

# INTERIOR DESIGN

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## ASSOCIATE DEGREE AND DIPLOMA PROGRAMS

Interior designers enhance the function and aesthetics of interior spaces. They work with colors, textures, furniture, and lighting to meet the needs of their clients. Most interior designers focus on choosing a style and color palette and then selecting appropriate furniture, floor and window coverings, artwork, and lighting. Interior designers must be able to read blueprints, understand building and fire codes, and know how to make the space accessible to the disabled. (Source: U.S. Department of Labor, Bureau of Labor Statistics)

The associate degree and diploma programs in Interior Design prepare students for employment in a variety of positions in today's interiors field. This program provides learning opportunities which introduce, develop, and reinforce academic and occupational knowledge, skills, and attitudes required for job acquisition, retention, and advancement. The knowledge and skills emphasized in this program include non-textile and textile use, basic blueprint reading, elementary use of computers in drafting, communication with architects and contractors, historical perspective of architecture, interior design fundamentals, selection and use of furniture and interior finishes, and client presentations. The Interior Design program also provides opportunities for students to upgrade their knowledge and skills in this career field or to retrain in the area of interior design.

The associate degree program extends the competencies of graduates in the areas of economics and humanities in order to enhance their ability to make sound economic and human relation decisions. The associate degree program provides graduates with opportunities for continued career mobility and facilitates continuing education at the baccalaureate level.

## CAREER OPPORTUNITIES

Graduates of this program are eligible for positions with residential, commercial, and retail decorators and designers, including positions as project coordinators, showroom managers, visual merchandisers, or sales representatives.

## PROGRAM EXPENSES

The recent reauthorization of the Higher Education Act requires all colleges and universities to notify students and prospective students of all program costs for which they will be responsible. Students will be responsible for the following expenses:

- Quarterly tuition (\$45 per credit hour)
- Quarterly student activity fees (\$16)
- Quarterly registration fee (\$26)
- Quarterly accident insurance fee (\$4)
- Quarterly instructional and technology supply fee (\$35)
- Textbooks (Approximately \$2,475 for the associate degree program and \$1,850 for the diploma program)

The expenses are based on costs in effect at the time this catalog was published. Prices are subject to change.

## ADMISSION REQUIREMENTS

Applicants must submit the following information to the Admissions Office:

- a. Completed and signed application for admissions and a \$20 nonrefundable application fee;
- b. Official high school or GED transcripts and/or official college transcripts for all colleges attended in the past (see *General Admission Requirements*); and
- c. Valid COMPASS, ASSET, SAT, or ACT test scores (see *ASSET and COMPASS Placement Tests*).

**INTERIOR DESIGN CURRICULUM OUTLINE**  
*Diploma Program (Major Code: ITO2)*  
*Credit Required for Graduation: 82 quarter credit hours*

			<b>Credits</b>
<b>General Core Courses</b>			<b>13</b>
EMP	1000	Interpersonal Relations and Professional Development	3
ENG	1010	Fundamentals of English I	5
MAT	1012	Foundations of Mathematics	5
 <b>Occupational Courses</b>			 <b>69</b>
INT	100	Interior Design Fundamentals	5
INT	105	Print Reading for Interiors	2
INT	106	Building and Technical Services for Interiors	2
INT	107	Lighting Technology for Interiors	2
INT	108	Color Theory	2
INT	110	Materials and Resources I	4
INT	111	Materials and Resources II	4
INT	115	Introduction to Drawing for Interior Designers	3
INT	116	CAD Fundamentals for Interior Design	3
INT	118	History of Interiors and Architecture I	5
INT	119	History of Interiors and Architecture II	5
INT	140	Interiors Seminar	3
INT	142	Interiors Internship I	4
INT	143	Interiors Internship II	4
INT	210	Design Studio I	4
INT	211	Design Studio II	3
INT	212	Design Studio III	3
INT	220	Business Practices for Design Professionals	8
SCT	100	Introduction to Microcomputers	3

**INTERIOR DESIGN CURRICULUM OUTLINE**  
*Associate Degree Program (Major Code: ITO3)*  
*Credit Required for Graduation: 109 quarter credit hours*

