

Section 9. Academic Programs



DIVISION OF ARTS AND SCIENCES

San Antonio College offers a comprehensive liberal arts curriculum designed to satisfy the requirements of the first two years of a Baccalaureate Degree. The Associate in Arts (AA), Associate in Science (AS), and Associate of Arts in Teaching (AAT) Degrees are awarded for the successful completion of these two years of academic work. These general and transfer Arts and Science Division courses and degrees are offered in the following areas:

ARTS AND SCIENCE DIVISION DISCIPLINES

Accounting	American Sign Language (AA)
Anthropology	Architecture (AA)
Astronomy	Biology
Business Administration (AA)	Chemistry
Child Development	Communication
Computer Science	Criminal Justice (AA)
Drama (AA)	Economics
Education	Engineering (AS)
English (AA)	English as a Second Language
Fine Arts (AA Degree)	Foreign Languages
Geographic Information Systems (AA)	Geography
Geology	Government (AA)
History	Humanities
Interdisciplinary Studies	International Studies (AA)
Journalism (AA)	Kinesiology
Mathematics (AS)	Music (AA)
Philosophy	Photography (AA)
Physics	Psychology
Reading	Social Work (AA)
Sociology (AA)	Speech (AA)
Student Development	Teacher Education (AAT)

DIVISION OF PROFESSIONAL AND TECHNICAL EDUCATION

Associate of Applied Science (AAS) Degrees and certificates in the Professional and Technical Education Division are provided for the purposes of job or career entry, career development and change, industry/business start-up and development, transfer to four-year degree programs, and technical services to industry. All of the degrees/certificates are linked with the employing community through active advisory committees, cooperative or part-time work experience, direct placement, and career development activities, as well as the sharing of work-site laboratories and equipment. San Antonio College awards AAS Degrees and certificates for meeting the curriculum requirements established by the division's departments:

PROFESSIONAL & TECHNICAL EDUCATION DIVISION DEPARTMENTS

DEPARTMENTS PROGRAMS

AWARDS

ADMINISTRATIVE COMPUTER TECHNOLOGY DEPARTMENT

Accounting Computer Applications
 Accounting Technology
 Administrative Assistant (Tech Prep Program)

Certificate
 AAS, Certificates
 AAS

Administrative Systems Technology	Certificate
Business Communications	Certificate
Computer Assistant	Certificate
Computer Data Entry Technician	Certificate
Computer Help Desk	AAS, Certificate
Court Reporting	AAS, Certificates
Customer Services Specialist	Certificate
Human Resources	Certificates
Legal Administrative Assistant/Secretary (Tech Prep Program)	AAS
Medical Transcription Specialist	Certificate
Paralegal Studies	AAS
Paralegal Studies: Nonlawyer Advocacy	AAS
Records Management	AAS, Certificate
Software Specialist	Certificate
Voice Recognition Systems Technician	Certificate

ALLIED HEALTH DEPARTMENT

Dental Assisting	AAS, Certificates
Medical Assisting	AAS, Certificate
Medical Office Administrative Assistant	Certificate

AMERICAN SIGN LANGUAGE/INTERPRETER TRAINING DEPARTMENT

American Sign Language: Deaf Support Specialist	AAS
American Sign Language: Sign Language Interpreter	AAS, Certificate

BUSINESS DEPARTMENT

Administrative Design Management	Certificate
Banking	AAS, Certificates
Budgeting in the Public Sector	Certificate
Business Management	AAS, Certificate
Financial Analysis	Certificate
Financial Management	AAS, Certificate
Financial Services Industry	Certificates
Human Resources Management	AAS, Certificate
International Business	AAS, Certificate
Labor Studies	Certificate
Leadership in Public Service	Certificate
Marketing Management	AAS, Certificate
Mortgage Banking	AAS, Certificates
Mortgage Finance	Certificates
Mortgage Management	Certificates
Operations Management	Certificate
Public Administration	AAS
Real Estate Management	AAS, Certificate
Small Business Management	Certificate

CHILD DEVELOPMENT DEPARTMENT

Child Care Administration	Certificate
Child Development	AAS, Certificate
Child Development Associate Training	Certificate
Infant and Toddler Care	Certificate
Teacher Assistant	Certificate

COMPUTER INFORMATION SYSTEMS DEPARTMENT

Computer Databases	AAS, Certificates
Computer Desktop Support Technician	Certificate
Computer Network Administration	AAS
Computer Programming	AAS, Certificate
Computer Security Administration	AAS, Certificate
Information Technology Security	Certificate

