LAW ENFORCEMENT  
Associate in Applied Science Degree Program  

Advising Division: Social Science

Courses selected from those listed below must include at least 25 credit hours from the University System Core Curriculum. The "Course Descriptions" section of the 1988-89 catalog beginning on page 143 indicates which courses are part of the Core Curriculum.

<table>
<thead>
<tr>
<th>Course Number &amp; Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101. Composition I</td>
<td>5</td>
</tr>
<tr>
<td>ENG 171. Fundamental English Skills</td>
<td>5</td>
</tr>
<tr>
<td>ENG 102. Composition II</td>
<td>5</td>
</tr>
<tr>
<td>ENG 251. Technical, Professional &amp; Business Communication</td>
<td>5</td>
</tr>
<tr>
<td>SPC 208. Fundamentals of Speech</td>
<td>5</td>
</tr>
<tr>
<td>MAT 105. Principles of Mathematics</td>
<td>5</td>
</tr>
<tr>
<td>MAT 111. College Algebra</td>
<td>5</td>
</tr>
<tr>
<td>MAT 171. Mathematics I</td>
<td>5</td>
</tr>
<tr>
<td>HIS 100. U.S. and Georgia History</td>
<td>5</td>
</tr>
<tr>
<td>POL 101. American Government</td>
<td>5</td>
</tr>
<tr>
<td>HIS 251. American History I</td>
<td>5</td>
</tr>
<tr>
<td>HIS 252. American History II</td>
<td>5-10</td>
</tr>
<tr>
<td>PSY 201. General Psychology</td>
<td>5</td>
</tr>
<tr>
<td>SOC 101. Principles of Sociology</td>
<td>5</td>
</tr>
<tr>
<td>PED 101. Concepts in Physical Education</td>
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<tr>
<td>PED 106. Standard First Aid</td>
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</tr>
<tr>
<td>PED Elective</td>
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<tr>
<td>Electives from the following</td>
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<tr>
<td>PSY 120. Interpersonal Communication and Interviewing</td>
<td>5</td>
</tr>
<tr>
<td>PSY 130. Crisis Intervention</td>
<td>3</td>
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<tr>
<td>SOC 110. Introduction to Social Services and the Human Service Profession</td>
<td>5</td>
</tr>
<tr>
<td>SOC 230. Group Process</td>
<td>5</td>
</tr>
<tr>
<td>CJ 201. Introduction to Criminal Justice</td>
<td>5</td>
</tr>
<tr>
<td>CJ 211. The American Police System</td>
<td>5</td>
</tr>
<tr>
<td>CJ 221. Juvenile Delinquency</td>
<td>5</td>
</tr>
<tr>
<td>CJ 231. Corrections</td>
<td>5</td>
</tr>
<tr>
<td>CJ 241. Criminology</td>
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</tr>
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<td>Course Code</td>
<td>Course Title</td>
</tr>
<tr>
<td>------------</td>
<td>-------------------------------------------------------------</td>
</tr>
<tr>
<td>CJ 270</td>
<td>Courts and Basic Criminal Procedure</td>
</tr>
<tr>
<td>LE 100</td>
<td>Basic Law Enforcement</td>
</tr>
<tr>
<td>**LE 101</td>
<td>Basic Forensics for Law Enforcement Officers</td>
</tr>
<tr>
<td>**LE 102</td>
<td>Basic Forensics for Law Enforcement Officers</td>
</tr>
<tr>
<td>LE 171</td>
<td>Basic Patrol Procedures</td>
</tr>
<tr>
<td>LE 173</td>
<td>Fundamentals of Investigation and Crime Scene Processing</td>
</tr>
<tr>
<td>LE 175</td>
<td>Rules of Evidence and Courtroom Presentation</td>
</tr>
<tr>
<td>LE 177</td>
<td>Georgia Laws and the Georgia Peace Officer</td>
</tr>
<tr>
<td>LE 179</td>
<td>Criminal Procedure</td>
</tr>
<tr>
<td>LE 181</td>
<td>Constitutional Law and the Peace Officer</td>
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</tbody>
</table>

**TOTAL HOURS** 96

*POL 101 and HIS 251 or 252 may be substituted for HIS 100, thereby increasing the required number of hours by 5.

**LE 101 and 102 is a two-part course and must be taken in sequence.*
COURSE DESCRIPTIONS

LAW ENFORCEMENT 100. Basic Law Enforcement
5-0-5. Prerequisite: Approval by a recognized law enforcement agency
A basic law enforcement course designed for all peace officers. The course is 240 hours of classroom instruction and consists of the following topics as prescribed by the Georgia Peace Officers Standards and Training Council for the Recruit Minimum Curriculum: Introduction to Law Enforcement, Criminal Law, Evidence, Criminal Investigation, Patrol Procedures, Juvenile Procedures, Firearms, Accident Investigation, Community Relations, and First Aid.

LAW ENFORCEMENT 101. Basic Forensics for Law Enforcement Officers
5-0-5. Prerequisite: MAT 105 or MAT 111 or MAT 171
The course is designed to introduce the student to the application of science to criminal investigation. The student will develop skills in the examination, evaluation, and explanation of physical evidence in law.

LAW ENFORCEMENT 102. Basic Forensics for Law Enforcement Officers
5-0-5. Prerequisite: LE 101
This course is a continuation of Law Enforcement 101. The student will be led into a deeper concentration of application of scientific skills in the development of physical evidence found at a crime scene and its relationship to the legal system.

LAW ENFORCEMENT 171. Basic Patrol Procedures
5-0-5. Prerequisite: None
An introduction to law enforcement and patrol procedures.

LAW ENFORCEMENT 173. Fundamentals of Investigation and Crime Scene Processing
5-0-5. Prerequisite: CJ 270
This course will introduce the student to criminal investigation. Special emphasis will be placed upon the skills necessary to conduct a preliminary criminal investigation and will include recording the scene, identifying and collection of physical evidence.