			<b>Credits</b>
<b>General Core Courses</b>			<b>30</b>
ECO	2105	Principles of Macroeconomics	
	OR		5
ECO	2106	Principles of Microeconomics	
ENG	1101	Composition and Rhetoric	5
ENG	1102	Literature and Composition	
	OR		
ART	1101	Art Appreciation	5
	OR		
HUM	1101	Introduction to Humanities	
MAT	1100	Quantitative Skills and Reasoning	
	OR		
MAT	1101	Mathematical Modeling	5
	OR		
MAT	1111	College Algebra	
PSY	1101	Introduction to Psychology	5
SPC	1101	Public Speaking	
	OR		5
ENG	1105	Technical Writing	

<b>Occupational Courses</b>			<b>69</b>
INT	100	Interior Design Fundamentals	5
INT	105	Print Reading for Interiors	2
INT	106	Building and Technical Services for Interiors	2
INT	107	Lighting Technology for Interiors	2
INT	108	Color Theory	2
INT	110	Materials and Resources I	4
INT	111	Materials and Resources II	4
INT	115	Introduction to Drawing for Interior Designers	3
INT	116	CAD Fundamentals for Interior Design	3
INT	118	History of Interiors and Architecture I	5
INT	119	History of Interiors and Architecture II	5
INT	140	Interiors Seminar	3
INT	142	Interiors Internship I	4
INT	143	Interiors Internship II	4
INT	210	Design Studio I	4
INT	211	Design Studio II	3
INT	212	Design Studio III	3
INT	220	Business Practices for Design Professionals	8
SCT	100	Introduction to Microcomputers	3

**Electives** **10**  
 (Select from the following list)

ACC	1101	Principles of Accounting I	6
ART	1101	Art Appreciation	5
DDF	101	Introduction to Drafting	6
INT	200	Basic Residential Kitchen and Bath Design	5
INT	201	Advanced Kitchen and Bath Design	5
INT	202	Advanced Computer Technology in Kitchen and Bath	5
INT	203	Kitchen and Bath Studio	5
MKT	100	Introduction to Marketing	5
MKT	101	Principles of Management	5
MKT	109	Visual Merchandising	4

**KITCHEN AND BATH DESIGNER**

*Technical Certificate of Credit Program (Major Code: KBD1)  
 Credit Required for Completion: 59 quarter credit hours*

<b>Occupational Courses</b>			<b>Credits</b>
			<b>59</b>
INT	100	Interior Design Fundamentals	5
INT	105	Print Reading for Interiors	2
INT	106	Building and Technical Services for Interiors	2
INT	107	Lighting Technology for Interiors	2
INT	110	Materials and Resources I	4
INT	115	Introduction to Drawing for Interior Designers	3
INT	116	CAD Fundamentals for Interior Design	3
INT	144	Kitchen and Bath Internship I	4
INT	145	Kitchen and Bath Internship II	4
INT	200	Basic Residential Kitchen and Bath Design	5
INT	201	Advanced Kitchen and Bath Design	5
INT	202	Advanced Computer Technology in Kitchen and Bath	5
INT	203	Kitchen and Bath Studio	2
INT	220	Business Practices for Design Professionals	8
XXX	XXX	Elective	5

## ACCOUNTING

Department Code: ACC

### ACC 1101

#### Principles of Accounting I (4-4-6)

*Banner Title: Principles of Accounting I*

This course introduces the basic concepts of the complete accounting cycle and provides students with the necessary skills to maintain a set of books for sole proprietorships. Topics include accounting vocabulary and concepts, the accounting cycle and accounting for personal service businesses and merchandising enterprises, and cash control. Laboratory work demonstrates theory presented in class.

*Prerequisite: Diploma-level program admission*

*Offered quarterly*

## ART

Department Code: ART

### ART 1101

#### Art Appreciation (5-0-5)

*Banner Title: Art Appreciation*

This course explores human creativity through the study of the visual arts (architecture, sculpture, and painting) within a cultural and historical context. The course provides a foundation for art appreciation by introducing students to the aesthetic, critical, and technical aspects of the major art forms and media. The course increases students' perceptual awareness and responsiveness to art through discussion, critical writing, special projects, and/or in-class experiments with various media.