ENGINEERING TECHNOLOGIES DEPARTMENT

Computer-Aided Drafting and Design Technology (Tech Prep Program)	AAS
Computer-Aided Drafting and Design Technology: Engineering	AAS
Computer-Aided Drafting and Design Technology	Certificates
Computer-Aided Drafting Operations	Certificate
Construction Technician	Certificate
Disaster Response	Certificates
Electronics Technology (Tech Prep Program)	AAS, Certificates
Engineering Drafting Technician I	Certificate
Engineering Technology	AAS, Certificate
Facility Management	Certificate
Geographic Information Systems	AAS, Certificate
Industrial Electronics	Certificate
Occupational Safety and Health	AAS, Certificates
Surveying Engineering Technology	AAS, Certificates

MORTUARY SCIENCE DEPARTMENT

Funeral Director	Certificate
Mortuary Science	AAS

NURSING DEPARTMENT

Nursing: Career Mobility - LVN to RN	AAS
Nursing: Generic	AAS

PROTECTIVE SERVICES DEPARTMENT

Chemical Dependency Counseling: Correctional Science	AAS
Criminal Justice: Correctional Science (Tech Prep Program)	AAS
Criminal Justice: Law Enforcement (Tech Prep Program)	AAS
Emergency Management	AAS
Emergency Medical Services	AAS, Certificates
Fire and Arson Investigation	AAS, Certificate
Fire Science	AAS, Certificates
Forensics: Criminal Justice	AAS, Certificate
Law Enforcement	Certificate

PSYCHOLOGY DEPARTMENT

Addiction Studies	AAS
Drug and Alcohol Abuse Counseling	AAS, Certificate
Substance Abuse Counseling	Certificate

RADIO-TV-FILM DEPARTMENT

Radio-Television-Broadcasting	AAS
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SOCIOLOGY DEPARTMENT

Gerontology

AAS, Certificates

VISUAL ARTS & TECHNOLOGY DEPARTMENT

Graphic Arts

AAS

DIVISION OF EVENING, WEEKEND, AND DISTANCE EDUCATION

The Distance Education Center at San Antonio College provides innovative instructional delivery methods affording students access to college through flexible scheduling. Within the framework of the college mission and goals, the center works with all academic departments, with the local business community, and with the cities of Seguin, New Braunfels, and Kerrville to develop educational responses to newly identified needs.

Traditional courses, as well as videocourses (courses broadcast by television), Internet courses, and blended courses (see below), are available to students in and out of Bexar County. These innovative instructional delivery methods are used to respond to the non-traditional educational needs within our community. The Distance Education Center offers college courses at area high schools, military bases, Citicorp, and in the cities of Seguin, New Braunfels, and Kerrville. Internet courses are available to local and out-of-state students through online registration.

CONTRACT TRAINING

College credit and developmental education courses are available to business, industry, and labor through on-site contract training. Companies enjoy the convenience of on-site training, cost savings, and employee satisfaction.

DUAL CREDIT PROGRAM

The Dual Credit Program allows eligible high school students to earn college credit while they are completing their high school requirements. Dual credit courses are offered in participating high schools during the normal scheduling of classes. A dual credit agreement is developed between a high school and the college for each course. Curriculum content addresses the competencies of the college course as well as the secondary essential elements. In addition, the student must meet the following requirements:

- Pass the Texas Assessment of Knowledge and Skills (TAKS) while in the 10th or 11th grade.
- Demonstrate appropriate test placement scores for college-level reading, writing, and mathematics on approved achievement tests.
- Submit a Dual Credit Student Data Form, residency form, tracking survey, and an official copy of the high school transcript. Contact your high school counseling office for information and forms.
- Maintain enrollment that is limited to two dual credit courses per semester.
- Keep in mind: all tuition and fee charges are waived for eligible dual credit students.

NOTE: Students planning to transfer to other institutions should check with the institutions concerning their transfer policy.

EVENING AND WEEKEND CLASSES

Evening course offerings include regular academic courses leading to college degree and certificate programs, developmental education courses, and other courses planned to be of community service and vocational interest to adults. Courses are offered if there is sufficient demand. Late afternoon, evening, weekend, and distance education classes (off-campus courses and videocourse/Internet/interactive courses) are scheduled for the convenience of students.

INTERNET COURSES

Internet courses allow students to access courses by computer through the Internet. Course requirements vary. Students are required to attend an on-campus or online orientation on how to take an Internet course. Internet courses transfer the same and cost the same as on-campus courses. See the current San Antonio College Class Schedule for Internet course offerings. For a preview of our Internet courses click on: <http://www.accd.edu/sac/online>. Students are encouraged to click on the course syllabus to preview course requirements before enrolling.