LAW ENFORCEMENT 175. Rules of Evidence and Courtroom Presentation
5-0-5. Prerequisite: None
This course includes rules of evidence commonly recognized by the judicial system. Topics covered are: legal rules governing presumption, opinion evidence, hearsay evidence, privileged communications and the classification of evidence in terms of real, testimonial, direct and circumstantial, the fundamentals of how to be effective as a witness in court, the importance of preparation before court, and the importance of the officer's appearance and manner while on the witness stand.
LAW ENFORCEMENT 177. Georgia Laws and the Georgia Peace Officer 5-0-5. Prerequisite: None
This course will introduce the student to Georgia Criminal Law, Georgia Juvenile Law, Georgia Traffic Law, and certain aspects of Georgia Criminal Procedures. The course is designed to give the student a working knowledge of definitions, legal procedures and the evidentiary elements of a crime.

LAW ENFORCEMENT 179. Criminal Procedure 5-0-5. Prerequisite: None
This course covers the legal procedures required in "stop and frisk" situations; arrest; searches and seizures; determine the existence of "probable cause" and analyze the same to determine appropriate course of action.

LAW ENFORCEMENT 181. Constitutional Law and the Peace Officer 5-0-5. Prerequisite: None
The course is designed to introduce the student to the historical factors that influenced the spirit and content of the U.S. Constitution, the major characteristics and powers of the three branches of government; the "Bill of Rights" of the U.S. Constitution which are of particular importance to law enforcement personnel.
MEMORANDUM

TO: Curriculum Committee
FROM: Margaret Johnston
RE: PSY 215 - Human Growth & Development: Lifespan
     PSY 222 - Directed Study in Problems in Psychology
     POL 222 - Directed Study in Issues in Political Science

These courses are not currently designated as core curriculum courses and I request that they be approved as core courses for Area IV.
TECHNOLOGY
Associate in Applied Science Degree Program
with options in
DRAFTING--ELECTRONICS TECHNOLOGY--INDUSTRIAL MAINTENANCE--
MACHINE TOOL TECHNOLOGY

Advising Division: Natural Sciences and Mathematics

Courses required by Floyd College:

<table>
<thead>
<tr>
<th>Course Number and Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 Composition I</td>
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<tr>
<td>ENG 171 Fundamental English Skills</td>
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<tr>
<td>ENG 102 Composition II</td>
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<tr>
<td>ENG 251 Technical, Professional &amp; Business Communication</td>
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<td>OR</td>
<td></td>
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<tr>
<td>BA 208 Business, Professional &amp; Technical Communication</td>
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<td>OR</td>
<td></td>
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<tr>
<td>SPC 208 Fundamentals of Speech</td>
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<td>MAT 111 College Algebra</td>
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<td>OR</td>
<td></td>
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<tr>
<td>MAT 175 Algebra</td>
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<tr>
<td>MAT 112 Trigonometry</td>
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<td>OR</td>
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<td>MAT 176 Right Angle Trigonometry</td>
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<tr>
<td>OR</td>
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<tr>
<td>POL 101 American Government</td>
<td></td>
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<tr>
<td>AND</td>
<td></td>
</tr>
<tr>
<td>HIS 251 American History I</td>
<td></td>
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<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>HIS 252 American History II</td>
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<tr>
<td>PHY 127 Introductory Physics</td>
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<td>OR</td>
<td></td>
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<tr>
<td>PHY 117 Physics</td>
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<tr>
<td>BA 254 Small Business Management</td>
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<tr>
<td>PED 101 Concepts in Physical Education</td>
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<tr>
<td>PED 102 Concepts in Health Education</td>
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<tr>
<td>PED 106 Standard First Aid</td>
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</tbody>
</table>

Total hours from Floyd                                      36-41
MEMORANDUM

To: Dean Wesley Walraven, Chairman, Curriculum Committee

From: David Cook, Chairman, Admissions and Academic Placement Committee

Subject: College Experience 101

Attached is a proposal for a new course, College 101: The College Experience along with "other relative considerations". We request that you call, as soon as practical, a meeting of the Curriculum Committee to consider this proposal. We request that a member of the Admissions and Academic Placement Committee be invited to answer questions about the proposed course.

Following action by the Curriculum Committee we would like a meeting of the entire faculty, again as soon as practical, to consider implementation of the course.

The Admissions and Academic Placement Committee hopes, if the course is approved, we can be ready to offer it this Summer Quarter.

A copy of this memorandum is being sent to Mr. Bruce Pound for distribution to members of the Admissions and Academic Placement Committee.

DC:ds
College Experience 101: The College Experience

2-0-2 Prerequisite: None

This course is intended to expose the student to the purposes and intended outcomes of the college education experience and his/her role therein; to enhance the student's abilities to cope with and benefit from that experience; and to increase his/her awareness of, appreciation for, and utilization of, both campus and community resources which are available to facilitate that experience.

Other relevant considerations:

1. Faculty/Student Ratio: 1:20. NO EXCEPTIONS!!!!

2. This course may substitute for any PED elective, except PED 106, in transfer programs, plus career programs which require eight or more hours of PED course work.

3. Faculty participation will be strictly voluntary; the matter of faculty compensation will be resolved before the course is implemented.

4. The course will be an elective; it will remain so unless University System policy or institutional evaluation dictates or suggests consideration for making the course mandatory.

5. College 101 offerings will not be used to justify an elevation in other classes.
DATE: April 12, 1990

TO: Curriculum Committee Members

FROM: Belen D. Nora, Chairman
Division of Nursing

RE: Nursing Elective Course

Please approve the addition of 1 credit hour to Nursing 151 Pharmacology for a total of 2 credit hours to be effective Summer quarter, 1990.

Previous experience proved that there's a lot more content needed to be covered than 10 hours would allow.
Floyd College
Curriculum Committee
Minutes

The Curriculum Committee met at 2:00 PM, Wednesday, May 30, 1990, in the President's Conference Room. Present were Walraven, Burns, Cassity, Hays, Kerr, Nolen, Nora, Trimble, and Whitlow.