*Prerequisite: Degree program admission-level language competency*

*Offered quarterly*

## DRAFTING GRAPHICS

Department Code: DDF

### DDF 101

#### Introduction to Drafting (2-8-6)

*Banner Title: Intro to Drafting*

This introductory drafting course emphasizes the developmental drafting techniques. Topics covered in the course include terminology, drafting equipment, equipment care and use, lettering, line relationships, and geometric construction. Beginning students choose between DDF 100, a CAD-based course, and DDF 101, a board-based course, depending on their individual needs.

*Prerequisite: Provisional admission, permission of department*

*Offered quarterly*

## ECONOMICS

Department Code: ECO

### ECO 2105

#### Principles of Macroeconomics (5-0-5)

*Banner Title: Macroeconomics*

This course provides a description and analysis of macroeconomic operations in contemporary society. Students develop an understanding of macroeconomic concepts, theories, and policies. Topics include basic economic principles; macroeconomic principles, theories, and policies; money and banking; and the United States economy in perspective.

*Prerequisites: ENG 099 with a grade of C\* or better or placement by diagnostic testing, MAT 097 with a grade of C\* or better or placement by diagnostic testing*

*Offered quarterly*

### ECO 2106

#### Principles of Microeconomics (5-0-5)

*Banner Title: Microeconomics*

This course provides a description and analysis of microeconomic operations in contemporary society. Students develop an understanding of microeconomic concepts and theories as they apply to daily life. Topics include basic economic principles; theories of the corporate firm; the market system; market structures, pricing, and government regulations; resource markets; and international trade.

*Prerequisites: ENG 099 with a grade of C\* or better or placement by diagnostic testing, MAT 097 with a grade of C\* or better and MAT 099 with a grade of C\* or better or placement by diagnostic testing*

*Offered quarterly*

## EMPLOYABILITY SKILLS

Department Code: EMP

### EMP 1000

#### Interpersonal Relations and Professional Development (3-0-3)

*Banner Title: Interpersonal Relations*

Students study human relations and professional development in today's changing world in order to prepare themselves for living and working in a complex society. Topics include human relations skills, job acquisition skills and communications, job retention skills, job advancement skills, and professional image skills.

*Prerequisite: Provisional admission*

*Offered quarterly*

## ENGLISH

Department Code: ENG

### ENG 1010

#### Fundamentals of English I (5-0-5)

*Banner Title: Fundamentals of English I*

This course emphasizes the development and improvement of written and oral communication abilities. Topics include analysis of writing techniques, applied grammar and writing skills, editing and proofreading skills, research skills, and oral presentation skills.

*Prerequisites: ENG 097 with a grade of C\* or better and RDG 097 with a grade of C\* or better or placement by diagnostic testing*

*Offered quarterly*

### ENG 1101

#### Composition and Rhetoric (5-0-5)

*Banner Title: Composition and Rhetoric*

Students practice various modes of writing ranging from exposition to argumentation and persuasion. The course also explores the analysis of literature and articles about issues in the humanities and in society. The course includes a review of standard grammatical and stylistic usage in proofreading and editing. An introduction to library resources lays the foundation for research. Topics covered in the course include writing analysis and practice, revision, and research. Students write a research paper using library resources and using a formatting and documentation style appropriate to the purpose and audience.

*Prerequisites: ENG 099 with a grade of C\* or better and RDG 098 with a grade of C\* or better or placement by diagnostic testing*

*Offered quarterly*

### ENG 1102

#### Literature and Composition (5-0-5)

*Banner Title: Literature and*

*Composition*

This course emphasizes the ability of students to read literature analytically and meaningfully and to communicate clearly. Students analyze the form and content of literature in historical and philosophical contexts. Topics include reading and analysis of fiction, poetry, and drama; research, and writing about literature.

*Prerequisite: ENG 1101 with a grade of C or better*

*Offered quarterly*

### ENG 1105

#### Technical Communications (5-0-5)

*Banner Title: Technical Communications*

This course emphasizes practical knowl-

edge of technical communications techniques, procedures, and reporting formats used in industry and business. Topics include reference use and research, device and process description, formal technical report writing, business correspondence, and oral technical report presentation.

