



OUR LADY OF THE LAKE COLLEGE

Franciscan Missionaries of Our Lady Health System

CATALOG

SUMMER 2003 - SUMMER 2004

ACCREDITATION / MEMBERSHIP

Our Lady of the Lake College is registered with the Louisiana State Board of Regents as a degree-granting institution.

Our Lady of the Lake College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097 (404) 679-4501) to award associate and bachelor's degrees.

Baton Rouge Louisiana 70808

(225) 768-1700 or

1-877-242-3509

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A Message from the President



Our Lady of the Lake College traces its origin to 1923 when a small group of Franciscan Missionaries of Our Lady arrived in Baton Rouge and started both a hospital and a small nursing school. In the 80 years between then and now, that small nursing school has grown into an institution widely recognized for its specialized programs in the health sciences. The first change was from a diploma school of nursing to a two-year, associate degree granting college in 1990. The second change was in 1998 when baccalaureate degrees were added. The first associate degrees were accredited by

the Southern Association of Colleges in the early 1990s: bachelor degree programs were added and became accredited beginning in 1998. Various programs also hold National certification by appropriate professional organizations.

Today we are nursing and a whole lot more. Our new associate degrees and baccalaureate degrees in the health sciences, the humanities, and the liberal arts attract increasing numbers of students. Over the years we have added programs, added buildings, added faculty, and added staff. Increasing numbers of health science-oriented students recognize that the programs available at Our Lady of the Lake College lead to excellent employment opportunities. Moreover, they lead to careers that allow individuals to make a very positive impact on society.

Every year since 1923 has brought growth and change to our college. Growth and change have intensified the past few years as we have added more programs, more faculty and staff, more buildings, and expanded enrollments across the campus.

Welcome to Our Lady of the Lake College. Our programs are challenging, and the rewards for success are great. You have chosen well.

Michael Smith
President

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Academic Calendar

MAYMESTER/SUMMER SESSION 2003

2003 Maymester Registration Deadline	May 12
First Day of Maymester classes	May 19
Spring Commencement	May 19
Last Day to Withdraw Without a W Grade	May 21
Classes are held on Memorial Day	May 26
Last to Withdraw from Maymester	May 29
Last Day to Submit Final Grade Appeal Letters for Spring 2003	May 29
2003 Eight Week Session Registration Deadline	June 2
No Registration Activities Advising Only	June 3
Late Registration for the Eight Week Session	June 4
Student Orientation	June 6
Last Day of Maymester Classes	June 6
Last Day to Report Maymester Grades	June 9
Last Day to Submit Change of Forms to the Registrar	June 9
First Day of Eight Week Session Classes	June 9
Drop/Add Begins	June 9
Last Day to Add Classes	June 13
Fee Bill Mailed for Fall 2003	June 16
Last Day to Drop Classes Without a W Grade	June 20
Independence Day Holiday	July 4
Classes Resume	July 7
Last Day to Withdraw	July 14
Last Day of Classes	August 1
Final Examinations	August 4 - 8

FALL SEMESTER 2003

Fall 2003 Semester Registration Deadline	August 15
No Registration Activities - Advising Only	August 18 - 20
Last Day to Submit Final Grade Appeal Letters for Summer 2003	August 19
Late Registration	August 21
New Student Orientation	August 22
Drop/Add Begins	August 25
First Day of Fall Classes	August 25
Last Day to Submit Change of Grade Forms for Summer 2003	August 25
Labor Day Holiday	August 30 - September 1
Classes Resume	September 2
Last Day to Add Classes	September 2

Last Day to Drop Classes Without a W Grade	September 9
Intent to Graduate Forms Due for Fall 2003 Commencement	September 9
Academic Advising/Pre-registration Begins for Spring	October 13
Last Day to Report Mid-Semester Status	October 13
Last Day to Withdraw	October 27
Fee Bills Mailed to Students	November 17
Thanksgiving Holiday	6:00 p.m. November 26 - 29
Last Day of Classes	December 6
Final Examinations	December 8 - 13
Fall Commencement	December 20
Last Day to Submit Grade Appeal Letters for Fall 2003	January 6, 2004
Last Day to Submit Change of Grade Forms for Fall 2003	January 12, 2004

SPRING SEMESTER 2004

Spring 2004 Registration Deadline	December 29
Last Day to Submit Grade Appeal Letters for Fall 2003	January 5
Late Registration	January 8
New Student Orientation	January 9
First Day of Spring Classes	January 12
Drop/Add Begins	January 12
Last Day to Submit Change of Grade forms to the Registrar	January 12
Dr. Martin Luther King Day	January 19
Last Day to Add Classes	January 20
Last Day to Drop Classes Without a W Grade	January 27
Intent to Graduate forms due for May 2004 Commencement	January 27
Mardi Gras Holiday	February 23 - February 24
Classes Resume	February 25
Spring Break	March 8- 13
Classes Resume	March 15
Academic Advising/Pre-registration Begins for Summer & Fall	March 15
Last Day to Report Mid-Semester Status	March 17
Last Day to Withdraw	April 7
Fee Bills Mailed for Summer Session	April 13
Easter Holiday	6:00 p.m. April 8 - 11
Classes Resume	April 12
Last Day of Classes	May 1
Final Examinations	May 3 - 8
Last Day to Report Final Grades for Graduating Students	May 12
Last Day to Report Final Grades for Non-Graduating Students	May 14
Spring Commencement	May 22

MAYMESTER/SUMMER SESSION 2004

Proposed

2004 Maymester Registration Deadline	May 12
First Day of Maymester classes	May 17
Last Day to Withdraw Without a W Grade	May 19
Spring Commencement	May 22
Last Day to Withdraw from Maymester	May 27
Last Day to Submit Final Grade Appeal Letters for Spring 2004	May 27
Classes are held on Memorial Day	May 31
2003 Eight Week Session Registration Deadline	June 1
No Registration Activities Advising Only	June 2
Late Registration for the Eight Week Session	June 3
Student Orientation	June 4
Last Day of Maymester Classes	June 4
Last Day to Report Maymester Grades	June 7
Last Day to Submit Change of Grade Forms for 2004 Spring	June 7
First Day of Eight Week Session Classes	June 7
Drop/Add Begins	June 7
Last Day to Add Classes	June 11
Fee Bills Mailed for Fall 2004	June 14
Last Day to Drop Classes Without a W Grade	June 18
Independence Day Holiday	July 4
Classes Resume	July 5
Last Day to Report Mid-Semester Status	July 5
Last Day to Withdraw	July 19
Last Day of Classes	July 31
Final Examinations	August 2- 7
Last Day to Report Final Grades	August 10

FALL SEMESTER 2004

Proposed

Fall 2004 Semester Registration Deadline	August 13
No Registration Activities - Advising Only	August 16 - 18
Last Day to Submit Final Grade Appeal Letters for Summer 2004	August 17
Late Registration	August 19
New Student Orientation	August 20
Drop/Add Begins	August 20
First Day of Fall Classes	August 23
Last Day to Submit Change of Grade Forms for Summer 2004	August 23
Last Day to Add Classes	August 30
Labor Day Holiday	September 6
Classes Resume	September 7

Last Day to Drop Classes Without a W Grade	September 7
Intent to Graduate Forms Due for Fall 2004 Commencement	September 7
Academic Advising/Pre-registration Begins for Spring	October 11
Last Day to Report Mid-Semester Status.....	October 18
Last Day to Withdraw	November 8
Fee Bills Mailed to Students	November 24
Thanksgiving Holiday	6:00 p.m. November 24 - 27
Last Day of Classes	December 4
Final Examinations	December 6 - 11
Last Day to Report Grades for Graduating Students	December 10
Last Day to Report Grades for Non-Graduating Students	December 13
Fall Commencement	December 18
Last Day to Submit Grade Appeal Letters for Fall 2004	January 4
Last Day to Submit Change of Grade Forms for Fall 2004	January 10
First Day of Spring 2005 classes	January 10

Programs at OLOL College

BACHELOR OF SCIENCE DEGREES

Bachelor of Science in Biology

Bachelor of Science in Clinical Laboratory Sciences

Bachelor of Science in Health Sciences

Bachelor of Science in Health Service Administration

Bachelor of Science in Human Medicine

Bachelor of Science in Nursing (*RN to Bachelor of Science in Nursing Program*)

BACHELOR OF ARTS DEGREES

Bachelor of Arts in the Behavioral Sciences

Bachelor of Arts in the Humanities

POST - BACCALAUREATE

Premedical Program

ASSOCIATE OF SCIENCE DEGREES

Associate of Science Degree in Arts and Sciences

Associate of Science Degree in Clinical Laboratory Sciences

Associate of Science Degree in Emergency Health Science

Associate of Science Degree in Nursing

Associate of Science Degree in Physical Therapist Assisting

Associate of Science Degree in Radiologic Technology

Associate of Science Degree in Respiratory Therapy

Associate of Science Degree in Surgical Technology

LPN to RN Articulation Program

HEALTH CAREER INSTITUTE

American Heart Association Courses

Phlebotomy

Certified Nursing Assistant

Contract Health Education

Continuing Education

Licensed Practical Nursing (Baton Rouge and Shreveport)

College Mission Statement

Inspired by the vision of St. Francis of Assisi and in the tradition of the Roman Catholic Church, we extend the healing ministry of Jesus Christ to God's people, especially those most in need.

We call forth all who serve in this healthcare ministry, to share their gifts and talents to create a spirit of healing—with reverence and love for all of life, with joyfulness of spirit, and with humility and justice for all those entrusted to our care.

We are, with God's help, a healing and spiritual presence for each other and for the communities we are privileged to serve.

Seeking to be faithful to the ideals of its heritage and its sponsors, Our Lady of the Lake College is committed to meeting the educational needs of the people of God.

INSTITUTIONAL GOALS

In order to fulfill its mission, the following goals are identified:

1. Promote the Franciscan values as articulated in the mission statement.
2. Offer selected undergraduate and pre-professional educational programs which provide the basis for excellence in health care practice, human service, and academic success.
3. Provide a foundation for life-long learning.
4. Provide educational programs, which support academic, personal, and professional growth.

OUR LADY OF THE LAKE STORY

Historically, Our Lady of the Lake College was empowered by the Franciscan Missionaries of Our Lady to bring forth health care practitioners to share in the Sisters' life commitment of providing the health care to the community.

Today, Our Lady of the Lake College is a diversified institution of higher education made up of three academic divisions, a large support services department, and a Health Career Institute. The three academic divisions include Allied Health, Arts and Sciences, and Nursing. The division of Allied Health offers associate of science degrees in clinical laboratory sciences, emergency health science, physical therapy assisting, radiologic technology, respiratory therapy, and surgical technology. Baccalaureate degrees in clinical laboratory sciences, health sciences, and health service administration are also available through the division of Allied Health. Besides providing the foundation courses for the allied health and nursing curriculums, the division of Arts and Sciences offers an associate of science degree in Arts and Sciences as well as baccalaureate degrees in biology, human medicine, humanities and behavioral sciences. The associate of science degree in nursing is the main focus of the Division of Nursing. However, the division now offers a registered nurse to Bachelor of Science in nursing degree.

The Health Career Institute offers several certificate programs as well as continuing education for the health care community. The certificate programs include phlebotomy, certified nursing assistant, and license practical nurse.

The Support Services Unit of Our Lady of the Lake College, in collaboration with Academic Affairs and the Health Career Institute, provides an environment that anticipates, recognizes and is responsive to students' needs in promoting academic achievement and student learning. A variety of programs and services, including Student Services, Academic Support Services, Student Development, and an array of administrative departments services are offered to assist students in achieving their educational goals.

When Our Lady of the Lake College began its journey as a diploma school of nursing, few people predicted the phenomenal growth and expansion that has occurred in the past few years. Where enrollment was once less than 100 students, the College enrollment in the Spring 2003 semester was approximately 1500 and is projected to continue growing.

HISTORY OF OUR LADY OF THE LAKE COLLEGE

Our Lady of the Lake College has evolved from the foundation of excellence provided by the Our Lady of the Lake School of Nursing, established in 1923 by the Franciscan Missionaries. The School of Nursing began in conjunction with the establishment of Our Lady of the Lake Sanitarium in the Capitol Lake area of downtown Baton Rouge, Louisiana. The school was an integral part of the new hospital's program of service to the community.

Five students from the St. Francis Sanitarium in Monroe, Louisiana formed the nucleus of the first class of nine students. The students lived, attended classes and cared for patients in the hospital overlooking Capitol Lake. Upon completion of three calendar years of education, the students were awarded a diploma in nursing.

The years the curriculum was revised over the years to incorporate advances in medical science, nursing science, nursing practice and nursing education. In 1960, in response to the changing health needs of the community and the prevailing nursing shortage, the school of nursing was the first school in the South to revise its curriculum by shortening its program from three calendar years to 27 consecutive months. Recruitment to the diploma program was intensified, enrollment increased and the school continued to grow and maintain its reputation for excellence.

During the 1970's, major changes began to occur in the student population. Along with a decline in residential students, there was a gradual but persistent increase in the number of non-traditional students (23 years of age and older) seeking admission to the nursing program. By the close of the decade, the School of Nursing became a commuter school and no longer offered on-campus housing. This coincided with the relocation of Our Lady of the Lake Regional Medical Center to its present site on Essen Lane.

During the 1980's, in response to current trends in nursing education and licensure, the faculty began exploring options to position nursing education within the collegiate setting. In 1989, the process culminated with the decision of the Franciscan Sisters and the medical center administration to transition the diploma program into an Associate Degree in Nursing program within a degree granting institution of higher education.

In May 1990, Our Lady of the Lake College of Nursing and Allied Health was registered with the Louisiana Secretary of State and the Louisiana State Board of Regents. In July 1990, the Louisiana State Board of Nursing granted the College initial approval to offer the Associate Degree program in Nursing and to admit the first class in August 1990. Regional accreditation of the College was initially received in June 1994. In July of 1995, the College was officially renamed Our Lady of the Lake College.

In 1997, the College was approved as a Level II institution to offer baccalaureate degrees in addition to associate degrees. The College awards associate degrees and bachelor's degrees in a variety of educational programs in the health sciences and in liberal studies. The College consists of the Division of Allied Health, the Division of Arts and Sciences, the Division of Nursing, and the Health Career Institute.

In January 2003, Our Lady of the Lake College opened its first satellite campus in Shreveport, Louisiana. The campus is located on the grounds of Willis-Knighton Health System. The Shreveport campus, as a branch of the Health Career Institute, offers the Licensed Practical Nursing Program and the Arts and Sciences courses required for the Practical Nursing.

Seeking to be faithful to the ideals of its heritage, Our Lady of the Lake College continues to offer a solid foundation in learning, a tradition of success in helping others, and a legacy of service to God's people.

OUR LADY OF THE LAKE COLLEGE

COMMUNITY CREED

Our Lady of the Lake College, established by the Franciscan Missionaries of Our Lady, is an interactive community dedicated to personal, academic, and professional excellence. This is best accomplished within an environment of mutual respect and civility, self-restraint, concern for others, and academic integrity. By choosing to join this community, I accept the obligation to live by these common values and commit myself to the following principles.

As a member of the Our Lady of the Lake College community:

I will commit myself to the pursuit of knowledge and understanding with personal integrity and academic honesty;

I will respect the sanctity of the learning environment and avoid disruptive and deceitful behavior toward other members of the campus community;

I will contribute to the development of a caring community where compassion for others and freedom of thought and expression are valued;

I will support a culture of diversity by respecting the rights and dignity of those who differ from myself;

I will embrace the concept of a civil community, which respects the rights and property of others and abhors violence, theft, and exploitation of others;

I will honor, challenge and contribute to the tradition of excellence left by those who preceded me and work to leave this a better place for those who follow.

By endorsing these common principles, I accept a moral obligation to behave in ways that contribute to a civil campus environment and resolve to support this behavior in others. This commitment to civility is my promise to the Our Lady of the Lake College and its community of scholars.

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Ph.D., Louisiana State University Medical Center - Shreveport
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B.S.N., Northwestern State University of LA Instructor
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A.S., University of Southwestern Louisiana Instructor
B.S., University of Southwestern Louisiana

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B.S., Abilene Christian University Professor, Arts and Sciences
M.S., Baylor University - Dallas
Ph.D., Baylor University - Dallas

Debbie Gallerson, M.Ed., R.T.(R). Director, Radiologic Technology
B.S. R.T., Northwestern State University Associate Professor
M.Ed., University of Houston

Esperanza V. Joyce, Ed.D. Dean, Nursing
B.S.N., University of Texas Medical Branch at Galveston Professor, Nursing
M.S.N., University of Texas Health Science Center at San Antonio
Ed.D., Nova Southeastern University

Katherine Krieg, B.S., P.T., M.H.S. Director, Physical Therapist Assisting
B.S., University of Alabama - Birmingham Assistant Professor
M.H.S., Louisiana State University Medical Center

Barbara Lankford, M.Ed., M.N., R.N. Director, Clinical Training HCI
B.S.N., University of Nebraska
M.Ed., University of Mississippi
M.N., University of Mississippi

Faculty

Headley Adelman, Ph.D. Adjunct Professor, Arts and Sciences
B.S., Southeastern Louisiana University
M.S., Southeastern Louisiana University
M.Ed., Southeastern Louisiana University
Ph.D., Texas A & M - College Station

Virginia Adelman, M.Ed. Adjunct Assistant Professor, Arts and Sciences
B.S., Southeastern Louisiana University
M.Ed., Southeastern Louisiana University

David Aguillard, M.H.A, M.P.A. Adjunct Instructor, Health Service
B.A., St. Louis University Administration
M.A., University of Michigan
M.H.A., University of Missouri
M.P.A., University of Missouri

- Dana Altazan, B.S., P.T.A.Lab Assistant, Physical Therapy
 A.S., Our Lady of the Lake College
 B.S., Louisiana State University
- Cheryl Augustus, M.S.N, R.N., B.C.Instructor, Nursing
 Diploma, Our Lady of the Lake School of Nursing
 B.S.N., Loyola University
 M.S.N., Southern University
- Gwen Autin, M.Ed. Adjunct Assistant Professor, Arts and Sciences
 B.S., Southeastern Louisiana University
 M.Ed., Southeastern Louisiana University
- Francis Babcock, Ed.D.Adjunct Instructor, Arts and Sciences
 B.A., Hamilton College
 M.A., Louisiana State University
 Ed.D., Louisiana State University
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 A.A.S., Corning Community College
 B.A., State University of New York at Buffalo
 M.A., Louisiana State University
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 B.S., University of Missouri
 B.S.N., University of Missouri
 M.N., California State University - Los Angeles
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 B.F.A., University of Southwestern Louisiana
 M.F.A., Louisiana State University
- Derek Berggren, M.A.....Adjunct Instructor, Arts and Sciences
 B.G.S., University of Louisiana-Monroe
 M.A., University of Louisiana-Monroe
- Kenneth Bernstein, M.S. Adjunct Instructor, Arts and Sciences
 B.S., University of Minnesota
 M.S., Louisiana State University
- Rebecca E. Bombet, M. N., APRN,Instructor, Nursing
 B.S.N., Louisiana State University Medical Center
 M.N., Southeastern Louisiana University

- Scelitta F. Bond, M. N., R.N.....Associate Professor, Nursing
 B.S., Southeastern Louisiana University
 M.N., Louisiana State University Medical Center
- William Bond, Ph.D.....Adjunct Instructor, Arts and Sciences
 B.S., Southeastern Louisiana University
 M.S., Louisiana State University
 Ph.D., Louisiana State University
- Jeffrey Books, M.S.Adjunct Instructor, Arts and Sciences
 B.S., Virginia Polytechnic Institute
 M.S., Virginia Polytechnic Institute
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 B.S.N., South Dakota State University
 M.S.N., University of Texas at Arlington
- Hollie Brescher, M.S.....Adjunct Instructor, Arts and Sciences
 B.S., University of Southwestern Louisiana
 M.S., Louisiana State University
- Esie Brown, R. T. (R).....Instructor, Radiologic Technology
 A.S. R.T., Our Lady of the Lake College
- Susie Brown, B.S.N., R.N (CRRN).....Instructor, Clinical Programs
 B.S.N., Southeastern Louisiana University HCI
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 B.S.N., William Cary College - Hattiesburg
 M.N., Louisiana State University Medical Center
- Jennifer Burczyk-Brown, M.A.Adjunct Instructor, Arts and Sciences
 B.A., Loyola University
 M.A., Tulane University Sociology
- Ellen Bush, M.Ed., L.P.C., NCC.....Adjunct Instructor, Arts and Sciences
 B.S., Louisiana State University
 M.Ed., Southeastern Louisiana University
- Marion F. Cahill, Ed.D., R.N., C.S. Professor, Arts and Sciences
 B.S., Johns Hopkins University - Baltimore
 M.A., Columbia University - New York
 M.Ed., Columbia University - New York
 Ed.D., Columbia University - New York

- Jim Cairo, Ph.D.Professor, Respiratory Therapy
 B.S., University of Southwestern Louisiana
 M.S., Tulane University
 Ph.D., Louisiana State University Medical Center
- Suzanne Carpenter, M.S.N., R.N. Associate Professor, Nursing
 B.S.N., Louisiana State University Medical Center
 M.S.N., Southeastern Louisiana University
- Brandi Carroll, M.S.N, R.N.Clinical Instructor, Nursing
 B.S.N., Louisiana State University
 M.S.N., University of Phoenix
- Sue Cary, M.N., R.N., C.N.N. Associate Professor, Nursing
 B.S.N., Northwestern State University
 M.N., Louisiana State University Medical Center
 A.N.P., Southeastern University
- Sandra Claiborne, R.T., (R)(M) ARRT..... Lab Coordinator, Radiologic Technology
 Certificate RT, St. Francis Cabrini School of Radiologic Technology
- Sr. Rita Coco, M.S.W. Adjunct Associate Professor, Arts and Sciences
 B.S., Spalding College
 M.Ed., University of Louisville
 M.S.W., University of Louisville
- Andrea Conque, M. A.Adjunct Instructor, Arts and Sciences
 B.A., Louisiana Scholars' College
 MALA, Louisiana State University
 M.A., Louisiana State University
- Mitch Cornett, M.H.A..... Adjunct Instructor, Health Service Administration
 B.A., St. Joseph's College
 M.P.P., University of Michigan
 M.H.A., Univeristy of Michigan
- Sharon Coulter, R.N., B.S.N.Instructor, Clinical Programs
 B.S.N., Southern University
- Mary Courtney, Th.D. Adjunct Assistant Professor, Arts and Sciences
 B.S., Southern University & A&M College
 M.S., Southern University & A&M College
 Th.D. Free Spirit Bible Training Center

- Raphael Curtis.....Adjunct Instructor, Arts and Sciences
 B.S., Southern University
 M.S., Southern University
- Paul M. Dammers, Ph.D. Adjunct Associate Professor, Arts and Sciences
 B.A., Auburn University
 M.A., Wake Forest University
 Ph.D., Louisiana State University
- Sue Davis, B.S., R.R.T.Instructor, Respiratory Therapy
 B.S., Louisiana State University Health Sciences Center
- Cynthia Dennis, M.A.Adjunct Instructor, Arts and Sciences
 A.S., Quinnipiac College
 B.A., University of California
 M.A., University of Hawaii
- Martha Devlin, M.N., R.N. Associate Professor, Nursing
 B.S.N., Villa Maria College
 M.N., Louisiana State University Medical Center
- Terrie Durel, B.S.N., R.N.Instructor, Practical Nursing—Shreveport
 B.S.N., Northwestern State University
- Joan Ellis, M.N., R.N. Assistant Professor, Nursing
 B.S.N., Louisiana State University
 M. N., Louisiana State University
- Barry Ferguson, Ph.D.Adjunct Instructor, Arts and Sciences
 B.S., Southeastern Louisiana University
 B.S., Southeastern Louisiana University
 Ph.D. University of Southern Mississippi
- Jeffrey Fischer, B.M. Laboratory Coordinator, and Assistant Instructor
 B.M., Simpson College
- Joellen Ford, B.S., M.S.Adjunct Instructor, Arts and Sciences—Shreveport
 B.S., Louisiana Tech
 M.S., Louisiana Tech
- Deborah Fox, M.A., M.T. (ASCP) Instructor, Clinical Laboratory Sciences
 B.S., Louisiana State University
 M.A., Louisiana State University

- Larry Frederick, Ph.D. Adjunct Associate Professor, Arts and Sciences
 B.S., University of Southwestern Louisiana
 M.S., Louisiana State University
 Ph.D., Louisiana State University
- Leah Geheber, B.S, P.T. Academic Coordinator of Clinical Education,
 B.S., Texas Womens University Physical Therapist Assisting
- Tanya Gillen, M.S.N., R.N.MSN Instructor, Nursing
 B.S.N., University of Southern Mississippi
 M.S.N., Louisiana State University Medical Center
- Melanie H. Green, M.N., R.N. Assistant Professor, Nursing
 Diploma in Nursing, Our Lady of the Lake School of Nursing
 B.S., Southeastern Louisiana University
 M.N., Louisiana State University Medical Center
- Cathy Groeger, M.N., R.N., ANP-C Associate Professor, Nursing
 B.S.N., Louisiana State University Medical Center
 M.N., Louisiana State University Medical Center
 ANP-C, Southeastern Louisiana University
- Ivan Guillory, M.S.Adjunct Instructor, Arts and Sciences
 B.A., Morehouse College
 M.S., Louisiana State University
 A.B.D., Louisiana State University
- Barry C. Hester, Ph.D.Adjunct Instructor, Arts and Sciences, Shreveport
 B.S., Grambling State University
 M.S., University of North Texas
 Ph.D., University of Nevada/University of Wyoming
- Jack Holden, M.D.Clinical Professor, Clinical Laboratory Sciences
 M.D., Louisiana State University Medical Center
- James Houk, Ph.D. Adjunct Assistant Professor, Arts and Sciences
 B.S., Louisiana State University
 M.S., Louisiana State University
 Ph.D., Tulane University
- Eleanor Howes, M.Ed.Adjunct Instructor, Arts and Sciences
 B.A., Louisiana State University.
 B.S., Louisiana State University
 M.A., Louisiana State University
 M.Ed., Nicholls State University

- Lyman Hunt, Ph.D. Adjunct Assistant Professor, Arts and Sciences
 B.A., Pennsylvania State University
 M.A., Louisiana State University
 Ph.D., Louisiana State University
- Kim Hurst, M.N., R.N. Assistant Professor, Nursing
 B.S., Southeastern Louisiana University
 M.N., Louisiana State University Medical Center
- Linda Ann Johnson, B.S.N., R.N.Instructor, Clinical Programs
 B.S.N., University of Alabama-Birmingham
- Holly Jones, B.S., C.S.T.Instructor, Surgical Technology
 A.S., Our Lady of the Lake College
 B.S., Our Lady of the Lake College
- Tabitha Jones-Thomas, B.S.N., R.N. Instructor, Nursing
 A.A., Norfolk State University
 B.S.N., Norfolk State University
- Gerald Klender, Ph.D.Adjunct Instructor, Arts and Sciences
 B.A., University of Buffalo
 Ph.D., Purdue University
- Kirk LaCour..... Adjunct Instructor, Arts and Sciences
 A.S., Our Lady of the Lake College
 B.S., Our Lady of the Lake College
- Jermey Lane, MM.....Adjunct Instructor, Arts and Sciences
 B.M., New Mexico State University
 M.M., Baylor University
- E. Ann Lauret, A.S., F.A., C.S.T. Instructor, Surgical Technology
 A.S., Our Lady of the Lake College
- Phyllis LeBlanc, Ph.D., R.N. Associate Professor, Nursing
 B.S.N., Mississippi College
 M.N., University of Southern Mississippi
 Ph.D., University of Southern Mississippi
- Adrienne Lee, B.A, NREMT-P.....Instructor, Emergency Health Science
 A.S., Our Lady of the Lake College
 B.A., Louisiana State University

- Raven S. Lee, BSRT (R)..... Clinical Instructor, Radiologic Technology
B.S., McNeese State University
- Rhonda Levy, M.A.Adjunct Instructor, Arts and Sciences
B.A., Louisiana State University
M.A., Louisiana State University
- Sabrina Lewis, M.S.Adjunct Instructor, Arts and Sciences
B.S., Xavier University
M.S., Louisiana State University
- Sheldon Lotten, M.A. Adjunct Instructor, Arts and Sciences
B.A., Loyola University
M.A., Loyola University
M.A., Middlebury College
- Greg Lubritz, M.A.Adjunct Instructor, Arts and Sciences
B.A., Louisiana State University
M.A., Louisiana State University
- Tracie Major, M.S.N., R.N. Assistant Professor, Nursing
B.S.N., University of Southwestern Louisiana
M.S.N., University of South Alabama
- John Maloney, Ph.D.Assistant Professor, Arts and Sciences
B.A., University of New York
M.S., University of New Hampshire
Ph.D., State University of North Texas
- Judith Martin, R.N., B.S.N.Instructor, Clinical Programs—Shreveport
B.S., St. Joseph College, Windham, Maine
- Barbara McCarthy, M.B.A., R.N. ..Adjunct Instructor, Health Service Administration
Diploma, Our Lady of the Lake School of Nursing
B.S., College of St. Francis
M.B.A., Louisiana State University
- Annette McClinton, Ph.D., R.N. Associate Professor
B.A., Cornell University Nursing
B.S., Downstate Medical Center - Brooklyn
M.S., Boston University
Ph.D., University of Texas – Austin
- Michael McIntosh, M.S.Adjunct Instructor, Arts and Sciences
B.S., Southeastern Louisiana University
M.S., University of South Alabama

- Robert McKinnon.....Adjunct Instructor, Arts and Sciences
 B.A., Hardin-Simmons University
 M.A., Harding-Simmons University
- Malcolm McNaylor, M.S. Adjunct Assistant Professor, Arts and Sciences
 B.S., Louisiana State University
 M.S., Louisiana State University
- Mitchell McNaylor, M.A. Adjunct Instructor, Arts and Sciences
 B.A., Louisiana State University
 M.A., Ohio State University
- Stacey Moore, M.P.A., R.N.Adjunct Instructor, Arts and Sciences
 B.S.N., McNeese State University
 M.P.A., Louisiana State University
- Terry Morse-Stupka, N.D.....Adjunct Instructor, Arts and Sciences
 B.A., College of New Rochelle
 N.D., Summit University of Louisiana
- Belinda Munson, R.N., B.S.N.....Instructor, Clinical Programs
 B.S.N., Southern University HCI
- Barbara Napoli, M.B.A.....Assistant Professor, Arts and Sciences
 A.S., Union County College
 B.S., Thomas Edison State College
 M.B.A., Embry - Riddle Aeronautical University
- Betty A. Norton, M.N., R.N. Assistant Professor, Nursing
 A.S.N., Samford University
 B.S.N., Southeastern Louisiana University
 M. N., Louisiana State University Medical Center
- C. Myra Owen, M.S. Adjunct Instructor, Arts and Sciences
 B.A., Louisiana State University
 M.S., Louisiana State University
- Emily Parker, Ph.D. Adjunct Instructor, Arts and Sciences
 B.S., Nicholls State University
 M.S., Louisiana State University
 Ph.D., St. Lourdes of Our Lady
- Elizabeth Pelham, L.P.N. Instructor, CNA Program
 L.P.N., Kermit School of License Vocational Nursing
 A.D. Sowell Louisiana Technical College

- Murray (Pat) Pendarvis, Ph.D.Adjunct Assistant Professor, Arts and Sciences
 B.S., Southeastern Louisiana University
 M.S., Southeastern Louisiana University
 Ph.D., University of Southern Mississippi
- M. Dianne Phillips, B.S.R.T., RT(R) Assistant Professor, Radiologic Technology
 B.S.R.T., Northwestern State University
 M.S., Louisiana State University
- Matthew Philpott, Ph.D. Associate Professor, Arts and Sciences
 B.S., University of Wyoming
 Ph.D., University of Wisconsin-Madison
- A. Louise Plaisance, D.N.S., R.N.Associate Professor, Nursing
 B.S.N., University of Southwestern Louisiana
 M.S.N., University of Texas - Medical Branch at Galveston
 D.N.S., Louisiana State University Medical Center
- Anna Priddy, Ph.D Adjunct Professor, Arts and Sciences
 A.B., Mount Holyoke College
 M.F.A., Louisiana state University
 Ph.D., Louisiana State University
- Reginal Rackley, Ph.D..Adjunct Instructor, Arts and Sciences
 B.A. Dollard University
 M.S., Florida State University
 Ph.D., Howard University
- Sarah J. Rayner, M.E.Adjunct Instructor, Arts and Sciences
 B.S., Louisiana State University
 M.E., Texas Tech University
- Robert Ramsey, M.S.Adjunct Instructor, Health Service Administration
 B.S., Southern Illinois University at Carbondale
 M.S, University of Illinois at Springfield
- Elizabeth Roberts, M.A.....Adjunct Instructor, Arts and Sciences
 B.A., University of Montevallo
 M.A., Louisiana state University
- James Rolfes, J.D.Adjunct Instructor, Health Service Administration
 B.A., Tulane University
 M.B.A., Tulane University
 J.D., Loyola University

- Deborah Salazar.....Adjunct Instructor, Arts and Sciences
M.F.A., Louisiana State University
- M. Baldwin Sanders, M.S.Adjunct Instructor, Arts and Sciences
B.S., University of Alabama
M.S., Columbia University Teacher's College
- Valerie Schluter, M.S.N., R.N., C.C.R.N. Assistant Professor, Nursing
B.S.N., Southeastern Louisiana University
M.S.N., Southeastern Louisiana University
- Sally Schoeffel, B.S.N.Adjunct Instructor, Clinical Programs—Shreveport
B.S.N., Salve Regina College, Newport, Rhode Island
M.S.N, St. Louis University
- Betty Schroeder, Ph.D.,B.A.Adjunct Instructor, Arts and Sciences
B.A., Wake Forest University
Ph.D., Duke University
- Don A. Sibley, Ph.D.Adjunct Instructor, Arts and Sciences—Shreveport
B.S., Tulane University
Ph.D., Louisiana State University School of Graduate Studies, Shreveport
- Michael Silveira, Ph.D. Adjunct Assistant Professor, Arts and Sciences
M.Sc., University of Bombay, India
Ph.D., University of New Brunswick, Canada
- Phyllis Simpson, Ph.D.....Adjunct Instructor, Arts and Sciences
B.S., Louisiana State University
M.Ed., Southeastern Louisiana University
Ph.D., Louisiana State University
- Christine Slaven, M.S.N., R.N. Associate Professor, Nursing
B.S.N., Fitchburg State College
M.S.N., University of North Carolina – Greensboro
- Joan Smith, M.S.N. Clinical Instructor, Nursing
B.A., Southeastern Louisiana University
B.S.N., Southeastern Louisiana University
M.Ed., Southeastern Louisiana University
- Soledad Smith, Ph.D., R.N. Associate Professor, Nursing
B.S.N., Catholic University of Chile
M.S.N. Catholic University of America
Ph.D., Louisiana State University

- Susan K. Steele, M.S.N., R.N. Assistant Professor, Nursing
 A.S., Louisiana State University
 B.S.N., Southeastern Louisiana University
 M.S.N., Louisiana State University
- Janice Stein, Ph.D. Associate Professor, Arts and Sciences
 A.A., Delgado Community College
 B.L.S., Loyola University
 M.F.A., Louisiana State University
 Ph.D., Louisiana State University
- Karen Sullivan, Ph.D.Adjunct Instructor, Arts and Sciences
 B.S., Nicholls State University
 Ph.D., Louisiana State University
- John N.C. Szeto, M.Ed. Adjunct Instructor, Arts and Sciences
 B.S., Southeastern Louisiana University
 M.Ed., Southeastern Louisiana University
- Mary Pat Thevenot, B.S.N., R.N.Instructor, Clinical Programs
 B.S.N., Southeastern Louisiana University HCI
- Linda Thompson.....Adjunct Instructor, Arts and Sciences
 B.B.A., Adrian College
- Richard Tulley, Ph.D.Adjunct Instructor, Clinical Laboratory Sciences
 B.S., Louisiana State University
 M.A., University of Texas
 Ph.D., Louisiana State University
- William Umstetter, M.S.Adjunct Instructor, Arts and Sciences
 B.A., Florida Christian College
 M.A., Cincinnati Bible Seminary
 M.S., Indiana Wesleyan University
- Francis W. Vanderwall, Ph.D., Ph.L. Associate Professor, Arts and Sciences
 G.C.E. (A), University of London
 B.A., St. Louis University
 M.A., St. Louis University
 M.Div., Jesuit School of Theology
 Ph.L., St. Louis University
 Ph.D., Graduate Theological Union

Kimberly Denise Vigee, M.S., N.D. Instructor, Arts and Sciences
B.S., Louisiana State University
M.S., Louisiana State University
N.D., University of Honolulu

Virginia Wade-Guillory, R.N., B.S.N. Skills Lab Coordinator, Nursing
B.S.N., Loyola University

Deborah Weigel, M.S. Adjunct Instructor, Arts and Sciences
B.A., Louisiana State University
M.S., Louisiana State University

Mark Wetmore, M.B.A. Adjunct Instructor, Health Service Administration
A.A., Delgado Community College
B.A., Tulane University
M.B.A., Louisiana State University

Daria Woodside, M.A. Adjunct Instructor, Arts and Sciences
A.B.D., Duguesne University
B.A., Slippery Rock University
M.A., Slippery Rock University

Angus Woodward, M.F.A. Assistant Professor, Arts and Sciences
B.A., University of Michigan
M.F.A., Louisiana State University

Jalan Woodward, M.A. Adjunct Instructor, Arts and Sciences
B.A., Louisiana State University
M.A., Louisiana State University

W. Eric Wright, M.S. Adjunct Professor, Arts and Sciences
B.S., Graduate Royal Institute of Chemistry
M.S., Graduate Royal Institute of Chemistry

Staff

- Barbara Bayer, B.A., M.A. Director, AHA Training Center
A.A.S., Corning Community College Adjunct Instructor, Arts & Sciences
B.A., State University of New York - Buffalo
M.A., Louisiana State University
- Donna Bonilla Business Office Manager
- Sally Bremer, B.A. Director, Continuing Education
B.A., Southeastern Louisiana University
- Sabrina Brooks Secretary
Diploma, Computerized Business Applications
- Kevin Browning, B.S., M.B.A. Admissions Specialist
B.S., University of Phoenix
M.B.A., University of Phoenix
- Stacey Browning Accounting Clerk
- Cynthia Burton Secretary
- Sharon Butler, B.A. Director, Financial Aid
B.A., Southeastern Louisiana University
- Irma Clark Receptionist
- Jacquelyn R. Crehan, Ph.D. Dean of Student Services
A.A., Monterey Peninsula College - California Director, Counseling Services
B.S., Southern Illinois University
M.S., Southern Illinois University
Ph.D., University of Nebraska
- James B. Davis, Ph.D. Director, Institutional Research
B.S., University of Southern Mississippi Coordinator of Administrative &
M.S., University of Southern Mississippi Academic Computing
Ph.D., University of Southern Mississippi
- Denice Dorsey Admissions Specialist
- DaKenya Douglas Financial Aid Analyst

Kimberly Duncan Assistant Registrar for Advising and Retention

Charlotte Fontenot Secretary

Denise Gillespie, B.S.N., R.N. Health and Safety
B.S.N., Louisiana State University

Gabrielle Gines Fincial Aid Clerk

Donna Hamilton.....Secretary

Lori Hymbaugh Manager, Admissions Services
B.S., Louisiana College

Susan Knapps Secretary

Carolyn LangloisLibrary Clerk

Melodie Leggett, B.S. Registrar
B.S., Southern University

Rayna LeJeune.Admissions Clerk

Patricia Lowe.....Support Services, Shreveport

Judith Martin, R.N., B.S.N.....Site Coordinator, Shreveport
B.S., St. Joseph College, Windham, Maine

Deborah Mayo Technical Support Specialist
A.S., Baton Rouge Technical College

Dale McNabb Library Clerk

Deborah McNeal Secretary

Kimberly Melancon. Executive Secretary

Ingrid Nelson, B.S. Assistant Registrar for Registration and Records
B.S., Southern University

Cleopatra Okafor.....Secretary, Shreveport

Adrian Paul.....Clerk, Registrar

Phyllis L. Simpson, Ph.D..... Adjunct Academic Counselor, Counseling Services
 B.S., Louisiana State University Assistant Professor, Arts and Sciences
 M.Ed., Southeastern Louisiana University
 Ph.D., Louisiana State University

T. Gayle StellyLibrary Assistant

John Tate, M.L.S. Director, Learning Resources Center
 B.S., Louisiana State University
 M.L.S., Louisiana State University

Jacquelyn Venavle Secretary

Mark Wetmore, M.B.A. Director of Admissions
 A.A., Delgado Community College
 B.A., Tulane University
 M.B.A., Louisiana State University

Emeriti

James Firnberg, Ed.D. President-Emeritus
 B.A., University of Southwestern Louisiana
 M.Ed., Louisiana State University
 Ed.D., Louisiana State University

Joe Ann Clark, Ed.D.....Dean, Division of Nursing-Emeritus
 B.S.N., University of Oklahoma
 M.S.N., University of Southern Mississippi
 Ed.D., University of Southern Mississippi

College Facilities

Our Lady of the Lake College is located near the campus of Our Lady of the Lake Regional Medical Center and encompasses the Administration Building at 7434 Perkins Road, Allied Health and Science Buildings at 5345 Brittany Drive, the Nursing Building at 7500 Hennessy Boulevard and the Arts, Sciences Building at 5120 Dijon Drive and the Health Careers Institute at 5220 Essen Lane. The Administration Building (20,000 square feet) houses the office of Academic Affairs, Administrative Services, College Support Services, The Learning Resources Center, and Chimes Medical Bookstore. The Allied Health Building contains 13,725 square feet and houses the Emergency Health sciences, Radiologic Technology, Respiratory Therapy, and Surgical Technology programs, allied health classrooms and skills laboratory facilities, private faculty offices, student lockers, and conference rooms. Adjacent to the Allied Health Building is the Science Building. The Science Building contains 11,500 square feet and houses the Clinical Laboratory Sciences and Physical Therapist Assisting programs. The building also houses the laboratories for Chemistry, Microbiology, Clinical Laboratory Sciences and Physical Therapist Assisting, a large lecture hall, faculty offices, a student lounge and a conference room with video conferencing/distance learning capabilities. The Nursing Building is a 19,974 square foot structure which houses the College Academic Services, the Division of Nursing, classrooms, skills laboratories, student lounge, locker facilities, private faculty offices, and conference areas. The Arts and Sciences Building contains 7,000 square feet and houses the Division of Arts and Sciences program, classrooms, A&P laboratories, private faculty offices, and conference areas. The Health Career Institute Building is a 14,000 square foot structure which houses a Continuing Education conference room, a CPR Lab, a ten bed skills lab, eight classrooms, private offices and two conference areas.

Coffee, soft drinks, snacks, refrigerator, microwave oven, color television, and telephones are available for student use in the student lounges, located in the Nursing, Science, and Administration Buildings.

The skills laboratories provide services that are designed to assist students in the acquisition of basic psychomotor skills presented throughout the curricula of the programs of study. The skills laboratory areas for the Division of Nursing and Health Career in Baton Rouge and Shreveport Institute each contain ten (10) hospital beds and basic care equipment and was designed to simulate a patient care area with spaces for charting as well as patient care activities. The Radiologic Technology skills laboratory consists of two energized rooms equipped with radiographic equipment, one darkroom, and one lightroom or viewing area. The Surgical Technology skills laboratory is equipped with an operating table and light, surgical instruments, instrument stands, a demonstration mirror, and scrub sinks. The Clinical Laboratory Technology Sciences is a state of the art science lab with 24 lab stations. Laboratory instruments include light and inverted-light microscopes, microscope video cam, centrifuges, spectrophotometers, and electrophoresis equipment. The Physical Therapist Assisting laboratory contains 12 treatment tables, tilt table, traction table, over-head pulley system, parallel bars and stairs, mirrors and therapeutic weights and various assistive devices for ambulation.

Our Lady of the Lake College - Shreveport is located near the campus of Willis-Knighton Health System and encompasses the administration offices and student lounge at 2701 Portland Avenue and the classrooms, computer and skills lab at 2401 Bessie Street. Library facilities are available to students through an agreement between Our Lady of the Lake College and area colleges and universities. Students have access to the purchase of books and supplies from the Chimes Bookstore through the Internet.

Coffee, soft drinks, snacks, refrigerator, microwave oven, and telephones are available for student use in the student lounge.

Facts About The Baton Rouge Area

Our Lady of the Lake College serves the needs of an eleven-parish area. The area is dominated by one large urban community—the Capitol City of the state and the home of two major universities. The area is highly industrialized and houses an internationally recognized petro-chemical complex. Within these eleven parishes are outlying smaller communities that have close economic and social relationships with the central parish.

The Baton Rouge area offers a variety of health care facilities including four general acute-care hospitals, an obstetric and gynecological hospital, several psychiatric hospitals, rehabilitation centers, and chemical dependency treatment centers, as well as numerous nursing homes and long-term care facilities.

There are numerous cultural opportunities in the area including the Baton Rouge Civic Symphony, the Little Theater, the Choral Society, and Playmakers. Other cultural opportunities are available at the Riverside Centroplex, a twenty-four million dollar facility located fifteen minutes from the College. The Centroplex hosts ice shows, sporting events, trade shows, as well as concerts and dramatic and operatic events. Various musical and dramatic arts programs are also offered at the universities in the area. The Louisiana Art Commission maintains an art exhibit in the Old State Capitol and the Louisiana Arts and Science Center houses numerous exhibits and conducts various classes in arts for the public. Recreation in the area includes numerous parks and playgrounds, golf courses and driving ranges, tennis courts, movie theaters, bowling alleys, roller rinks, and a zoo. Waterfront recreation is available on nearby rivers and lakes.

Facts About the Shreveport Area

Our Lady of the Lake College-Shreveport serves the needs of the greater Shreveport-Bossier area. The area is dominated by one large urban community - Shreveport and its “sister city,” Bossier City across the Red River bridge. Shreveport is the home of several private and state colleges and universities.

There are numerous cultural opportunities in the area including the Shreveport-Bossier Symphony, the Little Theater, and Shreveport Ballet. Other cultural opportunities are available at the Shreveport Convention Center and Louisiana State Fairgrounds. Both facilities host ice shows, sporting events, trade shows, as well as concerts and dramatic and operatic events. Various musical and dramatic arts programs are also offered at the colleges and universities in the area. Waterfront recreation is available on nearby Red River, Cross Lake and other public lakes and recreational facilities.

Academic Programs, Curricula, and Admission

Students entering Our Lady of the Lake College enroll first in courses offered by the Division of Arts and Sciences before seeking admission to a degree or articulation program. Descriptions of admission and curriculum requirements for each program are listed by program title in this Catalog.

Applications are available from the Office of Admissions and applications to most of the programs at the College may be submitted throughout the year. Applicants for admission are considered after the application and all required documents are received.

Admission criteria for the clinical programs are determined by a designated admissions committee. The admissions committee reviews the applicants' credentials and selects a student body capable of meeting the high standard of scholarship required. Admission may be limited due to available space and resources. All applicants will be notified by mail of their admission status. Students who complete courses offered by the Division of Arts and Sciences are not guaranteed admission to a degree or articulation program. The admissions process for each program is documented and available in the program's admission application packet.

The primary basis for admission to the College's clinical programs is completion of selected courses offered by the Division of Arts and Sciences and the associated grade point average.

Non-discriminatory Policy

Our Lady of the Lake College assures equal opportunity for all qualified persons without regard to race, color, religion, sex, national origin, age, disability, marital status or veterans status in the admission to, participation in, or employment of its programs and activities.

Our Lady of the Lake College will make reasonable special services and accommodations for students with learning or physical disabilities. Students desiring to self-identify may complete a *Special Needs Assessment* form available from the Office of Counseling Services, 7434 Perkins Road (225) 768-1713.

International Students

Our Lady of the Lake College does not issue the immigration form I-20.

OLOL COLLEGE — ADMISSION

ADMISSION

Applicants are considered one of the following upon applying for admission to the College and must meet the respective admission requirements:

FRESHMAN

An applicant who has never attended any regionally accredited college or university (*current high school juniors see Early Admission or Concurrent Enrollment Program*)

TRANSFER

An applicant who has attended a regionally accredited college or university

RE-ENTRY

An applicant who has previously attended Our Lady of the Lake College, but whose enrollment was interrupted for a minimum of one fall or spring semester

Requirements for Regular Admission

FOR A FRESHMAN APPLICANT:

1. Graduation from high school with a minimum cumulative grade point average of 2.0 (on a 4.0 scale) or completion of a high school equivalency diploma (G.E.D) with an average score of 50 or higher.
2. Achievement of a minimum ACT composite score of 20.

FOR A TRANSFER APPLICANT:

1. Students who have earned a minimum cumulative grade point average of 2.0 are considered for admission if they have completed 9 transfer college credits from an accredited college or university. Candidates with a GPA of less than 2.0 may apply for academic renewal.
2. Students who have less than 9 transferable college credits must have a 2.0 cumulative GPA on all college work attempted, a 2.0 high school grade point average or a 50 G.E.D., and an ACT score of 20. (Students may apply for provisional admission if they met all other criteria but have an ACT score of less than 20.

3. The requirement of ACT scores is waived for transfer students with at least a 2.0 GPA on at least nine (9) transferable credits, which must include English Composition and College Algebra with a grade of “C” or better.
4. Achievement of a minimum ACT composite score of 20, for students not achieving a minimum cumulative grade point average of 2.0 (on a 4.0 scale) on a minimum of nine transferable college credits.
5. Transfer students who are on academic probation (or notice of unsatisfactory academic progress but who have not been dismissed) at another college will be placed on academic probation at Our Lady of the Lake College. Students who are in good standing at their previous institutions, but who do not meet Our Lady of the Lake College’s standards of academic progress will be placed on academic probation. Students admitted on academic probation must perform under the academic policies of Our Lady of the Lake College
6. Transfer students who are on academic suspension or “not in good standing” at another college will be denied admission to OLOL College until they qualify for readmission to the school from which they were suspended or last attended.

FOR A RE-ENTRY APPLICANT:

1. Applicants who were last enrolled in good standing will be re-admitted in good standing, unless they are currently not in good standing at another college.
2. Applicants who were last enrolled and placed on probation will be re-admitted on probation.
3. Applicants who were last enrolled and placed on suspension may petition for admission to the Vice President for Academic Affairs.

Admission Status

Following evaluation of the applicant’s credentials, the applicant may be admitted in one of the following categories:

1. FULL ACCEPTANCE

The applicant is accepted to the College.

2. PROVISIONAL ACCEPTANCE FOR FAILURE TO MEET THE ADMISSION REQUIREMENTS *(for freshmen and transfer applicants only)*

An applicant who otherwise qualifies for admission except for the ACT score may be provisionally admitted if the student has achieved an ACT score of 17. For the first semester of enrollment, the applicant may register for no more than nine credit hours in the regular semester or four credit hours in the summer semester.

An applicant who otherwise qualifies for admission but has an ACT score below 17 will be evaluated on a case by case basis by the Vice President for Academic Affairs. If provisionally admitted, such applicants will be allowed to register for no more than seven credits hours during the regular semester or four credit hours in the summer semester.

If a provisionally admitted student fails to achieve a semester grade point average of 2.0, he or she is placed on probationary status and must follow the procedures for that status. If a provisionally admitted student achieves a minimum grade point average of 2.0, he or she will be given full admission status for the subsequent semester.

3. PROVISIONAL ACCEPTANCE FOR UNOFFICIAL DOCUMENTS

Provisional admission for unofficial documents is approved only under special circumstances by the Director of Admissions. The applicant who meets the criteria for admission based on unofficial transcripts or who is currently enrolled at another institution at the time that admission is determined may be admitted provisionally on the basis of unofficial or incomplete transcripts. Official and complete transcripts must be received within thirty days of the first day of class of the semester in which the applicant enrolls in order to continue enrollment and to be removed from provisional acceptance. The applicant who does not submit complete official college transcripts will be dropped automatically from the College and not allowed to re-enroll until these transcripts have been received.

Academic records for applicants accepted on this basis would be reviewed thirty days after the first day of class of the semester in which the student enrolls. Students will be notified in writing when official transcripts have been received.

4. PROVISIONAL ACCEPTANCE FOR STUDENTS WITHOUT AN ACT SCORE:

Students who otherwise qualify for admission but who do not have an ACT score may be provisionally admitted. If admitted, the applicant may register for

no more than seven credit hours in the first regular semester of enrollment or four credit hours in the summer semester. Students will be required to take the ACT and submit scores before registering for the second term.

PLACEMENT INTO MATHEMATICS AND ENGLISH

For students without transferable credits in mathematics and English composition, the ACT score will be used for initial placement into mathematics and English courses. Students who have not successfully completed a semester of college-level English Composition will be required to take an English Placement test, to be used for placement into ENGL 010 or ENGL 101.

Academic Renewal

It is recognized that some students because of personal situations, immaturity or other reasons establish an academic record, which results in dismissal. Furthermore, their academic record would present an obstacle to ever achieving a degree. An opportunity for a fresh start at Our Lady of the Lake College for eligible students is available through academic renewal.

No courses passed prior to academic renewal may be used for degree completion at OLOL College. Students may be granted academic renewal only once at OLOL College. All work taken will remain on the student's transcript. Academic renewal applies only to OLOL College and may not be recognized at other colleges or universities.

Requirements for Academic Renewal:

1. The student's record for which Academic Renewal is requested must be at least five calendar years old at the time of the request.
2. The student presents a written request for Academic Renewal to the Vice President for Academic Affairs, indicating the time period for which academic renewal is requested. The time period must be for all college credits attempted prior to a point at least five years in the past at the time of the request.
3. The Vice President for Academic Affairs verifies eligibility for academic renewal.
4. If the request and eligibility are valid, the Vice President for Academic Affairs notifies the student and the Registrar in writing that all credits and grades for the period requested be removed from the OLOL academic record.
5. Academic Renewal may be granted only once.

Academic Advising

Once accepted to the College, students will be assigned a faculty advisor by the Assistant Registrar for Advising and Retention. A meeting with the faculty advisor is required before pre-registration/registration. Specialized advising is provided for International Students.

Early Admission

The Early Admissions Program allows high school students to **skip their senior year and receive their high school diplomas by completing 24 semester hours at OLOL College**. Students must submit the following requirements.