Dr. Walraven introduced a new Dental Hygiene program as a matter of information since the program is not one that requires committee or faculty approval. In fact, the program is an external degree effort offered by the Medical College of Georgia. If approved by the Board of Regents at their June meeting, the program may swing into action this Fall. Under the arrangement, the Medical College will accept FC courses and FC will be considered the host institution. The courses will be taught in the dental facilities of Drs. Stein and Webster who are retiring just in time. If successful, the program will be turned over to Floyd College along with an appropriate budget at some later date. Dr. David Cook is the chief advisor. A copy of the curriculum is attached.

The June meeting of the Board will consider also the legality of cooperative programs. This action or inaction could delay publication of the College's next catalog even more.

There were several course substitution requests.

A Regina Metz Maddox request to substitute Armstrong College's Nursing 110 for FC's English 201 was approved but in altered format. Ms. Maddox, a psychology major while at FC now in a four year nursing program in Savannah, will actually substitute English 203 for English 201 and Nursing 110 for an Area IV elective. This Walraven configuration was approved on a successful Kerr-Hays motion.

A Regina H. Broughman request to substitute Accounting 202 for an Area II elective, English 203 for English 201, Accounting 201 for an Area IV elective, and French 350 at Berry for an Area IV elective was all approved on a successful Nolen-Burns motion. Ms. Broughman is a psychology major.
A Jennifer Kinney request to substitute English 205 taken at West Georgia College for Floyd's English 201 was approved on a successful Trimble-Nora Motion. Ms. Kinney is an Early Childhood Education major.

An Eleanor Mott request to substitute Art 218 for Art 216 was approved on a successful Trimble-Nora motion. Ms. Mott is an Art major.

A Cindy Carney request to substitute CJ 241 for CJ 270 was approved on a successful Trimble-Nora motion. Ms. Carney is a Correctional Counseling major.

The closing remarks by Dean Walraven had to do mainly with the faculty meeting of May 31st. A final announcement had to do with the imminent employment of a permanent presence at North Metro, a clerical type always there to answer the telephone, check out books, respond to questions, etc.

The adjournment was at 3:00 PM.

Respectfully submitted,

Hubert H. Whitlow
Secretary
5. Curriculum

Proposed Curriculum
MCG External Degree Program
in
Dental Hygiene

Fall - first year

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FL - Chem 102</td>
<td>Chemistry</td>
<td>5 cr.</td>
</tr>
<tr>
<td>FL - Bio 212</td>
<td>Human Anatomy &amp; Physiology I</td>
<td>5 cr.</td>
</tr>
<tr>
<td>FL - Math 171</td>
<td>Mathematics or College Algebra</td>
<td>5 cr.</td>
</tr>
<tr>
<td>MCG - DH</td>
<td>Introduction to Dental Hygiene</td>
<td>1 cr.</td>
</tr>
<tr>
<td>MCG - DH</td>
<td>Dental Anatomy and Morphology</td>
<td>2 cr.</td>
</tr>
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</table>

**Total 18 credit hours**

Winter - first year

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FL - Bio 213</td>
<td>Human Anatomy and Physiology II</td>
<td>5 cr.</td>
</tr>
<tr>
<td>FL - ENG 101</td>
<td>Composition or Fundamental English Skills</td>
<td>5 cr.</td>
</tr>
<tr>
<td>FL - ENG 171</td>
<td>Fundamental English Skills</td>
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</tr>
<tr>
<td>MCG - DH</td>
<td>Introduction to Patient Care</td>
<td>3 cr.</td>
</tr>
<tr>
<td>MCG - DH</td>
<td>Preclinical Dental Hygiene</td>
<td>3 cr.</td>
</tr>
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</table>

**Total 16 credit hours**

Spring - first year

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>MCG - DH</td>
<td>Pathology</td>
<td>4 cr.</td>
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<tr>
<td>MCG - DH</td>
<td>Clinical Dental Hygiene I</td>
<td>7 cr.</td>
</tr>
<tr>
<td>FL - Bio 261</td>
<td>Introduction to Medical Microbiology</td>
<td>5 cr.</td>
</tr>
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</table>

**Total 16 credit hours**
Summer

**Full session**

<table>
<thead>
<tr>
<th>FL</th>
<th>Soc 101</th>
<th>Sociology</th>
<th>5 cr.</th>
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</table>

**First session**

<table>
<thead>
<tr>
<th>MCG</th>
<th>RAD</th>
<th>Radiology</th>
<th>2 cr.</th>
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</thead>
<tbody>
<tr>
<td>MCG</td>
<td>DH</td>
<td>Clinical Dental Hygiene II</td>
<td>3 cr.</td>
</tr>
</tbody>
</table>

**Second session**

<table>
<thead>
<tr>
<th>FL</th>
<th>Nur 151</th>
<th>Pharmacology for Nurses</th>
<th>2 cr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>FL</td>
<td>Nur 149</td>
<td>Principles of Nutrition</td>
<td>3 cr.</td>
</tr>
</tbody>
</table>

**Total 15 credit hours**

Fall - second year

<table>
<thead>
<tr>
<th>FL</th>
<th>Spc 208</th>
<th>Fundamentals of Speech</th>
<th>5 cr.</th>
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</thead>
<tbody>
<tr>
<td>FL</td>
<td>PED 106</td>
<td>Standard first aid &amp; CPR</td>
<td>2 cr.</td>
</tr>
<tr>
<td>MCG</td>
<td>DH</td>
<td>Periodontics</td>
<td>3 cr.</td>
</tr>
<tr>
<td>MCG</td>
<td>DH</td>
<td>Introduction to Public Health</td>
<td>3 cr.</td>
</tr>
<tr>
<td>MCG</td>
<td>DH</td>
<td>Clinical Dental Hygiene III</td>
<td>6 cr.</td>
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</table>

**Total 19 credit hours**

Winter - second year

<table>
<thead>
<tr>
<th>MCG</th>
<th>DH</th>
<th>Dental Materials</th>
<th>3 cr.</th>
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</thead>
<tbody>
<tr>
<td>MCG</td>
<td>DH</td>
<td>Dental Health Education</td>
<td>2 cr.</td>
</tr>
<tr>
<td>MCG</td>
<td>DH</td>
<td>Clinical Dental Hygiene IV</td>
<td>7 cr.</td>
</tr>
<tr>
<td>MCG</td>
<td>DH</td>
<td>Dental Hygiene Seminar I</td>
<td>2 cr.</td>
</tr>
<tr>
<td>FL</td>
<td>His 100</td>
<td>US and Georgia History</td>
<td>5 cr.</td>
</tr>
</tbody>
</table>

Successful completion of the Examinations on the History and Constitutions of the United States and Georgia or Exempted by course credit

**Total credit hours 14-19**
Spring - second year

MCG - DH    Clinical Dental Hygiene V    4-6* cr.
MCG - DH    Dental Hygiene Seminar II    3 cr.
MCG - DH    Externship                 4 cr.
FL - Psy 201 Psychology                5 cr.

