language with emphasis on sports medicine-related terminology. To include analysis and interpretation of medical documentation. Restricted to: Las Cruces campus only.

SPMD 1190. Clinical Practicum I
2 Credits (2)
Introduction to the clinical aspects of the athletic training education program. Must maintain at least 3.0 GPA. May be repeated up to 4 credits. Consent of Instructor required. Restricted to: Athletic Training majors. Restricted to Las Cruces campus only.

SPMD 1195. Clinical Practicum II
3 Credits (3)
Athletic training related content and psycho-motor skills are introduced, enhanced, and assessed in the classroom and clinical rotations. Emphasis is on competencies and proficiencies previously instructed in didactic courses while providing increased depth of understanding and clinical practice. Must maintain a 3.0 GPA. May be repeated up to 3 credits. Consent of Instructor required. Restricted to: Athletic Training majors.

SPMD 1310. Introduction to Kinesiology
3 Credits (3)
An introduction to the field of Kinesiology which will explore areas such as exercise physiology, sport and exercise psychology, motor behavior, biomechanics, strength and conditioning, exercise prescription, as well as professional and graduate programs, and allied health and applied careers opportunities.

SPMD 1350. Social Foundations of Physical Activity
3 Credits (3)
Historical and cultural foundations and vocational, scientific, and educational data on careers in health education, physical education, and recreation.

SPMD 2130. Emergency Response in Sports Medicine
2 Credits (2)
Designed to provide knowledge and experience in emergency care procedures, blood borne pathogens, and first aid. Students will receive certification in CPR/AED for the Professional Rescuer and in First Aid, upon successful completion of course. May be repeated up to 4 credits. Restricted to Las Cruces campus only.
Prerequisite(s): Consent of Instructor.

SPMD 2210. Anatomy and Physiology I
3 Credits (3)
Detailed study of the structure and function of the human musculoskeletal, cardiovascular, respiratory, and peripheral nervous systems. Designed specifically for students interested in allied health professions.

SPMD 2210L. Anatomy and Physiology Laboratory
1 Credit (1P)
Students will engage in activities designed to enhance appreciation of the anatomical structures related to the content areas for SPMD 2210. Restricted to Las Cruces campus only.

SPMD 2250. Fitness for Health and Sport
3 Credits (3)
A study of the fitness needs for health enhancement and sport participation. Restricted to: EXSC,KIN,P E,S ED,SP M majors.

SPMD 2310. Career Preparation
1 Credit (1)
From concept to implementation: Career exploration, setting up degree plans, finding graduate programs, developing professional resumes, writing letters of application, seeking letters of recommendation, and interview preparation. Graded: S/U Grading (S/U, Audit).

SUR-SURVEYING (SUR)

SUR 222. Plane Surveying
3 Credits (2+3P)
Theory and practice of geomatics as applied to plane surveying in the areas of linear measurements, angle measurements, area determination, differential and trigonometric leveling, and topographic mapping. Crosslisted with: DRFT 222.
Prerequisite(s): MATH 1250G.

SUR 264. Introduction to LIS
3 Credits (2+3P)
Introduction to land information systems. Land tenure systems, coordinate systems, computer methods.
Prerequisite(s)/Corequisite(s): DRFT 109.

SUR 285. Precise Digital Mapping
3 Credits (3)
Photogrammetric Mapping Principles, digital sensor including optical cameras, terrestrial, surveying control, IMU & GPS integration, stereo photography, analytical triangulation, orthorectification, precision and accuracy of measurement systems, sUAS (Small Unmanned Aerial Vehicles) applications to geospatial data collection and practical applications project flight/pre planning, sensor platform, FAA regulations and restrictions, introduction to laser scanning systems. Restricted to Las Cruces campus only.

SUR 292. Public Land Survey System Boundaries
3 Credits (3)
Fundamentals of the U.S. Public Land Survey System; rules for the survey of the public lands, field surveys; the rectangular system, corners, monuments, evidence; dependent and independent resurveys, corner restoration; plats and field notes, patents. Restricted to Las Cruces campus only.

SURG 120. Surgical Technology Clinical I
2-4 Credits (6P)
This is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. This course is designed to prepare the student to enter the surgical environment. This course provides an introduction to the operating room, observation of surgical procedures, direct participation in the preoperative (pre-op, intra-op, post-op) preparation of individual cases and professional roles and responsibilities of individual members of the surgical team. Direct supervision is provided by the clinical professional. May be repeated up to 4 credits. Students must be admitted into Surgical Technology Program to enroll in this course.
Prerequisite(s): BIOL 2310, BIOL 2210, BIOL 2225, NURS 150.
Corequisite(s): SURG 140, SURG 145.
SURG 140. Introduction to Surgical Technology  
4 Credits (4)  
This is an orientation to surgical technology theory, surgical pharmacology and anesthesia, technology sciences and patient care concepts and is designed to prepare the student to enter the surgical environment with entry-level knowledge necessary to understand patient responses to disease, illness, hospitalization, surgical procedures, commonly used pharmacological and anesthetic agents, and legal, moral, and ethical issues that could be encountered in the surgical environment. Restricted to Community Colleges campuses only.  
Prerequisite(s): Admission to Surgical Technology Program; BIOL 2310, BIOL 2225, & NURS 150.

SURG 145. Fundamentals of Perioperative Concepts & Techniques  
4-5 Credits (3-5+3P)  
This is an in-depth coverage of perioperative concepts such as aseptic/sterile principles and practice, infectious processes, wound healing and creation and maintenance of the sterile field. This course is designed to prepare the student to enter the surgical environment with entry-level knowledge of aseptic technique principles and practices, the creation and maintenance of the sterile field including equipment, supplies and instrumentation, and basic case preparation and procedures. An introduction to diseases and disease processes that may be displayed by the surgical patient and the patient’s bodily responses to disease are also included. May be repeated up to 5 credits.

Prerequisite(s): Admission to Surgical Technology Program, BIOL 2310, BIOL 2225, & NURS 150.

SURG 150. Surgical Procedures I  
4-5 Credits (3-5+3P)  
This course is an introduction to surgical procedures and its related pathologies. Emphasis on surgical procedures related to general, obstetrics/gynecology, genitourinary, otorhinolaryngology and orthopedic surgical specialties incorporating instruments, equipment. It is designed to prepare the student to function actively in the surgical environment with entry-level knowledge of surgical procedures. This course expands the basic foundation principles and combines the study of common surgical procedures to include anatomy, physiology and pathophysiology. Specific patient care concepts, medications, instrumentation, equipment, supplies and complication related to selected surgical procedures will be discussed. Admission to Surgical Technology Program necessary to enroll in the course.

Prerequisite(s): SURG 140, SURG 145, and SURG 120.

SURG 155. Pharmacology for the Surgical Technology  
2 Credits (2)  
This is an orientation to surgical pharmacology and anesthesia and is designed to prepare the student to enter the surgical environment with knowledge necessary to categorize the classification of drugs, calculate drug dosages and identify the therapeutic use, routes of administration, indications, contraindications and adverse effects of pharmacologic agents used in the perioperative setting. This course is the foundation for the acquisition of program specific competencies as identified by the AST Core Curriculum. Restricted to Carlsbad campus only.

SURG 160. Surgical Procedures II  
6 Credits (6)  
This an introduction to surgical procedures and related pathologies. Emphasis on surgical procedures related to thoracic, peripheral vascular, plastic/reconstructive, ophthalmology, cardiac and neurological surgical specialties incorporating instruments. The course is designed to prepare the student to continue to function actively in the surgical environment with entry-level knowledge of more complex surgical procedures. This course expands the basic foundation principles and combines the study of complex surgical procedures to include anatomy, physiology, and pathophysiology. Specific patient care concepts, medications, instrumentation, equipment, supplies, and complications related to specific surgical procedures will be discussed. Realities of clinical practice and concepts of death and dying will also be discussed.

Admission to Surgical Technology Program necessary to enroll in the course.

Prerequisite(s): SURG 150, SURG 260.

SURG 230. Professional Readiness  
2 Credits (2)  
This course transitions the student into professional readiness for employment, professional readiness for attaining certification and professional readiness for maintaining certification status. Admission to Surgical Technology Program necessary to enroll in the course.

Prerequisite(s): SURG 140, SURG 145, SURG 120, SURG 150, SURG 260.

Corequisite(s): SURG 160, SURG 265.

SURG 260. Surgical Technology Clinical II  
4 Credits (12P)  
This is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. This course is designed to provide the student the opportunity to function actively in the role as a surgical technologist and health care team member in a clinical setting under the direct supervision of faculty and health care staff. Applications of basic principles and practices combined with a supervised clinical experience participating in common surgical procedures is the focus. Admission to Surgical Technology Program necessary to enroll in the course. Restricted to Community Colleges campuses only.

Prerequisite(s): SURG 120, SURG 140, & SURG 145.

SURG 265. Surgical Technology Clinical III  
4 Credits (9P)  
This is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. This course is designed to provide the student the opportunity to function actively in the role of a surgical technologist and health care team member in a clinical setting under the direct supervision of faculty and health care staff. Refinement and application of basic principles and practices combined with entry-level employment competency expectations is the focus. Preparation for the National Certification Examination for Surgical Technologists is also included. Admission to Surgical Technology Program necessary to enroll in the course.

Prerequisite(s): SURG 260.
TCEN-ENVIRONMENTAL/ENERGY TECH (TCEN)

TCEN 101. Energy for the Next Generation
3 Credits (2+2P)
This course will survey a broad range of sources of energy, types of energy, energy storage, and the forms of energy. Students will be exposed to theory in the classroom, laboratory exercises, and field trips to provide them with a solid foundation for all subsequent energy related environmental courses. Crosslisted with: OETS 101.
Prerequisite(s)/Corequisite(s): OETS 118 or MATH 1215. Restricted to: Community Colleges only.