ASSOCIATE OF ARTS AND ASSOCIATE OF APPLIED SCIENCE DEGREES ONLINE

San Antonio College offers 187+ college credit Internet courses that meet the core curriculum requirements for online Associate of Arts and Science Degrees and online Associate of Applied Science Degrees. Currently, students can obtain an online Associate in Science Degree in Mathematics and an online Associate in Applied Science Degree in Criminal Justice. All online degrees are approved by the Southern Association of Colleges and Schools (SACS). For specific section numbers and course offerings, see the San Antonio College Online Web site at www.accd.edu/sac/online or the current San Antonio College Class Schedule.

DISTANCE EDUCATION THROUGH VIRTUAL COLLEGE OF TEXAS (VCT)

Students at any Texas community college can enroll at San Antonio College by enrolling as Virtual College of Texas students. For more information, email Dr. Dawn Elmore-McCrary at: delmorem@accd.edu or call 210/733-2045.

BLENDED COURSES

Blended courses are classes in which at least 25 percent of the course is being offered in an online setting. However, the course still retains elements of traditional teaching methods, including:

- Lectures
- Discussions
- Group work
- In-person activities

Blended courses are not recommended for those students who have a tight work schedule, who do not have the ability to attend on-campus classes (at the San Antonio College main campus), and/or who live out-of-state or out-of-country. See the San Antonio College Online Web site at www.accd.edu/sac/online or the current San Antonio College Class Schedule for blended course offerings.

VIDEOCOURSES

Videocourses are college credit courses that are broadcast by television. Students attend an on-site orientation, watch televised or taped broadcasts, attend several on-campus review sessions, and take exams on campus. Most of the course assignments are completed by the student independently. Videocourses provide flexibility for students who work and want to study at a time convenient to them. Lessons are broadcast on KLRN channel 9 and Time Warner channel 19. Videocourses are taught by experienced faculty. Videocourses carry the same credit and cost the same as on-campus courses. See the San Antonio College Online Web site at www.accd.edu/sac/online or the current San Antonio College Class Schedule for videocourse offerings.

DISTANCE EDUCATION AT MILITARY BASES

San Antonio College offers distance education courses at Randolph Air Force Base. Students can enroll in on-Site, video, Internet, and blended courses.

SAC DISTANCE EDUCATION CENTER & SAC ONLINE

Helen Torres, director of Distance Education

For off-campus course information call 210/733-2045. For videocourse/Internet/blended course information call 210/733-2181 or visit San Antonio College Online at www.accd.edu/sac/online.

SAC DISTANCE EDUCATION OFF-CAMPUS COORDINATORS:

Richard Delgado, 210/227-5739

Fort Sam Houston

Education Center, Bldg. 2248, Rm. 204

Fort Sam Houston, Texas

Cindy Rose, 210/659-1096

Randolph Air Force Base

Education Center, Bldg. 208, Rm. 10

San Antonio, Texas

Mike Fitsko

Central Texas Technology Center (CTTC), 830/609-2104

New Braunfels ISD Learning Center, 830/629-2647

Seguin ISD, 830/303-1195

SPECIAL ACADEMIC PROGRAMS

DEVELOPMENTAL EDUCATION PROGRAM

The Developmental Education Program exists to identify academically under-prepared students, to prescribe appropriate developmental course work, to offer alternative delivery methods, and to assure adequate support services for students in the program.

Placement in the program is accomplished through a formal assessment of each student's academic abilities. Interpretation of test results and subsequent methods of study are determined by a counselor or faculty advisor.

Courses with a course number beginning with the number zero are developmental level courses and as such do not fulfill any requirements for degrees offered at San Antonio College. They are not considered in honors list calculations and are not transferable to a senior college. Other developmental options are offered through the Basic Skills Enrichment Program (see section six in this bulletin) and academic departments.

One important program objective is to assist students in the acquisition of skills and knowledge necessary for successful completion of college work. The director of Academic Development coordinates the program on and off campus and conducts ongoing assessment of the program.

ENGLISH AS A SECOND LANGUAGE PROGRAM (ESL)

The English as a Second Language (ESL) Program exists to provide basic competence in the English language. The program provides options such as:

- Attaining sufficient English competence for success in academic credit programs.
- Achieving English competence for success in technological or job training programs.
- Acquiring functional English literacy.

The purpose of the program is to provide sufficient communication skills to enable students to function in United States society and to maximize their benefits from educational opportunities available as competent speakers of English.