Total credit hours 14-16

*6 credit hours for students not eligible for externship

NOTE: Developmental Studies must be completed before entrance into this program; general education requirements may be met prior to matriculation.
MEMORANDUM

TO: Curriculum Committee Members
FROM: Jerry W. Shelton, Chairman, Division of HPER
SUBJECT: Addition to Physical Education Service Program

This is a request for approval to add a new course, PED 104: Self-Defensive Tactics, to the curriculum of the Physical Education Service Program. Refer to the attached Academic Course Profile for details.

JS:dg
Attachment
DIVISION OF HEALTH, PHYSICAL EDUCATION AND RECREATION
FLOYD COLLEGE
ROME, GEORGIA 30162

ACADEMIC COURSE PROFILE

1. COURSE NUMBER: PED 104     2. COMPUTER NUMBER: 3604

3. TITLE: Self-Defensive Tactics

4. MEETING DAYS: Tuesday, Thursday, & Friday    5. PERIOD: 5 (11:00-11:50 a.m.)

6. FACILITIES AND/OR LOCATIONS:
   A. On-Campus: Classroom D-123 and Gymnasium
   B. Off-Campus: None

7. HOURS:
   A. Minimum Lecture Hours per Quarter: 12
   B. Minimum Laboratory Hours per Quarter: 18
   C. Minimum Class Hours per Quarter: 30
   D. Credit Hours per Quarter: 2

   NOTE: The course meets a minimum of 1,500 minutes per quarter.

8. INSTRUCTOR: J. Timothy Green, Instructor of Physical Education
   Office Location: D-110, Physical Education Complex
   Office Telephone: (404) 295-6353

   Certified as a Defensive Tactics Instructor per the Pressure
   Point Control Tactics (PPCT) Management Systems, Inc.

9. GRADUATION STATUS: Required for graduation in the Law Enforcement Program;
   elective in other programs.

10. PREREQUISITE: None

11. DESCRIPTION: Designed to establish in a student a degree of proficiency in
    several methods of subject control that will increase a
    student's confidence in his or her own abilities to evaluate
    and to react to situations which require the use of force or
    where one needs to defend himself or herself. Based upon
    pressure point control tactics. Separate tracks for law
    enforcement and non-law enforcement students.

12. OBJECTIVES: Note: Some objectives apply to law enforcement students only.

   A. Teach students to defend against common resistings.

   B. Teach techniques of subject control to gain compliance with
      the least chance of injury to the subject, but with the student's
      safety as the most important factor.
C. Teach techniques with impact weapons, batons, and flashlights that will be aimed at impeding a subject by striking areas with a lesser chance of causing permanent damage or severe injury to the offender.

D. Teach techniques for defending against an attack on weapons while they are holstered or drawn and techniques for disarming a subject that is holding an individual at gunpoint.

E. Reduce the need to use excessive force in controlling a subject, thereby, reducing liability.

F. Instill in students self-confidence to defend themselves against an attack.

13. ASSESSMENT PROCESS:

A. Two Written Examinations

B. Laboratory Evaluation of Skill Proficiency

14. GRADING SYSTEMS:

A. UNIVERSITY SYSTEM OF GEORGIA AND FLOYD COLLEGE SYSTEM:

<table>
<thead>
<tr>
<th>LETTER GRADE</th>
<th>NATURE OF WORK</th>
<th>GRADE POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4.0</td>
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<tr>
<td>B</td>
<td>Good</td>
<td>3.0</td>
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<td>C</td>
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<td>S</td>
<td>Satisfactory Performance</td>
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<td>V</td>
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</tbody>
</table>

B. DIVISION OF HEALTH, PHYSICAL EDUCATION AND RECREATION CONVERSION SYSTEM:

| 100          | 91 | 82 |
| 99 A+        | 90 B+ | 81 C+ |
| 98           | 89  | 80 |

| 97           | 88  | 79 |
| 96 A         | 87 B | 78 C |
| 95           | 86  | 77 |

| 94           | 85  | 76 |
| 93 A-        | 84 B- | 75 C- |
| 92           | 83  | 74 |

Below 74 - F
C. COURSE DISTRIBUTION SYSTEM AND MINIMUM STANDARDS:

<table>
<thead>
<tr>
<th>COURSE CONTENTS</th>
<th>MINIMUM SCORE</th>
<th>PERCENTAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) First Written Examination</td>
<td>Minimum score of 74 of a possible 100 points.</td>
<td>20</td>
</tr>
<tr>
<td>(2) Second Written Examination</td>
<td>Minimum score of 74 of a possible 100 points.</td>
<td>20</td>
</tr>
<tr>
<td>(3) Laboratory Evaluation</td>
<td>Minimum evaluation of 83 of a possible 100 points.</td>
<td>60</td>
</tr>
</tbody>
</table>

15. ATTENDANCE POLICY:

A. ABSENCES: Regular class attendance is required by all students enrolled in physical education courses. A student may not be absent from more than 20 percent of the total course sessions and still receive a passing grade. If a student misses more than 10 percent of the total course sessions, then the additional absences up to a limit of 20 percent of the total course sessions must be "made-up" to the satisfaction of the instructor. A student who misses more than 20 percent of the total course sessions will receive a grade of "U" or "F" based upon the circumstances of the situation as determined by the instructor and the Chairman of the Division of Health, Physical Education and Recreation.

B. TARDIES: Students are required to be on time for all course activities. If not, they shall be considered tardy. In most instances, a total of three tardies constitutes one absence.