*Prerequisite: ENG 1101 with a grade of C or better*

*Offered quarterly*

## HUMANITIES

*Department Code: HUM*

### HUM 1101

#### **Introduction to Humanities (5-0-5)**

*Banner Title: Introduction to Humanities*

This course explores the philosophic and artistic heritage of humanity expressed through a historical perspective on visual arts, music, and literature. Instructors present the humanities as a source of subjective insights for the understanding of people and society. Topics include historical and cultural developments and contributions of the humanities. Students will complete a research project as part of this course.

*Prerequisite: ENG 1101 with a grade of C or better*

*Offered Fall, Winter, and Spring terms*

## INTERIOR DESIGN

*Department Code: INT*

### INT 100

#### **Interior Design Fundamentals (5-0-5)**

*Banner Title: Interior Design Fundamentals*

This course emphasizes the fundamentals of design. Topics covered in the course include the design process, interior space planning concepts, the principles and elements of design, furniture arrangements and traffic patterns, special needs, green design, and career exploration.

*Prerequisite: Provisional admission*

*Offered Fall term*

### INT 105

#### **Print Reading for Interiors (2-0-2)**

*Banner Title: Blueprint Reading for Interiors*

This course emphasizes graphic standards and skills in reading, producing, and interpreting construction drawings.

Topics include working drawings, dimensioning practices, drawing representation methods, print reading, schedules, and specifications.

*Prerequisite: Program admission*

*Offered Winter term*

### INT 106

#### **Building and Technical Services for Interiors (2-0-2)**

*Banner Title: Building/Technical Services*

In this course, students become familiar with interior construction and service systems for interiors. Topics include interior and exterior construction systems, building materials, construction documents, codes, sustainable building techniques, and coordinating services with generalists and installers.

*Prerequisite: Program admission*

*Offered Winter term*

### INT 107

#### **Lighting Technology for Interiors (1-2-2)**

*Banner Title: Interior Lighting Technology*

This course provides students with the basic knowledge of specifying and utilizing good lighting technologies for the interior design process. It also introduces the basic principles of lighting design, including criteria, calculations, planning, and layout. Topics include lighting concepts, lighting analysis, residential and contract lighting, lighting design, and lighting applications.

*Prerequisites: INT 100, INT 105, INT 106, INT 115*

*Offered Summer term*

### INT 108

#### **Color Theory (1-2-2)**

*Banner Title: Color Theory*

This course introduces the use of color in interior design and emphasizes color theories, the psychology of colors, and the application of colors in designing interior environments. Topics include color vocabulary, color perception, color systems, psychological effects, and practical applications.

*Prerequisite: Provisional admission*

*Offered Summer term*

### INT 110

#### **Materials and Resources I (4-0-4)**

*Banner Title: Materials and Resources I*

This course emphasizes the background knowledge necessary for the selection of interior finishes for walls, floors (textile

and non-textile), ceilings, and other non-textile components needed in interior environments. Topics include selection criteria and resourcing for interiors, as well as documentation, specification, and code compliance for finish applications.

*Prerequisite: Provisional admission*

*Offered Winter term*

### INT 111

#### **Materials and Resources II (4-0-4)**

*Banner Title: Materials and Resources II*

This course emphasizes the background knowledge necessary for the selection of natural and man-made textile finishes and materials needed in interior environments. Topics include selection and resourcing for interiors, as well as documentation and specification for selected textiles in design applications.

*Prerequisite: Program admission*

*Offered Spring term*

### INT 115

#### **Introduction to Drawing for Interior Designers (1-6-3)**

*Banner Title: Interior Designers*

*Drawing*

This course introduces the application of drafting and drawing techniques used in interior design. Topics include alphabet of lines, architectural style, geometric shapes, floor plan layouts, interior views, and interior pictorials.

*Prerequisites: Program admission*

*Offered Fall term*

### INT 116

#### **CAD Fundamentals for Interior Design (2-2-3)**

*Banner Title: CAD for Interior Design*

This course introduces basic computer language and the application of computers to the field of interior design. Topics include CAD commands and applications, setting up a drawing, using layering, and executing commands.