- **An Application for Admission.** This form can be obtained from the OLOL College Office of Admissions (Phone: (225)768-1712). Return to: Our Lady of the Lake College, Admission's Office, 7434 Perkins Road, Baton Rouge, LA 70808 or may be downloaded from the College web site at www.ololcollege.edu. A \$25.00 non-refundable processing fee is required.
- **Proof of Immunization.** All new students born on or after January 1, 1957, are required to submit proof of immunization prior to registration. The appropriate form is available in the Admissions Office (225)768-1712) or may be downloaded from the College web site at www.ololcollege.edu. Return to: Our Lady of the Lake College, Admissions Office, 7434 Perkins Road, Baton Rouge, LA 70808.
- **Official 6-Semester High School Transcript.** Applicant is required to have at least a **3.00 GPA** (on 4.0 scale).
- **Official ACT.** Scores with a minimum **ACT Composite of 25**. SAT scores will be accepted and converted to an ACT equivalent.
- **The form entitled Recommendation for "Early Admission" of the High-Ability Student** must be completed with the original signatures of the High School Principal and the student. After 24 semester hours are earned, OLOL College submits **RECOMMENDATION FOR ISSUANCE OF A HIGH SCHOOL DIPLOMA** to the high school principal. The high school diploma will then be awarded to the student. The student is responsible for providing an official high school transcript or bringing the original diploma to the Admissions Office as verification of graduation. The College registration status of the student will be changed, to admitted from provisional.

Concurrent Enrollment Program

Our Lady of the Lake College has established a Concurrent Enrollment Program. The purpose of this program is to provide a means by which students still enrolled in high school may enroll concurrently at Our Lady of the Lake College to pursue college course work. This program will be offered to exceptional students who have completed high school courses through their junior year. Students may begin their college education as early as the summer semester between their junior and senior year in high school.

To be eligible to enroll in the program, students must apply for admission and meet the following admission requirements:

1. Completion of the junior year of high school prior to the semester in which the student desires enrollment.
2. A minimum cumulative grade point average of 3.0 in all high school courses.
3. A minimum ACT composite score of 20.
4. Completion, with a minimum grade of C, of the following high school courses:
 - English I, II, III
 - Algebra I, Algebra II, and one additional math course, such as Geometry, Trigonometry, Advanced Mathematics, or Calculus
 - Biology
 - Chemistry
5. Recommendation for enrollment by the high school principal or counselor.
6. Placement, by ACT scores, in college-level English and mathematics.

Upon admission, students must enroll in Academic Seminar for their first semester with a maximum of four credit hours for the first semester (ACSM 100 and one three credit hour course) and three credit hours for subsequent semesters. Students may choose to enroll in the following courses*:

English I & II, College Algebra, General Statistics, Introductory Psychology, Introductory Sociology, Introduction to Computers, American/World History, Art/Music Appreciation, Medical Terminology, Introductory Speech, Fundamentals of Chemistry I & II (and Labs), Introductory Physics, and Introduction to Literature.

To continue enrollment, students must make a grade of C or better in each course attempted and must be re-approved by the high school and College each semester. Upon graduation from high school, the student may apply for admission to the College as a freshman applicant.

**Students will be advised as to the applicability of courses for degree credit and the transferability of courses to other colleges/universities.*

Academic Policies

Changes of Curricula/or Catalog

Students who interrupt their college work for one calendar year or more or who change their curriculum, will graduate according to the requirements of the catalog in effect at the time of their re-entry or curriculum change. Students who change their major must meet the current requirements, as stated in the catalog, in effect at the time of the change.

Rights Reserved by the College

This catalog presents a description of the programs offered by Our Lady of the Lake College. The provisions herein do not constitute an offer to contract with students enrolled in the College. The College reserves the right to change the information in the catalog without notice.

Students' Rights to Confidentiality

Our Lady of the Lake College is in compliance with the Family Rights and Privacy Act of 1974 (P.L. 93-380) as amended by the P.L. 95-568. Only persons who have a legal right in accordance with the law to access student records will be allowed to review such records. Such records are accessible to certain authorized personnel who may require review and utilization of such records for educational purposes. The student may request in writing the opportunity to review the material or to have transcripts sent to other educational institutions in accordance with regulations governing students' records.

Attendance

For all courses, classroom attendance and clinical laboratory attendance, policies will be stipulated by the faculty and will be published in writing at the beginning of the course. Each student is responsible to be aware of and comply with attendance and punctuality requirements.

Student Classification

According to hours enrolled:

Full-time: A student is considered full-time when enrolled for:

1. Nine credit hours in a degree, certificate or articulation program, or
2. Twelve credit hours of arts and sciences courses in the fall or spring semester
3. Six credit hours of arts and sciences courses per summer session.

Part-time: A student is considered part-time when enrolled for:

1. Less than nine credit hours per semester in a degree, certificate or articulation program, or
2. Less than twelve credit hours of arts and sciences courses per semester, or
3. Less than six credit hours of arts and sciences courses per summer session.

According to hours earned:

Freshman = 0-29 credit hours

Junior = 60-89 credit hours

Sophomore = 30-59 credit hours

Senior = 90+ credit hours

Honor Code and Statement

In keeping with its values of excellence in higher education of college students, Our Lady of the Lake College demands academic integrity. The following “Student Honor Code” and “Honor Statement” clarify the student’s responsibility to academic integrity.

The Student Honor Code

We, the student body of Our Lady of the Lake College, embrace the idea that honor is an intangible quality which, if it pervades all phases of campus life, tends to foster a spirit of dignity and personal integrity. Upon enrolling at the College, we become part of the Our Lady of the Lake College Honor System. We realize that honor must be cultivated, that its success depends upon the combined and cooperative efforts of the College’s administration, faculty, staff and students. Inherent in the honor system is the premise that students will not perform or tolerate any violations of the “Regulations Governing Student Behavior” published in the College’s Student Handbook. As responsible members of the Our Lady of the Lake College community, each of us freely accepts and proudly endorses this, our code of honor.

The Honor Statement

“I will not give or receive any unauthorized aid on any examination or paper. In the event that I witness anyone else do so, I will report him/her immediately to the instructor and/or the appropriate division director.”

Grading System

Each instructor has the option of using a grading method within each course that best meets the needs of the subject. However, all grades are translated into the following quality points:

A	=	4	quality points per semester hours
B+	=	3.5	quality points per semester hours
B	=	3	quality points per semester hours
C+	=	2.5	quality points per semester hours
C	=	2	quality points per semester hours
D+	=	1.5	quality points per semester hours
D	=	1	quality points per semester hours
F	=	0	quality points per semester hours
P	=	The student is awarded credit for the course. However, the credits will not be considered in the calculation of the grade point average.	
S	=	Developmental - satisfactory progress	
U	=	Developmental - unsatisfactory progress	
I	=	Incomplete. (See Incomplete Grade Policy)	
WS	=	Withdrawal from course - satisfactory progress.	
WU	=	Withdrawal from course - unsatisfactory progress.	
AU	=	Audit	

Other symbols utilized on the transcript:

Prior to fall 1997:

* = Repeated course (last grade earned was calculated in the grade point average)

Prior to fall 1994:

T = Transfer credit awarded

X = Grades not used in the calculation of grade point averages

R = Course is a repeat

A final grade report will be mailed to all students by the Office of the Registrar approximately one week after the last day of final exams for the semester or summer session.

Credit Hour Formula

1 credit hour = a minimum of 15 clock hours of lecture

OR

a minimum of 45 clock hours of clinical, lab or practicum

Semester Credit Hour Cap

Students may enroll for a maximum of 19 credit hours during fall and spring semesters and 10 credit hours in a combination of summer sessions. Students currently enrolled in clinical programs who wish to exceed the maximums must seek approval from the appropriate program director or dean and the Vice-President for Academic Affairs. The Dean of Arts and Sciences and the Vice-President for Academic Affairs, at their discretion, may allow Arts and Sciences students to schedule a maximum of 21 credit hours in the fall or spring. No student will be permitted to register for more than 21 credit hours in fall or spring and 10 credit hours in the summer.

Mid-Term Status

The Mid-term Status process is intended to serve as a catalyst for intrusive and intensive assessment, advising, and counseling for the student who is not demonstrating satisfactory academic progress at mid-term. All students are mailed Mid-term Status Reports from the Office of the Registrar after the 8th week of the fall and spring semester and the 4th week of the summer session.

Incomplete Grades

1. An incomplete or "I" may be submitted at the end of the semester for a course in which the student can achieve satisfactory progress. However, because of circumstances beyond his or her control, the student has failed to complete the course requirements on or before the last day to submit final grades for the semester. In such cases, the student must have attended classes on a regular basis.
2. The instructor or the student may initiate the request to receive an "I" grade. The instructor or student must contact the Office of the Registrar to obtain a Request for an "I" Grade form. The form must be completed and signed by the student and approved and signed by the instructor.
3. The form will contain the student's reasons for requesting an "I," the instructor's explicit outline for resolving the "I," and the deadline by which the "I" grade must be resolved.
4. The form must then be approved, by signature, by the Dean or Director of the academic program in which the student is enrolled. The form must then be submitted to the Office of the Registrar. An "I" grade that has not been resolved by the first day of class of the next semester (including summer and whether or not the student intends to enroll) will be changed automatically to an "F".
5. When the "I" grade has been resolved, the instructor will notify the Office of the Registrar to make the necessary grade change.

6. In extraordinary cases, the Vice President for Academic Affairs, may authorize an extension of time for resolving the grade. Such authorization must be approved, by signature, on the Request for an “I” Grade form.

Final Grade Appeal

A student who feels that he/she has an academic grievance associated with a final grade should first discuss the problem with the faculty member involved. If, following discussion with the faculty member, the student continues to believe that he/she has not been dealt with fairly, he/she may discuss the grievance with the Program Director or Dean in the relevant program or division. If this does not result in resolution, the student may submit a request to the Vice President for Academic Affairs for a hearing to consider a final grade appeal.

The procedure for final grade appeal follows:

1. **Petition:** If a student wishes to challenge a final grade, the student must submit a written request to the Vice President for Academic Affairs, **two weeks** following the last day to submit final grades to the Registrar. In the event that an “I” grade is involved, the written request must be received by the Vice President for Academic Affairs no later than noon of the “first day of classes”, as published in the Academic Calendar, in the semester immediately following the assignment of the I grade.
2. **Procedures:** The Vice President for Academic Affairs will notify the Academic Policy Committee of the appeal. The Academic Policy Committee will schedule the hearing. The Vice President for Academic Affairs will notify the student, the Program Director/Dean, and course coordinator/faculty member of the hearing date. The hearing committee will consist of the voting members of the Academic Policy Committee with attendance of the student, student advisor, relevant faculty member and invited consultants. Copies of the appeal request and pertinent information will be sent to voting committee members prior to the hearing for review.
3. **Hearing:** The Chairperson shall conduct the hearing process. The student may bring one advisor to the hearing; however, the advisor shall not act as an advocate for the student or otherwise address the Academic Policy Committee or its members. The student, the advisor (if requested), and the individual initiating the appeal shall be present during all phases of the hearing except during the Committee’s deliberations. The hearing shall be conducted as follows:
 - The Chairperson shall read the written information pertaining to

the final grade and any other documentation that may have been submitted.

- The Chairperson shall inform the student of his/her rights.
 - The student's specific grade appeal will be reviewed.
 - Only those individuals who have knowledge relevant to the alleged violation shall be called to serve as witnesses and testify at the hearing. The student and/or faculty member have the right to appear individually before the Committee if they so desire.
 - The members of the Committee shall ask all questions.
 - The members of the Committee may inquire of the student and any other party present such additional information pertinent to the grade in question.
 - The members of the Committee reserve the right to call or question any person. The Chairperson has the discretion to exclude duplicative evidence or testimony and otherwise control the proceedings.
4. **Written Decision:** The Committee shall weigh the evidence presented during the hearing; however, formal rules of evidence shall not apply to the hearing. The hearing and all information obtained by the Hearing Committee shall be strictly confidential. Each voting member of the committee is entitled to one vote. The Chairperson is non-voting, except in the event of a tie vote. All decisions shall be by simple majority vote. The Committee shall deliberate to consider the evidence and its decision in private and report its recommendations to the Vice President for Academic Affairs. A copy of the Committee report shall be sent to the Dean/Program Director involved within two days of the hearing. The Vice President for Academic Affairs shall accept, reject, or modify the recommendation and notify the student, and relevant faculty, in writing of the decision within 2 days of the receipt of the Committee recommendation. If the decision results in a change of grade, the faculty member will complete the appropriate form to notify the Registrar's Office. The Committee shall record the general minutes of the proceedings, excluding confidential information for the committee records. No report of the Committee findings will be maintained in Committee records, in order to maintain confidentiality. The decision of the Vice President for Academic Affairs shall be final unless the student appeals to the President.
5. The student may appeal the decision to the President of the College. Any appeal shall be submitted to the President of the College, in writing, within two school days (excluding weekends and holidays) of notification of the decision. The President or designee shall review all documentation and make a determination to sustain, modify, or set aside the Committee's decision. The President's decision will be communicated

in writing to the student, and to the Vice President for Academic Affairs and the Chairperson, after receiving the Student's written appeal. The decision of the President shall be final.

6. The Committee members are to be approached by the student or faculty member before, during or after the proceedings concerning the appeal

Grade Change Policy

If an instructor finds that it is necessary to change a student's grade, the grade change must be made before the **first day of class of the next semester** (including summer). Grades cannot be changed after this date. In the case of extraordinary circumstances, the instructor may submit a written deadline extension request to the Vice President for Academic Affairs.

Audit Policy

Students who do not want to earn college credit may enroll for no credit as an auditor. New students must complete an application for admission and submit all required credentials.

A student who wishes to be admitted to classes as an auditor must also obtain written consent of the Vice President for Academic Affairs, and the instructor of the course. Auditors will not receive credit for courses audited, nor will they be permitted to take advanced-standing examinations on such work, without permission of the Vice President, Academic Affairs. Tuition and fees for auditing a course are the same as for regular enrollment. A grade of "AU" will be posted to the student's academic record at the completion of the semester. Courses previously audited may be taken later for credit.

Change in registration from audit to credit (add) may take place no later than the last date to add. Change in registration from credit to audit (drop) may take place no later than the last date to drop without receiving a W grade. These dates are published in the Academic Calendar. An enrolled student who has been formally admitted to the College or any of its programs (if applicable) may change from audit to credit or credit to audit with permission of the instructor of the course and the student's academic advisor. A student who has never been formally admitted to the college and who initially enrolls for audit may change to credit if they are admissible to the college and applicable programs and with permission of the instructor of the course and the student's academic advisor.

STUDENTS MAY NOT AUDIT THE SAME COURSE MORE THAN ONCE.

Auditors may utilize the Learning Resources Center, receive course handouts and, at the discretion of the instructor, may participate in class discussion and testing and may be allowed to observe and participate in the laboratory setting. Auditors may not participate in the clinical component of a course.

Auditors are required to follow all policies of Our Lady of the Lake College.

The Independent Study Option

The Independent Study Option allows qualified students to complete arts and sciences courses outside the traditional classroom setting and in a one-on-one relationship with the faculty member. This option provides flexibility in meeting student needs (i.e., to solve scheduling problems, which would delay the student's graduation). It constitutes an agreement between the student and the instructor. This agreement, which is produced in written form and submitted to the division dean or director for approval, describes how the course requirements are to be met. Avenues leading to this objective include but are not limited to videotapes, computer tutorials, tutoring sessions with the instructor, reading and writing assignment, and oral and written testing.

Some restrictions apply:

1. Not all arts and sciences courses may be taken under this option.
2. The instructor must be a full-time faculty member who has taught the course to be offered.
3. The student must have a GPA of 2.80 or better.
4. Of courses taken under this option, a student may apply a maximum of six hours towards an associate degree.
5. The normal tuition and fees will apply to courses offered under this option.
6. Admittance to an independent study course will be at the discretion of the instructor.
7. A course taken under the Independent Study Option must be completed in the time frame of the semester enrolled.
8. A course offered under this option would be graded using the same letter grades as would be used if the course was offered in the traditional classroom mode.

Non-Matriculating Student Classification

A non-matriculating student is one who is taking courses for credit but is not a candidate for a degree/certificate nor pursuing admission to a degree/certificate program. The student has been formally permitted to take a limited or special selection of courses without regard to requirements for a degree. Students registering in a non-matriculating status are subject to all College regulations governing

registration and attendance and student policies in general. Academic status will be determined in courses taken in this classification in accordance with College policy. Courses taken in this status may not necessarily be applied to a degree program. Enrollment as a non-matriculating student is limited to one semester.

Applicants seeking admission as non-matriculating students must apply in the same manner as applicants seeking regular admission. Applicants must complete an *Application for Admission*. A diploma, transcript, or other appropriate documentation will be accepted as evidence of the applicant's eligibility for admission.

Non-matriculating students who desire to continue taking credit courses must request acceptance as a regular student. Applicants must meet all admission requirements and complete the admission process. Applicability of credit earned through non-matriculating status toward a degree will be determined by the Dean or Director of the program with approval of the Vice President, Academic Affairs.

Grade Point Averages

A student's grade point average is an index of scholastic performance and is computed on the ratio of quality points earned to semester hours attempted. The quality points per course are determined by multiplying the number of semester hours earned (1, 2, 3, etc.) by the number of quality points assigned to the final grade received (A = 4, B+ = 3.5, etc.). The sum of the quality points received for all courses is then divided by the number of semester hours attempted. Credit hours awarded for a P (Pass), WS (Withdrawal—Satisfactory Progress), or WU (Withdrawal—Unsatisfactory Progress), I (Incomplete), AU (Audit), or S or U (Satisfactory or Unsatisfactory Progress for Developmental Courses) will not be considered in the calculation of the grade point average.

Semester Grade Point Average: A student's grade point average based on the number of quality points earned and the number of credit hours attempted during a semester at Our Lady of the Lake College.

OLOL College Grade Point Average: A student's grade point average based on the total number of quality points earned and the total number of credit hours attempted at Our Lady of the Lake College.

Overall Grade Point Average: A student's grade point average based on the total number of quality points earned and the total number of credit hours attempted at Our Lady of the Lake College and all transfer courses.

Graduation Honors Grade Point Average: A student's grade point average based on the Overall Grade Point Average. See Honors.

Withdrawal From Courses

A student who officially withdraws from a course will receive a “WS” (Withdrawn - Satisfactory Progress) or a “WU” (Withdrawn - Unsatisfactory Progress) up to and including the Last Day to Withdraw as published in the Academic Calendar. A student who discontinues a class or leaves school without following the official procedures for withdrawal or resignation is subject to receiving a grade of “F” posted on his/her record for each course in question and/or denial of permission to re-enter the college.

Resignation From the College

Resignation from the College is the withdrawal or discontinuation of all courses in which the student is enrolled. To resign officially from the College, the student must obtain a *Resignation* form, which must be completed by the student and signed by designated officials of the College. A student who discontinues classes or leaves school without following the official procedures is subject to receiving a grade of “F” posted on his/her College record for each course in question and/or denial of permission to re-enter the College.

Course Withdrawal and *Resignation* forms may be obtained from the Office of Registrar.

Readmission to the College

A student who has resigned from the College, has resigned from a degree/certificate program, has not been continuously enrolled at the College for one semester or has been suspended and desires to re-enter the College must apply for readmission. The student must submit an *Application for Readmission* to the Office of Admissions and Records. The application must be accompanied by a written request to the Dean or Director of the program to which readmission is desired. Readmission is not guaranteed. Students will be admitted in accordance with the admission policies in effect at the time they are seeking readmission. Time limits and application deadlines for re-entry may apply to specific programs.

Once accepted for readmission to a degree/certificate program, students will be required to meet the curriculum requirements for the degree/certificate as stated in the current catalog and which are in effect at the time of re-entry.

The Application for Readmission may be obtained from the Office of Admissions and Records.

Credit for Repeated Courses

When a student repeats a course at Our Lady of the Lake College, all grades will be used in computing the Grade Point Average. All repeated course work must be taken at Our Lady of the Lake College.

(Degree/Certificate Program students: See program handbook for policies.)

ACADEMIC STATUS

Academic status at Our Lady of the Lake College is defined as Progression or Non-Progression.

Progression status designates an enrollment status whereby the student is eligible to continue enrollment within a course or program of study. Included in this category are Good Standing and Academic Probation.

Non-Progression status designates an enrollment status whereby the student is not eligible to continue enrollment within a course or program of study. Included in this category are Academic Suspension, Academic Dismissal, and Non-Academic Dismissal.

The College policies regarding Academic Status are as follows:

Progression Status

IN GOOD STANDING

To be considered in good academic standing, a student must have a minimum Our Lady of the Lake College cumulative grade point average (GPA) of 2.0.

ACADEMIC PROBATION

Academic Probation provides a warning for a student whose academic work is unsatisfactory.

Academic probation status will be posted on the student's academic record.

A student is placed on academic probation under the following situations:

- a student (other than first semester student) with an Our Lady of the Lake College cumulative GPA of 1.50 to 1.99
- a first semester student with an Our Lady of the Lake College cumulative GPA less than 1.5

- a student reentering whose last academic status was probation
- a student reentering after academic suspension

To remain eligible to enroll in courses while on academic probation, the student must:

- achieve a 2.0 semester GPA at Our Lady of the Lake College.

To be removed from academic probation, the student must:

- achieve a 2.0 cumulative GPA at Our Lady of the Lake College.

Non-Progression Status

ACADEMIC SUSPENSION

Academic suspension designates a time period whereby the student is not eligible to enroll in courses due to his/her unsatisfactory academic work.

A student on academic suspension status may not register for courses at Our Lady of the Lake College for the following regular (fall or spring) semester as well as the intervening summer term.

Any course work taken at another institution while a student is under academic suspension status will not be accepted for transfer credit and will not be used to fulfill degree requirements or to change or to modify the GPA.

Academic suspension status will be posted on the student's academic record.

A student may be suspended from the College for academic reasons only once and allowed to re-enter only once. An application for readmission is required. If readmission is approved, the student will be placed on academic probation status.

A student is placed on academic suspension status when the student who is on probation status and does not achieve a Our Lady of the Lake College Semester GPA of 2.0

ACADEMIC DISMISSAL FROM THE COLLEGE

Academic dismissal from the College designates a status whereby the student is ineligible to continue enrollment in academic programs of the College.

Academic dismissal will be posted on the student's academic record.

A student will be dismissed from the College if the student who was suspended is allowed to re-enter, and does not achieve a 2.0 semester GPA for the return semester.

DISMISSAL FOR NON-ACADEMIC REASONS

Students who commit any of the following acts may be dismissed from the College according to the procedure for disciplinary dismissal:

- academic dishonesty
plagiarism
- falsification of information given on official school documents
- falsification of records regarding patient care
- unauthorized possession of an examination
- illegal possession, use, sale or distribution of drugs
- illegal possession of weapons
- theft
- commitment of any act which would result in ineligibility for licensure or certification.
- participation in cheating or lying in reference to clinical or classroom assignments
- chemical impairment in the school/clinical setting
- conduct which is inappropriate for either clinical or classroom
(e.g., abusive language, threats, assault and battery, disruptive talking)

This list is not meant to be all-inclusive, but serves to identify examples of behaviors that warrant disciplinary dismissal. See Student Handbook for Due Process for Misconduct.

Honors

DEAN'S LIST

The Dean's List is published each semester. To be eligible for this list, the full-time student must have attained a grade point average of 3.5 or better during the semester in question. Students attending on a part-time basis are recognized on the Dean's List for part-time students when they have earned twelve semester hours of credit and attained a grade point average of 3.5 or better at Our Lady of the Lake College.

PRESIDENT'S LIST

The President's List is published each semester. To be eligible for this list, the full-time student must have attained a grade point average of 4.0 during the semester in question. Students attending on a part-time basis are recognized on the President's List for part-time students when they have earned twelve semester hours of credit and attained a grade point average of 4.0 at Our Lady of the Lake College.

GRADUATION HONORS

Associate degree students graduating with an overall grade point average of 3.5 or higher are recognized as Honor Graduates. Students graduating with a grade point average of 3.75 or higher are recognized as graduating with Highest Honors. Baccalaureate degree students graduating with an overall grade point average of 3.5 or higher are recognized as cum laude graduates, 3.75 or higher magna cum laude and 3.90 or higher summa cum laude.

Intent to Graduate

The last date to submit intent to Graduate forms is the same as the last day to drop classes without a "W" grade in the semester of graduation. It is strongly recommended that Intent to Graduate forms be submitted in the semester prior to graduation. The Office of the Registrar will provide forms.

Student Complaints and/or Concerns Policy Statement

Our Lady of the Lake College is committed to providing an environment that is supportive of student achievement. Academic, Administrative, and Support Services share that commitment in the provision of all programs and services. The procedures for Academic Grievance as well as Due Process Rights are found in the *Student Handbook*. In addition to these procedures, any student who has a concern or complaint about institutional policies, procedures, or practice is encouraged to follow the Student Complaint Procedure (*Student Handbook*). The procedure may not be used to protest existing policies or regulations.

In order to maintain confidentiality documents pertaining to complaints or concerns will not be placed in a student's academic file. Such documents will be retained in a separate file accessible only to authorized personnel of the College.

There will not be discrimination or retaliation as a result of a student's exercise of his/her rights under this procedure.

General Policies For Transfer Credit

Transfer of Course Credits for All Degree/Certificate Programs

Credit earned at an accredited college or university is transferable provided the course is equivalent in content to the course represented, subject to the review of the relevant faculty in the discipline. Time limits for transferability of some courses may exist. Information is available in the Office of Admissions.

Course work evaluated for transfer at the time the student makes formal application for admission to a degree/certificate program will not expire as long as the student is actively seeking admission to the program and continues to update his or her application for admission. Courses accepted for transfer at the time the student is admitted to Arts and Sciences may not be accepted for transfer at the time the student applies for admission to a degree/certificate program. Students should refer to degree/certificate program admission requirements for details.

Students who have successfully completed 30 college credits with an overall GPA of 3.0, and students who have successfully completed 45 college credits with an overall GPA of 2.0 are exempt from ACSM 100. All other students are required to complete ACSM 100 upon enrollment at the College.

Credit Through Examination

Credit for college level achievement in Arts and Sciences courses may be awarded by the CLEP and/or ACT/PEP examination. Recognition of previous learning may be achieved through a national credit examination program such as CLEP and ACT/PEP. Proficiency examinations are given on national test dates and are designed to give credit for knowledge gained in programs without college credit or for courses, which are not transferable. Information is available in the Office of Admissions. Credit will be entered on a student's official record upon receipt of official scores, provided the student achieves at or above the level accepted by Our Lady of the Lake College. Credit will be given as a grade of "P" and will not be computed in the student's GPA.

A list of the subject examination approved by Our Lady of the Lake College are listed below:

Subject Exam	Course Adwarded	Accepted Score	Credit Hours
English Composition with Essay (CLEP)	ENGL 101	45	3
English Composition (CLEP)	ENGL 102	45	3
College Algebra (CLEP)	MATH 112	45	3
Introduction to Sociology (CLEP)	SOCI 100	45	3
Introduction to Psychology (CLEP)	PSYC 100	45	3
Microbiology (ACT-PEP)	BIOL 280	45	3
Human Anatomy & Physiology (Act-PEP)	BIOL 210 + 211	45	6

Credit Through Military Experience

Honorably discharged veterans of the United States Armed Forces may be allowed credit for certain courses upon presentation of a copy of their discharge to the Office of Admissions. This credit may be granted for service schools where equivalence in terms of college courses has been recommended for college credit in the “Guide to the Evaluation of Educational Experiences in the Armed Services,” published by the American Council on Education. Appropriate documents must be submitted to the Office of Admissions for an evaluation of these experiences.

Air Force ROTC

The Air Force ROTC program provides pre-professional preparation for future air Force officers. Through a cross-registration program between Our Lady of the Lake College and Louisiana State University, Our Lady of the Lake College students are eligible to enroll in the Air Force Reserve Officer Training Corps (AFROTC). Courses are conducted at Louisiana State University and course work credited at Our Lady of the Lake College. Consult the *LSU General Catalog* for course listings and descriptions. Call (225) 578-4535 or visit www.afrotc.lsu.edu on the World Wide Web for more information.

AFROTC offers a four-year and a two-year program leading to an Air Force officer’s commission. When a cadet graduates with a 4-year College Degree and has completed the Air Force ROTC course work and requirements, the cadet will be commissioned as a second lieutenant in the United Sates Air Force. Students incur

no obligation while participating during the freshman and sophomore years, unless on an Air Force scholarship. AFROTC scholarships are available to students who demonstrate exceptional academic performance and aptitude for commissioned service. The AFROTC scholarships cover tuition and fees, pays up to \$400 per month stipend during the fall and spring semesters, and provides \$450 per year to purchase books.

PROGRAM OF STUDY

The General Military Course (GMC) taken during the freshman and sophomore years focuses on three main themes – the military officers' role, the development of aerospace power, and the organizations of today's Air Force. Enrollees will study the missions, doctrines, and strategies of aerospace power from balloons to contemporary use of space vehicles. GMC cadets are required to attend the Leadership Laboratory, where they are introduced to principles in applied leadership in drill and ceremonies, military protocol, and physical fitness.

The Professional Officer Course (PO) is available primarily to junior college transfer students, military veterans, and highly qualified sophomore students. Students in this program are expected to have at least for semesters remaining in school – which may be undergraduate, graduate, or a combination of the two. This program is highly competitive, so it is important to apply early during the sophomore year.

To enter the two-year program, students must attend a five-week field training session, usually held at an Air Force Base during the summer between sophomore and junior years. Students are required to complete the summer training and meet all physical and academic requirements to enroll in the POC. POC cadets (as well as GMC cadets on scholarship) receive up to a \$400 nontaxable monthly allowance during the academic year.

Professional Officer Course students start their program with an in-depth look at the theories of management and their application. In Aerospace Studies (ASST 3001 and ASST 3302) courses, cadets will examine the general concepts of leadership and relate the concepts to real Air Force situations. They will participate through group discussions, case studies, and individual and group problem solving. ASST 3001, ASST 3002, ASST 3003, and SST 3004 classes normally meet three hours per week. In ASST 3003 and ASST 3004 classes, cadets will analyze the role of the Armed Forces in contemporary American society. Also, they will examine a broad range of American domestic and international military relationships and the environmental context in which American national security policy is formulated and implemented. Successful completion of the POC leads to a commission as an Air Force Officer.

Leadership Laboratory, a cadet-planned and directed activity, provides leadership training experiences to improve a cadet's ability to perform as an Air Force officer. The freshman and sophomore Leadership Laboratory introduces Air Force customs and courtesies, drill and ceremonies, wearing the uniform, career opportunities in the Air Force, education and training benefits, and the life and work of an Air Force officer; and includes opportunities for field trips to Air Force installations. Initial experiences include preparing the cadet for individual flight, squadron movements in drill and ceremonies, and for the Field Training assignment prior to the junior year. The junior and senior Leadership Laboratory involves cadets in advanced leadership experiences to prepare for active duty. Cadet responsibilities include planning, organizing, directing, coordination, and controlling the activities of the cadet group; preparing briefings and written communications and providing interviews, guidance, information, and other services which will increase the performance and motivation of all cadets. Leadership Laboratory is held twice a week for one hour.

FIELD TRAINING

There are two types of Field Training; a four-week course for cadets in the four-year program and a five-week course for two-year program applicants. Students of the four-year program normally attend Field Training between the sophomore and junior years. Two-year program applicants usually attend Field Training prior to entering the POC.

Field Training is hosted each summer several active Air Force installations. It is designed to stimulate the development of military leadership among students through aircraft, aircrew, career, and survival orientation; junior officer training, physical training, small arms training, supplemental training and human relations education; and equal opportunity training. The five-week Field Training program differs in that it has an additional 60 hours of academics, which are similar to the 60 hours of the on-campus academics taken by the four-year program cadets, during the freshman and sophomore years. Students will receive pay and allowances authorized by current Air Force directives while in Field Training.

ADVANCED TRAINING

Selected cadets may have the opportunity to go to active duty Air Force bases for a two-week or three-week period during the summers following the freshman and junior years. Advanced training cadets will receive specialized career orientation and an opportunity to experience leadership, human relations, and management challenges encountered by Air Force junior officers. Also, they will become familiar with the Air Force "way of life." Cadets receive pay and allowances authorized by current Air Force directives at the time of Advanced Training attendance.

ADMISSIONS REQUIREMENTS

In order to qualify for entry into the General Military Course, the student must be full-time at Our Lady of the Lake College, a United States citizen (for contract

status); in good physical condition, and have good moral character. Students are required to complete all commissioning requirements prior to age 26 ½, if the student intends to be a pilot or navigator, and to fulfill commissioning requirements prior to age 34 (may be waived for prior service up to age 35, if a non-flying officer candidate).

Qualifications for entry into the Professional Officer Course are more stringent. In addition to the requirements of the General Military Course, the cadet must: have two academic years remaining (undergraduate, graduate or a combination), must be interviewed and selected by a board of Air Force officers, and must successfully complete a four-week field training course if in the four-year program. Two-Year Program applicants must complete a five-week field training course.

ENROLLMENT PROCEDURES

There is no application procedure for the four-year program. Students should register for AFROTC in the same manner and at the same time they cross-register for other college courses under the Our Lady of the Lake College-LSU consortium agreement. For more information concerning the Air Force ROTC program, call the Department of Aerospace Studies at (225) 578-4535. Students interested in the two-year program may visit the Department of Aerospace Studies for detailed information. The department is located in Military Science-Aerospace Studies Building, Room 105, South Stadium Drive, Louisiana State University, Baton Rouge, LA 70803-0100.

AEROSPACE STUDIES CURRICULA

FRESHMAN YEAR

FIRST SEMESTER

ASST 1001	The Air Force Today-	1 credit hour
ASST 1011	Leadership Laboratory -	1 credit hour

SECOND SEMESTER

ASST 1002	The Air Force Today-	1 credit hour
ASST 1012	Leadership Laboratory-	1 credit hour

TOTAL 4 CREDIT HOURS

SOPHOMORE YEAR

FIRST SEMESTER

ASST 2001	Developmental of Air Power-	1 credit hour
ASST 2011	Leadership Laboratory-	1 credit hour

SECOND SEMESTER

ASST 2002 Developmental of Air Power- 1 credit hour

ASST 2012 Leadership Laboratory- 1 credit hour

TOTAL 4 CREDIT HOURS

JUNIOR YEAR

FIRST SEMESTER

ASST 3001 Air Force Management & Leadership*/Leadership Laboratory- 3 credit hours

SECOND SEMESTER

ASST 3002 Air Force Management & Leadership*/Leadership Laboratory- 3 credit hours

TOTAL 6 CREDIT HOURS

SENIOR YEAR

FIRST SEMESTER

ASST 2003 National Security in Contemporary American Society* / Leadership Laboratory- 3 credit hours

SECOND SEMESTER

ASST 3004 National Security in Contemporary American Society* / Leadership Laboratory- 3 credit hours

TOTAL 6 CREDIT HOURS

*Student must have satisfactorily completed ASST 2002, completed Field Training, or have permission of the Professor of Aerospace studies to enroll.

Transfer of Arts and Sciences Courses Following Admission to a Degree/Certificate Program

Once admitted to a degree/certificate program, a student may not enroll in courses offered at other institutions without prior written approval. Students must submit their requests in writing to the Vice President for Academic Affairs. The Vice President will answer their requests in writing. Transfer credits for courses taken at other institutions by students enrolled in degree or certificate programs will not be accepted unless such approval has been granted in writing.

For further information on credit by examination and transfer of courses from other institutions contact the Office of Admissions and Records.

Student Services

The Support Services Unit of Our Lady of the Lake College, in collaboration with Academic Affairs, provides an environment that recognizes and is responsive to student needs in promoting academic achievement and student learning. A variety of programs and services are offered to assist students in achieving their educational goals.

ACADEMIC SUPPORT PROGRAMS/SERVICES

Learning Resources Center

The Learning Resources Center of Our Lady of the Lake College supports the mission of the College and the Franciscan Missionaries of Our Lady with a dedication to service excellence. Through a dynamic, innovative and multi-media approach, the Learning Resources Center (LRC) supports the curricular, informational and research needs of the Our Lady of the Lake College community in meeting all personal, academic and professional goals while fostering life-long learning. For this purpose, the LRC collects, maintains and organizes current information in various formats to insure efficient access to information.

The Learning Resources Center, located in the Allied Health Building, encompasses the College library, the Media Center and two computer labs. The library, located in the Administration Building, provides local access to print materials; as well as, an array of library services, all based on a collection of monographs and periodicals. Currently, the library houses ten thousand monographic volumes and subscribes to a variety of periodicals. Realizing the informational needs of Our Lady of the Lake College may exceed the collection, the LRC expands locally held resources by participating in the Baton Rouge Hospital Library Consortium, which allows students to use various hospital libraries around Baton Rouge. In addition, to further extend information access, OLOL College Students are extended library privileges at all public academic libraries throughout Louisiana through the Louisiana Academic Library Information Network Consortium. Finally, OLOL College students have access to various Louisiana academic library catalogs through the Louisiana Library Network, commonly called LOUIS.

The Media Center houses non-print media and is the location of St. Benedict, one of our two computer labs. The second computer lab, St. Scholastica, is located in the Arts and Science building. These holdings and services provided are designed to enhance and to reinforce classroom instruction and represent a diversity of experiences, opinions, social and cultural perspectives.

Academic Advising

The purpose of the Academic Advisement Program is to provide assistance to students in planning their academic endeavors and exploring career goals and options. The Academic Advisement Program recognizes the individuality of each student and facilitates the achievement of each student's full potential by providing assistance in the selection of curriculum and courses, the scheduling of classes, the exploration of educational opportunities and career goals, and in identifying resources to provide academic assistance and financial assistance.

The Advisement Program has two components: pre-admission advising by the Office of the Registrar and academic advisement by faculty.

Pre-Admission advising is provided by staff in the Office of the Registrar. The pre-admission advisors are available to assist the student in making career choices and to initiate planning for a program of study.

When a student is accepted for admission, he/she is assigned a faculty advisor. The student is encouraged to seek the advisor's assistance as needed in planning a program of study, and selecting and scheduling classes.

Each advisor will seek to provide the most current and accurate information to support the advising process. The student is responsible for seeking academic advising, for knowing and complying with Our Lady of the Lake College requirements, for knowing the requirements of the degree or certificate program, and for taking courses in the proper sequence to ensure orderly and timely progress toward his or her educational goals.

Counseling Services

The Our Lady of the Lake College Counseling Services Office, part of the Division of Support Services, provides professional counseling services for all students. These services include academic counseling, career counseling, crisis intervention, and short-term psychotherapy for individuals and groups. Consultation services and workshops are available to student groups, faculty, and staff. Counseling Services also offers a variety of standardized tests in the areas of vocational interest, learning difficulties, and crisis intervention.

The faculty accepts as true that each student is an individual of worth possessing dignity, free will and the potential for personal and professional growth. The counseling program encourages students to:

- accept self and others as individuals of worth;
- accept responsibility for decisions and actions;
- identify the dynamics of behavioral reactions in self and others;
- explore anxiety-provoking situations in personal and professional life;
- realistically appraise capabilities, strengths, needs, accomplishments, and career goals;
- set goals for self that are in keeping with interests, abilities, accomplishments and personality;
- utilize problem solving and decision making processes in making personal and professional decisions;
- make career decisions based on evaluation of characteristics, abilities, career opportunities, requirements and employment prospects in various fields of health care.

INDIVIDUAL COUNSELING

Students are encouraged to seek guidance in solving personal problems through consultation with a counselor. Students may arrange an appointment by calling 768-1713. Students are encouraged to schedule appointments at least 24 hours in advance. All records of the Counseling Services remain confidential. The counselors will provide assistance, support, assessment of the problem, counseling, and appropriate referrals at no cost to the student.

The counseling staff will provide individual counseling for persons having difficulties with interpersonal relationships, communication effectiveness, depression, family and couple relationships, stress and anxiety, and academic difficulties.

GROUP COUNSELING

Group counseling is a unique opportunity that gives participants the chance to share common concerns and work towards solutions with the help of feedback and discussions with others. All groups are structured and focus on special interest topics such as stress management, relationships, and effective communication techniques. Topics, times, and availability for these groups will be posted around the College throughout the semester.

SEMINARS

The Counseling Services Office will conduct several special interest seminars each semester. Topics will range from stress management to time management. Please watch for information concerning the time and place of these seminars will be posted. If a student group, staff member, or faculty member would like for a special seminar to be conducted, please contact the Counseling Services Office.

TUTORING

Academic assistance is available to students through the counseling services office. Students are encouraged to schedule a session with the Academic Counselor for assistance in Reading, Math and general study and test taking skills. Peer tutoring also is available in specific content areas. For an appointment or tutoring session, students may call counseling services at 768-1724 or 214-1947.

Assessment

The Counseling Services Office offers a variety of assessment services. These services include career interest, learning styles, careers and crisis intervention testing.

Students With Disabilities

Our Lady of the Lake College complies with the 1973 Rehabilitation Act Section 504, the 1975 PL 94-142 Education of Handicapped Children Act, the 1990 PL 101-476 Individuals with Disabilities Education Act, and the 1990 Americans with Disabilities Act (ADA) to ensure equal opportunity for qualified individuals with learning disabilities. Our Lady of the Lake College makes reasonable accommodations and provides services to provide access (to receive and give information).

Our Lady of the Lake College does not conduct pre-admission inquiries regarding disabilities, does not establish admission quotas, and does not discriminate on the basis of disability. Following admission to the College, students diagnosed as disabled are requested to complete a form to self-identify at the time of registration. Special Needs Assessment forms are located in the reception areas throughout the College.

The completion of a self-identification form is done through the Counseling Services Office. Students with special needs should contact the Counseling Services Office at 768-1713 to arrange for an appointment. The Counselor will conduct an interview to make sure that proper documentation is in place as well as beginning the procedure for securing the appropriate accommodations. The Counselor can also provide the necessary referrals to the appropriate professionals, i.e. physician/psychologist, to begin the assessments needed for proper documentation of the disability.

Students desiring College program enrollment may be required to meet core performance standards for the preferred academic program of study. The core performance standards for each program of study are available in the admission application packet and published in the program handbook. OLOL College will

provide persons with disabilities an equal opportunity to participate in, or benefit from, all services as afforded to all other individuals. OLOL College will not use standards, criteria or methods of administration in our operations that screen out, exclude or discriminate based on disability.

Student Development

The Student Development Program is designed to provide student services that support educational and College goals for student achievement. This program also provides each student with opportunities for growth as an individual and as a contributing member of the student body and community.

STUDENT ACTIVITIES/ORGANIZATIONS

In addition to the regular schedule of the academic curriculum, there is a program of co-curricular activities on the campus. Campus organizations managed by students under faculty and administration guidance offer ample opportunities for growth in character, citizenship and leadership.

Student Government Association

The Student Government Association (SGA) provides all students the opportunity to participate in self-government. The Student Government Association represents all students enrolled in the College. Through this organization, rules and regulations are formulated and carried out, and plans for student activities are made. All students are encouraged to attend Student Government Association meetings. The activities of the Student Government Association are supported by student fees.

American College of Healthcare Executives

The mission of the American College of Healthcare Executives is to be the professional membership society for healthcare executives; to meet its members' professional, educational and leadership needs; to promote high ethical standards and conduct; and to advance healthcare leadership and management excellence.

Beta Sigma Mu

Formed during the spring 2003 semester, the pre-med club or *Beta Sigma Mu*, is open to human medicine students, human biology students, and all allied health students. The Elected officers include a president, vice-president, and secretary. The primary function of this group is to introduce student members to contem-

porary concepts and ideas relevant to human medicine and human biology. Local physicians and researchers expanding current developments in the areas of human anatomy and physiology and their relationships to health and disease will present seminars. Proper nutrition and alternative medicine ideas will also be described and discussed. Other responsibilities for this organization will involve and include: updates with regard to procedures and requirements related to MCAT/DAT/GRE preparation and application; procedures for applying to local and regional medical schools, osteopathic schools, schools of podiatric medicine, schools of chiropractic medicine, dental schools, schools of veterinary medicine; procedures for application to graduate school programs in human biology and/or medicine; (M.S., Ph.D.); procedures for application to graduate PA and PT programs. This student organization will also sponsor multiple charity-related events such as fund-raisers, toy donations, food donations, etc. For a school service project members are looking into the preparation and development of web sites related to OLOLC programs, teaching, and research.

Christian Student Fellowship

The Christian Student Fellowship (CSF) is a student organization whose purpose is to minister to the Our Lady of the Lake College community. The organization is founded on the philosophy of the Franciscan Missionaries of Our Lady which seeks to extend the ministry of Jesus Christ through care, compassion, respect, and understanding for all people. The organization meets its goals by conducting ministerial activities such as: devotionals, Bible studies, support groups, and community service. Membership in the CSF is open to all enrolled students, faculty, and staff of Our Lady of the Lake College.

Clinical Laboratory Sciences Association (Medical Laboratory Technology)

Clinical Laboratory Science Association is a student organization whose purpose is to broaden the career scope of the membership. The organization is founded on the philosophy that membership in student organizations enhances the work ethic and increases life-long learning. In keeping with the mission of Our Lady of the Lake College, the organization is committed to encouraging student members to strive to meet the needs of the community and of fellow students with compassion, understanding, respect, and dignity. Members are encouraged to participate in professional and community activities and to disseminate information about the career of clinical laboratory sciences.

Cultural Arts Association

The Cultural Arts Association (CAA) is a student organization whose purpose is to promote interest in fine arts activities, such as music, painting, and creative writing, and in popular arts and crafts reflecting the culture and heritage of

Louisiana. The organization is founded upon the philosophy that a “well educated” person is a “well rounded” person and that “higher education” is also a “broader education.” Thus, students are encouraged both to explore their individual talents and to appreciate the talents of others. The organization meets its goals by disseminating information about cultural events within the Greater Baton Rouge area, arranging for both on-campus and off-campus cultural activities, and sponsoring informal lectures and workshops to assist students in developing their own fine arts talents.

Mathematics/Science Association

The purpose of the Mathematics/Science Association (MSA) is to promote interest in Mathematics and Science. Students are encouraged to explore topics in science and mathematics and to appreciate knowledge and skills in various disciplines. The organization meets its goals by disseminating information about these topics and arranging for both on-campus and off-campus activities. Additionally, the MSA club will sponsor informal lectures and workshops to assist students in discovering and developing their own talents in mathematics and science.

Epsilon Mu Theta: An Association of Emergency Health Science Students

The purpose of this organization is to contribute to Emergency Medical Technician education in order to help assure the highest quality emergency health care for this area. EMΘ promotes and encourages participation in community affairs and interdisciplinary activities. This organization will also promote collaborative relationships within emergency medicine and related health organizations. EMΘ will also speak uniformly on behalf of the EHS students to the faculty, administration, and academic community.

OLOL Student Nurses Association

All nursing students are encouraged to participate in local, state and national activities of the nursing profession through membership in their professional organization OLOL-Student Nurses Association (OLOL-SNA). Membership in the local school chapter OLOL-SNA allows a nursing student privileges of membership in the Louisiana Association of Student Nurses (LASN) and National Student Nurses Association (NSNA).

Professional Fraternity of Phi Theta Alpha for Physical Therapy Assisting Students

The purpose of the Professional Fraternity of Phi Theta Alpha is to enable its members to attain for themselves a complete education in physical medicine through involvement in school. Professional and community activities of Phi

Theta Alpha strive to facilitate learning for the Pre-Physical Therapist Assisting students by playing an active role in the undergraduate curriculum and to advocate the philosophy of the Franciscan Missionaries of Our Lady by incorporating those values and beliefs into the everyday lives of our members.

Beta Epsilon Fraternity of Radiologic Technology Students

The purpose of the Beta Epsilon Fraternity of Radiologic Technology Students (BEFRT) is to encourage and assist students in personal growth and professional development in radiologic technology. Members of this organization will contribute to group activities and participate in school and community events. This organization will uphold the values and philosophy of the Franciscan Missionaries of Our Lady. All Radiologic Technology students are encouraged to participate in local, state and national activities of the radiology profession through membership in their professional organization Beta Epsilon Fraternity of Radiologic Technology Students.

OLOL College Student Association of Surgical Technologists

The purpose of Our Lady of the Lake College Student Association of Surgical Technologists (SAST) is to encourage and assist students in personal growth and professional development in Surgical Technology. Members of this organization contribute to group activities and participate in school and community events. This organization upholds the values and philosophy of the Franciscan Missionaries of Our Lady. All surgical technology students are encouraged to participate in local, state and national activities of the profession through membership in their professional organization Student Association of Surgical Technologists.

Professional Organizations for Health Care Providers

All students are encouraged to participate in professional organization(s) appropriate to their chosen discipline. Many of these organizations provide student memberships.

Student Activities

Each year a variety of programs are offered for the intellectual enrichment of campus life. Visiting scholars, joint faculty/student seminars, guest lectures and video programs offer diversity to the student experience.

Health Program

The Student Health Program provides for the promotion of positive physical and mental health. It is designed to encourage students to assume individual responsibility

ity for good health practices and adequate health care during illness. All full time students enrolled in Clinical Courses must have a physical examination performed by their personal physician at the time of enrollment. Clinical students must also complete annual TB skin testing.

Drug screening is required for all students prior to entering clinical degree/certificate programs. Additionally, students enrolled in clinical programs are subject to random urine drug screening. Random drug screening will be at the College's expense. Pre-enrollment drug screen costs will be included in the student's fees.

All students, as a condition of the enrollment in a clinical program, must abide by the drug and alcohol policies and consent, when asked, to submit to urine drug testing to determine compliance with the policy. Individuals who refuse to consent or cooperate in the administration of such testing are subject to discipline, including and up to, dismissal. Individuals with confirmed positive tests for illegal drug usage or misuse of prescription drugs are in violation of Our Lady of the Lake College policy and are subject to discipline, including, and up to, expulsion.

IMMUNIZATION POLICY

All students enrolling for the first time at Our Lady of the Lake College must furnish proof of immunization for measles, mumps, rubella (MMR), tetanus and diphtheria (T/D) prior to admission to the College. The required proof is to be submitted with the College application. The back of the Immunization form, enclosed with the application, describes the College requirements.

The Hepatitis vaccine series is mandatory for all students enrolling in clinical courses unless contraindicated for medical reasons. The series may be obtained through a private physician, clinic, or through Our Lady of the Lake Regional Medical Center, coordinated by the College Health Office. The required proof of vaccination should be submitted to the College Health Office, 7434 Perkins Road, Baton Rouge, Louisiana 70808.

HOSPITALIZATION INSURANCE

It is highly recommended that students enrolled in clinical programs carry hospitalization insurance. All students are encouraged by the College to carry hospitalization insurance.

OLOL College offers a student accident and sickness insurance plan for all full-time and part-time (enrolled in six or more credit hours) students. This insurance plan is sponsored by the Louisiana Association of Independent Colleges and Universities. The College provides an accidental injury policy for each student enrolled in a

degree/certificate clinical program and wet laboratory courses.

Also available for full-time students is Blue Cross/Blue Shield of Louisiana.

For further information, contact the College Student Health Office at 768-1755 or 768-1718.

Campus Safety and Security

The *Campus Safety and Security Booklet* is published each August by Our Lady of the Lake College and includes the annual security report, including documentation of campus crimes for the preceding three calendar years. The offenses for which the statistics are reported are defined in accordance with the FBI's Uniform Crime Reporting (UCR) Program.

Prospective students receive a copy of the Campus Safety and Security Booklet when they request an application/information packet. The Campus Safety and Security Booklet is available upon request from the Office of Health and Safety. It is also located on the College web site: http://www.ololcollege.edu/Campus_Security.html.

Crime statistics for post-secondary schools can be found on the U.S. Department of Education website: <http://ope.ed.gov/security/search.asp>. Public information on registered sex offenders in the State of Louisiana can be obtained from the Louisiana State Police Sex Offender Registry web site: <http://www.lasocpr.lsp.org>.

Chimes Medical Bookstore

Students may obtain textbooks, workbooks, study guides, and other required and optional materials from the College bookstore.

The Bookstore is located in the Administration building at 7434 Perkins Road. For convenience, the Bookstore operates with flexible hours during the first weeks of each semester. During the remainder of the semester, operating hours are Monday-Friday, 10:00 a.m.-5:00 p.m. The average cost of textbooks for a full-time student is \$250-\$300 per semester.

Textbooks purchased for the current semester may be returned for refunds according to the following schedule:

BOOK RETURN SCHEDULE

During the first week of classes (with receipt)	100%
During the second week of classes	75%
After the second week of classes*	

*Will buy back at wholesale price, if the book will be used the following semester.

Refunds on textbooks are given for the first and second weeks of the Fall and Spring semesters and the first 5 days of the Summer semester, *provided:*

- a. The register receipt is presented (cash refunds are not given without a register receipt);
- b. Textbooks are in the same condition as when purchased.

Housing

The College is a commuter institution; therefore, students are responsible for securing their own living accommodations. Many apartment complexes are located in areas convenient to the College.

Parking

Students are required to register vehicles parked on campus with the support services office. To register a vehicle, a student must present his or her registration receipt to the receptionist in the Administration Building. The parking tag is to be immediately hung on the rear view mirror.

Transportation

The degree and certificate programs in health care require clinical laboratory experiences in a variety of health care agencies within the Greater Baton Rouge area. The student is responsible for providing his/her own transportation to these scheduled learning experiences.

Food Service

A variety of food services are within walking distance of the College. Meals may be purchased in the Our Lady of the Lake Regional Medical Center cafeteria located on the first floor of the medical center (discounts offered to college faculty staff and students with presentation of name badge or student ID), or in the coffee shop located in St. Mary's Tower or deli located on the first floor of the Medical Plaza. An assortment of economically priced foods are available. Snack areas with vending machines are also available throughout the medical center and college.

Spiritual Life

Religious insight and understanding is essential in meeting the spiritual and psychosocial needs of persons of all faiths. Students may consult the hospital chaplain regarding religious and ethical problems. Masses are held in the Our Lady of the Lake Regional Medical Center Chapel daily. The chapel is located on the first floor of the medical center and is open daily from 7:00 a.m. until 6:00 p.m. All students are welcome to attend services and/or visit the chapel for meditation and prayer.