TCEN 105. Building Analyst I
3 Credits (2+2P)
This course is designed to provide the foundational knowledge and expertise necessary for the energy auditor and home performance contractor. Crosslisted with: OETS105. Restricted to: Community Colleges only.

TCEN 106. Building Analyst II
3 Credits (2+2P)
Designed to prepare the student for the BPI Building Analyst Certification. This course will walk the student through the hands-on process of conducting visual building inspections, diagnostic testing, identifying improvement opportunities, documenting a home’s performance and preparing a scope of work. Crosslisted with: OETS106.
Prerequisite(s)/Corequisite(s): TCEN 105 or OETS 105. Restricted to: Community Colleges only.

TCEN 110. Photovoltaic Application
4 Credits (3+2P)
This course will provide an introduction to Photovoltaic (PV) installation. The course will provide instruction on site selection, prep, installation, and maintenance for photovoltaic applications. Students that complete the course and have the opportunity to take the entry level exam with the North American Board of Certified Energy Practitioners (NABCEP) en route to becoming Certified Installers. Crosslisted with: OETS110.
Prerequisite(s)/Corequisite(s): TCEN 101 or OETS 101. Restricted to: Community Colleges only.

TCEN 111. Basic Electrical Principles I, DC Circuits
4 Credits (3+2P)
Course begins with the basics of electricity and DC circuits. Includes categorization of material properties within conductors, semiconductors, and insulators. Gradual progression tackles more complex topics like DC circuit analysis of series and parallel circuits, including Kirchhoff’s laws, Thevenin’s & Norton’s theorems, and superposition. Finally DC combination circuits, magnetism and electromagnetism, generators and motors are covered. Emphasis on safety throughout. May be repeated up to 4 credits.
Prerequisite(s)/Corequisite(s): OETS 104 or MATH 1215. Restricted to Community Colleges campuses only.

TCEN 113. OSHA 10 Hour Construction Hazard Identifications
1 Credit
Intended for entry-level participants to provide instruction on a variety of construction safety and health standards. Topics include Introduction to OSHA, Electrical, Ladder, Excavation, Scaffold, and Forklift Hazards, Fall Protection, Materials Handling, Personnel Protective Equipment and Confined Space Entry Hazards. Meets OSHA 10-Hour Requirements.

TCEN 115. Wind Power Generation Design Fundamentals
3 Credits (2+2P)
Course covers wind turbine module descriptions and functions and wind system installation, operation, and troubleshooting. Additional topics include wind energy harvesting and the conversion process from the generator system to electricity. May be repeated up to 3 credits.
Prerequisite(s)/Corequisite(s): TCEN 111 and (OETS 104 or MATH 1215). Restricted to Community Colleges campuses only.

TCEN 121. Basic Electrical Principles II, AC Circuits
4 Credits (3+2P)
Course begins with an overview of the primary components of AC circuits, such as resistors, inductors, rectifiers, transformers and capacitors, and then gradually introduces new, more complicated topics like applying AC principles in power generation and generators, motors, parallel and combination circuits, troubleshooting and evaluation of circuit conditions. May be repeated up to 4 credits.
Prerequisite(s)/Corequisite(s): TCEN 111 and (OETS 104 or MATH 1215). Restricted to Community Colleges campuses only.

TCEN 156. Building Envelope
3 Credits (2+2P)
Designed to prepare the student for the BPI Building Envelope Certification. This course will provide the principles behind building performance testing and the purpose of completing a comprehensive energy audit. Through lecture and subsequent field training, the student will learn how to use building diagnostics to develop a prescriptive plan for enhancing comfort, health & safety, building durability, and energy savings. The student will learn how to outline the follow-up process required after completion of the retrofit. Crosslisted with: OETS156. Restricted to: Community Colleges only.
Prerequisite(s): TCEN 106 or OETS 106.

TCEN 205. NEC for Alternative Energy
4 Credits (2+4P)
This hands-on course will cover the National Electrical Code specifics concerning photovoltaic installation. Also code compliant wiring of basic electrical systems will be covered. Existing installations will be visited and studied. Restricted to: Community Colleges only.
Prerequisite(s): TCEN 101 and ELT 105.

TCEN 220. Cooperative Experience
1-3 Credits (1-3)
Supervised cooperative work program. Student is employed in an approved occupation and supervised and rated by the employer and instructor. May be repeated up to 6 credits. Consent of Instructor required.
Prerequisite(s)/Corequisite(s): MAT 235. Prerequisite(s): TCEN 180. Restricted to: TCEN majors. Graded: S/U Grading (S/U, Audit). Restricted to: Community Colleges only.
TCEN 221. Roofing Materials and Methods
3 Credits (2+2P)
Covers application techniques and estimation of asphalt and wood roofing products and accessories including gutters and flashing. Presents roof penetration, roof loading issues, and energy system installation requirements for mounting photo voltaic or solar thermal systems.
_prerequisite(s): TCEN 112.

TCEN 222. Photo Voltaic Grid Tie Installation
4 Credits (3+2P)
This is a more advanced course culminating in a PV system-to-grid connection. This course includes gathering site specific data, design, wire type and sizing specific to project, installation of all solar modules and balance of system (BOS) components, and grounding and bonding of system components, all in accordance with the latest NEC. Upon project design approval a system will be commissioned for the grid. Decommissioning will commence after measurements and troubleshooting as directed by the instructor. May be repeated up to 4 credits.
_prerequisite(s)/Corequisite(s): TCEN 121 and TCEN 223. Prerequisite(s): TCEN 111 and TCEN 112. Restricted to Community Colleges campuses only.

TCEN 223. Photo Voltaic National Electrical Code Principles
2 Credits (2+1P)
Focuses on all sections of the National Electrical Code and local code requirements applicable to photo voltaic electrical installation. A partial list of areas covered is chapters one through four and section 690, ‘Solar Photovoltaic Systems’ of the National Electrical Code.
_prerequisite(s): TCEN 112.
_prerequisite(s)/Corequisite(s): TCEN 222.

TCEN 224. Field Experience
1-3 Credits (1-3)
Student will collaborate with instructor in proposing, defining, implementing, and analyzing outcomes of a project in the Environmental and Energy fields of study. May be repeated up to 6 credits. Consent of Instructor required. Restricted to: TCEN majors. Restricted to: Community Colleges only.

TCEN 241. Solar Thermal SHW Principles/Installation and Maintenance
3 Credits (2+2P)
Course presents the theory, installation, operation, and maintenance of solar hot water (SHW) systems. Topics include the types of systems to choose, the costs associated with SHW installation and operation, system sizing requirements, batteries and battery chemistry. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
_prerequisite(s): OETS 104 or MATH 1215.

TCEN 246. Building Weatherization & Auditor Fundamentals
3 Credits (3)
Course provides information on how to locate air leaks and identify heat losses or gains through specific testing. Students will learn how to inspect and evaluate building envelopes, mechanical systems, and ventilation systems to determine the safety and energy consumption for each system. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
_prerequisite(s): TCEN 113 and OETS 104.
_corequisite(s): TCEN 221.

THEA-THEATER

THEA 1110G. Introduction to Theatre
3 Credits (3)
This course provides an introduction to the study of theatre. Students will examine various components that comprise theatre, such as acting, directing, playwriting, dramaturgy, scenic and costume design, stagecraft, spectatorship, history, theory, and criticism.

THEA 1210G. Acting for Non-Majors
3 Credits (3)
This class gives non-majors experience in the depth and craft of the actor’s art. Students will learn various terms, techniques, and practices of acting and will demonstrate their understanding in class. Through exercises and improvisations, partnered scenes, and group work, students will be better able to appreciate the work of others as they learn techniques of performing. May be repeated up to 3 credits.

THEA 1221. Beginning Acting
3 Credits (3)
Basic understanding of self-expression through a variety of physical exercises, improvisation, and character study, culminating in scene or monologue work. Restricted to: THTR majors.

THEA 1222. Stage Movement
3 Credits (3)
Physical techniques for the actor to develop kinesthetic awareness and skills in characterization, archetypes, and stage combat. Restricted to: THTR majors.
THEA 1223. The Art of Theatre
3 Credits (3)
This course introduces the variety and scope of theatre professions, the value and goals of the theatre major and an analysis of the art form from script to stage. Restricted to: Required for THTR majors majors.

THEA 1310. Introduction to Costuming
3 Credits (3)
This course introduces students to basic skills generally used in creating costumes for theatre. During the semester students will be introduced to the costume shop, equipment, supplies, and processes. They will learn the process of sewing a garment and running a stage production.
Prerequisite(s)/Corequisite(s): THEA 1310L. Restricted to: THTR majors.

THEA 1310L. Costume Craft Lab
1 Credit (1)
Class members will assist in construction for productions in a studio environment.
Prerequisite(s)/Corequisite(s): THEA 1310.

THEA 1415. Running Crew I
2 Credits (1+2P)
Students learn about backstage and front of house production positions and work on a technical aspect of a product in a rehearsal and performance environment.

THEA 2221. Intermediate Acting: Scene Study and Monologues
3 Credits (3)
Monologues and scene work, using character and script analysis. Prerequisite(s): THEA 1221 or THEA 1210 with C- or above.

THEA 2222. Intermediate Acting for Non-Majors
3 Credits (3)
A continuation of THEA 1210 with an emphasis on monologues, scenes and characterization. Prerequisite(s): THEA 1210

THEA 2310. Stagecraft
3 Credits (3)
Student will explore basic skills for scenic designers and techniques of set construction for the stage, including building scenery, rigging, painting and properties.
Prerequisite(s)/Corequisite(s): THEA 2310L.