16. MAKE-UP PROCESS: A student is responsible for obtaining and completing any assignment made during an absence. If a student is absent when a written examination or any laboratory evaluation is administered, a make-up will be conducted only at the discretion of the instructor; otherwise, the grade will be recorded as zero.

17. TEXTBOOK: A. Title: PPCT Defensive Tactics Student Manual
B. Author: Bruce K. Siddle & Wally White
C. Publisher: PPCT Management Systems, Inc.

18. SUPPLEMENTARY MATERIALS: Handouts from various sources

19. PROJECT: Course project will be explained by the instructor. Separate projects for law enforcement and non-law enforcement students.

20. TRIP: No Off-Campus Trip
21. **CERTIFICATION:** Law Enforcement students will be certified in Defensive Tactics per the Pressure Point Control Tactics (PPCT) Management Systems, Inc.

22. **FEE:** No Special Fee

23. **DRESS:** All students are required to be dressed appropriately for all course activities. The instructor will explain any special dress requirements.

24. **EQUIPMENT AND SUPPLIES:**
   A. Furnished by Floyd College: All equipment and supplies utilized during the course
   B. Furnished by Students: Textbook only

25. **TOPIC OUTLINE:** Refer to the appropriate attachments

26. **LESSON PLANS:** Prepared on a weekly basis

27. **LOCKER SERVICE:** Lockers are available for students in the Physical Education Complex. Combination locks and towel service are provided at no expense to students enrolled in selected physical education courses. At the beginning of the quarter, detailed information and procedures concerning the issuance of lockers and locks will be explained to enrolled students.

28. **MISCELLANEOUS INFORMATION:**
   A. The consumption of food and non-alcoholic beverages during course activities is prohibited unless specifically authorized by the instructor.
   B. The use of tobacco products, alcoholic beverages, and illegal drugs during course activities is prohibited.
PED 104: SELF-DEFENSIVE TACTICS

Topic Outline for Law Enforcement Students
Winter Quarter, 1991

Class 1: Introduction and Orientation

Class 2: Lecture - Research and Development of the PPCT Defensive Tactics System and the Introduction to Control Principles

Class 3: Lecture - Control Principles (levels of resistance, levels of control, force continuum variables, types of resistance)

Class 4: Lecture - Components of Resistance, Principles of Controlling Resistive Behavior, Reaction Time, Reactionary Gap, Reactionary Options to Resistance

Class 5: Lecture - Relative Positioning, PPCT Tactical Handcuffing

Class 6: Lecture - Tactical Handcuffing, PPCT Speedcuffing
Demonstration - Cuffing Techniques

Class 7: Lab - Cuffing Techniques

Class 8: Demonstration - Iron Wrist Lock
Lab - Iron Wrist Lock

Class 9: Lecture - PPCT Joint Locks

Class 10: Lecture - PPCT Joint Locks
Demonstration - Joint Locks

Class 11: Lab - PPCT Joint Locks

Class 12: Lab - PPCT Joint Locks and Cuffing

Class 13: Lecture - Writing the Report, Test Review

Class 14: Midterm Examination
Class 15: Lecture - Pressure Point Control Tactics, Methods of Application
Class 16: Lecture - Methods of Application, Pressure Points and Nerve Motor Points
Class 17: Lab - Pressure Point Application
Class 18: Lecture - Defensive Counterstrikes
Class 19: Lecture - Defensive Counterstrikes, Blocking and Punching
Class 20: Lecture - Defensive Counterstrikes, Kicking
Class 21: Lab - Counterstrikes
Class 22: Lab - Counterstrikes
Class 23: Lecture - Neck Restraints
Class 24: Lab - Neck Restraints, Skill Review
Class 25: Lecture - Impact Weapons
Class 26: Lab - Impact Weapons
Class 27: Lab - Impact Weapons
Class 28: Lab - Skill Review
Class 29: Skills Test
Class 30: Skills Test, Final Examination Review
Class 1: Introduction and Orientation

Class 2: Research and Development of the PPCT system; Control Principles

Class 3: Reaction Time, Reactionary Gap, Relative Positioning; Physical Fitness Needs

Class 4: Fitness / Flexibility Test; Introduction to Exercises

Class 5: Defensive Tactics Fitness Training

Class 6: Pressure Point Control Tactics, Methods of Application

Class 7: Methods of Application, Pressure Points and Nerve Motor Points

Class 8: Defensive Tactics Fitness Training

Class 9: Pressure Points Application Lab

Class 10: Pressure Points Application Lab

Class 11: Defensive Tactics Fitness Training

Class 12: Defensive Counterstrikes: Blocking and Punching

Class 13: Defensive Counterstrikes Lab

Class 14: Defensive Tactics Fitness Training: Exam Review

Class 15: First Examination

Class 16: Defensive Counterstrikes: Kicking

Class 17: Defensive Tactics Fitness Training

Class 18: Defensive Counterstrikes Lab

Class 19: Defensive Counterstrikes Lab

Class 20: Defensive Tactics Fitness Training

Class 21: Joint Lock Control Methods

Class 22: Joint Lock Lab

Class 23: Defensive Tactics Fitness Training

Class 24: Defensive Tactics Exit Fitness Evaluation

Class 25: Defensive Tactics Skill Review / Practice

Class 26: Skills Test

Class 27: Skills Test

Class 28: Skills Test

Class 29: Skills Test; Impact Weaponry Demonstration

Class 30: Second Examination Review; Last Day of Class
The Curriculum Committee met at 2:00 PM on Tuesday, November 20, 1990, in the President's Conference Room. Present were Walraven, Bowers, Burns, D. Cook, Green, Hays, Kemper, Nolen, Shelton, and Whitlow.

A newly proposed Associate in Applied Science degree program falling under the Business rubric and entitled Legal Assistant was proffered by Dr. Walraven for a first reading. The program will be discussed later, and a copy is attached to these minutes for the edification of all. The litigiousness of American society knows no bounds.

Computerized Business Techniques, BA 238, was approved on a successful motion. This course was once called Accounting 238, but it is hoped that the new moniker will draw more students. Description is attached.