Pre-registration and Registration

Pre-registration will be held in the fall for the spring semester and in the spring for the summer and fall semesters. All new, first year and re-entry students admitted to the College will be required to meet with their faculty advisor before they will be allowed to pre-register.

At pre-registration, students select courses and secure a class schedule for the following semester(s). The Office of Registrar publishes a Pre-registration and Registration Schedule booklet prior to each pre-registration period. This booklet will contain class schedules as well as important pre-registration and registration information. Course listings are on published on the Lady of the Lake College web site each semester.

Registration (payment of tuition and fees) by mail will be held three times a year, in the fall, spring and summer according to the dates published in the schedule booklets. Only students who have pre-registered will be allowed to register by mail. Late-Registration will be restricted to Arts and Sciences students.

Students should refer to the schedule booklet for detailed instructions about pre-registration, registration and late registration activities.

Drop/Add Period

A student will be permitted to add courses, drop courses (without receiving a “W grade”), and drop courses (with a “W grade”) according to dates published in the academic calendar. *Except for courses taught in a condensed schedule during the summer session - see course syllabus.*

Tuition, Fees and Other Costs

FALL, SPRING, AND SUMMERTUITION AND FEES

STUDENT CLASSIFICATION	*TUITION (PER CREDIT HR)	FEES (7+ CR HRS/0-6 CR HRS)	TECHNOLOGY FEES (PER CREDIT HR)
All Students Enrolled in Arts and Sciences Associate & Baccalaureate Programs	\$205	Fall & Spring \$150/\$75 Summer \$150/\$75	\$5
All Students Enrolled in Divisions of Allied Health, Nursing, and HCI Associate & Baccalaureate Programs	\$205	Fall & Spring \$150/\$75	\$5

***Tuition** -- a maximum of \$3,280 will be assessed for 16+ credit hours

OTHER COSTS

ADMINISTRATIVE PROCESSING FEE

A \$25.00 non-refundable fee payable upon registration.

APPLICATION FEE

A \$25.00 non-refundable fee payable upon submission of an application for admission or re-admission.

REGISTRATION LATE FEE

A \$50.00 non-refundable fee assessed to continuing students who are allowed to register late payable upon registration.

EMHS 101 INSURANCE FEE

A \$50.00 non-refundable Professional Liability Insurance Fee assessed to students enrolling in EMHS 101 payable upon registration.

GRADUATION FEES

A \$50.00 non-refundable graduation fee assessed in the final semester of study to complete a degree or certificate curriculum payable upon notification. The student's cap and gown, grades, diploma, and official transcript will not be issued unless the \$50.00 fee is paid. **TECHNOLOGY FEE**

A \$5.00 per credit hour non-refundable technology fee will be assessed and payable upon registration.

LABORATORY FEES

A non-refundable laboratory fee of \$25.00 for science courses with wet laboratories and \$15.00 for science courses with computer laboratories payable upon registration.

TEXTBOOKS

Students assume the cost of textbooks available for purchase from the Medical Bookstore of Baton Rouge, located in the Nursing Building.

UNIFORMS

Upon admission to a clinical program or enrollment in EMHS 101, students assume the costs of uniforms and other accessories available for purchase from the Chimes Medical Bookstore of Baton Rouge. Students must present a valid ID to the Bookstore to purchase uniforms and lab coats embroidered with the College logo.

FULL-TIME / PART-TIME CLASSIFICATION (FOR COLLEGE FEE PURPOSES)

FALL and SPRING	FULL-TIME	PART-TIME
Arts and Sciences, RN-BSN Program	12+ hours	< 12 hours
Health Sciences	12+ hours	< 12 hours
Health Service Administration		
All Other Programs	9+ hours	< 9 hours
SUMMER	FULL-TIME	PART-TIME
All Programs	6+ hours	< 6 hours

<<<< TUITION AND FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE >>>>

Refund Policy

Upon official withdrawal or resignation from the college refunds will be made as follows:*

FALL AND SPRING

Before classes begin	100%
During first 2 weeks of semester	75%
During 3rd week of semester	50%
During 4th week of semester	25%
After 4th week of semester	0%

SUMMER (8 WEEK SESSION)

Before classes begin	100%
During 1st week of semester	75%
During 2nd week of semester	50%
After 2nd week of semester	0%

* A student experiencing extenuating circumstances requiring resignation from the College, may appeal refund decisions to the Vice President for Administrative and Support Services.

Refund schedule for the Maymester session differs. Please consult the Pre-registration/Registration Booklet for applicable refund schedule.

Checks Written with Insufficient Funds

Checks returned to the college because of insufficient funds will be referred to an outside agency. Currently, Our Lady of the Lake College refers these cases to Teller Recovery (1-800-234-8290). Teller Recovery will assess a fee for each check on which it collects. In addition, all students with outstanding checks will lose the privilege of writing checks to the College, grade reports and official transcripts will be withheld and enrollment in future semesters may be prohibited until Teller Recovery certifies that the outstanding amount has been paid in full. Students who have a history of writing checks with insufficient funds (more than one) will lose the privilege of writing checks to the College permanently.

Stopping payment on a check written to the College may have serious disciplinary consequence. All students who have written a check to the College and then stop payment on that check, will lose the privilege of writing checks to the College and may be subject to immediate dismissal from the College. Grade reports and official transcripts will be withheld and enrollment in future semesters may be prohibited.

If a student has reason to believe the College owes them a refund, he/she should inform the proper officials. In the event a refund is warranted, the College will issue that refund through the proper channels.

Post-registration Audit

Approximately two weeks after the beginning of each semester, the Business Office performs an audit of all fees assessed and collected. If it is discovered that a student has overpaid, a refund will be mailed to the student or responsible party. If it is discovered that a student has underpaid, the student or responsible party will be billed. All balances are due immediately.

Unpaid Balances and Delinquent Accounts

In all circumstances where payments are due to the College, the student is responsible for ensuring that all payments are made. Failure to pay in a timely manner or to make satisfactory payment arrangements could result in the student's immediate withdrawal from the College with a grade of F in each course enrolled. Also, students who have outstanding balances will not be permitted to enroll in any classes until those balances have been paid and will be turned over to OLOLRMC for collection. Grade reports and official transcripts will be withheld. Other student services will also be suspended until outstanding debts are settled.

For further information contact the College Business Office at 768-1770.

Financial Aid & Scholarships

The administration and faculty of Our Lady of the Lake College are committed to administering the financial aid programs in a manner which prevents discrimination on the basis of age, sex, handicap, creed, race, color, marital status or national origin. The Office of Financial Aid provides confidentiality of all student financial aid records and is in compliance with all applicable laws and regulations.

Financial aid policies are governed by federal, state, and institutional regulations. The policies are published in a Financial Aid Handbook and may be modified to comply with current regulations.

The Office of Financial Aid of Our Lady of the Lake College seeks to assist students in financing the costs associated with their education. To the extent possible, eligible students are aided in meeting costs through careful planning and through various forms of financial assistance.

Financial aid programs available to students of Our Lady of the Lake College vary by type, source, eligibility criteria and application procedures.

Our Lady of the Lake College administers federal, state and institutional financial aid programs. Federal programs available are the Federal Pell Grant, College Work Study and FSEOG, and the Federal Family Education Loan Programs, which include the Federal Subsidized and Unsubsidized Stafford Loan Programs as well as the Federal Parent Loan for Undergraduate Students. The college also participates in the State Vocational Rehabilitation and the JTPA programs. In addition, the Office of Financial Aid administers three forms of private institutional financial aid: Loan Aid, Stipends and Gift Aid.

A complete listing and further information about the College financial aid program, including policies, deadlines, and procedures, may be found in the *Financial Aid Handbook* which is available from the Office of Financial Aid

Federal Financial Aid

To establish eligibility for Federal Financial Aid Assistance, each student and his or her family must first complete the Free Application for Federal Student Aid (FAFSA).

Students receiving federal aid must maintain satisfactory academic progress as defined in the *Financial Aid Handbook*.

Tuition Opportunity Program for Students (TOPS)

Louisiana's Tuition Opportunity Program for Students (TOPS) is a comprehensive program of state scholarships. The student must apply for all TOPS awards by submitting that version of the Free Application for Federal Student Aid (FAFSA) which corresponds to the year in which the student plans to enroll in a post secondary school. The state deadline is published on the FAFSA.

The Louisiana Office of Student Financial Assistance identifies eligible recipients and determines award amounts for students attending institutions belonging to the Louisiana Association of Independent Colleges and Universities (LAICU). Students are responsible for outstanding balances.

Scholarships

A complete listing of scholarships available at Our Lady of the Lake College may be found in the *Financial Aid Handbook*.

The Division of Arts and Sciences

The Division of Arts & Sciences at Our Lady of the Lake College is comprised of a dean and eight other full-time faculty members. In addition, during any academic semester, 35 or more adjunct faculty (adjunct instructors) are also employed by the Division of Arts & Sciences as part-time teaching faculty. Adjunct faculty generally hold full-time teaching or clinical appointments at other local colleges/universities or hospitals. Of the total Arts & Sciences faculty, full-time plus adjuncts, over 70 percent hold Ph.D., Ed.D., N.D. or A.B.D. degrees from regionally accredited colleges or universities. This number is well above the National average, i.e., 35 percent, for colleges the size of OLOL College (1,000 - 2,000 students).

THE FULL-TIME FACULTY.

Dr. Walt Davis, Professor (Biology, Human Medicine) and Dean, Dr. Marion Cahill, Professor (Psychology), Dr. Jack Maloney, Assistant Professor (Chemistry), Ms. Barbara Napoli, Assistant Professor, (Mathematics), Dr. Matt Philpott, Associate Professor (Chemistry, Biology, Human Medicine), Dr. Janice Stein, Associate Professor (English), Dr. Francis Vanderwall, Associate Professor (Philosophy and Theology), Ms. Denise Vigee, Instructor (Anatomy & Physiology, Nutrition) and Mr. Angus Woodward, Assistant Professor (English). All full-time faculty possess earned M.A., M.S., M. Div., Ed.D., N.D. or Ph.D. degrees from regionally accredited institutions. The latter include Louisiana State University, LSU-School of Medicine (Shreveport), LSU-School of Medicine (New Orleans), Tulane School of Medicine, University of Wisconsin, Madison, Baylor University, University of Michigan, Columbia University, University of California Graduate Theological Union, University of North Texas.

THE PART-TIME and ADJUNCT FACULTY (ADJUNCT INSTRUCTORS)

Dr. Headley Adelman (Anatomy and Physiology), Mrs. Virginia Adelman (Mathematics), Ms. Gwen Autin (Mathematics), Dr. Granger Babcock (English), Mr. Derek Berggren (Sociology), Ms. Camille Bercier (Art), Mr. Ken Bernstein (Physics and Computer Science), Dr. William P. Bond (Microbiology), Dr. Jeff Books (Chemistry), Dr. David Boudreau (Medicine), Dr. Kimberly Bowles (Microbiology), Mr. Dan Broe (Music), Ms. Jennifer Buczyk-Brown (Sociology), Sr. Rita Coco (Sociology), Ms. Andrea Conque (Philosophy), Dr. Mary Courtney (Chemistry and Physical Science), Mr. Raphael Curtis (Mathematics), Dr. Paul Dammers (Psychology), Dr. Robert Davis (Psychology), Ms. Cynthia Dennis (English), Dr. Barry Ferguson (Biology), Mr. Jeff Fischer (Microbiology and Chemistry Laboratories), Dr. Larry Frederick (Microbiology, Botany), Mr. Ivan Guillory (Anatomy and Physiology Laboratory), Dr. James Houk (Anthropology, Religion, Philosophy), Dr.

Lyman Hunt (Speech), Dr. Jerry Klender (Chemistry), Mr. Kirk LaCour (Anatomy & Physiology Laboratory), Ms. Sabrina Lewis (Chemistry, Chemistry Laboratories), Mr. Sheldon Lotten (Language), Mr. Robert McKinnon (English); Mr. Malcolm McNaylor (Computer Science), Mr. Mitchell McNaylor (History and Computer Science), Ms. Caroline Owen (Anatomy & Physiology), Dr. Ms. Emily Parker-Matthews (Statistics), Dr. Pat Pendarvis (Biology), Dr. Anna Priddy (English), Dr. Reginald Rackley, (Psychology), Ms. Sara Rayner (Anatomy & Physiology), Mr. Rene Ragas (Philosophy), Ms. Elizabeth Roberts (English), Dr. Cary Rostow (Psychology), Ms. Baldwin Sanders (Nutrition), Ms. Debra Salazar (English), Dr. Betty Schroeder (Biology), Dr. Michael Silveira (Chemistry); Dr. Phyllis Simpson (Academic Seminar, Reading), Dr. Mark Stupka (Nutrition), Dr. Terry Stupka (Nutrition), Dr. Karen Sullivan (Microbiology and B.A. Programs), Ms. Linda Thompson (Computer Science), Mr. Bill Umstetter (Philosophy) Ms. Deborah Weigel (Psychology, Sociology).

PURPOSE

The Division of Arts & Sciences at Our Lady of the Lake College provides foundation and prerequisite courses for both pre-clinical and non-preclinical students as well as for several baccalaureate (B.S.) programs (Human Medicine, Humanities, Biology and Behavioral Science). Both the College and the Division seek to maintain an academic environment and atmosphere that is positive, stimulating, and conducive to learning at all levels. The faculty is sensitive to student needs and requirements as well as to the needs of the Baton Rouge community. All Arts & Sciences faculty are dedicated and readily available for service, academic advising, student guidance, counseling, and tutoring. Students are thus encouraged to communicate and fraternize with all of their instructors. The content of all Arts & Sciences courses is organized and presented in a manner which provides a foundation of contemporary knowledge necessary for continued academic growth and progression through the college level experience necessary for subsequent academic or professional challenges. Arts and Sciences credits earned at the College are readily transferable to other regionally accredited colleges and universities.

GOALS AND OBJECTIVES FOR THE DIVISION OF ARTS AND SCIENCES

1. Enhance and further develop basic skills in reading, writing, oral communication, computer literacy, mathematics, and the life sciences;
2. Promote and support the development of study skills and work habits necessary for a successful and gratifying college experience;
3. Acquire and further develop cerebral skills necessary for cognitive reasoning and subsequent problem solving through critical thinking and assessment;

4. Promote, encourage and motivate the development and desire of students to pursue a life-long quest for knowledge;
5. Cultivate in students the ability and the desire to read critically and analyze contemporary readings in their fields of specialization;
6. Create a foundation of knowledge, which can facilitate the future pursuit of additional academic endeavors and professional development;
7. Promote awareness, insight, opinions, respect, and a philosophy regarding contemporary moral and ethical issues;
8. Develop an awareness of value systems in the maturation of personal ethical standards and behavior relevant to character growth and development;
9. Develop an awareness and an understanding of different societal and cultural ideologies inherent within any given profession and community;
10. To successfully integrate new and contemporary information, experiments and results, ideas, thoughts, theories, etc., into the instructional curriculum so as to ensure updated presentations.
11. Offer transferable courses relevant to contemporary student needs, issues, ideas, philosophies, and academics required to successfully blend into the educational requirements and programs of other institutions of higher learning.
12. Generate, through extramural funding, state-of-the-art equipment, computers, etc., which allow students to pursue their studies in a contemporary learning environment.

Arts and Sciences Courses

Arts & Sciences courses are offered in the fall, spring, and summer sessions. An intercession or “Maymester” semester has been added to the interval between the end of the spring and the beginning of the summer semester. Accelerated (three-week) courses are taught during this time. Course offerings may vary from semester to semester. Additionally, through special arrangements with Arts & Sciences faculty and the Division Dean, selected Arts & Sciences courses may be taken using an independent study format. Course schedules are published and available to students prior to each pre-registration period. Most courses have one or more prerequisite and/or co-requisite course requirements. These are listed in several college publications, including the catalog.

Associate of Science Degree in Arts and Sciences

Purpose

The Associate of Science Degree provides the basis for articulation with senior level academic institutions and is designed to allow students to select courses toward careers in the sciences, health related professions, social sciences or humanities. The A.S. Degree represents a further demonstration of the College's commitment to life-long learning through programs designed to further enhance academic, personal, and professional growth and the continuation of higher education and scholarly pursuits. The residency requirement for the associate degree program is 20 credit hours.

Objectives

1. Encourage upper level education and training;
2. Prepare students for upper level studies leading to the successful completion of a bachelor's program;
3. Prepare students for advanced education and training necessary for education beyond the level of a bachelor's degree;
4. Expand students' educational opportunities and backgrounds;
5. Introduce students to advanced topics in the sciences and humanities;
6. Encourage the further development of critical thinking and problem solving processes necessary for success in the interpretation of advanced studies;
7. Introduce students to the interpretation of data, scientific, and clinical readings available in the literature;
8. To further enhance and expand communication and writing throughout the upper level curriculum;
9. Introduce students to analytical and statistical laboratory situations;
10. Introduce and familiarize students with contemporary research.

Curriculum Plan for the Associate of Science Degree in Arts and Sciences

Course	Number	Title	Credit Hours
ACSM*	100	Academic Seminar	1
CSCI	100	Introduction to Computers	3
ENGL	101	English I	3
ENGL	102	English II	3
ENGL or Speech		English Literature	3
MATH	112	College Algebra	3
MATH	252	Statistics	3
PHYS, CHEM, or BIOL		Physical, Chemical, or Biological Sciences	18-20
ANTH, PHIL, or RELS		Anthropology, Philosophy or Religious Studies	
3			
SOCI or PSYC		Social Sciences	9-12
Electives			9

Total hours for Associate Degree Program

63

*ACSM 100 may be waived (See OLOLC Policy).

(NOTE: All potential graduates of this program must have a degree plan approved and signed by the Dean, Arts & Sciences. *Students in the A.D.S. Degree Program must meet with the Dean, Arts & Sciences each semester during their enrollment.* Up to 15 credit hours from clinical courses may be used as physical/chemical/biological sciences and elective courses.).

Requirements for Graduation

1. At least 63 credit hours (see above). A degree plan should be formulated with and approved by the Dean, Arts & Sciences.
2. An overall grade point average of 2.00 (out of 4.00), including all transfer courses.
3. Fulfillment of the residency requirements of the College (24 credit hours for the associate of science degree).
4. Clearance of all indebtedness to the College including the return of all materials borrowed from the Learning Resource Center.

Bachelor of Arts in Behavioral Sciences

Purpose

The Our Lady of the Lake College Bachelor of Arts in Behavioral Sciences Program promotes habits of critical inquiry and provides a broad knowledge base from which graduates can enter directly into a variety of careers/professions or gain acceptance into graduate programs/professional schools. Design of the 127 credit hour curriculum is based upon the belief that well developed literacy and critical thinking skills, combined with a broad based understanding of individual and collective human experiences, prepare students to value life-long intellectual inquiry and to perform successfully in highly responsible positions within the community and work place.

Objectives

Upon graduation from the Bachelor of Arts in Behavioral Sciences Program, students will:

1. Demonstrate readiness for entrance into graduate programs or professional schools requiring undergraduate degrees in humanities;
2. Demonstrate readiness for employment in positions requiring a Bachelor of Arts in Behavioral Sciences;
3. Apply theory, knowledge, and techniques of intellectual inquiry developed in the program to search for informed, well reasoned, and responsible solutions to important human problems and contemporary/historical issues;
4. Value creative human endeavors such as literature and the visual and performing arts and understand their contribution to the individual and collective experience;
5. Incorporate the Franciscan values of compassion, understanding, respect, and dignity into their academic and professional careers and their social behaviors;

Admission Requirements

1. Students must apply for admission to the Bachelor of Arts in Behavioral Sciences prior to completing the final 60 credit hours required for the degree. However, early application, especially during the freshman year, is strongly recommended.

2. Applicants to the program must meet with a program advisor to develop a degree plan. The Dean of Arts and Sciences must approve all degree plans.
3. Requirements for acceptance into the program are the same as for acceptance to Our Lady of the Lake College.
4. Following admission to any Arts and Sciences Bachelor's Program, students *must meet* with the program advisor every semester prior to pre-registering for the next semester.
5. For this degree, all students must complete 36 credit hours on the campus of Our Lady of the Lake College.

Curriculum Requirements

Students seeking the Bachelor of Arts in Behavioral Sciences must complete the 49 credit hours of core curriculum course work before enrolling in 300 (junior) level courses. Six (6) credit hours of electives must be selected from course offerings in speech, sociology, art, music, religion, ethics, philosophy, anthropology, literature, and theology. The residency requirement for this baccalaureate degree program is 36 credit hours.

Recommended Core Curriculum Sequence for the Bachelor of Arts Degree in Behavioral Sciences

Students must complete a minimum of 18 of the required 36 credit hours of major course work above the 300 level. Behavioral Sciences electives are courses from the social, organizational, political sciences, and psychology disciplines. A concentration of 18 - 27 credit hours must be in one discipline. Adjunct electives are those courses closely allied to the area of concentration. A minimum of 12 credit hours of adjunct course work must be above the 300 level. Students must consult with the program advisor when selecting these courses.

Curriculum Requirements for the Bachelor of Arts Degree in Behavioral Sciences			
Course	Number	Title	Credits Hours
Semester I		Freshman Year	
ACSM	100	Academic Seminar	1
ACSM	101	Introduction to Baccalaureate Education	3
ENGL	101	English I	3
MATH	112	College Algebra	3
HIST	101	World History I	3
LANG	101 Level	Spanish, French, or Latin	<u>3</u>
			16
Semester II		Freshman Year	
ENGL	102	English II	3
HIST	102	World History II	3
LANG	102 Level	Spanish, French, or Latin	3
PSYC	100	Introduction to Psychology	3
CSCI	100	Introduction to Computers	<u>3</u>
			15
Semester I		Sophomore Year	
BIOL	200 Level	Biology	3
ENGL	200	Introduction to Literature	3
LANG or LING Electives		Foreign Language Elective or LING 275	3
			<u>6</u>
			15
Semester II		Sophomore Year	
ENGL	211	Academic Discourse	3
LANG or LING PHIL 200 Electives		Foreign Language Elective or LING 276 Philosophy and Critical Thinking	3
			3
			<u>6</u>
			15

Course		Title	Credit Hours
Semester I		Junior Year	
		Major Electives	6
		Math Electives	3
		Adjunct Elective	3
		Elective	<u>3</u>
			15
Semester II		Junior Year	
		Major Electives	9
		Adjunct Elective	6
		Elective	<u>3</u>
			18
Semester I		Senior Year	
		Major Electives	9
		Adjunct Elective	<u>6</u>
			15
Semester II		Senior Year	
		Major Electives	9
		Adjunct Electives	6
		Elective	<u>3</u>
			18

Total hours for a Bachelor of Arts in Behavioral Sciences

127

Requirements for Graduation

1. Completion of one hundred twenty-seven (127) semester hours in the required courses.
2. An overall grade point average of 2.00 (out of 4.00), including all transfer courses.
3. Fulfillment of the residency requirement of the College for the baccalaureate degree, which is 36 credit hours.
4. Clearance of all indebtedness to the College including the return of all materials borrowed from the Learning Resource Center.

BACHELOR OF ARTS IN HUMANITIES

Purpose

The Our lady of the Lake College Bachelor of Arts in Humanities Program promotes habits of critical inquiry and provides a broad knowledge base from which graduates enter directly into a variety of careers/professions or gain acceptance into graduate programs/professional schools. The design of the curriculum is based upon the belief that well developed literacy and critical thinking skills, combined with a broad based understanding of individual and collective human experiences, prepare students to value life-long intellectual inquiry and to perform successfully in highly responsible positions within the community and work place.

Objectives

Upon graduation from the Bachelor of Arts in Humanities Program, students will:

1. Demonstrate readiness for entrance into graduate programs or professional schools requiring undergraduate degrees in humanities.
2. Demonstrate readiness for employment in positions requiring a Bachelor of Arts in Humanities.
3. Apply theory, knowledge, and techniques of intellectual inquiry developed in the program to search for informed, well-reasoned, and responsible solutions to important human problems and contemporary/historical issues.
4. Value creative human endeavors such as literature and the visual and performing arts and understand their contribution to the individual and collective experience.
5. Incorporate the Franciscan values of compassion, understanding, respect, and dignity into their academic and professional careers and their social behaviors.

Admission Requirements

1. Students must apply for admission to the Bachelor of Arts in Humanities prior to completing the final 60 credit hours required for the degree. However, early application, especially during the freshman year, is strongly recommended.

2. Applicants to the program *must meet* with a program advisor to develop a degree plan. The Dean of Arts and Sciences must approve all degree plans.
3. Requirements for acceptance into the program are the same as for acceptance to Our Lady of the Lake College.
4. Following admission to any Arts and Sciences Bachelor's Program, students *must meet* with the program advisor every semester prior to pre-registering for the next semester.
5. For this degree, all students must complete 36 credit hours on the campus of Our Lady of the Lake College.

Curriculum Requirements

Students seeking the Bachelor of Arts in Humanities degree should complete the 49 credit hours of core curriculum course work before enrolling in 300 level courses. Six (6) credit hours of electives must be selected from course offerings in speech, sociology, theology, art, music, religion, ethics, philosophy, literature, and anthropology. Students must pass ENGL 211 (Academic Discourse) with a grade of "C" or better. The residency requirement for the baccalaureate degree program is 36 credit hours.

Students must complete a minimum of 18 of the required 36 credit hours of major course work above the 300 level. (Humanities electives are courses from the disciplines of English, languages, theology, philosophy, religion, ethics, anthropology, arts, and music.) A concentration of 18 - 27 credit hours must be in one discipline. Adjunct electives are those courses closely allied to the area of concentration. A minimum of 12 credit hours of adjunct course work must be above the 300 level. Students must consult with the program advisor when selecting these courses.

**Curriculum Plan for the Bachelor of Arts
Degree in Humanities**

Course	Number	Title	Credit Hours
Semester I		Freshman Year	
ACSM	100	Academic Seminar	1
ACSM	101	Introduction to Baccalaureate Education	3
ENGL	101	English I	3
MATH	112	College Algebra	3
HIST	101	World History I	3
LANG	Level I	Foreign Language	<u>3</u>
			16
Semester II		Freshman Year	
ENGL	102	English II	3
HIST	102	World History II	3
LANG	Level II	Foreign Language	3
PSYC	100	Introduction to Psychology	3
CSCI	100	Introduction to Computers	<u>3</u>
			15
Semester I		Sophomore Year	
ENGL	200	Introduction to Literature	3
LANG		Foreign Language Elective, or LING 275 or LING 276	3
BIOL	Level 200	Biology	3
			<u>6</u>
			15
Semester II		Sophomore Year	
ENGL	211	Academic Discourse	3
LANG		Foreign Language Elective, or LING 275 or LING 276	3
PHIL	200	Philosophy and Critical Thinking	3
			<u>6</u>
			15

Course	Number	Title	Credit Hours
Semester I		Junior Year	
		Major Electives	6
		Math Elective	3
		Adjunct Electives	<u>6</u>
			15
Semester II		Junior Year	
		Major Electives	9
		Adjunct Electives	3
		Elective	<u>6</u>
			18
Semester I		Senior Year	
		Major Electives	9
		Open Electives	<u>6</u>
			15
Semester II		Senior Year	
		Major Electives	9
		Adjunct Elective	6
		Open Electives	<u>3</u>
			18
Total credit hours for the Bachelor of Arts Degree in Humanities			127

Requirements for Graduation

1. Completion of one hundred twenty-seven (127) semester hours in the required courses.
2. An overall grade point average of 2.00 (out of 4.00), including all transfer courses.
3. Fulfillment of the residency requirement of the College for the baccalaureate degree, which is 36 credit hours.
4. Clearance of all indebtedness to the College including the return of all materials borrowed from the Learning Resource Center.

Bachelor of Science Degree in Biology

Purpose

1. A primary purpose of the *Bachelor of Science Degree in Biology* is to prepare students for careers in biology instruction at the public school, private school, and community college levels. Graduate programs in biology education (M.Ed., D.Ed.) are essential for contemporary and quality instruction in both public and private schools, as well as in the many associate degree granting programs offered by nationwide community college systems.
2. Additionally, this program will prepare students for graduate education (M.S., Ph.D.) and training programs, for graduate education, and research programs in multiple and varied biological disciplines (botany, zoology, microbiology, genetics, cell biology, anatomy, physiology, etc.).
3. A general biology curriculum may also serve effectively as a preparatory program for students interested in careers in: physician's assistant programs (P.A.), medicine (M.D., D.O.), dentistry (D.M.D., D.D.S.), veterinary medicine (D.V.M.), physical therapy (M.P.T.), optometry, podiatric medicine and in industrial research and design, i.e. pharmacology.
4. This program also provides important foundational and contemporary courses related to B.S., M.S., and Ph.D. degrees in such allied health fields as: nursing, emergency health science, dental hygiene, nurse practitioner, nurse anesthetist, physician's assistant, radiologic technology and radiation biology, and laboratory technology programs.
5. The program places emphasis on contemporary research and related developments.

Objectives

1. Train, educate and expose students to the diverse and multiple aspects of organismal biology, population biology, genetics, cellular biology, molecular biology, developmental biology, environmental biology and biodiversity
2. Introduce students to a broad spectrum of life sciences courses and related research in biodiverse subject areas

3. Prepare students for careers in teaching, graduate education in the life sciences, and biological research. Reading assignments involving biology research journals and Internet research will be emphasized.
4. Expose students to past (historical) and present (contemporary) biological information, ongoing research activities, techniques and analytic methods in multiple fields of the life sciences. Analyses will include methodologies developed and designed to promote and enhance the critical and interpretative thinking skills of students
5. Research, interpretation, scientific writing, and statistical analyses will be emphasized throughout the instructional curriculum
6. Promote and advance the critical thinking, reading, writing, and reasoning skills of all participants
7. Promote the development of analytical and interpretative skills
8. Prepare students for advanced education and training

Admission Requirements

1. Students must apply for admission to the Bachelor of Science in Biology Program prior to completing the final 60 credit hours required for the degree. However, early application, especially within the freshman year, is strongly encouraged.
2. Applicants to the degree program must meet with a faculty advisor to develop a degree plan. All degree plans must be approved by the Dean of Arts and Sciences.
3. Requirements for acceptance into this program are the same as for acceptance to Our Lady of the Lake College.
4. Following admission to any Arts and Sciences Bachelor's Program, students *must meet* with the program advisor every semester prior to pre-registration for the next semester.
5. In order to fulfill the College's residency requirement, all students are required to complete 36 credit hours on the campus of Our Lady of the Lake College

Curriculum Plan for the Bachelor of Science Degree in Biology

Course	Number	Title	Credit Hours
Semester I		Freshman Year	
ACSM	100	Academic Seminar	1
BIOL	101	General Biology I	3
BIOL	103	General Biology I Lab	1
CHEM	101	General Inorganic Chemistry I	3
CHEM	103	General Inorganic Chemistry I Lab	1
ENGL	101	English I	3
MATH	112	College Algebra	3
PSYC	100	Introduction to Psychology	<u>3</u>
			18
Semester II		Freshman Year	
ACSM	101	Introduction to Baccalaureate Education	3
BIOL	102	General Biology II	3
BIOL	104	General Biology II Lab	1
CHEM	102	General Inorganic Chemistry II	3
CHEM	104	General Inorganic Chemistry II Lab	1
ENGL	102	English II	3
CSCI	100	Introduction to Computers	<u>3</u>
			17
Semester I		Sophomore Year	
CHEM	201	Organic Chemistry I	3
CHEM	203	Organic Chemistry I Lab	1
MATH	120	Trigonometry	3
BIOL	300	General Botany	3
BIOL	280	General Microbiology	3
BIOL	281	General Microbiology Lab	1
General Elective		HIST, PSYC, SOCI, PHIL, ENGL, ART, RELS, OR ANTH	<u>3</u>
			17

Course	Number	Title	Credit Hour
Semester II		Sophomore Year	
CHEM	202	Organic Chemistry II	3
CHEM	204	Organic Chemistry II Lab	1
MATH	250	Calculus	3
BIOL	346	Cellular, Molecular and Developmental Biology	3
BIOL	312	Genetics	3
Elective	200 or 300 Level	Biology	3
General Elective		HIST, PSYC, SOCI, PHIL ENGL, LANG, MUSI, ART, RELS, LING, OR ANTH	<u>3</u>
			19
Semester I		Junior Year	
PHYS	121	General Physics I	3
PHYS	123	General Physics I Lab	1
BIOL	301	History of Biology and Medicine	3
Elective	300 or 400 Level	Biology Elective	3
General Elective		HIST, PSYC, PHIL, SOCI, ENGL, LANG, MUSI, ART, RELS, LING, OR ANTH <u>3</u>	
			13
Semester II		Junior Year	
PHYS	122	General Physics II	3
PHYS	124	General Physics II Lab	1
BIOL	350	Principles of Ecology	3
Elective	300 or 400 Level	Biology Elective	3
General Elective		HIST, PSYC, PHIL, SOCI, ENGL, LANG, MUSI, ART, RELS, OR ANTH	<u>3</u>
			13
Semester I		Senior Year	
BIOL	475	Paleo-Evolution	3
BIOL	480	Pathogenic Microbes w/Lab	4
Elective	300 or 400 Level	Biology Elective	3
General Elective		HIST, PSYC, PHIL, SOCI, ENGL, LANG, MUSI, ART, RELS, OR ANTH	<u>3</u>
			13

Course	Number	Title	Credit Hour
Semester II		Senior Year	
MATH	252	General Statistics	3
BIOL	400 Level	Biology Course	3
BIOL	496	Human Medicine/Biology Seminar	3
General Elective		HIST, PSYC, PHIL, SOCI, ENGL, LANG, MUSI, ART, RELS, LING, OR ANTH	3
			12

Total Credits for the Bachelor of Science Degree in Biology	125
Total Biology Credits Hours	52
Total Chemistry Credit Hours	19

Requirements for Graduation

1. Completion of one hundred twenty-five (125) semester hours in the required courses.
2. An overall grade point average of 2.00 (out of 4.00), including all transfer courses.
3. Fulfillment of the residency requirement of the College for the baccalaureate degree, which is 36 credit hours.
4. Clearance of indebtedness to the College including the return of all borrowed materials from the Learning Resource Center.

Bachelor of Science Degree In Human Medicine

Purpose

1. To teach and train undergraduates in the areas of human biology, human medicine, and human pathophysiology. Nationally, human oriented biology-medicine (human medicine) programs are limited in number. For this reason, many pre-med students major in other areas (chemistry, physics, mathematics, and computer science) with only a minimum of significant biology course work.
2. To give pre-medicine students the opportunity to work directly with physicians and dentists. After only two semesters, students can work side-by-side with physicians during surgery, autopsies, dental procedures, medical imaging, patient consultations, etc., in such areas of medicine as: surgery (including neurosurgery, cardiovascular surgery, vascular surgery, oral surgery and orthopedic surgery), pathology, emergency medicine, obstetrics and gynecology, pediatrics, and podiatric surgery.
3. To successfully prepare students for future education and training in the areas human medicine, including osteopathy (M.D., D.O.), dentistry (D.D.S., D.M.D.), veterinary medicine (D.V.M.), optometry (OP) and podiatry (P.M.).
4. To successfully prepare students for admission to M.S. level Physician's Assistant (PA) programs.
5. To successfully train students for studies in graduate education and training (M.S., Ph.D.) in human biology related specialties (anatomy, cell biology, physiology, biochemistry, pathophysiology, forensic science, pathology, to name a few). Students will be well prepared for advanced studies in these subject areas. Ultimately, such students generally pursue academic and scholarly endeavors in college/university, industrial or clinical instruction and research.
6. To prepare students for careers in public and private school instruction, community college instruction, and etc., as well as qualified biology teachers specializing in human biology. Teachers qualified to teach human biology, at these levels, remain in demand across the country.

7. To train students for careers in medical missions through the provision of a Christian environment during their pre-medical studies. The need for medical missionaries, especially in third world and underdeveloped countries, is extreme. Children are most affected.

In the Human Medicine Bachelor's Science Degree Program, instructional emphasis is placed on human biology, especially human anatomy and physiology as well as pathophysiology. It is strongly anticipated that this will better prepare students for medical school training, especially during the basic science instruction years, typically years one and two.

Objectives

1. Educate pre-clinical students in the areas of human biology, human medicine, and human disease.
2. Develop analytical, critical thinking, and reading skills of students enrolled in a premedicine program.
3. Expose students to course work related to human clinical medicine.
4. Introduce students to human diseases, causes, etc (pathophysiology). Information will be presented in such fields as: cancer, diabetes, cardiovascular disease, musculoskeletal disease, pathology, immunology, pathogenic microprobes, endocrine disorders, neurological disease etc.
5. Introduce students to a broad spectrum of laboratory research techniques related to clinical determinations and analyses. Such studies will require the development of analytical and interpretive skills. Statistics will be utilized.
6. Develop critical and analytical reading skills through the use of biomedical research journals, scientific journals, the *Internet*, etc.
7. Develop the ability of students to collect information, prepare and write quality research articles and papers, i.e., scientific writing. This will also require the presentation and interpretation of scientific data.
8. Prepare students for their MCAT examinations.
9. Prepare students for the post-graduate studies and investigation in clinical fields related to human biology.

Admission Requirements

1. Students must apply for admission to the Bachelor of Science Degree in Human Medicine Program prior to completing the final 60 credit hours required for the degree. However, earlier application, especially during the freshman year, is strongly encouraged. Requirements for acceptance into the program are the same as for acceptance to Our Lady of the Lake College.
2. Applicants to the program *must meet* with a faculty advisor to develop a degree plan. The Dean of Arts and Sciences must approve all degree plans.
3. Also, students *must meet* with the program advisor every semester prior to pre-registering for subsequent course work.
3. Fulfillment of the residency requirement of the College for the baccalaureate degree, which is 36 credit hours.
4. Clearance of all indebtedness to the College including the return of all borrowed materials from the Learning Resource Center.

**Curriculum Plan for the Bachelor of Science
Degree in Human Medicine**

Course	Number	Title	Credit Hours
Semester I		Freshman Year	
ACSM	100	Academic Seminar	1
BIOL	101	General Biology I	3
BIOL	103	General Biology I Lab	1
CHEM	101	General Chemistry I	3
CHEM	103	General Chemistry I Lab	1
ENGL	101	English I	3
MATH	112	College Algebra	3
CSCI	100	Introduction to Computers	<u>3</u>
			18
Semester II		Freshman Year	
ASCM	101	Introduction to Baccalaureate	3
BIOL	102	General Biology II	3
BIOL	104	General Biology II Lab	1
ENGL	102	English II	3
PSYC	100	Introduction to Psychology	<u>3</u>
			13
Semester I		Sophomore Year	
BIOL	210	Anatomy & Physiology I	3
BIOL	212	Anatomy & Physiology I Lab	1
CHEM	201	Organic Chemistry I	3
CHEM	203	Organic Chemistry I Lab	1
HIST	101	World History I	
	or 102	or American History I	3
MATH	120	Trigonometry	3
PSYC	230	Psychology Across the Life Span	<u>3</u>
			17
Semester II		Sophomore Year	
BIOL	211	Anatomy & Physiology II	3
BIOL	213	Anatomy & Physiology II Lab	1
CHEM	202	Organic Chemistry II	3
CHEM	204	Organic Chemistry II Lab	1
HIST	103	World History II	
	or 104	or American History II	3
MATH	250	Calculus	3
BIOL	280	Microbiology	3
BIOL	281	Microbiology Lab	<u>1</u>
			18

Course	Number	Title	Credit Hours
Semester I		Junior Year	
PHYS	121	General Physics I	3
PHYS	123	General Physics I Lab	1
BIOL	301	History of Biology & Medicine	3
BIOL	460	Cardiovascular Anatomy and Physiology	3
BIOL	330	Histology	3
LANG	101 Level	Spanish, French, or Latin	3
General Elective		PSYC, SOCI, PHIL, ENGL, LING, ART, MUSI, RELS, or ANTH	<u>3</u>
			19
Semester II		Junior Year	
PHYS	122	General Physics II	3
PHYS	124	General Physics II Lab	1
BIOL	320	Medical/surgical Observation	3
BIOL	346	Cellular, Molecular & Developmental Biology	3
LANG	Level 102	Spanish, French, or Latin	3
General Elective		PSYC, SOCI, PHIL, ENGL, LING, ART, MUSI, RELS, or ANTH	<u>3</u>
			16
Semester I		Senior Year	
MATH	252	General Statistics	3
CHEM	335	Biochemistry	3
BIOL	480	Pathogenic Microbes w/Lab	4
BIOL	300 or 400 Level	Biology Elective	3
General Elective		PSYC, SOCI, PHIL, ENGL, LING, ART, MUSI, RELS, or ANTH	<u>3</u>
			16
Semester II		Senior Year	
BIOL	310	Fundamentals of Immunology,	
	331	Microscopic Anatomy,	
	482	or Introduction to Virology	3
BIOL	450	Endocrinology	3
BIOL	496	Human Medicine/Biology Seminar	3
General Elective		PSYC, SOCI, PHIL, ENGL, LING, ART, MUSI, RELS, or ANTH	<u>3</u>
			12

Total Biology Credit Hours	51
Total Chemistry Credit Hours	<u>19</u>
Total Credits for the Bachelor of Science Degree in Human Medicine	133

Requirements for Graduation

1. Completion of one hundred thirty-three (133) semester hours in the required courses.
2. An overall grade point average of 2.00 (out of 4.00), including all transfer courses.
3. Fulfillment of the residency requirement of the College for the baccalaureate degree, which is 36 credit hours.
4. Clearance of all indebtedness to the College including the return of all borrowed materials from the Learning Resources Center.

POST-BACCALAUREATE PREMEDICAL PROGRAM

Purpose

This program is designed for those students who already possess a B.A. or B.S. degree, but lack specific course work required for admission into medical schools (and dental schools). The typical courses involved are life science courses in the areas of Biology, Chemistry, Physics and Mathematics. Our Lady of the Lake College offers the following pre-med courses, required for matriculation into medical (dental) schools, as part of its Human Medicine B.S. Degree program. Students holding B.A. or B.S. in non-life science fields are encouraged to apply.

Course Offerings for the Post-Baccalaureate Premedical Program			
Course	Number	Title	Credit Hours
BIOL	101	General Biology I	3
BIOL	102	General Biology II	3
BIOL	103	General Biology I Lab	1
BIOL	104	General Biology II Lab	1
CHEM	101	Inorganic Chemistry I	3
CHEM	102	Inorganic Chemistry II	3
CHEM	103	Inorganic Chemistry I Lab	1
CHEM	104	Inorganic Chemistry II Lab	1
CHEM	201	Organic Chemistry I	3
CHEM	202	Organic Chemistry II	3
CHEM	203	Organic Chemistry I Lab	1
CHEM	204	Organic Chemistry II Lab	1
CHEM	355	Biochemistry	3
PHYS	121	General Physics I	3
PHYS	122	General Physic II	3
PHYS	123	General Physics I Lab	1
PHYS	124	General Physics II Lab	1
MATH	250	Calculus	3

In addition, other 200, 300 and 400 level biology courses, related to human biology and medicine, are also offered as part of the Human Medicine B.S. program. Such courses are designed to expand and enhance preparation of

students for medical school. These courses include the following:

Course	Number	Title	Credit Hours
BIOL	210	Human Anatomy & Physiology I	3
BIOL	212	Human Anatomy & Physiology I Lab	1
BIOL	211	Human Anatomy & Physiology II	3
BIOL	213	Human Anatomy & Physiology II Lab	1
BIOL	280	Microbiology	3
BIOL	281	Microbiology Lab	1
BIOL	301	History of Biology & Medicine	3
BIOL	310	Immunology	3
BIOL	312	General Genetics	3
BIOL	315	Introduction to Kinesiology	3
BIOL	320	Medical/Surgical Observation	3
BIOL	330	General Histology	3
BIOL	331	Microscopic Anatomy	3
BIOL	346	Cellular, Molecular & Developmental Biology	3
BIOL	349	General Parasitology	3
BIOL	401	Pathophysiology	3
BIOL	450	Endocrinology	3
BIOL	455	Oncology and Tumor Cell Biology	3
BIOL	460	Cardiovascular Anatomy & Physiology	3
BIOL	465	Neuroanatomy and Neurophysiology	3
BIOL	470	The Structure and Function of the Urinary System	3
BIOL	472	The Structure and Function of the Respiratory System	3
BIOL	480	Pathogenic Microbes with Laboratory	4
BIOL	482	Virology	3
BIOL	486	General Pharmacology	3
BIOL	496	Human Medicine/Biology Seminar	3
BIOL	499	Research Problems in Biology/Medicine	1-6

The Division of Allied Health

The Division of Allied Health offers three bachelor's degrees and six associate degrees in Allied Health fields. The baccalaureate degrees available are in Health Sciences, Health Service Administration, and Clinical Laboratory Sciences. Associate degrees are offered in Clinical Laboratory Sciences, Emergency Health Science, Physical Therapy Assisting, Radiologic Technology, Respiratory Therapy and Surgical Technology.

Bachelor Of Science In Health Sciences

Purpose

The purpose of the Bachelor of Science degree in Health Sciences is to allow students who have received an associate degree in a health care program to obtain a baccalaureate degree. All of the course work finished in the associate degree program counts toward the baccalaureate degree regardless of the clinical program completed.

Enrollment

Students who have completed an Associate of Science degree in a allied health field from a regionally accredited post secondary institution are qualified for enrollment in the Bachelor of Health Sciences degree program.

Length of Program

The length of the program depends on the number of credit hours that the student earned at the associate degree level. Depending on the associate degree completed, the student will be awarded up to 72 credits for the associate degree.

Requirements for BS Degree in Health Sciences

1. Associate of Science Degree in Nursing or an allied health field from a regionally accredited post secondary institution.
2. Completion of all core courses including (34 hours):

**Curriculum Plan for the Bachelor of Science
Degree in Health Sciences**

Course	Number	Title	Credit Hours
Arts and Sciences Courses			
ACSM	100	Academic Seminar	1
ENGL	101	English I	3
ENGL	102	English II	3
BIOL	210	Human Anatomy and Physiology I	3
BIOL	211	Human Anatomy and Physiology II	3
MATH	112	College Algebra	3
MATH	252	General Statistics	3
ANTH, PHIL, or RELS		Anthropology, Philosophy, or Religious Studies	3
PSYC	100	Introductory Psychology	3
HIST		History Course	3
ART or MUS		A Fine Arts Course	3
CSCI	100	Introduction to Computers	<u>3</u>
			34

3. Minimum of 120 total credit hours including:

- 15 hours of 300 or higher level courses in Arts and Sciences
15 hours of 300 level or higher courses in natural sciences
- 12 hours of science + lab series courses
- 6-14 hours of electives

4. Fulfillment of the residency requirement of the College for the baccalaureate degree, which is 36 credit hours.

5. Clearance of all indebtedness to the College including the return of all borrowed materials from the Learning Resource Center.

Bachelor of Science in Health Service Administration

The Health Services Administration Program (HSA) is a member of the Association of University Programs in Health Administration (AUPHA); 730 11th Street, NW, 4th Floor, Washington, D.C. 20001-4500, (202) 638-1448, <http://www.AUPHA.org>. The HSA Program is applying for AUPHA certification where there are only about twenty certified HSA programs in the United States.

Mission

We believe in the worth of the human being, that each is a unique individual, created by God, deserving compassion, understanding, respect and dignity and that each person is deserving of quality health care.

Purpose

The curriculum prepares students for rewarding careers as health care administrators, managers, and coordinators in a variety of settings. This program is for students who plan to seek careers in inpatient and outpatient settings, insurance, ambulatory care, and other health-related entities. Upon completion of the program, students will be able to be productive in areas such as acute care, primary care, various types of hospitals, medical group practices, the continuum of care, public health organizations, health insurance companies, alternative delivery organizations, federal, state, and local agencies and other health-related organizations.

The Full-time Faculty

Elizabeth A. Berzas, MHA, CHE, Program Director

Objectives

Upon completion of the program the graduate will be prepared to:

1. Manage within safe, ethical and legal boundaries in compliance with national, state, and local standards of practice and within the scope of practice of the Health Services Administration.
2. Integrate spiritual, cultural and developmental concepts and appreciation of the worth of each individual experiencing psychological, physical and social effects of injury and the disease process.
3. Use critical thinking and problem solving skills in the management of personal and professional situations.

4. Accept responsibility for personal and professional development by performance of self-assessment and pursuit of knowledge and skills using professional literature and educational opportunities.
5. Integrate concepts of quality health care with principles of resource management to promote cost-effective services that address the needs of all patients.
6. Demonstrate effective and appropriate written, oral and non-verbal communication skills with patients, their families, colleagues, all other customers, and the public.
7. Interact effectively with all members of the health care team, providing information about progress and response to the adjustment of management, participation in planning and in documenting actions necessary.
8. Demonstrate a commitment to health care excellence in the ever-changing health care environment by active participation in community and professional organizations and professional development activities.

Admission Requirements

1. Students must declare admission into the Health Service Administration program before completing the final sixty credit hours required for the degree. To do so, the student is to schedule an advising appointment with the Program Director of Health Service Administration or a designated faculty member. Early declaration, especially within the freshman year is strongly encouraged to foster involvement and communication.
2. Completion of the prerequisite art and science courses with a G.P.A. of 2.0 or better.
3. Completion of sixty (60) credit hours.

Enrollment

Students can be accepted into the program at the beginning of any term. Students may enroll on a full-time or part-time basis. Entering freshman, transfer students, and students already holding an associate degree may begin the program.

Length of Program

The Health Services Administration degree consists of 120 credits total. The program offers two tracks: the clinical (student already possessing a clinical degree or will receive one simultaneously with the Health Service Administration) and the non-clinical options. The core courses for the clinical program consist of 34 credit hours and 48 credit hours for the non-clinical track. Required courses for the major consist of 39 credit hours. The balance of credit hours (4-19 for clinical or 33 for non-clinical) come from general electives.

Curriculum Plan for Bachelor of Science Degree in Health Service Administration

Course	Number	Title	Credit Hours
Clinical Track			
ACSM	100	Academic Seminar	1
BIOL	210	Human Anatomy and Physiology I	3
BIOL	211	Human Anatomy and	3
CSCI	100	Introduction to Computers	3
ENGL	101	English I	3
ENGL	102	English II	3
ENGL	311	Technical Writing	3
HIST	101 or 103	History Course	3
MATH	112	College Algebra	3
MATH	252	General Statistics	3
PHIL	270 or 272	Current Moral Problems or Ethical Issues in Health Care	3
PSYC	100	Introductory Psychology	<u>3</u>
			34
Major Requirements			
HSER	320	Health Care Systems and Trends I	3
HSER	340	Health Care Systems and Trends II	3
HSER	350	Introduction to Health Service Administration	3
HSER	360	Health Care Economics	3
HSER	380	Accounting for Health Service Management	3
HSER	410	Health Care Financial Management	3
HSER	420	Manage Care and Insurance	3
HSER	430	Health Care Marketing	3
HSER	440	Legal Aspects of Health Service Administration	3
HSER	450	Health Policy	3
HSER	460	Managerial Epidemilology	3
HSER	470	Seminar in Health Services Administration	3
HSER	480	Health Care Information Systems	<u>3</u>
			39

3. Clinical Courses 37-52
 4. General Electives 4-19
Total 120

Requirements for Non-Clinical Track

1. Completion of the following core courses:

Curriculum Plan for Bachelor of Science Degree in Health Service Administration			
Course	Number	Title	Credit Hours
Non-Clinical Track			
ACSM	100	Academic Seminar	1
BIOL	100	Medical Terminology	1
BIOL	101	General Biology I	3
BIOL	102	General Biology I Lab	1
CHEM	100,	Introduction to Chemistry,	
CHEM	101,	Fundamentals of Chemistry,	
PHSC	or 100	or Introduction to Physical Science	3
CSCI	100	Introduction to Computers	3
ENGL	101	English I	3
ENGL	102	English II	3
ENGL	311	Technical Writing	3
HIST	101or 103	History Course	3
MATH	112	College Algebra	3
MATH	252	General Statistics	3
PHIL	270	Current Moral Problems	
	or 272	Ethical Issues in Health Care	3
PSYC	100	Introductory Psychology	3
PSYC	230	Psychology Across the Life Span	3
SOCI	100	Introductory Sociology	3
SOCI	374	Dying and Death	3
SPCH	100	Fundamentals of Speech	3
			<u>48</u>
Major Requirements			
HSER	320	Health Care Systems and Trends I	3
HSER	340	Health Care Systems and Trends II	3
HSER	350	Introduction to Health Service Administration	3
HSER	360	Health Care Economics	3
HSER	380	Accounting for Health Service Management	3

Course	Number	Title	Credit Hours
HSER	410	Health Care Financial Management	3
HSER	420	Manage Care and Insurance	3
HSER	430	Health Care Marketing	3
HSER	440	Legal Aspects of Health Service Administration	3
HSER	450	Health Policy	3
HSER	460	Managerial Epidemiology	3
HSER	470	Seminar in Health Services Administration	3
HSER	480	Health Care Information Systems	<u>3</u>
			39

- | | |
|---------------------------------|------------|
| 2. Independent Study (Elective) | 1-6 |
| 3. General Electives | 33 |
| Total | 120 |

Requirements for Graduation

The Bachelor of Science in Health Services Administration is conferred upon students when the following conditions have been met:

1. Completion of one hundred twenty (120) semester credit hours in the required courses,
2. Achievement of a cumulative grade point average of 2.0 or higher on all college work,
3. Completion of all Health Service Administration courses with grades of C or better,
4. Clearance of all indebtedness to the college including the return of all materials borrowed from the Learning Resources Center,
5. Fulfillment of the residency requirement of the College, which is 36 credit hours for the baccalaureate degree,
6. Completion and fulfillment of any other requirement(s) as noted in the catalog.

Requirements for Clinical Track

1. Completion of an Associate of Science in nursing or an allied health field from a regionally accredited college or university.
2. Completion of the following core courses:

The Associate of Science Degree in Clinical Laboratory Sciences

The Clinical Laboratory Sciences program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS; 8410 West Bryn Maur Avenue, Suite 680, Chicago, IL 60631; (773) 714-8880).

Purpose

The purpose of the Clinical Laboratory Sciences (CLS) program is to provide each student with the knowledge and skills necessary to become a successful member of a challenging profession in clinical laboratory medicine. The graduates of this program receive an Associate of Science degree in CLS and are prepared to write the national certification examinations offered by the American Society of Clinical Pathologists (ASCP), and/or the National Certification Agency (NCA) for medical laboratory personnel.