THEA 2310L. Stagecraft Laboratory
1 Credit (1)
Class members will assist with construction for productions in a studio environment.
Prerequisite(s)/Corequisite(s): THEA 2310.

THEA 2340. Introduction to Design
3 Credits (3)
Introduction into our visual world via the language of designers, focusing on collaboration, creative thinking and presentation skills. The varied design professions in theatre and the performing arts will be explored. Restricted to: Required of all THTR Majors.

THEA 2415. Running Crew II
1 Credit (1)
Students learn about backstage and front of house production positions and work on a technical aspect of a product in a rehearsal and performance environment.

THEA 2421. Vocal Production for the Actor
3 Credits (3)
Exploration and development of the actor’s vocal instrument, including relaxation, projection, diction and articulation. May be repeated up to 3 credits. Restricted to: THTR majors.

THEA 2933. Theatre Workshop I
0.5 Credits (.5)
Required for all freshman and sophomore theatre majors, this course coordinates all processes within Theatre Arts, providing a forum for discussion and feedback. May be repeated up to 4 credits. Restricted to Las Cruces campus only.

THEA 2996. Theatre Topics
1-3 Credits (1-3)
Specific subjects to be announced in the Schedule of Classes. May be repeated for a maximum of 9 credits.

WATR-WATER UTILITIES (WATR)

WATR 120. Introduction to Water Systems
3 Credits (3)
Introduction to and theory of groundwater sources, production, treatment, and distribution.

WATR 130. Wastewater Collection and Basic Treatment Systems
3 Credits (3)
Introduction to wastewater characteristics, collection, and basic treatment operations.

WATR 140. Applied Water and Wastewater Math I
3 Credits (3)
Introduction to basic water and wastewater mathematics, flows through distribution networks and collection systems, and fundamentals of flow measurement.
Prerequisite: CCDM 114 N or equivalent.

WATR 160. Systems Maintenance
4 Credits (2+4P)
Basic tools, equipment, maintenance schedules, chlorinator troubleshooting, and chlorine safety. Hands-on training with valves, pumps, meters and chlorination equipment.

WATR 175. Programmable Logic Controllers
2 Credits (2)
This course will introduce students to electrical safety, theory, and the function, operations, programming and troubleshooting of the PLC controlling common electrical components utilized in control circuits associated with the water and wastewater industry. Restricted to: Community Colleges only.

WATR 180. Water Chemistry
3 Credits (3)
Basic chemistry with applications to water and wastewater analysis. Prerequisite: CCDM 114 N or consent of instructor.

WATR 182. Water Chemistry Analysis
1 Credit (3P)
Beginning water and wastewater laboratory analysis including gravimetric, volumetric, and quality control techniques. Prerequisite: CCDM 114 N or equivalent or consent of instructor.

WATR 190. Water and Wastewater Microbiology
3 Credits (3)
Overview of microorganisms associated with water and wastewater. Growth and reproduction, energy production, and methods of counting. Prerequisite: WATR 130, WATR 180, or consent of instructor.
WATR 192. Water and Wastewater Microbiological Analysis
1 Credit (3P)
Introduction to water and wastewater treatment operational tests such as BODs, solids testing, activated sludge control tests, use of microscope, and bacteriological techniques.
Prerequisites: WATR 130 and WATR 182, or consent of instructor.

WATR 200. Internship
3-5 Credits
On-the-job training/work experience with municipalities or industries, working in water or wastewater treatment plants, high purity water plants, industrial waste plants, distribution systems, or wastewater collection systems. May be repeated up to 5 credits. Consent of Instructor required. Restricted to: Water Technology majors. Graded: S/U Grading (S/U, Audit). Restricted to Community Colleges campuses only.

WATR 220. Water Treatment Systems
3 Credits (3)
Theory of water systems operation including surface water treatment, fluoridation, sodium zeolite softening, corrosion control, iron removal, various filtration methods, and overview of SDWA.
Prerequisites: WATR 180 and WATR 182 or consent of instructor.

WATR 222. Water Systems Operation
1 Credit (3P)
Operations of various water treatment systems including surface water treatment, sodium zeolite softeners, and various filtration methods.
Prerequisite: WATR 220 or consent of instructor.

WATR 230. Advanced Wastewater Treatment
4 Credits (4)
Calculations and operations involved in wastewater and water reclamation plants.
Prerequisites: WATR 140, WATR 190, and WATR 192, or consent of instructor.

WATR 232. Wastewater Systems Operations
1 Credit (3P)
Operation of pretreatment, primary, and biological treatment units.
Prerequisite: WATR 230 or consent of instructor.

WATR 240. Advanced Water and Wastewater Math II
3 Credits (2+2P)
Prerequisites: WATR 140.

WATR 250. Municipal Systems Management
4 Credits (4)
Management of water utility systems including laws, finance, records, and safety.
Prerequisites: WATR 120, WATR 130.

WATR 270. Special Topics
1-4 Credits
Specific subjects to be announced in the Schedule of Classes. May be repeated for a maximum of 12 credits.

WATR 275. Certification Review
3 Credits (3)
Review of water and wastewater plant operations and laws in preparation for state certification exams. May be repeated up to 3 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): WATR 120, WATR 130, WATR 140, WATR 160.

WATR 285. High Purity Water Treatment Systems
3 Credits (3)
Principles of high purity water production including microfiltration, ultrafiltration, reverse osmosis, and deionization.
Prerequisite: WATR 220.

WATR 287. Advanced Water Chemistry Analysis
3 Credits (6P)
Sampling techniques, analysis, and evaluation of potable water contaminants using gravimetric, volumetric, spectrophotometric, and other instrumentation methods. May be repeated up to 3 credits.
Prerequisite(s)/Corequisite(s): WATR 285. Restricted to Community Colleges campuses only.

WATR 290. Advanced Wastewater Microbiology and Chemistry
3 Credits (3)
Covers NPDES permits and DMR calculations and reporting; 503 sludge regs, including pathogen and vector attraction reduction and pollutants; wetlands, composting, and wastewater treatment ponds microbiology; activated sludge bulking and foaming microbiology and treatment; and use of selector to remove nutrients and prevent the growth of filamentous bacteria.
Prerequisite: WATR 190, WATR 192.

WATR 292. Advanced Wastewater Analysis
3 Credits (6P)
Covers sampling techniques, analysis, and evaluation of wastewater contaminants using gravimetric, volumetric, spectrophotometric, and other instrumentation methods.
Prerequisite: WATR 190 and WATR 192.

WELD-WELDING TECHNOLOGY (WELD)

WELD 100. Structural Welding I
6 Credits (3+6P)
Development of basic skills in SMAW, OFC, and OFW in accordance with the AWS entry-level welder program.

WELD 101. Fundamentals of Welding
3 Credits (3)
Set-up and adjustment of ARC and oxyacetylene equipment. Welding safety procedures and terminology. Skill development in laying weld beads with various patterns, positions, and processes.

WELD 102. Welding Fundamentals
3 Credits (2+2P)
Survey of welding and cutting processes for nonmajors. Classroom instruction and laboratory work with OFC/OFW, SMAW, GMAW, FCAW, and plasma arc cutting.

WELD 105. Introduction to Welding
3 Credits (3)
Welding practices, procedures, and terminology. Welding safety, equipment types, electrode types in usage, joint design and testing procedures.

WELD 110. Blueprint Reading (Welding)
3 Credits (3)
Interpretation of prints related to welding. Emphasis on AWS standard symbols for welding, brazing, and nondestructive examination.
WELD 115. Structural Welding II
6 Credits (3+6P)
Continuation of WELD 100. Emphasis on AWS entry and advanced level welder skills with SMAW, including all-position welding with mild and stainless steel electrodes. Plasma arc and air-carbon arc cutting, metallurgy, heat treatment, and weld defects.
Prerequisite: WELD 100.

WELD 120. Basic Metallurgy
3 Credits (3)
Properties of ferrous and nonferrous materials. Service conditions and heat treatment of metals related to welding trade.
Prerequisites: WELD 100 or consent of instructor.

WELD 125. Introduction to Pipe Welding
3 Credits (2+2P)
Pipe fit-up and welding techniques for pipe fitting and pipe weld joint using SMAW, GMAW, GTAW, and FCAW, 2G welding of pipe. Restricted to: Community Colleges only.
Prerequisite(s): WELD 100, WELD 130, and WELD 140, or consent of instructor.

WELD 126. Industrial Pipe Welding
3 Credits (3)
Enhancement of WELD 125. Development of more advanced pipe welding skills.
Prerequisite(s): WELD 110, WELD 130 and WELD 140.
Corequisite(s): WELD 125.

WELD 130. Introduction to GMAW MIG)
3 Credits (2+2P)
Development of basic skills with gas metal arc welding (MIG) in accordance with AWS entry-level welder objectives. Wire electrodes, shielding/purge gases, and modes of metal transfer.

WELD 140. Introduction to GTAW TIG)
3 Credits (2+2P)
Development for basic skills with gas tungsten arc welding (TIG) in accordance with AWS entry/advanced welder objectives. Welding mild steel, tungsten electrode preparation, filler wire selection, and equipment set-up.

WELD 150. Pipe Welding II
3 Credits (2+2P)
Continuation of WELD 125; with fillet and groove welded joints in a horizontal fixed and 45-degree fixed positions (5-F, 5-G, 6-F, 6-G).
Prerequisite: WELD 125.

WELD 151. Industrial Pipe Welding II
3 Credits (3)
Prerequisite(s): WELD 125 and WELD 126.
Corequisite(s): WELD 150.