Business Information Systems 101, Introduction to Computer Applications for Business, was approved on a successful Hays-Burns motion. Description is attached.

Physics 117, Applied Physics, was approved on a successful Nolen-Shelton motion. The course description follows: This course is a survey including the topics: kinematics; statics and dynamics; conservation of momentum and energy; rotational motion; elasticity and vibration; wave motion, interference, and stationary waves; fluids; temperature and thermal effects; electricity, magnetism, and electromagnetic waves; structure and states of matter.

PED 109, Self-Defense Tactics, was approved on a successful Bowers-Nolen motion. Description is attached.

A Hays-Nolen motion was successful, changing Education 103 to Education 203 in order to be compatible with the course listings of other University System institutions.

Two new programs were proffered: Postal Management and (under JTPA) Office Technology. The JTPA program is underway; Postal Management is in the planning stage and there will be more about that anon.

There was a whole raft of course substitution requests.
Page Two

The first was Heather Chumley's request to substitute PE 123 for PE 102. This was approved on a successful Shelton-Green motion. Ms. Chumley is a Business major, the substitution is needed because of a stated advising error, and PED 103 is Golf.

A successful motion approved the following course substitution requests in approximately the following order:

Cathy Ann Albea - Major: Education
To substitute ED/PE 422 (5 hrs) taken at Brenau for PE 102 and one other PE course
Reason: For graduation

Brenda W. Bell - Major: Nursing
To substitute SOC 301 (Principles of Sociology) taken at Georgia College for SOC 101 and
POL SOC 324 (American Government) taken at Georgia College for POL SOC 101
Reason: To complete core curriculum before entering Nursing Program

Aleta Ann Bolt - Major: Psychology
To substitute BIO 151 and PSY SCI 102 taken at Floyd College for Science Sequence in Area II.
Reason: For graduation purposes

Janice Boddie - Major: Nursing
To substitute PSY 301 (Growth and Development) taken at West GA College for PSY 215 (Growth and Development)
Reason: "Course taken at West GA College is very similar to course needed here at Floyd College"

Victor Chavez - Major: Criminal Justice
To substitute ENG 202 taken at Floyd College for ENG 201
Reason: Administrative error

David Crumbley - Major: Nursing
To substitute HPRD 238 (Introduction to Health Education taken at GA State University for PED 101
Reason: To avoid duplication of previous course work
Michael Gene Duncan - Major: Small Business Management
To substitute BA 210 taken at Floyd College for BA 200 and PED 124 taken at Floyd College for PED 106
Reason: To fulfill graduation requirements based upon program changes

Jesse Lee Fox - Major: Law Enforcement
To substitute HIST 110X-110Y taken at West GA College for HIST 111 or 112 (Western Civilization) and AM HIST 350X taken at Univ. of GA for HIST 251 or 252 (American History)
Reason: To satisfy graduation requirements

Vicki Harrison - Major: CVT/Floyd College Business Administration
To substitute PED 123 taken at Floyd College for PED 106
Reason: To satisfy graduation requirements

To substitute BA 254 (Small Business Management) taken at Floyd College for BA 200 (Introduction to Business)
Reason: "I have already taken BA 254 and it is closely related to BA 200"

Grady A. Jenkins, Sr. - Major: Psychology
To substitute ECO 202 taken at Univ. of GA for PED 101 and one 2-hour PED Elective Course and ACC 201 taken at Univ. of GA for two 2-hour PED Elective Courses
Reason: Completion of graduation requirements

Daphene Kimball - Major: Nursing
To Substitute C-100 HIST taken at Floyd College for HIST 251
Reason: "Kennesaw College has given credit for American History and I need this credit for degree from here"

Linda Dianne Kirby - Major: Law Enforcement
To substitute PSY 211 taken at Dalton College for PSY 120
Reason: For graduation
Fran Lucas - Major: Joint CVT/Floyd College Market Management
To substitute ECO 201 taken at Floyd College for ECO 202
Reason: For graduation

Laura Paynter - Major: Business Administration
To substitute ECO 201 taken at Floyd College for ECO 202 and BUS 253 taken at Floyd College for BUS 200
Reason: For graduation

Carla Denise Price - Major: Joint Business Program
To substitute PED 107 taken at Floyd College for PED 106
Reason: "To meet the new Associate in Applied Science Degree Program in Business with Coosa Valley Technical Institute"

Charles Rittenhouse - Major: Criminal Justice
To substitute ACC 201, 202, and 203 taken at Shorter College for one 5-hour 4th Elective Course in Area IV
Reason: To Count as Math/Science Electives

Julie A. Shaw - Major: Psychology
To substitute BUS 204 taken at Floyd College for Area II Science Sequence with Chemistry 101
Reason: For graduation

Shana M. Strickland - Major: Nursing
To substitute PSY 307 (Human Development) taken at Shorter College for PSY 215 (Human Lifespan)
Reason: For graduation requirements

Richard N. West - Major: Criminal Justice
To substitute BA 222 (Business Law) taken at Univ. of GA for SOC 101 and ACC 201
Reason: Graduation purposes

Adjournment came at 3:10 PM.

Respectfully submitted,

[Signature]

Hubert H. Whitlow
Secretary

HHW/hs

Enclosures
"PROPOSED"

Legal Assistant

Associate in Applied Science Degree Program

Advising Division: Business

The courses listed below include at least the required 25 credit hours minimum from the University System core curriculum. Those labeled with a "*" meet this criteria.