The responsibility of the program is to develop a comprehensive, well-structured curriculum that will ensure the willing graduate success as a Clinical Laboratory Technician (CLST). College lectures are designed to provide students with the knowledge and skills necessary to pass the certification examinations. Student laboratories and clinical rotations provide the practical experience that enables students to integrate the technical skills necessary to work in entry-level positions upon graduation.

The Full-Time Faculty

T. Casanova, Ph.D., M.T.(ASCP), Director and Associate Professor; D. Fox, M.A., M.T.(ASCP), Instructor; J. Holden, M.D., Clinical Professor and Medical Advisor.

Objectives

Following the successful completion of the program, the CLST graduate is expected to:

1. Apply basic knowledge acquired in the biological, physical and chemical sciences, and liberal arts to the practice of clinical laboratory medicine;
2. Apply the basic scientific principles of clinical laboratory science in order to accurately collect, process and analyze patient specimens;
3. Utilize problem-solving, critical thinking, decision-making and computer skills in the practice of clinical laboratory medicine;
4. Practice within the profession's legal and ethical boundaries to meet the healthcare needs of patients;
5. Seek opportunities for continuing education for the purpose of broadening knowledge base and increasing competency levels in various laboratory disciplines;
6. Promote professional behavior in the clinical areas;
7. Display an awareness of cost containment in the utilization of resources;
8. And pass certification examinations.

Admission Requirements

The applicant must meet the following minimum requirements for admission to the CLS associate degree program:

1. Requirements for acceptance into the program are the same as for acceptance to OLOL College (see OLOLC Admissions);
2. And completion of the required arts and sciences courses with a grade of C or better (see curriculum plan).

Admission Process

Entrance into the clinical phase of the CLS program at OLOL College is competitive, and the requirements of the courses are very demanding. The prerequisite courses in the curriculum provide a foundation and indicate the applicant's potential for success in the clinical program. Priority is given to applicants who have completed the prerequisite courses at a level which indicates potential for success in the program, and who have provided evidence of understanding the demands of the profession.

The student must complete the prerequisite courses before admission into the clinical component.

**Curriculum Plan for the Associate of Science
Degree in Clinical Laboratory Sciences**

<i>Course</i>	<i>Number</i>	<i>Title</i>	<i>Credit Hours</i>
ACSM	100	Academic Seminar	1
ENGL	101	English I	3
MATH	112	College Algebra	3
BIOL	210	Human Anatomy and Physiology I	3
CHEM	101	Fundamentals of Chemistry I	3
CHEM	103	Fundamentals of Chemistry I Lab	1
CLST	100	Introduction to Patient Care	1
ENGL	102	English II	3
BIOL	211	Human Anatomy and Physiology II	3
BIOL	280	Fundamentals of Microbiology	3
BIOL	281	Fundamentals of Microbiology Lab	1
CHEM	102	Fundamentals of Chemistry II	3
CHEM	104	Fundamentals of Chemistry II Lab	1
CLST	101	Introduction to Laboratory Techniques	3
HUMN	---	Elective	3
PSYC	100	Introductory Psychology	3
CLST	203	Special Topics I	2
CLST	210	Immunohematology I	4
CLST	204	Special Topics II	2
CLST	211	Clinical Chemistry I	4
CLST	212	Hematology I	4
CLST	213	Clinical Microbiology I	4
CLST	220	Clinical Practicum I	4
CLST	221	Clinical Practicum II	4
CLST	222	Clinical Practicum III	4
CLST	223	Clinical Practicum IV	4

Arts and Sciences Courses33-34 credit hours
 CLST Courses + 40 credit hours
 Total Hours for the Associate of Science Degree73-74 credit hours

The student must complete the prerequisite science courses before admission into the clinical component. Entrance into the clinical sequence is competitive and based

on stated requirements. Some of the arts and science courses have pre- or corequisite requirements (see course descriptions). Students interested in enrolling in these courses are advised to have a strong high school background in English, algebra, biology and chemistry.

Interested persons with a bachelor's degree in science should contact OLOL College regarding admission and curriculum requirements.

Progression

In order to achieve progression status and be in good standing, the student must:

1. maintain continuous enrollment in the Clinical Laboratory Technician curriculum sequence,
2. achieve a minimum grade of "C" in all courses in the Clinical Laboratory Technician program curriculum,
3. meet the Core Performance Standards.

Progression in the Clinical Laboratory Technician program is reviewed at the end of each semester.

Non-Progression

Clinical Laboratory Technician Degree Program Suspension Due to Academic Reasons

According to the College Catalog, *academic suspension designates a time period whereby the student is not eligible to enroll in courses due to unsatisfactory academic work* (p. 132). A student enrolled in the Clinical Laboratory Sciences program will be placed on academic suspension if he/she is unable to progress in the curriculum or course. A student who does not achieve a "C" or better in a Clinical Laboratory Technician course may not continue in the program sequence. If the student fails one course, he/she must apply for readmission to the next class admitted and repeat the course at the next course offering. Courses in the professional sequence can be repeated only once. Students can apply for readmission only once in the professional sequence (see Credit for Repeated Course and Readmission to the College). Readmission to the program is not guaranteed. **If the student is readmitted to the program, he/she will be placed on academic probation status.**

Clinical Laboratory Technician Degree Program Dismissal for Academic Reasons

A student readmitted following academic suspension is on probation. If the student fails to achieve a grade of "C" for the repeated course will be dismissed from the degree program. The accumulation of two (2) grades of less than "C" will

result in degree program dismissal. The student may not re-enroll in the degree program. Dismissal status will be posted on the student's academic record.

Clinical Laboratory Technician Program Dismissal for Non-academic Reasons

Students who commit any of the following acts may be dismissed from the program according to the procedure for disciplinary dismissal.

1. plagiarism
2. falsification of information given on official school documents
3. falsification of records regarding patient care
4. unauthorized possession of an examination
5. illegal possession, use, sale or distribution of drugs
6. illegal possession of weapons
7. theft
8. conviction of a felony
9. participation in cheating or lying in reference to clinical or classroom assignments
10. chemical impairment in the school/clinical setting
11. conduct which is inappropriate for either clinical or classroom (e.g. abusive language, threats, assault and battery, disruptive talking).

THIS LIST IS NOT MEANT TO BE ALL-INCLUSIVE, BUT SERVES TO IDENTIFY EXAMPLES OF BEHAVIOR WHICH WARRANT DISCIPLINARY DISMISSAL.

Disciplinary Action Resulting in Suspension/Dismissal for Unsatisfactory Clinical Practice

The serious nature of clinical laboratory work necessitates that the Clinical Laboratory Technician students develop and maintain professional attitudes and standards including: striving for precision and accuracy of all work performed, following laboratory and clinical site rules and regulations, using proper techniques of communication necessary to foster cooperation, courtesy, and efficiency.

A professional attitude and discipline are inseparable facets of the total Clinical Laboratory Technician education. Examples of failure of performance or inappropriate personal conduct warranting disciplinary action includes but are not limited to the following:

1. Inattentiveness to direction or instruction.
2. Falling asleep during the clinical experience.
3. Improper language directed to any other person.
4. Willful wrong performance of test analysis or reporting erroneous test results.
5. Tardiness and/or attendance.
6. Achievement of less than 80% on a clinical performance evaluation.

7. Inefficiency or incompetency in the performance of duties.
8. Negligence in the performance of duties.
7. Physical or mental incapability for performing duties.
8. Violation of attendance policies. (See Attendance)
9. Failure to maintain satisfactory and harmonious working relationships with the public, staff, and fellow students.
10. Reporting to clinicals under the influence of alcohol or drugs or partaking of such on the job.
11. Insubordination or deliberate refusal to follow the directions of the clinical instructor.
12. Falsification of any clinical records.
13. Copying or cheating on any clinical exam.
14. Breach of patient or agency confidentiality.

Students not developing and maintaining the required professional attitudes and standards befitting a Clinical Laboratory Technician are given a formal written notice in the form of a Unsatisfactory Clinical Behavior Form. The Unsatisfactory Clinical Behavior Form states the exact nature the occurrence and necessitates direct counseling of the student by the Program Officials and/or instructor of the clinical site involved. **If a student receives one form, he/she is on probation.** Receipt of three Unsatisfactory Clinical Behavior Forms is reason for dismissal from the program. In extreme situations where clinical site policies are breached in regard to the aforementioned action, the student is subject to dismissal from the program.

Each case of dismissal for unsatisfactory clinical behavior is reviewed by the Program Director and the CLT faculty.

Requirements for Graduation

The Associate of Science degree in CLS is conferred upon students when the following conditions are met, in addition to the general requirements for graduation:

1. Completion of seventy-three to seventy-four (73-74) semester credit hours in the required courses and completion of the professional courses.
2. A cumulative grade point average of 2.0 or higher on all college work, with grades of C or better in all courses leading to the Associate of Science degree in CLS.
3. Fulfillment of the residency requirements of the College (24 credit hours).

Certification

Students completing the program are eligible to write for the certification examinations. Graduation from OLOL College, CLST program is not dependent upon taking or passing a certification examination.

Applications for the certification exams are available through the program director. It is the students' responsibility to complete and submit applications for the certification examinations by the designated deadline. The program director must sign the completed application.

Licensure

CLS Technician Trainee License Students employed part-time at clinical sites to do laboratory testing must have a CLS Trainee License issued by the Louisiana State Board of Medical Examiners.

CLS Technician Temporary License if the student does not work part-time before graduation from the CLS program, he/she must apply for a temporary CLS-Technician license upon completion of the program.

CLS Technician License the graduate will not be granted a permanent license until he/she passes one of the certification examinations. Application forms for licensure are available through the Louisiana State Board of Medical Examiners (<http://www.lsbme.org/>).

The Bachelor of Science Degree in Clinical Laboratory Sciences

The Clinical Laboratory Sciences program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS; 8410 West Bryn Maur Avenue, Suite 680, Chicago, IL 60631; (773) 714-8880).

Purpose

The purpose of the bachelor degree program in Clinical Laboratory Sciences (CLSS) is to provide cognizant and adept scientists capable of competing in the job market of the 21st century. The program will enhance basic skills in clinical laboratory science and, therefore, broaden career opportunities for the graduates. These students are educated and trained through a non-traditional “2+2” program consisting of the existing Clinical Laboratory Technician (CLST) curriculum, a third year of art and science courses, and a fourth year of advanced cognitive and psychomotor clinical instruction. The graduates of this program are equipped to accept leadership positions, seek career enhancements, and/or pursue graduate studies.

Objectives

Following the successful completion of the program, the CLSS graduate is expected to:

1. Apply advanced knowledge and skills to the practice of clinical laboratory medicine;
2. Evaluate the results of laboratory analyses necessary for the diagnosis and management of human diseases;
3. Apply cognitive strategies and self-directed learning in the dynamic healthcare delivery system;
4. Exhibit the professional behaviors in the dynamic healthcare delivery system;
5. Exhibit an understanding of laboratory management issues such as human resources, finance, accreditation, quality assurance, and the professional, legal and ethical boundaries in meeting the healthcare needs of the clients;

6. Exhibit communication skills by presenting continuing education programs for laboratory personnel, client education programs, and participating on healthcare teams;
7. And seek national certification as a Clinical Laboratory Scientist, specialized certifications in CLS (i.e, cytogenetics, molecular biology, etc.), leadership positions, and/or advanced degrees.

Admission Requirements

The applicant must meet the following minimum requirements for admission to the CLS bachelor degree program:

1. Possession of an associate degree from a regionally accredited institution, successful completion of a NAACLS-accredited CLST program, and possession of a national certification as a CLST. Students must have completed clinical courses with a grade of B or better at the CLST level before entering the CLSS program.
2. Achievement of a cumulative grade point average of 2.5 or better on all college work attempted, with a minimum of a C or better in biological and chemical sciences, and mathematics, and a minimum of a 3.0 overall in the CLST program for each semester.
3. Applicants who are enrolled in the CLST program at OLOL College can be accepted on a provisional basis, provided that the applicant possess a bachelor degree from a regionally accredited college or university, with a cumulative grade point average of 2.5 or better, plus 16 semester hours in chemistry and 16 semester hours in biological sciences. However, if the applicant fails to meet the criteria set forth in requirements 1 and 2, they will not be granted full acceptance.

Admission Process

Entrance into the CLSS program is competitive and based on the stated requirements. Priority is given to applicants who have successfully completed the CLST program, and who have provided evidence of understanding the demands of the profession. The CLST courses provide a foundation and indicate the applicant's potential for success in the CLSS program.

The student must complete the prerequisite courses before admission into the clinical component.

**Curriculum Plan for the Bachelor of Science Degree
in Clinical Laboratory Sciences**

Course	Number	Title	Credit Hours
ACSM	100	Academic Seminar	1
ENGL	101	English I	3
ENGL	102	English II	3
MATH	112	College Algebra	3
BIOL	210	Anatomy-Physiology I	3
BIOL	211	Anatomy-Physiology II	3
BIOL	280	Fundamentals of Microbiology	3
BIOL	281	Fundamentals of Microbiology Laboratory	1
CHEM	101	General Chemistry I	3
CHEM	102	General Chemistry II	3
CHEM	103	General Chemistry Laboratory I	1
CHEM	104	General Chemistry Laboratory II	1
HUMN	---	humanities elective	3
CLST	100	Introduction to Patient Care	1
CLST	101	Introduction to Laboratory Techniques	3
PSYC	100	Introduction to Psychology	3
CLST	203	Special Topics I	2
CLST	204	Special Topics II	2
CLST	210	Immunoematology	4
CLST	211	Clinical Chemistry	4
CLST	212	Hematology	4
CLST	213	Clinical Microbiology	4
CLST	220 (224)	Clinical Practicum I	4 (2)
CLST	221 (225)	Clinical Practicum II	4 (2)
CLST	222 (226)	Clinical Practicum III	4 (2)
CLST	223 (227)	Clinical Practicum IV	4 (2)
ENGL	≥200	English elective	3
MATH	252	General Statistics	3
CSCI	100	Introduction to Computers	3
CHEM	201	Organic Chemistry I	3
CHEM	202	Organic Chemistry II	3
CHEM	203	Organic Chemistry Laboratory I	1
CHEM	204	Organic Chemistry Laboratory II	1
BIOL	310	Fundamentals of Immunology	3

Course	Number	Title	Credit Hours
BIOL	480	Pathogenic Microbiology	4
	≥300	electives	6-14
CLSS	406	Laboratory Management (or HSER 350)	3
CLSS	407	Pathophysiology and Laboratory Diagnoses	9
CLSS	408	Laboratory Education	2
CLSS	415	Independent Study	2
CLSS	420	Clinical Practicum V	3
CLSS	421	Clinical Practicum VI	3
CLSS	422	Clinical Practicum VII	3
CLSS	423	Clinical Practicum VIII	3

¹Courses for students admitted to the CLS program with a Bachelor of Science degree in basic sciences.

²Students may take any art or science course, level 200 or higher, but are strongly encouraged to seek guidance from a faculty advisor.

³Students taking CLST 224-227 will require an additional 8 hours of electives.

Total Hours for the Bachelor of Science Degree 135 credit hours

Transfer credit for art and science courses from other institutions, and credit-by-examination will be accepted according to OLOL College policy. CLSTs who have completed an associate degree CLST program at a regionally accredited institution will be given transfer credit for CLST 100 and 200 level courses.

Requirements for Graduation

The Bachelor of Science degree in CLS is conferred upon students when the following conditions are met, in addition to the general requirements for graduation:

1. Completion of one hundred-thirty five (135) semester credit hours in the required courses and successful completion of the professional courses.
2. A cumulative grade point average of 2.0 or higher on all college work with grades of C or better in all courses leading to the Bachelor of Science degree in CLS.
3. Fulfillment of the residency requirements of the College (36 credit hours)

Certification

Students completing the program are eligible to write for the certification examinations. Graduation from OLOL College, CLSS program is not dependent upon taking or passing a certification examination.

Applications for the certification exams are available through the program director. It is the students' responsibility to complete and submit applications for the certification examinations by the designated deadline. The program director must sign the completed application.

Licensure

The graduates of the CLSS program will not be granted a permanent license to practice as a CLS-Generalist until he/she passes one of the national certification examinations.

The Associate of Science Degree in Emergency Health Science

The Emergency Health Science Program is in the process of applying for accreditation through the Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP, 1248 Harwood Rd., Bedford, TX 76021-4244, 817-283-9403).

Purpose

The purpose of Emergency Health Science Program at Our Lady of the Lake College is to prepare the graduate to function as a pre-hospital care practitioner at the level of Emergency Medical Technician—Paramedic. The graduate of this program receives an Associate of Science Degree in Emergency Health Science and is prepared to write the National Certification Examination administered by the National Registry of Emergency Medical Technicians.

The Emergency Health Science Program is committed to the establishment and implementation of an educational program that provides the necessary knowledge, skills, and professional attitudes essential to support the pre-hospital needs of the community. The program assists the student in becoming aware of his abilities and scope of practice while fostering the ideas of compassionate, ethical, and professional emergency medical care. The program provides the basis, through its curriculum, for the student to further his/her education while continually promoting the idea of life-long learning.

The Full-time Faculty

C. Cramer, Director; Adrienne Lee, Instructor, Dr. R. Adi, M.D., Medical Advisor.

Objectives

Upon completion of the program, the graduate will be prepared to:

1. Comprehend, apply, analyze, and evaluate information that is relevant to their role as an entry level EMT-Paramedic;
2. Demonstrate proficiency in all skills associated with that of an entry level EMT-Paramedic;

3. Practice within the ethical and legal boundaries set forth by state and local agencies and within the defined scope of practice of the EMT-Paramedic;
4. Demonstrate personal behaviors consistent with those expected by the profession and the community;
5. Accept responsibility for professional and personal growth through continuing education and re-examination of skills proficiency;
6. Communicate effectively with patients, family, and others in the health care community to improve overall patient care;
7. Demonstrate a commitment to excellence in health care by taking an active role in community and professional organizations relevant to the EMT-Paramedic.

Admission Requirements

The applicant must meet the following requirements for admission to the Emergency Health Science Associate of Science Degree Program (EHS):

1. Completion of EMHS 101 and the pre-requisite arts and sciences courses with a grade of C or better (see curriculum plan).
2. Current National Registry EMT-Basic Certification.
3. Current CPR-Health Provider certification.
4. Minimum 18 years of age.

Note: See OLOLC Admission for minimum admission requirements

Admission Process

Entrance into the clinical programs at Our Lady of the Lake College is highly competitive, and the requirements of the courses are very demanding. The arts and sciences courses in the curricula provide a foundation and indicate the applicant's potential for success in the clinical program. Priority is given to applicants who have completed the arts and sciences courses at a level which indicates potential for success in the program and who have provided evidence of understanding the demands of the profession. Applicants who meet the admission requirements and whose applications receive priority may be required to take a diagnostic admission test. The test is administered prior to the selection for interview and the results will be used as a part of the final admission process. The admission process for each clinical program is documented and available in the admission application packet.

Curriculum Plan for Associate of Science Degree in Emergency Health Science

Course	Number	Title	Credit Hours
Arts and Sciences Courses			
ACSM	100	Academic Seminar	1
BIOL	100	Medical Terminology	1
BIOL	210	Human Anatomy and Physiology I	3
BIOL	211	Human Anatomy and Physiology II	3
BIOL	280	Fundamentals of Microbiology	3
ENGL	101	English I	3
MATH	112	College Algebra	3
PHIL	270	Current Moral Problems	
	or 272	or Ethical Issues in Health Care	3
PSYC	100	Introductory Psychology	3
PSYC	230	Psychology Across the Lifespan	3
*CHEM	101	Fundamentals of Chemistry I	3
*CSCI	100	Introduction to Computers	<u>3</u>
			32
Professional Sequence Courses			
EMHS	101	Basic Emergency Medical Care	5
<i>(EMHS 101 must be completed prior to admission to the Professional Sequence Courses)</i>			
EMHS	104	Advanced Paramedic Skills	2
EHHS	108	Introduction to Advanced Emergency Care	2
EMHS	110	Emergency Pharmacology	3
EMHS	200	Cardiac_Pulmonary Emergency	4
EMHS	202	Care of Trauma Patients	4
EMHS	204	Medical Emergencies	4
EMHS	206	O.B./ Pediatric Emergency	2
EMHS	208	Advanced Clinicals	3
EMHS	210	Patient Care Internship	8
EMHS	219	EMS Operations	3
EMHS	220	Paramedic Special Skills	<u>3</u>
			43

Arts and Sciences Courses

32 credit hours

EMHS Courses

+43 credit hours

Total Hours for Associate of Science Degree

75 credit hours

**Must consult Program Director for specific requirements.*

ACSM may be waived (See OLOLC Policy)

All arts and sciences courses and EMHS 101 must be completed prior to admission to the clinical sequence of the Emergency Health Science Associate of Science Degree Program (see ADMISSION). Some of the arts and sciences courses have pre- or co-requisite requirements. Students interested in enrolling in these courses are advised to have a strong high school background in English, algebra, biology, chemistry and physics.

Interested persons with paramedic certification should contact the College regarding admission and curriculum requirements. EMHS 216, Paramedic Transition, is required for all currently certified paramedics who wish to enter the program.

PROGRESSION

Courses in the Emergency Health Science curriculum are designed to build upon previous Emergency Health Science courses and support courses as identified in the curriculum plan. In order to be in good standing in the Emergency Health Science Program and able to progress in the program, the student must:

1. Achieve a minimum grade of “C” in all courses in the Emergency Health Science Program curriculum plan.
2. Maintain continuous enrollment in the Emergency Health Science Program curriculum sequence.
3. Demonstrate professional behaviors consistent with those identified in the Core Performance Standards.

Progression in the Emergency Health Science Program is reviewed at the end of each semester by the Emergency Health Science faculty for each student in the program.

PROGRAM PROBATION

A student may be placed on program probation for either academic or non-academic reasons. The student may progress in the program, but will be given a designated period of time, not to exceed one semester, during which evidence of remediation must be documented.

1. A student is placed on non-academic probation when there is documented evidence of unsatisfactory behavior not related to specific academic performance.

2. A student is placed on probation upon readmission to the EHS Program following program suspension.

SUSPENSION DUE TO ACADEMIC REASONS

A student will be placed on Academic Suspension if he/she does not achieve a grade of “C” or better in an Emergency Health Science course. A student who is placed on academic suspension may apply one time for re-admission to the Emergency Health Science Program to repeat one course. The student must achieve a “C” or better in all courses throughout the remaining curriculum in order to continue enrollment in EMHS courses.

DISMISSAL DUE TO ACADEMIC REASONS

A student readmitted following academic suspension who fails to achieve a grade of “C” or better for the repeated course will be dismissed from the degree program. The accumulation of two (2) grades of less than “C” will result in degree program dismissal. The student may not re-enroll in the degree program.

SUSPENSION/DISMISSAL DUE TO UNSATISFACTORY CLINICAL PRACTICE

Unsatisfactory clinical practice is evidenced by behavior in any patient care setting which may jeopardize a patient’s physical and/or psychological safety. Unsatisfactory clinical practice also includes unprofessional and uncaring behaviors. Documentation of two unsatisfactory clinical behaviors during a semester, or three during the program, are grounds for immediate **suspension** from the course with a grade of “F”. The student may apply for readmission to the Emergency Health Science Program. Readmission is not guaranteed. All requests for readmission will be evaluated by the Emergency Health Science Program faculty. Students who commit a behavior in the clinical area which negatively impacts the patient’s status may be **dismissed** from the Emergency Health Science Program. The student may not re-enroll in the EHS program.

Expectations relating to student behavior in the clinical setting:

1. Students are expected to retain the level of competency gained in previous clinical/ laboratory courses. Students are accountable for any real/potential violation of critical elements on every skill taught in preceding courses. If the Instructor prevents the error, the student remains accountable and is still in error.

2. Students are held accountable for violation of patient rights.
3. Students are held accountable for inappropriate verbal/nonverbal behavior.
4. Students are expected to meet the core performance standards identified in the handbook.
5. Students are held accountable for patient confidentiality.
6. Students are held accountable for unprofessional behavior.
7. Students are held accountable for lack of caring behaviors.

Examples of unsatisfactory behaviors include, but are not limited to:

1. Not following the 5 rights of medication/drug administration.
2. Inadequate preparation for the clinical assignment.
3. Demonstrating incompetence in the clinical area.
4. Communicating negative value judgements to patients.
5. Failure to maintain patient confidentiality.
6. Witnessing legal documents.
7. Falsifying patients' data and records.
8. Inability to meet or maintain the behaviors identified in the core performance standards.
9. Failure to incorporate caring behaviors in patient care.
10. Inappropriate behavior such as abusive language, threats, assault and battery, theft, disruptive talking, chemical impairment, and insubordination.

Procedural Guidelines

When an unsatisfactory behavior in the clinical setting is identified, the faculty and student will adhere to the following procedures:

1. The student will be counseled by the clinical instructor regarding the clinical behavior in question. The student will be advised that the behavior will be discussed with course faculty to validate the unsatisfactory clinical behavior. The instructor will document the behavior on the appropriate area of the clinical form.
2. The student is given the opportunity to meet with the course faculty to discuss the clinical behavior.
3. Within one week of the occurrence, the student is notified in writing of the course faculty's decision concerning whether the clinical behavior warrants a *Clinical Unsatisfactory Behavior Form*.
4. A student/clinical instructor conference will be held to review the *Unsatisfactory Behavior Form*. Copies of the *Unsatisfactory Behavior Form* will be given to the student, clinical instructor, and course coordinator.
5. When 3 unsatisfactory behaviors have been documented or a student commits a behavior in the clinical area which negatively impacts the patient's status, the

student will be counseled by the clinical instructor, course coordinator, and Program Director regarding unsafe clinical practice. At this time, the student will be informed in writing that his/her course grade is "F" and that further clinical practice in the course is suspended. The student may continue class attendance pending results of the appeal process (if utilized).

6. The student has the right to appeal the decision (suspension or dismissal) and must follow the procedure for "Final Grade Appeal."

EMERGENCY HEALTH SCIENCE PROGRAM DISMISSAL FOR NON-ACADEMIC REASONS

Students who commit any of the following acts may be dismissed from the program according to the procedure for disciplinary dismissal.

- Falsification of information given on school office documents
- Falsification of records regarding patient care
- Plagiarism
- Participation in cheating or lying in reference to clinical or classroom assignments
- Chemical impairment in the clinical/classroom setting
- Conduct which is inappropriate for either clinical or classroom (e.g. abusive language, threats, assault and battery, disruptive talking)
- Unauthorized possession of an examination
- Illegal possession, use, sale or distribution of drugs
- Illegal possession of weapons
- Theft
- Conviction of a felony

Requirements for Graduation

The Associate of Science Degree in Emergency Health Science is conferred upon students when the following conditions have been met in addition to the General Requirements for Graduation::

1. Completion of seventy-five (75) semester credit hours in the required courses; completion of the professional courses within two (2) years.
2. Achievement of a cumulative grade point average of 2.0 or higher on all college work with grades of C or above in all courses leading to the Associate of Science Degree in Emergency Health Sciences.
3. Completion of all required standardized achievement examinations.
4. Fulfillment of the residency requirement of the College, which is 24 credit hours for the associate of science degree.

5. Clearance of all indebtedness to the College including the return of all borrowed materials from the Learning Resources Center.

Certification

Upon completion of the program the graduate is eligible to take the National Registry of Emergency Medical Technicians Paramedic Examination. The examination is designed to test knowledge, skills, and abilities essential to the safe and effective practice of the Paramedic at the entry level. Upon successful completion of both the Practical and Written components of the examination, the graduate becomes nationally registered and certified as an Emergency Medical Technician-Paramedic and may now apply to the Louisiana State Board of Medical Examiners for certification to practice at the Paramedic level in the State of Louisiana. The use of a national certification examination facilitates certification by reciprocity from one state to another.

Each graduate must apply to the Louisiana State Department of Health and Human Resources, Office of Public Health, Bureau of Emergency Medical Services for certification. It is the State Bureau of Emergency Medical Services that authorizes candidates to take the National Registry-Paramedic examination. Approval of the application for certification by the State Bureau of Emergency Medical Services, proof of current health care provider level CPR, and signature of the program Medical Director are required before permission to take the National Registry-Paramedic Examination is given and a confirmation letter is sent by the State Bureau of Emergency Medical Services.

Practice as a Paramedic is not authorized until receipt of the examination results from the National Registry of Emergency Medical Technicians indicating successful completion of both the written and practical examinations. Once the course is completed, candidates must practice pre-hospital care at the level of current National Registry certification while awaiting National Registry Paramedic examination results.

Upon application to take the National Registry Paramedic examination, persons who have been convicted of a felony must provide documentation to the State Bureau of Emergency Medical Services and National Registry of Emergency Medical Technicians that all obligations to society have been met. Questions regarding eligibility to take the examination should be directed to the National Registry of Emergency Medical Technicians in writing with documentation which describes fully the offense, date of the offense, copies of relevant court documents, disposition and current status. The National Registry of Emergency Medical Technicians reserves the right to disapprove the taking of the National Registry-Paramedic examination to persons having been convicted of a felony.

The Associate of Science Degree in Physical Therapist Assisting

The Physical Therapist Assisting Associate of Science Degree Program at Our Lady of the Lake College has been granted accreditation by the Commission on Accreditation in Physical Therapy Education of the American Physical Therapy Association (1111 North Fairfax Street, Alexandria, VA 22314 (703) 706-3245).

Purpose

The purpose of the Physical Therapist Assisting Program is to prepare Physical Therapist Assistants with necessary knowledge, skill and entry level competencies to meet the health care needs of the community with compassion, understanding, dignity and respect.

The Associate of Science Degree program provides a solid foundation for the student to achieve academic and clinical skills that lead to personal and professional success. It provides the identification of individual learning styles and development of skills in the areas of physical therapy treatments, ethics, verbal (oral and written), and non-verbal communication and management.

It supports the development of life-long learning and strives to provide opportunity for on-going personal and professional growth.

The Full-Time Faculty

K. Krieg, Director and Assistant Professor; L. Geheber, Academic Coordinator of Clinical Education and Instructor.

Objectives

The goals of the Physical Therapist Assisting Program reflect the philosophy of the College and the philosophy of the program. They are designed to encompass the educational outcomes, the program objectives and curriculum content and needs of the health care community. The Physical Therapist Assisting Program is committed to students who, upon completion of the program, are able to:

1. Contribute to the provision of health care in the community by serving as a member of the health care team, which is prepared to address the needs of individuals in all phases of health care;

2. Serve the needs of all patients with dignity, compassion, respect and understanding, while striving to maintain effective cost control methods in the provision of those services;
3. Implement treatment programs designed by the physical therapist in a safe, efficient manner;
4. Communicate written, spoken and non-verbal language effectively with patients, their families, other health care providers and the community;
5. Integrate theory and technical skills in the practice of physical therapy within the scope of the physical therapist assistant practice for the benefit of the patient, the profession and the community;
6. Adapt to the ever changing health care environment remaining mindful of their responsibility to the patient, the profession and the community;
7. Pursue the commitment of life-long learning and professional and personal growth.

ADMISSION CRITERIA

To be considered for admission to the PTA Program, all applicants must complete the entire PTA application process by January 1st and meet the minimum admissions criteria listed below:

I. ACADEMIC/COGNITIVE FACTORS

- Meet all College minimum admission criteria at the time of application
- Minimum grade of C in all pre-requisite course work in the degree plan
- Minimum GPA of:
 - 2.0 in all college level courses pursued
 - 2.75 in Arts and Science pre-requisite courses listed in the PTA Curriculum Plan
(applicants who fail to meet minimum GPA requirements may be enrolled in the PTA Program after consideration by the program director, but may be required to take additional course work.)
- Completion of, or enrollment in, at least 26 credit hours of pre-requisite course work at the time of application, including:
 - ENGL 101
 - ACSM 100
 - MATH 112
 - BIOL 210
 - BIOL 211

- Priority is given to:
 - Applicants who complete all Arts and Science pre-requisite courses prior to enrollment in the PTA Program
 - Applicants who have completed Arts and Science pre-requisite courses at Our Lady of the Lake College

II. NON-ACADEMIC FACTORS

- Volunteer or Work Experience in a Physical Therapy Department
 - This provides the opportunity to explore the practice of physical therapy, roles of physical therapists and physical therapist assistants, and settings in which physical therapy is practiced
- Applicants must document a minimum of 100 hours in at least one Physical Therapy Department (forms are provided in the application packet)
- Volunteer hours must be completed prior to enrollment in the program
- Preferential consideration is given to applicants who have experience in more than one physical therapy setting and who have completed the minimum hours at the time of application
- Three letters of reference from employers, counselors, advisors, mentors, or instructors, who can attest to the applicants academic abilities, personal characteristics and perseverance (reference forms provided in the application packet)
- Completed application form, with official transcripts of college grades from all colleges/ universities attended
- Additional documentation of evidence of life experiences, extraordinary accomplishments and personal attributes that attest to the applicant's ability to successfully complete the PTA Program
 - Personal Characteristics
 - Proven leadership experiences
 - Effective communication skills
 - Effective time management and organizational skills
 - Ability to overcome academic challenges
 - Community service activities
 - Motivation and initiative
 - Application of critical thinking and problem solving skills
 - Cross cultural experiences
 - Life Experiences that may have prohibited academic success but contributed to overall personal development. The following are provided as examples only.
 - Family crisis
 - Financial hardships
 - Educational hardships

- Peer pressure
- Personal conflict
- Other

- Extraordinary Educational Achievements/Accomplishments
 - Honors courses
 - Participation in Academic Clubs
 - Additional degree or certification
 - Other academic achievements
 - Recipient of academic scholarships

III. Interview and/or Narrative

- Applicants meet with faculty members and/or Admission Committee members on an individual basis
- Applicants write a spontaneous short narrative on a topic selected by the Admissions Committee
- This provides the opportunity to identify oral and written communication skills and behavioral patterns that may require additional attention for successful completion of the PTA Program

Admission Process

The primary basis for admission to the College degree programs is the completion of required Arts and Sciences courses and apparent readiness of the applicant for the program. Special consideration is given to students who have completed all of the pre-requisite courses, have taken courses at OLOL College, who have met all minimum admission requirements, and who possess attributes which add to the cultural or educational diversity of the entering class and the profession. The goal of the admissions process is to ensure the selection of students who exhibit both personal and academic readiness for the program and who demonstrate a commitment to physical therapist assisting as their chosen profession. The steps of the admission process are outlined below:

- Step 1 Review of the Application – The admission process begins with a review of the application by the college Admissions staff to assure that all documentation has been provided and that the applicant meets the minimum admission requirements.
- Step 2 Interview and Narrative – Applicants are invited to interview with members of the program Admissions Committee and to write a spontaneous narrative on a topic determined by the committee. The purpose of the interview and narrative is to determine the applicants' personal readiness for admission, to assure the applicants' understanding of physical therapist assisting, and to ascertain applicants' attributes that may not be evident in application materials but may indicate ability to succeed in the program.
- Step 3 Admission Selection – Selection is determined by the Admissions Committee. The application, interview and narrative are utilized in making the selections. Admission priority will be given to applicants who have demonstrated academic and personal readiness to meet the challenges and demands of the accelerated PTA curriculum, oral and written communication skills and a commitment to physical therapist assisting as their chosen profession. Applicants who fail to meet minimum application requirements may be admitted to the program after consideration by the program director, but may be required to take additional course work.
- Step 4 Notification of Committee Decisions – All applicants will be notified in writing of the Admission Committee's decision as soon as the selection is completed.
- Step 5 Upon admission to the Physical Therapist Assisting Program, all students must meet the following Pre-registration Health Requirements, and documentation of compliance must be sent to the College Coordinator of Health and Safety no later than the first day of classes–
 - a. Students must possess a health level sufficient to meet the performance

standards necessary for completion of the Physical Therapist Assistant Program. Students will be provided with the required physical examination form, which must be completed by a physician, and a student health history form, which must be completed by the student **within two months prior to enrollment** in the PTA courses.

- b. Students must provide a current certificate in basic cardiopulmonary resuscitation (provider CPR). **The certification must remain current throughout the entire program enrollment period.**
- c. Students must complete the pre-enrollment drug screen.
- d. Students must receive the hepatitis b immunization series prior to beginning the clinical rotations. The Hepatitis immunization series can be administered by the students' private physician or through the Health Office of the College.
- e. All students are encouraged to carry hospital insurance throughout their enrollment.

If pre-registration health requirements are not met, students will not be permitted to enroll in the program.

Curriculum Plan for an Associate of Science
Degree in Physical Therapy

Course	Number	Title	Credit Hours
ARTS AND SCIENCES COURSES			
ACSM	100	Academic Seminar	1
ENGL	101	English Composition	3
MATH	112	College Algebra	3
BIOL	100	Medical Terminology	1
BIOL	210	Human Anatomy and Physiology I	3
BIOL	211	Human Anatomy and Physiology II	3
BIOL	212	Human Anatomy and Physiology I Lab	1
BIOL	213	Human Anatomy and Physiology II Lab	1
CSCI	100	Introduction to Computers	3
PHSC	100	Physical Science	3
SCIENCE ELECTIVE		Biological or Physical Science	3
PHIL ELECTIVE		Philosophy	3
PSYC ELECTIVE		Psychology	<u>3</u>
TOTAL			31

Course	Number	Title	Credit Hours
CLINICAL PROGRAM COURSES			
PTAP	100	Introduction to Patient Care	1
PTAP	200	Introduction to Physical Therapy	2
PTAP	211	Functional Anatomy and Kinesiology	3
PTAP	213	Functional Anatomy and Kinesiology Lab	1
PTAP	212	Clinical Science I	2
PTAP	221	Clinical Science II	3
PTAP	222	Clinical Science III	4
PTAP	224	Neuromusculoskeletal Dysfunction	3
PTAP	225	Neuroscience of Rehabilitation	1
PTAP	226	Human Development	1
PTAP	228	Clinical Education I	4
PTAP	231	Clinical Science IV	2
PTAP	239	Clinical Education II	<u>10</u>
TOTAL			37

Revised October 2002

Arts and Sciences Courses	31 Credit Hours
Clinical Program Courses	<u>37 Credit Hours</u>
Total Hours for Associate of Science Degree	68 Credit Hours

SEMESTER I		SEMESTER II		SEMESTER III		SEMESTER IV		SEMESTER V	
ACSM 100	1	CSCI 100	3	BIOL 213	1	PTAP 221	3	PTAP 231	2
ENGL 101	3	PHSC 100	3	PTAP 200	2	PTAP 222	4	PTAP 239	10
MATH 112	3	PHIL	3	PTAP 212	2	PTAP 224	3	PSYC	<u>3</u>
BIOL 210	3	PTAP 211	3	PTAP 225	<u>1</u>	PTAP 226	1		
		PTAP 213	1						
BIOL 212	1	BIOL 211	<u>3</u>			PTAP 228	<u>4</u>		
BIOL 100	1								
CHEM 100	3								
PTAP 100	<u>1</u>								
CREDIT	16		16		6		15		15

Program Progression

The Physical Therapy Assisting (PTA) Program faculty are committed to providing an enriched environment for the education of graduates in accordance with the tradition of excellence established by the college and in support of the health care needs of the community. The curriculum is designed to reflect current physical therapy practices, the Mission of the College, and the Statement of Philosophy of the PTA Program. In order to comply with those standards, the Progression Policy of the PTA Program has been established.

Progression in the Physical Therapist Assisting Program is dependent upon compliance with the following objectives:

1. The student will maintain continuous enrollment in the Physical Therapist Assisting Program Curriculum sequence.
2. The student will achieve a minimum grade of C in all academic courses in the PTA curriculum, and a passing grade in all clinical education courses.
3. The student will demonstrate professional behaviors consistent with those identified in the Core

Performance standards, and the Code of Ethics of the American Physical Therapy Association.

Progression in the Physical Therapist Assisting Program is reviewed at the end of each semester.

Non-Progression

Program Suspension from the PTA Program

A student may not progress or continue in the Program sequence until successful remediation or repeat of coursework occurs. A student will be suspended from the PTA Program if he/she is academically unable to progress in the curriculum under either of the following situations:

1. A student fails to achieve a minimum grade of “C” in all academic courses in the Physical Therapist Assisting Program sequence. The student will be allowed to repeat failed course one time only at the next offering of the course. Upon successful completion, the student will be allowed to continue the sequence of courses in the program.
2. A student fails to pass a clinical education course or attempted remediation. Remediation of clinical education coursework may include extending current clinical affiliation assignments or repetition of clinical science coursework related to the deficiencies at the next offering of the course.

The Director of the PTA Program will notify the student of the suspension status by letter as soon as final grades have been documented. Students have a right to file a final grade appeal according to the Policy 1.13 in the College Student Handbook.

Program Dismissal from the PTA Program

A student dismissed from the Program has no opportunity of readmission to the Program. A student will be dismissed according to the following criteria:

1. Failure to achieve a minimum grade of C or P in two courses of the Program

- sequence, or failure to pass the repeat of a course in the Program sequence.
2. Student behavior in any environment, which is considered illegal, unethical or detrimental to the health or safety of a patient, other person, or which may jeopardize successful operation of the clinic.

The Director of the PTA Program will notify the student of the dismissal from the Program in writing. Student appeal of Program dismissal must follow guidelines in Policy 1.13 of the College Student Handbook.

Examples of unsatisfactory behaviors which may result in suspension and/or dismissal include, but are not limited to:

1. Inadequate preparation for clinical assignments.
2. Demonstrating incompetence in the clinical affiliation.
3. Failure to maintain patient confidentiality.
4. Visiting patients from whom the student has provided care during non-clinical hours.
5. Witnessing legal documents in the clinical setting.
6. Falsifying or alteration of official records relating to patients' data, student evaluation of performance or school activities.
7. Loitering in the medical center/clinical service areas.
8. Inability to meet or maintain the behaviors identified in the core performance standards.
9. Failure to incorporate caring behaviors in patient care.
10. Inappropriate or unprofessional behaviors such as: abusive language, threats, assault & battery, theft, disruptive talking, chemical impairment, possession of weapons or illegal substances, unauthorized possession of examination, or insubordination.
11. Repetitive, disrespectful, distracting, or inattentive behaviors in the classroom.
12. Participation in patient care activities without appropriate supervision.
13. Conviction of a felony.
14. Documentation of witnessed cheating or lying in regard to examination or patient care.

Determination of suspension or dismissal will depend upon intent and severity of the nature of the incident.

Requirements for Graduation

The Associate of Science Degree in Physical Therapist Assisting is conferred upon students when the following conditions have been met:

1. Completion of sixty-eight (68) semester credit hours in the required courses; completion of the clinical courses within two years.
2. Achievement of a cumulative grade point average of 2.0 or higher on all college work, with grades of C or above in all courses leading to the Associate of Science Degree in Physical Therapist Assisting.
3. Fulfillment of the residency requirement of the College, which is 24 credit hours for the associate of science degree.
4. Clearance of all indebtedness to the College including the return of all borrowed materials from the Learning Resource Center.

Licensure

Following graduation from an accredited school of Physical Therapist Assisting, successful performance on the Board of Physical Therapy Examiners Licensure Examination is required to practice as a Physical Therapist Assistant. The Louisiana State Board of Physical Therapy Examiners has identified conditions, which may preclude an applicant from writing the licensing examination. Applicants are required to respond to the following questions in their application for licensure:

- Have you ever been convicted of any violation of law other than minor traffic violations? (Conviction includes a finding or verdict of guilty or an admission of guilt, or a plea of nolo contendere)
- Have you ever been convicted of violating any state or federal narcotics laws?
- Have you ever applied for licensure in another state and been rejected?

The Louisiana State Board of Physical Therapy Examiners will review each applicant for licensure and determine eligibility. New graduates may receive a temporary license to practice physical therapy assisting by the Louisiana State Board of Physical Therapy Examiners for a period of 90 days pending receipt of passing scores on the licensure examination.

The Associate of Science Degree In Radiologic Technology

The Radiologic Technology Program is accredited by the Joint Review Committee on Education in Radiologic Technology (20 N. Wacker Drive, Suite 900, Chicago, IL 60606-2901, 312-704-5300, mail@jrcert.org), and holds full approval from the Louisiana State Radiologic Technology Board of Examiners.

Purpose

The purpose of the Radiologic Technology Program is to prepare graduates who are competent in the art and science of radiography. The graduate of this program receives an Associate of Science Degree in Radiologic Technology and is prepared to write the National Certification Examination administered by the American Registry of Radiologic Technologists.

The primary responsibility of the program is to guide students in achieving educational goals. A comprehensive curriculum is provided that consists of a broad base of knowledge and diverse clinical experiences. The curriculum provides opportunities for students to develop skills in conceptual understanding, analytical judgment, critical thinking, and the ability to problem solve in the performance of radiologic procedures. Students are encouraged to identify individual learning styles and develop study methods that permit the acquisition and retention of knowledge and concepts. Principles of ethics are demonstrated that build character and professional attributes. Clinical skills are developed that instill appropriate attitudes and foster affective growth in providing care and responding to patients needs during imaging procedures.

Faculty

D. Gallerson, Director and Associate Professor; S. Claiborne, Lab Assistant, R. Lee, Instructor; D. Phillips, Assistant Professor; R. McReynolds, M.D., Medical Advisor.

Objectives

Upon completion of the program, the graduate will be able to:

1. Apply the knowledge of imaging principles and concepts to produce diagnostic radiographs;

2. Apply basic knowledge acquired in the biological, physical, and behavioral sciences, math, and liberal arts to the practice of radiologic technology;
3. Provide patient care and management skills during radiologic services;
4. Provide patient education and family education regarding preparation, expectations and post-procedural care, as well as other education related to the types of examinations performed on patients;
5. Utilize problem solving, critical thinking, decision-making, and communication skills in the performance of medical imaging procedures;
6. Competently perform a full range of radiologic procedures on patients as an entry-level practitioner;
7. Practice within the profession's legal and ethical boundaries to meet the health care needs of patients;
8. Accept responsibility for continuing the process of professional and personal growth.

Admission Requirements

An outline of the application procedure, the admission process and time table, and a list of pre-enrollment requirements for the Radiologic Technology Program is documented and available in the admission application packet which is located in the Admissions Office. It is strongly recommended that applicants meet with their academic advisors to review the application process.

To be considered for admission to the Radiologic Technology Program, all applicants must complete the entire application process by **March 1st** including submission of the completed radiologic technology application and meeting the minimum admissions criteria listed below:

I. ACADEMIC/COGNITIVE FACTORS

A. Academic Variables

- Completion of relevant high school courses (or college-level equivalents)
- Minimum GPA of 2.0 in high school Algebra, Biology, Chemistry, Physics (or college-level equivalents)
- Meet all College minimum admission criteria
- Minimum Overall GPA of:
 - 2.5 in arts and sciences core courses listed in the Curriculum Plan
 - 2.5 in science core courses listed in the Curriculum Plan
 - 2.0 in all college level courses pursued

- Completion of the diagnostic admissions test (RT-ET)
- Submission of official transcripts of college grades from all colleges/ universities attended with the RADT application.
- Priority is given to:
 - Applicants who complete all arts and sciences core courses listed in the Curriculum Plan by the end of the Summer session succeeding submission of the application
 - Applicants who complete minimum of 7 semester credits of arts and sciences core courses listed in the Curriculum Plan at OLOL College
 - Applicants with the highest GPA in arts and sciences core courses listed in the Curriculum Plan
 - Applicants with the highest RT-ET Scores: reading comprehension, math skills, and composite score

I. NON-ACADEMIC FACTORS

A. Health Care Related Experience (s)

Submit documentation of the following healthcare experiences using the form provided in the application packet:

- Document completion of **50** volunteer service hours/work experience in a radiology department such as a hospital, clinic or imaging center (the documentation forms are provided in the application packet):

OR

Document current/previous employment in a radiology department in a hospital, clinic, imaging center or other medical facility

- Other related experiences

B. Submit three Supportive Letters of Reference and/or three Reference Forms from instructors, guidance counselors, professors, advisors, employers, and mentors who can attest to your academic ability, personal characteristics, and perseverance. (Reference forms are found in the application packet)

C. Written Statement from application outlining personal abilities and education goals

D. Minimum age of 18

In addition to completing the minimum admissions process, each applicant is given the opportunity to provide evidence of 1) personal attributes; 2) extraordinary educational accomplishments; and 3) life experiences in relation to achieving educational and personal goals. Applicants must complete a brief narrative explaining the relationship of the characteristics to perseverance and resilience in achieving personal and academic goals and overcoming challenges. Applicants desiring consideration of these special circumstances by the Admissions Committee must provide additional supportive documentation.

Admission Process

Entrance into the Radiologic Technology Program at Our Lady of the Lake College is highly competitive and the requirements of the curriculum are very demanding. Selection of applicants is based on evidence of academic preparation and achievement as well as non-academic attributes. The arts and sciences core courses in the curriculum provide a foundation for further study and the level to which applicants complete these courses is used to indicate potential for success in the Radiologic Technology Program. Applicants will be required to take a diagnostic admission test to determine math skills and reading comprehension. The test is administered prior to selection of applicants and the results will be used to validate GPA as a part of the final admission process. Applicants are notified of the test dates, times, and location. Applicants must also provide evidence of an understanding of the demands of the profession through related experience. Applicants are given the opportunity to describe their personal attributes, special accomplishments, and challenges in relation to achieving educational goals. Selection decisions will also include consideration of applicants' unique characteristics and the ability to resolve obstacles while pursuing academic goals. Applicants are required to attend an Information Session and/or Interview prior to selection to review remaining admission protocol and to share and exchange experiences and expectations related to the demands of the program.

All applicants are notified in writing of final admission decisions. Upon admission to the program, accepted applicants must complete the following pre-registration (pre-enrollment) requirements and documentation of compliance must be sent to the College Coordinator of Health and Safety no later than the first day of classes–

- a. Students must possess a health level sufficient to meet the performance standards necessary for completion of the Radiologic Technology Program. Students will be provided with the required physical examination form, which must be completed by a physician, and a student health history form, which must be completed by the student **within two months prior to enrollment** in the RADT courses.
- b. Students must confirm receipt of the Pregnancy Policy (included in the health packet).
- c. Students must provide a current certificate in basic cardiopulmonary resuscitation (provider CPR). **The certification must remain current throughout the entire program enrollment period.**
- d. Students must complete the pre-enrollment drug screen.
- e. Students must receive the hepatitis B immunization series prior to beginning the clinical rotations. The Hepatitis immunization series can be administered by the students' private physician or through the Health Office of the College.
- f. All students are required to carry hospital insurance throughout their enrollment.

If pre-registration health requirements are not met, students will not be permitted to enroll in **the program**. Admission and enrollment in the program begins in the fall semester of each year.

Individuals with prior education in a Radiologic Technology Program may contact the College for information concerning policies for admission with advanced standing and transfer of course work.

Curriculum Plan

All of the arts and sciences courses listed in the Curriculum Plan may be taken prior to admission to the Radiologic Technology Program. Upon admission to the College, students are advised to enroll in and complete all arts and sciences core courses prior to applying to the Radiologic Technology Program (see admission requirements). Some of the arts and sciences courses have pre- or co-requisite requirements (see course descriptions). Students interested in enrolling in the arts and sciences core courses are advised to have a strong high school background in English, algebra, biology, chemistry and physics. Enrollment in radiologic technology courses is restricted to students admitted to the program. Upon admission and enrollment to the program, the specific radiologic technology courses listed in the curriculum for Level I must be completed prior to advancing to Level II. Time limits may apply for some courses.

Curriculum Plan for an Associate of Science Degree in Radiologic Technology

Level I Courses			
Course	Number	Title	Credit Hours
<i>Semester I</i>			
RADT	101	Introduction to Radiology	3
RADT	111	Image Production I	3
RADT	141	Radiographic Practicum	5
ACSM	100	Academic Seminar	1
BIOL	210	Human Anatomy and Physiology I	3
MATH	112	College Algebra	<u>3</u>
			18
<i>Semester II</i>			
RADT	110	Radiographic Procedures	3
RADT	112	Image Production II	3
RADT	142	Radiographic Practicum	6
BIOL	100	Medical Terminology	1
BIOL	211	Human Anatomy and Physiology II	3
ENGL	101	English I	<u>3</u>
			19
<i>Summer</i>			
RADT	123	Radiation Protection/Radiobiology	2
RADT	143	Radiographic Practicum	3
PHSC	100	Introductory to Physical Science	<u>3</u>
			8
<i>Level II Courses</i>			
<i>Semester III</i>			
RADT	214	Specialized imaging Technoogy	3
RADT	220	Advanced Radiographic Procedures	3
RADT	241	Radiographic Practicum	6
PSYC	100	Introductory Psychology	<u>3</u>
			15
<i>Semester IV</i>			
RADT	230	Radiographic Pathology	2
RADT	232	Senior Seminar	2
RADT	242	Radiographic Practicum	8
PHIL	272 OR 272	Current Moral Problems or Ethical Issues in Health Care	<u>3</u>
			15

Arts and Sciences Courses	23 credit hours
RADT Courses	<u>52 credit hours</u>
Total Hours for Associate of Science Degree	75 credit hours

The curriculum is designed to prepare graduates to become competent radiographers. The Radiologic Technology Faculty are committed to helping students achieve academic success throughout enrollment. Policies exist that identify progression and non-progression status of radiologic technology students. Upon enrollment in the Radiologic Technology Program students must adhere to the following progression policies:

Progression

In order to achieve progression status in the radiologic technology program and be in good standing, the student must:

1. maintain continuous full-time enrollment in the radiologic technology curriculum sequence;
2. achieve a minimum grade of “C” in all courses listed in the radiologic technology curriculum plan;
3. meet the Core Performance Standards as identified in the Radiologic Technology Student Handbook.

Note: Progression in the radiologic technology program is reviewed at the end of each semester.

Non-Progression

1. Program Probation

A radiologic technology student will be placed on probation under either of the following situations:

- a. During the semester of re-admittance and re-enrollment in the program following previous failure of a course; Upon return enrollment to the program, the student must demonstrate competency in previously learned clinical, laboratory and academic skills before being allowed to participate in concurrent or subsequent radiologic technology courses.
- b. When there is documented evidence of unsatisfactory behavior not related to specific academic performance.

Failure to progress in the program following probation will result in suspension or dismissal.