WELD 160. Introduction to SAW and FCAW
3 Credits (2+2P)
Submerged arc and flux-cored arc welding. Demonstrations and practice with machine travel submerged arc welding (SAW), flux-cored arc welding (FCAW-G, FCAW-S) on mild steel plate and pipe. Restricted to: Community Colleges only.

WELD 170. Welded Fabrication
3 Credits (1+4P)
Development of fabrication skills including basic layout, measuring, and utilization of various welding processes including out-of-position welding. Use of common shop tools.
Prerequisites: WELD 100, WELD 110, WELD 130, and OETS 104 or OETS 118.

WELD 180. GTAW II
3 Credits (2+2P)
Continuation of WELD 140. Development of more advanced GTAW skills. Emphasis on pipe welding with mild steel, stainless steel, and aluminum.
Prerequisite: WELD 140 or consent of instructor.

WELD 190. Welded Art
3 Credits (1+4P)
Students explore the possibilities of welded art in the form of sculpture, jewelry, furniture and as a framework to support other art media. Offered as an elective for students who wish to create art using welding. May be repeated up to 12 credits. Restricted to Community Colleges campuses only.
Prerequisite(s): WELD 102.

WELD 211. Welder Qualification
6 Credits (3+6P)
Laboratory and classroom instruction on AWS and ASME Welder Performance Qualification Tests. All position plate and pipe techniques and tests for SMAW, GMAW, GTAW, FCAW, and SAW. Nondestructive and destructive examination methods. Basics of welding codes. Restricted to majors.
Prerequisites: OETS 104 or OETS 118; and WELD 100, WELD 110, WELD 120, WELD 130, WELD 140, WELD 160 and WELD 180 or consent of instructor.

WELD 221. Cooperative Experience I
1-6 Credits
Supervised cooperative work program. Student is employed in an approved occupation and supervised and rated by the employer and instructor. Student will meet in a weekly class. Graded S/U. Restricted to majors.
Prerequisites: WELD 100 or WELD 101 and consent of instructor.

WELD 255. Special Problems in Welding Technology
1-6 Credits
Individual studies in areas of welding technology. May be repeated for a maximum of 12 credits.
Prerequisite: consent of instructor.

WELD 295. Special Topics
1-4 Credits
Topics to be announced in the Schedule of Classes. May be repeated for a maximum of 12 credits.

Student Social Code of Conduct

Part I: Introduction and Overview
This Student Social Code of Conduct, here after referred to as code, is adopted by the authority outlined in New Mexico State University Policy 3.101. It

- sets forth the rights and responsibilities of NMSU students;
- outlines the standards for social conduct;
- provides the types of interim measure and sanctions which may be imposed for violation of the code;
• provides a prompt and fair fact finding hearing, as well as an objective review process if students elect to appeal the outcome of the fact finding hearing.

The code consists of the following Parts:

• **Part I: Introduction and Overview to the Student Social Code of Conduct**
• **Part II: Jurisdiction**
• **Part III: Standards for Student Social Conduct**
• **Part IV: Interim Measures Pending Fact Finding/Sanction Hearing; Range of Potential Sanctions for Substantiated Misconduct**
• **Part V: Students’ Rights and Responsibilities; Student Discipline and Appeal Hearing Processes**
• **Part VI: Definitions**

**Part II: Jurisdiction**

1. **On-campus**: The code applies to conduct which takes place on university premises.

2. **Off-Campus Conduct**: The code generally is not applied to conduct which occurs off campus, but the university retains the right to act in cases where there is a sufficient connection between the off campus conduct and the university. Disciplinary action imposed by NMSU may proceed, and be in addition to, any penalty that might be imposed by an off-campus authority. Examples of when off campus conduct will result in action under the code include but are not limited to the following:
   a. Conduct at university sponsored events;
   b. Conduct which reasonably may present a danger or threat to the health or safety of the student or others;
   c. Conduct which significantly impinges upon the rights, property or achievements of self or others or significantly breaches the peace or causes social disorder, or
   d. Conduct detrimental to the educational mission or interests of the university.

3. **Social Media**: As a general rule, personal use of non-NMSU social media is not governed by this code. Students should be aware, however, that online postings such as blogs, web postings, chats and social networking sites are in the public sphere and are not private unless password protected, and even then may be shared in unpredictable ways and with unintended audiences. In cases where personal and academic or professional boundaries are blurred, students should exercise discretion. Exceptions to the general rule may be made when actions or statements over social media have a sufficient connection to the university. These exceptions apply when:
   a. the use of an electronic medium involves the use of NMSU resources (e.g. email account, NMSU electronic media, use of NMSU work time) inconsistent with the policies and procedures applicable to such use;
   b. the use of an electronic medium involves a true threat, defined as a threat whereas a reasonable person would interpret as a serious expression of intent to inflict harm upon specific individuals;
   c. the use of an electronic medium posts material considered to be forms of illegal bullying, discriminatory or other severe and pervasive harassment, or stalking, in violation of the code or the law;
   d. the use of an electronic medium is used to defame someone, post unlawful materials, or otherwise causes a material and unreasonable interference with the education, research public service and outreach missions of the university; or
   e. the use of the electronic medium provides evidence of a potential violation of the code warranting investigation and potential disciplinary action.

4. **Court or Administrative Proceedings Outside of the University**: If a charged student/student organization wishes to have the hearing postponed because there is pending or possible civil or criminal litigation which the student(s) feels might be prejudice by the findings of the hearing, such postponement may be granted at the discretion of the appropriate administrator, provided that the student/student organization agrees to accept conduct probation or suspension as an interim sanction. Such probation, suspension or ban from campus will be determined and activated by the appropriate administrator and will remain in effect until a hearing is held, either at the request of the student, or upon notice to the student/student organization, at the request of the appropriate administrator, should it be decided that the postponement of the hearing is no longer appropriate.

5. **Determination of Hearing Officer**: Location of the incident shall determine who will serve as the Hearing Officer for cases which may involve the violation of the code, unless there is a challenge to impartiality or as provided in the following section (Students Holding Multiple Roles).

6. **Students Holding Multiple Roles**: Students often serve in various capacities on campus. This code applies in all instances. Depending upon the circumstances, a student may be held to higher or additional standards by other authorities on campus (e.g. Housing, Intercollegiate Athletics), which means that a student may be subject to more than one set of rules and consequences for the same action.
   a. **Community Colleges**: Violations of the code occurring on property overseen by a specific Community College within the NMSU system will be heard by a Hearing Officer designated by that community college. The provisions of this code will be applied at the community colleges.
   b. **On-Campus Housing Students**: Violations of the code or campus housing rules occurring within campus housing properties or parking lot assigned to on-campus housing units shall be heard by a designated Hearing Officer within the Department of Housing and Residential Life. The fact finding hearing and appeal processes described herein apply to these cases. If the alleged violation involves conduct for which deferred suspension, suspension, dismissal, or expulsion would be the appropriate sanction, then the hearing process will be managed by the Office of the Dean of Students. The Department of Housing and Residential Life may also request the Office of the Dean of Students to hear a case which may not result in deferred suspension, suspension, dismissal, or expulsion if the appropriate administrator determines there is a conflict of interest or other concern if it were to be heard within Housing and Residential Life.
   c. **Title IX**: Students, faculty, staff who suspect or observe stalking, dating violence, domestic violence, or other conduct involving sexual discrimination, including sexual misconduct or harassment shall be reported immediately to the university’s Title IX Coordinator, the Director of the Office of Institutional Equity at: Office: (575) 646-3635; TTY: (575) 646-7802; email: equity@nmsu.edu. Professional staff subject to confidential reporting laws (e.g. licensed mental health counselors and physicians) are not subject to this reporting requirement. The Title IX Coordinator ensures all reported incidents are promptly assessed and investigated in accordance with the protocols outlined in Policy 3.25 of the NMSU Policy Manual. If the
investigation substantiates a violation of the code, the Office of Institutional Equity will provide a copy of the investigative report to the appropriate administrator. The appropriate administrator will review and initiate the sanction and hearing process, as well take any additional remedial action, as may be appropriate under the circumstances, consistent with the code and with Title IX.

d. **Academic Related Conduct:** When a behavior results in the possibility of a violation of the Academic and Social Code of Conduct, the Dean of the college or designee shall work with the appropriate administrator and decide if one or both processes will be used to investigate and determine level of responsibility.

e. **Employment:** When a student is also a student employee and violates the code while acting in the capacity of employee, then the appropriate administrator shall coordinate with the Office of Employee and Labor Relations regarding student and/or employee discipline issues.

f. **Athletes:** When a student is also a student athlete and violates the code, the student may go through the process used by the Department of Athletics as well as the code. These two processes may take place concurrently and one outcome may or may not affect the outcome of the other process.

g. **Cadets in ROTC:** When a student is also a cadet in an NMSU ROTC program and violates the code, the student may go through the process used by the appropriate ROTC program, as well as, the code. These two processes may take place concurrently and one outcome may or may not affect the outcome of the other process.

h. **Dual Credit/Early College High School:** If a dual credit or early college high school student is involved in an incident where a violation of the code may have occurred, NMSU has the right to charge the student for the possible violation and follow the process for investigation, hearing, and determination. The student has the same rights given to all students during this process. The NMSU Hearing Officer shall be determined by the location of the incident.

Part III: Standards for Student Social Conduct

**Core Values and Behavioral Expectations**

The university considers the examples described under each of the core values listed below to be inappropriate for members of the university community. The expectations for conduct are consistent with the core values applied to all students. The university encourages students, employees, and community members to report to an appropriate administrator or university police all suspected and observed misconduct. Students found responsible for violations of the Code will be subject to disciplinary sanction(s). See Part IV (p. ) for interim measures and the range of potential sanctions.