The ESL Program consists of four levels. All five courses in a single level should be taken concurrently. Each of the levels of the program emphasizes the basic elements of communication: listening, speaking, reading, writing, grammar, and vocabulary.

Courses with a course number beginning with the number zero are developmental level courses and as such do not fulfill any requirements for any degrees offered at San Antonio College, and they are not considered in honors list calculations.

Additionally, the courses may not necessarily be transferable to a senior college. Transferability depends upon the requirements of the specific institution. A student development course designated for non-native speakers is suggested at level four of ESL or at completion of ESL.

Placement in the appropriate level of the program includes both oral and written testing. Advancement to college-level English, reading, and mathematics courses is determined by achieving certain scores on further testing.

LEARNING IN COMMUNITIES (LINC)

Learning In Communities (LinC) is a program funded by a Title V grant, offering students the chance to take their courses in a new and exciting way. LinC is a model in which a group of students is enrolled into two or three of the same courses. The courses are linked by a theme, common assignments, or a historical period. LinC faculty may create some, or a great deal, of connections between classes.

Students benefit by participating in the program for several reasons. First, students begin to feel a connection with San Antonio College and their courses because they have the same group of peers in at least two of their courses. Second, students enjoy taking classes this way because there is an overlap between the courses which helps them to understand the material better. Finally, research shows that the Learning In Communities Program increases students' retention, their grade point averages, and degree completion.

Contact Benjamin Jimenez in room 129C of McCreless Hall or via phone, 210/733-2989, for more information on the program and to see which classes will be offered as part of the Learning In Communities Program.

MILITARY SCIENCE PROGRAM/ARMY RESERVE OFFICER TRAINING PROGRAM

To obtain a commission in the U.S. Army, students must complete the basic and advanced courses in military science and receive a Baccalaureate degree. The basic course of Army ROTC (military science) is offered at San Antonio College to prepare students to transfer to a four-year school to complete the advanced course portion of the military science course work. Upon completion of the advanced courses and receipt of their Baccalaureate degree, students may be commissioned in the U.S. Army. San Antonio College students may enroll in military science courses, with no military obligation, to develop and enhance their leadership and management skills. These courses are considered electives. Credits may transfer to four-year institutions for credit toward that specific institution's military science requirement.

San Antonio College offers the four military science courses listed below:

- MSC1 1101 Fundamentals of Leadership Management I.
- MSC1 1102 Fundamentals of Leadership Management II.
- MSC1 2201 Applied Leadership and Management I.
- MSC1 2202 Applied Leadership and Management II.

Course descriptions can be found in section 11 of this bulletin under the course prefix MSC1.

Laboratory hours in each course provide the opportunity to acquire leadership skills and hands-on experience to enhance each student's ability to perform as an Army officer.

Although students taking military science courses at San Antonio College incur no military obligation, all students enrolled in Army ROTC classes will be required to participate in physical fitness training and take the Army physical fitness test each semester. Students will be furnished free of charge complete uniforms, physical fitness tests, and necessary equipment.

For additional information about the military science courses offered at San Antonio College or the Army Reserve Officer Training Program, call or visit the ROTC Military Science Office at 218 W. Ashby, 210/785-6420.

OPEN ENTRY/OPEN EXIT

Open-entry/open-exit (OE/OE) courses are offered through the Administrative Computer Technology (ACT) Department. The OE/OE Learning Center provides 40 computer workstations in a classroom/laboratory located in room 207 of the Nail Technical Center (NTC). OE/OE classes are offered in an unstructured setting where the student works independently adhering to regular weekly attendance and following predetermined and definite due dates for assignments and tests. The OE/OE classroom/laboratory is available approximately 55 to 65 hours each week. There are 23 different software applications courses available through the OE/OE environment. An instructor is available to assist students at all times the facility is available. Students are required to attend class the first week for orientation and admissions processing. Penalties are assessed for late work and for tests not taken by scheduled due dates. Depending upon the course(s), a specific number of hours each week must be completed in the classroom/laboratory. Classes offered in an eight-week session require one to three hours per week attendance depending upon the specific course requirements. Classes offered in a 16-week session require three to four hours per week attendance depending upon the specific course requirements. A student may attend extra time and may complete the course and final examination ahead of schedule. The teacher of record is in the classroom/laboratory during designated times and is available for

assistance and/or conferences during office hours. Instructors of selected Internet courses use the OE/OE Learning Center as the testing site for the Internet courses.

For further information, contact the ACT Department personnel at 733-2294 or see the special section Open-Entry/Open-Exit Learning in the current San Antonio College Class Schedule.