*Prerequisites: INT 115, MAT 1011 or*

*MAT 1111 or MAT 1100, SCT 100*

*Offered Spring term*

### INT 118

#### **History of Interiors and Architecture I (5-0-5)**

*Banner Title: History of Interiors I*

This course emphasizes historical foundations of furniture and architecture from the Ancient through the Renaissance. Topics include historical architectural and furniture concepts, classical orders, furniture

and architectural terminology, furniture and architectural construction and materials, and historic design development.

*Prerequisite: Program admission  
Offered Fall and Winter terms*

**INT 119  
History of Interiors  
and Architecture II (5-0-5)**

*Banner Title: History of Interiors II*

This course emphasizes historical foundations of furniture and architecture from the Baroque to the present. Topics include historical architectural and furniture concepts, furniture and architectural terminology, furniture and architectural construction and materials, and historic design development.

*Prerequisite: Provisional admission  
Offered Winter and Spring terms*

**INT 140  
Interiors Seminar (1-4-3)**

*Banner Title: Interior Seminar*

This course emphasizes professional development through career resources and artistic exploration. Topics include informational interviewing, networking, cultural development, and artistic exploration.

*Prerequisites: INT 220  
Offered Winter term*

**INT 142  
Interiors Internship I (0-12-4)**

*Banner Title: Interiors Internship I*

This course provides an in-depth application and reinforcement of interiors and employability principles in an actual job setting. This internship allows students to become involved in intensive on-the-job interiors applications that require full-time concentration, practice, and follow through. The internship is implemented through the use of written individualized training plans, written performance evaluations, required seminars, a required student project, and lab activities. Topics include the application of interiors principles; problem solving; adaptability to the job setting; use of proper interpersonal skills; development of constructive work habits and appropriate work ethics with consideration of factors such as confidentiality; and concentrated development of productivity and quality job performance through practice.

*Prerequisites: INT 100, INT 119, INT 107, INT 108, INT 111, INT 212, INT 220*

*Corequisites: INT 140  
Offered Winter term*

**INT 143  
Interiors Internship II (0-12-4)**

*Banner Title: Interiors Internship II*

This course provides an in-depth application and reinforcement of interiors and

employability principles in an actual job setting. This internship allows students to become involved in intensive on-the-job interiors applications that require full-time concentration, practice, and follow through. The internship is implemented through the use of written individualized training plans, written performance evaluations, required seminars, a required student project, and lab activities. Topics include the application of interiors principles; problem solving; adaptability to the job setting; use of proper interpersonal skills; development of constructive work habits and appropriate work ethics with consideration of factors such as confidentiality; and concentrated development of productivity and quality job performance through practice.

*Prerequisites: INT 100, INT 119, INT 107, INT 108, INT 111, INT 212, INT 220*

*Corequisites: INT 140, INT 142  
Offered Winter term*

**INT 144  
Kitchen and Bath  
Internship I (0-12-4)**

*Banner Title: Kitchen/Bath Internship I*

This course provides students with in-depth application and reinforcement of kitchen and bath employability principles through working in an industry position approved by the instructor. This internship allows students to become involved in intensive on-the-job kitchen and/or bath applications that require full-time concentration, practice, and follow through. The KBD internship is implemented through the use of an orientation that is held online, written performance evaluations, professional development activities, student projects, and lab activities.

*Prerequisites: INT 100, INT 107, INT 111, INT 115, INT 116, INT 201*

*Offered annually*

**INT 145  
Kitchen and Bath  
Internship II (0-12-4)**

*Banner Title: Kitchen/Bath Internship II*

This course provides students with in-depth application and reinforcement of kitchen and bath employability principles through working in an industry position approved by the instructor. This internship allows students to become involved in intensive on-the-job kitchen and/or bath applications that require full-time concentration, practice, and follow through. The KBD internship is implemented through the use of an orientation held online, written performance evaluations, professional development activities, student projects, and lab activities.

*Prerequisites: INT 202, INT 203  
Offered annually*

**INT 200  
Basic Residential Kitchen  
and Bath Design (5-0-5)**

*Banner Title: Basic Kitchen/Bath Design*

This course provides students with the opportunity to learn the special considerations necessary to design and plan kitchens and baths. Topics include the study of the basic principles of kitchen/bath design and planning, proper function and layout, accurate measuring techniques, specification documentation, and theme and historical design.