1. **Integrity:** University students exemplify honesty, honor and a respect for the truth in all of their dealings. Behavior that violates this value includes, but is not limited to:
   a. **Falsification:** Knowingly furnishing or possessing false, falsified or forged materials, documents, accounts, records, identification, or financial instruments.
   b. **Unauthorized Access:** Unauthorized access to any university building or unauthorized possession, duplication or use of means of access to any university building or failing to report in a timely manner a lost university identification card or key.
   c. **Collusion:** Action or inaction with another or others to violate the code.
   d. **Election Tampering:** Tampering with the election of any university recognized student organization.
   e. **Taking of Property:** Intentional and unauthorized taking of university property or the personal property of another, including goods, services and other valuables.
   f. **Stolen Property:** Knowingly taking or maintaining possession of stolen property.

2. **Community:** University students build and enhance their community. Behavior that violates this value includes, but is not limited to:
   a. **Disruptive Behavior:** Substantial disruption of university operations including obstruction of teaching, research, administration, other university activities, or authorized non-university activities which occur on campus.
   b. **Rioting:** Causing, inciting, or participating in any disturbance that presents a clear and present danger to self or others, causes physical harm to others, or damage or destruction of property.
   c. **Unauthorized Entry:** Misuse of access privileges to university premises or unauthorized entry to or use of buildings, including trespassing, propping or unauthorized use of alarmed doors for entry into or exit from university buildings.
   d. **Trademark:** Unauthorized use, including misuse, of university or organizational names and images.
   e. **Damage and Destruction:** Intentional, reckless or unauthorized damage to or destruction of university property or the personal property of another.
   f. **ICT and Acceptable Use:** Violating the university Acceptable Use and Computing Policy (policy 2.35.1.1.1), found online at: manual.nmsu.edu.
   g. **Gambling:** Gambling as prohibited by the laws of the State of New Mexico.
   h. **Weapons and Other Explosive Materials/Devices:** Possession, use, or distribution of explosives (including fireworks and ammunition), guns (including air, BB, paintball, facsimile weapons, and pellet guns), or other weapons or dangerous objects such as arrows, axes, machetes, nun chucks, throwing stars, or knives with a blade longer than three (3) inches. Any object intended to be used as a weapon.
   i. **Tobacco:** Smoking or tobacco use in any area of campus where smoking or tobacco use is prohibited.
   j. **Fire Safety:** Violation of local, state, federal or campus fire policies including, but not limited to:
      i. **Intentionally or recklessly causing a fire which damages university or personal property or which causes injury,**
      ii. **Failure to evacuate a university controlled building during a fire alarm;**
      iii. **Improper use of university fire safety equipment;** or
      iv. **Tampering with or improperly engaging a fire alarm or fire detection/control equipment while on university property.**
   k. **Ineligible Pledging or Association:** Pledging or associating with a student organization without having met eligibility requirements established by the university.
   l. **Animal:** Animals, with the exception of service and emotional support animals, are not allowed on campus except as may be permitted by university policy; animal owners and handlers shall abide by applicable local laws relating to the care and control
3. Social Justice: Student recognizes that respecting the dignity of every person is essential for creating and sustaining a flourishing university community. They understand and appreciate how their decisions and actions impact others and are just and equitable in their treatment of all members of the community. They act to discourage and challenge those whose actions may be harmful to or diminish the worth of others. Conduct that violates this value includes, but is not limited to:

- Discrimination: Any act or failure to act that is based upon an individual or group's actual or perceived status related to age, ancestry, color, disability, gender identity, genetic information, national origin, race, religion, serious medical condition, sex, sexual orientation, spousal affiliation, or protected veteran status that is sufficiently severe that it limits or denies the ability to participate in or benefit from the university's educational program or activities.
- Harassment: Any unwelcome conduct based on actual or perceived status including: age, ancestry, color, disability, gender identity, genetic information, national origin, race, religion, serious medical condition, sex, sexual orientation, spousal affiliation, or protected veteran status. Any unwelcome conduct should be reported to campus officials, who will act to remedy and resolve reported incidents on behalf of the victim/complainant and community.
  - Hostile Environment: Sanctions can and will be imposed for the creation of a hostile environment when harassment is sufficiently severe, pervasive or persistent and objectively offensive that it unreasonably interferes with, limits, or denies the ability to participate in or benefit from NMSU's educational or employment program or activities.
  - Bullying: Sanctions can and will be imposed for bullying when harassment is sufficiently severe, pervasive or persistent and objectively abusive that it unreasonably interferes with, limits, or denies the ability to participate in or benefit from NMSU's educational or employment program or activities.
- Retaliatory Discrimination or Harassment: Any intentional, adverse action taken by any responding individual or allied third party, absent legitimate nondiscriminatory purposes, against a participant (or supporter of a participant) in a civil rights grievance proceeding or other protected activity.
- Unacceptable Bystander Behavior:
  - Complicity with or failure of any student to appropriately address known or obvious violations of the code.
  - Complicity with or failure of any organized group to appropriately address known or obvious violations of the code or law by its members.
- Abuse of Conduct Process: Abuse or interference with, or failure to comply in, university processes including conduct and academic integrity hearings including, but not limited to:
  - Falsification, distortion, or misrepresentation of information.
  - Failure to provide, destroying or concealing information during an investigation or an alleged policy violation.
  - Attempting to discourage an individual's proper participation in, or use of, the campus conduct system.
  - Harassment (verbal or physical) or intimidation of a member of a campus conduct body prior to, during, or following a campus conduct proceeding.
  - Failure to comply with the sanction(s) imposed by the campus conduct system.
  - Influencing, or attempting to influence, another person to commit an abuse of the campus conduct system.

4. Respect: University students show positive regard for each other and for the community. Behavior that violates this value includes, but is not limited to:

- Harm to Persons: Intentionally or recklessly causing physical harm or endangering the health or safety of any person.
- Threatening Behavior:
  - Threat: Written or verbal conduct that causes a reasonable expectation of injury to the health or safety of any person or damage to any property.
  - Intimidation: Intimidation defined as implied threats or acts that cause a reasonable fear of harm in another.
- Bullying or Cyberbullying: Bullying or cyberbullying are repeated or severe aggressive behaviors that intimidate or intentionally harm or control another person physically or emotionally, and are not protected by freedom of expression.
- Hazing: Defined as an act that endangers the mental or physical health or safety of a student, or that destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization. Participation or cooperation by the person(s) being hazed does not excuse the violation. Failing to intervene may also violate this policy.
- Intimate Partner/Relationship Violence: Violence or abuse by a person in an intimate relationship with another.
- Stalking: Stalking is a course of unwelcome conduct directed at a specific person that would cause the person to reasonably fear for their own safety.
- Sexual Misconduct: Includes, but is not limited to, sexual harassment, non-consensual sexual conduct, non-consensual sexual intercourse, or sexual exploitation.
- Public Exposure: Includes deliberately and publicly exposing one's intimate body parts, public urination, defecation, and public sex acts.

5. Responsibility: University students are given and accept a high level of responsibility to self, to others and to the community. Behavior that violates this value includes, but not limited to:

- Alcohol: Use, possession, misuse or distribution of alcoholic beverages except as expressly permitted by law and university policy.
- Drugs: Use, possession, sale or distribution of illegal drugs and other controlled substances or drug paraphernalia except as expressly permitted by law and university policy.
- Prescription Medications: Abuse, misuse, sale, or distribution of prescription or over-the-counter medication.
- Failure to Comply: Failure to comply with the reasonable directives of university officials or law enforcement officers.
Potential Sanctions for Substantiated Finding/Sanction Hearing; Range of Potential Sanctions for Substantiated Misconduct

Part IV: Interim Measures Pending Fact Finding/Sanction Hearing; Range of Potential Sanctions for Substantiated Misconduct

1. Interim Administrative Action Pending Investigation or Disciplinary Hearing
   a. Interim measures may be imposed on a student or student organization, at the discretion of the Dean of Students or an appropriate community college vice president, if the student is a community college student. Notice of imposition of an interim measure shall be provided to the student or student organization in writing.
   b. The student or student organization may appeal the imposition of an interim measure by submitting a written request for a meeting to review the matter to the Vice President of Student Affairs and Enrollment Management if the decision was made by the Dean of Students or the Community College President if the decision is made by a Vice President for Student Services/Success. If requested, the review meeting will be conducted within five (5) days of the receipt of the written request. The scope of the review meeting will be limited solely to the issue of the imposition of the interim measures, including requests for special arrangements during the period of interim measures.
   c. If a student's enrollment status is changed as a result of an interim measure, and the student is subsequently found not responsible for the violation, the university may:
      i. Correct any record of the change in enrollment status in the student's permanent records and other reports in a manner compliant with State and Federal laws.
      ii. Refund to the student, at a minimum, a pro rate of any tuition/fees and other university specific fees and charges as appropriate due to the temporary change in enrollment status and in a manner consistent with the university policy and procedures.

2. Range of Interim Measures
   a. Cease and Desist: University officials and faculty may, under appropriate circumstances, order a student to stop an activity considered disruptive to the University.
   b. Interim Suspension: The Dean of Students or Vice-President of Services/Success may temporarily suspend a student or student organization when it is determined that a student's/student organization's presence adversely affects the health, safety, or welfare of the university community or a member of the university community.
   c. Restrictions on Activities: The Dean of Students or Vice-President of Services/Success may restrict a student's/student organization's activities when it is determined that the health, safety, or welfare of a student or members of the university community is at risk. Restrictions on activities may include, but are not limited to: registering for or attending class; accessing or contacting certain individuals (no contact order); accessing university property, facilities, resources or equipment; participating in university activities, organizations or student activities.
   d. Restrictions by Other Authorities: Interim measures may also be taken by other authorities based on the specific rules or requirements relating to such other authorities (e.g. academic and co-curricular programs, campus housing and intercollegiate athletics, etc.)