<table>
<thead>
<tr>
<th>Course Number and Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>*ENG 101. Composition I</td>
<td>5</td>
</tr>
<tr>
<td>*ENG 102. Composition II</td>
<td>5</td>
</tr>
<tr>
<td>*ENG/BA 251. Technical, Professional &amp; Business Communication</td>
<td>5</td>
</tr>
<tr>
<td>*MAT 105. Principles of Mathematics</td>
<td>5</td>
</tr>
<tr>
<td>or MAT III. College Algebra</td>
<td></td>
</tr>
<tr>
<td>or MAT 171. Mathematics I</td>
<td>5</td>
</tr>
<tr>
<td>*POL 101. Political Science</td>
<td>5</td>
</tr>
<tr>
<td>*HIS 251 or 252. American History</td>
<td>5</td>
</tr>
<tr>
<td>*PSY 201. General Psychology</td>
<td>5</td>
</tr>
<tr>
<td>*SOC 101. Principles of Sociology</td>
<td>5</td>
</tr>
<tr>
<td>PED 101. Concepts in Physical Education</td>
<td>2</td>
</tr>
<tr>
<td>PED 102. Concepts in Health Education</td>
<td>2</td>
</tr>
<tr>
<td>PED ELECTIVE</td>
<td>2</td>
</tr>
<tr>
<td>**BA 199. Paralegal Studies</td>
<td>12</td>
</tr>
<tr>
<td>*ACC 201. Principles of Accounting I</td>
<td>5</td>
</tr>
<tr>
<td>*BIS 205. Computer Systems and Application to Business</td>
<td>5</td>
</tr>
<tr>
<td>*BA 222. Business Law</td>
<td>5</td>
</tr>
<tr>
<td>*BA 223. Legal Environment</td>
<td>5</td>
</tr>
</tbody>
</table>

Continued to Page 2
**Proposed program for the Public Service Paralegal Certificate Program.**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 202</td>
<td>Principles of Economics</td>
<td>5</td>
</tr>
<tr>
<td>CJ 201</td>
<td>Introduction to Criminal Justice</td>
<td>5</td>
</tr>
<tr>
<td>CJ 270</td>
<td>Courts and Basic Criminal Procedure</td>
<td>5</td>
</tr>
<tr>
<td>LE 175</td>
<td>Rules of Evidence and Courtroom Procedure</td>
<td>5</td>
</tr>
</tbody>
</table>

Total Hours: 98

9/4/90
This course designed for the Career Business Student focuses on accumulation, manipulation, reporting and utilization of business data. Special comprehensive business projects will be prepared by the student using Lotus 1-2-3. Emphasis will be placed on "what-if" analysis and its place in the decision-making process.
October 18, 1990

FROM:          Ronald B. Johnson

TO:            Curriculum Committee
cc:             Russell Cheadle

SUBJECT:       New Course and Description

It is recommended that the committee approve the below-listed course and description. The rationale is to reserve BIS 205 mainly for transfer students and to make clear to Career Business students that BIS 101 (CS 101) is the appropriate choice for most of them to satisfy the computer literacy graduation requirement and also count towards their graduation. For some technical school graduates (e.g., those in computer programs) BIS 205 or other CS programs may still be appropriate. Advisors will continue to direct students to appropriate courses, considering their program and background.

I have discussed this with Mr. Cheadle and he concurs.

Business Information Systems 101. Introduction to Computer Applications for Business

5-0-5. Prerequisite: None

This course is designed for career business programs to introduce the student to the computer and to develop some practical skills in areas such as: Word processing, database management and spreadsheet development and analysis. Other topics include an introduction to microcomputer hardware and selection and communications and networking. This course is open to any student and satisfies the computer literacy graduation requirement.
The Curriculum Committee met on Tuesday, January 29, 1991, in the President's Conference Room at 2:00 P.M. Committee members present were: Harold Boyd, Stephen Burns, James F. Green, Richard Hays, Kristie Kemper, Phil Kerr, Betty Nolen, Belen Nora, Ralph Peters (representing Adrian Bowers), Angelyn Strucher (representing Jerry Shelton), and Wesley Walraven.

The first item for discussion was Student Substitution Petitions. Actions included were:

Carmen Brown, Psychology Major --- Substituting BIO 212 and BIO 213 for Lab Science Sequence, and BIO 261 for Science or Math Elective. Motion was made by Nora to approve. Motion was seconded by Hays. Vote was unanimous approval.

Greta Allen, Business Information Systems Major --- Substituting CSC 251 (West Georgia College) for CS 201. Motion was made by Nolen to approve. Motion was seconded by Hays. Vote was unanimous approval.

Mable Doris Allen, Nursing Major --- Substituting PSY 301 (West Georgia College) for PSY 215. Motion was made by Burns to approve. Motion was seconded by Hays. Vote was unanimous approval.

The following substitutions were approved as a group with motion for approval made by Nolen, second by Kemper. Vote was unanimous approval:

Susan Gale Dougherty, Career Business (General) --- Substituting BA 260 for ECO 202.

Jeffery Hugh Duncan, Emergency Medical Technician --- Substituting HIS 252 (Troy State University) for PSY 130.


William Martin Garner, Nursing Major --- Substituting PSY 301 (West Georgia College) for PSY 215.

Marie W. Hooper, General Business Major --- Substituting PSY 201 for Business Elective.
Ruby Joyce Reeder, Early Childhood Education Major --- Substituting CEP 304 (West Georgia College) for one 5-hour Elective in Area IV.

Sandra Starkey, Business Major --- Substituting ECO 201 for ECO 202, and ACC 201 or BIS 205 or MAT 200 for BA 200.

Mary Beth C. Stone, Early Childhood Education Major --- Substituting CEP 304 (West Georgia College) for one 5-hour Elective in Area IV.

Alfreda Johnson-Sullivan, Business Major --- Substituting ECO 105 MACRO (Reinhardt College) for ECO 202 MICRO.

The Johnson-Sullivan request tabled at the previous meeting was again tabled.

The second item for discussion was the new Career Business Proposal. (See attached copy – 6 pages). A motion was made by Betty Nolen to approve the core requirements common to all Career Management Programs and the curricula options in General Business, General Management, and Legal Assistant. The motion was seconded by Belen Nora. The vote was unanimous.

The meeting was adjourned.