*Prerequisite: Program admission  
Offered annually*

**INT 201  
Advanced Kitchen and  
Bath Design (5-0-5)**

*Banner Title: Advanced Kitchen/Bath Design*

This course provides students with the opportunity to learn the special considerations necessary to design and plan kitchens and baths. Topics include the study of the basic principles of kitchen/bath design and planning, proper function and layout, accurate measuring techniques, specification documentation, and theme and historical design.

*Prerequisite: INT 115, INT 200  
Corequisite: INT 110  
Offered annually*

**INT 202  
Advanced Computer Technology in  
Kitchen and Bath (1-10-5)**

*Banner Title: Kitchen/Bath Computer Tech*

This course provides students with the advanced skills necessary to design and present kitchen and bath solutions through the use of current industry software applications. Project designs will be done completely on computers.

*Prerequisite: INT 201  
Corequisite: INT 116  
Offered annually*

**INT 203  
Kitchen and Bath Studio (0-6-2)**

*Banner Title: Kitchen/Bath Studio*

This course develops the advanced skills necessary to design kitchen and bath solutions using the NKBA standards and guidelines where applicable. Projects will include the complete documentation, specification, and job estimates needed to implement the design.

*Prerequisites: INT 110, INT 115, INT 201  
Corequisites: INT 116, INT 202  
Offered annually*

**INT 210****Design Studio I (3-2-4)**

*Banner Title: Design Studio I*

This course introduces current generation technology for use in design presentations. Topics include technological communications used within the design professions.

*Prerequisites: INT 100, INT 115*

*Corequisites: INT 105*

*Offered Winter term*

**INT 211****Design Studio II (1-6-3)**

*Banner Title: Design Studio II*

This course provides students with long- and short-term projects that address real-life design situations and requires competence in solving design problems. The course emphasizes residential design. Topics include application of the principles and elements of design, space planning, materials selections, graphic presentation, project documentation and delivery, and client presentation techniques.

*Prerequisites: INT 100, INT 105, INT 115, INT 210*

*Corequisites: INT 106, INT 107, INT 110, INT 116, INT 119*

*Offered Spring term*

**INT 212****Design Studio III (1-6-3)**

*Banner Title: Design Studio III*

This course provides students with long- and short-term projects which address real-life design situations. Students begin to develop competence in solving residential and commercial design problems. This course continues the studio experiences of INT 211—Design Studio II. Topics include application of the principles and elements of design, space planning, materials selection, graphic presentation, project documentation and implementation, and client presentation techniques.

*Prerequisites: INT 211*

*Offered Summer term*

**INT 220****Business Practices for Design Professionals (7-3-8)**

*Banner Title: Business Practices*

This is a capstone class in which students utilize all skills, knowledge, and techniques required for successful business practices in the design industry. Topics include professional skill development, business development strategies, establishing successful client relationships, resources and service providers, and portfolio exhibit in a professional setting.

*Prerequisites: INT 106, INT 107*

*Corequisite: INT 212*

*Offered Fall term*

**MATHEMATICS**

*Department Code: MAT*

**MAT 1012****Foundations of Mathematics (5-0-5)**

*Banner Title: Foundations of Mathematics*

This course emphasizes the mathematical skills that can be applied to the solution of occupational and technical problems. Topics include properties of numbers, fractions, decimals, percents, ratios and proportions, measurement and conversions, formula manipulation, technical applications, and basic statistics.

*Prerequisite: MAT 097 with a grade of C\* or better or placement by diagnostic testing*

*Offered quarterly*

**MAT 1100****Quantitative Skills and Reasoning (5-2-6)**

*Banner Title: Quantitative Skills/Reasoning*

MAT 1100 is an overview course covering algebra, statistics, and the mathematics of finance. Topics include fundamental operations of algebra, sets and logic, probability and statistics, geometry, mathematics of voting and districting, and the mathematics of finance.