3. Range of Potential Sanctions for Substantiated Misconduct

When an investigation substantiates, by a preponderance of the evidence, that a student/student organization, the student/student organization will be sanctioned appropriately. The sanction is intended to educate the student/student organization and to deter future misconduct. Progressive discipline is appropriate for lesser violations, however, for serious misconduct, progressive discipline is not required; the sanction should be commensurate with the seriousness of the violation. The following will be considered when determining the level of discipline (sanction): prior warnings or discipline for similar misconduct, if any; the risk of potential harm created; actual personal injury or property damage which resulted; damage to the university community, reputation or interests. One or more of the sanctions listed below may be imposed by the appropriate administrator:

a. Documented Verbal Warning: This sanction is the lowest level of sanction, designed to “warn” a student that if the behavior is not changed, more serious discipline or sanctions will result.
   b. Written Warning: This type of sanction is designed for less serious violations of the code, for which progressive warnings are likely to be effective. The student/student organization is issued a written warning notifying the student/student organization that the behavior did not meet university standards.
   c. Disciplinary Probation: The placement of a student/student organization on disciplinary probation, for a certain term or indefinitely, indicates that the misconduct was a serious violation of university standards. Additional substantiated violations of the Code, whether similar in nature or not, which occurs during a probationary period will result in more serious sanctions. Probationary status also may result in restrictions being placed on a student's/student organization's activities. Examples of such restrictions include, but are not limited to: restriction of privilege to: (a.) participate in student activities or in student organizations, (b.) represent university on athletic teams, or in other leadership positions; (c.) have access to university housing facilities or other areas on campus; (d.) have use of university resources and/or equipment; or (e.) have contact with specified person(s). A student who has been placed on indefinite disciplinary probation, or whose probation has been indefinitely noted on the transcript, may petition to have the probation lifted or the notation removed from the
transcript. This petition will not be accepted if submitted prior to one calendar year from the date the probation began. Students must petition to the Dean of Students or Vice-President of Student Services/Success to have the removal of probationary status removed. The decision of the administrator is final.

d. **Loss of University Privileges**: This sanction involves the temporary or permanent withdrawal of university privileges, including but not limited to: use of university facilities, resources, equipment, attendances at athletic functions, student union, library use, parking privilege, university computer usage, and/or residence hall or other visitation.

e. **Restitution**: This type of sanction requires the student/student organization to pay for all or part of damages (personal injury or property) they caused or contributed to.

f. **Community/University Service**: A student/student organization is required to complete a specified number of hours of service at one of the University's campuses, or in furtherance of the University's interests.

g. **Educational Requirements**: This sanction may be used for lesser violations or in conjunction with other sanctions. A student/student organization may be required to complete a specified educational sanction related to the violation committed. Such educational requirements may include, but are not limited to, completion of a seminar, report, alcohol or drug assessment, presentations, and/or counseling.

h. **Change or Revocation of Housing Assignment**: This sanction may be used when a violation of the code also constitutes a breach of the license agreement entered into by the student, or as a remedy to address claims of discrimination, harassment, bullying, stalking or other inability to get along with neighbors. The student/student organization may be required to

- relocate to a new university housing assignment;
- leave university owned housing for a specified period of time; or
- leave university owned housing permanently.

i. **No Contact Order**: A directive informing the student/student organization that they are not permitted to have any contact, direct or indirect, with one or more designated persons or group(s) through any means, including personal contact, email, telephonic, electronic or third parties. No contact order directives may be issued as a sanction or may also be issued by the appropriate administrator under circumstances which do not involve student/student organization discipline.

j. **Deferred Suspension**: A status given to a student for a defined period of time, not to exceed one year, in which the student may stay enrolled in classes but may not formally represent NMSU in any manner such as on athletic teams, intramural teams, student leadership roles, or participate in student organizations.

k. **Suspension**: A student who is suspended shall not be enrolled and is required to leave the University for a specified period of time. The specified period of time cannot be longer than one calendar year. The student must comply with all sanctions and complete all requirements prior to re-admission. During the suspension period the student may not visit or come onto any NMSU premises without specified written permission of the Dean of Students or appropriate Vice President for Student Services/Success. Credits taken at another institution of higher education may not be accepted as transfer credits when or if the student returns to NMSU.

A student organization who is placed on suspension shall not be recognized as a chartered student organization and therefore, may not receive the recognition, rights and privileges of a chartered student organization for a specified period of time. The specified period of time cannot be longer than one calendar year. The student organization must comply with all sanctions and complete all requirements prior to re-chartering.

l. **Dismissal**: A student who is dismissed is required to leave the university for an indefinite period of time. Students may not reenroll nor reenter university premises for a minimum of one calendar year, and then, only by petitioning and obtaining consent from the Dean of Students or appropriate Vice President for Student Services/Success. A permanent notation of dismissal is placed on the student's transcript. During the dismissal period, the student may not visit or come onto NMSU premises without specific written permission from the Dean of Students or appropriate Vice President for Student Services/Success. Credits taken at another institution of higher education may not be accepted as transfer credits when or if the student returns to NMSU.

A student organization placed on dismissal shall not be recognized as a chartered student organization and therefore, may not receive the recognition, rights and privileges of a chartered student organization for an unspecified period of time. Student organizations may not re-charter for a minimum of one calendar year, and only then, by petitioning and obtaining the consent of the Dean of Students or appropriate Vice President for Student Services/Success. The student organization must comply with all sanctions and complete all requirements prior to re-chartering.

m. **Expulsion**: Expulsion is used as a sanction only in the most serious cases of misconduct. A student who is expelled is permanently deprived of the privilege to continue at the university in any capacity. The student may not visit or come onto any NMSU premises or NMSU sponsored events without specific written permission of the Dean of Students or appropriate Vice President for Student Services/Success.

A student organization who is given the sanction of expulsion is permanently deprived of the privileges to continue as a chartered student organization at NMSU. Therefore, the student organization loses all recognition, rights and privileges given to chartered student organizations.

n. **Denial of Further Registration and/or Credits**: Denial of the privilege to reenroll or invalidation of credits earned is a sanction available when a student has been found to have made false, fraudulent or materially incomplete statements on official university records. Examples of such records include but are not limited to: application for admission, residence affidavit, and application for graduation.

o. **Withholding Degrees**: Withholding issuance of a degree, diploma, certificate or official transcript pending compliance with university policies or pending completion of the processes set forth in this code, including but not limited to completion of all elements of a sanction.
Part V: Students’ Rights and Responsibilities; Student Discipline and Appeal Hearing Processes

1. Student Rights:
   a. To be accompanied by an advocate at meetings or hearings related to charges.
   b. To be notified of alleged facts and evidence supporting the charge(s) at least five (5) days prior to any scheduled disciplinary hearing.
   c. To examine evidence the university has concerning the incident.
   d. To receive notice of any witnesses the university plans to call to testify at the hearing.
   e. To participate in a fact finding hearing with an impartial hearing officer. A student party to the proceedings may challenge the impartiality of a designated hearing or appeal officer. The challenged hearing or appeal officer may elect voluntary recusal. If the challenged official does not voluntarily recuse, the Chief Judicial Officer shall determine the validity of the challenge and if applicable, appoint an alternate hearing officer.
   f. To call witnesses to present relevant testimony on behalf of the student, as determined by Hearing Officer.
   g. To question witnesses who are called to present testimony in support of the charge(s).
   h. To choose not to answer questions during the investigative process and to not testify at the disciplinary hearing, without the student’s silence being treated as evidence of being responsible for violating the Code.
   i. The right to appeal the decision of the disciplinary Hearing Officer to a higher authority.

2. Student Responsibilities:
   a. Charged students, as well as students who are witnesses, shall be honest and cooperative with university officials during investigative and hearing/appeal processes. This responsibility is subject to a student’s constitutional right to remain silent in order to not implicate oneself in a violation or crime. If a student exercises the right to not testify or chooses to not participate at all in the proceedings, the Hearing Officer may choose to proceed based upon the evidence gathered from other sources.
   b. A charged student electing to contest the charges shall, at least three (3) days in advance of the hearing, provide the Hearing Officer with a list indicating the witnesses who the student intends to call upon to testify at the hearing, and shall also submit copies of the documentation or identify other evidence, if any, in support of the student’s position relative to the charge.
   c. If the student is found ultimately responsible for violating the code, and a sanction is imposed, the student shall complete all sanction(s) required in the final decision and report such completion to the Office of the Dean of Students.