2. Program Suspension

A radiologic technology student will be placed on suspension if he/she is unable to progress in the curriculum under either of the following situations:

- a. A student who does not achieve a “C” or better in a radiologic technology course may not continue in the program sequence.

- b. A student who does not achieve a “C” or better in any of the required arts and sciences courses in the radiologic technology curriculum plan sequence may not progress in the degree program until a grade of “C” has been achieved in the course.
- c. When there is documented evidence of unsatisfactory behavior and unsuccessful remediation. A student may be suspended from the radiologic technology program for unsatisfactory clinical practice. Refer to Appendix A, Radiologic Technology Student Handbook for Unsatisfactory Clinical Behavior Guidelines.

If the student fails one course, he/she must apply for readmission to the next class admitted, re-enroll and repeat the course at the next course offering. The re-admitted student will be placed on probation for one semester until a grade of “C” or better is achieved. Courses in the professional sequence can be repeated only one time. Students can apply for readmission only once in the professional sequence. Readmission to the program is not guaranteed.

A student who repeats a course in the radiology technology curriculum plan must achieve a grade of “C” or better to be considered in progression status. The student must achieve a “C” or better in all courses throughout the remaining curriculum in order to continue progression and remain in progression status. Failure of the course a second time results in dismissal.

Upon return enrollment to the program, the student must demonstrate competency in previously learned clinical, laboratory and academic skills before being allowed to participate in concurrent or subsequent radiologic technology courses.

3. Program Dismissal

A radiologic technology student will be dismissed from the program as a result of either of the following:

- a. A student readmitted and re-enrolled following probation or suspension who fails to achieve a grade of “C” for the repeated course will be dismissed from the degree program. The accumulation of two (2) grades of less than “C” will result in degree program dismissal. The student may not re-enroll in the degree program.
- b. A student who exhibits behavior in any environment that is considered illegal, unethical, or detrimental to the health or safety of a patient or other person; or, which may jeopardize successful operation of the clinical education center.

Refer to the Radiologic Technology Student Handbook for a list of examples for Program Dismissal for Non-Academic Reasons.

Requirements for Graduation

The Associate of Science Degree in Radiologic Technology is conferred upon students when the following conditions have been met:

1. Completion of seventy-five (75) semester credit hours in the required courses; completion of the Radiologic Technology courses within 3 years.
2. A cumulative grade point average of 2.0 or higher on all college work; completion of all Radiologic Technology courses with a grade of C or above; and completion of all required competencies (didactic, clinical and laboratory).
3. Completion of all required standardized achievement examinations.
4. Fulfillment of the residency requirement of the College, which is 24 credit hours for the associate of science degree.
5. Clearance of all indebtedness to the College including the return of all borrowed materials from the Learning Resource Center.

Certification

Students completing all academic degree requirements of the program are eligible for certification by computer examination by the American Registry of Radiologic Technologists (ARRT). Graduates must comply with the “Rules of Ethics” and educational requirements of the ARRT. Candidates who violate the “Rules of Ethics” such as the conviction of a crime (gross misdemeanor or felony), must provide the ARRT with a written explanation, including court documentation of the charges, with the application for examination. Individuals who are not yet enrolled in the Radiologic Technology Program may submit a pre-application request form to the ARRT anytime either before or after enrollment to review the impact of violations on their eligibility for certification. Pre-radiologic students must contact the ARRT directly to request the pre-application form (1255 Northland Dr., St. Paul, MN 55120-1155, www.ARRT.org). Applications and procedures for computer-based administration of the examination are provided to graduation candidates by the Director during January of the final semester. Students completing the program in May who meet eligibility requirements should submit the ARRT examination application at least 3 months before graduation (allow up to six or seven weeks for pro-

cessing). It is the student's responsibility to complete the application process. The completed application must be signed by the Program Director before it can be submitted to the ARRT. The appropriate fee must be submitted with the application.

NOTE: Applicants for ARRT certification by computer examination should assure that their testing date at the appropriate Test Center and receipt of examination results occurs prior to expiration of their temporary LA license permit.

Licensure

The Medical Radiation Health and Safety Act No. 485 requires that all persons in hospitals/clinics using radioactive materials or equipment emitting or detecting ionizing radiation on humans for diagnostic or therapeutic purposes to be licensed by the State of Louisiana. Students enrolled in and attending a board-approved school of Radiologic Technology who apply ionizing radiation to humans for necessary diagnostic or therapeutic purposes while under the supervision of a licensed practitioner or licensed Radiologic Technologist at the approved clinical affiliate of the sponsoring institution are exempt from the licensure requirements. Students are exempt only for the supervised clinical assignments required by the program.

Graduates of the program who are seeking employment in hospitals or clinics in Louisiana but awaiting first ARRT examination results must make application to the appropriate State Board for a license and a temporary permit and submit appropriate fees. The temporary permit is good for 90 days. The applications are provided by the Director during January of the final semester. It is the student's responsibility to complete the application process, obtain the Director's signature, and submit the application with appropriate fees. Results of the ARRT examination are required for Louisiana licensing. Therefore, graduates must allow the ARRT to release their examination results to the Licensure Board. Failure to do so will result in revocation of the temporary license permit, which cannot be renewed and may result in a loss of work in a hospital.

The Associate of Science Degree In Respiratory Therapy

The Respiratory Therapy Program at Our Lady of the Lake (LOL) College is a consortium program with the Department of Cardiopulmonary Science of the LSU Health Sciences Center.

Purpose

The purpose of the Associate of Science degree in Respiratory Therapy is to prepare students to function as competent Licensed Certified Respiratory Therapists. Graduates of this program will be eligible to take the Entry-Level Examination for Certified Respiratory Therapists administered by the National Board for Respiratory Care, leading to the credential of Certified Respiratory Therapist (CRT). Graduates will also be eligible to apply for a license to practice Respiratory Therapy in the State of Louisiana.

Faculty

Jackie T. Bush, Director; Sue E. Davis, Instructor; Dr. Jim M Cairo, Professor

Enrollment

Students may enroll in prerequisite courses at any time. Students applying for admission to the Respiratory Therapy Program (second year of the curriculum) must complete 33 credit hours of prerequisite courses in the humanities, the social sciences, and basic sciences of biology, chemistry, physics, and microbiology. A maximum of 15 students will be accepted into the clinical (second) year. Minimum GPA for admission to the Respiratory Therapy program is 2.5 in pre-requisite courses and an overall GPA of 2.0 in all college work attempted. Since admission to the clinical (second) year is selective, some qualified candidates may not be admitted in the year of their application. These students are urged to re-apply the following year.

Admission Process

Students who have completed all prerequisite courses as described in this section of the catalog or who are in their last semester of prerequisite coursework may

complete an application for admission to the clinical year of the Respiratory Therapy Program. The Office of Admissions accepts applications for the Respiratory Therapy Program at any time. The deadline for submitting an application is *June 1* of the year preceding the clinical year. Preference will be given to OLOL College students who have completed all prerequisite courses. Students who have not met all prerequisites may submit an application, however such applications will be considered in light of the number of qualified applicants and the specific outstanding prerequisite courses. Completion of the entire two-year curriculum is required for the Associate of Science degree. Applicants who are not selected for admission must re-apply the following year; applications will not be maintained from year to year. *The minimum grade point average required for consideration is 2.5 in the foundation (prerequisite) courses and an overall grade point average of 2.0 on all college work attempted.* Applicants must have earned grades of “C” or better in all foundation courses.

Length of Program

The Respiratory Therapy program is designed so students can complete all of the prerequisite and professional courses within a 2-year period. Prerequisite courses constitute 33 credit hours and the professional portion of the curriculum makes up 40 credit hours, for a total of 73 credit hours. The prerequisite portion of the program is composed of lecture/laboratory educational experiences whereas the professional courses involve lecture/laboratory coursework and clinical experiences at various clinical sites in the metropolitan Baton Rouge area. Professional courses will focus on preparing students to provide respiratory care services in general and critical care, as well as in the long-term care environment.

Progression Policies

A student is allowed to progress in the Respiratory Therapy (RT) program provided competence is demonstrated in required theory and clinical skills by the end of each semester. RT Courses are designed to build upon previous courses and support courses as identified in the curriculum plan.

In order to achieve progression status and remain in good academic standing, the student must:

1. maintain continuous enrollment in the Respiratory Therapy curriculum sequence;
2. achieve a minimum grade of C in all courses in the curriculum plan;
3. meet the Core Performance Standards of the RT program
4. maintain hospitalization insurance;
5. meet the college health requirements related to the hepatitis vaccine series and the annual tuberculin skin test
6. maintain current certification in CPR for Health Professionals.

*Students are required to submit evidence of compliance with all health and CPR requirements to the Health and Safety Office. Students will not be allowed to attend the clinical portion of their courses until evidence of compliance is submitted to the Office of Health and Safety.

Student Professional Liability Insurance is included in the student fees each semester. The coverage is limited to activities in the clinical area while functioning as a student.

NON-PROGRESSION

Failure to Meet Academic Requirements

A student who does not achieve a C or better in any RT course may not continue in the program sequence.

In order to achieve progression status after failure to earn a grade of C or better in a RT course, the student must repeat the course. A student may repeat only one course in the RT Curriculum. The student must achieve a grade of C or better in all remaining courses throughout the RT curriculum in order to continue progression.

Failure to Achieve/Maintain Satisfactory Clinical Performance

The Core Performance Standards for the Respiratory Therapy program are found in this document. The Standards identify specific behavioral criteria that the student must apply to safely perform patient care and successfully progress in the program.

In order to achieve satisfactory performance in the patient care setting, each student is expected to meet the Core Performance Standards and conduct himself/herself in a manner consistent with course requirements and objectives, school policies and values of OLOL College. Any behavior that is not consistent with the Core Performance Standards, course requirements and objectives, and school policies and values of OLOL College will result in a clinical unsatisfactory.

Unsatisfactory clinical practice is evidenced by behavior in any patient care setting which may jeopardize a patient's physical and/or psychological safety. Unsatisfactory clinical practice also includes unprofessional and uncaring behaviors. Documentation of three unsatisfactory clinical behaviors during a semester is grounds for immediate removal of the student from the program and will result in a failing grade for the course.

Procedural Guidelines for Unsatisfactory Clinical Behavior

When an unsatisfactory behavior in the clinical setting is identified, the faculty and student will adhere to the following procedures:

1. The student will be counseled by the clinical instructor regarding the clinical behavior in question. The student will be advised that the behavior will be discussed with the faculty to validate the unsatisfactory clinical behavior. The instructor will document the behavior on the appropriate area of the clinical evaluation form.
2. The student is given the opportunity to meet with the course faculty to discuss the clinical behavior.
3. Within one week of the occurrence, the student will be notified in writing of the course faculty's decision.
4. A student/clinical instructor conference will be held to review the incident.
5. When 3 unsatisfactory behaviors have been documented or the student commits a behavior in the clinical area, which negatively impacts a patient's status, the student will be counseled by the clinical instructor, course coordinator, and the VP for Academic Affairs.. At this time, the student will be informed in writing that his/her course grade is "F". Further clinical practice in the course is suspended. If the student chooses to appeal, he/she may continue to attend lecture/lab pending results of the appeal process.
6. The student has the right to appeal the decision and must follow the procedure for Final Grade Appeal as outlined in the *College Student Handbook*.

Readmission/Re-entry Following Placement in Non-Progression Status

A student who has not achieved a satisfactory grade of C or better is placed on non-progression status and must apply for re-admission to the College and the Division of Allied Health.

1. Complete and return an application for readmission to the College Office of Admissions and Records with the application fee.
2. This application must be submitted by the designated deadline established by the Respiratory Therapy Standards committee. The deadline for reapplication will be posted with the final course grade sheet each semester.
3. Submit a letter with the application to the Program Director requesting readmission, explaining the circumstances under which you left the program and specific actions taken to increase the potential for success in the program.

Readmission/re-entry is not guaranteed. The VP for Academic Affairs and the Respiratory Therapy Standards Committee will evaluate all applications for readmis-

sion. The committee's decision will depend upon the readiness of the student for reentry and faculty and space availability.

Dismissal

Respiratory Therapy Program Dismissal for Academic Reasons

A readmitted student who fails to achieve a grade of C or better for a repeated course will be dismissed from the program. The student may not apply for readmission nor re-enroll in the program.

Respiratory Therapy Program Dismissal for Clinical Reasons

A student who engages in behavior in the clinical area which negatively impacts a patient's status may be dismissed from the program. A student who does not meet the attendance requirement in clinical courses may be dismissed from the program. Any student who is dismissed for clinical reasons may not re-enroll in the program.

Program Dismissal for Non-Academic Reasons

Students who commit any of the following acts may be dismissed from the program according to the procedure for disciplinary dismissal;

- plagiarism
- falsification of information given on official school documents
- falsification of records regarding patient care
- unauthorized possession of an examination
- illegal possession, use, sale or distribution of drugs
- illegal possession of weapons
- theft
- conviction of felony
- participation in cheating or lying in reference to clinical or classroom assignments including the use of the clinical information systems at agencies utilized for clinical experiences.
- chemical impairment in the school/clinical setting
- conduct which is inappropriate for either clinical or classroom (e.g., abusive language, threats, assault and battery, disruptive talking and improper use of clinical information systems).
- failure to meet expectations relating to student behavior as defined in the *College Student Handbook*.

This list is not meant to be all-inclusive, but serves to identify examples of behaviors that warrant disciplinary dismissal. In these cases, a student may not re-enroll in the respiratory therapy program. The policy on Due Process for Misconduct is outlined in the *College Student Handbook*.

Credit for Repeated Courses

Students will be permitted to repeat only one course in the Respiratory Therapy Program. In the event a course is repeated, both grades will be recorded on the transcript. Both grades will be computed in the GPA and hours earned.

**Curriculum Plan for an Associates of Science
Degree in Respiratory Therapy**

Prerequisite Courses

Course	Number	Title	Credit Hours
ACSM	100	Academic Seminar	1
ENGL	101	English I	3
MATH	112	College Algebra	3
CHEM	101	Fundamentals of Chemistry I	3
PHYS	100	Physical Science	3
CSCI	100	Introduction to Computers	3
BIOL	100	Medical Terminology	1
BIOL	210	Human Anatomy & Physiology I	3
BIOL	211	Human Anatomy & Physiology II	3
BIOL	280	Microbiology	3
BIOL	281	Microbiology Lab	1
PHIL	270 or 272	Current Moral Problems or Ethical Issues in Health Care	3
PSYC	100	Introductory Psychology	<u>3</u>
			33

Major Courses

Spring

RESP	207	Cardiopulmonary Pharmacology	3
RESP	210	Respiratory Therapy Fundamentals	4
RESP	211	Clinical applications and Procedures I	5
RESP	212	Cardiopulmonary Anatomy and Physiology	<u>3</u>
			15

Summer

RESP	213	Professional Directions	1
RESP	220	Critical Care Concepts II	2
RESP	221	Clinical Applications and Procedures II	5
RESP	222	Cardiopulmonary Pathophysiology	<u>2</u>
			10

Fall

RESP	230	Critical Care Concepts II	2
RESP	231	Clinical applications and Procedures II	5
RESP	232	Neonatology and Pediatrics	2
RESP	233	Cardiopulmonary Rehabilitation and Long Care	3
RESP	234	Pulmonary Diagnostic Tests	2
RESP	235	CPR & ACLS	<u>1</u>
			15

Arts and Sciences Courses	33 credit hours
Associate Degree in Respiratory Therapy Courses	<u>40 credit hours</u>
Total hours required for an A.S. Degree in Respiratory Therapy	73 credit hours

Graduation Requirements

The associate degree in Respiratory Therapy is conferred upon students when the following conditions have been met:

1. Completion of seventy-three (73) semester hours in the required courses
2. Achievement of a overall grade point average of 2.0 or higher on all college work with grades of C or above in all courses listed in the Respiratory Therapy curriculum.
3. Clearance of all indebtedness to the College, including return of all materials borrowed from the Learning Resource Center.
4. Fulfillment of the residency requirements of the College (24 credit hours for the associate of science degree).

The Associate of Science Degree in Surgical Technology

The Surgical Technology Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) (7108 South Alton Way, Building C, Englewood, CO 80112 (303) 694-9262).

The Surgical Technology Program will provide the students with integrated learning and experience in the theory and clinical practice of Surgical Technology. It is designed to enable the student to provide the high standards of care consistent with the mission of Our Lady of the Lake College. The Arts and Science courses will provide the student with a foundation for intellectual growth and life-long learning.

The Full-time Faculty

Alice Comish, Director; Ann Lauret, Instructor; Holly Jones, Instructor; Alex Hirsch, M.D., Medical Advisor.

Purpose

The purpose of this program is to provide the student with the knowledge and skills essential for efficient and safe performance in the role of the surgical technologist. Cognitive, psychomotor and affective skills are taught and evaluated in the classroom, skills laboratory, and surgical suite. The student will practice all aspects of surgical technology in a controlled environment to adequately prepare the student prior to entering the intense operating room environment.

The program will foster personal as well as professional growth, by utilizing teaching methods that will encourage critical thinking and independent study. The student will also develop advanced techniques and skills utilized by the Surgical Technologist in the perioperative setting.

Objectives

Upon completion of the program the graduate will:

1. Utilize spiritual, cultural, and developmental concepts in the role of the surgical technologist;
2. Apply knowledge from biological and psychological sciences and advanced

concepts of surgical technology in performing the roles of the surgical technologist;

3. Demonstrate psychomotor competencies in performing the various skills required for the role of the surgical technologist;
4. Utilize critical thinking skills in the delivery of perioperative care as the surgical technologist;
5. Communicate effectively with members of the surgical team;
6. Practice within the legal and ethical boundaries of the role of the surgical technologist;
7. Accept responsibility for continuing the process of professional and personal growth.

Admission Requirements

The applicant must meet the following minimum requirements for admission to the Associate of Science Degree in Surgical Technology:

1. Achievement of a minimum cumulative grade point average of 2.0 in all college work attempted.
2. Achievement of a minimum grade of C or 80% in high school level algebra and biology.
3. Eligible to enroll in college English and Algebra.

Admission Process

Entrance into the program is competitive, and the requirements of the courses are demanding. The arts and sciences courses in the curriculum provide a foundation and indicate the applicant's potential for success in the clinical program. Priority is given to applicants who have completed the arts and sciences courses at a level which indicates potential for success in the program and who have provided evidence of understanding the demands of the profession. Applicants who meet the admission requirements and whose application receives priority will be required to take a diagnostic admission test. This test is used to determine the applicant's math skills and reading comprehension. It is administered prior to the selection for interview, and the results will be used as a part of the final admission process. The admission process for each clinical program is documented and available in the admission application packet.

Curriculum Plan for Associate of Science Degree in Surgical Technology

Course	Number	Title	Credit Hours
SEMESTER I		FALL	
ACSM	100	Academic Seminar	1
BIOL	210	Human Anatomy/Physiology I	3
BIOL	212	Human Anatomy/Physiology I Lab	1
ENGL	101	English I	3
SURT	110	Fundamentals of Surgical Technology	6
SURT	111	Fundamentals of Surgical Lab	<u>1</u>
			15
SEMESTER II		SPRING	
BIOL	100	Medical Terminology	1
MATH	112	College Algebra	3
BIOL	211	Human Anatomy/Physiology II	3
BIOL	213	Human Anatomy/Physiology II Lab	1
SURT	120	Surgical Procedures I	6
SURT	121	Surgical Procedures Lab	<u>1</u>
			15
SEMESTER III		SUMMER	
BIOL	280	Fundamentals of Microbiology	3
BIOL	281	Fundamentals of Microbiology Lab	1
SURT	135	Surgical Procedures II	3
SURT	136	Surgical Procedures II Lab	<u>1</u>
			8
SEMESTER IV		FALL	
PSYC	100	Introductory Psychology	3
PHIL	270or 272	Current Moral Problems	
PHIL		or Ethnical Issues in Health Care	3
SURT	215	Surgical Procedures Practicum I	<u>7</u>
			13
SEMESTER V		SPRING	
SPCH	100	Fundamentals of Speech	3
SURT	225	Surgical Practicum II	<u>9</u>
			12

Arts and Sciences Courses	29 credit hours
Associate Degree SURT-Courses	<u>+34 credit hours</u>
Total credit hours required	63 credit hours

All arts and sciences courses may be completed prior to admission to the Program. Some of the arts and sciences courses have pre- or co-requisite requirements. Students enrolling in these courses are advised to have a strong high school background in English, algebra, biology, and chemistry.

PROGRESSION

To progress in the Surgical Technology Program, the student must meet all academic and behavior criteria listed in *OLOL College Student Handbook* each semester. In addition, the attendance and behavior guidelines specific to the Surgical Technology Program and the Core Performance Standards must be met.

ACADEMIC

The student is allowed to progress in the Surgical Technology Program provided competence is demonstrated in required theory and clinical skills at the end of each course. Courses within the program are designed to build upon previous courses as identified in the curriculum plan. In order to achieve progression status, the following academic criteria must be achieved:

- Achieve a minimum cumulative grade point average of 2.0 in all college courses in the SURT curriculum
- Achieve a minimum grade of 80% in each of the SURT courses (110, 111, 120, 121, 130, 131, 210, and 220)
- Complete All SURT courses in sequence with continuous enrollment

ATTENDANCE

Class attendance is mandatory. All students are expected to be prompt and on time for class, skills lab, and clinical rotations. The instructor has the right to lock the door to a classroom or lab. A lack of attendance will be interpreted as a lack of interest in the course and can result in the lowering of the final grade. Regular attendance in the classroom, skills lab, and clinical sites provide the student with the opportunity and environment to develop and practice necessary cognitive, psychomotor and affective skills required for course completion. Students are advised to take advantage of every learning opportunity. Students are responsible for all the course information, materials, skills lab modules, and announcements made during all classes. All cell phones and pagers should be turned off or placed on vibrate.

Absences:

- Excused—MD's excuse for personal or family illness or death in the family
- Unexcused—all others not included in above

At the clinical, the student is expected to notify the instructor and the facility by 6:00 AM if he/she will be absent or late.

NON-PROGRESSION

ACADEMIC

Failure to meet the following criteria will result in dismissal from the Surgical Technology Program:

- Achieve a minimum cumulative grade point average of 2.0 in all college courses in the Surgical Technology curriculum
- Achieve a minimum grade of 80% in each of the Surgical Technology courses
- Meet the Core Performance Standards

NON-ACADEMIC

ATTENDANCE

After **three** excused absences or **two** unexcused absences, the student will be counseled and a Faculty Student Conference Report completed and signed by faculty member and student. With an additional excused or unexcused absence, the student will be placed on probation. An Unsatisfactory Behavior Form will be completed and signed by the student and instructor. With an additional absence, the student will be subject to dismissal from the program. The faculty committee may consider extenuating circumstances. (Due to length of the summer semester, the student will be counseled after **two** excused or **one** unexcused absences.)

TARDINESS

Tardiness in reporting to class, skills lab, and clinical areas results in disruption of the class, the assignments for the day, and/or the surgical team. Two tardies will be considered an unexcused absence. Each additional two tardies will be considered another unexcused absence. Additional tardies may result in probation or dismissal, based on the preceding paragraph.

UNSATISFACTORY BEHAVIOR

Unsatisfactory behavior is any behavior that compromises the learning environment or that jeopardizes the patient, staff, classmates, self, or instructor's physical and/or psychological safety.

When an unsatisfactory behavior is identified, the student will be counseled by the instructor. The Unsatisfactory Behavior form will be completed and signed by the instructor and student. The student will be placed on probation.

A second documented unsatisfactory behavior may result in dismissal, with a course grade of "**F**".

Examples of unsatisfactory behaviors include, but are not limited to:

1. Failure to meet/maintain the Regulations Governing Student Behavior described in the OLOL College Student Handbook.
2. Inadequate preparation for clinical assignments
3. Demonstration of incompetence at the clinical site
4. Participation in patient care activities without appropriate supervision
5. Failure to provide patient privacy and safety
6. Failure to maintain patient and facility confidentiality
7. Leaving the clinical site without permission
8. Inappropriate/nonprofessional conversations with patients, families, or staff
9. Repetitive, disrespectful, distracting or inattentive behavior in the classroom
10. Inappropriate/nonprofessional behavior such as disruptive talking, abusive language, threats, assault and battery, theft, chemical impairment, possession of weapons or illegal substances, unauthorized possession of examinations, or insubordination
11. Inability to meet or maintain the behaviors identified in the Core Performance Standards
12. Failure to incorporate caring behaviors in patient care

Determination of suspension or dismissal will depend upon intent and severity of the nature of the incident

Requirements for Graduation

The Associate of Science in Surgical Technology is conferred upon students when the following conditions have been met in addition to the General Requirements for Graduation:

1. Completion of sixty-three (63) semester credit hours in the required courses; completion of the Surgical Technology courses within five (5) semesters.
2. Achievement of a cumulative grade point average of 2.0 or higher on all college work with grades of C or above in all courses leading to the Associate of Science Degree.
3. Achievement of a minimum of 80% in all SURT courses.
4. Fulfillment of the College residency requirements (24 credit hours for the associate of science degree).
5. Clearance of all indebtedness to the College including the return of all borrowed materials from the Learning Resource Center.

Associate of Science Degree Completion Program Surgical Technology

Purpose

The purpose of this course is to assess the student's professional growth and development since completion of the OLOL Surgical Technology Certificate Program and provide extensive documentation of that experience; and to provide a curriculum leading to the completion of the A.S. in Surgical Technology for students already holding the Certified Surgical Technologist credential.

Objectives

1. Compile a complete and comprehensive document detailing professional experience since the time of certificate achievement.
2. Provide detailed chronology of continuing education (CEUs) in surgical technology.
3. Provide official college transcripts for any college courses taken, other than those for the OLOL Certificate Program
4. Document achievement of national Certification in Surgical Technology (CST)
5. Provide recommendations from senior surgical professionals.
6. Outline individual participation in professional and community organizations.
7. Provide documentation of any individual presentations or publications related to healthcare topics.

Program Requirements:

1. Completion of the OLOL Certificate in Surgical technology certificate program (41 credits).
2. Achievement of national Certification in Surgical Technologist (CST).

3. Minimum of one-year professional experience as a Certified Surgical Technician.

4. Completion of the following courses:

- ENGL 101 3 credits
- PSYC 100 3 credits
- MATH 112 3 credits
- PHIL 270/272 3 credits
- SPCH 100 or HSER 350 3 credits
- Surgical Technology 240 4 credits

The program consists of 60 credits. The certificate in Surgical Technology is 41 credits; therefore, students must complete a minimum of 19 credits in addition to the Certificate.

The Division of Nursing

The Division of Nursing offers two programs of study, the Associate of Science Degree in Nursing Program and the RN-BSN Program. Both programs are approved by the Louisiana State Board of Nursing (LSBN), 3510 North Causeway Blvd., Suite 501, Metairie, Louisiana 70002, (504) 838-5332, and are accredited by the National League for Nursing Accrediting Commission (NLNAC), 61 Broadway, New York, NY 10006, (212) 363-5555 ext. 153.

THE ASSOCIATE OF SCIENCE DEGREE IN NURSING

Purpose

The purpose of the Associate of Science Degree in Nursing (ASN) Program of Our Lady of the Lake College is to prepare associate degree nurses who have the necessary skills and competencies to meet the health care needs of God's people with compassion, understanding, respect and dignity. The ASN program provides an avenue for socialization into the profession of nursing fosters a commitment for learning and promotes continued intellectual growth. The graduate of this nursing program receives an Associate of Science Degree in Nursing (ASN) and is eligible to write the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

Objectives

Upon completion of the Associate of Sciences Degree in Nursing, the graduate will be able to:

1. Collect, analyze and prioritize relevant physical, developmental, psychosocial, cultural, spiritual, and functional assessment data to provide individualized patient care.
2. Utilize the nursing process, critical thinking, evidence-based information, and knowledge from the arts and sciences to support sound clinical decisions.
3. Plan and implement nursing care in a safe, compassionate, and culturally

sensitive manner that preserves human dignity and promotes growth of individuals and families.

4. Communicate effectively through verbal, nonverbal, written, and technological means with individuals, families, and healthcare providers.
5. Utilize teaching and learning processes to promote, maintain, and restore health for individuals and families across the healthcare continuum.
6. Manage the efficient, effective use of human, physical, financial, and technological resources in providing continuity of care within and across healthcare settings.
7. Collaborate with individuals, families, and healthcare team members in providing comprehensive, individualized patient care.
8. Demonstrate accountability in adhering to standards of professional practice within legal and ethical frameworks.
9. Participate in activities that promote professional development and personal growth.

Criteria for Admission

Applicants to the ASN Program must meet the following minimum admission criteria:

1. Be accepted for full admission status to OLOL College
2. Be in good academic standing at OLOL College
3. Have completed 6 credit hours at OLOL College
4. Have completed the following foundation courses with a grade of C or better: Academic Seminar, English Composition I, College Algebra, Human Anatomy and Physiology I, Introduction to Psychology, and Introduction to Chemistry.
5. Have earned a grade point average of 2.75 or higher on arts and science courses in the nursing curriculum
6. Have earned a grade of C or better in the arts and science courses in the nursing curriculum

Application Process

Applicants to the ASN program must submit an application specific to the ASN program to the Office of Admissions by August 15 for the January class and by January 15 for the August class.

Applicants who meet the minimum criteria will be considered for admission to the ASN program. However, meeting the minimum criteria does not guarantee admission to the program. Eligible applicants will be considered on a competitive basis. Factors considered in the review of applications include: GPA on required arts and science courses, the number of required arts and science courses completed, and the number of credit hours completed at OLOL College.

All applicants are required to submit a *Requirements to Write the Louisiana State Board of Nursing Examination* form, which is included in the admission packet. The Nurse Practice Act of Louisiana requires that students must be approved by the Louisiana State Board of Nursing (LSBN) to practice as students of nursing prior to enrolling in a clinical nursing course. The LSBN requires persons who have been arrested, charged with, or convicted of any criminal offense in any state to petition the Louisiana State Board in writing for the right to practice as a student in Louisiana prior to enrolling in a nursing course. The LSBN also requires persons who have any addiction or impairment which may affect their ability to practice nursing to petition for the right to practice as a student prior to enrolling in a clinical nursing course.

All students are required to comply with the Health and Safety Requirements of the College. Students entering the first clinical nursing course are required to have a health examination. Students must also meet requirements related to the hepatitis vaccine series, the annual tuberculin skin test, and random urine drug screening. All students must maintain current Health Professional CPR Certification each semester. Students are responsible for submitting documentation of compliance with health requirements to the Director of Health and Safety. Students who fail to comply with the Health and Safety Requirements will not be permitted to attend the clinical component of their nursing courses.

Transfer Students

Students who have satisfactorily completed comparable, college-level nursing courses from an NLNAC accredited institution may seek admission to the ASN Program by transfer of nursing credits. An assessment will be made of the student's prior coursework to determine placement.

Students requesting transfer into the ASN Program must meet the following criteria:

1. Be accepted for full admission status to OLOL College.
2. Be eligible to re-enter the nursing program from which he/she is transferring.
3. Have completed the following foundation courses with a grade of C or better: Academic Seminar, English Composition I, College Algebra, Human Anatomy and Physiology I, Introductory Psychology, and Introduction to Chemistry.
4. Have earned a grade of C or better on all transfer courses in the ASN curriculum.
5. Have earned a grade point average of 2.75 or higher on arts and science courses required in the nursing curriculum.

Students transferring into the ASN Program must:

1. Arrange an interview with an ASN Program advisor to discuss transfer credits and placement in the curriculum.
2. Provide a transcript of all previous college work at the time of the interview.
3. Submit a course description and course content from completed nursing courses at the time of the interview.
4. Submit a *Letter of Good Standing* from prior nursing program(s). This letter from the administrative head of the prior program(s) should be mailed directly to the Dean, Division of Nursing to be received by the time of the interview.
5. Submit an application specific to the ASN program to the Office of Admissions by August 15 for the January class and by January 15 for the August class.
6. Submit a letter to the Division of Nursing Admissions Committee requesting transfer into the ASN Program.

Advanced Placement for Licensed Practical Nurses

The purpose of the LPN-RN Articulation Program is to allow Licensed Practical Nurses with previously acquired nursing knowledge and skill the opportunity to achieve an Associate of Science Degree in Nursing and to write the NCLEX-RN.

In addition to the minimum admission criteria to the ASN program, applicants must meet the requirements for admission to the LPN-RN Articulation Program. These requirements are:

1. Current LPN licensure and a minimum of 2080 clock hours work experience within the past three years.
2. Successful completion of the following required arts and sciences courses with a grade of C or better with a GPA of 2.75:

- Academic Seminar (ACSM 100)
 - English Composition I (ENGL 101)
 - College Algebra (MATH 112)
 - Human Anatomy and Physiology I (BIOL 210)
 - Human Anatomy and Physiology II (BIOL 211)
 - Fundamentals of Human Nutrition (BIOL 235)
 - Fundamentals of Microbiology (BIOL 280)
 - Introduction to Chemistry (CHEM 100)
 - Introductory Psychology (PSYC 100)
 - Psychology Across the Life Span (PSYC 230)
3. Satisfactory performance on advanced placement exams which are arranged by the LPN-RN Program Director.

To obtain specific information regarding the application process and the program requirements, arrange an interview with a LPN-RN Program Advisor.

CURRICULUM PLAN FOR ASSOCIATE OF SCIENCE DEGREE IN NURSING

FOUNDATION COURSES			CREDIT HOURS
ACSM	100	Academic Seminar	1
ENGL	101	English I	3
MATH	112	College Algebra	3
BIOL	210	Human Anatomy and Physiology I	3
PSYC	100	Introduction to Psychology	3
CHEM	100	Introduction to Chemistry	<u>3</u>
			16
Semester I			
BIOL	211	Human Anatomy and Physiology II	3
BIOL	235	Fundamentals of Human Nutrition	3
NURS	100	Pharmacology in Nursing	3
NURS	101	Foundations of Nursing	3
NURS	103	Introduction to Adult Health	<u>4</u>
			16
Semester II			
PSYC	230	Psychology Across the Life Span	3
BIOL	280	Fundamentals of Microbiology	3
NURS	105	Adult Health Nursing I	5
NURS	107	Mental Health Nursing	<u>4</u>
			15
Semester III			
SOCI	100	Introductory Sociology	3
NURS	201	Adult Health Nursing II	4
NURS	203	Care of Children and Families	4
Elective		Anthropology, Philosophy or Theology	<u>3</u>
			14
Semester IV			
NURS	205	Care of Women and Neonates	4
NURS	207	Adult Health Nursing III	4
NURS	209	Transition to Practice	<u>3</u>
			11

Arts and Sciences Courses (including Foundation Courses)	33-34 credit hours
Nursing Courses	<u>+38</u> credit hours
Total Hours for Associate of Science Degree in Nursing	71-72 credit hours

All of the arts and sciences courses listed in the curriculum plan may be taken prior to admission to the nursing program. Some of the arts and sciences courses have pre- or co- requirements (see course descriptions). Time limits may apply for some courses. Students interested in enrolling in these courses are advised to have a strong high school background in English, algebra, biology, chemistry, and physics.

ACSM may be waived (See OLOLC Policy)

Requirements for Graduation

The Associate of Science Degree in Nursing is conferred upon students when the following conditions have been met:

1. Completion of seventy-one to seventy-two (71-72) credit hours in the required courses; completion of the nursing courses within five (5) years. Failure to do so will result in the individual having to repeat all nursing courses.
2. Achievement of a cumulative grade point average of 2.0 or higher on all college work with grades of C or above in all courses leading to the Associate of Science Degree in Nursing.
3. Completion of all required standardized achievement examinations.
4. Fulfillment of the residency requirement of the College, which is 24 credit hours for the associate of science degree.
5. Clearance of all indebtedness to the College including the return of all borrowed materials from the Learning Resources Center.

Licensure

Upon completion of the program, the graduate is eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The examination is designed to test knowledge, skills, and abilities essential to the safe and effective practice of nursing at the entry level. Upon successful completion of this examination, the graduate becomes licensed to legally practice as a registered nurse in the State of Louisiana.

Each graduate must apply to the Louisiana State Board of Nursing for licensure. The Board of Nursing authorizes candidates to take the NCLEX-RN and provides the registration form for NCLEX. The Board of Nursing may deny a student permission to take the NCLEX for reasons including disciplinary action, arrest, or impairment.

Applicants for licensure who have had a disciplinary action, arrest, or impairment must provide documentation of the circumstances of the action, arrest, or impairment to the Louisiana State Board of Nursing. Failure to disclose this information may result in denial of licensure.

The RN-BSN Program

Purpose

The purpose of the Our Lady of the Lake College RN-BSN Program is to provide registered nurses with a broad educational foundation and the opportunity to obtain the Bachelor of Science Degree in Nursing. This program of study prepares the student for professional leadership roles, career enhancement and graduate study in nursing. It expands upon the knowledge and skills essential to practice in a rapidly changing health care environment.

The program is flexible and student-oriented. It is designed for registered nurses who hold the associate degree or diploma in nursing and wish to further their education on a part-time basis while continuing employment. Full-time enrollment is possible. The RN-BSN Program reflects the values and philosophy of the Franciscan Missionaries of Our Lady.

Objectives

Upon completion of the RN-BSN Program, the graduate will be able to:

1. Integrate spiritual, cultural, and developmental concepts and values in providing and managing care for clients;
2. Synthesize knowledge from the humanities, biopsychosocial and nursing sciences in providing and managing nursing care;
3. Use management/ leadership skills and knowledge of the socio-political system in providing comprehensive, therapeutic nursing care;
4. Use the nursing process to provide nursing care for clients, groups, and communities;
5. Collaborate with clients, groups, communities, and other health care providers in the delivery of health care;
6. Incorporate findings from nursing and health-related research in promoting health and in the delivery of nursing care;
7. Participate in the delivery of health services by functioning in nursing roles necessary to meet the needs of a changing society;

8. Practice within the profession's legal and ethical boundaries to meet the health care needs of the clients, groups, and communities;
9. Assume responsibility for continuing personal, professional, and educational development necessary to function in a rapidly changing health care environment.

Criteria for Admission

- Completion of a diploma or associate degree in nursing.
- Current Registered Nurse licensure. (Applicants who have not yet obtained RN licensure may be accepted on a provisional basis.)
- Transfer credit for courses from other accredited institutions and credit-by-examination will be accepted according to College policy.
- Schedule an appointment with a RN-BSN program advisor.

CURRICULUM PLAN FOR THE RN-BSN PROGRAM

Note: All RN-BSN students must complete all of the Arts and Sciences courses required for the ASN program. (See curriculum plan for Associate of Science Degree in Nursing)

ARTS AND SCIENCE COURSES			CREDIT HOURS
ENGL	102	English Composition II	3
ENGL or SPCH	≥200 Level	Literature, English Composition, or Speech	3
MATH	252	General Statistics	3
CSCI	100	Introduction to Computers	3
HIST		History	3
THEO		Theology	3
PHIL	≥300 Level	Philosophy	3
ART/MUSI		Art or Music	3
ELECTIVES		Arts and Sciences Courses	<u>6</u>
			30

NURSING COURSES			CREDIT HOURS
Level III Nursing Courses:			
NURS	300	Research in Nursing Practice	3
NURS	320	Pathophysiology: A Basis for Nursing Care	3
NURS	330	Health Assessment	3
NURS	340	Leadership and Management	<u>3</u>
			12
Level IV Nursing Courses			
NURS	400	Community Nursing	5
NURS	410/NURS 440	Gerontology/Independent Study	3
NURS	430	Nursing in the 21st Century	<u>3</u>
			11

Arts and Sciences courses	63-64 credit hours
Nursing courses	<u>61</u> credit hours
Total hours for Bachelor of Science in Nursing Degree	124-125 credit hours

Requirements for Graduation

1. Complete one hundred twenty-four or one hundred twenty-five (124-125) credit hours in the required courses
2. Complete Level III and Level IV nursing courses within seven years.
3. Achieve a cumulative grade point average of 2.0 or higher on all college work.
4. Complete all required nursing courses with a grade of C or above.
5. Fulfillment of the residency requirement of the College, which is 36 credit hours for the baccalaureate degree.
6. Clearance of all indebtedness to the College including the return of all borrowed materials from the Learning Resources Center.

Health Career Institute

Purpose

The Health Career Institute seeks to contribute toward meeting the health care needs of the community by offering planned educational activities designed to update knowledge and skill, prepare the learner to practice in different areas of expertise by learning new skills, and/or promote personal growth/enrichment for individuals in the healthcare profession and the community.

Full-time Faculty

Barbara Bayer, Director, American Heart Association Training Center; Sally Bremer, Director, Continuing Education; Barbara Lankford, Director, Clinical Programs; Susie Brown, Elizabeth Pelham, Ann Johnson, Belinda Munson and Mary Pat Thevenot, Teaching Faculty, Judith Martin, Site Coordinator Shreveport Campus..

Programs

Professional and Community

Continuing Education prepares a variety of specific programs and educational activities for health care professionals. These programs may be designed to award Continuing Education Credits (CEU's) or in some cases may be taken for CEU's in place of college credit.

Professional courses offering nursing and other C.E. credit include such topic as:

Effective Documentation, Bioterrorism, Safe Medication Administration, Critical Thinking, Congestive Health Failure, National Safety Standards Basic Dysrhythmia, 12 Lead EKG, Monitor Technician, pediatric assessment, critical care and chemotherapy.

Yearly symposiums/conferences cover a variety of topics including but not limited to: cardiology, pediatrics, diabetes and geriatrics.

The Health Career Institute is a Training Center for American Heart Association's Emergency Cardiac Care Programming. This Training Center offers courses in Advanced Cardiac Life Support (ACLS), Pediatric Cardiac Life Support (PALS) Basic Cardiac Life Support (BCLS) and First Aide to health care professionals and Cardio Pulmonary Resuscitation (CPR) to both the professional and lay population. The Training Center also maintains AHA Instructor lists and is responsible for the quality assurance of courses provided by these instructors at six training sites.

Calendar

A calendar of offerings is published to provide advance notice of programs. A copy of the calendar or further information about individual programs may be obtained by contacting the Health Career Institute office at 768-1762 or logging onto the College website.

The Career Training division offers a variety of programs to prepare individuals to practice in different areas of expertise. Annual needs assessments are done to identify area shortages in health care job classes and to offer training programs to fill these jobs. Programs are non-credit certificate and diploma level programs.

Clinical Programs

Certified Nurse Assistant Training Program

The Certified Nurse Assistant Training Program is a 300 hour, 12 week course offered three times a year. It prepares students for employment in long-term care facilities, home health agencies and hospitals where basic bedside nursing care is needed. Classroom instruction includes an introduction to medical terminology and computers, introduction to health care, basic nursing skills, body structure and function, infection control and the job-seeking process. Students participate in clinical activities under the supervision of the instructor. Upon completion of this program, the student is eligible for certification and registry as a nursing assistant in the state of Louisiana. The program has been approved by the Department of Health and Hospitals. Graduates of this Certified Nurse Assistant program who meet admission requirements may be eligible for transfer credit into the Practical Nurse Program.

Admission Requirements

1. Completion of an application and payment of an application fee. The application form is available at the OLOL College Health Career Institute, 5220 Essen Lane or from the Office of Admissions on 7434 Perkins Road.
2. Graduation from high school OR completion of a high school equivalency diploma (General Education Development-GED) with an average score of 50 or better. Official High School transcripts or Certification of GED is required.
3. Submit two letters of reference.
4. Once accepted into the program, the student must complete a new clinical student's health packet. Students will not be allowed to attend class until this requirement is met.

Certified Nursing Assistant

Semester I						
Course	Number	Title	Credit Hours	Theory Hours	Clinical Hours	Total
ACSM	100	Academic Seminar	1	15		
HCCS	100	Introduction to Computers	1	15		
HCMT	100	Medical Terminology	1	15		
HCHC	112	Introduction to Health Care	2	50	45	
HCLP	114	Geriatric Nursing	4	90	80	
Subtotal			<u>0</u>	<u>185</u>	<u>125</u>	300

Phlebotomy Training Program

Phlebotomy Training program includes 80 classroom hours and 120 clinical hours. Classroom hours are offered in the evening two nights a week. Clinical hours are arranged over a three week period during the day at various healthcare agencies and laboratories. The program prepares students for employment in agencies where there is a need to obtain blood specimens. At the completion of the program (HCPB 100 Phlebotomy) students are eligible to sit for the National Phlebotomy Certification exam.

Admission Requirements

1. Completion of an application and payment of an application fee. The application form is available at the OLOL College Health Career Institute, 5220 Essen Lane, from the Office of Admissions
2. Graduation from high school OR completion of a high school equivalency diploma (General Education Development-GED) with an average score of 50 or better. Official High School transcripts or Certification of GED is required.
3. Submit two letters of reference.

Once accepted into the program, the student must complete a new clinical student's health packet. Students will not be allowed to attend class until this requirement is met.

Practical Nurse Program (PN)

Diploma–Practical Nursing

The Practical Nursing program consists of four semesters, which include both classroom instruction and supervised clinical activities in accredited hospitals, nursing homes and other health care agencies. The program is approved by Louisiana State Board of Practical Nurse Examiners (LSBPNE). The curriculum is based upon specific requirements as set forth by LSBPNE. A satellite campus of the PN program is located in Shreveport, Louisiana at the Willis-Knighton Career Institute, 2401 Bessie Shreveport.

A class is admitted each August in Baton Rouge and each January and August in Shreveport.

Purpose

The Practical Nursing program prepares students for employment in health care facilities, agencies, and hospitals where basic bedside nursing care is needed. The Licensed Practical Nurse works under the direction of a licensed physician, optometrist or dentist acting individually or as a part of a health care team under the direction of a registered nurse.

The curriculum has been developed utilizing the nursing process and incorporating the concepts of holistic nursing, hierarchy of needs, stress and adaptation, creative problem-solving and psychosocial development. The program is based on the career ladder concept, allowing students to become Certified Nurse Assistants at the completion of the first semester.

Objectives

1. Describe the role of the LPN as specified by the nursing practice act and function within this scope.
2. Integrate spiritual, socioeconomic, developmental concepts and values in providing individualized care for patients, families, and groups experiencing common health problems.
3. Apply knowledge from biopsychosocial and nursing sciences as the basics for beginning practice as a practical nurse.
4. Utilize the specialized knowledge and skills within the framework of the nursing process to meet the health needs of people in a variety of settings under the direction of qualified health professionals.

5. Safeguard the confidential information acquired, from any source about the patient and their family or significant other.
6. Communicate with clients, families, significant others, and other health team members in the delivery of healthcare.
7. Practice within the professions' legal scope and ethical boundaries to meet the healthcare needs of individuals, families and groups in a variety of health care settings
8. Collaborate with other health team members to provide care for individuals in a variety of healthcare settings.
9. Assume responsibility for continuing the life long process of personal, professional, and educational development.
10. Utilize appropriate knowledge, skills and abilities in providing safe, competent care in performing nursing functions.

Curriculum Plan

The curriculum includes the following arts and sciences courses:

ACSM	100	Academic Seminar	1 credit hour
BIOL	210	Anatomy and Physiology I	3 credit hours
BIOL	211	Anatomy and Physiology II	3 credit hours
CHEM	100	Chemistry	3 credit hours
BIOL	235	Nutrition	3 credit hours

These courses may be taken prior to starting the nursing sequence, or may be accepted as transfer credit if it is equivalent to OLOL courses. All course work must be completed with a grade of "C" or better.

This is a 16 month 4 semester program. Upon satisfactory completion of the program, the student is prepared to sit for the national licensure exam for Licensed Practical Nursing.

Admission Requirements

1. Completion of an application and payment of an application fee. The application form is available at the OLOL College Health Career Institute, 5220 Essen Lane, from the Office of Admissions, 7434 Perkins Road or the Shreveport campus at 2401 Bessie Street adjacent to Willis-Knighton Health System.

2. Graduation from high school with a cumulative grade point average of 2.0 (on a 4.0 scale) or better; OR completion of a high school equivalency diploma (General Education Development-GED) with an average score of 50 or better. Official High School transcripts or Certification of GED is required.
3. Submission of ACT scores.
4. Score of 10.5 in mathematics and 11.0 in reading and language on TABE SURVEY.
5. Provide a certified copy of birth certificate or possess a valid United States passport.
6. Submit two letters of reference.

Once accepted into the program, the student must complete the following requirements before the start of the first semester:

1. Completion of new clinical students health packet. Students will not be allowed to attend class until this requirement is met.
2. Fingerprint and criminal background check by Louisiana State Police. The Louisiana State board of Practical Nurse Examiners reserves the right to deny a student admission to clinical nursing courses based upon results of a preliminary criminal record check. Students will not be allowed to attend class until this requirement is met.
3. Not be currently serving under any court imposed order of supervised probation, work-release or parole in connection with any felony conviction(s), plea agreement or any agreement pursuant to the Louisiana Code of Criminal procedure, Article 893.

Additional Information related to the Admission Process

1. A high school transcript can be obtained from your high school. Please contact them to obtain an official transcript and have it sent to OLOL College Admission Office.
2. A GED certificate can be obtained from the school district in which you tested.
3. TABE SURVEY is offered at the Christi McAuliffe Center, 12000 Goodwood Boulevard, Baton Rouge, La. (225) 226-7631) or Willis-Knighton Career Institute, 2401 Bessie St. Shreveport, La.. The Christi McAuliffe Center is open from 8 am until 8 PM, Monday through Thursday. WK Career Institute

testing can be scheduled by calling (318) 212-8080. The cost of the survey is \$10.00, payable by a money order. This is a timed survey, which generally takes 90 minutes to complete.

4. A certified copy of a Louisiana birth certificate can be obtained in person. You also may submit a written request to Vital Records Registry, P O Box 60630, New Orleans, LA 70160. The fee for each birth certificate is \$15.00; information required is full name, date of birth, name of parents, location of birth.

Your application will be acted upon when all information is received.

Deadline for receipt of completed admission forms and documents is July 1st for August admission and Nov. 1st for Spring. Although applications must be received by the deadline, applicants are encouraged to submit their application and all documentation as soon as possible prior to the deadline to insure ample time for processing. Once all information has been received, students will be notified of their status.

Requirements for Graduation

A diploma for Practical Nursing is given when the following conditions have been met:

1. Completion of minimum of 1695 contact hours of study, with completion of the Nursing courses within four years from the time of first admission.
2. Achievement of a cumulative grade point average of 2.0 or higher on all course work. Completion of all required standardized achievement examinations.
3. Clearance of all indebtedness to the college including the return of all materials borrowed from the Learning Resources Center.
4. Fulfillment of the residency requirements of at least 192 contact hours in the curriculum established for Our Lady of the Lake College.
5. Attendance at Graduation is strongly recommended.

Licensure

Upon completion of the program the graduate is eligible to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). The examination is designed to test knowledge, skills and abilities essential to the safe and effective practice of Practical Nursing at the entry level. Upon successful completion of this examination, the graduate becomes licensed to legally practice as a Licensed Practical Nurse in the State of Louisiana.

Each graduate must apply to the Louisiana State Board of Practical Nurse Examiners for licensure. The LSBPNE authorizes candidates to take the NCLEX-PN and provides the registration form for the NCLEX. Approval of licensure application by

LSBPNE and completion of registration for NCLEX are required before the candidate receives an authorization to test.

The Louisiana State Board of Practical Nurse Examiners reserves the right to disapprove the taking of the National Council Licensure Examination for Practical Nurses (NCLEX-PN) to persons having had disciplinary action, arrest, or impairment.

Applicants for licensure who have had a disciplinary action, arrest, or impairment must provide documentation of the circumstances of the action, arrest or impairment to the Louisiana State Board of Practical Nurses Examiners. Questions regarding eligibility to take the examination should be directed to the Louisiana State Board of Practical Nurse Examiners

Practical Nursing Program

Semester I						
Course	Number	Title	Credit Hours	Theory Hours	Clinical Hours	Total
ACSM	100	Academic Seminar	1	15		
CHEM	100	Chemistry	3	40		
HCCS	100	Introduction to Computers	1	15		
HCMT	100	Medical Terminology	1	15		
HCHC	112	Introduction to Health Care	2	50	45	
HCLP	114	Geriatric Nursing	4	90	80	
HCLP	116	Practical Nursing & Nursing Process	<u>3</u>	<u>70</u>	<u>50</u>	
Subtotal			15	295	175	470
Semester II						
BIOL	210	Human Anatomy & Physiology I	3	40		
HCLP	124	Pharmacology	2	70		
HCLP	126	Medical Surgical Nursing I	6	80	185	
HCLP	128	IV Therapy	<u>1</u>	<u>15</u>	<u>15</u>	
Subtotal			12	205	200	405
Semester III						
BIOL	211	Human Anatomy & Physiology II	3	40		
HCLP	132	Medical Surgical Nursing II	5	80	185	
HCLP	134	Mental & Behavioral Health	2	20	40	
BIOL	235	Nutrition	<u>3</u>	<u>40</u>	<u>—</u>	
Subtotal			13	180	225	405
Semester IV						
HCLP	140	Maternal/Newborn Nursing	2	40	40	
HCLP	142	Pediatrics	2	40	40	
HCLP	144	Nursing Transitions	<u>7</u>	<u>95</u>	<u>160</u>	
Subtotal			11	175	240	415
Total			51	855	840	1695

***These Arts and Sciences Courses may be taken prior to gaining admission to the PN Program.**

**** Students who successfully complete this course and all previous courses may be certified as nursing assistants, if desires.**

REV: Sept 7, 2001, Feb 2002; July 2002

Note: HCLP courses are awarded non-academic credit, which are not applied towards an Associate's or Baccalaureate's degree at Our Lady of the Lake College.

ARTS AND SCIENCES COURSE DESCRIPTIONS:

Arts and Sciences courses are open for enrollment to all students who have been admitted to any program of study at Our Lady of the Lake College. Professional program courses are restricted to students who have been admitted to the specific degree or certificate program or who have special permission from the Dean, Arts and Sciences.

ACADEMIC SEMINAR (ACSM) 100

This course is designed to assist the student in achieving educational goals. A variety of skills relating to classroom and individual study at the college level are presented. These skills include: note taking, test taking, time management and stress reduction. Skills in the utilization of library facilities, the College's Learning Resources Center and computers are also introduced. Students enrolling in ACSM 100 are required to attend *New Student Orientation* which is held during the first week of classes in the fall and spring semesters and the first week of class during the Summer semester. Any student who does NOT satisfactorily complete ACSM 100 (with a grade of "C" or better) must repeat the course during the next semester of enrollment. The student will be allowed to take other course work only after securing the permission of the Dean, Arts & Sciences.