THE RAUL S. MURGUIA PRESIDENTIAL HONORS PROGRAM

The Raul S. Murguia Presidential Honors Program at San Antonio College is a scholarship program for highly motivated students with strong academic potential. The two-year program provides selected students an opportunity to develop a solid academic foundation for upper division and graduate success in a wide range of majors. The benefits of the program include: a broad liberal education, highly experienced and dedicated teachers, small and challenging classes, academically talented peers, and a scholarship covering the cost of tuition, fees, and books.

GENERAL STIPULATIONS

The following stipulations are required:

- Eight hours of a natural science requiring laboratory work.
- Three hours of MATH 1314 College Algebra or higher level.
- And an additional course in either mathematics, science, computer science, or logic.

NOTE: San Antonio College recommends its presidential honors students take 12 hours of college-level foreign language.

HONORS CURRICULUM

The Raul S. Murguia Presidential Honors Program curriculum consists of a combination of honors courses, regular courses, and honors contract courses to total some 66 hours toward an Associate degree from San Antonio College.

Honors courses offered in science are not required by the program but are recommended for honors students majoring in science, medicine, or engineering and may be used to satisfy the contract requirement.

Students are selected for the program in the fall or the spring of the freshman year. Students not selected for the program may enroll in sophomore honors courses with permission from the instructor if space allows.

Students in the program must maintain a 3.0 semester grade point average (GPA), successfully complete 12 hours each Fall and Spring, and may not drop honors courses.

The current honors curriculum includes:

- ENGL 1301 Freshman Composition I.
- ENGL 1302 Freshman Composition II.
- ENGL 2328 American Literature: Realism to Present.
- GOVT 2302 American Government: Problems and Policies.
- HIST 1302 History of the United States, Part II.
- HIST 2311 Western Civilization to the 17th Century.
- HIST 2312 Western Civilization Since the 17th Century.
- PHIL 1301 Introduction to Philosophy.
- SDEV 0170 Orientation to College.
- SPCH 1311 Fundamentals of Speech.

For additional information call 210/733-2541, or visit the Web site at:
<http://www.accd.edu/sac/honors/main/basefr.htm>.

SERVICE-LEARNING PROGRAM

San Antonio College, through its Service-Learning Program, offers students the opportunity to serve the community in a wide variety of settings in the areas of environment, education, public safety, government, and social agencies.

Service-learning is a teaching method which utilizes service to the community as a form of hands-on learning for students. Service is usually curriculum-based and must be completed at a non-profit, government, or state-funded agency. Faculty members use service and reflective activities as a way to instruct students in a more meaningful way. The Service-Learning Office has contacts and relationships with more than 100 non-profit service-learning (volunteer) sites. For more information on service-learning, contact the Service-Learning Office at 210/785-6044 or 210/785-6146, or visit the Web site at www.accd.edu/sac/service.

SERVICEMEMBER'S OPPORTUNITY COLLEGE PROGRAM

San Antonio College offers the Associate in Arts Degree in Liberal Arts, the Associate in Science Degree in Pre-Professional Studies, and the Associate in Applied Science Degree in Criminal Justice, Computer Information Systems, and Management to active duty military personnel through the college's affiliation with the Servicemember's Opportunity College Associate Degree (SOCAD) Program. SOCAD provides the opportunity for service members to attain their educational goals while fulfilling their military commitments. Additional information may be obtained by contacting the Department of Veteran's Affairs (DVA), located on the first floor of the Moody Learning Center (MLC), at 733-2313.

TECH PREP PROGRAM

San Antonio College is engaged in major technical and professional career preparation by providing continuity of learning and quality educational opportunities for all students. The Tech Prep/Associate Degree Program is a significant component of this concept providing educational and career preparation in technical fields to high school students who will be the workforce of the future.

The concept of the Tech Prep Program involves a sequence of knowledge and skills acquisition, beginning in elementary school, linked with a guided, integrated high school plan of academic and technical subjects which connects the student to the community college and the university. Articulation provides the avenue for high schools and community colleges to share a jointly developed, competency-based, industry-validated curriculum without duplication or repetition. The program's curriculum in high school and colleges represents a rigorous body of knowledge and skills which will prepare a better-educated worker with advanced skills and the ability to apply these skills as the world of technology changes.

San Antonio College has developed with area independent school districts, and presented for approval by the Texas Higher Education Coordinating Board (THECB), Tech Prep Associate Degrees in: Child Development, Computer-Aided Drafting and Design, Criminal Justice, Dental Assisting, Electronics, Medical Assisting, and Administrative Assistant.

For additional information, contact the Tech Prep Office at 210/587-4436 or 800/869-0982.