3. Students’ Rights when Title IX is Implicated: Victims/complainants, as defined in this policy, especially with regard to alleged violations of Title IX (sexual discrimination, including sexual misconduct and harassment, sexual assault/violence, domestic violence, dating violence, stalking and other crimes of violence), have the right to special consideration and assistance during the investigation, hearing and resolution phases of the student disciplinary process. In order to ensure fairness to all parties in the proceedings, the student charged is entitled to request the same consideration:
   a. Questioning During Investigation and Hearing: A victim/complainant or student charged may provide a list of questions and request that they be asked during the investigative or hearing stages of the student discipline processes. In order to be considered, the questions must be submitted in writing to the Hearing Officer, as appropriate, and at least three (3) days in advance of any scheduled disciplinary hearing.
   b. Hearing Modifications: A victim/complainant or student charged may request reasonable alternate arrangements relating to participation in the disciplinary hearing, such as submission of questions in written form rather than verbal direct questioning, or to be allowed to provide information from a separate location. As long as the integrity of the hearing is not compromised, and the parties and the hearing official are able to see and communicate with each witness (including the victim/complainant and the accused), reasonable requests will be granted.
   c. Past Behavior: A victim/complainant or student charged has a right to have past unrelated behavior excluded from the disciplinary hearing. The issue of whether past behavior is related or relevant will be determined by the Hearing Officer.
   d. Victim Impact Statement: If the charged student(s) is found responsible, the victim/complainant has a right to submit a victim impact statement to the Hearing Officer for consideration at the sanctioning phase only. The statement may include a description of how the victim was impacted by the conduct violation and may include recommendations for sanctions, penalties, or restitution. However, the Hearing Officer is not bound by these recommendations.
   e. Notification: In cases involving arson, assault, burglary, criminal homicide, destruction/damage/vandalism of property, dating violence, domestic violence, kidnapping, robbery, forcible sex offenses, non-forcible sex offense, stalking or any other crime or attempted crime of violence, the victim/complainant has a right to be notified by the Office of the Dean of Students of the final results of the investigation and disciplinary proceedings conducted with respect to the alleged offense. The notification of final results will include:
      i. the name of the charged student(s);
      ii. the violation with which the student was charged;
      iii. whether the student was found “responsible” or “not responsible”; and
      iv. any sanction(s) imposed, to the extent that the sanction may affect the victim/complainant.
   f. Appeal: As is the case for all violations of the Code, in incidents involving violations of Title IX (sexual discrimination, including sexual misconduct and harassment, sexual assault/violence, domestic violence, dating violence, stalking and other crimes of violence), the victim/complainant and the charged student each have the right to appeal the outcome of the fact finding/sanction hearing, as outlined below in this Part V, Section 5.

4. Investigation and Educational Conference
   a. Determination of Charges
      i. Alleged violations of the code may be reported to the appropriate administrator by any member of the community including but not limited to:
         1. university departments,
         2. university police,
         3. faculty, staff, or students or
         4. third parties.
ii. The appropriate administrator, or designee, will review the information to determine if a student/student organization will be charged with violating the code.

iii. The appropriate administrator, or designee, may not charge a student/student organization with a violation of the Code more than one year after the date the conduct occurred or was discovered, whichever is later.

b. Notification of Charges and Date/Time of Educational Conference

i. The appropriate administrator or designee will notify the student/student organization in writing of the allegations and charge(s).

ii. The notice will include the date and time of an Educational Conference. The conference will be scheduled no earlier than five (5) days and no later than ten (10) days from the date of the notice unless requested by the student/student organization representative(s). If the time or date of the conference is not feasible to the student/student organization representative(s), the student/student organization representative(s) must notify the appropriate office based on the information provided in the notification within two (2) business days of the scheduled Educational Conference to reschedule.

iii. If at any time during the course of the judicial process, the appropriate administrator determines that either charges are not warranted or that insufficient evidence exist to continue, then the charges may be withdrawn, and the student/student organization representative(s) will be so notified in writing.

c. Educational Conference

i. Educational Conferences are facilitated by individuals identified by the Chief Judicial Officer. Individual Educational Conference for cases will be delegated by the appropriate administrator.

ii. The purpose of the Educational Conference is to review with the student/student organization representative(s) the allegations and charges, the code, the judicial process, the hearing forum, possible sanctions, and to answer questions the student/student organization representative(s) may have.

iii. During the conference the charged student/student organization:

1. Will be presented with a list of rights and responsibilities as a charged student/student organization. The charged student/student organization will be requested to sign the document indicating that the rights have been explained and that the student/student organization's representative understands them.

2. Have the opportunity to accept or deny responsibility for the alleged violations. An acceptance of responsibility for the violations will constitute a waiver of the student/student organization's right to a hearing and appeal.

iv. If the student/student organization's representative fails to attend the Educational Conference without notice of reasonable cause, the case may be forwarded to the next step in the process.

d. Hearing

i. A student has the right to a fact finding hearing before a Hearing Officer.

ii. The purpose of the hearing is for the university to present the evidence related to the alleged violation, provide a time to allow the accused student/student organization to give a statement or present evidence, and to hear from witnesses.

iii. Absent a time extension, a hearing shall be scheduled no less than five (5) days from notice and no more than ten (10) days from the Educational Conference. Extensions may be granted to either the Hearing Officer (requests will be considered by the Chief Judicial Officer) or to a student, (requests will be considered by the Hearing Officer) provided all parties are notified about the request for time extension and the reason for the need for an extension.

5. Fact Finding Hearing and Determination of Sanctions, if Warranted

a. Hold on Student’s Record: The University may place a hold on the records or registration of any student who fails to respond to a university disciplinary notice or fulfill any sanctions previously issued by the university. All pending disciplinary matters must be resolved prior to a student’s graduation, transfer from or continued education at the university.

b. Standard of Proof: The duty to prove a disciplinary case rests with the university and the standard of proof shall be preponderance of the evidence. “Preponderance of the evidence” means that the information presented supports the findings that it was more likely than not that the violation occurred.

c. Advocate: A charged student/student organization is entitled to have any one (1) person at the hearing to serve in the capacity as the Advocate. Student/student organization may consult with their advocate during the hearing process. However, this consultation must take place in a manner that does not disrupt the proceedings. The advocate shall not speak on behalf of the student, question witnesses, present information or argue before the panel. The advocate shall not serve as a witness. The student must notify the appropriate administrator no later than three (3) days prior to the hearing if the student will have an advocate present during the hearing.

d. Confidentiality: All hearings shall be closed and confidential.

e. Accommodations for Students with Disabilities: Any student with a disability may request reasonable accommodations during the disciplinary process. This request must be made to the appropriate office which handles accommodations for students with disabilities at least three (3) days in advance of the hearing. If necessary, the Hearing Officer may postpone the hearing to provide reasonable accommodations.

f. Safety Procedures: The Hearing Officer may accommodate concerns for the safety of the individuals involved by providing separate facilities or other alternatives.

g. Pre-hearing Information Notice: The University will make available pre-hearing information including a copy of the hearing procedures and copies of records that will be presented by the university at the hearing. The pre-hearing information will be available at least three (3) days in advance of the hearing.

h. Failure to Appear: If a charged student fails to appear, without giving notice of extenuating circumstances, the hearing may proceed in the student’s absence.

i. Role of the Hearing Officer:

i. Accept information for consideration as deemed to be relevant. Repetitive testimony offered for the same purpose is an example of evidence the Hearing Officer might deem to not be necessary.

ii. Make procedural decisions relating to the hearing. Examples include requests for time extensions, assertions of conflict of interest affecting impartiality of hearing officer.

iii. Make procedural modifications in the interest of fairness or safety.
iv. Take action deemed necessary to maintain order in the hearing process.

j. Right Not to Testify: No student will be compelled to make self-incriminating statements.

k. Information: The Hearing Officer and the charged student/student organization will be given an opportunity to provide information. This may include, but is not limited to, pertinent records, documents, written or oral statements. The student/student organization will also be given an opportunity to inspect records held by the appropriate office.

l. Witnesses: The Hearing Officer and the charged student/student organization may call witnesses. In order to preserve the educational atmosphere of the hearing and to avoid creation of an adversarial environment, all questions for witnesses will be directed through the Hearing Officer. If a witness cannot appear, their written or recorded statement may be considered. Witnesses will be required to wait outside until their point of participation and will be asked to leave the hearing after being questioned.

m. Multiple Students Charged: In cases involving multiple students charged from the same incident, information obtained in one hearing may be used at another hearing subject to FERPA, HIPAA and other individual privacy considerations, and provided that each charged student involved has the opportunity to review and respond to the information at their hearing.

n. Effective Date of Sanctions: When the Hearing Officer’s decision affects a student’s academic status, the change will be effective immediately, and may only be changed based on the terms contained in the Hearing Officer’s decision (e.g. a one year suspension) or based on the terms of a decision on appeal.

o. Decisions of “responsible” or “not responsible” on the charge(s): The Hearing Officer’s decision letter shall be based on the information presented at the hearing. The Hearing Officer shall determine whether or not the student is responsible for violating the code as charged.

p. Record: There shall be a single record of all student/student organization conduct hearing and shall be maintained in the Office of the Dean of Students. This record is the official record and is the property of the university. For hearings before a Hearing Officer, the Officer’s notes will become part of the record. The student/student organization may request a copy in writing which will be provided.

q. Notice of Hearing Officer’s Decision: The Hearing Officer shall issue a written decision letter to the student/student organization within five (5) days following the conclusion of the hearing. This time may be extended, provided the student/student organization shall be notified of any such extensions. The decision letter shall explain the basis for the Hearing Officer’s finding(s) on each charge and sanction for each charge if found responsible for the charge.

r. Notice of Right to Appeal/Final Review: The decision letter shall also inform the student/student organization of their right to appeal to an Appeal Officer, in writing, within five (5) days from the date of receipt of the Hearing Officer’s decision letter.