CREDIT HOURS: 1

PREREQUISITES: For all new students, ACSM 100 should be the first credit course for matriculation into the College.

ACADEMIC SEMINAR (ACSM) 101 - *Introduction to Baccalaureate Education*

This course provides students in baccalaureate programs program-specific information, insights, and tools that maximize their academic success and achieve career goals. ACSM 101 should be taken concurrently with ACSM 100 or as soon as students begin the baccalaureate program in Arts and Sciences.

CREDIT HOURS: 3

PREREQUISITES OR COREQUISITES: ACSM 100

ANTHROPOLOGY (ANTH) 100 - *Introduction to Anthropology*

This is a course in sociocultural anthropology. It will discuss and describe such concepts as: 1) important explanatory and interpretive paradigms (cultural materialism, sociobiology, symbolic anthropology, cognitive anthropology,) postmodernism); 2) subsistence, technology and economics (subsistence types, culture and technology variation, exchange systems); 3) social organization (class and castes, marital residence, descent and kinship, enculturation, rites of passage); 4) religion and

ideology (mythology, prehistoric religions, a survey of world religions, witchcraft and magic); 5) fieldwork (data collection, data analyses, culture shock).

CREDIT HOURS: 3

PREREQUISITE COURSES: None

ANTHROPOLOGY (ANTH) 310 - *Religions of the World*

The primary objective of this course will be to study, compare, and contrast the “great” world religions. These will include: Christianity; Islam; Hinduism; Buddhism; Sikhism; Confucianism; Taoism; and Judaism. Lesser known religions will also be studied: Bahai’ism; Jainism; Shintoism; Zoroastrianism.

Note: This course cross registers with RELS 310

CREDIT HOURS: 3

PREREQUISITE COURSES: None

ANTHROPOLOGY (ANTH) 320 - *Ethnomedicine*

This course will focus on the concepts of medicine and healing in a cross-cultural context. Topics covered will include medical pluralism (indigenous healing practices and ideologies vs: formal or western medical practices), cultural specific illness, and ethnobotany. The future of traditional medicine in an increasingly westernized world will also be discussed.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

ART (ART) 100 - *Art Appreciation*

This introductory course is a study of how art reflects and shapes human experiences. Students are provided with concepts, terms and a historical context with which to develop, analyze and articulate their personal responses to a variety of visual media, painting, sculpture, architecture and photography. Class meets three hours per week during regular semesters (Fall, Spring) and six hours per week during the summer session. Course sessions are interactive. They incorporate lecture, discussion and reflective writing. Works of art are experienced through exhibits, slides, films and field trips. One research paper is required.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

ART (ART) 320 - *Literature and the Visual Arts*

This course examines the relationships of the literary and visual arts. Comparative study focuses upon various practices, critical theories, and social, historical, and philosophical concepts that cross-artistic boundaries and influence specific works of literature and/or visual arts. Class sessions include lecture, discussion, film and slide presentations as well as group activities. Critical thinking is encour-

aged as students apply concepts to analysis of fiction, poetry, paintings and sculpture from Western and Non-Western cultures. One analytical research paper and several short class presentations are required. This course is team taught by English and art faculty. Credit may be earned for either ENGL 320 or ART 320, but not for both.

CREDIT HOURS: 3

PREREQUISITE COURSES: ART 100; ENGL 200 recommended.

BIOLOGY (BIOL) 100 - *Introduction to Medical Terminology*

This course will introduce pre-clinical students in the various allied health sciences to both basic medical and clinical terminology. Vocabulary relevant to basic human anatomy and physiology, medicine and health, disease and clinical analyses will be emphasized. Jargon applicable to clinical specialties such as nursing, surgical technology, radiologic technology, physical therapy, medical technology and emergency health science will be emphasized. Instruction will utilize a team approach; some instruction methods will involve the use of specific computer programs.

CREDIT HOURS: 1

PREREQUISITE COURSES: None

BIOLOGY (BIOL) 101 - *General Biology I*

This course is an introduction to biologic principles. Students will student basic and important concepts in biology. These include: biochemistry, cell biology, metabolism, photosynthesis, cell division (mitosis). Other topics will include meiosis, genetics, molecular biology, developmental biology, evolution and ecology.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

BIOLOGY (BIOL) 103 - *Laboratory for BIOL 101*

Students will study and visualize basic principles using a variety of techniques including light (bright field) microscopy, preparation of Awet slides, charts, models, dissections and computer programs. Laboratory exercises will include: introduction to the compound microscope, preparation of biological slides (whole Awet mounts), cytology, cell biology, cell physiology and electron microscopy of cells, organelles and tissues using electron micrographs and computer programs, mitosis, meiosis and early embryology. Students will be required to produce and maintain laboratory reports, produce drawings and illustrations and maintain laboratory notebook.

CREDIT HOURS: 1 (lab meets three hours per week).

PREREQUISITE COURSES: BIOL 101 (previous or concurrent).

BIOLOGY (BIOL) 102 - *General Biology II*

This course relates the broad biological principles covered in BIOL 101 to specific groups of animals. Emphasis is placed on the structure (morphology) and physiology of diverse organisms.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 103

BIOLOGY (BIOL) 104 - *Laboratory for BIOL 102*

Students will study a diverse sampling of animals using taxonomic, microscopic and dissection techniques. Emphasis is placed on the divergent structure and physiology of these organisms. Organisms to be studied include those of the following phyla: Sarcomastigophora, Porifera, Cnidaria, Platyhelminthes, Nematoda, Annelida, Mollusca, Arthropoda, Echinodermata and Chordata. Appropriate computer programs will be used to assist learning. Students will also be introduced to the anatomy (osteology) of the human skeleton. Students will be required to generate and maintain laboratory notebooks comprised of laboratory reports, figures and illustrations.

CREDIT HOURS: 1 (lab meets three hours per week).

PREREQUISITE COURSES: BIOL 101, BIOL 103(Previous or concurrent).

BIOLOGY (BIOL) 210 - *Human Anatomy and Physiology I*

This foundation course in the life sciences introduces students to important concepts and biological principles necessary to understanding the structure and function of the human body. These concepts include: basic biology, basic chemistry, basic biochemistry, fundamental cellular biology (cytology and cytostructure) and cellular physiology. Other topics include: basic tissue structure and function, mitosis and meiosis. All fundamental information will be directly related to the concept of systemic homeostasis. Following this introduction, a survey of systemic anatomy and physiology will be initiated. This includes: 1) the structure and function of the integument; 2) the structure and function of teeth, bones and joints; 3) and the structure and function of muscles (skeletal, cardiac and smooth).

CREDIT HOURS: 3

PREREQUISITE OR COREQUISITE COURSES: CHEM 100, CHEM 101 or equivalent. BIOL 212 Laboratory strongly recommended.

BIOLOGY (BIOL) 211 - *Human Anatomy and Physiology II*

This is the continuation of BIOLOGY 210 - Human Anatomy and Physiology-I. The course integrates the structure and function of the various components of the

following organ systems: 1) the structure and function of the nervous system; 2) the structure and function of the endocrine system; 3) digestive system or gastrointestinal-tract including the accessory glands (salivary glands, liver, gall bladder and exocrine pancreas); 4) the cardiovascular and lymphatic systems including the heart, blood vessels and blood; 5) the respiratory system; 6) the urinary system; 7) the male reproductive system; 8) and the female reproductive system. Human developmental biology will be discussed in association with human reproduction and embryogenesis.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 210; CHEM 100, CHEM 101. BIOL 213
Laboratory strongly recommended.

BIOLOGY (BIOL) 212 - *Laboratory for BIOL 210*

Students enrolled in this course will examine the anatomy and morphology of human cells, tissues, organs and systems. Students will study the following: 1) the fine structure of human cells; 2) the light microscopic anatomy and electron microscopic structure of human tissues; 3) the microscopic structure of the integumentary system; 4) the gross anatomy and microscopic morphology of the human skeleton and osseous tissue; 5) the gross anatomy, histology and electron microscopic fine structure of the human skeletal muscular system and muscle tissue; 6) the histology of the nervous system, especially neurons and synapses. Students will utilize a wide variety of methodologies to complete the above units, including: videos, models, human bones, human skulls, microscopic slides of human cells and tissues; electron micrographs of human cells and tissues, and multiple CD-ROM computer programs. The laboratory is a self-paced, computerized laboratory.

CREDIT HOURS: 1

PREREQUISITE COURSES: BIOL 210 (previous or concurrent enrollment).

BIOLOGY 213 (BIOL) - *Laboratory for BIOL 211*

Students enrolled in this course will examine the anatomy and morphology of human cells, tissues, organs and systems. Students will study the following: 1) the gross and microscopic anatomy of the human brain and spinal cord; 2) the gross anatomy of the peripheral nervous system; 3) the light microscopic and fine structure of human endocrine glands; 4) the gross and light microscopic anatomy of the human digestive system; 5) the gross, light and electron microscopic anatomy of the human heart; 6) the structure and distribution of blood vessels, including capillaries; 7) the light microscopic structure of human blood cells; 8) the structure of the lymphoid system and its cells; 9) the gross anatomy, light microscopic and electron microscopic morphology of the human respiratory system; 9) the gross anatomy, histology and electron microscopic fine structure of the human urinary system; 10) the gross anatomy and histology of the male and female reproductive

systems. Students will utilize a wide variety of methodologies to complete the above units, including: videos, models, microscopic slides of human organs, electron micrographs of human organs and multiple CD-ROM computer programs. The laboratory is a self-paced, computerized laboratory.

CREDIT HOURS: 1

PREREQUISITE COURSES: BIOL 210, BIOL 211 (Previous or concurrent enrollment.).

BIOLOGY (BIOL) 235 - *Fundamentals of Human Nutrition*

This course deals with the chemistry of the basic nutrients, i.e., carbohydrates, proteins, fats, vitamins, minerals and water, and their role in the conservation of health. Metabolic pathways utilized for the assimilation of these nutrients are studied. Maintenance of good nutrition habits are discussed. Relationships between poor nutrition and diseases (cancer, heart disease, diabetes, etc.) are described. Information is presented to reinforce the idea that diet/nutrition is the most important health factor that individuals can control. Learning what comprises a healthy diet, and the selection of such a diet is essential to good health. So-called "new" nutrients and nutritional research developments are discussed. Natural medicines and alternative medicines are also described.

CREDIT HOURS: 3

PREREQUISITE COURSES: CHEM 100, CHEM 101 or equivalent and BIOL 210.

BIOLOGY (BIOL) 280 - *Fundamentals of Microbiology*

Fundamentals of Microbiology is an introductory course in which the basic concepts of microbiology are presented. The course covers the impact of microorganisms in a historical context, microbial functional anatomy, metabolic activities, growth, control of growth, and genetic mechanisms among bacteria. Also covered are the multiplication strategies and biological roles of viruses and selected procaryotic and eucaryotic microorganisms.

The role of microorganisms in the environment and public health will be discussed.

The course also includes an overview of infectious disease principles.

CREDIT HOURS: 3

PREREQUISITE COURSES: CHEM 100, CHEM 101 or equivalent) and BIOL 101 or BIOL 210.

COREQUISITE COURSES: BIOL 281 (Microbiology Laboratory) strongly recommended.

BIOLOGY (BIOL) 281 - *Microbiology Laboratory*

This general laboratory course focuses on the basic principles and procedures used to manipulate and study microorganisms. The course will begin with basic microscopic skills: preparations and staining of specimens, proper use and handling of compound light microscopes, interpretation of visual images. Following the micros-

copy unit students will learn basic aseptic technique, isolation, cultivation, enumeration and pure culturing skills. After students have developed these basic skills they will expand on these methods to experimentally determine whether bacteria produce various enzymes and hemolysins and to cultivate bacterial viruses. Students will determine the sensitivity of selected bacteria to various methods of microbial control: ultraviolet radiation, heavy metals, antibiotics and disinfectants. A genetics unit will demonstrate the concepts of induced mutations and transformation using antibiotic resistance as a marker. An immunology unit will demonstrate serological methods.

CREDIT HOURS: 1

PREREQUISITE COURSES: BIOL 210 or BIOL 101, BIOL 280 (Previous or concurrent.).

BIOLOGY (BIOL) 300 - *General Botany*

A study of the biology of the fungi, the fungus-like protists, the algae (cyanobacteria and protistans), the bryophytes, the cryptogams and the phanerogams. Among the phanerogams an emphasis will be placed on the gymnosperms. Topics dealing with the general biology and categorization of the angiosperms will also be presented.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, and BIOL 104.

BIOLOGY (BIOL) 301 - *The History of Biology and Medicine*

This course will study the history of biology and medicine through the following eras: 1) prehistory, 2) ancient China, 3) ancient India, 4) ancient Egypt, 5) ancient Mesopotamia, 6) ancient Greece, 7) Alexandria, 8) ancient Rome, 9) the middle ages, 10) the Renaissance, 11) the New World, 12) the period of Enlightenment and Victorian times, 13) and finally modern biological and medical themes. Selected and significant historical topics in the development of such fields as biochemistry, microbiology, botany, zoology medicine, physiology, anatomy, genetics, embryology, ecology, dentistry, medicine, pharmacology, and surgery will be discussed. Concepts of futuristic biology and medicine will also be developed. The impact of both the biological and medical sciences on society and technology will be described throughout the course.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, 102, 103, 104; or BIOL 210, 211, 212, 213.

BIOLOGY (BIOL) 310 - *Fundamentals of Immunology*

Fundamentals of immunology is an introductory course in which both basic and advanced concepts of immunology are presented. The basic concepts presented include, but are not limited to: function of the innate defense mechanisms, antigens, development of the immune system, lymphocytes, immunoglobulins, lymphokines

and inflammation. Advanced concepts that will be presented are: B- and T-lymphocyte ontogeny, generation of antibody diversity and genetics of the major histocompatibility complex, cytokine networks and immunogenetics. Following the successful completion of the course, the student should have a firm understanding of the organization, function and operation of the immune system in the defense against viruses, bacteria, fungi, parasites, tumors and transplanted courses.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104. BIOL 280, BIOL 281 or BIOL 290. CHEM 101, CHEM 102, recommended. Or completion of 30 credit hours, or a minimum GPA or 3.00 or permission, Dean, Arts & Sciences.

BIOLOGY (BIOL) 312 - *General Genetics*

This course is a study of fundamental hereditary mechanisms and relationships. Emphasis is placed on nucleic acids and the molecular and cytological roles by which genes are distributed and expressed. The course will cover six major units: I. The continuity of life - cell division and genetics. II. Heredity, genes and DNA. III. Expression of genetic information. IV. Recombinant DNA. V. Detection of nucleic acids and proteins. VI. Gene function in eukaryotic cells.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104.

BIOLOGY (BIOL) 315 - *Introduction to Kinesiology*

This course is designed to provide the student with a general overview of the principles involved in human motion. Emphasis will be placed on basic principles of kinesiology including: 1) a review of the major body systems that are involved in generating movement; 2) an overview of basic biomechanics; 3) an in-depth look at the anatomy (including origin and insertion of muscular attachments) of the major structures and joints of the human body such as: a) shoulder, b) elbow, c) wrist, d) hand, e) temporomandibular joint (TMJ), f) neck and trunk; g) pelvic girdle, h) hip, i) knee, j) ankle joint and foot. The course will also involve an in depth look at the actions that occur at these joints.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 210, BIOL 212, CHEM 100 or CHEM 101.

BIOLOGY (BIOL) 320 - *Medical/Surgical Observation*

This course is directed at undergraduate, pre-health care students in an effort to introduce them to clinical medicine, its related fields and required training and preparation. Clinical medicine will be integrated with basic biomedical science and research. Each student will complete eight required surgical observation procedures and autopsies at local hospitals. Multiple elective observations are also required.

During this course students actually work side-by-side with physicians and surgeons in the operating room. This course has a limited enrollment. This course may NOT be audited.

CREDIT HOURS: 3 (Course can be taken two times for a total of 6 credit hours.).

PREREQUISITE COURSES: BIOL 101, 102, 103, 104 (equivalent); or two semesters of General Zoology; or BIOL 210, BIOL 211, 212, 213. Basic Chemistry (CHEM 101 or equivalent) recommended. Or, completion of 30 credit hours, or a minimum GPA of 3.00, or permission, Dean, Arts & Sciences.

BIOLOGY (BIOL) 330 - *General Histology*

This course will thoroughly investigate and analyze the structure of the cells and tissues that comprise the human body. The two major subdivisions of this course are: *The structure of cells (cell biology):* This part of the course will study the fine structure (ultrastructure) of cells. Various techniques and procedures for the study of cellular fine structure will be discussed. These include: transmission electron microscopy, scanning electron microscopy, electron microscopic enzyme histochemistry, immunoelectronmicroscopy, X-ray spectroscopic analysis. *II. The second part of the course will examine the structure (light microscopy and electron microscopy) of the four basic tissue types (epithelial tissue, the connective tissue, muscle tissue and nerve tissue).* Techniques for studying tissues will also be discussed. Structural-functional relationships will be discussed throughout. Relevant histopathology will also be incorporated into the course. Students will be required to complete multiple laboratory assignments using assigned computer programs, electron micrographs and a complete histology microfiche set.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 210, BIOL 211. BIOL 346, strongly recommended. Or, the completion of 30 credit hours, or a minimum G.P.A of 3.00, or permission, Dean, Arts & Sciences.

BIOLOGY (BIOL) 331 - *Microscopic Anatomy*

This course will thoroughly investigate and analyze the light and electron microscopic structure of the cells and tissues that comprise the organs of the human body. All lectures will discuss the light microscopic histology, the ultrastructure and the molecular structure of human cells and tissues. Functional and structural specializations will be described and discussed in detail.

Changes in cell structure related to disease process, i.e., cellular pathology of histopathology, will also be described. Organs and systems to be covered include the following: the cardiovascular system: the heart, arteries, veins and capillaries; the brain and spinal cord: myelinated and non-myelinated nerves; the endocrine system: the adenohypophysis, the neurohypophysis, the pineal gland, the thyroid and parathyroid glands, the islets of Langerhans; the adrenal medulla and the adrenal

cortex; the digestive system: stomach, small intestine, large intestine; salivary glands, liver, gall bladder; the respiratory system: bronchi, bronchioles, alveoli, respiratory membrane; the urinary system: kidneys, glomeruli and nephrons; and the male and female reproductive systems: ovaries, testes, various ducts, etc. Like BIOL 330, this course also has a laboratory component.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 330.

BIOLOGY (BIOL) 346 - *Cellular, Molecular and Developmental Biology*

This course will present information related to cytology, cellular physiology, molecular biology developmental biology.. The primary concepts to be presented will include the following. I. An overview of cells and cell research. II. Cell-to-cell signaling and communication during development.III. The flow of genetic information. IV. Cell structure and function. V. Cell regulation. Specific topics to be covered are: 1) the organization of cellular genomes; 2) replication, maintenance and rearrangements of genomic DNA; 3) RNA; 4) protein synthesis; 5) the nucleus; 6) the ER, Golgi complex and lysosomes and their role in protein sorting and transport; 7) mitochondria, peroxisomes, glyoxysomes and chloroplasts in bioenergetics and metabolism; 8) the cytoskeleton and its role in cell movement and form; 9) the plasmalemma and the cell surface; 10) cell signaling; 11) the cell cycle; 12) and cancer. Research in cell biology and contemporary techniques for studying cells will be emphasized throughout the course. This course will involve multiple laboratory exercises.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104. Or BIOL 210, BIOL 211, BIOL 212, BIOL 213. Recommended CHEM 101 and CHEM 102, BIOL 235. Or, completion of 30 credit hours, or a minimum G.P.A. of 3.00, or permission, Dean, Arts and Sciences.

BIOLOGY (BIOL 349) - General Parasitology

In this course students will understand learn about the major parasites of humans and domesticated animals (cattle, sheep, dogs, horses, etc.). This experience will include: 1) epidemiology, 2) evolution, morphology, and natural history. The amazingly complex, yet successful life cycles of these animals will be related in detail. This course has a laboratory component.

CREDIT HOURS: 3

PREREQUISITE COURSES: Students must be enrolled in the either the Human Medicine B.S. degree program or the Biology B.S. degree program. 6 credit hours CHEM. BIOL 101, BIOL 102, BIOL 103, BIOL 104 or BIOL 210, BIOL 211, BIOL 212, BIOL 213.

BIOLOGY (BIOL) 350 - *Principles of Ecology*

This course describes the fundamental ecological principles governing the structure and function of populations, communities, and ecosystems. Ecology is a holistic (broad-based and integrative) approach to understanding living things as they relate to both their physical environment and to each other. It is the interactions of living things that provide the data for ecological studies.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, 102, 103, 104; or BIOL 210, 211, 212, 213.

BIOLOGY (BIOL) 355 - *Advanced Nutrition*

This course examines contemporary ideas with regard to the role of nutrition in human health and disease. Reasons for the growth and popularity of nutritional therapies as a practical alternative to contemporary medical and pharmacological practices are presented. Recent developments in nutrition research as related to effective alternative medicine are described. The role of poor nutrition in the etiology of many health related problems is presented. Alternatively, the role of nutrition and nutrients in health maintenance and disease prevention are discussed. Diseases with strong nutritional links will be described. These include: cancer and carcinogenesis, heart disease, vascular disease, diabetes, chronic inflammatory disease (arthritis), neurological disorders, bone disease (osteoporosis), genetic disease and birth defects. The "sugar-busters" concept will be described and discussed in detail. Much emphasis will be placed on such so-called "new" nutrients as: the super-antioxidants and anti-cancer nutrients (proanthocyanidin, alpha-lipoic acid, glutathione, bioflavonoids, bilberry extract, ginkgo biloba extract, green tea extract, Tumeric, lycopene, Echinacea), natural anti-arthritis (glucosamine, chondroitin sulfate, methylsulfonylmethane or MSM), important amino acids for maintaining normal brain function (S-adenosyl methionine or SAM, L-cysteine, L-glutamic acid) natural anti-hypertensives, (*Gastrodia elata*, *Uncaria rhynchophylla*, *Prunella vulgaris*, *Chrystanemum indicum*, *Apocynum venetum*, *Eucommia ulmoides*, *Cassia obtusifolia*, *Rauwolfia yunnanensis*), natural blood glucose lowering agents (*Gymnema sylvestri*, vanadium, chromium, alpha-lipoic acid) and natural blood lipid lowering agents (chitosan, chitosol).

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104. Or BIOL 210, BIOL 211, BIOL 212, BIOL 213. BIOL 235, CHEM 101, CHEM 102, CHEM 103, CHEM 104. CHEM 201 and 202 strongly recommended. Or, completion of 30 credits hours, or a minimum G.P.A. of 3.00, or permission, Dean, Arts and Sciences.

BIOLOGY (BIOL) 381 - *Pathogenic Microbiology*

Pathogenic microbiology will emphasize the pivotal balance between microbial mechanisms of virulence and host defenses. The course will begin with an overview of the disease process and the types of pathogens. Next, a unit on innate and acquired host defenses will be presented. Mechanisms used by pathogens to overcome or inactivate host defenses will be emphasized throughout the course. The remaining portion of the course will be comprised of units covering selected bacterial, viral, protozoan, fungal and pathogens. The course will conclude with a study on the evolution and emergence of infectious diseases. Students will research and complete a project.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104. BIOL 280 and BIOL 281 or BIOL 290. CHEM 101 and CHEM 102.

CHEM 201 and 202 strongly recommended. Or, completion of 30 credit hours, or a minimum G.P.A. of 3.00, or permission, Dean, Arts and Sciences.

BIOLOGY (BIOL) 401 - *Pathophysiology*

This course is a study of structural and physiological alterations associated with multiple disease processes and cell death. Topics for discussion will include: 1) inflammation; 2) water and electrolyte imbalance; 3) hemodynamic disorders; 4) trauma; 5) shock; 6) neoplasia (carcinogenesis); 7) cell death and necrosis; 8) and apoptosis.

CREDIT HOURS: 3

PREREQUISITES: BIOL 210, BIOL 211; CHEM 201. BIOL 212 and BIOL 213 strongly recommended.

BIOLOGY (BIOL) 410 - *Fundamentals of Immunology and Immunology Laboratory*

BIOL 310 plus a 1 credit hour immunology laboratory (a total of 4 credit hours). Laboratory topics will cover various aspects of innate immunity, organs, tissues and cells of the immune system and serology as it applies to clinical medicine. The laboratory meets three hours per week.

CREDIT HOURS: 4

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104. Or BIOL 210, BIOL 211, BIOL 212, BIOL 213. BIOL 280 and BIOL 281 or BIOL 290. CHEM 101, CHEM 102. CHEM 201 and CHEM 202 strongly recommended. Or, completion 60 credit hours, or a minimum G.P.A. of 3.50, or permission Dean, Arts and Sciences.

BIOLOGY (BIOL) 450 - *Endocrinology*

This course will present the various types of hormones (polypeptide, protein, steroid, fatty acid, cytokines, etc.) and their mechanism(s) of action on specific target cells. The individual endocrine glands will then be surveyed with regard to their structure and function. The role of hormones as in cell-to-cell communication and the regulation of systemic metabolism and homeostasis will be studied in detail. Information regarding the specific endocrine glands and their specific secretory (hormonal) products, their function, biochemistry and physiology will be presented. Both the traditional and the so-called "new" endocrine glands (skin, kidneys, heart, etc.) will be evaluated. Clinical relationships between endocrine hyposecretion and hypersecretion, as related to a broad spectrum of endocrine and homeostatic disorders, will be presented in detail. Multiple laboratory assignments will be required.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104. Or BIOL 210, BIOL 211, BIOL 212, BIOL 213. CHEM 101, CHEM 102. CHEM 201 AND CHEM 202 strongly recommended. Or, completion of 60 credit hours, or a minimum G.P.A. of 3.50, or permission, Dean, Arts and Sciences.

BIOLOGY (BIOL) 455 - *Oncology and Tumor Cell Biology*

This course will endeavor to instruct students on the development and causes of cancer. Students will study the basic cell biology, biochemistry and molecular biology of cancer cells and tumors. Current ideas with regard to cancer prevention and treatment will also be discussed. The latter will include the role of nutrition in the treatment and prevention of carcinogenesis and tumorigenesis. Assigned biomedical journal readings will be utilized throughout the course as supportive information for all lectures and text assignments. Some INTERNET sites will also be utilized. Some laboratory assignments will also be required.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104. Or BIOL 210, BIOL 211, BIOL 212, BIOL 213. BIOL 235, BIOL 280 or BIOL 290. CHEM 101, CHEM 102. BIOL 201 and BIOL 202 strongly recommended. Or, completion of 60 credit hours; a minimum G.P.A. of 3.50, or permission, Dean, Arts and Sciences.

BIOLOGY (BIOL) 460 - *Human Cardiovascular Anatomy and Physiology*

Biology 460 will thoroughly investigate and discuss the normal structure, function and biochemistry/pharmacology, as well as the pathophysiology of the heart, blood vessels, capillaries, blood and lymphoid system. The following topics will be emphasized: 1) the special properties of cardiac muscle; 2) the events of the cardiac

cycle; 3) the regulation of the heart rate and cardiac rhythm; 5) the ECG/EKG; 6) the physiology of elastic and muscular arteries; 7) the regulation of blood pressure; 8) capillary transport; 9) the structure and function of the blood cells; 10) red blood cells and gas transport; 11) the function of the white blood cells, including the B and T-lymphocytes; 12) extrinsic and intrinsic blood clotting; 13) and the fetal circulation. The pharmacodynamics of the cardiovascular system will also be discussed. Clinically, topics such as cardiac arrhythmias, hypertension, hypercholesterolemia, LDLs, HDLs and atherosclerosis, and heart transplants will be evaluated. Computer laboratory assignments will be used to visually enhance didactic concepts. This course has a laboratory component.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104. Or BIOL 210, BIOL 211, BIOL 212, BIOL 213. BIOL 235, CHEM 101, CHEM 102. CHEM 201 and CHEM 202 strongly recommended. Or, completion of 60 credit hours, or a minimum G.P.A. of 3.50, or permission, Dean, Arts and Sciences.

BIOLOGY (BIOL) 465 - *Human Neuroanatomy and Neurophysiology*

BIOL 465 will present and discuss the normal structure and function of neurons, the functional units of the nervous system. This will include details on resting membrane potentials, action potentials and other aspects of bioelectricity. The structure and neurochemistry of synapses will also be described including information relevant to “new” neurotransmitters. The structure and function of the brain and spinal cord will also be discussed in detail including specific nerve nuclei and tracts (ascending and descending). Some topics for conversation and discussion will include: 1) the structure and function of nerve cells and synapses; 2) bioelectricity, action potentials and nerve impulses; 3) the CSF and the physiology of intracranial pressure; 4) the structure and function of the cerebrum, cerebellum and brain stem, including specific nerve nuclei; 5) the cranial nerves; 6) the spinal cord, ascending and descending pathways; 7) the biochemistry of neurotransmitters and neuropeptides; 8) growth and repair in the nervous system. When ever possible fundamental information and related clinical correlations will be presented and discussed. This course does have a laboratory component.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104. Or BIOL 210, BIOL 211, BIOL 212, BIOL 213. BIOL 235, CHEM 101, CHEM 102. CHEM 201 AND 202 strongly recommended. BIOL 346 strongly recommended. Or, completion of 60 credit hours, a minimum G.P.A. of 3.50, or permission, Dean, Arts and Sciences.

BIOLOGY (BIOL) BIOL 470 - *The Structure and Function of the Urinary System*

This is an advanced anatomy and physiology course designed primarily for pre-med (human medicine) majors. The course will describe primarily the role of the kidneys in the regulation of: osmotic balance, electrolyte balance and pH balance as required for the maintenance of in cellular and total body homeostasis. The physiology of nephrons, the functional units of the kidney, in glomerular filtration, tubular reabsorption and tubular secretion will be detailed. The countercurrent mechanisms involved in these activities will be described. In addition, contemporary ideas with regard to the role of the kidneys in other biological and physiological activities will be discussed. These include: 1) the role of the kidney in blood pressure regulation; 2) the role of the kidney in Ca⁺⁺ homeostasis; 3) the role of the kidney in erythropoiesis, 4) and others. The course will close with a discussion of renal pathophysiology. The course does have a laboratory component. This will involve studies on: 1) the gross anatomy of the kidneys; 2) the histology of the kidneys; and 3) the electron microscopy of a nephron

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104. Or BIOL 210, BIOL 211, BIOL 212, BIOL 213. BIOL 346 strongly recommended.

BIOLOGY (BIOL) 472 - *The Structure and Function of the Respiratory System.*

This is an advanced anatomy and physiology course designed primarily for pre-med (human medicine) majors. The course will describe primarily the anatomy and physiology of respiration of the respiratory system. The course will emphasize: 1) the mechanics of respiration (inspiration and expiration); 2) the physiology of pulmonary gas exchange (external respiration) and blood - tissue gas exchange (internal respiration); 3) the transport of the respiratory gasses through the cardiovascular system. The role of the respiratory system in acid base balance will be described. Neural mechanisms regulating respiration will also be discussed. The pathophysiology of the respiratory system, involving chronic obstructive pulmonary disorders (COPDs), will be studied.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, 102, 103, 104; or BIOL 210, 211, 212, 213.

BIOLOGY (BIOL) 475 - *Paleo-Evolution*

This course will focus on: 1) the basic principles and mechanisms of biological evolution; 2) human evolution as conceptualized within the context of paleoanthropology. Important topics are: 1) the historical development of evolutionary theory; 2) population genetics; 3) phenotypic variation; 4) speciation; 5) and macroevolution.

These theoretical notions, and others, will be discussed in the context of a thorough analysis of human evolution with a special emphasis on paleoanthropology.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL103, BIOL 104, BIOL 312

BIOLOGY (BIOL) 480 - *Pathogenic Microbiology and Pathogenic Microbiology Laboratory*

BIOL 381 plus a 1 credit hour pathogenic microbiology laboratory (4 credit hours total). The laboratory meets three hours per week.

CREDIT HOURS: 4

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104 or BIOL 210, and BIOL 211. BIOL 280 and BIOL 281 or BIOL 290. CHEM 101 and CHEM 102. CHEM 201 AND CHEM 202 strongly recommended. Or, completion of 60 credit hours, a minimum G.P.A. of 3.50, or permission, Dean, Arts and Sciences.

BIOLOGY (BIOL) 482 - *Introduction to Virology*

Introduction to virology is intended to familiarize students with the biology of the most important group of human pathogens. The course is concept oriented, which will focus primarily on the molecular events of viral multiplication and the interactions between the virus and the host at the cellular and organismic level. Specific aspects of viral multiplication, which will be addressed, are elements of host cell tropism, entry and penetration, biosynthetic strategies and maturation of virions. Virus-host interactions will include a discussion of host cell defenses, the interferons and other naturally occurring or synthetic antivirals, as well as the principle effectors of the immune system responsible for viral clearance and the prevention of reinfection. The principles of persistent viral infections are discussed.

CREDIT HOURS: 3

PREREQUISITE COURSES: BIOL 101, BIOL 102, BIOL 103, BIOL 104 or BIOL 210 and BIOL 211. BIOL 280 and 281 OR biol 290. CHEM 101, CHEM 102. CHEM 201 and CHEM 202 strongly recommended. Or, completion of 60 credit hours, or a minimum G.P.A. of 3.50, or permission Dean, Arts and Sciences.

BIOLOGY (BIOL) 486 - *General Pharmacology*

Course describes and discusses pharmacology and medicine. Topics for discussion will be: 1) principles of pharmacology; 2) pharmacokinetics; 3) pharmacodynamics; 4) autonomic pharmacology; 5) cardiovascular pharmacology; 6) autacoids;

7) chemotherapy; 8) endocrine pharmacology; 9) CNS pharmacology; 10) hemo/immunopharmacology. Clinical case scenarios will be presented.

CREDIT HOURS: 3

PREREQUISITES: BIOL 210, BIOL 211, CHEM 101.

BIOLOGY (BIOL) 496 - *Human Medicine/Biology Seminar*

This course is a series of one-hour seminars presented by both students and faculty. All presentations and reviews will involve the presentation and discussion of significant new research and clinical information related to human medicine. Students will select topics from either the medical literature or the Internet. Students will then prepare an annotated and illustrated report for presentation and discussion at class meetings. Audio-visual techniques must be utilized during all student lectures. Each student will make multiple presentations during the semester. Grades will be based on the thoroughness and understanding of the subject matter as demonstrated by both the written reports and the class presentations by each individual student. In class participation will also be evaluated. The format for this course is not unlike that of a journal club. During the first weeks of the course, involved faculty will present demonstrative seminars to students.

CREDIT HOURS: 3

PREREQUISITE COURSES: Students must be enrolled in the Human Medicine or Biology Degree Programs. CHEM 101, CHEM 102, CHEM 103, CHEM 104; CHEM 210, CHEM202, CHEM 203, CHEM 203. Also 12 credit hours of 200, 300, 400 BIOL courses.

BIOLOGY (BIOL) 499 - *Research Problems in Biology/Medicine*

This course introduces students to basic scientific research and the techniques used in basic scientific research. A faculty mentor will direct and oversee all student endeavors, starting with the development of the initial scientific question, continuing through laboratory methodologies and culminating with the discussion and oral presentation of the results.

CREDIT HOURS: 1 - 6 CR HRS.

PREREQUISITE COURSES: Junior Standing, Human Medicine Major or Biology Major. Completion of 60 Credit Hours.

CHEMISTRY (CHEM) 100 - Introduction to Chemistry

This is a fundamentals of chemistry course. The course is subdivided into inorganic chemistry, organic chemistry and biochemistry.

CREDIT HOURS: 3

PREREQUISITE COURSES: None.

CHEMISTRY (CHEM) 101 - *Fundamentals of Chemistry I*

Fundamentals of Chemistry I introduces the student to the basic principles of the science of chemistry. The course begins with a discussion of the importance of units of measurement, and the interconversions between units and the reliability of data. These themes are reiterated throughout the course. Major areas of emphasis in chemistry 101 are: the organization of matter; 2) the stoichiometry of chemical change; 3) gas behavior; 4) energy transformations that accompany chemical change; 5) and electron configurations and periodicity.

CREDIT HOURS: 3

PREREQUISITE COURSES: MATH 112.

COREQUISITE COURSES: MATH 112; CHEM 103 (Lab), strongly recommended.

CHEMISTRY (CHEM) 102 - *Fundamentals of Chemistry II*

CHEM 102 builds on and expands the basic chemical principles learned in CHEM 101. This course begins with a discussion of the theories of chemical bonding and molecular shapes. This is followed by a brief overview of the bonding properties of carbon and the structural aspects of organic compounds. Most of the course is devoted to chemical reactions, with emphasis on quantitative and conceptual features of reaction dynamics. Units include chemical kinetics, equilibrium, transition state theory and chemical thermodynamics. Application of these concepts will include units covering equilibria of acid-base systems and ionic systems (buffers, solubility, and complexions). The purpose of CHEM 102 is to provide students with a strong foundation in understanding chemical reactions as dynamic processes. These processes have wide applications in most natural phenomena.

CREDIT HOURS: 3

PREREQUISITE COURSES: CHEM 101, CHEM 103, CHEM 104 (Previous or concurrent).

CHEMISTRY (CHEM) 103 - *Laboratory for CHEM 101*

Laboratory for Fundamentals of Chemistry I is a hands-on laboratory course designed to interface with, and complement, the topic covered in Chemistry 101. Students learn the basics of measurements, scientific method, chemical analysis, and recording data.

CREDIT HOURS: 1 (Lab meets three hours per week.).

PREREQUISITE COURSES: CHEM 101 (Previous or concurrent).

CHEMISTRY (CHEM) 104 - *Laboratory for CHEM 102*

Laboratory for Fundamentals of Chemistry II is a hand-on laboratory designed to provide experimental inquiry into the topics covered in Chemistry 102. Students expand their knowledge of chemical analysis and learn some basic techniques of

synthesis. Topics covered include: 1) chemical kinetics; 2) equilibria; 3) and thermodynamics.

CREDIT HOURS: 1 (Lab meets three hours per week.)

PREREQUISITE COURSES: CHEM 101, CHEM 103, CHEM 102 (Previous or concurrent).

CHEMISTRY (CHEM) 201 - *General Organic Chemistry I*

A study of the compounds of carbon and includes the study of aliphatic and aromatic compounds. Course will include discussions on the biological aspects of organic chemistry.

CREDIT HOURS: 3

PREREQUISITE COURSES: CHEM 101, CHEM 102, CHEM 103, CHEM 104. CHEM 203 (Previous or concurrent).

CHEMISTRY (CHEM) 202 - *General Organic Chemistry II*

A continuation of CHEM 201. Course will discuss carbon compounds containing carbonyl, carboxylic acid, amine, and pheno-functional groups. Relationships with biological chemistry will be described.

CREDIT HOURS: 3

PREREQUISITE COURSES: CHEM 201, CHEM 203. CHEM 204 (Previous or concurrent).

CHEMISTRY (CHEM) 203 - *Laboratory for Chemistry 201*

This course will introduce chemistry students to basic laboratory operations and procedures. Techniques of organic chemistry will be described, including an introduction to spectroscopy. Computer analyses will be utilized.

CREDIT HOURS: 1 (Lab meets three hours per week).

PREREQUISITE COURSES: CHEM 101 (Previous or concurrent).

CHEMISTRY (CHEM) 204 - *Laboratory for Chemistry 202*

A continuation of CHEM 203. This course will acquaint chemistry students with important laboratory operations. The course will stress reactions and synthesis. Computer analyses will be utilized.

CREDIT HOURS: 1 (Lab meets three hours per week).

PREREQUISITE COURSES: CHEM 201, CHEM 203. CHEM 202 (Previous or concurrent).

CHEMISTRY (CHEM) 255 - *Analytical Chemistry*

This course deals with equilibria, titrations, electrochemistry, chromatography and a variety of spectroscopic techniques. The latter include nuclear magnetic resonance (NMR), UV/vis and mass spectrometry (MS). The steps in chemical analyses, unit conversions, determination of chemical concentrations and the preparation of solutions are described in relation to analytical chemistry. The course encompasses methods for calibrating analytical equipment and a description of the statistical methods that can be used to evaluate experimental error.

CREDIT HOURS: 2

PREREQUISITE COURSES: CHEM 101, CHEM 102, CHEM 103, CHEM 104.

COREQUISITE COURSES: CHEM 256.

CHEMISTRY (CHEM) 256 - *Laboratory for CHEM 255*

This course is an analytical chemistry laboratory that deals with experiments involving titrations, electrochemistry, chromatography and a variety of spectroscopic techniques. Chemical measurements involve unit conversions, solution preparations and the use of basic analytical chemistry equipment. Statistical analysis and error determinations are applied to the various analytical experiments performed during the course.

CREDIT HOURS: 1 (Lab meets three hours per week).

PREREQUISITE COURSES: CHEM 101, CHEM 102, CHEM 103, CHEM 104.

COREQUISITE COURSES: CHEM 255 (Previous or corequisite).

CHEMISTRY (CHEM) 335 - *Biochemistry*

CHEMISTRY (CHEM) 335 - *Biochemistry*

This course will be comprised of approximately 15 - 20 units. Students will study: 1) the basic biochemical molecules, their structure and functions. These will include: proteins, enzymes, lipids, carbohydrates (including glycogen metabolism and gluconeogenesis) and nucleic acids (including replication, transcription and protein synthesis). 2) Studies on intermediary metabolism will include: glycolysis, the pentose phosphate pathway, the citric acid cycle (Krebs or TCA cycle), oxidative phosphorylation, lipid metabolism, amino acid metabolism. 3) Students will also study signal transduction pathways and mechanisms involved in the action of hormones and neurotransmitters.

CREDIT HOURS: 3

PREREQUISITE COURSES: CHEM 101, CHEM 102, CHEM 103, CHEM 104.

CHEM 201, CHEM 202, CHEM 203, CHEM 204. BIOL 346 strongly recommended.

COMPUTER SCIENCE (CSCI) 100 - *Introduction to Computers*

Today, computer literacy is absolutely essential to many fields, especially in the health sciences. This course is predicated on this fact and introduces students to the basics of computer science, with an emphasis on developing proficiency performing essential computer tasks (e.g. e-mail, surfing the INTERNET, word processing, spreadsheets, and making presentations). Utilizing the latest computer equipment and Windows 98 and NT based programs, students receive direct hands-on instruction, with the majority of class time spent in the computer lab.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

ENGLISH (ENGL) 010 - Introduction to English Composition

This is a developmental writing course designed as preparation for ENGLISH COMPOSITION 101 (ENGL 101). The course focuses on grammar as a communicative tool as well as sentence and paragraph structure. ENGL 010 provides an intensive review of grammar/mechanics, introduction to writing as a process, and opportunities to strengthen reading skills. Placement in ENGL 010 determined by ACT/SAT test scores.

CREDIT HOURS: 3 - NOT for degree credit.

PREREQUISITE COURSES: None

ENGLISH (ENGL) 101 - English I

This course is an introductory, college level writing course. The course focuses on writing as a process, effective writing style and the features of specific writing tasks. Students are encouraged to examine and appropriately revise their own reading and writing habits. Likewise, students are exposed to theories, strategies and tools that can successfully assist them in the completion of real life rhetorical tasks. Placement in ENGL 101 determined by ACT/SAT test scores.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

ENGLISH (ENGL) 102 - English II

English Composition II builds upon the basic reading, writing and critical thinking skills presented in ENGL 101. Emphasis is placed on critical thinking, analytical reading and strategies for presenting ideas supported by sound reasoning, convincing evidence and language appropriate to the task and audience. The course provides practical experience in written and oral communication, computers and composition, conflict resolution, critical analysis and library research. Class ses-

sions are interactive and involve lecture, discussion, group projects, viewing of films and writing tasks.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 101.

ENGLISH (ENGL) 200 - Introduction to Literature

This course is designed to introduce students to basic features of the three major literary forms: fiction, poetry, drama. The class meets for three hours per week during regular semesters and six hours per week during the summer semester. Course sessions are interactive. In addition to lecture, sessions include discussion, writing tasks, group activities, and presentations. Two critical analysis papers are required.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 101.

ENGLISH (ENGL) 211 - Academic Discourse

This advanced composition course prepares students to meet the rhetorical (reading/writing) demands of courses within three major academic areas: humanities, social sciences, and natural sciences. The literary conventions, standards, tools, and practices of all three discourse “communities” are surveyed, and students focus their semester projects within their major academic discipline or area of interest. The class meets for three (3) hours per week for the first eight (8) weeks. During the remainder of the semester, students work independently on their projects and meet as a class for one (1) hour per week.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 102 or permission of the instructor.

ENGLISH (ENGL) 220 - British Literature I

This course provides a survey of major British literary events and works occurring from the Middle Ages through the 18th century. Course sessions are interactive. In addition to lecture, sessions include discussion, writing tasks, group activities, and presentations. One analytical paper and one class presentation are required.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 200 or permission of the instructor.

ENGLISH (ENGL) 221 - British Literature II

This course continues the survey of major British literary history begun in ENGL 220. Study begins with the 19th century and ends with the present day. Course sessions are interactive. In addition to lecture, sessions include discussion, writing

tasks, group activities, and presentations. One analytical paper and one class presentation are required.

CREDIT HOURS: 3.

PREREQUISITE COURSES: ENGL 200 or permission of the instructor.

ENGLISH (ENGL) 230 - American Literature I

This course provides a survey of major American literary events and works occurring from the Colonial Period through approximately mid-19th century with the works of Walt Whitman and Emily Dickinson. Course sessions are interactive. In addition to lecture, sessions include discussion, writing tasks, group activities, and presentations. One analytical paper and one class presentation are required.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 200 or permission of the instructor.

ENGLISH (ENGL) 231 - American Literature II

ENGLISH (ENGL) 231 - *American Literature II*

This course continues the survey of major American literary history begun in ENGL 230. Study begins with the second half of the 19th century and ends with the present day. Course sessions are interactive. In addition to lecture, sessions include discussion, writing tasks, group activities, and presentations. One analytical paper and one class presentation are required.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 200 or permission of the instructor.

ENGLISH (ENGL) 275 - *Introduction to Language*

In this introductory language course, students explore language structure (including phonetics, phonology, morphology, syntax, semantics and pragmatics) and related topics such as writing systems, animal communication, and the history and cultural significance of language. Class sessions will include lectures, discussions and videos. Reading assignments and writing tasks are required.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 101.

ENGLISH (ENGL) 276 - *History of the English Language*

This course examines the development of the English language from Old English times to the modern English period.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 101.

ENGLISH (ENGL) 300 - *Studies in Fiction*

This course exams the forms, theories and history of the two major forms of fiction: the novel and the short story. Course sessions are interactive. In addition to lecture, session include discussion, writing tasks, group activities and presentations.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 200 or permission of the instructor.

ENGLISH (ENGL) 301 - *Studies in Poetry*

This course examines the forms, theories, and history of poetic literature. Course sessions are interactive. In addition to lecture, sessions include discussion, writing tasks, group activities, and presentations. One analytical paper and one class presentation are required.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 200 or permission of the instructor. ENGL 211 encouraged.

ENGLISH (ENGL) 302 - *Studies in Dramatic Literature*

This course examines the forms, theories, and history of dramatic literature. Course sessions are interactive. In addition to lecture, sessions include discussion, writing tasks, group activities, and film. One analytical paper and attendance at one or more live plays are required.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 200 or permission of the instructor. ENGL 211 encouraged.

ENGLISH (ENGL) 310 - *Creative Writing*

This course offers study an opportunity to practice writing literary forms they may have read independently or in other courses, namely poetry and short fiction. The emphasis is on composition and critique of poems and short stories. Reading assignments focus on both classic and contemporary examples of the genres studied.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 101.

ENGLISH (ENGL) 320/ART 320 - *Literature and the Visual Arts*

This course examines the relationship of the literary and visual arts. Comparative study focuses upon various practices, critical theories, and social, historical, and philosophical concepts that cross artistic boundaries and influence specific works of literature and/or visual arts. Class sessions include lecture, discussion, film and slide

presentations, and group activities. Critical thinking is encouraged as students apply concepts to analysis of fiction, poetry, paintings and sculpture from Western and Non-Western cultures. One analytical research paper and several short class presentations are required. The course is team-taught by faculty from the English and the art disciplines.

CREDIT HOURS: 3 (credit may be earned for either ENGL 320 or ART 320 but not for both).

PREREQUISITE COURSES: ART 100, ENGL 200 recommended.

ENGLISH (ENGL) 330/ MUSIC (MUSI 330) - *Literature and Music*

This course examines the relationship of the literary and musical arts. Comparative study focuses upon various practices, critical theories, and social, historical, and philosophical concepts that cross artistic boundaries and influence specific works of literature and/or music. Class sessions include lecture, discussion, film and audio presentations, and group activities. Critical thinking is encouraged as students apply concepts to analysis of fiction, poetry, and musical compositions from Western and Non-Western cultures. One analytical research paper and several short class presentations are required. The course is team-taught by faculty from the English and the music disciplines.

CREDIT HOURS: 3 (credit may be earned for either English 330 or Music 330 but not for both).

PREREQUISITE COURSES: MUSI 100, ENGL 200 recommended.

ENGLISH (ENGL) 400 - *Introduction to Critical Theory*

This course presents an historical survey of critical thought about the nature and function of reading, writing and written language. Beginning with the Greek philosophers and ending with postmodernist theorists, students study and apply concepts to specific works of fiction, poetry, drama, history, and biography. Class sessions include lecture, discussion, and group activities. One analytical research paper focusing on a book length work of the student's choice from a pre-approved list is required.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 200 or permission of the instructor. ENGL encouraged.

ENGLISH (ENGL) 420 - *Special Topics in British Literature*

This course focuses upon a specific author, theme, period, or genre in British literary history. Class sessions may include lecture, discussion, and film. One analytical research paper is required. This course may be taken for credit more than once when topics differ.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 200 or permission of the instructor. ENGL 211 and ENGL 400 encouraged.

ENGLISH (ENGL) 430 - *Special Topics in American Literature*

This course focuses upon a specific author, theme, period, or genre in American literary history. Class sessions may include lecture, discussion, film, and presentations. One analytical research paper is required. This course may be taken for credit more than once when topics differ.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 200 or permission of the instructor. ENGL 211 and ENGL 400 encouraged.

ENGLISH (ENGL 440) - *Special Topics in World Literature*

This course focuses upon a specific author, theme, period, or genre in the literary heritage of a specific culture other than British or American. Works in translation are assigned. Class sessions may include lecture, discussion, film, and presentations. One analytical research paper is required. This course may be taken for credit more than once when topics differ.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 200 or permission of the instructor. ENGL 211 and ENGL 400 encouraged.

ENGL 450 - *Senior English Project*

This independent study course allows senior English majors opportunity to pursue personal interests while practicing skills necessary for scholarly research and critical analysis of a literary work, genre, author, or period. Students who complete this course should be ready to begin graduate studies in an English program. Under close faculty supervision, the student designs and completes a project that must include development of an annotated bibliography and an analytical research paper suitable as a student presentation at a professional conference or for publication in a

journal accepting undergraduate writing on a literary subject.

CREDIT HOURS: 3

PREREQUISITE COURSES: ENGL 200, ENGL 211, ENGL 400 and 24 additional hours of English course work and permission of the instructor.

HISTORY (HIST) 101 - *World History I*

This course introduces basic historical concepts and seeks to impart information regarding the sweep of human history. Major movements and personalities in world history are highlighted. Further, the course focuses upon the factors which have impacted the development of the major cultures of our world and establishes a foundation for developing an understanding of the forces which continue to shape the modern world.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

HISTORY (HIST) 102 - *World History II*

A continuation of HIST 101. This course will discuss and described the forces that have shaped and developed our world from the year 1650 to the present day.

CREDIT HOURS: 3

PREREQUISITE COURSES: HIST 101.

HISTORY (HIST) 103 - *American History I*

A survey course of United States history. This course will discuss and described the significant events of American History from the discovery to 1876.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

HISTORY (HIST) 104 - *American History II*

This course is a continuation of HIST 103. The significant events of American History from 1876 to the present day will be described and discussed.

CREDIT HOURS: 3

PREREQUISITE COURSES: HIST 103.

HISTORY (HIST) 200 - *Louisiana History*

The course will introduce students to basic Louisiana history.

CREDIT HOURS: 3

PREREQUISITE COURSES: NONE

HISTORY (HIST) 202 – *African-American History*

The course will provide students with an overview of African-American history from the early seventeenth century to the present.

CREDIT HOURS: 3

PREREQUISITE COURSES: NONE

MATHEMATICS (MATH) 011 - *Introduction to Algebra*

The purpose of this course is to provide the student with the computational skills needed to study College Algebra. Problem solving is emphasized throughout the course. This is a one-semester course covering standard topics such as Linear Equations and Inequalities, Polynomials and Factoring, Rational Expressions, Radicals and Complex Numbers, and Quadratic Functions and Inequalities. Placement in MATH 011 determined by ACT/SAT test score.

CREDIT HOURS: 3 - NOT for degree credit.

PREREQUISITE COURSES: None

MATHEMATICS (MATH) 105 - *Applied Finite Mathematics*

This course illustrates contemporary uses of mathematics for students who desire an exposure to mathematics as part of a liberal education. Topics include: Principles of Reasoning, Basic Statistics, Exponential growth and decay, Measurement/Unit Analysis, Mathematical Modeling, and Financial Management.

CREDIT HOURS: 3

PREREQUISITE COURSES: Completion of Math 011. Placement determined by ACT/SAT test score.

MATHEMATICS (MATH) 112 - *College Algebra*

The purpose of college algebra is to provide the student with computational skills needed to solve a variety of problems. The student will see a wide range of techniques and strategies applied to problem solving. Problem solving is emphasized throughout the course. This is a one semester course covering such standard topics as functions and graphs, polynomial functions, graphs and zeros, rational functions and conic sections, exponential and logarithmic functions, and systems of equations and inequalities. Placement in MATH 112 determined by ACT/SAT test score.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

MATHEMATICS (MATH) 120 - *Plane Trigonometry*

This course will be presented through the use of cooperative and interactive learning. Critical thinking and open-ended questions and explorations will be used when appropriate. Problem solving will be emphasized throughout the course. This

is a one semester course covering such standard topics as: trigonometric functions and identities, inverse trigonometric functions, graphs, solving triangles and equations, complex numbers and polar coordinates. Students will study the definitions of the trigonometric functions. Relationships between trigonometric functions will be studied as identities are established. The identities are particularly needed by students going on to a course in calculus. Graphs will give a geometric representation for both trigonometric and inverse trigonometric functions.