Respectfully submitted,

Harold Boyd
Career Management Programs

Requirements Common to All Options (the "Core")

ENG 101 Composition I or
    ENG 171 Fundamental English Skills.......... 5

ENG 102 Composition II or
    ENG 251 or
    BA 208 Technical, Professional, and Business
    Communication or
    SPC 208 Fundamentals of Speech............. 5

MAT 111 College Algebra or
    MAT 105 Principles of Mathematics or
    MAT 171 Mathematics I or
    MAT 175 Mathematics ........................... 5

HIS 100 U. S. and Georgia History or
    POL 101 American Government and
    HIS 251/252 American History I & II......... 5 - 10

BA 200 Introduction to Business............... 5

ECO 202 Principles of Microeconomics......... 5

BIS 101 Introduction to Computers or
    BIS 205 Computer Systems and Applications
    to Business................................. 5

PED 101 Concepts in Physical Education........ 2

PED 102 Concepts in Health Education......... 2

PED Elective.................................... 2

Hours 41 - 46
Option I

General Business

This program is designed to maximize the number of transfer courses in the career program for those students who may want to continue on toward a four-year degree after earning the two-year applied science associate degree.

In the "Core" area, candidates in this program will take ENG 101, MAT 111 or MAT 105, POL 101 and HIS 251 or HIS 252, and BIS 205.

<table>
<thead>
<tr>
<th>Hours from &quot;Core&quot;</th>
</tr>
</thead>
<tbody>
<tr>
<td>46</td>
</tr>
</tbody>
</table>

In addition, they will take the following:

ENG 102 Composition II............................... 5

BA 208 Business, Professional and Technical Communication or
SPC 208 Fundamentals of Speech.................. 5

MAT 200 Elementary Statistics or
MAT 240 Decision Mathematics.................... 5

BA 200 Introduction to Business or
BA 223 Legal Environment of Business........... 5

ACC 201 Principles of Accounting I and
ACC 202 Principles of Accounting II.......... 10

ECO 201 Principles of (Macro) Economics........ 5

Physical Education Electives...................... 6

Total Hours                                   41

Electives - Take 15 hours from the following:

ACC 221 Taxation of Individuals............... 5

BA 151 Computer Based Bookkeeping.............. 15

BA 180 Retail Sales/Merchandising.............. 15

BA 200 Introduction to Business............... 5

BA 201 Entrepreneurship.......................... 5
### General Business (continued)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>BA 202</td>
<td>History of American Business</td>
<td>5</td>
</tr>
<tr>
<td>BA 203</td>
<td>Labor Economics</td>
<td>5</td>
</tr>
<tr>
<td>BA 210</td>
<td>Consumer Economics</td>
<td>5</td>
</tr>
<tr>
<td>BA 220</td>
<td>Secretarial Management</td>
<td>15</td>
</tr>
<tr>
<td>BA 222</td>
<td>Business Law</td>
<td>5</td>
</tr>
<tr>
<td>BA 223</td>
<td>Legal Environment of Business</td>
<td>5</td>
</tr>
<tr>
<td>BA 238</td>
<td>Computerized Business Techniques</td>
<td>5</td>
</tr>
<tr>
<td>BA 250</td>
<td>Money and Banking</td>
<td>5</td>
</tr>
<tr>
<td>BA 251</td>
<td>Principles of Management</td>
<td>5</td>
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<tr>
<td>BA 252</td>
<td>Operations Management</td>
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<td>BA 253</td>
<td>Personnel Management</td>
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<td>BA 254</td>
<td>Small Business Management</td>
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<td>BA 255</td>
<td>Supervisory Management</td>
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<td>BA 256</td>
<td>Finance</td>
<td>5</td>
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<td>BA 260</td>
<td>Marketing</td>
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<tr>
<td>BA 261</td>
<td>Principles of Selling</td>
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<tr>
<td>BA 262</td>
<td>Retailing</td>
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<td>BA 263</td>
<td>Industrial Marketing</td>
<td>5</td>
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<tr>
<td>BA 264</td>
<td>Advertising</td>
<td>5</td>
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<tr>
<td>PSY 201</td>
<td>General Psychology</td>
<td>5</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>5</td>
</tr>
</tbody>
</table>

**Total Hours** 102

**Hours** 15
Option II

General Management Option

In addition to the "Core" program described on page one, take the following:

ACC 201 Principles of Accounting I and
ACC 202 Principles of Accounting II........ 10

ECO 201 Principles of (Macro) Economics........ 5

Hours 15

Electives - take 45 hours from the following:

ACC 221 Taxation for Individuals.................. 5
BA 151 Computer based bookkeeping.............. 15
BA 180 Retail Sales/Merchandising.............. 15
BA 200 Introduction to Business................. 5
BA 201 Entrepreneurship.......................... 5
BA 203 Labor Economics.......................... 5
BA 210 Personal Finance.......................... 5
BA 220 Secretarial Management.................. 15
BA 222 Business Law.............................. 5
BA 223 Legal Environment of Business........... 5
BA 238 Computerized Business Techniques........ 5
BA 251 Principles of Management.................. 5
BA 252 Operations Management.................... 5
BA 253 Personnel Administration.................. 5
BA 254 Small Business Management................ 5
BA 255 Supervisory Management.................... 5
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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BA 256</td>
<td>Finance</td>
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<td>BA 260</td>
<td>Marketing</td>
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</tr>
<tr>
<td>ECO 201</td>
<td>Principles of Economics (Macro)</td>
<td>5</td>
</tr>
<tr>
<td>PSY 201</td>
<td>General Psychology</td>
<td>5</td>
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<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>5</td>
</tr>
</tbody>
</table>

**Hours** 45

**Total Hours** 101 - 106
Option III

Legal Assistant

Legal Assistant candidates are required to take the ENG 101/BA 208 combination in the core area and the POL 101/HIS 252 combination.

In addition to the "Core" program described on page one, take the following:

- PSY 201 General Psychology ........................................ 5
- SOC 101 Principles of sociology .................................... 5
- BA 222 Business Law .................................................. 5
- BA 223 Legal Environment of Business .......................... 5
- BA 199 Paralegal Certificate Program ............................ 13
- ECO 201 Principles of (Macro) Economics ..................... 5
- ACC 201 Principles of Accounting I ............................. 5
- CJ 201 Introduction to Criminal Justice ......................... 5
- CJ 270 Courts and Basic Criminal Procedures ................. 5
- LE 175 Rules of Evidence and Courtroom Procedure ....... 5

Hours .................................................. 58

Total Hours .......................................... 104