*Prerequisite: MAT 097 with a grade of C\* or better and/or MAT 099 with a grade of C\* or better or placement by diagnostic testing*

*Offered annually*

**MAT 1101****Mathematical Modeling (5-0-5)**

*Banner Title: Mathematical Modeling*

This course is an alternative to *College Algebra* for those who will not take trigonometry, pre-calculus, or calculus. It is an applications-driven course that introduces functions using real-world phenomena as models. Topics include fundamental algebra concepts; functions and graphs; linear, quadratic, polynomial, exponential, and logarithmic functions and models of real-world phenomena; systems of equations; and additional topics in algebra.

*Prerequisite: MAT 097 with a grade of C\* or better and/or MAT 099 with a grade of C\* or better or placement by diagnostic testing*

*Offered quarterly*

**MAT 1111****College Algebra (5-0-5)**

*Banner Title: College Algebra*

This course emphasizes techniques of problem solving using algebraic concepts. Topics include fundamental concepts

of algebra, equations and inequalities, functions and graphs, systems of equations, analytic geometry, and optional topics, including sequences, series, and probability.

*Prerequisite: MAT 097 with a grade of C\* or better and/or MAT 099 with a grade of C\* or better or placement by diagnostic testing*

*Offered Quarterly*

**MARKETING MANAGEMENT**

*Department Codes: MKT*

**MKT 100****Introduction to Marketing (5-0-5)**

*Banner Title: Intro to Marketing*

This introductory course emphasizes the trends and dynamic forces that affect the marketing process and the coordination of the marketing functions. Topics include marketing strategies, marketing mix, marketing trends, and dynamic forces affecting markets.

*Prerequisite: Provisional admission*

*Offered quarterly*

**MKT 101****Principles of Management (5-0-5)**

*Banner Title: Principles of Management*

Students develop the skills and behaviors they need to supervise people and job responsibilities successfully. Topics include personnel management, the basic supervisory functions, supervisory skills and techniques, and the special challenges and demands of supervising employees. Topics also include management theories; motivation, supervision, and evaluation of employees; recruitment, screening, and selection of employees; supervision techniques; and functions of management.

*Prerequisite: Provisional admission*

*Offered quarterly*

**MKT 109****Visual Merchandising (3-2-4)**

*Banner Title: Visual Merchandising*

This course focuses on the components of display necessary for the effective visual presentation of goods and services. Students have opportunities to utilize the principles and techniques that are common to display work in various types of businesses. Course content emphasizes design, color, tools and materials, and installation of displays. Topics include design principles, color principles, tools and materials of the trade, props and fixtures, lighting and signing, installation of displays, store planning, and safety.

*Prerequisite: Provisional admission*

*Offered Fall and Spring terms*

## **PSYCHOLOGY**

*Department Code: PSY*

### **PSY 1101**

#### **Introduction to Psychology (5-0-5)**

*Banner Title: Introduction to Psychology*

This course emphasizes the basics of psychology. Topics include the science of psychology; social environments; life stages; physiology and behavior; personality; emotions and motives; conflicts, stress, and anxiety; abnormal behavior; and perception, learning, and intelligence.

*Prerequisites: ENG 099 with a grade of C\* or better and RDG 098 with a grade of C\* or better or placement by diagnostic testing*

*Offered quarterly*

## **SCIENCE AND TECHNOLOGY**

*Department Code: SCT*

### **SCT 100**

#### **Introduction to Microcomputers (1-4-3)**

*Banner Title: Intro to Microcomputers*

This course introduces the fundamental concepts and operations necessary to use microcomputers. Course content emphasizes basic functions and familiarity with computer use. Topics include computer terminology and an introduction to the Windows environment, networking, word processing, spreadsheets, presentation graphics, and databases.

*Prerequisite: Provisional admission*

*Offered quarterly*

## **SPEECH**

*Department Code: SPC*

### **SPC 1101**

#### **Public Speaking (5-0-5)**

*Banner Title: Public Speaking*

This course introduces the fundamentals of oral communication. Topics include selection and organization of materials, preparation and delivery of individual and group presentations, and analysis of ideas presented by others, and professionalism.

*Prerequisites: ENG 099 with a grade of C\* or better and RDG 098 with a grade of C\* or better or placement by diagnostic testing*

*Offered quarterly*