CREDIT HOURS: 3

PREREQUISITE COURSES: MATH 112.

MATHEMATICS (MATH) 250 - *Calculus*

This course will provide an introduction to differential and integral calculus for students majoring in life sciences (Biology, Medicine) and behavioral sciences. The topics will include: limits, the first and second derivative, the first and second derivative tests for relative extrema, the definite and indefinite integral, and the Fundamental Theorem of Calculus. Calculus will be used to solve real world problems, including those associated with the interpretation of medical and biological data. A graphing calculator is required for this course (TI - 83 is recommended).

CREDIT HOURS: 3

PREREQUISITE COURSES: MATH 112.

MATHEMATICS (MATH) 252 - *General Statistics*

This course introduces the students to both descriptive and inferential statistics. Emphasis is placed on applications of making decisions in the presence of uncertainty. In order to provide hands on experiences to the students, a number of activities will be made available. Central to this package are the classroom lectures and discussions and tutoring sessions with the instructor. The classroom activities will include computer demonstrations. This is a one semester course providing an introduction to standard topics such as the organization of data, measures of central tendency and dispersion, probability, probability distributions for discrete and continuous random values, the normal distribution, statistical inference, the standard normal distribution, Chi-square distribution, inference concerning two population parameters, regression and correlation, analysis of variance, and nonparametric statistics.

CREDIT HOURS: 3

PREREQUISITE COURSES: MATH 112.

MATHEMATICS (MATH) 253 - *General Statistics Laboratory*

Computer laboratory for Mathematics 252. Students work and complete problem assignments, etc., for MATH 252, General Statistics. Tutorials will be presented.

CREDIT HOURS: 1 (Class meets 3 hrs per week).

PREREQUISITES: MATH 212.

COREQUISITES: MATH 252.

MUSIC (MUSI) 100 - *Music Appreciation*

This course provides the student with the tools for understanding the interaction of music and civilization from a historical perspective. To better relate to the vast body of literature basic concepts of music are taught and the student is given the terminology needed to make cogent commentary on the music of different eras. The discussion includes references to the visual arts and aspects of history as they relate to the development of music through the ages. The theoretical study is supplemented by the use of audio and audiovisual technology. Course sessions are interactive, incorporating lectures, discussions, and listening sessions. Attendance at two (or more) live concerts is required during the semester.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

MUSIC (MUSI)/ENGL 330 - *Literature and Music*

This course examines the relationship of the literary and music arts. Comparative study focuses upon various practices, critical theories, and social, historical, and philosophical concepts that cross artistic boundaries and influence specific works of literature and/or music. Class sessions will include lectures, discussions, films and audio presentations. Group activities will also be utilized. Critical thinking is encouraged as students apply concepts to analysis of fiction, poetry, and musical compositions from Western and Non-Western cultures. One analytical research paper and several short class presentations are required. The course is team taught by both English and music faculty. Credit may be earned for either ENGL 300 or MUSI 330 but not for both.

CREDIT HOURS: 3

PREREQUISITE COURSES: MUSI 100. ENGL 200 recommended.

PHILOSOPHY (PHIL) 200 - *Philosophy and Critical Thinking*

Critical thinking is a course designed to enable the student to take charge of his/her life. This course will encourage the development of critical thinking skills and abilities, fair-mindedness, intellectual humility, and intellectual integrity among other

virtues. The approach will be practical yet based on philosophical tenets that have been proven through the ages as essential components for the development of core values and virtues in the thinking human being.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

PHILOSOPHY (PHIL) 270 - *Current Moral Problems*

The course will attempt to provide a Philosophical underpinning to current moral problems. Accordingly, we will deal with values, with the good and bad, with right and wrong, insofar as they apply to urgent issues in the contemporary world milieu. The issues that we will grapple with are: world poverty, the environment, euthanasia, abortion, sex, personal relationships, equality and discrimination, criminal rights, business ethics, crime and punishment, Adirty politics, and war and peace. How are we to live our lives as moral human beings in dealing with these issues? The latter will be the fundamental challenge of this course.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

PHILOSOPHY (PHIL) 272 - *Ethical Issues in Health Care*

This course is about applied ethics in various professional health care fields. Ethics is that branch of Philosophy that seeks to determine how human actions may be judged right or wrong. It is concerned with how a human life ought to live. The goal of this course is to study the obligations of Health Care Professionals to themselves, towards their patients, and towards society as a whole. This will be accomplished by studying the foundational principles of Health Care Ethics and dealing with ethical problems inherent in Health Care.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

PHYSICAL SCIENCE (PHSC) 100 - *Physical Science*

This course investigates the physical science of measurement, vectors, kinematics, Newton's law of motion, wave motion, temperature, electric fields and currents and optics. Fundamentals of classical physical science are discussed. Considerable emphasis is placed on radiation and radiobiology.

CREDIT HOURS: 3

PREREQUISITE COURSES: MATH 112.

PHYSICS (PHYS) 121 - *General Physics I*

Students will study and investigate the fundamentals of mechanics, heat and sound.

CREDIT HOURS: 3

PREREQUISITE COURSES: Mathematics 112.

COREQUISITE COURSES: Physics 123.

PHYSICS (PHYS) 122 - *General Physics II*

Students will study and investigate the fundamentals of electricity, magnetism and light.

CREDIT HOURS: 3

PREREQUISITE COURSES: PHYS 121, PHYS 123.

COREQUISITE COURSES: PHYS 124.

PHYSICS (PHYS) 123 - Laboratory for PHYS 121

Selected laboratory investigations related to mechanics, heat and sound will be performed by students. Lab experiments are designed to support lecture.

CREDIT HOURS: 1 (Lab meets three hours per week.).

PREREQUISITE COURSES: MATH 112.

COREQUISITE COURSES: PHYS 121.

PHYSICS (PHYS) 124 - *Laboratory for PHYS 122*

Selected laboratory investigations related to electricity, magnetism and light will be performed by students. Lab experiments are designed to support lecture.

CREDIT HOURS: 1 (Lab meets three hours per week.).

PREREQUISITE COURSES: PHYS 121, PHYS 123.

COREQUISITE COURSES: PHYS 122.

PSYCHOLOGY (PSYC) 100 - *Introductory Psychology*

This course involves a survey of the major fields of psychology. These include understanding, predicting controlling and motivating human behavior. Topics in experimental psychology are presented. Techniques for psychological testing and measurement are evaluated.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

PSYCHOLOGY (PSYC) 230 - *Psychology Across the Life Span*

Study of the development of behavior and psychological processes throughout the prenatal period, infancy, childhood, adolescence, maturity and old age with emphasis on the normal person. Classroom activities will include lecture, group discussions, demonstrations, individual projects, video presentations, library assignments and research projects.

CREDIT HOURS: 3

PREREQUISITE COURSES: PSYC 100.

PSYCHOLOGY (PSYC) 240 - *Theories of Personality*

This course introduces a variety of theoretical approaches to the understanding of personality. It will include psychodynamic, behavioral, social learning, trait, humanistic, cognitive and biological perspectives. Consideration is both biological and environmental determinants of personality.

CREDIT HOURS: 3

PREREQUISITE COURSES: PSYC 100.

PSYCHOLOGY (PSYC) 325 - *Child Psychology*

This course will describe the physical, psychosocial, intellectual, and moral development of an individual from birth to adolescence.

CREDIT HOURS: 3

PREREQUISITE COURSES: PSYC 100, PSYC 230.

PSYCHOLOGY (PSYC) 335 - *Abnormal Psychology*

This course is designed to increase the student's understanding about the dynamics of abnormal disorders or psychological origin. An overview of the historical perspectives of abnormal; psychology will be presented. Students will be provided with an opportunity to explore and discuss etiologies, symptomatology, and treatments of psychological disorders.

CREDIT HOURS: 3

PREREQUISITE COURSES: PSYC 100, PSYC 230.

PSYCHOLOGY (PSYC) 350 - *Psychology of Adolescence*

Study of the period from puberty to adulthood with an exploration of physical, cognitive, and psychosocial development. Focus will be on theories, empirical findings, and concerns of adolescence. Topics will include: 1) parent-peer relationships; 2) education; 3) identity formation; 4) sexuality; drugs; and mental health issues.

CREDIT HOURS: 3

PREREQUISITES: PSYC 100; PSYC 230.

PSYCHOLOGY (PSYC) 360 - *The Psychology of Aging*

This course will describe the psychological theories, issues and research findings on late adulthood. The focus will be on successful aging.

CREDIT HOURS: 3

PREREQUISITE COURSES: PSYC 100, PSYC 230.

PSYCHOLOGY (PSYC) 420 - *Neuropsychopharmacology*

The content of this course is derived from: 1) neuroanatomy; 2) neurophysiology; 3) pathophysiology; 4) biochemistry; 5) pharmacology; and the 6) behavioral sciences. Emphasis is placed on the neurobiological processes underlying psychopathology and the pharmacological interventions indicated for treatment and management of mental illness.

CREDIT HOURS: 3

PREREQUISITE COURSES: 12 Credit Hours of PSYC; 12 Credit Hours of ARTS, HUMN, PHIL. Also, 12 Credit Hours of BIOL.

RELIGIOUS STUDIES (RELS) 200 - *An Introduction to Religious Studies*

The purpose of this course is to acquaint students with certain issues in religious studies. Three such issues have been specifically identified for this course: 1) the philosophical foundations for a critical analysis of religion; 2) the foundations of Christianity; 3) and a cross-cultural examination of the major world religions. By selecting these three issues, it is intended that students will become sensitive to the philosophical nature and presuppositions of many religious claims, to the origin of Christianity and Christian beliefs about Jesus, and to the unique, as well as common perspectives of the major world religions.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

RELIGIOUS STUDIES (RELS) 100 - *Introduction to Theology*

This survey course introduces students to the basic divisions in the discipline of Theology and Religious Studies. Accordingly, it will present methods for the study of sacred scripture, the historical development of Judeo-Christian Theology, Systematic Theology, Religion and the Social Sciences, Religion and the Personality sciences, Spirituality, and the role of Liturgical Ritual, the Arts and Worship in the human expressions of Religion.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

RELIGIOUS STUDIES (RELS) 101 - History of Christianity

This is a survey course that presents an overview of the historical context, background and perspective of Christianity from its origins, through the early churches, up to the end of Vatican Council II in 1965.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

RELIGIOUS STUDIES (RELS) 300 - *The Parables of Jesus*

A detailed study of the cultural, societal, economic, political, and religious background against which Jesus proclaimed the Gospel through parables. The purpose of this course is to immerse students in a hearing of Jesus' parables from the perspective of 1st Century Palestine against which backdrop Jesus proclaimed the Good News of the imminent coming of the Kingdom of God. This course represents a challenge to the Christian believer to radically clarify his/her Christian belief system in the light of Jesus' original, and only authenticated *ippsissimi verbum* (His words itself).

CREDIT HOURS: 3

PREREQUISITES: None

RELIGIOUS STUDIES (RELS) 310 - *Religions of the World*

The primary objective of this course will be to study, compare, and contrast the "great" world religions. These will include: Christianity; Islam; Hinduism; Buddhism; Sikhism; Confucianism; Taoism; and Judaism. Lesser known religions will also be studied: Bahai'ism; Jainism; Shintoism; Zoroastrianism.

Note: This course cross registers with ANTH 310

CREDIT HOURS: 3

PREREQUISITE COURSES: None

RELIGIOUS STUDIES (RELS) 355 - *Christian Sacraments*

This course is an experiential approach to the study of Christian sacraments. As Jesus entered fully into human experience, so this course will present the sacraments as touchstones for Divine encounters in daily living. We will take each of the seven sacraments and study their origin, Medieval synthesis, evolution, and current practices.

CREDIT HOURS: 3

PREREQUISITES: None

RELIGIOUS STUDIES (RELS) 400 - Spirituality, Prayer and Healing

A theoretical and experiential study of the relationship between spirituality, methods of prayer, and their practical application in physiological and psychological healing of people who are suffering in any way.

CREDIT HOURS: 3

PREREQUISITES: RELS 100, ENGL 101

SOCIOLOGY (SOCI) 100 - *Introductory Sociology*

This course is designed to provide an introductory review of sociology and the “sociological perspective,” which can be thought of as one of many perspectives people might take in exploring and understanding human-beings. The primary goal of the course is to stimulate thinking and to apply the “sociological perspective” to relevant issues and concerns facing us as individuals as well as future health care practitioners.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

SOCIOLOGY (SOCI) 300 - *Sociology of the Family*

This course will explore sociological perspectives on marriage and the family with emphasis on issues facing contemporary American families. Topics include: family forms, marriage, communication, domestic violence, division of labor in the family, work and family relations, child rearing, divorce and re-marriage.

CREDIT HOURS: 3

PREREQUISITE COURSES: SOCI 100.

SOCIOLOGY (SOCI) 301 - *Sociology of Deviance and Crime*

Deviance and crime are important topics in contemporary sociology. This course will examine deviance, deviant behavior, and social control with an emphasis on problems facing contemporary American society. The first part of the course explores how we define deviance and the theories used to explain it. Part two will focus on types of deviance including crime, mental illness, and juvenile delinquency. Part three examines the approaches to social control (incarceration, decarceration, rehabilitation) and the problems associated with it.

CREDIT HOURS: 3

PREREQUISITE COURSES: SOCI 100.

SOCIOLOGY (SOCI) 374 - *Dying and Death*

This course explores the social, psychological, and cultural aspects of dying and death in our society. Emphasis is placed on our role as professionals and health care providers, with the intent to educate and develop personal insight and skills necessary to assist patients, families and colleagues with the various aspects of dying and death. The course utilizes both didactic and experiential teaching methods to establish a better understanding and ability to cope with this life process, both as individuals and as professionals.

CREDIT HOURS: 3

PREREQUISITE COURSES: SOCI 100.

SOCIOLOGY (SOCI) 380 - *Medical Sociology*

Course is designed to understand the relationship between sociology and medicine. Methods will be described and discussed in which sociological concepts and perspectives can be used to increase our knowledge of health and illness. The social structure of the health care system will be elaborated. The relationships between sociological, cultural factors, and health, disease, etc. will be discussed.

CREDIT HOURS: 3

PREREQUISITE COURSES: SOCI 100.

SOCIOLOGY (SOCI) 400 - *Sociology of Health and Medicine*

This course examines sociological perspectives on health and illness as well as social problems in the context of contemporary health care in the United States. Topics include: the definition of health and illness, social responses to illness, social stratification and health, and the perceived crisis in American health care and biomedical technology.

CREDIT HOURS: 3

PREREQUISITE COURSES: SOCI 100.

SOCIOLOGY (SOCI) 401 - *Sociology of Race, Class, and Gender*

The main objective of this course is to investigate the institutional arrangements and cultural patterns that underlie gender, race, and class-based inequalities in American Society. In the process, we will repeatedly return to the central question: In what ways are race, class, and gender interrelated such that they appear in the experiences and "life chances" of individuals in different social locations at different points in time?

CREDIT HOURS: 3

PREREQUISITE COURSES: SOCI 100.

SPANISH (SPAN)101 - *Elementary Spanish I*

This entry-level course introduces students to the basic lexicon and structures of Spanish. Emphasis is on communicative language. For students with no previous study of Spanish.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

SPANISH (SPAN) 102 - *Elementary Spanish II*

A continuation of SPAN 101. Emphasis is on communicative language use.

CREDIT HOURS: 3

PREREQUISITES: SPAN 101.

SPANISH (SPAN) 201 - *Intermediate Spanish I*

This course builds upon skills introduced in elementary Spanish. Emphasis is on reading and writing.

CREDIT HOURS: 3

PREREQUISITE COURSES: SPAN 101, SPAN 102.

SPANISH (SPAN) 202 - *Intermediate Spanish II*

This course is a continuation of SPAN 202. Emphasis is on reading and writing.

CREDIT HOURS: 3

PREREQUISITE COURSES: SPAN 101, SPAN 102, SPAN 201.

SPEECH (SPCH) 100 - *Fundamentals of Speech*

This course studies the factors that govern good speech content and delivery. The course introduces students to speech behavior in human interaction. Students will learn to deliver and prepare a quality speech.

CREDIT HOURS: 3

PREREQUISITE COURSES: None

Clinical Programs Course Offerings And Descriptions

Clinical Laboratory Sciences — Associate of
Science Degree

CLINICAL LABORATORY SCIENCE S (CLST) 100 - *Introduction to Medical Laboratory Sciences*

This introductory course covers the admission and medical requirements for entrance into the CLST program. Career guidance and career development are addressed. The design of the lab and function of the CLST are described in detail.

CREDIT HOURS: 1

PREREQUISITES: None

CLINICAL LABORATORY SCIENCES (CLST) 101 - *Introduction to Laboratory Techniques*

The theory and practice of laboratory safety, math, and quality control are included in the first few weeks of this course. Principles and procedures for laboratory instruments such as the microscope, the spectrophotometer, the fluorometer, and the pH meter are covered next. Methods such as immunoassay, chromatography, and electrophoresis are studied and practiced.

CREDIT HOURS: 3

PREREQUISITES: CHEM 101, MATH 112

CLINICAL LABORATORY SCIENCE S (CLST) 200 - *Phlebotomy*

This course is designed to expose the student to the knowledge and skills necessary to function safely and effectively as a phlebotomist. The definition, purpose and professional aspects of phlebotomy are included in the course content. The course describes the proper phlebotomy collection, equipment, and methods of patient identification, and techniques for routine and special procedures. Complications associated with the collection process are listed and discussed. Both the student laboratory and the clinical component of the course are designed to develop proper phlebotomy skills.

CREDIT HOURS: 1

PREREQUISITES: None

SUMMER COURSES

CLINICAL LABORATORY SCIENCES (CLST) 203 - *Special Laboratory Topics I*

Topics covered in this laboratory course are phlebotomy and body fluids. The body fluids topics includes morphology and physiology of the renal system and the theories associated with formation of synovial fluid, serous fluid, spinal fluid, semen, feces and the biochemical analyses of urine and other body fluids. The phlebotomy section includes the purpose and practice of phlebotomy as well as the proper collection containers, phlebotomy equipment, methods of patient identification, phlebotomy procedure for both routine and special procedures, and complications that may occur.

CREDIT HOURS: 2

PREREQUISITES: BIOL 211, BIOL 280, BIOL 281, CHEM 102, CHEM 103, CLST 101

COREQUISITES: CLST 204

CLINICAL LABORATORY SCIENCES (CLST) 204 - *Special Laboratory Topics II*

The disciplines covered in this course are immunology, mycology, and parasitology. Immunology will cover the basic mechanisms and physiological theories of immunity, principles of clinical immunological methods, pathology and clinical correlations of immune system dysfunctions. Lectures will discuss innate resistance, compliment, phagocytosis, acquired immunity, B-cells and immunoglobulins, CMI and T-cells, and antigen recognition. Lab exercises will consist of demonstrations of immune functions and selected immunological procedures. Mycology lectures will discuss specimen preparation, culture conditions, macroscopic and microscopic morphology, biochemical and serological reactions, pathology of human mycoses and antimycotic therapy. The lab exercises will consists of demonstrations of macroscopic and microscopic morphology, biochemical and serological reactions, pathology of human mycoses and antimycotic therapy. The lab exercises will consist of demonstrations of macroscopic and microscopic morphology, biochemical and serological reactions, and fungal stains. Parasitology lectures will discuss specimen preparation, staining procedures, life cycles, macroscopic and microscopic morphology, and pathology of parasitic diseases. Lab exercises will demonstrate stains and macroscopic and microscopic parasite morphology.

CREDIT HOURS: 2

PREREQUISITES: BIOL 211, BIOL 280, BIOL 281, CHEM 102, CHEM 103, CLST 101

COREQUISITES: CLST 203

FALL COURSES

CLINICAL LABORATORY SCIENCES (CLST) 210 - *Immunology and Immunohematology*

This course includes the basic principles and applications of blood bank immunology, the ABA system, the Rh system, other blood groups, compatibility testing, antibody identification, quality control, hemolytic disease of the newborn, apheresis, blood components and derivatives and transfusions complications. The lab covers basic principles and procedures of blood bank.

CREDIT HOURS: 4

PREREQUISITES: CLST 203, CLST 204

COREQUISITES: CLST 211, CLST 212, CLST 213

CLINICAL LABORATORY SCIENCES (CLST) 211 - *Clinical Chemistry I*

This lecture includes math and quality control, the principles of laboratory instrumentation, and the biochemistry of chemical substances affecting health and disease. The laboratory covers the principles and practice of methods used to identify and quantitate chemical substances measured in the clinical lab.

CREDIT HOURS: 4

PREREQUISITES: CLST 203, CLST 204

COREQUISITES: CLST 210, CLST 212, CLST 213

CLINICAL LABORATORY SCIENCES (CLST) 212 - *Hematology I*

This lecture course explores the maturation, morphology, pathology, and destruction of erythrocytes, white blood cells, and platelets. The Hemostasis component includes lecture on the three components of normal coagulation: platelets, blood vessels, and factors. The laboratory includes practice of hand cell counts, white cell differentials, and other selected hematological and coagulation tests.

CREDIT HOURS: 4

PREREQUISITES: CLST 203, CLST 204

COREQUISITES: CLST 210, CLST 211, CLST 213

CLINICAL LABORATORY SCIENCES (CLST) 213 - *Clinical Microbiology I*

This course covers the morphology and structure of microorganisms. The diseases and methods of identification are covered for selected organisms. The lab includes the techniques of isolation handling specimens, sterilization, and antibiotic treatment, biochemical testing, and infection control procedures.

CREDIT HOURS: 4

PREREQUISITES: CLST 203, CLST 204
COREQUISITES: CLST 210, CLST 211, CLST 212

SPRING COURSES

These courses involve a clinical experience in the hospital lab.

CLINICAL LABORATORY SCIENCES (CLST) 220 - *Clinical Practicum I*

This course includes a one week rotation in phlebotomy and a three week clinical rotation in a hospital immunohematology laboratory. It covers the principles and practices of serology, blood donor screening and collection, component preparation and blood banking.

CREDIT HOURS: 4

PREREQUISITES: CLST 203, CLST 204, CLST 210, CLST 211, CLST 212,
CLST 213

COREQUISITES: CLST 221, CLST 222, CLST 223

CLINICAL LABORATORY SCIENCE S (CLST) 221 - *Clinical Practicum II*

This four week clinical rotation in a clinical chemistry hospital laboratory covers the principles and operation of multi channeled chemistry analyzers, spectrophotometers, osmometers and Cotlove titrators. The application and theories of analytical methodologies are included in this course.

CREDIT HOURS: 4

PREREQUISITES: CLST 203, CLST 204, CLST 210, CLST 211, CLST 212,
CLST 213

COREQUISITES: CLST 220, CLST 222, CLST 223

CLINICAL LABORATORY SCIENCE S (CLST) 222 - *Clinical Practicum III*

This four week rotation in a clinical Hematology hospital laboratory covers the practices and theories of Hematology, Hemostasis, and Body Fluids. The principles and operations of Hematology, Hemostasis and Body Fluid analyzers are included in this course.

CREDIT HOURS: 4

PREREQUISITES: CLST 203, CLST 204, CLST 210, CLST 211, CLST 212,
CLST 213

COREQUISITES: CLST 220, CLST 221, CLST 223

CLINICAL LABORATORY SCIENCES (CLST) 223 - *Clinical Practicum IV*

This four week rotation in a clinical Microbiology hospital laboratory includes Microbiology, Parasitology, Mycology, and Virology. Included are the specimen collection, handling and preparation and principles of certain biochemical methods of detection.

CREDIT HOURS: 4

PREREQUISITES: CLST 203, CLST 204, CLST 210, CLST 211, CLST 212, CLST 213

COREQUISITES: CLST 220, CLST 221, CLST 222

CLINICAL LABORATORY SCIENCES (CLST) 224 - *Clinical Practicum I*

This clinical practicum is only for students who have a baccalaureate degree from a regionally accredited institution and successful completion of 16 semester hours in chemistry to include one semester of organic and/or biochemistry. These Students must be enrolled in the Bachelor of Science Degree program in Clinical Laboratory Sciences. This course is a four week rotation that includes three weeks in the immunohematology laboratory and one week learning and practicing phlebotomy. The course content entails the principles and practices of serology, blood donor screening and collection, component preparation and blood banking, and the principles and practice of phlebotomy.

CREDIT HOURS: 2

PREREQUISITES: B.S. degree in Science, CLST 203, 204, 210, 211, 212, 213, and approval of the Director Clinical Laboratory Sciences

CLINICAL LABORATORY SCIENCES (CLST) 225 - *Clinical Practicum II*

This clinical practicum is only for students who have a baccalaureate degree from a regionally accredited institution and successful completion of 16 semester hours in biological sciences to include general microbiology, pathogenic microbiology, and immunology and 16 semester hours in chemistry to include one semester of organic and/or biochemistry. These students must be enrolled in the Bachelor of Science Degree program in Clinical Laboratory Sciences. The course encompasses a four week clinical rotation in chemistry hospital laboratory. During this rotation, the student will explore the principles and operation of multi channeled chemistry analyzers, spectrophotometers, osmometers, fluorometer, and instruments for electrochemical analyses. The application and theories of analytical methodologies are included in this course.

CREDIT HOURS: 2

PREREQUISITES: B.S. degree in Science, CLST 203, 204, 210, 211, 212, 213, and approval of the Director Clinical Laboratory Sciences

CLINICAL LABORATORY SCIENCES (CLST) 226 - *Clinical Practicum III*

This clinical practicum is only for students who have a baccalaureate degree from a regionally accredited institution and successful completion of 16 semester hours in biological sciences to include general microbiology, pathogenic microbiology, and immunology and 16 semester hours in chemistry to include one semester of organic and/or biochemistry. The student must be enrolled in the Bachelor of Science Degree program in Clinical Laboratory Sciences. This four week rotation in a clinical Hematology hospital laboratory covers the practices and theories of Hematology, Hemostasis, and Body Fluids. The principles and operations of Hematology, Hemostasis and Body Fluid analyzers and included in this course.

CREDIT HOURS: 2

PREREQUISITES: B.S. degree in Science, CLST 203, 204, 210, 211, 212, 213, and approval of the Director Clinical Laboratory Sciences

CLINICAL LABORATORY SCIENCE S (CLST) 227 - *Clinical Practicum IV*

This clinical practicum is only for students who have a baccalaureate degree from a regionally accredited institution and successful completion of 16 semester hours in biological sciences to include general microbiology, pathogenic microbiology, and immunology and 16 semester hours in chemistry to include one semester of organic and/or biochemistry. These students must be enrolled in the Bachelor of Science Degree program in Clinical Laboratory Sciences. This four week rotation in a clinical Microbiology hospital laboratory includes Microbiology, Parasitology, Mycology, and Virology. Included are the specimen collection, handling and preparation, and principles of certain biochemical methods used in the detection of microorganisms.

CREDIT HOURS: 2

PREREQUISITES: B.S. degree in Science, CLST 203, CLST 204, CLST 210, CLST 211, CLST 212, CLST 213, and approval of the Director of Clinical Laboratory Sciences.

COREQUISITES: None

Bachelor of Science in Clinical Laboratory Sciences

CLINICAL LABORATORY SCIENCES (CLSS) 406 - *Laboratory Management*

The dynamics of the health care delivery systems and how they affect laboratory services are addressed in this course. Critical pathways, clinical decision making,

and performance improvement are discussed as they relate to the principles of laboratory operations. Other topics examined in this course include the theories and practices of clinical laboratory supervision involving personnel, motivation, performance evaluation, recruitment, and selection of employees. Other human resource issues include the utilization of personnel, the analysis of workflow, and staffing patterns. The principles and practices of quality assurance as they apply to laboratory services are examined. The paradigms for workload, profit and loss, cost and reimbursements, and materials and inventory management are included in the financial management lectures. Methods of preparing for laboratory and hospital accreditations are important aspects of the course, as well as complying with government standards that apply to laboratory practices. Legal and ethical issues facing laboratory personnel are presented in case study format.

CREDIT HOURS: 3

PREREQUISITES: CLST 210, CLST 211, CLST 212, CLST 213

COREQUISITES: CLSS 407, CLSS 408

CLINICAL LABORATORY SCIENCES (CLSS) 407 - *Pathophysiology and Laboratory Diagnosis*

This is a 9 hour course that includes 6 hours of lecture and 3 hours of laboratory, participation in which is mandatory. The lectures are centered on individual diseases of anatomic systems, including, but not limited to, the following: central nervous system, cardiovascular system, viral hepatitis, arthritides, lipid metabolism, autoimmune diseases, endocrinopathies, cancer, genetic diseases and chromosomal abnormalities. Lectures will compare and contrast the normal anatomy and physiology with the abnormal states associated with human disease. The lecture will then identify laboratory tests needed to diagnose the disease state, and demonstrate why the tests are useful.

During the student laboratory, students will have the opportunity to perform many of these tests on normal and abnormal patient specimens received from the OLOLRMC pathology laboratory. The laboratory will also instruct students in the analysis and interpretation of the data collected. Because students have received prior instruction in the basic laboratory analyses in the CLST curriculum, and emphasis will be placed on molecular methodologies.

CREDIT HOURS: 9

PREREQUISITES: CLST 210, CLST 211, CLST 212, CLST 213

COREQUISITES: CLSS 406, CLSS 408

CLINICAL LABORATORY SCIENCES (CLSS) 408 - *Laboratory Education*

The educational topics examined in this course include teaching and learning strategies, student diversities, instructional design, competency-based education, and laws involving education. Bloom's taxonomy levels are used to develop objectives and test questions. Behavioral objectives are developed using Roger Marger's format. The course participants are required to develop and design projects involving the educational issues presented in the course.

CREDIT HOURS: 2

PREREQUISITES: CLST 210, CLST 211, CLST 212, CLST 213

COREQUISITES: CLSS 406, CLSS 407

CLINICAL LABORATORY SCIENCES (CLSS) 415 - *Independent Study in Clinical Laboratory Science*

Independent Study is designed to allow the Clinical Laboratory Science student to pursue scholarly activity in his/her area of interest; therefore, the actual course content will vary according to each individual student's interest and career goals. Student activities in CLSS 415 may include, but are not limited to: (1) writing topical research papers; (2) writing grants; (3) performing research projects; (4) presenting lectures to CLT students; and (5) participating in continuing education seminars. Students will be allowed to pursue interests in one of the following areas: (1) clinical laboratory science education; (2) laboratory management; (3) hematology/oncology; (4) biochemistry; (5) blood/tissue banking; (6) microbiology; or (7) cytogenetics/genetics/molecular biology. *Independent Study* will re-enforce the concepts presented in CLSS 410, 411, 412, and 413 and will better prepare the student for the challenges of the clinical practicums CLSS 420, 421, 422 and 423. The purpose of this course is to provide an interest-specific curriculum that will provide the student with knowledge and experience that will facilitate the pursuit of their career goals.

CREDIT HOURS: 2

PREREQUISITES: CLST 210, CLST 211, CLST 212, CLST 213

COREQUISITES: CLSS 414

CLINICAL LABORATORY SCIENCES (CLSS) 420 - *Clinical Practicum IV*

Clinical Practicum IV is the counterpart to CLSS 410, Molecular Biology and Genetics. The course is composed of several clinical rotations relating to immunohe-

matology and genetic diseases with an emphasis on diagnosis by molecular methods. One week will be spent in a hospital laboratory in each of the following areas: immunogenetics, cytogenetics, molecular biology and management of the clinical molecular biology laboratory.

CREDIT HOURS: 3

PREREQUISITES: CLST 210, CLST 211, CLST 212, CLST 213

COREQUISITES: CLSS 421, CLSS 422, CLSS 423

CLINICAL LABORATORY SCIENCES (CLSS) 421 - *Clinical Practicum V*

This practicum is the clinical component of CLSS 411 and consist of management based projects that affect the operation of a clinical chemistry laboratory. These projects include implementing a quality control program for a clinical chemistry laboratory, evaluating new instruments and procedures, designing a procedure manual, evaluating CAP criteria, developing a budget, and developing an instrument maintenance system.

CREDIT HOURS: 3

PREREQUISITES: CLST 210, CLST 211, CLST 212, CLST 213

COREQUISITES: CLSS 420, CLSS 422, CLSS 423

CLINICAL LABORATORY SCIENCES (CLSS) 422 - *Clinical Practicum VI*

This practicum is the clinical component of CLSS 412. The course includes techniques of recognizing and counting abnormal blood cells on bone marrow and peripheral blood smears. The results are then evaluated and related to the appropriate hematological diseases. The course includes competency in staining and evaluating blood cells using the flow cytometer as well as the fluorescent microscope. Coagulation factor analyses are performed and results are evaluated and related to corresponding pathological conditions.

CREDIT HOURS: 3

PREREQUISITES: CLST 210, CLST 211, CLST 212, CLST 213

COREQUISITES: CLSS 420, CLSS 421, CLSS 422

CLINICAL LABORATORY SCIENCES (CLSS) 423 - *Clinical Practicum VII*

Clinical Practicum VII is the counterpart to CLSS 413, Advanced and Molecular Microbiology. The course is composed of several clinical rotations relating to Clinical Microbiology with an emphasis on identification/diagnosis by molecular methods. One week will be spent in a hospital laboratory in each of the following areas: virology, bacteriology (does not include routine culture/identification/susceptibility testing), mycology and management of the clinical microbiology laboratory.

CREDIT HOURS: 3

PREREQUISITES: CLST 210, CLST 211, CLST 212, CLST 213

COREQUISITES: CLSS 420, CLSS 421, CLSS 422

Bachelor of Science in Health Service Administration

HEALTH SERVICE ADMINISTRATION (HSER) 320 - *Health Care Systems and Trends I*

The course is an introduction to the health care delivery system in the United States. Classes will be conducted as forums of discussion emphasizing contemporary issues related to health care professionals, facilities, organization patterns, reimbursement and quality of care.

CREDIT HOURS: 3

PREREQUISITES: Junior standing or permission of instructor.

HEALTH SERVICE ADMINISTRATION (HSER) 340 - *Health Care Systems and Trends II*

The course is an analysis of administrative structures and inter-organizational arrangements among hospitals and other health care organizations. Issues for institutional, community and home settings for chronic care as well as services to the poor are addressed. Issues and problems related to the design, implementation, and evaluation of quality assessment and risk management programs in acute and non-acute health care settings are also discussed. The role of the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) and federal legislation in the development of quality assessment and risk management are also covered.

CREDIT HOURS: 3

PREREQUISITES: HSER 320

HEALTH SERVICE ADMINISTRATION (HSER) 350 - *Introduction to Health Service Administration*

Introduction to the principles for management for organizations that deliver health care services such as hospitals, nursing homes, multi-specialty clinics, and home health care agencies. Concepts and theories from the general management literature that are particularly helpful in organization and management of health care organizations will be surveyed.

CREDIT HOURS: 3

PREREQUISITES: Junior standing or permission of instructor.

HEALTH SERVICE ADMINISTRATION (HSER) 360 - *Health Care Economics*

The health care economy is of special interest because of its size in the US economy and because of the profound effect that health and the lack of health can have on every individual. This course provides a focused look at the economics of

the health sector and the major issues that motivate the current attempts at health care reform.

CREDIT HOURS: 3

PREREQUISITES: HSER 320, HSER 340, HSER 350

HEALTH SERVICE ADMINISTRATION (HSER) 380 - *Accounting for Health Service Management*

Review of standard accounting techniques and applications to reimbursement structures, regulatory mechanisms, cost control and budgeting. Applications to health service administration.

CREDIT HOURS: 3

PREREQUISITES: HSER 320, HSER 350

HEALTH SERVICE ADMINISTRATION (HSER) 410 - *Health Care Financial Management*

This course will review the financial issues in reimbursement structures, regulatory mechanisms, cost control and budgeting as it relates to health care.

CREDIT HOURS: 3

PREREQUISITES: HSER 320, HSER 340, HSER 350, HSER 360, HSER 380

HEALTH SERVICE ADMINISTRATION (HSER) 420 - *Managed Care and Insurance*

This course is designed to introduce the student to managed care as it exists in various forms in the United States today. The course includes a discussion of managed care structures, products, methods of reimbursement, and contracting enrollees, network providers, and/or services. The role of the health care administrator and the responsibilities of those under administrative span of control in a managed care environment are presented and illustrated through exercises and discussion.

CREDIT HOURS: 3

PREREQUISITES: HSER 320, HSER 340, HSER 350, HSER 360, HSER 380

HEALTH SERVICE ADMINISTRATION (HSER) 430 - *Health Care Marketing*

This course covers market research, strategy, and the strategic marketing process. Students will be introduced to the process of the development of marketing strategies and analysis in a health care setting. Topics include pricing, communication, distribution channels, and client motivation and services.

CREDIT HOURS: 3

PREREQUISITES: HSER 320, HSER 340, HSER 350

HEALTH SERVICE ADMINISTRATION (HSER) 440 - *Legal Aspects of Health Service Administration*

This course is an introduction to the law as it relates to health care settings. It provides an overview of health care law aimed at assisting students in developing an intuitive sense for what the laws will permit them to do, and for when to consult legal counsel. Unit Topics such as contracts, negligence, damages, workers compensation, litigation and trial proceedings will be covered.

CREDIT HOURS: 3

PREREQUISITES: HSER 320, HSER 340, HSER 350, HSER 360, HSER 380

HEALTH SERVICE ADMINISTRATION (HSER) 450 - *Health Policy*

This course will consider major aspects of the American health care policy system and changes in that system, their impact upon health services organizations, and appropriate administrative strategies for responding to those changes.

CREDIT HOURS: 3

PREREQUISITES: HSER 320, HSER 340, HSER 350

HEALTH SERVICE ADMINISTRATION (HSER) 460 - *Managerial Epidemiology*

The overall goal of this course is to increase the health professional's ability to analyze problems and make decisions based on application of epidemiological concepts and methods in a variety of settings and across a spectrum of disease topics. Social, physical and biological determinants of disease will be examined, and the epidemiology of selected infectious and chronic diseases will be studied in greater depth. Epidemiological tools to be presented include use of vital statistics, rates, and methods of descriptive, observational and experimental studies.

CREDIT HOURS: 3

PREREQUISITES: HSER 320, HSER 340, HSER 360

HEALTH SERVICE ADMINISTRATION (HSER) 470 - *Seminar in Health Service Administration*

This course will integrate theory and practice by examining issues and solutions to problems in the management of health services organizations. It functions as a capstone for the health services administration program, allowing students to apply coursework from across the curriculum.

CREDIT HOURS: 3

PREREQUISITES: HSER 320, HSER 340, HSER 350, HSER 360, HSER 380, HSER 410, HSER 430

HEALTH SERVICE ADMINISTRATION (HSER) 480 - *Health Care Information Systems*

Survey of the technology and processes used in management information systems. Role of management information systems in health care organizations.

CREDIT HOURS: 3

PREREQUISITES: HSER 320, HSER 340, HSER 350, HSER 360, HSER 380

HEALTH SERVICE ADMINISTRATION (HSER) 491 - *Internship/Practicum*

Placement in a health care agency and completion of a project in one or more areas of health service administration. Seminars for participant presentations will be conducted.

CREDIT HOURS: 1-6

PREREQUISITES: HSER 320, HSER 340, HSER 360, HSER 380

Emergency Health Science— Associate of Science Degree

EMERGENCY HEALTH SCIENCE (EMHS) 101 - *Basic Emergency Medical Care*

This lecture and laboratory course is the foundation course upon which the Emergency Medical Technician - Paramedic program is based. The course includes recognition of signs and symptoms of illness or injury through patient assessment. Treatment choices based on the findings of the patient assessment are introduced. Instruction includes the use of a variety of pieces of equipment and emergency medical care techniques. Students are given an opportunity to handle and practice application of oxygen delivery devices, splinting and immobilization materials, methods of controlling bleeding, selected assisted medication administration, and the semi-automatic external defibrillator. Safe movement and transportation of patients is also practiced. Upon completion of this course, the student has the opportunity to obtain certification as a Nationally Registered Emergency Medical Technician - Basic.

CREDIT HOURS: 5

PREREQUISITES: BIOL 210

Paramedic Level EMHS Courses

SUMMER COURSES

EMERGENCY HEALTH SCIENCE (EMHS) 104 - *Advanced Paramedic Skills*

This course is designed to introduce the paramedic student to the advanced skills necessary to treat life-threatening medical and traumatic emergencies. Skills learned at the basic level are used as a foundation to build upon for this course. Students are instructed in patient assessment, advanced airway management, medication administration, and circulatory management including intravenous and intraosseous initiation. The cardiac skills of ECG monitoring, defibrillation, cardioversion, and non-invasive external cardiac pacing are presented. This course will include both lecture and laboratory sessions.

CREDIT HOURS: 2

PREREQUISITES: All General Studies Courses in EHS Curriculum, EMHS 101

COREQUISITES: EMHS 108, EMHS 110

EMERGENCY HEALTH SCIENCE (EMHS) 108 - *Introduction to Advanced Emergency Care*

This lecture course is designed to introduce the practice of an Emergency Medical Technician - Paramedic. Students are instructed in the roles responsibilities, operations equipment, and medical/legal considerations of a paramedic. An overview

of the human systems are presented to prepare the student for further coursework while emphasizing the use of proper medical terminology. A history of the Emergency Medical Service profession is also presented in this course.

CREDIT HOURS: 2

PREREQUISITES: All General Studies Courses in EHS Curriculum, EMHS 101

COREQUISITES: EMHS 104, EMHS 110

EMERGENCY HEALTH SCIENCE (EMHS) 110 - *Emergency Pharmacology*

This lecture course will provide the paramedic student with a study of pharmacological interventions utilized by emergency medical services. General pharmacology, routes of administration, actions, indications, contraindications, side effects, and dosages of commonly used emergency drugs are presented. The physiological impact of these drugs on the whole organ system is emphasized.

CREDIT HOURS: 3

PREREQUISITES: All General Studies Courses in EHS Curriculum, EMHS 101

COREQUISITES: EMHS 104, EMHS 108

FALL COURSES

EMERGENCY HEALTH SCIENCE (EMHS) 200 - *Cardiac-Pulmonary Emergencies*

This lecture and laboratory course presents the pathophysiology, assessment, and current treatment modalities for the pre-hospital cardiac respiratory patient. The lecture emphasizes recognition and etiology of life-threatening cardio-pulmonary emergencies. The laboratory segment will present the skills of assessment, treatment, and pharmacological interventions for which the student must show proficiency in prior to performing them in the clinical setting.

CREDIT HOURS: 4

PREREQUISITES: Summer semester EMHS courses

COREQUISITES: EMHS 202, EMHS 204, EMHS 206, EMHS 208

EMERGENCY HEALTH SCIENCE (EMHS) 202 - *Care of Trauma Patients*

This lecture and laboratory course presents the pathophysiology, assessment, and current treatment modalities for the pre-hospital patient with traumatic injuries. Discussions include the kinematics of trauma, burn management, and multisystems trauma. Emphasis is placed on the advanced skills of triage, injury prioritization, and fluid resuscitation. The basic skills of trauma care is also reviewed.

CREDIT HOURS: 4

PREREQUISITES: Summer semester EMHS courses

COREQUISITES: EMHS 200, EMHS 204, EMHS 206, EMHS 208

EMERGENCY HEALTH SCIENCE (EMHS) 204 - *Medical Emergencies*

This lecture and laboratory course presents the pathophysiology, assessment, and current treatment modalities for the pre-hospital medical emergency patient. The lecture emphasizes the physiological changes that occur with the most common medical emergencies. Medical situations related to drug abuse and overdose, diabetes, cerebral vascular accident, anaphylaxis, poisoning, acute abdomen, infectious disease, epilepsy and other nervous system disorders are studied. A special section dealing with behavioral emergencies and crisis intervention will be covered.

The laboratory segment presents the assessment, treatment, and pharmacological interventions, which the student must show proficiency in prior to performing them in the clinical setting.

CREDIT HOURS: 4

PREREQUISITES: Summer semester EMHS courses

COREQUISITES: EMHS 200, EMHS 202, EMHS 206, EMHS 208

EMERGENCY HEALTH SCIENCE (EMHS) 206 - *OB/Pediatric Emergencies*

This lecture and laboratory course presents the obstetrical, gynecological, and pediatric emergency patient in the pre-hospital setting. Evaluation of obstetrical/gynecological disorders are reviewed. The management of the expectant mother, complications of labor, and normal/abnormal delivery are discussed. Pediatric medical and traumatic emergencies are presented in addition to considerations concerning sexual assault and child abuse.

CREDIT HOURS: 2

PREREQUISITES: Summer semester EMHS courses

COREQUISITES: EMHS 200, EMHS 202, EMHS 204, EMHS 208

EMERGENCY HEALTH SCIENCE (EMHS) 208 - *Advanced Clinicals*

A clinical practicum at approved hospital departments designed to provide the student with patient care experience. This course will provide the student with opportunities to apply advanced skills under precepted conditions to patients of various ages. Departments include but are not limited to: emergency department, intensive care, labor and delivery, pediatrics, psychiatry, and anesthesia.

CREDIT HOURS: 3

PREREQUISITES: Summer semester EMHS courses

COREQUISITES: EMHS 200, EMHS 202, EMHS 204, EMHS 206

SPRING COURSES

EMERGENCY HEALTH SCIENCE (EMHS) 210 - *Patient Care Internship*

A field internship with approved local paramedic level ambulance services designed to provide the student with pre-hospital patient care experience. Field internship begins following successful completion of Fall semester coursework and all hospital clinical experience.

CREDIT HOURS: 8

PREREQUISITES: Fall semester EMHS courses

COREQUISITES: EMHS 219, EMHS 220

EMERGENCY HEALTH SCIENCE (EMHS) 216 - *Paramedic Transition*

This course is designed to be an independent self-study course for those students with current National Registry Emergency Medical Technician - Paramedic certification. The EHS Program Director determines research content after assessment and interview with the student. Upon successful completion of this course, the student may receive credit for Summer and Fall EMHS courses.

CREDIT HOURS: 1

PREREQUISITES: All EMHS required General Studies courses

COREQUISITES: EMHS 212, EMHS 219, EMHS 220

EMERGENCY HEALTH SCIENCE (EMHS) 219 - *EMS Operations*

This lecture course introduces the paramedic student to concepts related to the daily operations of EMS systems. Principles and methods used in the supervision of personnel within EMS systems are presented. Budgeting and financial skills necessary to manage emergency health systems are discussed. Case studies, group assignments, and research papers are utilized in addition to lecture content.

CREDIT HOURS: 3

PREREQUISITES: Fall semester EMHS courses

COREQUISITES: EMHS 210, EMHS 212, EMHS 220

EMERGENCY HEALTH SCIENCE (EMHS) 220 - *Paramedic Special Skills*

This lecture and laboratory course serves as the forum for which special skills associated with EMS can be presented. The course will serve as a comprehensive review of the didactic material and clinical skills introduced during the paramedic program in order to prepare the student for certification testing. Non-traditional skills as well as special considerations in pre-hospital care are presented through

discussions and research papers. The scope-of-practice of the EMT-Paramedic is revisited and possible future changes discussed.

CREDIT HOURS: 4

PREREQUISITES: Fall semester EMHS courses

COREQUISITES: EMHS 210, EMHS 212, EMHS 219

PHYSICAL THERAPIST ASSISTING — Associate of Science Degree

PHYSICAL THERAPIST ASSISTING (PTAP) 100 — *Introduction to Patient Care*

This course introduces basic information regarding the health care system in general and the profession of physical therapy, in order to explore physical therapist assisting as a career choice. Emphasis is placed on the provision of physical therapy services, the history and scope of the practice of the physical therapist and the physical therapist assistant, factors influencing the delivery of service, relationships and communication with patients and other health care providers, professional behaviors and legal and ethical issues related to health care. Guest lecturers and panels will provide insight into health care from current practitioners. The student will gain an understanding of the professional responsibilities inherent in providing health care and learn basic concepts of developing provider relationships.

CREDIT HOURS: 1

PREREQUISITES: None.

SUMMER COURSES

PHYSICAL THERAPIST ASSISTING (PTAP) 200 — *Introduction to Health Care*

This course is designed to give the physical therapist assistant student fundamental understanding of the provision of health care. Emphasis is placed on provision of physical therapy services, scope of practice of the physical therapist assistant and the physical therapist, factors influencing the delivery of service, relationships and this clinical course offers the student an opportunity for an individualized concentrated nursing practicum in an area related to the student's special interest. The student in collaboration with the faculty and a clinical preceptor will develop a project designed to enhance professional nursing practice. The student is expected to synthesize knowledge from previous nursing experiences.

This course should be taken during the semester that the student intends to graduate.

CREDIT HOURS: 3

PREREQUISITES: Level III NURS courses; NURS 410, NURS 420, NURS 430 previous or concurrent enrollment or with permission of the Dean of Nursing.

PHYSICAL THERAPIST ASSISTING (PTAP) 211 - *Functional Anatomy and Kinesiology*

This course is designed to provide the potential physical therapist assistant student a fundamental understanding of the musculoskeletal system as it applies to movement. Emphasis is placed on muscles and muscle groups, their origins and insertions, innervations, movements, posture and gait. The student has the opportunity to learn characteristics and components of normal movement as a basis for understanding abnormal movement.

PREREQUISITES: BIOL 210

COREQUISITE: PTAP 213

CREDIT HOURS: 3

PHYSICAL THERAPIST ASSISTING (PTAP) 212 - *Clinical Science I*

This course is designed to give the physical therapist assistant student the opportunity to learn and practice fundamental assessments, patient care skills and procedures. Students are instructed in assessments, skills and procedures and they then perform them in the laboratory setting with student to student practice. Students must demonstrate competency in performing these skills, procedures and assessments in the laboratory setting prior to performing them in a clinical setting.

CREDIT HOURS: 2

PREREQUISITES: All General Studies Courses in PTA curriculum, PTAP 100

COREQUISITES: PTAP 200, PTAP 211, PTAP 213

PHYSICAL THERAPIST ASSISTING (PTAP) 213 - *Functional Anatomy and Kinesiology Lab*

This laboratory course is designed to coincide with the Functional Anatomy and Kinesiology lecture course. Course content follows the content presented in lecture and provides the student the opportunity to apply concepts of movement to the human anatomy through lab activities incorporating palpation, movement and problem solving. Students analyze movement in individual regions of the body and demonstrate comprehension through written and practical applications.

PREREQUISITES: BIOL 210

COREQUISITE: PTAP 211

CREDIT HOURS: 1

FALL COURSES

PHYSICAL THERAPIST ASSISTING (PTAP) 221 - *Clinical Science II*

This course is designed as a continuation of PTAP 212. Lecture and laboratory experiences are combined to instruct the student in assessment and treatment

procedures utilized in current physical therapy practices. Emphasis is placed on the treatment procedures involved in therapeutic massage, hydrotherapy, wound care, electrical modalities, edema control, orthotics, gait dysfunction, prosthetics and traction within the scope of practice of the physical therapist assistant. The student will incorporate assessments and treatment modalities learned in the previous courses, with those learned in this course, to demonstrate competency in the provision of total patient treatment. Laboratory experiences will provide the opportunity to experience and to practice these procedures. Competency in performance of the procedures will be determined by skill check-off and by practical demonstration in competency utilizing patient scenarios.

CREDIT HOURS: 3

PREREQUISITES: Summer PTAP courses.

COREQUISITES: PTAP 222, PTAP 224, PTAP 226, PTAP 228

PHYSICAL THERAPIST ASSISTING (PTAP) 222 - *Clinical Science III*

This therapeutic exercise course combined lecture and laboratory experiences to introduce the physical therapist assistant student to exercise as a treatment procedure. The student will learn about exercise from the cellular to the systemic effects. Emphasis is placed on various kinds of exercise, application of exercise technique and on special areas of therapeutic exercise. The student will practice range of motion exercise, stretching techniques, mobilization within the scope of the PTA practice, resistance, traction and aerobic exercise and pulmonary hygiene techniques. Assessments and procedures learned in previous classes will be utilized in combination with various exercise procedures in order to enhance rehabilitation and monitor subject response to the procedures.

CREDIT HOURS: 4

PREREQUISITES: Summer PTAP courses.

COREQUISITES: PTAP 220, PTAP 224, PTAP 226, PTAP 228

PHYSICAL THERAPIST ASSISTING (PTAP) 224 - *Neuromusculoskeletal Dysfunction*

This lecture course introduces the student to injuries, diseases and conditions that affect the neuromusculoskeletal system, and which are primary to the practice of physical therapy. A system approach to understanding the function of the human body and the effect of pathological entities on the system are presented. Emphasis is placed on the course and effect of the pathological condition; the signs and symptoms of the pathology; the general effect on human performance and function of the

patient; and, the physical therapy management of the condition and patient. The student is provided the opportunity to identify potential medical complications that effect physical therapy interventions and the patient's safe response to the intervention.

CREDIT HOURS: 3

PREREQUISITES: Summer PTAP courses.

COREQUISITES: PTAP 220, PTAP 222, PTAP 226, PTAP 228

PHYSICAL THERAPIST ASSISTING (PTAP) 225 - *Neurophysiology of Rehabilitation*

This course is designed to give the physical therapist assistant student a fundamental understanding of the nervous system and its association to movement and movement dysfunction. Neuroscience from the perspectives of anatomy and physiology is explored.

The student has the opportunity to learn the relationship of the nervous system to control of normal movement and movement dysfunction. Emphasis is placed on the use of correct terminology, neuromuscular function and rehabilitation of movement dysfunction.

CREDIT HOURS: 1

PREREQUISITES: PTAP 200, PTAP 211, PTAP 212, PTAP 213

PHYSICAL THERAPIST ASSISTING (PTAP) 226 - *Human Development*

This lecture course introduces the student to the development of cognition, speech and movement. The student has the opportunity to learn the relationship of the areas of the developmental process. Although focused on development from neonatal through early childhood, the student will be introduced to the changes that occur in aging throughout life. Emphasis is placed on the developmental sequence, developmental disabilities and adaptive equipment.

CREDIT HOURS: 1

PREREQUISITES: Summer PTAP courses.