6. Appeal from Decision of Hearing Officer

a. The Appeal Officer will review the notice of intent to appeal and determine:
   i. Whether the appeal was submitted timely; if not submitted timely, the Appeal Officer may decide to accept the appeal, if the appealing student requests a waiver of the time limit and provides the reason for the late submission which indicates an extenuating circumstance outside the student’s control prevented a timely appeal; and
   ii. Whether or not the notice of appeal states a permissible ground for appeal. If grounds for appeal have not been identified in the written notice of appeal, the appeal shall not be considered further, and the decision of the Hearing Officer will be upheld.
   iii. Grounds for appeals are:
      1. procedural or prejudicial error was committed, or
      2. evidence not available at the time of the hearing is now available.
   b. If proper grounds for appeal have been identified, and the appeal has been deemed timely, the Appeal Officer will proceed to review the matter.
   c. Each party may submit a statement in writing explaining why they think the determination of the Hearing Officer should be upheld, reversed, or modified.
      i. The statement from the student/student organization must be included with the request for appeal.
      ii. The statement from the Hearing Officer will be submitted to the Appeal Officer, along with the hearing record, at the time the request for appeal is received. Absent a time extension, the Hearing Officer must submit the statement and the hearing record within two (2) days of receipt of appeal. The Appeal Officer may grant a time extension, upon notice to all parties.
   d. The Appeal Officer will review the evidence presented at the hearing, any relevant policies or law, the decision of the Hearing Officer and the submittals from the parties in order to issue a decision of the appeal in writing.
   e. The student/student organization will be notified of the decision by the Appeal Officer within five (5) days from receipt of the Request for Appeal, absent notification to all parties that additional time is needed in which to review. Delivery of the decision may be accomplished electronically to the student’s official NMSU email address via the conduct database used by the university.
   f. The decision by the Appeal Officer will be final.

7. Records

a. Records of all disciplinary actions imposed within the NMSU system shall be forwarded to the Office of the Dean of Students to maintain as the official student conduct record.
   b. Students found “not responsible” or cases in which charges are dropped are considered not to have a judicial record. However, the records will be maintained by the university in accordance with applicable State record retention laws or university policy whichever is longer.

8. Transcript Notations

a. A notation will be placed on the student’s transcript during any period of permanent probation, suspension, dismissal or expulsion. In the case of permanent probation, suspension, or dismissal the student, after a period of one year or term of sanction whichever is longer, may request to have the notation removed from the transcript by submitting a letter to the Dean of Students or Vice President of Student Services/Success with the reason the notation should be removed. The Dean of Students or appropriate Vice President for Student Services/Success will make the determination if the notation should be removed.
Part VI: Definitions

1. Advocate: The advocate is an individual, of the student’s choosing, who serves a supporting role to either the victim/complainant or to the charged student during the fact finding hearing or appeal processes. The advocate shall not actively advocate on behalf of the student, including the questioning of witnesses or the direct presentation of information to the hearing or appeal officer.

2. Appeal: The hearing review process by which a student may seek a final review of the decision made by the disciplinary Hearing Officer.

3. Appeal Officer: The individual who is designated, by position, to review and make a decision on appeals on each campus. The appropriate Appeal Officer shall be named in any decision letter.
   a. Vice-President of Student Affairs and Enrollment Management – The Vice-President for Student Affairs and Enrollment Management, or designee, will serve as the appeal officer for appeals resulting from hearings held by the Office of the Dean of Students and in cases involving property owned by NMSU’s Board of Regents other than campus campuses.
   b. Community College President – The appropriate community college president will serve as the appeal officer for students appealing the outcome of fact finding/sanction hearings conducted by a community college vice president of student services/success. If the community college president is not available to review and render a decision for an appeal due to time constraints, conflict of interest or other reason, the Vice-President of Student Affairs and Enrollment Management will serve as the Appeal Officer.
   c. Associate Director of Housing and Residential Life – The Associate Director for Housing and Residential Life will serve as the appeal officer for appeals resulting from hearings held by Hall Directors.

4. Appropriate Administrator: One of several key administrators involved in the investigation of alleged student social misconduct and corresponding administrative action, and to whose office suspected or observed student social misconduct should be reported:
   a. Assistant Dean of Students - Student Judicial Services – For misconduct alleged to have occurred on the NMSU-Las Cruces campus, other university property, off campus during a university sponsored event or involving students off campus but having an impact on campus.
   b. Associate Director for Housing and Campus Life – For misconduct alleged to have occurred within on-campus housing and on-campus housing parking lots.
   c. Community College Vice President of Student Services/Success – For misconduct alleged to have occurred at a community college or at an event sponsored by a community college or involving a community college student off campus but having an impact on campus.
   d. Office of Institutional Equity Director/Title IX Coordinator - For misconduct on university premises or at any university sponsored event involving discrimination on the basis of age, ancestry, color, disability, gender identity, genetic information, national origin, race, religion, serious medical condition, sex, sexual orientation, spousal affiliation, and protected veteran status, the Office of Institutional Equity Director/Title IX Coordinator will work with the Office of the Dean of Students or appropriate Community College Vice President for Student Services/Success.

5. Charged Student: Any student accused of violating the code, which incorporates applicable university policies and procedures. A breach of academic integrity is a violation of university policy and therefore, this code, and is subject to distinct investigative, sanction and disciplinary hearing and appeal process applies.

6. Chief Judicial Officer: The Dean of Students serves as the Chief Judicial Officer for NMSU. This position is responsible to ensure the Student Code of Conduct meets all legal requirements and available for students to locate and review. The Chief Judicial Officer is also responsible for ensuring the code is followed by the NMSU system.

7. Complainant: Also referred to as a “reporter”, is any person who reports suspected or observed misconduct by a student; a complaint or report need not be in writing and may be submitted anonymously.

8. Continuing Relationship: A continuing relationship is one in which there remains a relationship between student and the university. For example, a student who is not enrolled during the summer months, but is expected to return in the fall is deemed to have a “continuing relationship” with the university.

9. Day: When used in this policy, “day” refers to an NMSU official business day, Monday through Friday, and excludes days which are official NMSU holidays and unplanned closures of the university.

10. Educational Conference: The educational conference is a step in the student conduct process which explains to the charged student the nature of the charges, the evidence in support of those charges, and options for possible resolution, including an overview of the disciplinary hearing and appeal processes.

11. Enrolled Student: An individual who is registered for class regardless of when the class begins.

12. Faculty Member: Any person hired by NMSU to conduct classroom or teaching activities or who is otherwise considered by NMSU to be a member of its faculty.

13. Good Standing: A student in good standing is one who is not on conduct-related probation, deferred suspension, suspension, dismissal, or expulsion and has completed all misconduct related sanctions.

14. Hearing: A step in the student conduct process where the university presents the facts in support of the charge(s) against the student and the proposed sanction, and the student is allowed to provide the facts in support of the student’s position to the Hearing Officer.

15. Hearing Officer: A university official authorized by the Chief Judicial Officer to conduct hearings in the matters of alleged violations of the code.

16. In Writing: Any form of written communication such as a hard copy letter or an email from the student’s official NMSU email account.

17. Mitigating or Aggravating Circumstances: Circumstances which may be considered, at the discretion of the Hearing Officer, when deciding the level of responsibility or type of sanction to be imposed. These circumstances include the student’s motive for engaging in the alleged misconduct; disciplinary history; and effect of the behavior on safety and security of the university community.

18. Social Conduct: Any conduct that is not addressed by the academic code of conduct and subject to those distinct policies and investigative/disciplinary procedures.

19. Student: A student includes all persons enrolled at NMSU or community colleges and persons who are not officially enrolled for a particular term but who have continuing academic relationships with the university. This includes the following:
20. **Student Organization**: Any group of students who are recognized by NMSU as a chartered student organization.

21. **University Community**: Includes any person who is a student, faculty member, staff member, or any other person employed by NMSU.

22. **University Official**: Includes any person employed by NMSU performing assigned administrative or professional responsibilities.

23. **University Premises**: University premises means all lands, facilities and other property owned, operated or controlled by the Board or Regents of NMSU.

24. **University Sponsored Activities**: University sponsored activities are those events and activities involving students, student organizations, or university departments, faculty members, or employees that are:
   a. Expressly authorized, aided, conducted or supervised by the university;
   b. Funded in whole or in part by the university;
   c. Initiated by an officially chartered student organization and conducted or promoted in the name of that student organization or the university; or
   d. Take place on university premises.

25. **Victim, also referred to as a “Complainant”**: A person alleged to have been harmed by a student in violation of the Code.

### Governance and Personnel

#### Board of Regents

- Hicks, Debra, Member
- Chacon-Retizel, Dina, Chair
- Devasthali, Ammu, Vice Chair
- Romero, Arsenio, Member
- Sanchez, Luke, Secretary/Treasurer, Student Regent

#### Administration - Las Cruces

- Dan Arvizu, Chancellor, New Mexico State University
- John Floros, President, New Mexico State University

#### Advisory Board - Grants/Cibola County Public School Board Members

- Archambeau, Dr. Guy, President
- Hunt-Dailey, Emily E., Secretary
- Jones, Richard, Member
- Ortiz, Ron, Vice-President
- Sandoval, Dion, Member

### Grants Campus Administration

- **Best, Mickey**, Campus President - Ph.D., Texas Tech University
- **Sheski, Harry**, Vice President for Academics Affairs – Ed.D., University of New Mexico
- **Armstead, Beth**, Vice President for Student Services – M.A., University of Colorado
- **Salcido, Alice**, Business Manager III – B.B.A., New Mexico State University

### Professional Staff

- **Aranda-Knighton, Ambrosia**, Lead Academic Advisor, M.A., Educational Administration, New Mexico State University
- **Bear Eagle, Louis**, Systems Analyst, Sr., B.I.C.T., New Mexico State University
- **Chavez, Denise**, CC Manager, Small Business Development Center- M.B.A., The University of New Mexico
- **Delgadillo, Elan**, Library Specialist Ld., Bachelors in Computer Information Systems, California State University; Associate in Library Technology, Pasadena City College
- **Green, Christy**, CC Manager, Adult Education, M.S., Adult Education, Texas A&M University
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