COREQUISITES: PTAP 220, PTAP 222, PTAP 224, PTAP 228

PHYSICAL THERAPIST ASSISTING (PTAP) 228 - *Clinical Education I*

This course is designed to provide the opportunity for the student to apply previously learned assessments, procedures and skills to direct patient care under the supervision of a licensed practitioner of physical therapy. The student will participate in two different full time two week affiliations. Each student is assigned to a clinical instructor, who is primarily responsible for planning clinical experiences

reflective of course objectives and current practice, evaluation of student performance and providing immediate feedback to facilitate learning. The student will have the opportunity to master skills learned in the laboratory setting and integrate behaviors reflective of professional competency within the scope of practice of the physical therapist assistant.

CREDIT HOURS: 4

PREREQUISITES: Summer PTAP courses.

COREQUISITES: PTAP 220, PTAP 222, PTAP 224, PTAP 226

SPRING COURSES

PHYSICAL THERAPIST ASSISTING (PTAP) 231 - *Clinical Science IV*

This course is designed to provide a forum by which PTA students can integrate didactic and clinical experiences in the development of skills relative to the practice of physical therapy. The student will have the opportunity to prepare for entry-level employment in physical therapy, and will be introduced to issues and topics relative to the practice of physical therapy, which are considered post-graduate level skill development. These include topics in specialty areas of physical therapy practice, alternative therapeutic approaches to patient care, and advanced techniques in musculoskeletal and neuromuscular dysfunction. Projects and laboratory experiences provide the opportunity for the student to gain an introductory knowledge and application base upon which clinical skills are developed.

CREDIT HOURS: 2

PREREQUISITES: Fall PTAP courses.

COREQUISITES: PTAP 238

PHYSICAL THERAPIST ASSISTING (PTAP) 239 - *Clinical Education II*

This clinical education course involves assignment of the student to two different full time affiliations totaling eleven weeks. The student will have the opportunity to apply all treatment procedures, assessments and patient care skills necessary for entry level competency for the practice of physical therapist assisting. The longer assignments allow the student to follow patients through the course of therapy in order to observe changes in patient function in response to treatment. The student will have the opportunity to integrate knowledge and skills to master critical skills, analyze patient response to treatments, participate as a member of the health care team, participate in patient, family and staff teaching activities, and model professional behaviors. Upon completion of this course, the student will have demonstrated all critical skills necessary for entry level competency of a practitioner of physical therapist assisting.

CREDIT HOURS: 10

PREREQUISITES: Fall PTAP courses.

COREQUISITES: PTAP 230

Radiologic Technology — Associate of Science Degree
Level I

RADIOLOGIC TECHNOLOGY (RADT) 101 - *Introduction to Radiography*

An introduction to the principles and practices of radiology; historical and professional evolution, status of the health care delivery system, medicolegal and ethical considerations, medical communications, organization and operation of a radiology department, the imaging process and equipment, radiographic preparation and examinations, basic principles of radiation safety, and management techniques of the patient during radiologic procedures. Learning activities include demonstrations, video presentations and the use of computerized programs in patient care management in the learning resources center.

CREDIT HOURS: 3

COREQUISITES: ACSM 100, BIOL 210, MATH 112, RADT 111, RADT 141

RADIOLOGIC TECHNOLOGY (RADT) 111 - *Image Production I*

A study of radiation concepts with related practical application; x-ray properties, basic x-ray equipment, principles of x-ray production, x-ray interactions, prime factors of exposure, exposure calculations, image receptors and accessory devices, components of radiographic quality, technique charts, characteristics of film, intensifying screens, grids, filtration, beam restriction, technique manipulation, exposure control systems, and technical factors that influence and control image production and quality. Learning activities include: interactive video presentations, demonstrations with phantoms, experiments in the radiographic laboratories, and computerized programs in the principles of image production in the learning resources center.

CREDIT HOURS: 3

COREQUISITES: ACSM 100, MATH 112, RADT 101, RADT 141

RADIOLOGIC TECHNOLOGY (RADT) 141 - *Radiographic Practicum*

Supervised clinical experiences designed to provide students with a fundamental understanding of the actual practice of radiology. Instruction in positioning and basic imaging principles and considerations, terminology, anatomy and radiographic examination and evaluation of the upper extremity, shoulder girdle, lower extremity, pelvis and upper femora, bony thorax and thoracic viscera; emphasis on operation of equipment, performance of darkroom and office procedures, patient care management, communication skills, application of radiation protection precautions, and the general radiographic process. Learning activities include: demonstrations, interactive

video and slide presentations, film evaluation sessions, the use of computerized programs, models, skills practice with a phantom in the radiographic laboratories, and skills performance in the actual clinical setting.

CREDIT HOURS: 5

PREREQUISITES: Admission to the Rad Tech associate degree program; Current CPR-C certification

COREQUISITES: ACSM 100, BIOL 210, MATH 112, RADT 101, RADT 111

RADIOLOGIC TECHNOLOGY (RADT) 110 - *Radiographic Procedures*

A study of radiographic procedures with related positioning and anatomy. Emphasis on the vertebral column, abdomen, surgical, and trauma radiography, fluoroscopic and contrast media examinations. Cranial topography and morphology, radiography of the cranial, facial, nasal, and temporal bones, zygomatic arches, paranasal sinuses, orbits, optic foramen, mandible and temporomandibular joints with film evaluation and interpretation is also included. Learning activities include: demonstrations, interactive video presentations, the use of computerized programs, models, review of radiographs for anatomy, technical and positioning accuracy, and skills practice with a phantom in the radiographic laboratories.

CREDIT HOURS: 3 (2 lecture; 1 lab)

PREREQUISITES: ACSM 100, BIOL 100, MATH 112, RADT 101, RADT 111, RADT 141

COREQUISITES: BIOL 211, ENGL 101, RADT 112, RADT 142

RADIOLOGIC TECHNOLOGY (RADT) 112 - *Image Production II*

This course is a continuation of RADT 111. The technical factors and variables that affect the photographic and geometric quality of an image are analyzed. The course examines the methods of processing with related practical application; design and construction requirements for development and viewing areas; film holders, film handling and storage, latent image formation; automatic processor equipment, system components, cycles, chemistry, processor monitoring and preventative maintenance; quality assurance/control testing programs, silver recovery, sensitometry, artifacts, evaluation of image quality, exposure conversions. Learning exercises include experiments in the radiographic laboratories and sensitometric measurements and processor monitoring involving the use of the radiographic darkroom equipment. The use of computerized programs and interactive video available in the learning resources center are integrated into the course.

CREDIT HOURS: 3

PREREQUISITES: ACSM 100, BIOL 210, MATH 112. RADT 101, RADT 111, RADT 141

COREQUISITES: BIOL 211, ENGL 101, RADT 110, RADT 142

RADIOLOGIC TECHNOLOGY (RADT) 142 - *Radiographic Practicum*

Supervised clinical performance of basic skills with more emphasis on preparation of the patient, room, and equipment for fluoroscopic, mobile, surgical, emergency/trauma and general radiographic procedures, including film evaluation. Continued development and application of clinical competencies. Learning activities include: demonstrations, film evaluation sessions, skills practice with a phantom in the radiographic laboratories, and skills performance in the actual clinical setting.

CREDIT HOURS: 6

PREREQUISITES: ACSM 100, BIOL 210, MATH 112, RADT 101, RADT 111, RADT 141 and current CPR-C Certification

COREQUISITES: BIOL 211, ENGL 101, RADT 110, RADT 112

RADIOLOGIC TECHNOLOGY (RADT) 123 - *Radiation Protection & Radiobiology*

A study of radiation protection safety practices and radiobiology; Emphasis on units of measurement, radiation quantities and units, detection devices, cellular components, radiation effects, dose limits and calculations, protective measures, equipment and shielding design; federal and state regulations governing radiation protection. Learning activities include the use of interactive video and computerized programs available in the learning resources center.

CREDIT HOURS: 2

PREREQUISITES: LEVEL I Semesters I and II Radiologic Technology courses

COREQUISITES: PHSC 100, RADT 143.

RADIOLOGIC TECHNOLOGY (RADT) 143 - *Radiographic Practicum*

Continued development and application of clinical competencies with emphasis on precautions in patient care and performance of general radiographic procedures, emergency/trauma, mobile, surgical, fluoroscopic and contrast media procedures, and corresponding film evaluation. Learning activities include: demonstrations, film evaluation sessions, skills practice with a phantom in the radiographic laboratories, and skills performance in the actual clinical setting.

CREDIT HOURS: 3

PREREQUISITES: LEVEL I Semester I and II Radiologic Technology courses and current CPR-C Certification

COREQUISITES: PHSC 100, RADT 123

Level II

RADIOLOGIC TECHNOLOGY (RADT) 214 - *Special Imaging Technology*

A study of the fundamental principles of special imaging techniques and equipment with emphasis on radiographic equipment and accessory devices, x-ray circuitry and rectification, image intensified fluoroscopy, body section radiography, macroradiography, mammographic equipment, exposure control systems and devices, stereoscopy digital imaging, thermography, cine, mobile equipment, duplication, evaluation of radiographic equipment; uses of the computer in the radiology department. Introduction to specialized imaging and therapeutic equipment including MRI, CT, US, PET, radiation therapy and nuclear medicine technologies. Learning activities include: library assignments, videos, computerized programs available in the learning resources center, and individual research projects. Application of computer technology as it relates to radiology information systems are available in the radiology department.

CREDIT HOURS: 3

PREREQUISITES: LEVEL I Radiologic Technology courses.

COREQUISITES: PSYC 100, RADT 220, RADT 241

RADIOLOGIC TECHNOLOGY (RADT) 220 - *Advanced Radiographic Procedures*

An examination of radiographic anatomy, advanced positioning and patient care methods with related imaging equipment. Emphasis on basic pharmacology, venipuncture, advanced contrast media examinations, pelvimetry, mammography, computed tomography, scanograms, pediatric radiography, foreign body localization, advanced imaging studies of all body systems, including cross-sectional anatomy presentations. Learning activities include: demonstrations, interactive video presentations, the use of computerized programs, models, review of radiographs for anatomy positioning and technical accuracy, review of cross-sectional images, and skills practice with a phantom in the radiographic laboratories.

CREDIT HOURS: 3

PREREQUISITES: LEVEL I Radiologic Technology courses.

COREQUISITES: PSYC 100, RADT 214, RADT 241

RADIOLOGIC TECHNOLOGY (RADT) 241 - *Radiographic Practicum*

Continued participation and application of general radiographic procedures, emergency/trauma, mobile, surgical, fluoroscopic procedures, contrast media

administration and examinations, angiography, patient care procedures, film evaluation, and quality control testing; introduction to CT, and MRI. Learning activities include: demonstrations, film evaluation sessions, equipment monitoring, skills practice with a phantom in the radiographic laboratories, and skills performance in the actual clinical setting with emphasis on special imaging modalities.

CREDIT HOURS: 6

PREREQUISITES: LEVEL I Radiologic Technology courses and current CPR-C Certification

COREQUISITES: PSYC 100, RADT 214, RADT 220

RADIOLOGIC TECHNOLOGY (RADT) 230 - *Radiographic Pathology*

A study of medical disease processes and their radiographic manifestations. Emphasis on radiographic anatomy, physiology, pathology, and evaluation of radiographic quality with related exposure considerations. Classroom activities will include: slide presentations, interactive video presentations, review of radiographs for pathological conditions, library assignments, and individual case study projects.

CREDIT HOURS: 2

PREREQUISITES: LEVEL II Semester III Radiologic Technology courses.

COREQUISITES: HUMN elective, RADT 232, RADT 242

RADIOLOGIC TECHNOLOGY (RADT) 232 - *Senior Seminar*

Seminars of topics related to the practice of radiologic technology including written and oral presentations; a review of materials in preparation for the American Registry of Radiologic Technologists Examination. Learning activities will include library assignments, individual projects, the use of computerized programs, videos and laboratory experiments.

CREDIT HOURS: 2

PREREQUISITES: LEVEL II Semester III Radiologic Technology courses.

COREQUISITES: HUMN elective, RADT 230, RADT 242

RADIOLOGIC TECHNOLOGY (RADT) 242 - *Radiographic Practicum*

Advanced integration and application of all clinical skills including production of radiographs of optimal diagnostic quality. Clinical experiences are provided to enable students to manage patients and perform radiographic procedures with proficiency

and using independent judgment. Clinical competencies related to patient preparation and management, room preparation, equipment operation, radiation safety practices, effective communication, performance of radiologic procedures utilizing appropriate supplies and accessory devices, image production, positioning, overall analysis of image quality and structures demonstrated. Elective rotations will be provided in radiation oncology, nuclear medicine, and ultrasound.

CREDIT HOURS: 8

PREREQUISITES: LEVEL II Semester III Radiologic Technology courses and current CPR-C Certification

COREQUISITES: HUMN elective, RADT 230, RADT 232

RADIOLOGIC TECHNOLOGY (RADT) 345 - *Principles of Mammography*

The purpose of this course will prepare the student to enter the advanced practice of mammography. This course consists of didactic and clinical experiences necessary to expose the technologist to the actual practice of screening mammography. This course is not applicable to any of the degree or certificate programs at OLOL College. The study of the fundamentals of mammography. The course will include mammographic imaging of the breast (including the augmented breast), positioning, breast anatomy, breast physiology, pathology, mammographic education/care, instrumentation, techniques, and laboratory/clinical demonstrations. It includes a clinical component in which participants will become skilled in screening mammography. This course will be taught in a condensed format utilizing evenings and weekends. This provides the opportunity for those students who are employed to enroll in this course. The learning activities are designed to enable students to meet course objectives. Learning activities include: demonstrations; the use of computerized programs; review of mammograms for anatomical, positioning, pathological, and technical considerations; skills practice with a phantom in the mammographic laboratory; skills practice in actual clinical setting; and independent study assignment.

This class meets Mammography Quality Standards Act for the FDA.

CREDIT HOURS: 3 - not for degree credit

PREREQUISITES: Must be a registered technologist, registry eligible technologist, or enrolled in the last semester of a radiologic technology program.

Respiratory Therapy - Associate of Science Degree

RESPIRATORY THERAPY (RESP) 207 - *Cardiopulmonary Pharmacology*

An introductory course which focuses on the pharmacologic modes of action, indications, routes of administration and excretion, side effects, hazards and drug interactions for agents used in the management of patients with cardiopulmonary disease.

CREDIT HOURS: 3

PREREQUISITES: None

RESPIRATORY THERAPY (RESP) 210 - *Respiratory Therapy Fundamentals*

This is a lecture/laboratory course that encompasses the basic principles of Respiratory Care. Topics include patient assessment, infection control, respiratory pharmacology, as well as, the theory and application of various types of equipment that are used in the diagnosis and treatment of cardiopulmonary disease. This course also introduces an analytical approach to determining appropriate treatment strategies with oxygen therapy, and teaches the accompanying techniques associated with patient care. The course also includes the theory and application principles behind new and upcoming therapy devices and compares them to practices currently employed in the clinical setting. The laboratory portion offers hands-on practice of therapies and equipment discussed in the lecture portion of the course to prepare the student for clinical rotation.

Topics Addressed: Gas physics / associated equipment; Infection control; Industrial oxygen production and storage; Oxygen delivering devices; Patient assessment; Oxygen therapy; Respiratory pharmacology; Therapeutic equipment; Charting protocols; Cardiopulmonary resuscitation; Artificial airways; Airway management.

CREDIT HOURS: 5

LECTURE/LAB: Lecture = 3 hours (56 contact hours); Laboratory = 2 hours (28 contact hours)

PREREQUISITES: MATH 112, BIOL 210, PHYS 121

RESPIRATORY THERAPY (RESP) 211 - *Clinical Applications and Procedures I*

Introductory course designed to provide clinical instruction in respiratory care procedures. Emphasis is placed on routine patient care, including such modalities as patient assessment, medical gas therapy, use of aerosol, humidity devices, bronchial hygiene, and chest physical therapy.

CREDIT HOURS: 4

CLINIC: Clinic = 4 hours (192 contact hours)

PREREQUISITES: RESP 210

RESPIRATORY THERAPY (RESP) 212 - *Cardiopulmonary Physiology*

This lecture series addresses the physiology of the cardiovascular and pulmonary systems. The course is designed to demonstrate the application of cardiopulmonary physiological principles in practice of medicine. Discussions focus on the regulation and maintenance of cardiopulmonary function under normal conditions. The course also provides an introduction to the integrative control of the cardiopulmonary function. Topics Address: Mechanics of breathing; Alveolar ventilation; Pulmonary blood flow; Ventilation / perfusion; Diffusion and transport of gases; Acid-Base balance; Control of breathing; Clinical correlation to pulmonary function testing; Congestive heart failure; Electrophysiology of the heart; Cardiac cycle; Hemodynamics; Clinical correlation to cardiopulmonary profiles; Peripheral circulation and vascular control; Special circulations; Integrative control of the cardiovascular system; Clinical correlation to the cardiopulmonary response to stress.

CREDIT HOURS: 3

LECTURE/LAB: Lecture = 3 hours (45 contact hours)

PREREQUISITES: MATH 112, BIOL 210, PHYS 121

RESPIRATORY THERAPY (RESP) 213 - *Professional Directions*

This course is designed to introduce students to current topics facing allied health practitioners involved in the practice of respiratory therapy. The course will include modules on professionalism, problem-based learning, critical thinking, as well as, ethical and legal issues related to the practice of respiratory therapy.

Topics Addressed: Professionalism; Accreditation, national registries, and state licensure; Introduction to problem based learning and critical thinking; Overview of ethics and legal aspects of health care; Information technology and its application in health care.

CREDIT HOURS: 1

LECTURE/LAB: Lecture = 1 hours (15 contact hours)

RESPIRATORY THERAPY (RESP) 220 - *Critical Care Concepts I*

This lecture series introduces students to the clinical application of respiratory care in critically ill patients. It incorporates the theories and protocols learned in Respiratory Therapy Fundamentals and develops critical care skills, which emphasize ventilatory support modalities, hemodynamic monitoring, metabolic monitoring and patient management techniques.

Topics Addressed: Artificial blood gas procurement and analysis; X-ray interpretation; Hemodynamics; Ventilation and Oxygenation strategies; Ventilator terminology; Ventilator modalities; Introduction to critical care.

CREDIT HOURS: 2

LECTURE/LAB: Lecture = 2 hours (30 contact hours)

PREREQUISITES: RESP 210, RESP 212

RESPIRATORY THERAPY (RESP) 221 - *Clinical Applications and Procedures II*

This course is designed to introduce students to essential concepts related to critical care medicine. Emphasis is placed on monitoring techniques, patient weaning and ventilatory support systems.

CREDIT HOURS: 5

CLINIC: Clinic = 5 hours (240 contact hours)

PREREQUISITES: RESP 211

RESPIRATORY THERAPY (RESP) 222 - *Cardiopulmonary Pathophysiology*

This course provides a review of the most common diseases that affect the cardiovascular and pulmonary systems. It includes discussions on clinical diagnostic techniques and treatment approaches commonly used in the management of patients with cardiopulmonary disease. The course also utilizes case studies in a problem-based learning format to teach students critical thinking skills that are required to successfully treat patients with diseases of the heart and lungs.

Topics Addressed: Medical history and physical examination; Pulmonary function testing; Cardiopulmonary profiles; Clinical Laboratory Assessment; Chest Roentgenology; Case Management of patient with respiratory disease; Chronic Bronchitis and Emphysema; Asthma; Sleep Apnea; Cystic Fibrosis; Pneumonia; Acquired Immuno-deficiency Syndrome; Tuberculosis; Pulmonary Embolism and Infarction; Case Studies - Infectious Diseases; Diseases of the Pleura and Chest Wall; Neurological Disorders; Pneumoconiosis and COPD; Smoke and Thermal Injuries; ARDS.

CREDIT HOURS: 2

LECTURE/LAB: Lecture = 2 hours (30 contact hours)

PREREQUISITES: RESP 210, RESP 212

RESPIRATORY THERAPY (RESP) 230 - *Critical Care Concepts II*

A continuation of Critical Care Concepts I with furthered emphasis on adult critical care ventilatory support modalities. Coursework covers intermediate and advanced pulmonary care strategies. It encompasses patient management through a problem-based learning format. It also incorporates new advances in critical care procedures and a broadened approach to patient care beyond primary pulmonary diseases.

Topics Addressed: Patient assessment; Pulmonary inspection; Breathing patterns; Endotracheal Intubation; Bedside diagnostics; Breathing techniques; Mechanical Ventilation; Critical care protocols and procedures.

CREDIT HOURS: 2

LECTURE/LAB: Lecture = 2 hours (45 contact hours)

PREREQUISITES: RESP 220

RESPIRATORY THERAPY (RESP) 231 - *Clinical Applications and Procedures III*

Students are provided clinical instruction in advanced respiratory care procedures. Emphasis is placed on therapeutic strategies that are used in adult and neonatal critical care. Students also actively participate in experiences in cardiopulmonary rehabilitation and long term care of patients with cardiopulmonary disease.

CREDIT HOURS: 5

CLINIC: Clinic = 5 hours (240 contact hours)

PREREQUISITES: RESP 221

RESPIRATORY THERAPY (RESP) 232 - *Neonatology and Pediatrics*

Lecture series encompassing the therapeutic approach to treatment of neonates and pediatric patients. Addresses the unique characteristics of both the cardiovascular and pulmonary systems for patients from birth to age twelve. Discusses the parameters of disease states specific to this age group, including diagnostic and management differences. Teaches the physiological changes during gestation in relation to pulmonary management at premature birth and into recovery, as well as acute resuscitation protocols. Mechanical ventilation modalities traditional to adult care are applied to this age group, and new modalities are discussed. Topics Addressed: Patient assessment; Pediatric neuromuscular disease; Asthma / Bronchiolitis; Epiglottitis / Croup / Foreign object aspiration; Cystic Fibrosis; Sleep Apnea / Pneumonia / Drowning; Pulmonary development; Cardiovascular development; Transition of newborns; Prenatal history and patient assessment of the neonate; Asphyxia; Resuscitation; Cardiovascular Defects: Acyanotic and Cyanotic; Respiratory Defects; Respiratory Distress Syndrome; Transient tachypnea of the newborn; B Streptococcal infections; Meconium aspiration syndrome; Patent Ductus Arteriosus; Apnea of prematurity; Convent

CREDIT HOURS: 2

LECTURE/LAB: Lecture = 2 hours (30 contact hours)

PREREQUISITES: RESP 210, RESP 212, RESP 220

RESPIRATORY THERAPY (RESP) 233 - *Cardiopulmonary Rehabilitation and Long Term Care*

This course is designed to introduce students to the care of chronically ill patients. Discussions will focus on the delivery of respiratory care services for hospital-based cardiopulmonary rehabilitation programs, extended care facilities, and home care. Topics include clinical exercise testing, exercise prescriptions, and clinical practice guidelines for management of patients who require long term respiratory care (e.g., oxygen therapy, bronchodilatory therapy, mechanical ventilation, etc.). Topics Addressed: Clinical exercise testing; Exercise prescriptions; Case

Management of patient with chronic respiratory disease; Respiratory care procedures used in alternate care settings.

CREDIT HOURS: 3

LECTURE/LAB: Lecture = 3 hours (45 contact hours)

RESPIRATORY THERAPY (RESP) 234 - *Pulmonary Diagnostic Testing*

This course covers basic instrumentation and diagnostic techniques employed in the assessment of pulmonary functions. It includes interpretive analysis of test results as related to disease states and other abnormal lung conditions and provides information regarding the appropriate strategy for proper patient testing. Students are expected to apply their understanding of pulmonary physiology to the selection of appropriate testing techniques and equipment. Topics Addressed: Lung Volumes and Capacities; Diagnostic Equipment; Ventilation and Ventilatory Control Tests; Lung Volume test; Spirometry and Pulmonary Mechanics; Gas Distribution and Diffusion Tests; Critical Care Monitoring; Quality Assurance; Collection and evaluation of Clinical History and Case Studies; Sleep Studies; Bronchoscopy; Metabolic Measurements; PFT in Children and Adolescents; Computer Systems.

RESPIRATORY THERAPY (RESP) 235 - *Cardiopulmonary Resuscitation and Advanced Cardiac Life Support*

This course is designed to review the most current American Heart Association (AHA) standards for basic life support and advanced cardiac life support. Special emphasis is devoted to the recording and interpretation of electrocardiograms, pharmacologic interventions used in the treatment of cardiac emergencies, and airway management techniques used during cardiopulmonary resuscitation. Students must successfully complete an AHA approved Advanced Cardiac Life Support course.

CREDIT HOURS: 1

LECTURE/LAB: Lecture = 1 hour (15 contact hours)

RESPIRATORY THERAPY (RESP) 235 - *Cardiopulmonary Resuscitation and Advanced Cardiac Life Support*

This course is designed to review the most current American Heart Association (AHA) standards for basic life support and advanced cardiac life support. Special emphasis is devoted to the recording and interpretation of electrocardiograms, pharmacologic interventions used in the treatment of cardiac emergencies, and airway management techniques used during cardiopulmonary resuscitation. Students must successfully complete an AHA approved Advanced Cardiac Life Support course.

CREDIT HOURS: 1

LECTURE/LAB: Lecture = 1 hour (15 contact hours)

Surgical Technology — Associate Degree

SURGICAL TECHNOLOGY (SURT) 110 - *Fundamentals of Surgical Technology*

This course introduces the surgical technology student to the basic principles and practices of surgical technology; historical and professional evolution, basic principles of asepsis and aseptic technique, the role of the surgical technologist, legal and ethical considerations, and equipment and physical features of the operating room. The physical, psychological, and spiritual needs of the patient are discussed. Learning activities include: demonstration, simulations, video presentations and guest speakers from the professional community.

CREDIT HOURS: 6

COREQUISITES: ACSM 100, BIOL 210, BIOL 212, ENGL 101

SURGICAL TECHNOLOGY (SURT) 111 - *Fundamentals of Surgical Technology Skills Lab*

Instruction takes place in a well-equipped skills lab (mock OR). Emphasis is on instrument identification, classification, and use; sterile technique; case sequence - laying out and opening of supplies; skin preparation; surgical scrubbing, gowning, gloving and draping; minor and basic set-ups with count procedures; and post case activities.

CREDIT HOURS: 1

COREQUISITES: SURT 110

SURGICAL TECHNOLOGY (SURT) 120 - *Surgical Procedures I*

Emphasis is placed on basic surgical procedures and related pathology, necessary instrumentation, possible complications, equipment and supplies. Specific areas of content include: pediatric, plastic, oral, general, gastrointestinal, OB/GYN, peripheral and cardiovascular, thoracic, and genitourinary.

CREDIT HOURS: 6

PREPREDISITES: SURT 110

COREQUISITES: BIOL 100, MATH 112, BIOL 211, BIOL 213

SURGICAL TECHNOLOGY (SURT) 121 - *SKILLS LAB I*

In this lab, students will continue to practice the skills acquired in SURT 111. The focus is on intraoperative activities such as establishing the sterile field at the OR table, passing instruments, loading suture, and dressing application. Students will practice taking vital signs and urinary catheter insertion.

CREDIT HOURS: 1

PREREQUISITES: SURT 110, SURT 111

COREQUISITES: SURT 120

SURGICAL TECHNOLOGY (SURT) 135 - *Surgical Procedures II*

Comprehensive course focusing on EENT, neurological, and orthopedic surgical procedures with related instrumentation, supplies and equipment.

CREDIT HOURS: 3

PREREQUISITES: SURT 110, SURT 111, SURT 120 SURT 121

COREQUISITES: BIOL 280, BIOL 281

SURGICAL TECHNOLOGY (SURT) 136 - *Skills Lab II*

This lab provides for continued practice of skills from the previous lab course. Intensive focus is on the basic set-up and interoperative competencies. Clinical observation is scheduled for each student and required written assignments are evaluated.

CREDIT HOURS: 1

PREREQUISITES: SURT 110, SURT 111, SURT 120, SURT 121

COREQUISITES: SURT 135

SURGICAL TECHNOLOGY (SURT) 215 - *Surgical Procedures Practicum I*

The student will rotate through the operating rooms at the OLOLRMC, the BRGMC Bluebonnet, and the Woman's Hospital, using and refining the knowledge and skills learned in the 100 level courses. All students during this course must complete clinical summaries for each surgical procedure and must attend a weekly class.

CREDIT HOURS: 7

PREREQUISITES: SURT 110, SURT 111, SURT 120, SURT 121, SURT 135, SURT 136

COREQUISITES: PSYC 100, PHIL 270/272

SURGICAL TECHNOLOGY (SURT) 225 - *Surgical Procedures Practicum II*

The student will rotate through Health South Surgery Center, in addition to the facilities listed in SURT 215. Out of town clinical sites may be offered. The student will continue to utilize and refine the knowledge and skills learned in the 100 level courses. All students during this course must complete clinical summaries for each surgical procedure and must attend a weekly class.

CREDIT HOURS: 9

PREREQUISITES: SURT 110, SURT 111, SURT 120, SURT 121, SURT 135, SURT 136, SURT 215

COREQUISITES: SPCH 100

SURGICAL TECHNOLOGY (SURT) 240 - *Professional Portfolio Self Study Course*

The self-study program is designed only for previous Our Lady of the Lake College students who have completed the Surgical technology Certificate Program at this College. This will capture and document, in a portfolio format, all of the prospective candidate's professional, technical and work related experience since certificate completion and provide comprehensive documentation for assessment and evaluation of the candidate's abilities and aptitudes within the professional field of the Surgical Technologist. This course will be a self-study with periodic sessions with the Surgical Technology Faculty to assure focus, provide guidance and evaluate progress.

Nursing — Associate of Science Degree Level I

Nursing (NURS) 100 - *Pharmacology in Nursing*

This course focuses on basic principles of pharmacology, drug regulations, major drug classifications, and the registered nurse's role in medication administration. Emphasis is placed on nursing implications of drug therapy, including legal/ethical, psychosocial, developmental, spiritual, and cultural considerations. Students utilize math skills to calculate drug dosages.

CREDIT HOURS: 3 (45 contact hours)

PREREQUISITES: ACSM 100, ENGL 101, MATH 112, BIOL 210, PSYC 100,
CHEM 100

COREQUISITES: BIOL 211, BIOL 235, NURS 101, NURS 103

Nursing (NURS) 101 - *Foundations of Nursing*

This course provides the student with foundational knowledge and skills essential to the practice of nursing. Concepts related to nursing as a profession, professional ethics, standards of care, nursing roles, communication, cultural sensitivity, holistic care, nursing process, critical thinking, teaching-learning process, and community are presented. Developmental concepts are discussed with a focus on the elderly adult and the normal process of aging. Students perform basic psychomotor skills in a laboratory setting.

CREDIT HOURS: 3

PREREQUISITES: ACSM 100, ENGL 101, MATH 112, BIOL 210, PSYC 100,
CHEM 100

COREQUISITES: BIOL 211, BIOL 235, NURS 100, NURS 103

LECTURE HOURS: 2 (30 contact hours)

LAB HOURS: 1 (45 contact hours)

Nursing (NURS) 103 - *Introduction to Adult Health*

This course introduces the concepts and techniques of interviewing, history taking, review of systems, and physical assessment. Emphasis is placed on the assessment skills necessary to determine the holistic health care needs of the adult client. The course also provides the student with fundamental knowledge of pathophysiological stressors commonly encountered by adults. Enables the beginning student to apply communication skills, cultural sensitivity, nursing process, critical thinking skills, teaching, and psychomotor skills and in acute care and community based settings.

CREDIT HOURS: 4

LECTURE HOURS: 2 (30 contact hours)

LAB HOURS: 2 (90 contact hours)

PREREQUISITES: ACSM 100, ENGL 101, MATH 112, BIOL 210, PSYC 100, CHEM 100

COREQUISITES: BIOL 211, BIOL 235, NURS 100, NURS 101

Nursing (NURS) 105 - *Adult Health Nursing I*

This course focuses on the role of the nurse in promoting, maintaining, and restoring health for adults with commonly occurring health problems. Students use the nursing process to formulate care plans/maps for individuals experiencing surgery and nutritional, respiratory, cardiovascular, elimination, and endocrine problems. Includes opportunities to continue to develop communication skills, cultural sensitivity, nursing process, critical thinking skills, teaching skills, and psychomotor skills consistent with the role of care provider in acute and community based settings. Students develop beginning collaborative skills with individuals, families, peers, and health care providers in the delivery of nursing care.

Credit Hours: 5

Lecture Hours: 3 (45 contact hours)

Lab Hours: 2 (90 contact hours)

Prerequisites: Semester 2 Nursing courses

Corequisites: PSYC 230, BIOL 280

Nursing (NURS) 107 - *Mental Health Nursing*

This course focuses on concepts basic to psychiatric-mental health nursing including neurobiology, therapeutic communication, cultural diversity, spirituality, family dynamics, loss and grieving, stress and coping, crisis intervention, violence, abuse, psychiatric disorders, and community resources. Mental health issues across

the life span are explored. The course introduces specialized assessment and communication skills necessary for the care of the individual experiencing situational and maturational stressors as well as mental illness. Clinical experiences provide the student with the opportunity to develop communication skills, cultural sensitivity, nursing process, critical thinking skills, teaching skills, and collaborative skills in acute in-patient, chemical dependency, outpatient, and adolescent units.

Credit Hours: 4

Lecture Hours: 2 (30 contact hours)

Lab Hours: 2 (90 contact hours)

Prerequisites: Semester 2 Nursing Courses

Corequisites: PSYC 230, BIOL 280

Nursing (NURS) 201 - *Adult Health Nursing II*

This course focuses on the role of the nurse in promoting, maintaining, and restoring health for adults with commonly occurring health problems. Students use the nursing process to formulate care plan/maps for individuals experiencing integumentary, musculoskeletal, neurological, sensory, oncological, and hematological problems. Clinical learning experiences in acute and community based settings enable the student to refine communication skills, cultural sensitivity, nursing process, critical thinking skills, teaching skills, psychomotor skills, and collaborative skills.

Credit Hours: 4

Lecture Hours: 2 (30 contact hours)

Lab Hours: 2 (90 contact hours)

Prerequisites: Semester 3 Nursing Courses

Corequisites: SOC 100

Nursing (NURS) 203 - *Care of Children and Families*

This course focuses on the physiological, developmental, psychosocial, cultural, and spiritual health care of the child within the family unit. The nursing process, concepts of family dynamics, legal-ethical principles, and community resources are used by the students to promote, maintain, and restore optimum functioning of the family unit. Emphasis is placed on age-related health risks and common childhood health problems. Clinical experiences provide the student with opportunities to refine communication skills, cultural sensitivity, nursing process, critical thinking skills, teaching skills, psychomotor skills, and collaborative skills in acute and community based settings.

Credit Hours: 4

Lecture Hours: 2 (30 contact hours)

Lab Hours: 2 (90 contact hours)

Prerequisites: Semester 3 Nursing Courses

Corequisites: SOC 100

Nursing (NURS) 205 - *Care of Women and Neonates*

This course explores the concepts and skills necessary for the nursing care of childbearing families and newborn infants. The childbirth process from conception to postpartum is discussed. The course focuses on the role of the nurse in promoting, maintaining, and restoring health for the childbearing family and newborns including both normal and high risk pregnancy. The course also includes topics related to women's health such as fertility and infertility, complications of menopause, sexually transmitted diseases, and female reproductive cancers. Clinical experiences provide the opportunity to refine communication skills, cultural sensitivity, nursing process, critical thinking skills, teaching skills, psychomotor skills, and collaborative skills.

Credit Hours: 4

Credit Hours: 2 (30 contact hours)

Lab Hours: 2 (90 contact hours)

Prerequisites: Semester 4 Nursing Courses

Corequisites: NURS 209

Nursing (NURS) 207 - *Adult Health Nursing II*

This course focuses on the role of the nurse in promoting, maintaining, and restoring health for adults experiencing complex respiratory, cardiovascular, neurological, and metabolic, and renal problems. The course fosters the integration of concepts and skills presented in previous courses. Clinical learning experiences allow the student to apply leadership and management principles to the care of individuals, families, and groups.

Credit Hours: 4

Lecture Hours: 2 (30 contact hours)

Lab Hours: 2 (90 contact hours)

Prerequisites: Semester 4 Nursing courses

Corequisites: NURS 209

Nursing (NURS) 209 - *Transition to Practice*

This course focuses on role transition from student nurse to graduate nurse. Emphasis is placed on historical and current issues in nursing and their effect on nursing practice.

The socioeconomic, sociocultural, and political forces influencing nursing practice are explored. The basic principles of leadership and management related to direct patient care are presented. Concepts essential for the beginning nurse such as accountability, professional values, legal-ethical issues, health care delivery systems, health policy, change process, conflict resolution, interdisciplinary collaboration, risk

management, quality improvement, and informational technology are discussed. The course reinforces the importance of professional organizations, professional development, and the use of research to guide nursing practice.

Credit Hours: 3

Lecture Hours: 3 (45 contact hours)

Prerequisites: Semester 4 Nursing courses

Corequisites: NURS 207

Nursing (NURS) 112 - *LPN - RN Transition Course*

By permission of the Director of Transition Programs

This course is designed to assist the LPN to transition into the ASN curriculum. The course focuses on validating skills and reinforcing knowledge for which advanced placement has been granted. The concepts of nursing process, physical assessment, role transition, professional values, and legal-ethical issues are addressed. Clinical experiences in acute care settings enable the student to apply theory to practice.

Credit Hours: 7

Lecture Hours: 5 (75 contact hours)

Lab Hours: 2 (90 contact hours)

Prerequisites: ENGL 101, MATH 112, BIOL 210, BIOL 211, BIOL 235, BIOL 280, CHEM 100, PSYC 100, PSYC 230

NURSING (NURS) 204 - *Nursing Care of Individuals and Groups*

This course focuses on nursing care of clients experiencing actual or potential health problems in response to alteration in human need fulfillment. Emphasis is on the interactive effects of multiple stressors on the biopsychosocial and spiritual needs of individuals and their families. Role development focuses on integration of all dimensions of the nursing role with emphasis on the manager of care and member of profession. Experiences are provided that enable the student to manage the care of small groups of clients with health problems and related nursing needs. Nursing diagnoses and nursing interventions are presented in relation to the functional health patterns of activity/exercise, nutritional-metabolic, sleep-rest, cognitive-perceptual, and value-belief.

CREDIT HOURS: 10

PREREQUISITES: LEVEL II Semester I Nursing courses.

COREQUISITES: HUMN elective.

THEORY: 75

CLINICAL: 225

NURSING (NURS) 310 - *Health Promotion*

The course emphasizes the nurse's role as a health advocate in assisting individuals, families and groups toward health promotion and well being. The focus will be on strategies of health teaching, the multiplicity of factors affecting health behaviors, current issues that impact health care and the assessment of resources available for health maintenance and disease prevention.

CREDIT HOURS: 3

PREREQUISITES: Level I and Level II Courses in the Associate of Science Degree in Nursing curriculum.

NURSING (NURS) 320 - *Pathophysiology: A Basis for Nursing Care*

Emphasis is on the physiological manifestations, which are the result of pathologic processes. Clinical situations are utilized to incorporate critical thinking, interpretation of data, indicated nursing care and expected patient outcomes. The course builds upon and expands previous nursing knowledge and that gained in anatomy, physiology, microbiology, and nutrition.

CREDITS HOURS: 3

PREREQUISITES: Level I and Level II Courses in the Associate of Science Degree in Nursing curriculum.

NURSING (NURS) 330 - *Health Assessment*

The course prepares the student to use assessment tools and techniques in determining the health status of clients across the lifespan. Students will apply knowledge from health and social sciences and will utilize the critical thinking process as a method to identify appropriate nursing interventions. The course is designed to provide opportunities for enhancing competency in assessment skills, interpretation of diagnostic data and determination of nursing interventions.

CREDIT HOURS: 3

PREREQUISITES: Level I and Level II Courses in the Associate of Science Degree in Nursing.

NURSING (NURS) 340 - *Leadership / Management*

This course presents an introduction to management theories, concepts and skills applicable in all career fields. The management process and the functions of manag-

ers are emphasized along with theories of organizational behavior, leadership, work motivation and the management of human resources. The course will offer opportunities to apply these concepts to health service organizations.

NOTE: This course cross registers with HSER 350 (formerly MGMT 210).

CREDIT HOURS: 3

PREREQUISITES: Level I and Level II Courses in the Associate of Science Degree in Nursing and Math 252.

NURSING (NURS) 350 - *Research in Nursing Practice*

This course provides an introduction to the basic principles of research. Emphasis is placed upon the importance of research to generate nursing knowledge. Students have an opportunity to critique research articles and evaluate their relevance and applicability to nursing practice.

CREDIT HOURS: 3

PREREQUISITE: MATH 252, previous or concurrent enrollment. *Level I and Level II Courses in the Associate of Science Degree in Nursing.

Level IV

NURSING (NURS) 410 - *Gerontology*

This course focuses upon the concept of successful aging and is designed to enhance the nurse's awareness of the needs and potentials of the older adult. The course analyzes the sociological, psychological and physiological aspects of aging. Students will explore theories of aging, chronic and acute problems of the aging client, available community resources and issues impacting health promotion of the older adult.

CREDIT HOURS: 3

PREREQUISITES: Level III NURS courses or permission of the Dean of Nursing.

NURSING (NURS) 420 - *Community Nursing*

This course provides an introduction to the field of community health nursing which includes the conceptual foundations and skills for community nursing practice. The student develops an awareness of the diversity of the roles of nursing in a variety of community settings and has an opportunity to enhance his or her clinical skills.

CREDIT HOURS: 6 (4 theory, 2 clinical)

PREREQUISITES: Level III NURS courses or permission of the Dean of Nursing.

NURSING (NURS) 430 - *Nursing in the 21st Century*

This course explores the changing health care system, its impact upon patient care and relevance to nursing practice. Factors contributing to health care changes in the 21st century will be examined and the nurse's role as patient advocate will be emphasized.

CREDIT HOURS: 3

PREREQUISITES: Level III NURS courses or with permission of the Dean of Nursing.

NURSING (NURS) 440 - *Independent Study*

This clinical course offers the student an opportunity for an individualized concentrated nursing practicum in an area related to the student's special interest. The student in collaboration with the faculty and a clinical preceptor will develop a project designed to enhance professional nursing practice. The student is expected to synthesize knowledge from previous nursing experiences.

This course should be taken during the semester that the student intends to graduate.

CREDIT HOURS: 3

PREREQUISITES: Level III NURS courses; NURS 410, NURS 420, NURS 430 previous or concurrent enrollment or with permission of the Dean of Nursing.

Health Career Institute Course Offerings

HCCS 100 - *Intro to Computers*

15 hours – 1 credit

This course introduces the student to the basics of computer science, with an emphasis on developing proficiency performing essential computer tasks.

HCMT 100 - *Medical Terminology*

15 hours – 1 credit

This course focuses on analyzing and combining prefixes, rootwords, and suffixes, to spell, use and pronounce medical terminology correctly. Medical abbreviations are included.

HCLP 112 - *Introduction to Health Care*

95 hours (45 class and 50 clinical) – 2 credits

This course introduces the student to those health care issues and processes that affect patients in all settings and are universal to all health care providers. Topics include: man, health, society, health care, therapeutic communication and interpersonal skills, cultural and ethnic diversity, legal issues, health and disease, infection control, cardiopulmonary resuscitation and emergency responses, body mechanics, patient's bill of rights, patient abuse and advocacy, health care delivery models and

settings, the roles of health care providers, practice acts and an introduction to the nursing process. Selected lab and clinical experiences will reinforce course content.

HCLP 114 - *Care of the Geriatric Patient*

160 hours (80 class and 80 clinical) – 4 credits

Basic nursing skills are presented with an emphasis on applying concepts and principles of nursing care for the geriatric client in a variety of settings. Topics include: vital signs, measuring and recording height and weight, care of the environment, abnormal changes in body functioning, personal hygiene, assisting with diet and fluid intake, skin care, patient positioning and transfers, awareness of development tasks of this age group, preserving the patient's dignity, care of cognitively impaired residents (understanding care required, communication, unique needs), and basic restorative techniques (range of motion, turning and position, bowel and bladder training, prosthetic and orthotic devices, wound care).

HCLP 116 - *Practical Nursing and the Nursing Process*

120 hours (70 class and 50 clinical) – 3 credits

This course includes basic and advanced nursing skills required for the application of the nursing process. Topics include: vocational aspects of practical nursing, a study of the purpose and components of the nursing process as a method of individualizing patient care, development and implementation of the plan of care, charting, recording and reporting, physical assessment and medication administration.

HCLP 126 - *Medical Surgical Nursing I*

265 hours (80 hours theory and 185 hours clinical) – 6 credits

This course utilizes concurrent theory and clinical with application of the nursing process in the care of patients with alterations in cardiovascular, respiratory, gastrointestinal, endocrine systems and fluid and electrolyte balance. Concepts of perioperative nursing are introduced and the student provides care to both the preoperative and postoperative patient in the clinical setting. Dosage calculation and medication administration are incorporated into theory and clinical practice. Special needs and care of the Geriatric patient are integrated throughout. Basic and advanced nursing skills are performed in the clinical sites under the direct supervision of the instructor following successful skills check in Lab.

HCLP 124 - *Pharmacology*

70 hours – 2 credits

This course introduces the student to the study of drugs and their action on living organisms. Drug effects interactions and reactions are discussed so that the student obtains a sound knowledge for the safe monitoring of patients receiving drug therapy. Emphasis is placed on specific drug classes including Anti-infectives, analgesics, and drugs that affect the respiratory, cardiovascular, endocrine and gastrointestinal systems. An overview is given of general principles used by the

nurse to administer drugs safely. Simulated drug administration by various routes is practiced in the Nursing Skill Lab prior to guided drug administration in the clinical setting. The laws governing the manufacture, distribution and sale of drugs and the role of the LPN in drug administration is discussed.

HCLP 128 - *IV Therapy*

(15 hours theory, 15 hours clinical 15 hours) - 1 credit

This course includes legal implications of IV Therapy, equipment devices used, anatomy/physiology, methods and techniques, infection control measures, complications, and other vital information related to intravenous therapy. Supervised lab and clinical performance are included.

HCLP 132 - *Medical Surgical Nursing II*

(80 hours theory, 185 hours clinical) - 5 credits

This course presents essential information related to care of the patients experiencing alterations in neurological/sensory function, neoplasm, the musculoskeletal system, urinary system, sexuality, sexually transmitted diseases and skin integrity with integrated geriatrics and pharmacology. Care of patients across the life span is integrated. Using the nursing process the course is a continuation of basic and advanced nursing skills performed in the care of these patients. Team concept, with increasing responsibility with groups of patients, and the role of the LPN, are emphasized as a vital part of this course.

HCLP 134 - *Mental and Behavioral Health*

(20 hours theory, 40 hours clinical) - 2 credits

The focus of this course is on the patient experiencing psychopathological, emotional, and behavioral alterations. Utilizing the nursing process approach students will perform nursing skills in mental health clinical sites under the direct supervision of the nursing instructor. Previous program content on interaction of biological and social conditions that influence the mind and behavior and communication skills will be emphasized. Students will intergrate these concepts in the care of the medical/sychiatric patient in the impatient setting.

HCLP 140 - *Maternal - Newborn Nursing*

(40 hours theory, 40 hours clinical) - 2 credits

Concurrent theory and clinical course explores historical and current issues, trends, growth and development of the childbearing family, fetal development and gestation. Care of the patient during antepartal, intrapartal, and postpartum periods is included as well as care of the neonate in a variety of clinical settings.

HCLP 142 - *Pediatric Nursing*

(40 hours theory 40 hours, 40 hours clinical) - 2 credits

This course presents essential information related to growth and development of infants and children, and those real or potential health threats common but not exclusive to the age groups. Using the nursing process, basic and advanced nursing skills are performed in meeting the needs of the pediatric patient in clinical sites under the direct supervision of the instructor.

HCLP 144 - *Nursing Transitions*

(70 hours theory, 128 hours clinical 128 Hours) - 7 credits

Using the nursing process, this course is a continuation of basic and advanced nursing skills performed in the care of patients with multiple medical surgical diagnoses in a variety of clinical settings. As the final nursing course prior to program completion, the course is intended to assist students in making immediate and future decisions concerning job choices and education growth. Students will be allowed to choose clinical rotation sites of interest from a list of selected clinical sites in the medical and surgical area.

HCMA 009 - *Computation Skills for Healthcare Providers*

1 credit

This is a fast paced review of basic computational skills in arithmetic. Topics include operations in decimals, fractions, whole and mixed numbers. This course is designed to help students prepare for college placement exams and to refresh students who have not been in the academic environment before. Grading will be satisfactory/unsatisfactory.

HCMA 010 - *Algebra Review for Health care Providers*

1 credit

This is a fast paced review of elementary algebra. Topics include computations with signed numbers, scientific notation, polynomial, exponents, factoring and systems equations. This course is designed to help students prepare for college placement exams and to refresh students who have not been in the academic environment before. Grading will be satisfactory/unsatisfactory.

Glossary

Academic Dismissal - Designates that a student is ineligible to continue enrollment in the College.

Academic Probation -Designates that a student's work is unsatisfactory and that, to remain eligible to enroll in courses, the student must achieve a 2.0 semester OLOL College GPA.

Academic Suspension - Designates that, because of unsatisfactory work, a student is ineligible to enroll in courses for a designated time period.

Academic Year - The period beginning with the fall semester and ending with the following summer session.

Adjunct Elective - Elective courses different from but closely allied to a student's major or area of concentration.

Associate's Degree - A college degree awarded for completion of an academic program consisting of freshman and sophomore level course work (e.g. Associate of Science, Associate of Arts).

Audit - To enroll in a course as an observer without seeking credit. The fee is the same as course taken for credit.

Baccalaureate - Relating to an academic program consisting of college course work through the senior level.

Bachelor's Degree - A college degree awarded for completion of a baccalaureate program (e.g., Bachelor of Science, Bachelor of Arts).

Beginning Freshman - A student who has never attended a regionally accredited college or university. A college student who has not earned credit for all first year courses in a program of study.

Behavioral Sciences - Sciences such as psychology, sociology, and anthropology that study human action and attempt to generalize about human behavior.

Biological Sciences - Sciences such as anatomy and botany that study living organisms and life processes.

Class Schedule - Printed prior to each semester, the Class Schedule lists courses offered for that semester, as well as times, locations and instructors of those courses. It also includes important dates and deadlines.

Clinical Program - A curriculum that includes application of skills and knowledge within a clinical setting.

Concurrent Enrollment - A program that provides a means by which students still enrolled in high school may also enroll in college level courses.

Continuing Students - Students who have not been absent from OLOLC for more than one complete semester, not including summer sessions. Students, who do not attend OLOLC for 2 or more consecutive semesters, will have to reapply and will be held to the current Catalog requirements.

Co-requisite - Two or more courses that must be taken concurrently, or a course which must be taken prior to a course.

Course Load - The total credit hours of course work for which a student is registered in a semester.

Credit - The quantitative measure of a course stated in semester hours.

Cross-listed - The same course offered under the rubrics of two or more departments.

Curriculum - An officially approved combination of courses, satisfactory completion of which may lead to a degree or other academic goal.

Cumulative or Overall Average - A student's grade point average based on the total number of quality points earned and total number of semester hours attempted.
See also: Grade Point Average

Drop/Add - A change in registration for a course or section during the designated drop/add period.

Elective - A course chosen ("elected") by a student, as opposed to a specific course requirement. A curriculum may stipulate that electives be chosen from among courses in a designated area/discipline.

Equivalent Course - When referring to a course prerequisite (e.g., "Prereq: MATH 112 or equivalent"), this term means either credit in a comparable course, or equivalency to be determined within an individual program.

Faculty Advisor - A faculty member assigned by the College to assist a student in

designing a study plan, selecting courses, and resolving academic problems.

Freshman - A student who has earned less than thirty semester hours of credit.

Foundation Courses - Courses that provide knowledge and skills basic to all other course work.

Grade Point Average (GPA) - An index of scholastic performance; the ratio of quality points earned to semester hours attempted. See also: OLOL College GPA, Semester GPA.

Graduation Honors Grade Point Average (GPA) - The overall grade point average, which is based on credit earned at Our Lady of the Lake College and earned credit transferred from accredited institution.

Humanities - Academic disciplines such as philosophy and literature that study human life and thought.

Independent Study - Formal study completed in a one-to-one relationship with an instructor outside of the traditional classroom setting.

Junior - A student who has earned credit for at least 60 semester hours but less than 90 semester hours.

Late Registration - the last interval designated to register for classes after the Registration deadline has passed; a late fee is assessed to continuing students.

Major - A student's primary field of study, such as nursing or clinical laboratory science.

Matriculation - The state of being registered for credit and working toward a specific degree or certificate.

Minor - A student's secondary area of study. Some curricula do not require the completion of a minor.

OLOL College Grade Point Average (GPA) - A grade point average based upon the total quality points and the total credit hours attempted at OLOL College.

Physical Sciences - Natural sciences such as chemistry and physics that study primarily nonliving materials.

Pre-registration - An interval of time during which an admitted student is allowed to sign up for courses before payment of fees.

Prerequisite - A preliminary requirement, usually credit in another course, that must be met before a course may be taken.

Profile Examination - An instrument for diagnostic evaluation of the nursing knowledge of program applicants.

Quality Point - A numerical value assigned to each final course letter grade (A through F). The grade of A is valued at four quality points for each semester hour of credit in the course. B is three points per hour, C two, and D one. A grade of F has a quality point value of zero. These values are used in calculating a student's "grade point average" and academic standing.

Registration - the process by which tuition payments and required fees are made and students are allowed to attend classes.

Residency Requirement - The specified number of semester hours in course work that a degree seeking student must complete at the institution granting the degree.

Semester - A divisional unit of the academic year. At OLOL College, the academic year is divided into two "regular" semesters (fall and spring), "Maymester" (5 weeks), and "summer session" (June and July).

Semester Grade Point Average (GPA) - A grade point average based on the quality points earned and the credit hours attempted during a semester at OLOL College.

Semester Hour - Numerical value of a course usually based on the number of hours spent in the class per week in a regular session.

Senior - A college student who has earned at least 90 semester hours of credit.

Sophomore - A college student who has earned at least 30 semester hours of credit, but less than 60 semester hours of credit.

Transfer Student - A student who terminates enrollment in one regionally accredited institution of higher education and subsequently enrolls in another.

Undergraduate - A college student who has not earned a first degree (usually a bachelor's degree).

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